



**City Council
Regular Meeting
AGENDA**

Register for Ukiah City Council Regular Meeting at:
<https://attendee.gotowebinar.com/rt/3862698010362077965>

After registering, you will receive a confirmation email containing information about joining the webinar. Alternatively, you may view the meeting (without participating) by clicking on the name of the meeting at <http://cityofukiah.com/meetings>.

May 19, 2021 - 6:00 PM

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

PROCLAMATION of the UKIAH CITY COUNCIL RECOGNIZING MAY as BICYCLE MONTH

3.a. Proclamation of the Ukiah City Council Recognizing May as Bicycle Month.

Recommended Action: Present Proclamation

Attachments:

1. Bike Month Proclamation 2021

4. PETITIONS AND COMMUNICATIONS

5. APPROVAL OF MINUTES

5.a. Approval of the Minutes for the May 5, 2021, Regular Meeting.

Recommended Action: Approve the Minutes of May 5, 2021, a Regular Meeting, as submitted.

Attachments:

1. 2021-05-05 Draft Minutes

6. RIGHT TO APPEAL DECISION

Persons who are dissatisfied with a decision of the City Council may have the right to a review of that decision by a court. The City has adopted Section 1094.6 of the California Code of Civil Procedure, which generally limits to ninety days (90) the time within which the decision of the City Boards and Agencies may be judicially challenged.

7. CONSENT CALENDAR

The following items listed are considered routine and will be enacted by a single motion and roll call vote by the City Council. Items may be removed from the Consent Calendar upon request of a Councilmember or a citizen in which event the item will be considered at the completion of all other items on the agenda. The motion by the City Council on the Consent Calendar will approve and make findings in accordance with Administrative Staff and/or Planning Commission recommendations.

- 7.a. Report of Disbursements for the Month of April 2021.

Recommended Action: Approve the Report of Disbursements for the Month of April 2021.

Attachments:

1. April 2021 Summary of Disbursements
2. Account Codes for Reference
3. Object codes for Reference
4. April 2021 Disbursement Detail

- 7.b. Award of Bid to Northwest Construction Inc. in the Amount of \$42,244 for the Pedestrian Access Improvements Project at the Crosswalk Across South Dora Street and Luce Avenue, Specification No. 20-16, and Approve Corresponding Budget Amendment.

Recommended Action: Award Bid to Northwest Construction Inc. in the Amount of \$42,244 for the Pedestrian Access Improvements Project at the Crosswalk Across South Dora Street and Luce Avenue, Specification No. 20-16, and approve corresponding budget amendment.

Attachments:

1. PLANS - SPEC NO 20-16
2. Bid Results
3. Northwest Construction BID

- 7.c. Annual Report on Mobilehome Park Stabilization Fees and Activities, and Consideration of Approval to Waive Fees for the Fiscal Year 2020-21.

Recommended Action: Receive annual report on mobilehome park stabilization fees and activities, and approve waiving fees for the fiscal year 2020-21.

Attachments:

1. ORDINANCE 1126 Mobilehome rent stabilization
2. RESOLUTION 2020-26 - Arbitration and Admin Fees for Rent Stabiliation for Mobilehome Parks Program
3. 4-27-21 Letter to Mobilehome Residents

- 7.d. Authorize the City Manager to Sign Federal Aviation Administration Reimbursement of PAPI and REIL Design for Runway 15-33 Grant No. 3-06-0268-018-2021 for Ukiah Municipal Airport in the Amount of \$218,851

Recommended Action: Authorize the City Manager to sign Federal Aviation Administration Reimbursement of PAPI and REIL Design for Runway 15-33 Grant No. 3-06-0268-018-2021 for Ukiah Municipal Airport in the Amount of \$218,851.

Attachments:

1. Grant Agreement 3-06-0268-018-2021
2. ASR 11202019
3. UKI PAPI & REIL Design Scope of Services & Fees
4. Comparison PAPI vs VASI

- 7.e. Authorize the City Manager to Negotiate and Execute a Professional Services Agreement for an Amount Not to Exceed \$81,385 with The KPA Group for Design and Engineering Services to Develop Building Plans/Specifications and a Cost Estimate for ADA Improvements at 501 South State Street, to be Funded through an Awarded CDBG Grant and Series 2020A Lease Revenue Bond, and Approve Corresponding Budget Amendment.

Recommended Action: Authorize the City Manager to negotiate and execute a professional services agreement for an amount not to exceed \$81,385 with The KPA Group for design and engineering services to develop building plans for barrier removal at 501 S State St, to be paid from CDBG grant funding and Series 2020A Lease Revenue Bond, and approve corresponding budget amendment.

Attachments:

1. RFP - Develop Plans and Specs for Barrier Removal
2. KPA Group RFP - Barrier Removal
3. Proposal Evaluation Summary - Final Result

- 7.f. Adoption of Resolution Removing Approximately 220 Lineal Feet of On-Street Parking at 1100 Hastings Road.

Recommended Action: Adopt resolution removing approximately 220 lineal feet of on-street parking at 1100 Hastings Road.

Attachments:

1. Resolution No. 2021-x NO PARKING
2. Site Map

- 7.g. Adopt Resolution Identifying the 2020-21 Project Funded by SB 1: The Road Repair and Accountability Act, and Approval of Corresponding Budget Amendment.

Recommended Action: Adopt resolution identifying the 2020-21 Project Funded by SB 1: The Road Repair and Accountability Act, and approval of corresponding budget amendment.

Attachments:

1. League of California Cities RMRA information
2. Resolution - Ukiah SB-1 2020-2021 Project List

8. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

The City Council welcomes input from the audience. If there is a matter of business on the agenda that you are interested in, you may address the Council when this matter is considered. If you wish to speak on a matter that is not on this agenda, you may do so at this time. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than ten (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments in which the subject is not listed on the agenda.

9. COUNCIL REPORTS

10. CITY MANAGER/CITY CLERK REPORTS

11. PUBLIC HEARINGS (6:15 PM)

12. UNFINISHED BUSINESS

- 12.a. Receive Status Report and Consider Any Action or Direction Related to the Novel Coronavirus (COVID-19) Emergency Including Operational Preparedness and Response; Continuity of City Operations and Services; Community and Business Impacts; and Any Other Related Matters.
Recommended Action: Receive status report and consider any action or direction related to the Novel Coronavirus (COVID-19) Emergency including operational preparedness and response; continuity of City operations and services; community and business impacts; and any other related matters.

Attachments: None

- 12.b. Update on Emergency Repair of the Yosemite Drive Water Main and Determine that Emergency Conditions Continue to Require the Emergency Repair.
Recommended Action: Determine that emergency conditions continue to require the repair of the Yosemite Drive Water Main without competitive bidding.

Attachments:

1. Resolution 2020-63 Yosemite Drive Water Main Emergency Work

- 12.c. City Council Primer on Budget Document and Review of Capital Improvement Program Budget for the 2021-22 Fiscal Year.

Recommended Action: Receive presentation.

Attachments:

1. CIP -5 year-FYE 2022 - In Progress - ASR Attachment 051921
2. Vehicle & Heavy Equipment Justifications - FY 21-22

13. **NEW BUSINESS**

- 13.a. Consideration and Adoption of a Resolution Supporting an Application for Annexation of the City of Ukiah into the Ukiah Valley Fire District, and Adjust the Fire District's Sphere of Influence to Encompass the City of Ukiah.
Recommended Action: Adopt a resolution supporting the Ukiah Valley Fire District's application to the Mendocino County Local Area Formation Commission (LAFCO) to annex the City of Ukiah into the Fire District and adjust the Fire District's Sphere of Influence (SOI) to include the City of Ukiah.

Attachments:

1. Resolution in Support of Fire District Annexation and SOI Amendment (002)

- 13.b. Approval of Purchase of Elgin Single Engine Crosswind Street Sweeper from Owen Equipment in the Amount of \$298,071.44, and Approval of Corresponding Budget Amendment.

Recommended Action: Approve purchase of Elgin Single Engine Crosswind Street Sweeper from Owen Equipment in the amount of \$298,071.44, and approve corresponding budget amendment.

Attachments:

1. V2524 - Street Sweeper Vehicle Justification Form
2. City of Ukiah-Crosswind1- September 2020 (1)

- 13.c. Receive Updates on City Council Committee and Ad Hoc Assignments, and, if Necessary, Consider Modifications to Assignments and/or the Creation/Elimination of Ad Hoc(s).
Recommended Action: Receive report(s). The Council will consider modifications to committee and ad hoc assignments along with the creation/elimination ad hoc(s).
Attachments:

1. 2021 City Council Special Assignments

14. CLOSED SESSION - CLOSED SESSION MAY BE HELD AT ANY TIME DURING THE MEETING

- 14.a. **Conference with Legal Counsel—Anticipated Litigation**
(Government Code Section 54956.9(d)(2) & (4))
Significant exposure to litigation pursuant to paragraph (2) or (4) of subdivision (d) of Section 54956.9. Consideration of potential litigation arising from emergency drought declaration.
(Government Code Section 54956.9(e)(2)): (Number of potential cases: 1)
Recommended Action: Confer in Closed Session
Attachments: None
- 14.b. **Conference with Legal Counsel—Anticipated Litigation**
(Government Code Section 54956.9(d)(2 & 3))
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (Number of potential cases: 1)
Recommended Action: Confer in Closed Session
Attachments: None
- 14.c. **Conference with Legal Counsel—Anticipated Litigation**
(Government Code Section 54956.9(d)(2))
Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2)(Number of potential cases: 2)
Recommended Action: Confer in Closed Session
Attachments: None
- 14.d. **Conference with Legal Counsel – Existing Litigation**
(Government Code Section 54956.9(d)(1))
Name of case: Gerardo Magdaleno, by and through his Guardian Ad Litem, Pedro Francisco Magdaleno v. City of Ukiah, Justin Wyatt (Fed. Dist. Ct. N.D. Cal.) 3:21-2609 VC.
Recommended Action: Confer in Closed Session
Attachments: None
- 14.e. **Conference with Legal Counsel – Existing Litigation**
(Government Code Section 54956.9(d)(1))
Name of case: Vichy Springs Resort v. City of Ukiah, Et Al; Case No. SCU-K-CVPT-2018-70200
Recommended Action: Confer in Closed Session
Attachments: None

- 14.f. **Conference with Legal Counsel – Existing Litigation**
(Government Code Section 54956.9(d)(1))
Name of case: Vichy Springs Resort v. City of Ukiah, Et Al; Case No. SCUk-CVPT-20-74612
Recommended Action: Confer in Closed Session
Attachments: None
- 14.g. **Conference with Legal Counsel – Existing Litigation**
(Cal. Gov't Code Section 54956.9(d)(1))
Name of case: City of Ukiah v. Questex, LTD, et al, Mendocino County Superior Court, Case No. SCUk- CVPT-15-66036
Recommended Action: Confer in Closed Session
Attachments: None
- 14.h. **Conference with Real Property Negotiators**
(Cal. Gov't Code Section 54956.8)
Property: APN Nos: 157-050-03, 157-060-02, 157-050-04, 157-050-03, 157-030-02, 157-050-01, 157-050-02, 157-050-10, 157-050-09, 157-070-01, 157-070-02, 003-190-01
Negotiator: Sage Sangiacomo, City Manager;
Negotiating Parties: Dave Hull and Ric Piffero
Under Negotiation: Price & Terms of Payment
Recommended Action: Confer in Closed Session
Attachments: None
- 14.i. **Conference with Real Property Negotiators**
(Cal. Gov't Code Section 54956.8)
Property: APNs 184-090-07-00 and 184-100-04-00
Negotiator: Sean White, Water Resources Director and Sage Sangiacomo, City Manager;
Negotiating Parties: Noble Vineyard Management
Under Negotiation: Instruction to negotiator will concern price and terms of payment.
Recommended Action: Confer in Closed Session
Attachments: None
- 14.j. **Conference with Labor Negotiator (54957.6)**
Agency Representative: Sage Sangiacomo, City Manager
Employee Organizations: All Bargaining Units
Recommended Action: Confer in Closed Session
Attachments: None

15. ADJOURNMENT

Please be advised that the City needs to be notified 72 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. The City complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection at the front counter at the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, CA 95482, during normal business hours, Monday through Friday, 8:00 am to 5:00 pm.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Ukiah City Hall, located at 300 Seminary Avenue, Ukiah, California, not less than 72 hours prior to the meeting set forth on this agenda.

Kristine Lawler, City Clerk
Dated: 5/14/21



AGENDA SUMMARY REPORT

SUBJECT: Proclamation of the Ukiah City Council Recognizing May as Bicycle Month.

DEPARTMENT: Community Services **PREPARED BY:** Neil Davis, Community Services Administrator
PRESENTER: Mayor Orozco

ATTACHMENTS:

1. Bike Month Proclamation 2021

Summary: Walk & Bike Mendocino is sponsoring a wide variety of events to celebrate the many benefits of bicycling during National Bike Month this May. Community Services staff has agreed to partner to promote these activities both with staff and residents. Council will present a proclamation recognizing May as Bike Month.

Background: National Bike Month is a celebration of cycling held every May in the United States. It is sponsored by the League of American Bicyclists and Ukiah's local bike advocacy organization Walk & Bike Mendocino. Celebrated in communities from coast-to-coast. National Bike Month was established in 1956 and provides a chance to showcase the many benefits of bicycling and to encourage more folks to giving bicycling a try. The City of Ukiah has been a frequent participant in bike month activities dating back many decades.

As part of National Bike Month, National Bike to Work Week is usually held the third week of May, with Bike to Work Day being on that Friday. Walk & Bike Mendocino is planning a Bike FROM work day on Friday May 21st.

Discussion: The City of Ukiah has partnered with a variety of organizations over the years to celebrate Bike Month. For a number of years, a Walk & Roll festival was held each May. Walk & Bike Mendocino is now the foremost bike advocacy group in the area and since 2009 has been promoting the benefits of biking, conducting safety education programs, and working with the City to advise on, and promote the installation of bicycle friendly infrastructure.

Community Services staff and Walk & Bike Mendocino staff will be joining the League of American Bicyclists in celebrating ways to #BikeThere during National Bike Month. For some, that will be joining Bike to Work Week (and Day!) and for others, that will mean biking to coffee or around the block. With a focus on well-being and connection, we'll be highlighting how you can #BikeThere during Bike Month and benefit physical and mental health. Whether you're riding for fun, fitness or with family, or taking essential trips to work or shop, you are part of our movement for safer streets, connected communities, a healthier planet, and happier people.

This year's event will feature a month-long Bicycle Scavenger Hunt, Bike From Work Day, a Pop Up Traffic Calming Project on North Oak St, and many opportunities for residents to comment on a draft update to Ukiah's Bike and Pedestrian Master Plan.

Staff has prepared a proclamation (Attachment 1) recognizing May as Bike Month.

Recommended Action: Present Proclamation

BUDGET AMENDMENT REQUIRED:

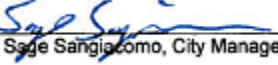
CURRENT BUDGET AMOUNT:

PROPOSED BUDGET AMOUNT:

FINANCING SOURCE:

PREVIOUS CONTRACT/PURCHASE ORDER NO.:

COORDINATED WITH:

Approved: 
Sage Sangiacomo, City Manager

P

ROCLAMATION

CITY OF UKIAH

RECOGNIZING MAY AS BICYCLE MONTH IN THE CITY OF UKIAH

WHEREAS, bicycle commuting is an effective means to improve air quality, reduce traffic congestion and noise, increase physical activity, and conserve energy; and

WHEREAS, bicycle commuting benefits both employees and employers through better employee health and fitness; reduced commuting, parking, and health care costs; lower employee absenteeism and turnover; and increased employee productivity; and

WHEREAS, bicycle commuting to school benefits children and families by promoting physical activity, reducing car-related pollution and traffic hazards, and contributing to a cleaner, safer and healthier community; and

WHEREAS, bus transit, carpooling, vanpooling, and bicycle lanes and paths are concepts which should be embraced if we are to continue to enjoy the amenities that make Ukiah an attractive place in which to live and earn a livelihood.

WHEREAS, touring cyclists pass through the City of Ukiah in ever-increasing numbers, including the winter season, thereby improving the local economy; and

WHEREAS, the City of Ukiah is becoming a popular destination for cyclists, many of whom eat at Ukiah’s local dining establishments and lodge in the City; and

WHEREAS, the City of Ukiah has taken an active role in improving bicycle transportation routes and bicycle parking facilities, increasing bicycle safety, and educating the community about benefits of bicycle transportation through its Safe Routes to School, and other grant programs; and

WHEREAS, Ukiah has a growing population of cyclists who are actively involved in shaping city, county, regional, and national transportation and community policies; and

WHEREAS, the month of May is “National Bike Month” which promotes the bicycle as a means of transportation and recreation and May is also “Clean Air Month” which promotes air quality.

THEREFORE BE IT RESOLVED, that May 2021 is hereby designated as NATIONAL BIKE MONTH throughout the City of Ukiah; and urge all citizens to support and participate in biking and other activities that contribute to the health of the community and the environment.

*Signed and sealed, this 19th day of May
in the year Two Thousand and Twenty-one.*

Juan V. Orozco

City Council, Mayor

CITY OF UKIAH
CITY COUNCIL MINUTES
Regular Meeting
<https://attendee.gotowebinar.com/rt/9199312935703156493>
Ukiah, CA 95482
May 5, 2021
6:00 p.m.

1. ROLL CALL

Ukiah City Council met at a Regular Meeting on May 5, 2021, having been legally noticed on April 30, 2021, and held virtually at <https://attendee.gotowebinar.com/rt/9199312935703156493>. Mayor Orozco called the meeting to order at 6:00 p.m. Roll was taken with the following **Councilmembers Present:** Douglas F. Crane, Mari Rodin, Josefina Dueñas, and Jim O. Brown. **Councilmember Absent by prearrangement:** Juan V. Orozco. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Kristine Lawler, City Clerk.

VICE MAYOR BROWN PRESIDING.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Sage Sangiacomo, City Manager.

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

a. Proclamation Recognizing May 15th as National Peace Officers Memorial Day.

Presenter: Vice Mayor Brown.

Proclamation was received by Noble Waidelich, Police Captain.

URGENCY ITEM

Consideration and Possible Approval of the Lease Purchase Financing of One (1) 2018 Braun/Chevy Type III Demo Ambulance from Red Sky Emergency Vehicles in the Amount of \$156,418.75 with Tax, and Approval of Corresponding Budget Amendments.

Presenter: Vice Mayor Sangiacomo.

Motion/Second: Crane/Rodin to accept Urgency Item and place as Agenda Item 13c. Motion **carried** by the all votes: AYES: Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: Orozco. ABSTAIN: None.

4. PETITIONS AND COMMUNICATIONS

No correspondence received.

5. APPROVAL OF MINUTES

a. Approval of the Minutes for the April 21, 2020, Special Meeting.

b. Approval of the Minutes for the April 21, 2020, Regular Meeting.

Motion/Second: Crane/Dueñas to approve minutes of April 21, 2020, special and regular meetings, as submitted. Motion **carried** by the following roll call votes: AYES: Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: Orozco. ABSTAIN: None.

6. RIGHT TO APPEAL DECISION

7. CONSENT CALENDAR

- a. Approval of Plans and Specifications for the 2021 Slurry Seal of Local Streets, and Authorize Staff to issue Bids for Specifications No. 21-03 – *Public Works*.
- b. Authorize the City Manager to Sign Federal Aviation Administration Airport Coronavirus Relief Grant Offer, Grant No. 3-06-0268-019-2021 (COU No. 2021-202) for Ukiah Municipal Airport in the Amount of \$13,000 – *Airport*.
- c. Report on Award of Professional Services Agreement (COU No. 2021-161) to On Duty Health for Annual National Fire Protection Association (NFPA) Compliant Physical Exams for Fire Authority Staff – *Fire*.
- d. Approve the Purchase of an Algae Control System for the Recycled Water System from LG Sonic US, LLC, Inc. of Scranton, PA in the Total Amount of \$175,720, and Corresponding Budget Amendment – *Water Resources*.
- e. Consideration of Adoption of Resolution (2021-19) Nominating and Appointing a Member to the Equity and Diversity Standing Committee – *Administration*.
- f. Approval of a Budget Amendment for the Contract (COU No. 1314-231-A7) with Carollo Engineers for the Design Efforts of the Recycled Water Phase 4 Project – *Finance*.
- g. Approve Change Order #2 ((COU No. 2021-176-CO2) to Contract 2021-176 with Diamond D Construction to Replace Two Valves in Fish Hatchery Water Line at Lake Mendocino Hydroelectric Plant, and Authorize a Contract Budget Amendment in the Amount of \$29,000 – *Electric Utility*.
- h. Award Contract (COU No. 2021-203) to LACO and Associates for Soil Management, Geotechnical and Materials Testing, and Inspection Services for the Electric Service Center Site Improvement Project in the Amount of \$41,500 – *Electric Utility*.
- i. Approval of Budget Amendment in the Amount of \$193,424.91 for Debt Payment of Ukiah Public Financial Authority Lease Revenue Bond (FA LRB) Series 2020A to Bank of New York (BNY) Mellon – *Finance*.

Motion/Second: Crane/Rodin to approve Consent Calendar Items 7a-7i, as submitted. Motion **carried** by the following roll call votes: AYES: Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: Orozco. ABSTAIN: None.

8. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

No public comment was received.

9. COUNCIL REPORTS

Presenters: Councilmembers Rodin and Duenas.

10. CITY MANAGER/CITY CLERK REPORTS

Presenters:

- **Update on Construction Projects** – *Tim Eriksen, Public Works Director / City Engineer.*
- **Update on Drought and Water Conditions** – *Sean White, Water Resources Director.*
- **LAFCo Applications** – *Sage Sangiacomo, City Manager and Councilmember Rodin.*

11. PUBLIC HEARINGS (6:15 PM)

12. UNFINISHED BUSINESS

- a. Receive Status Report and Consider Any Action or Direction Related to the Novel Coronavirus (COVID-19) Emergency Including Operational Preparedness and Response; Continuity of City Operations and Services; Community and Business Impacts; and Any Other Related Matters.**

Presenter: Tami Bartolomei, Office of Emergency Services Coordinator.

Report was received.

- b. Update on Emergency Repair of the Yosemite Drive Water Main and Determine that Emergency Conditions Continue to Require the Emergency Repair.**

Presenter: Tim Eriksen, Public Works Director/City Engineer.

Motion/Second: Crane/Rodin to determine that emergency conditions continue to require the repair of the Yosemite Drive Water Main without competitive bidding. Motion **carried** by the following roll call votes: AYES: Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: Orozco. ABSTAIN: None.

- c. Receive and File Third Quarter 2020-21 Financial Report.**

Presenter: Dan Buffalo, Finance Director.

Report was received.

- d. Approve the Bid Withdrawal Request from the Lowest Bidder, FRC, Inc., and Award a Contract to the Next Lowest Bidder, CWS Construction Group, Inc. in the Amount of \$2,693,933.50 for the Electric Service Center - Site Work, Specification 16-07, and Approve Corresponding Budget Amendments.**

Presenters: Mel Grandi, Electric Utility Director and Cindy Sauers, Assistant Electric Utility Director.

Motion/Second: Crane/Rodin to approve the bid withdrawal request from the lowest bidder, FRC, Inc., and award a contract (COU No. 2021-204) to the next lowest bidder, CWS Construction Group, Inc. in the amount of \$2,693,933.50 for the Electric Service Center - Site Work, Specification 16-07, and approve corresponding budget amendments. Motion **carried** by the following roll call votes: AYES: Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: Orozco. ABSTAIN: None.

13. NEW BUSINESS

- a. Status Report on the Great Redwood Trail – Ukiah, and Request for Authorization for the Mayor to Sign a Letter to the Northern California Railroad Authority (NCRA) in Support of Rail Banking the NCRA Corridor from Cloverdale to Willits.**

Presenter: Neil Davis, Community Services Administrator.

Motion/Second: Crane/Rodin to direct staff to work with Councilmember Rodin to make modifications to the letter, and authorize the Mayor to sign the letter to North Coast Railroad Authority (NCRA) in support of Rail Banking the NCRA corridor from Cloverdale to Willits. Motion **carried** by the following roll call votes: AYES: Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: Orozco. ABSTAIN: None.

b. Receive Updates on City Council Committee and Ad Hoc Assignments and, if Necessary, Consider Modifications to Assignments and/or the Creation/Elimination of Ad hoc(s).

No reports were received.

c. URGENCY ITEM: Consideration and Possible Approval of Purchase of One (1) 2018 Braun/Chevy Type III Demo Ambulance from Red Sky Emergency Vehicles in the Amount of \$156,418.75 with Tax, and Approval of Corresponding Budget Amendments.

Presenter: Doug Hutchison, Fire Chief.

Motion/Second: Crane/Dueñas to approve the purchase of a 2018 Braun/Chevy Type III Demo ambulance from Red Sky Emergency Vehicles in the amount of \$156,418.75 with tax, and approve corresponding budget amendments. Motion **carried** by the all votes: AYES: Crane, Rodin, Dueñas, and Brown. NOES: None. ABSENT: Orozco. ABSTAIN: None.

THE CITY COUNCIL ADJOURNED TO CLOSED SESSION AT 8:09 P.M.

14. CLOSED SESSION

a. Conference with Legal Counsel—Anticipated Litigation

(Government Code Section 54956.9(d)(2 & 3))

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2)(Number of potential cases: 1)

b. Conference with Legal Counsel—Anticipated Litigation

(Government Code Section 54956.9(d)(2))

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2)(Number of potential cases: 2)

c. Conference with Legal Counsel – Existing Litigation

(Government Code Section 54956.9(d)(1))

Name of case: Gerardo Magdaleno, by and through his Guardian Ad Litem, Pedro Francisco Magdaleno v. City of Ukiah, Justin Wyatt (Fed. Dist. Ct. N.D. Cal.) 3:21-2609 VC.

d. Conference with Legal Counsel – Existing Litigation

(Government Code Section 54956.9(d)(1))

Name of case: Vichy Springs Resort v. City of Ukiah, Et Al; Case No. SCUK-CVPT-2018-70200

e. Conference with Legal Counsel – Existing Litigation

(Government Code Section 54956.9(d)(1))

Name of case: Vichy Springs Resort v. City of Ukiah, Et Al; Case No. SCUK-CVPT-20-74612

f. Conference with Legal Counsel – Existing Litigation

(Cal. Gov't Code Section 54956.9(d)(1))

Name of case: City of Ukiah v. Questex, LTD, et al, Mendocino County Superior Court, Case No. SCUK- CVPT-15-66036

g. Conference with Real Property Negotiators

(Cal. Gov't Code Section 54956.8)

Property: APN Nos: 157-050-03, 157-060-02, 157-050-04, 157-050-03, 157-030-02, 157-050-01, 157-050-02, 157-050-10, 157-050-09, 157-070-01, 157-070-02, 003-190-01

Negotiator: Sage Sangiacomo, City Manager;

Negotiating Parties: Dave Hull and Ric Piffero

Under Negotiation: Price & Terms of Payment

h. Conference with Labor Negotiator (54957.6)

Agency Representative: Sage Sangiacomo, City Manager

Employee Organizations: All Bargaining Units

Direction given to staff.

15. ADJOURNMENT

There being no further business, the meeting adjourned at 9:35 p.m.

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Report of Disbursements for the Month of April 2021.

DEPARTMENT: Finance **PREPARED BY:** Candice Rasmason, Accounts Payable
PRESENTER: Consent Calendar

ATTACHMENTS:

1. April 2021 Summary of Disbursements
2. Account Codes for Reference
3. Object codes for Reference
4. April 2021 Disbursement Detail

Summary: The Council will review and consider approval of the Report of Disbursements for the month of April 2021.

Background: Payments made during the month of April 2021 are summarized on the Report of Disbursements. Further detail is supplied on the Schedule of Bills, representing the five (5) individual payment cycles within the month.

Accounts Payable Check Numbers (City & UVFA): 3042235-3042328; 3042329-3042404; 3042405-3042503; 3042504-3042570; 3042571-3042663

Accounts Payable Wire Transfers: N/A

Payroll Check Numbers: 508772-508806; 508807-508848

Payroll Manual Check Numbers: N/A

Direct Deposit Numbers: 103573-103795; 103796-104021

Manual Direct Deposit Numbers: N/A

Void Check Numbers: 3042398

Void Direct Deposit Numbers: N/A

Discussion: This report is submitted in accordance with Ukiah City Code Division 1, Chapter 7, Article 1.

Attachment #1: April 2021 Summary of Disbursements

Attachment #2: Account Codes for Reference

Attachment #3: Object Codes for Reference

Attachment #4: April 2021 Disbursement Detail

Recommended Action: Approve the Report of Disbursements for the Month of April 2021.

BUDGET AMENDMENT REQUIRED: N/A

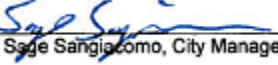
CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

Approved: 
Sage Sangiacomo, City Manager

Attachment 1

611	Retainage Withheld CDBG 16-CDBG-11147	\$20,827.03
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* vendor name(if applicable)

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Account Code Summary

Attachment 2

10000000	General Fund	20524412	Water Department - Meter Readers
10020210	Patrol	20526430	Electric Department - Meter Readers
10020214	Police Reserves	20620231	Ukiah Dispatch
10020216	COPS Grant	20620232	Ft Bragg Dispatch
10020218	Police - CSO	20700000	Payroll Posting Fund
10020224	Police - Major Crimes Task Force	20822500	Building Maintenance
10021210	Fire Administration	20824300	Corporation Yard
10021312	Fire Volunteer Station	20913900	IT Fund
10022100	Parks	22013300	FA Replace - Finance UB
10022300	Aquatics	22020200	FA Replace - Police Operations
10022800	Recreation	22021210	FA Replace - Fire Administration
10022810	Recreation Administration	22022900	FA Replace - Information Technology
10022821	Adult Basketball	22024100	FA Replace - Garage
10022822	Adult Softball	22024220	FA Replace - Streets
10022824	Co-Ed Volleyball	22024413	FA Replace - Water Distribution Cap
10022831	Youth Basketball	22024414	FA Replace - Water Distribution O&M
10022832	Youth Softball	22024421	FA Replace - City Wastewater
10022840	Day Camp	25024210	Engineering Reserve
10022850	Classes & Clinics	25024300	Corporation Yard Reserve
10022860	Special Activities	25122900	CIP - IT
10023100	Community Planning	25123100	CIP - Planning
10023320	Building Inspection	25124210	CIP - Engineering
10024210	Engineering	25124220	CIP - Streets
10024214	Traffic Signals	25124410	CIP - Water
10024224	Storm Drains	25124421	CIP - City Wastewater
10024620	Streets	25126410	CIP - Electric
10112700	Visit Ukiah	30022200	Park Development
20010000	City Council	30122210	Anton Stadium
20012100	City Manger	30222220	Observatory Park
20012200	City-Wide Admin	30522250	Riverside Park
20012300	Community Outreach	30622260	Skate Park
20012500	City Clerk	30822280	Project Planning
20012600	Economic Development	31022700	Museum Grant
20012800	Emergency Management	31122000	Alex Rorabaugh Recreation Center
20013200	Budget Management	31217100	Downtown Business Improvement District
20013210	Accounts Payable	50524210	Engineering - Signalization Fund
20013220	Payroll	50624210	Capital Engineering
20013400	Accounting	50824210	SB325 - Engineering
20014000	City Attorney	50824220	SB325 - Streets
20015100	City Treasurer	50924210	STP - Engineering
20016100	Human Resources	50924220	STP - Streets
20112400	Worker's Compensation Fund	51024220	Trans - Traffic Slurry Seal
20212400	Liability Fund	510X9999	Trans -Traffic Project
20324100	Garage Fund	60217441	Grant - CDBG 602
20413500	Purchasing Fund	60317442	Grant - HOME 603
20513300	Billing and Collections	60417441	Grant - CDBG 604
20514000	Billing and Collections - City Attorney	60517442	Grant - HOME 605

Account Code Summary

Attachment 2

60517462	FTHB Activity Delivery	60517461	First Time Homebuyer Program
60517467	FTHB - PIR	80026130	Electric Substation
60600000	CDBG Grant 10-EDEF-7261 Fund	80026140	Reimbursable Work for Others
60617441	Grant - CDBG 606	80026200	Electric Metering
60617451	General Administration	80026300	Electric Generation
60617452	AD ED Direct Financial Assistance	80026312	Mendocino Hydro
60617453	ED Direct Financial Assistance	80026330	Hydro Electric
60717443	Grant Prop 84	80026400	Electric Administration
60724413	Prop 84 Water Distribution Cap	80026410	Electric General Administration
60900000	13-CDBG-8940	80026430	Interdepartmental Charges
60917458	13-CDBG-8940	80326330	Hydro Plant
63020210	Asset Seizure Expenditure	80526610	Street Lighting
63120210	Drug & Alcohol Education	80626500	Public Benefit
63320210	H&S Asset Seizure Expenditure	82027110	Water
63420250	Fed Asset Seizure Expenditure	82027111	Water - Production O&M
63520210	SLESF	82027113	Water - Distribution Capital
63820210	Asset Forfeiture 11470	82027114	Water - Distribution O&M
64020213	Parking Enforcement	82027115	Water - Production Capital
69122700	Museum	82227113	Water - Distribution Capital
70024500	Landfill 700	84027220	Wastewater
70224500	Landfill Closure	84027221	Wastewater City - O&M
70424500	Landfill Post closure	84027222	Wastewater City - Capital
72022400	Golf	84027225	Wastewater Treatment - O&M
73022600	Conference Center	84027226	Wastewater Treatment - Capital
75017110	Visit Ukiah	84227220	Wastewater
77725200	Airport Operations	84327222	Wastewater City - Capital
77817411	FAA Grant	84427221	Wastewater City Capital - O&M
80026100	Electric Administration	84427222	Wastewater City - Capital
80026110	Electric Overhead	90000000	Special Deposit Trust Fund
80026120	Electric Underground	91190100	Russian River Watershed Assoc
80100000	Infrastructure	96900000	Successor Agency

Object Code Summary

Attachment 3

12102	INVENTORY OF SUPPLIES	52526	FRAUD INVEST. ASSESSMENT
12103	STORES PURCHASES	52527	A.D.P. PREMIUM & DEDUCTIBLE
12104	INVENTORY - PURCHASES	52528	LIABILITY INSURANCE
12105	STORES ISSUES	52529	EARTHQUAKE & FLOOD PREMIUMS
51211	PERS UNFUNDED LIABILITY	52530	POLLUTION-ENVIRON INS PREMIUM
51280	OVERTIME/CALLOUT MEALS	52531	UMEMPLOY. INS EXPENSE
51285	CALLOUT MILEAGE REIMBURSEMENTS	52532	SAFETY & TRAINING SUPPORT
52100	CONTRACTED SERVICES	52600	RENT
52107	CONTRACTED SERVICES-EIR	52841	SUCCESSOR AGENCY ADMIN
52108	CONTRACT SERVICES-GPU	54100	SUPPLIES
52110	AMBULANCE BILLING	54101	POSTAGE
52111	MAINT. CONTRCTS - DEFIBRULATOR	54102	SMALL TOOLS
52112	M. S. OVERSIGHT	54105	PHOTOGRAPHIC EXPENSE
52113	PLANNING STUDIES	54106	SPECIALTY SUPPLIES
52114	COMPLIANCE STUDIES	54120	PW - SPECIAL SUPPLIES
52120	LABOR CHARGES FROM OTHER DEPAR	54121	PW - ASPHALT CONCRETE
52130	EDUCATIONAL & MARKETING MATL'S	54122	PW - AGGREGATE BASE
52131	ASSISTANCE TO SENIORS	54123	PW - CRACK SEALANT
52132	EMERGENCY ASSISTANCE	54124	PW - CONCRETE/SUPPLIES
52133	MONTHLY DISCOUNT PROGRAM	54125	PW - TRAFFIC PAINT
52134	CONTRACT ADMINISTRATION	54126	PW-PREMARKS
52135	ENERGY CONSERVATION PROGRAM	54127	PW - SIGN POSTS/SHEETING
52136	PHOTOVOLTAIC RATES/INCENTIVE	54128	PW - COLD PATCH MATERIAL
52137	PUBLIC BENEFITS PROGRAM MGMT	54129	PW - TACK OIL
52138	NCPA PUBLIC BENEFITS PROGRAM	54130	PW - SAFETY
52139	RESEARCH, DEVELOPMENT & DEMO	54131	PW - BARRICADES & CONES
52140	LITIGATION EXPENSES	54160	HR - CITY LIABILITY & CONTRACT
52145	DETACHMENT-SEWER-UVSD	54161	HR - BACKGROUND & PHYSICALS
52150	LEGAL SERVICES/EXPENSES	54162	HR - ADVERTISING
52151	AFLAC & PERS INSUR ADMIN FEES	54163	HR - INTERVIEW SUPPLIES
52170	UKIAH WASTE SOLUTIONS	54164	HR - FORMS & OTHER DIV. EXP.
52171	RESIDENTIAL BILLING CHARGE	54165	HR - NEW EMPLOYEE FINGERPRINT
52172	COMMERCIAL OVERSIGHT FEE	54166	HR - DOT TESTING PROGRAM
52180	SECURITY SERVICES	54167	HR - EMPLOYEE DEVELOPMENT
52301	PROPERTY TAX ADMIN FEE	54168	HR - REMIF SAFETY TRNG & SUPPO
52302	AMBULANCE FEES	54201	PRISONER EXPENSE
52303	REHIT SUPPORT	54202	MAJOR CRIME INVETIGATIONS
52304	LAFCO FEES AND PROP TAX EXP	54320	SOFTWARE
52500	TRUSTEE FEES	54330	COMPUTER AND TECHNOLOGY
52510	ADVERTISING & PROMOTION	54500	EQUIP RENTS AND LEASES
52515	ADVERTISING & PUBLICATION	54700	FINES & PENALTIES
52521	LIABILITY INSURANCE PREMIUM	55100	TELEPHONE
52522	LIABILITY INSURANCE DEDUCT	55200	PG&E
52523	BOILER/MACHINERY PREMIUMS	55210	UTILITIES
52524	PROPERTY INSURANCE	56100	VEHICLE & EQUIPMENT MAINT. & R
52525	WORKER'S COMP. EXPENSE	56110	CITY GARAGE - PARTS

56121	R & M RADIO EQUIPMENT	56111	CITY GARAGE - LABOR
56122	R & M NON-AUTO EMS EQUIPMENT	56112	EQUIPMENT PARTS FOR RESALE
56123	R & M COMPUTERS	56120	EQUIPMENT MAINTENANCE & REPAIR
56124	MAINT CONTRACT DEFIBULATORS	80235	SYSTEM MAINTENANCE
56130	EXTERNAL SERVICES	80236	EMERGENCY/CONTINGENCY
56210	FUEL & FLUIDS	90100	LOAN PROCEEDS
56300	BUILDING MAINT. & REPAIR	90101	LOAN PAYMENT RECEIVED
56410	EQUIPMENT RENTAL - PRIVATE	90301	LOAN REPAYMENT
56504	FACILITY MAINTENANCE & REPAIR	90410	BOND PROCEEDS
56600	AIRFIELD MAINTENANCE & REPAIR		
56700	LANDFILL CLOSURE EXPENSE		
57100	CONFERENCE & TRAINING		
57101	CONF & TRAINING-AQUATICS		
57102	CONF & TRAINING-PARKS STAFF		
57200	MEETINGS		
57300	MEMBERSHIPS & SUBSCRIPTIONS		
58101	NCPA PLANT GENERATION		
58102	NCPA POWER PURCHASES		
58103	NCPA TRANSMISSION		
58104	NCPA MANAGEMENT SERVICES		
58105	NCPA THIRD PARTY SALES		
58106	NCPA PASS THROUGH COSTS		
58107	NCPA COMMITMENTS ACTIVITY		
58201	WATER PURCHASES		
58202	WATER TREATMENT PLANT CHEMICAL		
58401	AVIATION FUEL		
58410	GARAGE LUBRICANTS & PARTS		
58510	REIMBRASABLE JOBS		
59100	PROPERTY TAXES PAID		
59101	FEES		
59102	FRANCHISE FEES		
59350	PURCHASE DISCOUNTS TAKEN		
59400	OTHER EXPENSES		
70101	LOAN PAYMENTS MADE		
70102	BOND INTEREST PAYMENTS		
70110	BOND ISSUANCE COSTS		
70201	LOAN PRINCIPAL PAYMENTS		
70202	BOND PRINCIPAL PAYMENTS		
80100	MACHINERY & EQUIPMENT		
80200	BUILDINGS ACQUISITION		
80210	LAND ACQUISITION		
80220	BUILDING IMPROVEMENTS		
80230	INFRASTRUCTURE		
80231	RECYCLING STUDY 50% GRANT MATC		
80232	LINE REPLACEMENTS		
80233	MAIN REPLACEMENTS		
80234	INFLOW/INFILTRATION		

List of Checks Presented for Approval on 4/2/2021

The following list of bills payable was reviewed and approved for payment.

Sgt. S. S. S.

D. R. J.

OK 4/2/21

Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
A ACTION RENTS	535273	EQUIPMENT & MACHINERY RENTAL A	\$56.00	84027225-56300	BUILDING MAINT. & REPAIR	\$56.00
	513184C-2	6" DIESEL TRASH PUMP -TOWABLE	\$2,827.30	80026220-52100	CONTRACTUAL SERVICES	\$2,827.30
	516976B-2	EQUIPMENT & MACHINERY RENTAL A	\$300.00	90000000-23256	SPECIAL EVENTS TRUST	\$300.00
	516976C-2	EQUIPMENT & MACHINERY RENTAL A	\$300.00	90000000-23256	SPECIAL EVENTS TRUST	\$300.00
Vendor Total:						\$3,483.30
ADAMSON POLICE PRODUCTS	INV349611	T-RAIL MOUNT, WEAPON MOUNT	\$466.10	10020210-56130	EXTERNAL SERVICES	\$466.10
	Vendor Total:					\$466.10
ADVANCED SECURITY SYSTEMS	553359	MONTHLY ALARM SERVICES FOR 130 TALMAGE RD	\$25.75	10021210-52180	SECURITY SERVICES	\$12.88
				91521400-52180	SECURITY SERVICES	\$12.87
	556855	MONTHLY ALARM SERVICES FOR 130 TALMAGE RD	\$25.75	10021210-52180	SECURITY SERVICES	\$12.87
				91521400-52180	SECURITY SERVICES	\$12.88
Vendor Total:						\$51.50
AFLAC	460355	CANCER/LIFE/ACC INSURANCE	\$8,430.40	20700000-20527	SECTION 125 (CANCER & LIFE)	\$8,430.40
Vendor Total:						\$8,430.40
AFLAC GROUP INSURANCE	A153547400	FEB 21 AFLAC CRITICAL CARE INS	\$339.96	20700000-20538	AFLAC CRITICAL ILLNESS POLICY	\$339.96
	A155193800	MAR 21 AFLAC CRITICAL CARE INS	\$339.96	20700000-20538	AFLAC CRITICAL ILLNESS POLICY	\$339.96
Vendor Total:						\$679.92
ALL STAR FIRE EQUIPMENT, INC	230493	CMC #300233: PROSERIES ALUMINU	\$4,871.24	25321210-54102	SMALL TOOLS	\$2,435.63
				91621400-54102	SMALL TOOLS	\$2,435.61
Vendor Total:						\$4,871.24
ALL-GUARD ALARM SYSTEMS INC	A316190	MONTHLY MONITORING AT WWTP	\$91.40	84027225-52180	SECURITY SERVICES	\$91.40
	Vendor Total:					\$91.40
ALTA ARCHAEOLOGICAL CONSULTING LLC	2021-066	CULTURAL RESOURCE SURVEY - UKIAH	\$5,000.00	25122100-52100	CONTRACTUAL SERVICES	\$5,000.00
Vendor Total:						\$5,000.00

List of Checks Presented for Approval on 4/2/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ALTEC INDUSTRIES INC	11606555	ROLL PIN, NUT INSERTS AND HEX	\$2.94	80026110-56130	EXTERNAL SERVICES	\$2.94
	11603626	PIVOT PINS, SPRING COMPRESSION	\$146.91	80026110-56130	EXTERNAL SERVICES	\$146.91
	Vendor Total:					\$149.85
AMAZON CAPITAL SERVICES	197H-XWCC-G7WV	JUMP N CARRY BATTERY	\$107.88	80026110-56130	EXTERNAL SERVICES	\$107.88
	1V1L-9HPY-MXJH	WHITEBOARDS	\$69.66	91521400-56130	EXTERNAL SERVICES	\$69.66
	1M7G-PCY9-YFFY	FUTURE WATER	\$25.79	82027111-54100	SUPPLIES	\$25.79
	1YXQ-VTVH-1QWF	ALGAE AND WATER MANUALS, LAPTOP BAG	\$648.98	82027111-54100	SUPPLIES	\$648.98
	Vendor Total:					\$852.31
ANIXTER	4865540-01	COOPER #D73P16S0E SWITCH DISCO	\$862.29	80126100-80230	INFRASTRUCTURE	\$828.09
				80000000-12104	INVENTORY - PURCHASES	\$34.20
	4865540-02	COOPER #D73P16S0E SWITCH DISCO	\$862.29	80126100-80230	INFRASTRUCTURE	\$828.09
				80000000-12104	INVENTORY - PURCHASES	\$34.20
	4792658-02	(6U-PL-1) PLUG, CONNECTING W/S	\$788.21	80000000-12104	INVENTORY - PURCHASES	\$788.21
	4815719-00	(SL-100-PT) POST TOP LIGHT FIX	\$5,874.02	80000000-12104	INVENTORY - PURCHASES	\$5,874.02
	Vendor Total:					\$8,386.81
APPLIED INDUSTRIAL TECHNOLOGIES CA LLC	7021077453	FLEX COUPLING FLANGES	\$96.46	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$96.46
	Vendor Total:					\$96.46
AT&T	2463 MAR 21	FAX SERVICES - S STATION	\$51.30	10021210-55100	TELEPHONE	\$25.65
				91521400-55100	TELEPHONE	\$25.65
	Vendor Total:					\$51.30
BLAKE HYLAND	TA 4/19-22/21	TRAVEL ADVANCE	\$60.00	10021210-57100	LEARNING AND DEVELOPMENT	\$30.00
				10021210-57100	LEARNING AND DEVELOPMENT	\$30.00
	Vendor Total:					\$60.00
BOUND TREE MEDICAL LLC	83996853	EMS SUPPLIES	\$13.52	71021000-54107	EMS SUPPLIES	\$13.52
	83982760	EMS SUPPLIES	\$25.24	71021000-54107	EMS SUPPLIES	\$25.24
	83984021	EMS SUPPLIES	\$25.24	71021000-54107	EMS SUPPLIES	\$25.24
	83985516	EMS SUPPLIES	\$82.96	71021000-54107	EMS SUPPLIES	\$82.96
	83982759	EMS SUPPLIES	\$129.24	71021000-54107	EMS SUPPLIES	\$129.24

List of Checks Presented for Approval on 4/2/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BOUND TREE MEDICAL LLC	83980484	EMS SUPPLIES	\$336.47	71021000-54107	EMS SUPPLIES	\$336.47
					Vendor Total:	\$612.67
CANDICE RASMASON - PETTY CASH	032621	REPLENISH PETTY CASH	\$135.39	84427222-52100	CONTRACTUAL SERVICES	\$3.00
				20324100-57100	LEARNING AND DEVELOPMENT	\$8.53
				82027114-57100	LEARNING AND DEVELOPMENT	\$16.53
				82027114-57100	LEARNING AND DEVELOPMENT	\$21.77
				20012500-54101	POSTAGE	\$8.75
				90000000-23256	SPECIAL EVENTS TRUST	\$20.66
				10024210-54100	SUPPLIES	\$28.42
				80026400-54100	SUPPLIES	\$15.23
				82027114-54100	SUPPLIES	\$12.50
					Vendor Total:	\$135.39
CELLEBRITE USA INC	Q-188951-1	ANNUAL LICENSE FOR CELLPHONE D	\$8,068.69	10020210-54202	MAJOR CRIME INVESTIGATIONS	\$8,068.69
					Vendor Total:	\$8,068.69
CHERYL RAE WANTLAND	DV032521	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84427222-52100	CONTRACTUAL SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
COFFEE CRITIC INC, THE	R25589	MISC. COFFEE SUPPLIES AS NEEDED	\$90.00	73022600-54100	SUPPLIES	\$90.00
					Vendor Total:	\$90.00
COMCAST	0472 MAR 21	INTERNET SERVICES	\$161.76	20913900-55100	TELEPHONE	\$161.76
	4635 MAR 21	INTERNET SERVICES	\$246.48	20913900-55100	TELEPHONE	\$246.48
					Vendor Total:	\$408.24
COMPUTER OPTIONS INC	BILL62788	SECURITY REMEDIATION - PHASE 1	\$2,322.50	20913900-52100	CONTRACTUAL SERVICES	\$2,322.50
	BILL62845	SECURITY REMEDIATION - PHASE 1	\$2,925.00	20913900-52100	CONTRACTUAL SERVICES	\$2,925.00
					Vendor Total:	\$5,247.50
DARCY VAUGHN	DV032321	REIMBURSEMENT - REGISTRATION	\$250.00	20012100-57100	LEARNING AND DEVELOPMENT	\$250.00
					Vendor Total:	\$250.00

List of Checks Presented for Approval on 4/2/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DARIN MALUGANI	BA FY 20/21	BOOT ALLOWANCE	\$147.15	10024620-54120	PW - SPECIAL SUPPLIES	\$147.15
					Vendor Total:	\$147.15
DC ELECTRIC GROUP INC	416950	EMERGENCY TRAFFIC SIGNAL REPAIR	\$3,247.06	10024214-52100	CONTRACTUAL SERVICES	\$3,247.06
	417040	TRAFFIC SIGNAL REPAIRS FEBRUAR	\$3,393.33	10024214-52100	CONTRACTUAL SERVICES	\$3,393.33
					Vendor Total:	\$6,640.39
DEPARTMENT OF HEALTH CARE SERVICES	GEM042114141	Q4 GROUND EMERGENCY MEDICAL TRANSPORT	\$936.70	71021000-52110	AMBULANCE BILLING	\$936.70
					Vendor Total:	\$936.70
DUSTIN BUTLER	TA 4/5-16/21	TRAVEL ADVANCE	\$3,465.53	80026110-57100	LEARNING AND DEVELOPMENT	\$3,465.53
					Vendor Total:	\$3,465.53
EIDIM GROUP INC	2021117 2	SPEC 20-09 COUNCIL CHAMBER AVV	\$157,429.47	20822500-80220	BUILDING IMPROVEMENTS	\$157,429.47
					Vendor Total:	\$157,429.47
EPIC AVIATION LLC	7407066	JET A FUEL	\$17,387.93	77725200-58401	AVIATION FUEL	\$17,387.93
					Vendor Total:	\$17,387.93
ERIC SINGLETON	TA 4/19-20-21	TRAVEL ADVANCE	\$550.69	10021210-57100	LEARNING AND DEVELOPMENT	\$275.34
				10021210-57100	LEARNING AND DEVELOPMENT	\$275.35
					Vendor Total:	\$550.69
EUREKA OXYGEN CO	U 180705	RENTAL OF CYLINDERS	\$91.04	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$45.52
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$45.52
					Vendor Total:	\$91.04
EVERGREEN JOB & SAFETY TRAINING INC	1279	JOB AND SAFETY TRAINING - MARCH	\$2,109.12	80026110-52100	CONTRACTUAL SERVICES	\$2,109.12
					Vendor Total:	\$2,109.12
FASTENAL	CAUKA42253	MISC. SUPPLIES AS NEEDED	\$11.88	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$11.88
	CAUKA42232	MISC. SUPPLIES AS NEEDED	\$19.13	10021210-56130	EXTERNAL SERVICES	\$9.56
				91521400-56130	EXTERNAL SERVICES	\$9.57
	CAUKA42227	MISC. SUPPLIES AS NEEDED	\$35.87	80026110-56130	EXTERNAL SERVICES	\$35.87
					Vendor Total:	\$66.88

List of Checks Presented for Approval on 4/2/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FAYE L HEFTE	DV032421	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84427222-52100	CONTRACTUAL SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
FEDERAL EXPRESS	7-318-94857	SHIPPING SERVICES	\$37.87	10020210-54101	POSTAGE	\$28.37
				10023100-54101	POSTAGE	\$9.50
	7-312-31752	SHIPPING SERVICES	\$51.35	10020210-54101	POSTAGE	\$51.35
	7-304-90661	SHIPPING SERVICES	\$50.30	10021210-54101	POSTAGE	\$25.15
				91521400-54101	POSTAGE	\$25.15
					Vendor Total:	\$139.52
GAYNOR TELESYSTEMS INC	INV000039231	REMOTE SERVICE	\$50.00	20913900-54320	SOFTWARE	\$50.00
	INV000039230	REMOTE SERVICE	\$125.00	20913900-54320	SOFTWARE	\$125.00
					Vendor Total:	\$175.00
GHILOTTI CONSTRUCTION COMPANY INC	5909*05	DOWNTOWN STREETSCAPE & ROAD DI	\$259,111.20	10024200-80230	INFRASTRUCTURE	\$91,340.99
				12024200-80230	INFRASTRUCTURE	\$95,332.88
				50024220-80230	INFRASTRUCTURE	\$53,042.08
				50924200-80230	INFRASTRUCTURE	\$2,225.98
				80126100-80230	INFRASTRUCTURE	\$2,198.10
				82227113-80230	INFRASTRUCTURE	\$7,905.83
				84427221-80230	INFRASTRUCTURE	\$7,065.34
					Vendor Total:	\$259,111.20
GOVERNMENT FINANCE OFFICERS ASSOCIATION	2135190	MEMBERSHIP - C RASMASON	\$150.00	20013210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$150.00
	2175571	MEMBERSHIP - G FETH-MICHEL	\$150.00	20013400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$150.00
					Vendor Total:	\$300.00
GRAINGER INC	9838981653	AC LAMP	\$9.55	84027225-54100	SUPPLIES	\$9.55
	9830647450	WIPE AND GLOVE DISPENSERS, PANEL LAMPS	\$170.84	84027225-54100	SUPPLIES	\$170.84
					Vendor Total:	\$180.39
HACH COMPANY	12370155	AMMONIA AND NITRATE	\$420.63	84027225-52100	CONTRACTUAL SERVICES	\$420.63
					Vendor Total:	\$420.63

List of Checks Presented for Approval on 4/2/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
HOME DEPOT CREDIT SERVICES	5010398	COUPLINGS	\$13.28	20822500-56300	BUILDING MAINT. & REPAIR	\$13.28
	9512126	EXTENTION CORDS	\$31.62	20822500-56300	BUILDING MAINT. & REPAIR	\$31.62
	5023214	LIGHT TUBES	\$64.93	20822500-56300	BUILDING MAINT. & REPAIR	\$64.93
	5193463	HEAT GUN, SAFETY GLASSES	\$34.77	82027111-56300	BUILDING MAINT. & REPAIR	\$34.77
	3521880	HEAT CONTROL	\$42.44	84027225-56300	BUILDING MAINT. & REPAIR	\$42.44
	6023663	LIGHT FIXTURES, LIGHTS, RED/BLK WELD	\$639.95	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$639.95
	5024376	BEAMS, MARKING SWIVELS, STORAGE HANGERS, SHELF BRA	\$733.90	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$733.90
	7511511	TRASH BAGS, KNEE PADS	\$85.91	10024620-54120	PW - SPECIAL SUPPLIES	\$85.91
	4023300	MITER SAW, BLADES	\$694.56	84027225-54102	SMALL TOOLS	\$694.56
	5010416	SHELF STORAGE UNIT	\$119.72	10022840-54100	SUPPLIES	\$119.72
Vendor Total:						\$2,461.08
IAN BROESKE	TR 11/4/20	TRAVEL REIMBURSEMENT	\$159.00	10021210-57100	LEARNING AND DEVELOPMENT	\$79.50
				10021210-57100	LEARNING AND DEVELOPMENT	\$79.50
	TR 8/25-27/20	TRAVEL REIMBURSEMENT	\$837.78	10021210-57100	LEARNING AND DEVELOPMENT	\$837.78
	TR 11/9-12/20	TRAVEL REIMBURSEMENT	\$910.54	10021210-57100	LEARNING AND DEVELOPMENT	\$910.54
Vendor Total:						\$1,907.32
ITRON INC	584629	FC300, DESK DOCK - FC300211345	\$1,181.93	20513380-54320	SOFTWARE	\$590.94
				20513382-54320	SOFTWARE	\$590.99
	Vendor Total:					\$1,181.93
JEFFREY MORRIS	TR 3/7-11/21	TRAVEL REIMBURSEMENT	\$21.66	10021210-57100	LEARNING AND DEVELOPMENT	\$10.83
				10021210-57100	LEARNING AND DEVELOPMENT	\$10.83
	Vendor Total:					\$21.66
JEI	16869	JEI #DVLC-16FS: DIGITAL VOICE	\$960.00	20620231-80100	MACHINERY & EQUIPMENT	\$960.00
					Vendor Total:	
JOHN'S LOCK & SAFE	10538	MISC LOCK & KEYSERVICES AS NEEDED	\$50.00	82027114-54100	SUPPLIES	\$50.00
					Vendor Total:	

List of Checks Presented for Approval on 4/2/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
JOSIE CASTANON - PETTY CASH	PC 032421	REPLENISH PETTY CASH	\$228.73	10020210-54101	POSTAGE	\$11.05
				10020210-54101	POSTAGE	\$15.20
				10020210-54101	POSTAGE	\$33.15
				10020210-54100	SUPPLIES	\$4.02
				10020210-54100	SUPPLIES	\$29.00
				10020210-54100	SUPPLIES	\$29.36
				10020210-54100	SUPPLIES	\$29.76
				10020210-54100	SUPPLIES	\$35.20
				10020210-54100	SUPPLIES	\$41.99
Vendor Total:					\$228.73	
KERRY RANDALL	DV032621	REIMBURSEMENT - VACCINE LUNCH	\$149.70	73022600-54100	SUPPLIES	\$149.70
				Vendor Total: \$149.70		
KONOCITI RIDGE CORPORATION	82153	EXTERMINATOR SERVICES	\$98.00	10021210-56300	BUILDING MAINT. & REPAIR	\$49.00
				91521400-56300	BUILDING MAINT. & REPAIR	\$49.00
	82016	EXTERMINATOR SERVICES	\$108.00	10021210-56300	BUILDING MAINT. & REPAIR	\$54.00
				91521400-56300	BUILDING MAINT. & REPAIR	\$54.00
	Vendor Total:					\$206.00
LACAL EQUIPMENT	0339156-IN	SKID SHOES, FLAIL BLADS, CLEVIS PINS	\$313.23	84027225-56130	EXTERNAL SERVICES	\$313.23
				Vendor Total: \$313.23		
LAKE COUNTY SHERIFF'S FOUNDATION	DV032521	REGISTRATION - M OSWALD	\$268.00	10020210-57100	LEARNING AND DEVELOPMENT	\$268.00
				Vendor Total: \$268.00		
LIEBERT CASSIDY WHITMORE	1516563	LEGAL SERVICES PERTAINING TO EMPLOYEES	\$1,676.00	20016100-52150	LEGAL SERVICES/ EXPENSES	\$1,676.00
	1516559	LEGAL SERVICES PERTAINING TO EMPLOYEES	\$76.00	20016100-52150	LEGAL SERVICES/ EXPENSES	\$76.00
	1516562	LEGAL SERVICES PERTAINING TO EMPLOYEES	\$1,817.00	20016100-52150	LEGAL SERVICES/ EXPENSES	\$1,817.00
	1516561	LEGAL SERVICES PERTAINING TO EMPLOYEES	\$2,840.00	20016100-52150	LEGAL SERVICES/ EXPENSES	\$2,840.00
	1516804	LEGAL SERVICES PERTAINING TO EMPLOYEES	\$3,964.40	20016100-52150	LEGAL SERVICES/ EXPENSES	\$3,964.40
Vendor Total:					\$10,373.40	

List of Checks Presented for Approval on 4/2/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
LORELEI SCOTT	8748	PARKS WELCOME BANNERS	\$683.74	10022100-54100	SUPPLIES	\$683.74
					Vendor Total:	\$683.74
MAX OSWALD	TA 4/6-7/21	TRAVEL ADVANCE	\$30.00	10020210-57100	LEARNING AND DEVELOPMENT	\$30.00
					Vendor Total:	\$30.00
MICHELLE WAGENET	DV033021	REIMBURSEMENT - TRAINING LUNCH	\$60.88	82027111-57100	LEARNING AND DEVELOPMENT	\$60.88
					Vendor Total:	\$60.88
MUNI SERVICES LLC	INV06-011197	SALES TAX AUDIT REPORTING SERV	\$261.71	20013400-52100	CONTRACTUAL SERVICES	\$261.71
	INV06-011198	SALES TAX AUDIT REPORTING SERV	\$29,068.05	20013400-52100	CONTRACTUAL SERVICES	\$29,068.05
					Vendor Total:	\$29,329.76
NFP NATIONAL ACCOUNT SERVICES INC	21-04 ALTERITY	APR 21 ALTERITY INSURANCE	\$2,673.20	20700000-20523	P/R DEDUCT-LTD	\$2,364.95
				20700000-20512	REMIF LIFE	\$34.25
				20700000-20512	REMIF LIFE	\$274.00
					Vendor Total:	\$2,673.20
NOR-CAL RECYCLED ROCK & AGGREGATES INC	21142	MISC ROCK & ROAD PATCH MATERIALS	\$429.21	10022100-54100	SUPPLIES	\$429.21
					Vendor Total:	\$429.21
OLIN CORPORATION	2944919	LIQUID SODIUM HYPOCHLORITE FY	\$4,103.60	84027225-58202	CHEMICALS	\$4,103.60
					Vendor Total:	\$4,103.60
ONE TIME PAY VENDOR	DV032521 1	BUSINESS LICENSE REFUND - NEW DAWN INSURANCE CENTER	\$29.00	10000000-41440	BUSINESS LICENSE TAX	\$25.00
				90000000-23002	STATE \$1 BUSINESS LICENSE FEE	\$4.00
	DV032521	BUSINESS LICENSE REFUND - NEW DAWN INSUARNACE CENT	\$39.40	10000000-41440	BUSINESS LICENSE TAX	\$35.40
				90000000-23002	STATE \$1 BUSINESS LICENSE FEE	\$4.00
	DV032421 1	PLANNING PERMIT REFUND - WINE COUNTRY CANNASSEURS	\$475.00	90000000-21111	PLANNING PERMIT ESCROW	\$475.00
	DV032421	PLANNING PERMIT REFUND - UKIAH VALLEY HOLISTICS	\$580.00	90000000-21111	PLANNING PERMIT ESCROW	\$580.00
					Vendor Total:	\$1,123.40
PACE SUPPLY CORPORATION	026714391-1	BUSHINGS, COPPER	\$87.49	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$87.49

List of Checks Presented for Approval on 4/2/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	026722069	GASKET FACE	\$111.43	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$111.43
	026652767-1	(1-SW-60) SWEEP, 6" X 45	\$510.01	82000000-12104	INVENTORY - PURCHASES	\$510.01
	026729182	2-3 BOLT SET, GASKET FACE	\$19.18	82027114-54100	SUPPLIES	\$19.18
	026728525	3 DI MEGA LUG ACC SET, REDUCER AC	\$74.76	82027114-54100	SUPPLIES	\$74.76
	026731337-1	WEDGE GATE VALVE MUELLER	\$262.16	82027114-54100	SUPPLIES	\$262.16
	026743511	BLACK COASTED TRACER WIRE	\$269.58	82027114-54100	SUPPLIES	\$269.58
	026731337	BRASS NIPPLE, FLANGE, BOLT SET, GASKET	\$657.37	82027114-54100	SUPPLIES	\$657.37
	026716860-1	CONCRETE, CAST IRON SEWER	\$613.86	84027221-54100	SUPPLIES	\$613.86
	Vendor Total:					\$2,605.84
PAVEMENT COATINGS CO	2021108 RET	CONTRACT 2021108 RETAINAGE	\$22,237.67	12000000-20150	AP CONTRACT RETAINAGE	\$21,284.82
				77700000-20150	AP CONTRACT RETAINAGE	\$952.85
				Vendor Total:		\$22,237.67
PG&E CO	1522-8 FEB 21	PACIFIC GAS & ELECTRIC	\$83.31	10021210-55210	UTILITIES	\$41.66
				91521400-55210	UTILITIES	\$41.65
	6833-2 FEB 21	PACIFIC GAS & ELECTRIC	\$663.50	10021210-55210	UTILITIES	\$331.75
				91521400-55210	UTILITIES	\$331.75
	6124-2 FEB 21	PACIFIC GAS & ELECTRIC	\$1,059.16	10021210-55210	UTILITIES	\$529.58
				91521400-55210	UTILITIES	\$529.58
	3822-9 FEB 21	PACIFIC GAS & ELECTRIC	\$13,371.27	10022100-55210	UTILITIES	\$8.65
				10022300-55210	UTILITIES	\$8.11
				10022700-55210	UTILITIES	\$156.07
				20822500-55210	UTILITIES	\$3,658.75
				70024500-55210	UTILITIES	\$547.15
				73022600-55210	UTILITIES	\$8.11
				73022600-55210	UTILITIES	\$16.77
				77725200-55210	UTILITIES	\$9.86
				82027111-55210	UTILITIES	\$3,151.68
				84027221-55210	UTILITIES	\$130.69

List of Checks Presented for Approval on 4/2/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PG&E CO	3822-9 FEB 21	PACIFIC GAS & ELECTRIC	\$13,371.27	84027225-55200	PG&E	\$5,675.43
					Vendor Total:	\$15,177.24
PLURALSIGHT LLC	INV09789040	BUSINESS PROFESSIONAL LICENSE	\$1,158.00	20913900-54320	SOFTWARE	\$1,158.00
					Vendor Total:	\$1,158.00
PRESS DEMOCRAT	30029550 030421	2021 SUBSCRIPTION RENEWAL	\$465.59	20012200-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$465.59
					Vendor Total:	\$465.59
RAY C STARKEY	P-2001733	HATS, SWEATSHIRTS WITH HOODS	\$441.95	20324100-54100	SUPPLIES	\$441.95
					Vendor Total:	\$441.95
RINO PACIFIC	CL33729	FUEL CARD CHARGES AS NEEDED	\$45.93	20324100-56210	FUEL & FLUIDS	\$45.93
					Vendor Total:	\$45.93
ROUND TABLE PIZZA	14-032	WWTP LUNCHEON	\$188.90	84027225-57100	LEARNING AND DEVELOPMENT	\$188.90
					Vendor Total:	\$188.90
RURAL COMMUNITIES HOUSING	032521	REIMBURSEMENT - ORR CREEK WATER LINE	\$39,700.00	82227113-80230	INFRASTRUCTURE	\$39,700.00
					Vendor Total:	\$39,700.00
SAVINGS BANK OF MENDOCINO COUNTY	MAR 21	LOVERS LANE LOAN PAYMENT	\$1,945.41	91500000-70103	LOAN INTEREST	\$312.88
				91800000-70103	LOAN INTEREST	\$730.04
				91500000-70201	LOAN PRINCIPAL PAYMENTS	\$270.75
				91800000-70201	LOAN PRINCIPAL PAYMENTS	\$631.74
					Vendor Total:	\$1,945.41
SHN CONSULTING ENGINEERS & GEOLOGISTS INC	108534	COMPACTION TESTING FOR SPEC 19	\$1,982.00	80126100-80230	INFRASTRUCTURE	\$1,982.00
					Vendor Total:	\$1,982.00
SNAP-ON INDUSTRIAL	ARV/47355403	SHL, DP IMP SKT	\$137.73	20324100-54102	SMALL TOOLS	\$137.73
					Vendor Total:	\$137.73
STAPLES CREDIT PLAN	12031	100PK DVD-R	\$38.10	10020210-54100	SUPPLIES	\$38.10
	12254	WEBCAM	\$76.20	10022700-54100	SUPPLIES	\$76.20
	10849	WEBCAM, LOGITECH H600 CABLE	\$152.40	10022700-54100	SUPPLIES	\$152.40
	14317	DAYCAMP - COVID	\$21.76	10022840-54100	SUPPLIES	\$21.76
	29509	DAYCAMP - COVID	\$193.46	10022840-54100	SUPPLIES	\$193.46

List of Checks Presented for Approval on 4/2/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	13684	BINDERS, ENVELOPES	\$100.17	82027110-54100	SUPPLIES	\$100.17
	13715	TONER, BINDER CLIPS	\$522.01	82027111-54100	SUPPLIES	\$522.01
					Vendor Total:	\$1,104.10
STATE WATER RESOURCES CONTROL BOARD	DV031521	CERTIFICATION - D TUBBS	\$155.00	84027225-57100	LEARNING AND DEVELOPMENT	\$155.00
					Vendor Total:	\$155.00
STERICYCLE INC	3005484578	"SHARPS" DISPOSAL AS NEEDED	\$21.02	10020210-54100	SUPPLIES	\$21.02
					Vendor Total:	\$21.02
SUBURBAN PROPANE	68151	BULK ACCOUNT MAINTENANCE	\$10.00	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$5.00
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$5.00
					Vendor Total:	\$10.00
SWAN ANALYTICAL USA INC	IN-US21-0750	VERIFICATION KIT	\$1,002.55	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,002.55
					Vendor Total:	\$1,002.55
SYDNEY DEARBORN	R4846144	REIMBURSEMENT FOR MEDICAL INSURANCE	\$168.56	91500000-20561	ACCRUED SICK	\$168.56
					Vendor Total:	\$168.56
TYLER ANDERSON	BA FY 20/21	BOOT ALLOWANCE	\$130.64	84027225-54100	SUPPLIES	\$130.64
					Vendor Total:	\$130.64
UKIAH PAPER SUPPLY	I520399	JANITORIAL SUPPLIES, MISC AS N	\$222.48	10022100-54100	SUPPLIES	\$222.48
	I520042	JANITORIAL SUPPLIES, MISC AS N	\$382.89	20822500-54100	SUPPLIES	\$382.89
	I520609	JANITORIAL SUPPLIES, MISC AS N	\$86.70	73022600-54100	SUPPLIES	\$86.70
	I520069	JANITORIAL SUPPLIES, MISC AS N	\$265.22	80026120-54100	SUPPLIES	\$265.22
	I520239	JANITORIAL SUPPLIES, MISC AS N	\$117.33	82027114-54100	SUPPLIES	\$117.33
	520025	JANITORIAL SUPPLIES, MISC AS N	\$261.78	84027225-54100	SUPPLIES	\$261.78
	520429	JANITORIAL SUPPLIES, MISC AS N	\$305.92	84027225-54100	SUPPLIES	\$305.92
					Vendor Total:	\$1,642.32
UKIAH ROUND TREE GLASS	168707	DOOR GLASS	\$294.90	10022100-56130	EXTERNAL SERVICES	\$294.90
					Vendor Total:	\$294.90
UKIAH VALLEY MEDICAL CENTER	1389000	SART EXAM	\$300.00	10020210-52100	CONTRACTUAL SERVICES	\$300.00
					Vendor Total:	\$300.00
UKIAH VALLEY SANITATION DIST	90558 FEB 21	SEWER - 141 LOVERS LN	\$112.87	10021210-55210	UTILITIES	\$56.43

List of Checks Presented for Approval on 4/2/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH VALLEY SANITATION DIST	90558 FEB 21	SEWER - 141 LOVERS LN	\$112.87	91521400-55210	UTILITIES	\$56.44
	81411 FEB 21	SEWER - 1500 S STATE ST	\$87.21	10021210-55210	UTILITIES	\$43.61
				91521400-55210	UTILITIES	\$43.60
	90558 JAN 21	SEWER - 141 LOVERS LN	\$112.87	10021210-55210	UTILITIES	\$56.43
				91521400-55210	UTILITIES	\$56.44
	Vendor Total:					\$312.95
ULINE	131490804	NITRILE XL GLOVES	\$300.56	84027225-54100	SUPPLIES	\$300.56
	Vendor Total:					\$300.56
UNITED SITE SERVICES	114-11742067	PORTABLE TOILET RENTAL	\$178.15	10022100-52100	CONTRACTUAL SERVICES	\$178.15
	114-11742068	PORTABLE TOILET RENTAL	\$178.15	10022100-52100	CONTRACTUAL SERVICES	\$178.15
	114-11742071	PORTABLE TOILET RENTAL	\$143.99	80026220-52100	CONTRACTUAL SERVICES	\$143.99
	114-11718106	PORTABLE TOILET RENTAL	\$50.28	10022840-54100	SUPPLIES	\$50.28
	Vendor Total:					\$550.57
VERIZON WIRELESS	9875877833	DATA & EMERGENCY LOANER PHONES	\$2,554.88	80126100-80100	MACHINERY & EQUIPMENT	\$152.04
				10020210-55100	TELEPHONE	\$76.02
				10022100-55100	TELEPHONE	\$38.01
				10022300-55100	TELEPHONE	\$38.01
				10022810-55100	TELEPHONE	\$38.00
				10022840-55100	TELEPHONE	\$38.01
				10023100-55100	TELEPHONE	\$38.01
				10024210-55100	TELEPHONE	\$69.69
				10024620-55100	TELEPHONE	\$54.03
				20012100-55100	TELEPHONE	\$38.01
				20913900-55100	TELEPHONE	\$432.81
				70024500-55100	TELEPHONE	\$28.51
				77725200-55100	TELEPHONE	\$118.03
				80026210-55100	TELEPHONE	\$38.01
				80026400-55100	TELEPHONE	\$352.12
				82027110-55100	TELEPHONE	\$117.19
				82027111-55100	TELEPHONE	\$76.02

List of Checks Presented for Approval on 4/2/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
VERIZON WIRELESS	9875877833	DATA & EMERGENCY LOANER PHONES	\$2,554.88	82027114-55100	TELEPHONE	\$300.14
				84027221-55100	TELEPHONE	\$472.64
				84027225-55100	TELEPHONE	\$39.58
				Vendor Total:		\$2,554.88
WALMART COMMUNITY	STMT 031621	LATE CHARGE	\$63.50	10020210-54100	SUPPLIES	\$63.50
	04379	DAYCAMP - COVID	\$43.12	10022840-54100	SUPPLIES	\$43.12
	07387	DAYCAMP - COVID	\$125.37	10022840-54100	SUPPLIES	\$125.37
	01249	DAYCAMP - COVID	\$159.04	10022840-54100	SUPPLIES	\$159.04
	01504	DAYCAMP - COVID	\$170.21	10022840-54100	SUPPLIES	\$170.21
	07305	DAYCAMP - COVID	\$207.27	10022840-54100	SUPPLIES	\$207.27
	02209	DAYCAMP - COVID	\$271.30	10022840-54100	SUPPLIES	\$271.30
	05367 1	DAYCAMP - COVID	\$295.12	10022840-54100	SUPPLIES	\$295.12
	04295	DAYCAMP - COVID	\$399.10	10022840-54100	SUPPLIES	\$399.10
	07168	WTP SUPPLIES	\$117.94	82027111-54100	SUPPLIES	\$117.94
Vendor Total:						\$1,851.97
WATTS REGULATOR COMPANY	14652382	CALIBRATION KIT	\$295.49	84027225-54100	SUPPLIES	\$295.49
	Vendor Total:					\$295.49
WAXIE SANITARY SUPPLY	79885276	KLEENLINE #851306 2-PLY BATH T	\$1,132.29	20822500-54100	SUPPLIES	\$1,132.29
	Vendor Total:					\$1,132.29
WILLOW COUNTY WATER DIST	10010 MAR 21	WATER SERVICE - 1500 S STATE ST	\$86.57	10021210-55210	UTILITIES	\$43.29
				91521400-55210	UTILITIES	\$43.28
	40351 MAR 21	WATER SERVICE - 1640 S STATE S	\$20.00	31122000-55210	UTILITIES	\$20.00
	40353 MAR 21	WATER SERVICE - 1640 S STATE S	\$30.47	31122000-55210	UTILITIES	\$30.47
	81154 MAR 21	WATER SERVICE - SEWER TREATMENT PLANT	\$28.98	84027225-55210	UTILITIES	\$28.98
	Vendor Total:					\$166.02
WYATT IRRIGATION CO	285780 01	PARTS & MISC SUPPLIES AS NEEDED	\$32.70	82027114-54100	SUPPLIES	\$32.70
	Vendor Total:					\$32.70

List of Checks Presented for Approval on 4/2/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ZERO WASTE USA	397969	DOG ROLL BAGS	\$865.40	10022100-54100	SUPPLIES	\$865.40
Vendor Total:						 \$865.40
INVOICE TOTAL:						<u>\$656,167.74</u>

List of Checks Presented for Approval on 4/9/2021

The following list of bills payable was reviewed and approved for payment.

Sgt. Sargian

D. R. J.

CR 4/12/21

Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AACTION RENTS	532862-2	EQUIPMENT & MACHINERY RENTAL A	\$843.54	77725200-56600	AIRFIELD MAINTENANCE & REPAIR	\$843.54
					Vendor Total:	\$843.54
ADVANCED SECURITY SYSTEMS	557358 1	ALARM MONITORING AT GHM	\$88.50	10022700-52180	SECURITY SERVICES	\$88.50
	557358	FIRE, LIFE SAFETY INSPECTION &	\$528.48	10022700-52180	SECURITY SERVICES	\$528.48
					Vendor Total:	\$616.98
ALL STAR FIRE EQUIPMENT, INC	230812	HYDRANT GATE VALVE WITH T HANDLE	\$822.46	25321210-54102	SMALL TOOLS	\$411.23
				91621400-54102	SMALL TOOLS	\$411.23
					Vendor Total:	\$822.46
AMAZON CAPITAL SERVICES	1TFF-6DVM-RRGF	TRASH BAGSPLANT TWIST TIES, DOCKING STATION	\$687.96	80026400-54330	COMPUTER AND TECHNOLOGY	\$223.17
				82027111-54330	COMPUTER AND TECHNOLOGY	\$223.17
				20012300-54100	SUPPLIES	\$6.52
				20012300-54100	SUPPLIES	\$235.10
	1X4N-G9VX-M3KH	VOICE RECORDER, HEADPHONES	\$81.47	10020210-54202	MAJOR CRIME INVESTIGATIONS	\$81.47
	1GXD-D9DY-M3G6	FLASH DRIVES, LANYARDS	\$288.87	10020210-54202	MAJOR CRIME INVESTIGATIONS	\$288.87
	1K34-D1R7-RLMR	SPECIAL EVENTS SUPPLIES	\$38.86	90000000-23256	SPECIAL EVENTS TRUST	\$38.86
	1XFD-DMVJ-G76N	CD DVD ENVELOPE HOLDERS	\$33.68	10020210-54100	SUPPLIES	\$33.68
	1X4N-G9VX-M3YK	STICKER DECALS	\$54.30	10020210-54100	SUPPLIES	\$54.30
	1NGG-VNWD-GKMG	CHAIR MEMORY FOAM, FILE FOLDERS, CALENDARS	\$72.68	10020210-54100	SUPPLIES	\$72.68
	14D1-L3GT-C7Y1	DAY CAMP FIRST AID SUPPLIES	\$278.93	10022840-54100	SUPPLIES	\$278.93
	1377-LTQF-Q4HG	DAY CAMP GAMES, SUPPLIES	\$785.68	10022840-54100	SUPPLIES	\$785.68
	1VQ6-H11K-DMRL	DAY CAMP SUPPLIES	\$944.53	10022840-54100	SUPPLIES	\$944.53
	1PYK-RF9H-GP1R	COUPLERS, FITTINGS	\$965.30	82027114-54100	SUPPLIES	\$482.65

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	1PYK-RF9H-GP1R	COUPLERS, FITTINGS	\$965.30	84027221-54100	SUPPLIES	\$482.65
	1L7J-R3CM-L47J	PICTURE FRAMES	\$39.18	84027225-54100	SUPPLIES	\$39.18
	Vendor Total:					\$4,271.44
APPLIED INDUSTRIAL TECHNOLOGIES CA LLC	7021077455	7SX42MM SF FLANGE	\$92.62	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$92.62
	Vendor Total:					\$92.62
AQUATIC BIO SCIENCE, LLC	13107	ABS-BLUE-IT SUPER CONCENTRATE	\$2,679.10	82027111-58202	CHEMICALS	\$2,679.10
	Vendor Total:					\$2,679.10
AT&T	2799 APR 21	INTERNET	\$91.56	10022100-55100	TELEPHONE	\$91.56
	3138 MAR 21	DSL FOR 911 REMOTE SUPPORT	\$101.65	20620231-55100	TELEPHONE	\$101.65
	Vendor Total:					\$193.21
AT&T MOBILITY	28730313870-0X0310202	FIRE - CELL PHONES	\$557.11	10021210-55100	TELEPHONE	\$278.56
				91521400-55100	TELEPHONE	\$278.55
	Vendor Total:					\$557.11
CANTEEN SERVICE	5975:009577	MISC. FOOD ITEMS AS NEEDED	\$100.00	20012200-54100	SUPPLIES	\$100.00
	Vendor Total:					\$100.00
CAROLLO ENGINEERS INC	0196608	DESIGN PHASES I&II RECYCLED WA	\$48,158.31	83027330-80230	INFRASTRUCTURE	\$48,158.31
	Vendor Total:					\$48,158.31
CHROMAGRAPHS	69865	BUSINESS CARDS - M STOUT	\$49.92	10020210-54100	SUPPLIES	\$49.92
	Vendor Total:					\$49.92
COLLEEN HOLLY HUNT	012099	ENGINEERING SVCS - MUN. STORM	\$6,055.90	10024224-52100	CONTRACTUAL SERVICES	\$6,055.90
	Vendor Total:					\$6,055.90
COMCAST	1067 APR 21	INTERNET SERVICES	\$114.81	10021210-55100	TELEPHONE	\$57.41
				91521400-55100	TELEPHONE	\$57.40
	5488 APR 21	INTERNET SERVICES	\$89.86	91521400-55100	TELEPHONE	\$89.86
	Vendor Total:					\$204.67
COMPUTER OPTIONS INC	BILL62889	SECURITY REMEDIATION - PHASE 1	\$992.50	20913900-52100	CONTRACTUAL SERVICES	\$992.50
	BILL62474	IT SERVICES	\$1,687.50	20913900-52100	CONTRACTUAL SERVICES	\$1,687.50
	BILL62953	SECURITY REMEDIATION - PHASE 1	\$5,292.50	20913900-52100	CONTRACTUAL SERVICES	\$5,292.50
	Vendor Total:					\$7,972.50

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DANNY MCVAY	BA FY 20/21	BOOT ALLOWANCE	\$103.42	20822500-54100	SUPPLIES	\$103.42
Vendor Total:						\$103.42
DAVID RAPPORT	7276	LEGAL SERVICES FOR FY 20/21	\$27,819.20	20014000-52150	LEGAL SERVICES/ EXPENSES	\$708.43
				20014000-52150	LEGAL SERVICES/ EXPENSES	\$20,970.55
				20414000-52150	LEGAL SERVICES/ EXPENSES	\$1,391.15
				77714000-52150	LEGAL SERVICES/ EXPENSES	\$313.30
				80014000-52150	LEGAL SERVICES/ EXPENSES	\$1,617.00
				82014000-52150	LEGAL SERVICES/ EXPENSES	\$434.88
				84014000-52150	LEGAL SERVICES/ EXPENSES	\$1,062.88
				90214000-52150	LEGAL SERVICES/ EXPENSES	\$1,321.01
Vendor Total:						\$27,819.20
DEEP VALLEY SECURITY	375063 6	SECURITY SYSTEM MONITORING AT	\$39.95	10022100-52180	SECURITY SERVICES	\$39.95
	375063	ALARM SERVICES PER ATTACHED CO	\$278.65	10022100-52180	SECURITY SERVICES	\$26.95
				10022100-52180	SECURITY SERVICES	\$29.95
				10022700-52180	SECURITY SERVICES	\$42.95
				20822500-52180	SECURITY SERVICES	\$42.95
				20824300-52180	SECURITY SERVICES	\$49.00
				73022600-52180	SECURITY SERVICES	\$19.95
				73022600-52180	SECURITY SERVICES	\$21.95
				82027111-52180	SECURITY SERVICES	\$20.00
				82027111-52180	SECURITY SERVICES	\$24.95
	375063 5	SECURITY UPGRADE & MONITORING/	\$42.95	10022700-52180	SECURITY SERVICES	\$42.95
	375063 1	MONITORING - SOFTBALL COMPLEX	\$32.95	10022822-52180	SECURITY SERVICES	\$32.95
	375063 2	SECURITY MONITORING SVCS - STR	\$34.95	20824300-52180	SECURITY SERVICES	\$34.95
	375063 3	SECURITY MONITORING SVCS - GAR	\$46.95	20824300-52180	SECURITY SERVICES	\$46.95

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DEEP VALLEY SECURITY	375063 4	PROVIDE AND INSTALL ELECTRONIC	\$52.95	80026400-52180	SECURITY SERVICES	\$52.95
					Vendor Total:	\$529.35
DELL MARKETING LP	10471431320	DELL LATITUDE 7520	\$2,005.17	80026400-54330	COMPUTER AND TECHNOLOGY	\$2,005.17
					Vendor Total:	\$2,005.17
DENBESTE LANDSCAPE SUPPLIES	11113	MISC. LANDSCAPE SUPPLIES AS NEEDED	\$711.98	84027225-56504	FACILITY MAINTENANCE & REPAIR	\$711.98
	11114	MISC. LANDSCAPE SUPPLIES AS NEEDED	\$711.98	84027225-56504	FACILITY MAINTENANCE & REPAIR	\$711.98
					Vendor Total:	\$1,423.96
EPIC AVIATION LLC	7402605	AVGAS 110LL	\$32,903.04	77725200-58401	AVIATION FUEL	\$32,903.04
					Vendor Total:	\$32,903.04
FASTENAL	CAUKA42079	#S50G-M7 TP7 TRIPOD RESCUE SYS	\$2,511.41	84027225-54102	SMALL TOOLS	\$2,511.41
					Vendor Total:	\$2,511.41
FLEETPRIDE	70910289	AIR PLUS DRYER, SAFETY VALVE	\$17.30	20324100-58510	REIMBURSABLE JOBS	\$17.30
					Vendor Total:	\$17.30
GENERAL SERVICES AGENCY	APR 21	SPANISH MTN SUBLEASE MO RENT	\$50.00	20620231-52100	CONTRACTUAL SERVICES	\$50.00
					Vendor Total:	\$50.00
GHD INC	159759	DOWNTOWN STREETScape - UNDERGR	\$12,613.75	12024200-80230	INFRASTRUCTURE	\$10,742.97
				50924200-80230	INFRASTRUCTURE	\$588.28
				82227113-80230	INFRASTRUCTURE	\$641.25
				84427221-80230	INFRASTRUCTURE	\$641.25
					Vendor Total:	\$12,613.75
GOLDEN GATE BRIDGE TOLL	T717128397112	TOLL EVASION	\$31.00	10021210-57100	LEARNING AND DEVELOPMENT	\$15.50
				91521400-57100	LEARNING AND DEVELOPMENT	\$15.50
					Vendor Total:	\$31.00
GRAINGER INC	9814086535	WESTWARD HD AIR/HYDRAULIC JACK	\$1,573.57	84027225-54102	SMALL TOOLS	\$1,573.57
					Vendor Total:	\$1,573.57
HINDERLITER DE LLAMAS AND ASSOCIATES	SIN007844	SALES, USE & TRANSACTIONS TAX	\$300.00	20013400-52100	CONTRACTUAL SERVICES	\$300.00
					Vendor Total:	\$300.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
HOWARD INDUSTRIES C/O YOUNG & COMPANY	58807-934690	250W LAMPS (SL-250L)	\$336.29	80000000-12104	INVENTORY - PURCHASES	\$336.29
					Vendor Total:	\$336.29
INTERSTATE BATTERIES	380045686	BATTERIES	\$151.20	10020210-56130	EXTERNAL SERVICES	\$151.20
	380045589	BATTERIES	\$208.91	10020210-56130	EXTERNAL SERVICES	\$208.91
	387891	BATTERIES	\$154.91	10021210-56130	EXTERNAL SERVICES	\$154.91
	388024	BATTERIES	\$388.27	10021210-56130	EXTERNAL SERVICES	\$388.27
	380045590	BATTERIES	\$142.49	10022100-56130	EXTERNAL SERVICES	\$142.49
	350041238	BATTERIES	\$151.20	10024620-56130	EXTERNAL SERVICES	\$151.20
					Vendor Total:	\$1,196.98
JACK WANN	DV030221	INSTRUCTOR	\$490.00	10022850-52100	CONTRACTUAL SERVICES	\$490.00
					Vendor Total:	\$490.00
JUDY CHAN	APR 21	APR 20 RENT - MASON ST	\$1,448.00	10022100-52600	RENT	\$1,448.00
					Vendor Total:	\$1,448.00
LAWRENCE & ASSOCIATES	27742	SAMPLING & REPORTING - LANDFIL	\$1,048.75	70024500-52100	CONTRACTUAL SERVICES	\$1,048.75
					Vendor Total:	\$1,048.75
LIFE ASSIST INC	1088702	MISC. EMS SUPPLIES AS NEEDED	\$155.13	71021000-54107	EMS SUPPLIES	\$155.13
	1085843	MISC. EMS SUPPLIES AS NEEDED	\$376.23	71021000-54107	EMS SUPPLIES	\$376.23
					Vendor Total:	\$531.36
MATHESON TRI-GAS INC	23324712	OXYGEN & MISC. AS NEEDED	\$62.31	80026210-54100	SUPPLIES	\$62.31
					Vendor Total:	\$62.31
MEAD & HUNT INC	311726	DESIGN SVCS PAPI & REIL REPLAC	\$7,015.80	77825200-80230	INFRASTRUCTURE	\$7,015.80
	313931	DESIGN SVCS PAPI & REIL REPLAC	\$7,087.28	77825200-80230	INFRASTRUCTURE	\$7,087.28
	313343	DESIGN SVCS PAPI & REIL REPLAC	\$16,062.17	77825200-80230	INFRASTRUCTURE	\$16,062.17
					Vendor Total:	\$30,165.25
MENDO MILL & LUMBER CO	183196/1	BRACKETS, AIR FILTERS	\$27.03	10021210-56300	BUILDING MAINT. & REPAIR	\$13.52
				91521400-56300	BUILDING MAINT. & REPAIR	\$13.51
	182860/1	SCREW FOR CARPORT	\$50.69	10021210-56300	BUILDING MAINT. & REPAIR	\$27.35
				91521400-56300	BUILDING MAINT. & REPAIR	\$23.34

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MENDO MILL & LUMBER CO	182782/1	LEAF BLOWER, FUEL KIT, BATTERY PACK, FASTENERS	\$819.55	91721400-54102	SMALL TOOLS	\$819.55
					Vendor Total:	\$897.27
MENDOCINO COUNTY INFORMATION SERVICES DIVISION	20211-4	SLA/MAINTENANCE AGREEMENT FY20	\$525.00	20620231-52100	CONTRACTUAL SERVICES	\$525.00
	20212-4	SLA/MAINTENANCE AGREEMENT FY20	\$525.00	20620231-52100	CONTRACTUAL SERVICES	\$525.00
	20213-4	SLA/MAINTENANCE AGREEMENT FY20	\$525.00	20620231-52100	CONTRACTUAL SERVICES	\$525.00
					Vendor Total:	\$1,575.00
MILLVIEW COUNTY WATER DISTRICT	UVFA MAR 21	WATER SERVICES - LOVERS LANE	\$51.93	10021210-55210	UTILITIES	\$25.97
				91521400-55210	UTILITIES	\$25.96
					Vendor Total:	\$51.93
MOIRS	165200	MISC. POOL SUPPLIES AS NEEDED	\$345.83	82027111-58202	CHEMICALS	\$345.83
	165261	MISC. POOL SUPPLIES AS NEEDED	\$576.38	82027111-58202	CHEMICALS	\$576.38
	165130	MISC. POOL SUPPLIES AS NEEDED	\$453.22	10022300-54106	SPECIALTY SUPPLIES	\$453.22
					Vendor Total:	\$1,375.43
MUNICIPAL MAINTENANCE EQUIPMENT	0158059-IN	FLANGED ALUM TUBE	\$166.21	82027114-56130	EXTERNAL SERVICES	\$83.10
				84027221-56130	EXTERNAL SERVICES	\$83.11
	0158141-IN	WASHDOWN GUN, GLANGED ALUM TUBE	\$423.22	82027114-56130	EXTERNAL SERVICES	\$211.61
				84027221-56130	EXTERNAL SERVICES	\$211.61
					Vendor Total:	\$589.43
NOR-CAL RECYCLED ROCK & AGGREGATES INC	21196	MISC ROCK & ROAD PATCH MATERIA	\$1,011.27	82027114-54100	SUPPLIES	\$597.72
				84027221-54100	SUPPLIES	\$413.55
					Vendor Total:	\$1,011.27
OPPERMAN & SON INC	01P41731	MISC. PARTS AS NEEDED	\$14.13	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$14.13
	01P41684	MISC. PARTS AS NEEDED	\$45.73	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$45.73
	01P42116	MISC. PARTS AS NEEDED	\$12.02	10021210-56130	EXTERNAL SERVICES	\$12.02
	01P41470	MISC. PARTS AS NEEDED	\$45.60	20822500-56130	EXTERNAL SERVICES	\$45.60

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OPPERMAN & SON INC	01P42105	MISC. PARTS AS NEEDED	\$71.14	80026110-56130	EXTERNAL SERVICES	\$71.14
	01P41956	MISC. PARTS AS NEEDED	\$90.07	84027221-56130	EXTERNAL SERVICES	\$90.07
	01P41676	MISC. PARTS AS NEEDED	\$136.36	91521400-56130	EXTERNAL SERVICES	\$136.36
	01P41390	MISC. PARTS AS NEEDED	\$30.44	20824300-54100	SUPPLIES	\$30.44
Vendor Total:						\$445.49
PACE SUPPLY CORPORATION	026759592	LF FULL PORT 2PC BALL VALVE	\$38.65	82027111-56300	BUILDING MAINT. & REPAIR	\$38.65
	026759174	SELF LIGHTING TORCH	\$136.58	82027111-56300	BUILDING MAINT. & REPAIR	\$136.58
	026777428	PVC PIPE, MIP ADAPTER, CEMENT WELD	\$111.29	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$111.29
	026771393	MISC PARTS FOR BACKWASH PUMP	\$187.40	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$187.40
	026770366	NIPPLE BRASS, WEDGE GATE VALVE	\$291.44	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$291.44
	026745934	DUAL WEDGE ACC PVC/DI/HDPE, TAPPED CAP	\$68.78	82027114-54100	SUPPLIES	\$68.78
	026747499-1	TRAFFIC BOLTS	\$120.01	82027114-54100	SUPPLIES	\$120.01
	026747499	MISC PARTS FOR RIVER PARK	\$317.43	82027114-54100	SUPPLIES	\$317.43
Vendor Total:						\$1,271.58
PETER ARMSTRONG	DV040521	PHOTOS FOR 2020 ANNUAL REPORT	\$400.00	63020210-54100	SUPPLIES	\$400.00
	Vendor Total:					
						\$400.00
PFM ASSET MANAGEMENT LLC	SMA-M0221-22434	FINANCIAL ADVISORY SERVICES	\$2,561.85	20015100-52100	CONTRACTUAL SERVICES	\$2,561.85
	Vendor Total:					
						\$2,561.85
POWER PARTNERS INC	121036	(CU----)X 3)POLE MOUNT, 25 KV	\$4,817.72	80000000-12104	INVENTORY - PURCHASES	\$4,817.72
	120813	(CU----)X 3)POLE MOUNT, 25 KV	\$16,739.53	80000000-12104	INVENTORY - PURCHASES	\$16,739.53
Vendor Total:						\$21,557.25
QUILL CORPORATION	15561568	LASER JET INK, WIPES	\$851.14	80026400-54100	SUPPLIES	\$851.14
	Vendor Total:					
						\$851.14
RAINBOW AGRICULTURAL SERVICES	207247/1	SCREW, HANDLE, CLAMP	\$47.87	10022100-56130	EXTERNAL SERVICES	\$47.87
	41316/1	RETURN - CHAIN LOOP	(\$60.95)	10024620-54120	PW - SPECIAL SUPPLIES	(\$60.95)
	42028/1	SPARK PLUGS	\$26.06	10024620-54120	PW - SPECIAL SUPPLIES	\$26.06
	41813/1	BAR OIL PLATINUM 1GAL	\$37.00	10024620-54120	PW - SPECIAL SUPPLIES	\$37.00
	225345/1	1/4 .043 65DL CHAIN	\$94.69	10024620-54120	PW - SPECIAL SUPPLIES	\$94.69

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RAINBOW AGRICULTURAL SERVICES	225347/1	AIR FILTER	\$97.92	10024620-54120	PW - SPECIAL SUPPLIES	\$97.92
	42056/1	RECIPROCATOR	\$435.49	10024620-54120	PW - SPECIAL SUPPLIES	\$435.49
	41920/1	BAR OIL WOODCUTTER GAL	\$13.05	10022100-54100	SUPPLIES	\$13.05
					Vendor Total:	\$691.13
RAU & ASSOCIATES INC	2021011	SURVEY- LEGAL DESCRIPTIONS OF	\$4,812.50	82027111-80210	LAND ACQUISITION	\$4,812.50
					Vendor Total:	\$4,812.50
RAY C STARKEY	P-2100132	EMBROIDER CITY OF UKIAH ELECTRIC DEPARTMENT	\$1,016.00	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.27)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$5.08)
				90000000-23013	STATE USE TAX LIABILITY	(\$73.66)
				80026120-54100	SUPPLIES	\$80.01
				80026120-54100	SUPPLIES	\$1,016.00
					Vendor Total:	\$1,016.00
REDWOOD COAST FUELS	2236429	CARDLOCK FUEL PURCHASES	\$87.84	20324100-58410	GARAGE LUBRICANTS & PARTS	\$87.84
					Vendor Total:	\$87.84
RESERVE ACCOUNT	APR 21	APR 21 PRE-PAID POSTAGE	\$6,500.00	10000000-10301	PRE-PAID POSTAGE	\$6,500.00
					Vendor Total:	\$6,500.00
REXEL USA INC	1K51485	MISC. ELECTRICAL SUPPLIES AS N	\$23.69	82027111-56300	BUILDING MAINT. & REPAIR	\$23.69
	1105185	EATON #AN16GN0AB STARTER	\$1,285.20	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	(\$11.91)
				82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,297.11
	1136267	MISC. ELECTRICAL SUPPLIES AS N	\$80.96	82027114-56120	EQUIPMENT MAINTENANCE & REPAIR	\$80.96
	1161649	MISC. ELECTRICAL SUPPLIES AS N	\$20.51	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$20.51
	11170290	MISC. ELECTRICAL SUPPLIES AS N	\$111.56	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$111.56
	1K19736	MISC. ELECTRICAL SUPPLIES AS N	\$174.40	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$174.40
	1101091	MISC. ELECTRICAL SUPPLIES AS N	\$886.63	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$886.63

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REXEL USA INC	1C72727	MISC. ELECTRICAL SUPPLIES AS N	\$992.18	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$992.18
					Vendor Total:	\$3,575.13
RICHARD ANDERSON	210310-1	AGREEMENT FOR PROF.SVC'S FOR W	\$2,825.00	20913900-52100	CONTRACTUAL SERVICES	\$2,825.00
					Vendor Total:	\$2,825.00
ROGINA WATER COMPANY	14355 FEB 21	WATER SERVICE - 1301 TALMAGE RD	\$23.89	10021210-55210	UTILITIES	\$11.95
				91521400-55210	UTILITIES	\$11.94
					Vendor Total:	\$23.89
ROUND TABLE PIZZA	14-035	WTP LUNCHEON	\$110.51	82027110-57100	LEARNING AND DEVELOPMENT	\$110.51
					Vendor Total:	\$110.51
SAFEWAY INC	MAR 21	MISC. PURCHASES AS REQUIRED	\$1,329.78	10022700-54100	SUPPLIES	\$5.38
				10022700-54100	SUPPLIES	\$12.66
				10022840-54100	SUPPLIES	\$61.49
				10022840-54100	SUPPLIES	\$79.58
				10022840-54100	SUPPLIES	\$148.88
				10022840-54100	SUPPLIES	\$252.07
				10022840-54100	SUPPLIES	\$253.88
				10022840-54100	SUPPLIES	\$476.13
				73022600-54100	SUPPLIES	\$10.56
				73022600-54100	SUPPLIES	\$29.15
					Vendor Total:	\$1,329.78
STATE WATER RESOURCES CONTROL BOARD	DV040221 1	CERTIFICATION - A VARGAS	\$70.00	84027225-57100	LEARNING AND DEVELOPMENT	\$70.00
	DV040521	CERTIFICATION - A VARGAS	\$170.00	84027225-57100	LEARNING AND DEVELOPMENT	\$170.00
	DV040221	CERTIFICATION - C GOWAN	\$170.00	84027225-57100	LEARNING AND DEVELOPMENT	\$170.00
	DV040521 1	REGISTRATION - A VARGAS	\$295.00	84027225-57100	LEARNING AND DEVELOPMENT	\$295.00
					Vendor Total:	\$705.00
SUBURBAN PROPANE	1426-2047399	PROPANE	\$572.06	10021210-55210	UTILITIES	\$286.03

List of Checks Presented for Approval on 4/9/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SUBURBAN PROPANE	1426-2047399	PROPANE	\$572.06	91521400-55210	UTILITIES	\$286.03
					Vendor Total:	\$572.06
SYAR INDUSTRIES INC	820355	ASPHALT AS NEEDED	\$1,724.23	10024620-54128	PW - COLD PATCH MATERIAL	\$862.13
				82027114-54100	SUPPLIES	\$431.05
				84027221-54100	SUPPLIES	\$431.05
	816125	ASPHALT AS NEEDED	\$1,827.00	82027114-54100	SUPPLIES	\$913.50
				84027221-54100	SUPPLIES	\$913.50
					Vendor Total:	\$3,551.23
THE BANK OF NEW YORK MELLON	252-2370552	ANNUAL TRUSTEE FEES - UKIAH RDA 2011	\$1,575.00	96995669-52100	CONTRACTUAL SERVICES	\$1,575.00
					Vendor Total:	\$1,575.00
THOMAS A HUNT	DV040121	SEWER LATERAL	\$2,000.00	84427222-52100	CONTRACTUAL SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
TKP ENTERPRISE, INC	117838	DAYCAMP - COVID SUPPLIES	\$287.54	10022840-54100	SUPPLIES	\$287.54
					Vendor Total:	\$287.54
TRI-VALLEY PAINTS	1-94116	PAINT SUPPLIES	\$97.94	20324100-54100	SUPPLIES	\$97.94
					Vendor Total:	\$97.94
TUFTS POLYGRAPH & INVESTIGATION	2021-619(A)	POLYGRAPH & INVESTIGATION SERV	\$800.00	10020210-54161	BACKGROUND & PHYSICALS	\$800.00
	1-94026	PAINT SUPPLIES	\$9.69	82027111-56300	BUILDING MAINT & REPAIR	\$9.69
					Vendor Total:	\$809.69
UKIAH DAILY JOURNAL	0006559853	EMPLOYMENT ADVERTISING	\$578.13	20016100-54162	ADVERTISING	\$578.13
	0006561134	LEGAL LINER PUBLICATION	\$355.92	10020210-52515	ADVERTISING & PUBLICATION	\$355.92
	0006563227	NOTICE OF PUBLIC HEARING	\$140.11	10023100-52515	ADVERTISING & PUBLICATION	\$140.11
	0006556971	NOTICE OF PUBLIC HEARING	\$153.61	10023100-52515	ADVERTISING & PUBLICATION	\$153.61
	0006560088	PUBLISHING SERVICES FY 20/21	\$69.40	20012500-52150	LEGAL SERVICES/ EXPENSES	\$69.40
	0006561840	PUBLISHING SERVICES FY 20/21	\$85.29	20012500-52150	LEGAL SERVICES/ EXPENSES	\$85.29
	0006560261	PUBLISHING SERVICES FY 20/21	\$511.48	20012500-52150	LEGAL SERVICES/ EXPENSES	\$511.48
					Vendor Total:	\$1,893.94

List of Checks Presented for Approval on 4/9/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
WASTE MANAGEMENT	2818139-2561	GARBAGE SERVICE - 141 LOVERS LANE	\$76.52	10021210-55210	UTILITIES	\$38.26
				91521400-55210	UTILITIES	\$38.26
	2817952-2561	GARBAGE SERVICE - 1500 S STATE ST	\$76.52	10021210-55210	UTILITIES	\$38.26
				91521400-55210	UTILITIES	\$38.26
				Vendor Total:		\$153.04
WEST YOST ASSOCIATES INC	2044403	RRWA EXECUTIVE DIRECTOR SERVIC	\$44,807.21	91190100-52100	CONTRACTUAL SERVICES	\$44,807.21
					Vendor Total:	
WESTERN HILLS HOMEOWNERS ASSOC	1195	2018 1ST QTR MEMBER DUES	\$225.00	20822500-52100	CONTRACTUAL SERVICES	\$225.00
	1214	2018 3RD QTR MEMBER DUES	\$225.00	20822500-52100	CONTRACTUAL SERVICES	\$225.00
	1245	2019 1ST QTR MEMBER DUES	\$225.00	20822500-52100	CONTRACTUAL SERVICES	\$225.00
	1268	2019 3RD QTR MEMBER DUES	\$225.00	20822500-52100	CONTRACTUAL SERVICES	\$225.00
	1279	2019 4TH QTR MEMBER DUES	\$225.00	20822500-52100	CONTRACTUAL SERVICES	\$225.00
	1289	2020 1ST QTR MEMBER DUES	\$225.00	20822500-52100	CONTRACTUAL SERVICES	\$225.00
	1326	2020 4TH QTR MEMBER DUES	\$225.00	20822500-52100	CONTRACTUAL SERVICES	\$225.00
	1332	2021 1ST QTR MEMBER DUES	\$225.00	20822500-52100	CONTRACTUAL SERVICES	\$225.00
	Vendor Total:		\$1,800.00			
WEX BANK	71100728	FUEL FOR POLICE	\$187.42	10020210-56210	FUEL & FLUIDS	\$187.42
					Vendor Total:	
XEROX CORP	012938750	COPIER LEASE - SEE ADD'L DESCR	(\$23.70)	73022600-52100	CONTRACTUAL SERVICES	(\$23.70)
	012938749	COPIER LEASE - SEE ADD'L DESCR	(\$22.11)	73022600-52100	CONTRACTUAL SERVICES	(\$22.11)
	012938751	COPIER LEASE - SEE ADD'L DESCR	(\$21.65)	73022600-52100	CONTRACTUAL SERVICES	(\$21.65)
	012938752	COPIER LEASE - SEE ADD'L DESCR	\$36.02	73022600-52100	CONTRACTUAL SERVICES	\$36.02
	012938753	COPIER LEASE - SEE ADD'L DESCR	\$37.25	73022600-52100	CONTRACTUAL SERVICES	\$37.25
	012938754	COPIER LEASE - SEE ADD'L DESCR	\$37.31	73022600-52100	CONTRACTUAL SERVICES	\$37.31
	Vendor Total:		\$43.12			
ZAB ENTERPRISES INC	MAR 21 CC	PROVIDE MISC. FOOD DISHES AS N	\$270.00	73022600-54100	SUPPLIES	\$270.00
					Vendor Total:	
INVOICE TOTAL:						\$302,090.48

List of Checks Presented for Approval on 4/16/2021

The following list of bills payable was reviewed and approved for payment.

Sgt. Sargian

D. R. J.

CR 4/16/21

Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AACTION RENTS	513184D-2	6" DIESEL TRASH PUMP -TOWABLE	\$2,827.30	80026220-52100	CONTRACTUAL SERVICES	\$2,827.30
					Vendor Total:	\$2,827.30
AL SMATSKY	105	DESIGN, ENGINEERING & CONSULTA	\$13,366.19	80126100-80230	INFRASTRUCTURE	\$3,300.86
				80126100-80230	INFRASTRUCTURE	\$10,065.33
					Vendor Total:	\$13,366.19
ALHAMBRA NATIONAL WATER	5109554 040621	DRINKING WATER SERVICES	\$135.69	84027225-54100	SUPPLIES	\$135.69
					Vendor Total:	\$135.69
ALPHA ANALYTICAL LABORATORIES INC	1032895-UKIAH	MISC. LABORATORY WORK AS NEEDED	\$22.00	82027111-52100	CONTRACTUAL SERVICES	\$22.00
	1034699-UKIAH	MISC. LABORATORY WORK AS NEEDED	\$44.00	82027111-52100	CONTRACTUAL SERVICES	\$44.00
	1033824-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$59.00	84027225-52100	CONTRACTUAL SERVICES	\$59.00
	1033986-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$59.00	84027225-52100	CONTRACTUAL SERVICES	\$59.00
	1032395-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$118.00	84027225-52100	CONTRACTUAL SERVICES	\$118.00
	1032673-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$118.00	84027225-52100	CONTRACTUAL SERVICES	\$118.00
	1033825-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$118.00	84027225-52100	CONTRACTUAL SERVICES	\$118.00
	1034457-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$118.00	84027225-52100	CONTRACTUAL SERVICES	\$118.00
	1035444-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$118.00	84027225-52100	CONTRACTUAL SERVICES	\$118.00
	1036077-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$118.00	84027225-52100	CONTRACTUAL SERVICES	\$118.00
	1033823-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$190.00	84027225-52100	CONTRACTUAL SERVICES	\$190.00
	1035484-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$190.00	84027225-52100	CONTRACTUAL SERVICES	\$190.00
	1035026-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$276.00	84027225-52100	CONTRACTUAL SERVICES	\$276.00
	1032453-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$320.00	84027225-52100	CONTRACTUAL SERVICES	\$320.00
	1032307-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$480.00	84027225-52100	CONTRACTUAL SERVICES	\$480.00
	1032545-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$480.00	84027225-52100	CONTRACTUAL SERVICES	\$480.00
	1033002-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$480.00	84027225-52100	CONTRACTUAL SERVICES	\$480.00

List of Checks Presented for Approval on 4/16/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ALPHA ANALYTICAL LABORATORIES INC	1032476-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$531.00	84027225-52100	CONTRACTUAL SERVICES	\$531.00
	1032821-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$720.00	84027225-52100	CONTRACTUAL SERVICES	\$720.00
	Vendor Total:					\$4,559.00
AMAZON CAPITAL SERVICES	1RPY-RPTX-C7WQ	HEADSET AND WEBCAMS	\$256.57	84027225-54330	COMPUTER AND TECHNOLOGY	\$256.57
	1X4Y-4MTG-XKT9	WASP SPRAY CUP HOLDERS	\$71.82	84027225-56504	FACILITY MAINTENANCE & REPAIR	\$71.82
	1T73-KWNM-H1YC	AIR AND FUEL FILTERS	\$64.96	10024620-54120	PW - SPECIAL SUPPLIES	\$64.96
	1F9H-W3JR-PK3G	USB CABLES	\$42.69	10020210-54100	SUPPLIES	\$42.69
	1LXQ-F3RV-3F66	COPY PAPER, MOUSE PAD, CALENDAR	\$76.39	80026400-54100	SUPPLIES	\$76.39
	Vendor Total:					\$512.43
AMWINS GROUP BENEFITS INC	6807777	APR 21 RETIREE HEALTH INSURANCE	\$1,612.44	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$1,612.44
	Vendor Total:					\$1,612.44
ANDREW PHILLIPS	TA 4/25-30/21	TRAVEL ADVANCE	\$1,056.15	10020210-57100	LEARNING AND DEVELOPMENT	\$1,056.15
	Vendor Total:					\$1,056.15
ANIXTER	4856905-00	INSULTR SPOOL 3" CL53-2	\$75.25	80000000-12104	INVENTORY - PURCHASES	\$75.25
	4876499-00	CLAMP PARA GROOVE CTR BLT, GROUND CLAMP	\$534.58	80000000-12104	INVENTORY - PURCHASES	\$534.58
	4856905-01	WIRE CU BARE 6 SOL SD 315' SPOOL SOUTHWIRE	\$548.73	80000000-12104	INVENTORY - PURCHASES	\$548.73
	4870740-00	(C-806) CONDUCTOR, CU, 6 AWG,	\$1,207.70	80000000-12104	INVENTORY - PURCHASES	\$1,207.70
	Vendor Total:					\$2,366.26
AT&T	1718 APR 21	CC TERMINAL	\$226.40	77725200-55100	TELEPHONE	\$226.40
	Vendor Total:					\$226.40
B & B INDUSTRIAL SUPPLY INC	253070	MISC. MATERIALS AS NEEDED	\$226.65	82027111-56300	BUILDING MAINT. & REPAIR	\$226.65
	253122	MISC. MATERIALS AS NEEDED	\$87.10	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$87.10
	253285	MISC. MATERIALS AS NEEDED	\$126.25	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$126.25
	253697	MISC. MATERIALS AS NEEDED	\$126.62	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$126.62
	252768	MISC. MATERIALS AS NEEDED	\$192.71	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$192.71

List of Checks Presented for Approval on 4/16/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
B & B INDUSTRIAL SUPPLY INC	252767	MISC. MATERIALS AS NEEDED	\$269.79	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$269.79
	252967	MISC. MATERIALS AS NEEDED	\$273.58	10021210-56130	EXTERNAL SERVICES	\$273.58
	253297	MISC. MATERIALS AS NEEDED	\$719.63	10021210-56130	EXTERNAL SERVICES	\$359.82
				91521400-56130	EXTERNAL SERVICES	\$359.81
	252968	MISC. MATERIALS AS NEEDED	\$829.88	10021210-56130	EXTERNAL SERVICES	\$414.94
				91521400-56130	EXTERNAL SERVICES	\$414.94
Vendor Total:						\$2,852.21
BELKORP AG	707615	OIL FILTER	\$2.79	84027225-56130	EXTERNAL SERVICES	\$2.79
	708201	AIR FILTERS	\$22.15	84027225-56130	EXTERNAL SERVICES	\$22.15
	708203	HYDRAULIC	\$106.64	84027225-56130	EXTERNAL SERVICES	\$106.64
	707540	OIL, FUEL, AIR FILTERS	\$165.79	84027225-56130	EXTERNAL SERVICES	\$165.79
	707544	HYDRAULIC, AIR FILTER, FILTER ELEMENTS	\$225.05	84027225-56130	EXTERNAL SERVICES	\$225.05
Vendor Total:						\$522.42
BLAKE HYLAND	TA 4/26-28/21	TRAVEL ADVANCE	\$45.00	10021210-57100	LEARNING AND DEVELOPMENT	\$45.00
Vendor Total:						\$45.00
BRIDGES RESTORATION LLC	3845	ON-CALL EMERGENCY CLEAN-UP SER	\$350.00	10020210-52100	CONTRACTUAL SERVICES	\$350.00
Vendor Total:						\$350.00
BUSINESS CARD	SF-D 23751	FACEBOOK ADVERTISING	\$63.15	20012300-52510	ADVERTISING & PROMOTION	\$63.15
	321827	SEAL RING	\$47.17	10020210-56130	EXTERNAL SERVICES	\$47.17
	35559	REGISTRATION - R GIBSON	\$120.00	10022100-57100	LEARNING AND DEVELOPMENT	\$120.00
	35561	REGISTRATION - J THOMSEN	\$200.00	10022100-57100	LEARNING AND DEVELOPMENT	\$200.00
	35560	REGISTRATION - R RAMOS	\$200.00	10022100-57100	LEARNING AND DEVELOPMENT	\$200.00
	42475	REGISTRATION - C RASMASON	\$110.00	20013210-57100	LEARNING AND DEVELOPMENT	\$110.00
	1616434615	REGISTRATION - J THIELE	\$15.00	82027110-57100	LEARNING AND DEVELOPMENT	\$15.00
	032321	WATER DEPT TRAINING - BEVERAGES	\$16.53	82027110-57100	LEARNING AND DEVELOPMENT	\$16.53
	10977	REGISTRATION - J THIELE	\$25.00	82027110-57100	LEARNING AND DEVELOPMENT	\$25.00

List of Checks Presented for Approval on 4/16/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BUSINESS CARD	105531	LUNCH TRAINING	\$158.13	82027111-57100	LEARNING AND DEVELOPMENT	\$158.13
	031221	WALL STREET JOURNAL SUBSCRIPTION	\$19.49	20013400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$19.49
	1508605	ISSUU ANNUAL SUBSCRIPTION	\$360.00	20013401-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$360.00
	377760	FINGER PRINT SUPPLIES	\$140.19	10020210-54201	PRISONER EXPENSE	\$140.19
SF-D 24972		SQUARE POINT SHOVELS	\$367.78	10024620-54102	SMALL TOOLS	\$367.78
SF-D 24996		QUICKBOOKS PLUS	\$471.22	73022600-54320	SOFTWARE	\$471.22
STMT 040721		FINANCE CHARGE	\$1.00	10020210-54100	SUPPLIES	\$1.00
	102378420	30-ROUND MAGAZINE	\$146.91	10020210-54100	SUPPLIES	\$146.91
	46509568	AMERICAN FLAG PIN	\$202.50	10020210-54100	SUPPLIES	\$202.50
	47082	CALPIPE #IBP04040 BOLLARD PADL	\$1,289.68	10022100-54100	SUPPLIES	\$21.79
				10022100-54100	SUPPLIES	\$1,267.89
	164775	RUBBER STAMPS	\$274.37	10023320-54100	SUPPLIES	\$274.37
SF-D 25051		WATERPROOF BOOTS - J WALKER	\$152.43	20513382-54100	SUPPLIES	\$152.43
	S022917	AVPOS MONTHLY SERVICE FEE	\$50.00	77725200-54100	SUPPLIES	\$50.00
SF-D 23931		STOCKED FINGERS OF WARMTH	\$26.51	80026210-54100	SUPPLIES	\$26.51
SF-D 23930		HAMMOND CONTROL TRANSFORMER	\$182.91	80026210-54100	SUPPLIES	\$182.91
	10517	SPEC BOOKS, PLAN DUFFEL BAGS	\$518.53	82027110-54100	SUPPLIES	\$172.85
				83027330-54100	SUPPLIES	\$172.84
				84027225-54100	SUPPLIES	\$172.84
	sf-d 24978	GSI - TAKE, HALF TRAVEL TAPE	\$394.00	84027225-54100	SUPPLIES	\$394.00
					Vendor Total:	\$5,552.50
CA DIVISION OF THE STATE ARCHITECT	1ST QTR 21	1ST QTR 2021 DISABILITY FEE	\$224.40	90000000-23012	STATE \$1 BUS. LIC. SET ASIDE	(\$2,019.60)
				90000000-23002	STATE \$1 BUSINESS LICENSE FEE	\$2,244.00
					Vendor Total:	\$224.40
CANTEEN SERVICE	5975.009545	WATER FILTRATION SERVICE POLIC	\$45.00	10020210-54100	SUPPLIES	\$22.50
				20620231-54100	SUPPLIES	\$22.50
					Vendor Total:	\$45.00
CINTAS CORPORATION	4078248883	RUG/MAT & UNIFORM SERVICES	\$85.39	20822500-56300	BUILDING MAINT. & REPAIR	\$85.39

List of Checks Presented for Approval on 4/16/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CINTAS CORPORATION	4079631690	RUG/MAT & UNIFORM SERVICES	\$85.39	20822500-56300	BUILDING MAINT. & REPAIR	\$85.39
	4078248800	RUG/MAT & UNIFORM SERVICES	\$59.04	20324100-52100	CONTRACTUAL SERVICES	\$26.38
				20824300-52100	CONTRACTUAL SERVICES	\$32.66
	4079631720	RUG/MAT & UNIFORM SERVICES	\$59.04	20324100-52100	CONTRACTUAL SERVICES	\$26.38
				20824300-52100	CONTRACTUAL SERVICES	\$32.66
	4077655008	RUG/MAT & UNIFORM SERVICES	\$71.98	20324100-52100	CONTRACTUAL SERVICES	\$26.38
				20824300-52100	CONTRACTUAL SERVICES	\$45.60
	4078912319	RUG/MAT & UNIFORM SERVICES	\$71.98	20324100-52100	CONTRACTUAL SERVICES	\$26.38
				20824300-52100	CONTRACTUAL SERVICES	\$45.60
	4078248757	RUG/MAT & UNIFORM SERVICES	\$35.00	31122000-52100	CONTRACTUAL SERVICES	\$35.00
	4079631718	RUG/MAT & UNIFORM SERVICES	\$35.00	31122000-52100	CONTRACTUAL SERVICES	\$35.00
	4078248791	RUG/MAT & UNIFORM SERVICES	\$35.00	73022600-52100	CONTRACTUAL SERVICES	\$35.00
	4079631659	RUG/MAT & UNIFORM SERVICES	\$35.00	73022600-52100	CONTRACTUAL SERVICES	\$35.00
	4077738600	RUG/MAT & UNIFORM SERVICES	\$53.11	77725200-54100	SUPPLIES	\$53.11
	4078422314	RUG/MAT & UNIFORM SERVICES	\$53.11	77725200-54100	SUPPLIES	\$53.11
	4079053275	RUG/MAT & UNIFORM SERVICES	\$53.11	77725200-54100	SUPPLIES	\$53.11
	4079711352	RUG/MAT & UNIFORM SERVICES	\$53.11	77725200-54100	SUPPLIES	\$53.11
Vendor Total:						\$785.26
COMPUTER OPTIONS INC	BILL63016	SECURITY REMEDIATION - PHASE 1	\$337.50	20913900-52100	CONTRACTUAL SERVICES	\$337.50
	BILL63054	SECURITY REMEDIATION - PHASE 1	\$4,830.00	20913900-52100	CONTRACTUAL SERVICES	\$4,830.00
Vendor Total:						\$5,167.50
CONCUR TECHNOLOGIES INC	101600144476	CONCUR EXPENSE PAY SOFTWARE L	\$457.20	20413500-54320	SOFTWARE	\$457.20
Vendor Total:						\$457.20
COOPER COMPLIANCE CORPORATION	2316	COMPLIANCE & REPORTING SERVICE	\$500.00	80026400-52100	CONTRACTUAL SERVICES	\$500.00
Vendor Total:						\$500.00
DANIEL F MEAD	50810	DUPLICATE KEYS, REPAIRS & MISC	\$40.00	20822500-56120	EQUIPMENT MAINTENANCE & REPAIR	\$40.00
	50809	DUPLICATE KEYS, REPAIRS & MISC	\$104.36	20822500-56120	EQUIPMENT MAINTENANCE & REPAIR	\$104.36
Vendor Total:						\$144.36

List of Checks Presented for Approval on 4/16/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DANIEL STEEL & MACHINE INC	031621-C	CRANE SERVICES AS NEEDED AT WW	\$670.00	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$670.00
	032421-C	CRANE SERVICES AS NEEDED AT WW	\$670.00	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$670.00
	Vendor Total:					\$1,340.00
DONALD KEITH HEWETT	TT78857	TOWING SERVICES	\$290.00	10020210-52100	CONTRACTUAL SERVICES	\$290.00
	Vendor Total:					\$290.00
DRYSDALE ENTERPRISES INC	17921	LOCK SYRINGES	\$80.86	84027225-54103	LAB SUPPLIES	\$80.86
	Vendor Total:					\$80.86
E SOURCE COMPANIES LLC	20416	PM FOR UTILITY BILLING CIS REP	\$9,745.25	20513300-52100	CONTRACTUAL SERVICES	\$9,745.25
	Vendor Total:					\$9,745.25
ELENA GOSS	DV032021 1	INSTRUCTOR	\$262.50	10022850-52100	CONTRACTUAL SERVICES	\$262.50
	DV032021	INSTRUCTOR	\$420.00	10022850-52100	CONTRACTUAL SERVICES	\$420.00
	Vendor Total:					\$682.50
ERIC SINGLETON	TA 5/2-6/21	TRAVEL ADVANCE	\$1,041.00	10021210-57100	LEARNING AND DEVELOPMENT	\$1,041.00
	Vendor Total:					\$1,041.00
EUREKA OXYGEN CO	U 180979	EQUIPMENT MAINTENANCE	\$513.91	71021000-54107	EMS SUPPLIES	\$513.91
	DM00823202	RENTAL OF CYLINDERS	\$21.43	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$10.72
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$10.71
	Vendor Total:					\$535.34
FAMILY TREE RESOURCE INC	2021173	TREE TRIMMING PER CONTRACT 19	\$7,528.50	80026110-52100	CONTRACTUAL SERVICES	\$7,528.50
	2021172	TREE TRIMMING PER CONTRACT 19	\$8,604.00	80026110-52100	CONTRACTUAL SERVICES	\$8,604.00
	2021174	TREE TRIMMING PER CONTRACT 19	\$8,604.00	80026110-52100	CONTRACTUAL SERVICES	\$8,604.00
	Vendor Total:					\$24,736.50
FARWEST LINE SPECIALTIES LLC	326882	#EK425LX GREENLEE CRIMPER BARE	\$2,389.12	80026120-54102	SMALL TOOLS	\$2,389.12
	Vendor Total:					\$2,389.12
FASTENAL	CAUKA42349	MISC. SUPPLIES AS NEEDED	\$189.66	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$189.66
	CAUKA42275	MISC. SUPPLIES AS NEEDED	\$645.38	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$645.38
	Vendor Total:					\$835.04

List of Checks Presented for Approval on 4/16/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FEDERAL EXPRESS	7-326-85184	SHIPPING SERVICES	\$123.17	10020210-54101	POSTAGE	\$32.50
				20013210-54101	POSTAGE	\$33.89
				84027221-54101	POSTAGE	\$56.78
				Vendor Total:		\$123.17
FRIEDMANS HOME IMPROVEMENT	INV12724581	MISC. ITEMS AS NEEDED	\$147.89	20822500-56300	BUILDING MAINT. & REPAIR	\$63.11
				20822500-54102	SMALL TOOLS	\$84.78
	INV12717083	MISC. ITEMS AS NEEDED	\$173.52	20822500-56300	BUILDING MAINT. & REPAIR	\$173.52
	INV12572595	MISC. ITEMS AS NEEDED	\$282.46	20822500-56300	BUILDING MAINT. & REPAIR	\$282.46
	INV12622950	MISC. ITEMS AS NEEDED	\$288.73	20822500-56300	BUILDING MAINT. & REPAIR	\$288.73
	INV12667610	MISC. ITEMS AS NEEDED	\$344.85	20822500-56300	BUILDING MAINT. & REPAIR	\$344.85
	INV12752637	MISC. ITEMS AS NEEDED	\$356.78	20822500-56300	BUILDING MAINT. & REPAIR	\$37.14
				20822500-56120	EQUIPMENT MAINTENANCE & REPAIR	\$319.64
	INV12627904	MISC. ITEMS AS NEEDED	\$372.47	20822500-56300	BUILDING MAINT. & REPAIR	\$372.47
	INV12661964	MISC. ITEMS AS NEEDED	\$621.86	20822500-56300	BUILDING MAINT. & REPAIR	\$621.86
	INV12718088	MISC. ITEMS AS NEEDED	\$37.49	77725200-56300	BUILDING MAINT. & REPAIR	\$37.49
	INV12698396	MISC. ITEMS AS NEEDED	\$45.05	84027225-56300	BUILDING MAINT. & REPAIR	\$45.05
	INV12752705	MISC. ITEMS AS NEEDED	\$54.45	10022700-56120	EQUIPMENT MAINTENANCE & REPAIR	\$54.45
	INV12586038	MISC. ITEMS AS NEEDED	\$13.75	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$13.75
	INV12618320	MISC. ITEMS AS NEEDED	\$36.44	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$36.44
	INV12655792	MISC. ITEMS AS NEEDED	\$59.04	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$59.04
	INV12655815	MISC. ITEMS AS NEEDED	\$73.06	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$73.06
	INV12717173	MISC. ITEMS AS NEEDED	\$150.95	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$150.95
	INV12627530	MISC. ITEMS AS NEEDED	\$153.43	10021210-56130	EXTERNAL SERVICES	\$56.53
				20824300-54102	SMALL TOOLS	\$96.90
	INV12656865	MISC. ITEMS AS NEEDED	\$109.52	20324100-56130	EXTERNAL SERVICES	\$109.52
	INV12622332	MISC. ITEMS AS NEEDED	\$49.67	80126100-80230	INFRASTRUCTURE	\$49.67

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	INV12662117	MISC. ITEMS AS NEEDED	\$61.09	10022100-59400	OTHER EXPENSES	\$61.09
	INV12704324	MISC. ITEMS AS NEEDED	\$77.08	10022100-59400	OTHER EXPENSES	\$77.08
	INV12579616	MISC. ITEMS AS NEEDED	\$13.04	10024620-54120	PW - SPECIAL SUPPLIES	\$13.04
	INV12711358	MISC. ITEMS AS NEEDED	\$25.35	10024620-54120	PW - SPECIAL SUPPLIES	\$25.35
	INV12758538	MISC. ITEMS AS NEEDED	\$52.24	10024620-54120	PW - SPECIAL SUPPLIES	\$52.24
	INV12639699	MISC. ITEMS AS NEEDED	\$91.32	10024620-54120	PW - SPECIAL SUPPLIES	\$91.32
	INV12668595	MISC. ITEMS AS NEEDED	\$240.88	10024620-54120	PW - SPECIAL SUPPLIES	\$240.88
	INV12759328	MISC. ITEMS AS NEEDED	\$142.45	20824300-54102	SMALL TOOLS	\$142.45
	INV12581516	MISC. ITEMS AS NEEDED	\$182.63	20824300-54102	SMALL TOOLS	\$182.63
	INV12663517	MISC. ITEMS AS NEEDED	\$26.64	80026200-54102	SMALL TOOLS	\$26.64
	INV12723860	MISC. ITEMS AS NEEDED	\$73.78	82027111-54102	SMALL TOOLS	\$73.78
	INV12717681	MISC. ITEMS AS NEEDED	\$72.12	82027114-54102	SMALL TOOLS	\$72.12
	INV12753048	MISC. ITEMS AS NEEDED	\$91.08	84027225-54102	SMALL TOOLS	\$91.08
	INV12710198	MISC. ITEMS AS NEEDED	\$14.57	10022100-54100	SUPPLIES	\$14.57
	INV12579025	MISC. ITEMS AS NEEDED	\$15.86	10022100-54100	SUPPLIES	\$15.86
	INV12674501	MISC. ITEMS AS NEEDED	\$20.78	10022100-54100	SUPPLIES	\$20.78
	INV12638374	MISC. ITEMS AS NEEDED	\$25.04	10022100-54100	SUPPLIES	\$25.04
	INV12638706	MISC. ITEMS AS NEEDED	\$27.72	10022100-54100	SUPPLIES	\$27.72
	INV12723816	MISC. ITEMS AS NEEDED	\$42.40	10022100-54100	SUPPLIES	\$42.40
	INV12710382	MISC. ITEMS AS NEEDED	\$48.23	10022100-54100	SUPPLIES	\$48.23
	INV12638398	MISC. ITEMS AS NEEDED	\$56.48	10022100-54100	SUPPLIES	\$56.48
	INV12704142	MISC. ITEMS AS NEEDED	\$101.55	10022100-54100	SUPPLIES	\$101.55
	INV12627812	MISC. ITEMS AS NEEDED	\$177.72	10022700-54100	SUPPLIES	\$177.72
	INV12632954	MISC. ITEMS AS NEEDED	\$74.26	10023320-54100	SUPPLIES	\$74.26
	INV12710309	MISC. ITEMS AS NEEDED	\$83.61	20324100-54100	SUPPLIES	\$83.61
	INV12711756	MISC. ITEMS AS NEEDED	\$39.18	20513382-54100	SUPPLIES	\$39.18
	INV12668818	MISC. ITEMS AS NEEDED	\$38.34	80026120-54100	SUPPLIES	\$38.34
	INV12758907	MISC. ITEMS AS NEEDED	\$39.56	80026120-54100	SUPPLIES	\$39.56
	INV12704747	MISC. ITEMS AS NEEDED	\$194.89	80026120-54100	SUPPLIES	\$194.89

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	INV12617157	MISC. ITEMS AS NEEDED	\$36.67	80026210-54100	SUPPLIES	\$36.67
	INV12632834	MISC. ITEMS AS NEEDED	\$48.98	82027110-54100	SUPPLIES	\$48.98
	INV12616882	MISC. ITEMS AS NEEDED	\$110.56	82027111-54100	SUPPLIES	\$110.56
	INV12579363	MISC. ITEMS AS NEEDED	\$221.25	82027111-54100	SUPPLIES	\$221.25
	INV12674291	MISC. ITEMS AS NEEDED	\$7.60	82027114-54100	SUPPLIES	\$7.60
	INV12627958	MISC. ITEMS AS NEEDED	\$10.66	82027114-54100	SUPPLIES	\$10.66
	INV12585191	MISC. ITEMS AS NEEDED	\$13.04	82027114-54100	SUPPLIES	\$13.04
	INV12704476	MISC. ITEMS AS NEEDED	\$13.57	82027114-54100	SUPPLIES	\$13.57
	INV12592307	MISC. ITEMS AS NEEDED	\$13.90	82027114-54100	SUPPLIES	\$13.90
	INV12711146	MISC. ITEMS AS NEEDED	\$17.32	82027114-54100	SUPPLIES	\$17.32
	INV12751530	MISC. ITEMS AS NEEDED	\$31.32	82027114-54100	SUPPLIES	\$31.32
	INV12661506	MISC. ITEMS AS NEEDED	\$42.06	82027114-54100	SUPPLIES	\$42.06
	INV12697320	MISC. ITEMS AS NEEDED	\$47.20	82027114-54100	SUPPLIES	\$47.20
	INV12723522	MISC. ITEMS AS NEEDED	\$67.62	82027114-54100	SUPPLIES	\$67.62
	INV12710081	MISC. ITEMS AS NEEDED	\$68.79	82027114-54100	SUPPLIES	\$68.79
	INV12703455	MISC. ITEMS AS NEEDED	\$84.72	82027114-54100	SUPPLIES	\$84.72
	INV12574243	MISC. ITEMS AS NEEDED	\$88.17	82027114-54100	SUPPLIES	\$88.17
	INV12703490	MISC. ITEMS AS NEEDED	\$93.83	82027114-54100	SUPPLIES	\$93.83
	INV12698688	MISC. ITEMS AS NEEDED	\$123.73	82027114-54100	SUPPLIES	\$123.73
	INV12703396	MISC. ITEMS AS NEEDED	\$128.87	82027114-54100	SUPPLIES	\$128.87
	INV12581186	MISC. ITEMS AS NEEDED	\$137.10	82027114-54100	SUPPLIES	\$137.10
	INV12632713	MISC. ITEMS AS NEEDED	\$230.55	82027114-54100	SUPPLIES	\$230.55
	INV12667593	MISC. ITEMS AS NEEDED	\$25.08	84027221-54100	SUPPLIES	\$25.08
	INV12591702	MISC. ITEMS AS NEEDED	\$26.11	84027221-54100	SUPPLIES	\$26.11
	INV12591533	MISC. ITEMS AS NEEDED	\$117.38	84027225-54100	SUPPLIES	\$117.38
	Vendor Total:					\$7,327.38
GCR TIRES & SERVICES	851-51336	TIRES, TUBES, REPARIS & LABOR	\$108.10	10020210-56130	EXTERNAL SERVICES	\$108.10
	851-51403	TIRES, TUBES, REPARIS & LABOR	\$740.98	10020210-56130	EXTERNAL SERVICES	\$740.98
	851-51409	TIRES, TUBES, REPARIS & LABOR	\$408.04	10022100-56130	EXTERNAL SERVICES	\$408.04

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GCR TIRES & SERVICES	851-51379	TIRES, TUBES, REPARIS & LABOR	\$1,043.36	10024620-56130	EXTERNAL SERVICES	\$1,043.36
					Vendor Total:	\$2,300.48
GEORGINA FETH-MICHEL	DV041421	REIMBURSEMENT - CAL CPA MEMBERSHIP DUES	\$435.00	20013400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$435.00
					Vendor Total:	\$435.00
GHD INC	159977	BIOLOGICAL MONITORING SVCS AT	\$1,203.20	10024210-52100	CONTRACTUAL SERVICES	\$1,203.20
					Vendor Total:	\$1,203.20
GRAINGER INC	9851419813	COMPRESSOR OIL	\$35.70	82027111-56300	BUILDING MAINT. & REPAIR	\$35.70
	9851824947	TOWER CLIMBING HARNESS	\$607.89	82027111-54100	SUPPLIES	\$607.89
					Vendor Total:	\$643.59
HANSEL FORD	CM1217357	MISC. PARTS & MATERIALS AS NEE	(\$109.00)	10020210-56130	EXTERNAL SERVICES	(\$109.00)
	1219314	MISC. PARTS & MATERIALS AS NEE	\$28.75	10020210-56130	EXTERNAL SERVICES	\$28.75
	1218286	COIL ASY	\$83.84	10020210-56130	EXTERNAL SERVICES	\$83.84
	1219293	MISC. PARTS & MATERIALS AS NEE	\$388.99	10020210-56130	EXTERNAL SERVICES	\$388.99
	1218245	FORD #EB57 7251 C - POWER TRAN	\$1,829.34	10020210-56130	EXTERNAL SERVICES	\$221.83
				10020210-56130	EXTERNAL SERVICES	\$1,607.51
					Vendor Total:	\$2,221.92
IBEW, LOCAL 1245	21-01 1 IBEW	JAN 21 ELECTRIC UNIT UNION DUE - 1ST BI-WEEKLY	\$802.21	20700000-20509	P/R DEDUCT.- UNION DUES	\$802.21
					Vendor Total:	\$802.21
INFOSEND INC	189134	UB PRINT & MAIL SERVICES	\$4,276.69	20513300-52100	CONTRACTUAL SERVICES	\$4,276.69
					Vendor Total:	\$4,276.69
INTEGRITY SHRED LLC	117476	DOCUMENT SHREDDING	\$32.50	10020210-54100	SUPPLIES	\$16.25
				20620231-54100	SUPPLIES	\$16.25
					Vendor Total:	\$32.50
JACOBSZON AND ASSOCIATES INC	5181	BOTANICAL SURVEYS & BIOLOGICAL	\$4,237.25	25122100-52100	CONTRACTUAL SERVICES	\$4,237.25
					Vendor Total:	\$4,237.25
KELLY-MOORE PAINT COMPANY INC	910-00000339312	MISC. PURCHASES AS REQUIRED	\$13.89	82027111-56300	BUILDING MAINT. & REPAIR	\$13.89
	910-00000339695	MISC. PURCHASES AS REQUIRED	\$54.42	82027111-56300	BUILDING MAINT. & REPAIR	\$54.42
					Vendor Total:	\$68.31

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
KERRY HEISE	DV040821	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84427222-52100	CONTRACTUAL SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
LEGAL SHIELD	38295 APR 21	APR 21 PRE-PAID LEGAL SERVICES	\$77.70	20700000-20526	PREPAID LEGAL - AFLAC	\$77.70
					Vendor Total:	\$77.70
LES SCHWAB TIRE CENTER	64000523738	MISCELLANEOUS TIRE SERVICES AS NEEDED	\$283.47	10020210-56130	EXTERNAL SERVICES	\$283.47
	64000524222	MISCELLANEOUS TIRE SERVICES AS NEEDED	\$696.83	10024620-56130	EXTERNAL SERVICES	\$696.83
	64000526416	MISCELLANEOUS TIRE SERVICES AS NEEDED	\$35.60	20822500-56130	EXTERNAL SERVICES	\$35.60
	64000523695	MISCELLANEOUS TIRE SERVICES AS NEEDED	\$364.42	20822500-56130	EXTERNAL SERVICES	\$364.42
					Vendor Total:	\$1,380.32
LEXISNEXIS RISK DATA MANAGEMENT INC	1410964-20210331	LEXIS NEXUS LE PLUS SEARCHING	\$79.00	10020210-54202	MAJOR CRIME INVESTIGATIONS	\$79.00
					Vendor Total:	\$79.00
MARK CLEMENTI PHD	04-01-21PD	PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATION	\$774.00	10020210-54161	BACKGROUND & PHYSICALS	\$774.00
					Vendor Total:	\$774.00
MEAD & HUNT INC	313906	AIRPORT LAND USE PLAN UPDATE	\$498.00	10023100-52100	CONTRACTUAL SERVICES	\$498.00
	309767	AIRPORT LAND USE PLAN UPDATE	\$2,992.00	10023100-52100	CONTRACTUAL SERVICES	\$2,992.00
	313612	AIRPORT LAND USE PLAN UPDATE	\$4,199.50	10023100-52100	CONTRACTUAL SERVICES	\$4,199.50
	307448	CONSTRUCTION ADMIN SVCS RUNWAY	\$15,342.97	77825200-80230	INFRASTRUCTURE	\$15,342.97
					Vendor Total:	\$23,032.47
MENDOCINO COUNTY TAX COLLECTOR	20/21 51520-2	21/20 PROPERTY TAXES 2ND INSTALLMENT	\$172.06	25122100-52100	CONTRACTUAL SERVICES	\$172.06
	20/21 51528-2	21/20 PROPERTY TAXES 2ND INSTALLMENT	\$345.55	25122100-52100	CONTRACTUAL SERVICES	\$345.55
					Vendor Total:	\$517.61
MICHAEL BAKER	TA 4/26-28/21	TRAVEL ADVANCE	\$727.32	10021210-57100	LEARNING AND DEVELOPMENT	\$727.32
					Vendor Total:	\$727.32
NCPA	006102-0421028	APR 21 NCPA	\$545,564.00	80026440-58104	NCPA MANAGEMENT SERVICES	\$39,826.00
				80026440-58101	NCPA PLANT GENERATION	(\$252,448.00)
				80026440-58102	NCPA POWER PURCHASES	\$594,060.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
NCPA	006102-0421028	APR 21 NCPA	\$545,564.00	80026440-58105	NCPA THIRD PARTY SALES	(\$12,473.00)
				80026440-58103	NCPA TRANSMISSION	\$176,599.00
				Vendor Total:		\$545,564.00
NOBLE WAIDELICH	TA 4/27-29/21	TRAVEL ADVANCE	\$355.20	10020210-57100	LEARNING AND DEVELOPMENT	\$355.20
				Vendor Total:		\$355.20
NOR-CAL RECYCLED ROCK & AGGREGATES INC	21278	MISC ROCK & ROAD PATCH MATERIALS	\$302.43	82027114-54100	SUPPLIES	\$302.43
				Vendor Total:		\$302.43
OFFICE DEPOT INC	15787928900	COLLAPSIBLE CRATE	\$24.38	10020210-54100	SUPPLIES	\$24.38
	16009256800	POST-ITS, STAPLES	\$30.11	10020210-54100	SUPPLIES	\$30.11
	15791492900	INK CARTRIDGES, DVD-R, CD-R, LABELS	\$461.82	10020210-54100	SUPPLIES	\$461.82
	15681143100	PAPER	\$46.81	20012200-54100	SUPPLIES	\$46.81
	16381928000	TABS, PENCILS	\$15.10	20012500-54100	SUPPLIES	\$15.10
	16381538800	PENCILS, SIGN POST-ITS, TABS	\$67.75	20012500-54100	SUPPLIES	\$67.75
	16484198400	TONER	\$78.64	20016100-54100	SUPPLIES	\$78.64
	15685087800	REPORT COVERS	\$126.08	20016100-54100	SUPPLIES	\$126.08
	16411732000	TONER	\$370.46	20016100-54100	SUPPLIES	\$370.46
	15987513500	TONER	\$68.48	80026400-54100	SUPPLIES	\$68.48
	16104918300	PUNCH, TICKET	\$34.92	82027110-54100	SUPPLIES	\$34.92
	16548522400	410X HIGH CAPACITY BLACK PRINT	\$3,157.94	84027225-54100	SUPPLIES	\$3,157.94
	16122861600	LABELS	\$13.37	91521400-54100	SUPPLIES	\$6.69
				91721400-54100	SUPPLIES	\$6.68
	16126806200	WALL CALENDAR	\$16.17	91521400-54100	SUPPLIES	\$8.09
				91721400-54100	SUPPLIES	\$8.08
	15994718100	WIRELESS KEYBOARD	\$39.90	91521400-54100	SUPPLIES	\$19.95
				91721400-54100	SUPPLIES	\$19.95
	16307920800	RECYCLE CANS, ENVELOPES	\$85.01	91521400-54100	SUPPLIES	\$42.50
				91721400-54100	SUPPLIES	\$42.51

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
OFFICE DEPOT INC	16492655100	CALCULATOR, STAPLER	\$123.81	91521400-54100	SUPPLIES	\$61.90
				91721400-54100	SUPPLIES	\$61.91
				Vendor Total:		\$4,760.75
ONE TIME PAY VENDOR	DV124702-2	UTILITY REFUND - CHRISTOPHER CHARLES	\$12.13	90100000-10421	UTILITY RECEIVABLES CLEARING	\$12.13
	113886-6	UTILITY REFUND - LAUREN HALL AND STEVEN VONDOHLEN	\$150.00	90100000-10421	UTILITY RECEIVABLES CLEARING	\$150.00
	111891-8	UTILITY REFUND - YEH FAMILY PARTNERSHIP	\$446.38	90100000-10421	UTILITY RECEIVABLES CLEARING	\$446.38
	Vendor Total:					\$608.51
OPERATING ENGINEER PUBLIC& MISC EMPLOYEES	86138 MAR 21	MAR 21 HEALTH INSURANCE	\$1,777.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$1,777.00
	Vendor Total:					\$1,777.00
OPERATING ENGINEERS UNION	2104-1	APR 21 PW UNION DUES	\$1,056.00	20700000-20509	P/R DEDUCT.- UNION DUES	\$1,056.00
	2104	APR 21 MISC UNION DUES	\$1,620.00	20700000-20509	P/R DEDUCT.- UNION DUES	\$1,620.00
	Vendor Total:					\$2,676.00
OWEN EQUIPMENT SALES	00052246	PIN ASSEMBLY	\$37.11	84027221-56130	EXTERNAL SERVICES	\$37.11
	00052137	CENTER BRUSH ASY	\$543.91	84027221-56130	EXTERNAL SERVICES	\$543.91
	00052229	HOSE REEL	\$934.93	84027221-56130	EXTERNAL SERVICES	\$934.93
	Vendor Total:					\$1,515.95
PACE SUPPLY CORPORATION	026771393-1	BALL VALVE	\$153.13	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$153.13
	026773860	STEEL COUPLING FORD	\$284.71	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$284.71
	Vendor Total:					\$437.84
PEB ENTERPRISES LLC	21-422630	CHALLENGER #RM-DR1-15AB FORCIB	\$8,355.17	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$9.57)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$38.30)
				91721400-54102	SMALL TOOLS	\$603.15
				91721400-54102	SMALL TOOLS	\$8,355.17
				90000000-23013	STATE USE TAX LIABILITY	(\$555.28)
				Vendor Total:		\$8,355.17

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PETERSON TRUCKS INC	239468R	BRAKLEEN	\$52.09	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$52.09
	238648R	INTERNATIONAL 9LBS WHEEL CHOC	\$79.57	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$79.57
	238620R	FILTER-LUBE OIL	\$98.96	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$74.94
				80026220-54100	SUPPLIES	\$24.02
	239103R	FILTER, DSL EXHAUST FLUID, DEF FILTER	\$213.33	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$213.33
	238752R	FILTER	\$31.63	10021210-56130	EXTERNAL SERVICES	\$31.63
	239467R	PAC FS, FILETER, LUBE OIL	\$301.99	10021210-56130	EXTERNAL SERVICES	\$301.99
	239169R	TUBING, FLUID, FILTER, LUBE OIL	\$409.26	10021210-56130	EXTERNAL SERVICES	\$409.26
	239332R	VALVE CHECK SC-3	\$27.30	10022100-56130	EXTERNAL SERVICES	\$27.30
	239029R	ISOLATOR CAP	\$122.94	84027221-56130	EXTERNAL SERVICES	\$122.94
	238620RX1	FILTER-LUBE OIL	\$16.08	80026220-54100	SUPPLIES	\$16.08
	Vendor Total:					\$1,353.15
PG&E CO	7075-1 MAR 21	PG&E	\$56.25	10022100-55210	UTILITIES	\$56.25
	0853-6 MAR 21	PG&E	\$1,873.07	31122000-55210	UTILITIES	\$1,873.07
Vendor Total:						\$1,929.32
PIONEER LAW GROUP LLP	6270	LANDFILL EIR & CEQA LEGAL SERVICES	\$1,137.50	70224500-80230	INFRASTRUCTURE	\$1,137.50
	6271	LANDFILL EIR & CEQA LEGAL SERVICES	\$7,156.50	70224500-80230	INFRASTRUCTURE	\$7,156.50
Vendor Total:						\$8,294.00
PUBLIC SERVICE DEPARTMENT	FEB 21	CITY UTILITIES	\$65,444.63	10022100-55210	UTILITIES	(\$7,441.35)
				10022300-55210	UTILITIES	\$3,350.77
				10022700-55210	UTILITIES	\$1,540.28
				10024214-55210	UTILITIES	\$679.10
				10024620-55210	UTILITIES	\$473.77
				20620231-55210	UTILITIES	\$59.91
				20822500-55210	UTILITIES	\$9,855.71
				20824300-55210	UTILITIES	\$1,635.28
				64020213-55210	UTILITIES	\$606.18
				72022400-55210	UTILITIES	\$1,697.84
				73022600-55210	UTILITIES	\$1,528.17

List of Checks Presented for Approval on 4/16/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PUBLIC SERVICE DEPARTMENT	FEB 21	CITY UTILITIES	\$65,444.63	77725200-55210	UTILITIES	\$3,681.14
				80026400-55210	UTILITIES	\$2,322.14
				80526150-55210	UTILITIES	\$12,225.53
				82027111-55210	UTILITIES	\$11,411.50
				83027330-55210	UTILITIES	\$1,022.29
				84027221-55210	UTILITIES	\$68.80
				84027225-55210	UTILITIES	\$20,727.57
				Vendor Total:		
RAY C STARKEY	P-2100222	GLASSES	\$783.73	63820210-54100	SUPPLIES	\$783.73
				Vendor Total:		\$783.73
REDWOOD COAST FUELS	2235094	CARDLOCK FUEL PURCHASES	\$8,849.03	10020210-56210	FUEL & FLUIDS	\$2,978.57
				10022100-56210	FUEL & FLUIDS	\$792.19
				10023320-56210	FUEL & FLUIDS	\$71.65
				10024620-56210	FUEL & FLUIDS	\$1,225.34
				20324100-56210	FUEL & FLUIDS	\$326.07
				20822500-56210	FUEL & FLUIDS	\$133.69
				80026400-56210	FUEL & FLUIDS	\$1,370.74
				82027111-56210	FUEL & FLUIDS	\$141.07
				82027111-56210	FUEL & FLUIDS	\$424.77
				82027114-56210	FUEL & FLUIDS	\$276.48
				82027114-56210	FUEL & FLUIDS	\$425.20
				84027221-56210	FUEL & FLUIDS	\$235.52
				84027221-56210	FUEL & FLUIDS	\$362.20
				84027225-56210	FUEL & FLUIDS	\$85.54
				Vendor Total:		
REDWOOD TREE SERVICE STATIONS INC	MAR 21	CAR WASHES & INTERIOR CLEANING	\$401.00	10020210-56130	EXTERNAL SERVICES	\$360.00
				20822500-56130	EXTERNAL SERVICES	\$41.00
				Vendor Total:		

List of Checks Presented for Approval on 4/16/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
RICHARD ANDERSON	210407-1	AGREEMENT FOR PROF.SVC'S FOR W	\$2,725.00	20913900-52100	CONTRACTUAL SERVICES	\$2,725.00
					Vendor Total:	\$2,725.00
RICHARD MARTIN	24377	VOLT CAPACITOR, TROUBLE SHOOT AIR COMPRESSOR	\$197.54	82027111-56300	BUILDING MAINT. & REPAIR	\$197.54
					Vendor Total:	\$197.54
SANTA ROSA JUNIOR COLLEGE	AR21-01047	REGISTRATION - T MCPHERSON	\$142.00	20620231-57100	LEARNING AND DEVELOPMENT	\$142.00
					Vendor Total:	\$142.00
SANTA ROSA UNIFORM & CAREER APPAREL INC	1412584	UNIFORM SUPPLIES	\$41.37	10020210-54100	SUPPLIES	\$41.37
	1412585	UNIFORM SUPPLIES	\$41.37	10020210-54100	SUPPLIES	\$41.37
					Vendor Total:	\$82.74
SEBASTOPOL BEARING & HYDRAULIC CO INC	IS42697	BRAKES	\$374.52	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$374.52
					Vendor Total:	\$374.52
SHN CONSULTING ENGINEERS & GEOLOGISTS INC	108642	DESIGN & CONST. MGMNT FOR ZONE	\$365.00	82227113-80230	INFRASTRUCTURE	\$365.00
					Vendor Total:	\$365.00
SOLID WASTES SYSTEMS INC	454325	MISC. DUMP FEES	\$722.63	10024620-54120	PW - SPECIAL SUPPLIES	\$722.63
	MAR 21	RESIDENTIAL GARBAGE	\$43,696.17	90200000-52170	UKIAH WASTE SOLUTIONS	\$43,696.17
					Vendor Total:	\$44,418.80
STAPLES CREDIT PLAN	7324998514-1	RETURN - TONER	(\$129.51)	10023320-54330	COMPUTER AND TECHNOLOGY	(\$129.51)
	7325535763-0	FOLDERS, STAPLES, ENVELOPES	\$48.78	10020210-54100	SUPPLIES	\$48.78
	7326512053-0	STAPLES	\$9.68	10022850-54100	SUPPLIES	\$9.68
	7326044889-0	SANITIZER, TISSUE, ALCOHOL WIPES, MASKS	\$608.51	20012200-54100	SUPPLIES	\$608.51
	7326693005-0	TONER	\$115.95	20013210-54100	SUPPLIES	\$115.95
	7325552370-0	POST-ITS, FASTENERS	\$35.09	20013220-54100	SUPPLIES	\$35.09
	7327307658-0	HP 827A BLACK PRINTER CARTRIDG	\$1,604.81	80026400-54100	SUPPLIES	\$130.82
				80026400-54100	SUPPLIES	\$1,473.99
					Vendor Total:	\$2,293.31

List of Checks Presented for Approval on 4/16/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
STATE WATER RESOURCES CONTROL BOARD	DV040721	CERTIFICATION - A VARGAS	\$70.00	84027225-57100	LEARNING AND DEVELOPMENT	\$70.00
					Vendor Total:	\$70.00
SUSAN C GREGORY-HIRSCH	DV041221	SEWER LATERAL REIMBUREMENT	\$2,000.00	84427222-52100	CONTRACTUAL SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
TEREX USA LLC	5003196836	PLANETARY GEAR BOX 5000	\$7,436.99	80026110-56130	EXTERNAL SERVICES	\$7,436.99
					Vendor Total:	\$7,436.99
THURSTON CHRYSLER DODGE JEEP RAM	31064	PROGRAM KEY	\$82.50	10020210-56130	EXTERNAL SERVICES	\$82.50
	20383	FILTERS	\$80.35	20822500-56130	EXTERNAL SERVICES	\$80.35
	20391	AB WHEEL	\$302.92	20822500-56130	EXTERNAL SERVICES	\$302.92
					Vendor Total:	\$465.77
TRI-VALLEY PAINTS	1-94026	PAINT SUPPLIES	\$9.69	82027111-56300	BUILDING MAINT. & REPAIR	\$9.69
					Vendor Total:	\$9.69
TRIPLE S CAMERA SHOP	119726	PHOTOGRAPHY SERVICES	\$135.82	10020210-54100	SUPPLIES	\$135.82
	119562	PHOTOGRAPHY SERVICES	\$27.16	64020213-54100	SUPPLIES	\$27.16
					Vendor Total:	\$162.98
TUFTS POLYGRAPH & INVESTIGATION	2021-619(A)	POLYGRAPH & INVESTIGATION SERV	\$800.00	10020210-54161	BACKGROUND & PHYSICALS	\$800.00
					Vendor Total:	\$800.00
TYLER TECHNOLOGIES INC	6119	REGISITRATION - S BROWN	\$595.00	20013220-57100	LEARNING AND DEVELOPMENT	\$595.00
	6015	REGISTRATION - K CUMMINS	\$595.00	20013220-57100	LEARNING AND DEVELOPMENT	\$595.00
					Vendor Total:	\$1,190.00
UKIAH AUTO PARTS	202704	GASKET, RTV SEALANT	\$16.69	20822500-56300	BUILDING MAINT. & REPAIR	\$16.69
	205531	V-BELT	\$14.80	82027111-56300	BUILDING MAINT. & REPAIR	\$14.80
	202077	U-BOLT	\$45.03	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$45.03
	202079	U-BOLTS	\$60.03	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$60.03
	203127	V-BELTS	\$184.71	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$184.71

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH AUTO PARTS	204042	SPRAY ADHESIVE	\$8.70	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$8.70
	203363	BRKAWAY REPL CABL PIN	\$10.69	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$10.69
	203904	WEB CARTRIDGE FILTER	\$17.41	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$17.41
	203895	WEB CARTRIDGE FILTER	\$28.30	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$28.30
	202902	FASTENER	\$29.36	10020210-56130	EXTERNAL SERVICES	\$29.36
	202903	FASTENER	\$117.45	10020210-56130	EXTERNAL SERVICES	\$117.45
	203800	RETURN - DISC	(\$6.16)	10021210-56130	EXTERNAL SERVICES	(\$6.16)
	203796	6 DISC	\$24.65	10021210-56130	EXTERNAL SERVICES	\$24.65
	206144	CONNECTOR	\$11.21	10022100-56130	EXTERNAL SERVICES	\$11.21
	204194	BATTERY, CORE DEPOSIT	\$157.77	10022100-56130	EXTERNAL SERVICES	\$157.77
	201618	TEE	\$11.26	10024620-56130	EXTERNAL SERVICES	\$11.26
	203962	HALOGEN SEALED BEAMS	\$24.48	10024620-56130	EXTERNAL SERVICES	\$24.48
	202275	WIPER BLADES	\$57.46	20822500-56130	EXTERNAL SERVICES	\$57.46
	204230	RETURN - CORE DEPOSIT	(\$18.00)	80026110-56130	EXTERNAL SERVICES	(\$18.00)
	201813	FUEL FILTER	\$30.21	80026110-56130	EXTERNAL SERVICES	\$30.21
	204407	BATTERIES	\$408.00	80026110-56130	EXTERNAL SERVICES	\$408.00
	205394	BATTERY	\$215.71	82027114-56130	EXTERNAL SERVICES	\$215.71
	205988	BATTERY, CORE DEPOSIT	\$157.77	84027225-56130	EXTERNAL SERVICES	\$157.77
	203341	BALL RECHITCH	\$80.48	10022100-54100	SUPPLIES	\$80.48
	204841	SUPER CLEAN DEGREASER	\$22.85	82027114-54100	SUPPLIES	\$22.85
	Vendor Total:					\$1,710.86
UKIAH ROUND TREE GLASS	168149	WINDSHIELD GLASS	\$594.58	10021210-56130	EXTERNAL SERVICES	\$594.58
	Vendor Total:					\$594.58
UKIAH VALLEY ASSOCIATION FOR HABILITATION INC	IN23536	JANITORIAL SERVICES - WWTP FY	\$720.00	84027225-52100	CONTRACTUAL SERVICES	\$720.00
	Vendor Total:					\$720.00
ULINE	131878149	H-2488 168 BIN CABINET - GREEN	\$1,821.60	84027225-54100	SUPPLIES	\$1,821.60
	Vendor Total:					\$1,821.60

List of Checks Presented for Approval on 4/16/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
US BANK CORPORATE PAYMENT SERVICES	MAR 21	CAL CARD PURCHASES	\$2,880.22	91521400-56300	BUILDING MAINT. & REPAIR	\$47.73
				91521400-56300	BUILDING MAINT. & REPAIR	\$47.73
				10021210-54330	COMPUTER AND TECHNOLOGY	\$73.00
				91521400-54330	COMPUTER AND TECHNOLOGY	\$74.00
				10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$480.00
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$480.00
				91521400-57100	LEARNING AND DEVELOPMENT	\$635.00
				91721400-57100	LEARNING AND DEVELOPMENT	\$635.00
				10021210-54101	POSTAGE	\$13.47
				91521400-54101	POSTAGE	\$13.48
				91521400-54100	SUPPLIES	\$180.80
				91721400-54100	SUPPLIES	\$181.81
				10021210-55100	TELEPHONE	\$9.10
				91521400-55100	TELEPHONE	\$9.10
Vendor Total: -----						\$2,880.22
USA BLUEBOOK	548972	CREDIT FOR INCORRECT TAX CHARGED	(\$1.88)	82027111-56300	BUILDING MAINT. & REPAIR	(\$1.88)
	549248	CREDIT FOR INCORRECT TAX CHARGED	(\$1.03)	82027111-56300	BUILDING MAINT. & REPAIR	(\$1.03)
	549277	CREDIT FOR INCORRECT TAX CHARGED	(\$0.99)	82027111-56300	BUILDING MAINT. & REPAIR	(\$0.99)
	555126	Y STRAINER	\$151.26	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$151.26
	547876	Y STRAINER	\$177.54	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$177.54
	548747	CREDIT FOR INCORRECT TAX CHARGED	(\$3.20)	82027114-54100	SUPPLIES	(\$3.20)
	549425	CREDIT FOR INCORRECT TAX CHARGED	(\$0.69)	82027114-54100	SUPPLIES	(\$0.69)
Vendor Total: -----						\$321.01

List of Checks Presented for Approval on 4/16/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
VISTA ANALYTICAL LABORATORY INC	53530	PFAS LAB SERVICES	\$2,955.00	84027225-52100	CONTRACTUAL SERVICES	\$2,955.00
Vendor Total:						\$2,955.00
WESTECH	80678	COLUMN SEAL	\$225.28	84027225-56130	EXTERNAL SERVICES	\$225.28
Vendor Total:						\$225.28
WESTERN HILLS HOMEOWNERS ASSOC	1343	2021 2ND QTR MEMBER DUES	\$225.00	20822500-52100	CONTRACTUAL SERVICES	\$225.00
Vendor Total:						\$225.00
WIPF CONSTRUCTION LLC	96936	DELIVERY OF VARIOUS MATERIALS	\$719.76	82027114-54100	SUPPLIES	\$719.76
	96774	DELIVERY OF VARIOUS MATERIALS	\$719.76	84027221-54100	SUPPLIES	\$719.76
Vendor Total:						\$1,439.52
XEROX CORP	013054728	COPIER LEASE - SEE ADD'L DESCR	\$128.66	73022600-52100	CONTRACTUAL SERVICES	\$128.66
	013054727	COPIER LEASE - SEE ADD'L DESCR	\$458.37	10020210-54500	EQUIP RENTS AND LEASES	\$320.86
				20620231-54500	EQUIP RENTS AND LEASES	\$91.68
				64020213-54500	EQUIP RENTS AND LEASES	\$45.83
	013054725	COPIER LEASE - SEE ADD'L DESCR	\$458.37	20012200-54500	EQUIP RENTS AND LEASES	\$458.37
	013054724	COPIER LEASE - SEE ADD'L DESCR	\$473.39	20012200-54500	EQUIP RENTS AND LEASES	\$473.39
	013054726	XEROX CB070H COPIER LEASE	\$699.82	20012200-54500	EQUIP RENTS AND LEASES	\$699.82
Vendor Total:						\$2,218.61
ZAB ENTERPRISES INC	190	PROVIDE MISC. FOOD DISHES AS NEEDED	\$27.50	82027111-57100	LEARNING AND DEVELOPMENT	\$27.50
	385	PROVIDE MISC. FOOD DISHES AS NEEDED	\$27.50	82027111-57100	LEARNING AND DEVELOPMENT	\$27.50
	237	PROVIDE MISC. FOOD DISHES AS NEEDED	\$147.24	84027225-54100	SUPPLIES	\$147.24
Vendor Total:						\$202.24
INVOICE TOTAL:						<u>\$868,699.41</u>

List of Checks Presented for Approval on 4/23/2021

The following list of bills payable was reviewed and approved for payment.

Sgt. Sanjivan

D. B. J.

CR 4/21/21

Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	1MX9-LW9Y-VLJT	TRIPOD STANDS, CORRUGATED PLASTIC SHEETS	\$223.21	20822500-56300	BUILDING MAINT. & REPAIR	\$223.21
	1TDT-QKVX-T4LH	HP LASER JET PRINTER	\$701.09	82027111-54330	COMPUTER AND TECHNOLOGY	\$701.09
	1GPN-FYNP-D9WJ	BRAKE LINE BRACKET	\$18.50	20324100-58510	REIMBURSABLE JOBS	\$18.50
	1963-H4LD-KMQ4	WEATHERGUARD #334 -3 PACK RATE	\$1,240.13	82027111-54102	SMALL TOOLS	\$0.04
				82027111-54102	SMALL TOOLS	\$1,240.09
	1MKF-PL9R-X4NQ	CORK BOARD	\$60.43	10022840-54100	SUPPLIES	\$60.43
	13GV-NJD7-NN1Y	PADLOCK SETS	\$65.27	20324100-54100	SUPPLIES	\$65.27
	1LX4-37HG-3Q1C	ANTI-GLARE GLASSES	\$90.72	20324100-54100	SUPPLIES	\$90.72
Vendor Total:						\$2,399.35
AMERICAN WATER WORKS ASSOCIATION	DV042021	MEMEBERSHIP RENEWAL - D TUBBS	\$105.00	84027225-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$105.00
	Vendor Total:					\$105.00
AT&T	000016330551	FIBER INTERNET	\$1,584.76	20913900-52601	DATA STORAGE & CONNECTIVITY	\$1,584.76
	000016261658	T1 TO INTERNET FOR DOJ/CLETS	\$301.86	10020210-55100	TELEPHONE	\$150.93
				20620231-55100	TELEPHONE	\$150.93
	2463 APR 21	FAX SERVICES - S STATION	\$51.40	10021210-55100	TELEPHONE	\$25.70
				91521400-55100	TELEPHONE	\$25.70
	000016289137	T1 TO INTERNET	\$573.75	20913900-55100	TELEPHONE	\$573.75
	000016260179	FIBER INTERNET GATEWAY	\$753.80	20913900-55100	TELEPHONE	\$753.80
	000016289534	TELEPHONE SERVICES	\$4,947.60	20913900-55100	TELEPHONE	\$4,947.60
Vendor Total:						\$8,213.17
AT&T MOBILITY	832118877X0 4142021	DATA & VOICE CELL PHONES	\$355.78	10020210-55100	TELEPHONE	\$129.89
				20620231-55100	TELEPHONE	\$15.18
				77725200-55100	TELEPHONE	\$33.20
				80026400-55100	TELEPHONE	\$86.46
				82027110-55100	TELEPHONE	\$15.18

List of Checks Presented for Approval on 4/23/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AT&T MOBILITY	832118877X0 4142021	DATA & VOICE CELL PHONES	\$355.78	82027111-55100	TELEPHONE	\$45.51
				84027221-55100	TELEPHONE	\$30.36
	832056361X0 4142021	POLICE - MODEMS	\$560.50	10020210-55100	TELEPHONE	\$560.50
	875108535X0 4142021	VOICE & 1 DATA	\$37.96	84027221-55100	TELEPHONE	\$37.96
Vendor Total:						\$954.24
BADGER METER INC	1424766	(M-59-B) METER, WATER 3/4" - W	\$6,085.71	82000000-12104	INVENTORY - PURCHASES	\$6,085.71
	1426454	3" FIRE HYDRANT METER, CF	\$1,021.87	82027114-54100	SUPPLIES	\$1,021.87
	1426453	3" FIRE HYDRANT METER, CF	\$1,021.89	82027114-54100	SUPPLIES	\$1,021.89
	Vendor Total:					
BOUND TREE MEDICAL LLC	84000981	EMS SUPPLIES	\$329.50	71021000-54107	EMS SUPPLIES	\$329.50
CA BUILDING STANDARDS COMMISSION	JAN-MAR 21	QUARTERLY REPORT FOR BSA	\$97.20	10023300-42210	BUILDING PERMITS	\$1.00
				90000000-23027	BUILDING STDS ADMIN SPEC FD	\$108.00
				10000000-48110	MISCELLANEOUS RECEIPTS	(\$11.80)
				Vendor Total:		
COFFEE CRITIC INC, THE	R25703	MISC. COFFEE SUPPLIES AS NEEDED	\$90.00	20012200-54100	SUPPLIES	\$90.00
	R25536	MISC. COFFEE SUPPLIES AS NEEDED	\$270.00	91521400-54100	SUPPLIES	\$135.00
				91721400-54100	SUPPLIES	\$135.00
	Vendor Total:					
DEPARTMENT OF JUSTICE	505932	CHEM/TEST REPORT CRIMINAL INVESTIGATION	\$140.00	10020210-52100	CONTRACTUAL SERVICES	\$140.00
	502432	FINGERPRINTS	\$615.00	10020210-54169	LIVESCAN	\$615.00
	Vendor Total:					
DEPT OF CONSERVATION	JAN-MAR 21	QUARTERLY TAX RETURN FOR SMIP	\$248.11	10023300-42210	BUILDING PERMITS	\$2.51
				90000000-23006	STRONG MOTION ED. SET ASIDE	(\$13.06)
				90000000-23005	STRONG MOTION INSTR. PROG.	\$258.66
				Vendor Total:		
DIANN LUCCHETTI	DV041621	REIMBURSEMENT - LINEMAN LUNCHEON	\$228.67	80026400-54100	SUPPLIES	\$71.12
				80026400-54100	SUPPLIES	\$157.55
				Vendor Total:		

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
EFAX CORPORATE	3204561	EFAX SERVICES	\$149.50	20012200-52100	CONTRACTUAL SERVICES	\$149.50
					Vendor Total:	\$149.50
EUREKA OXYGEN CO	U 181771	EQUIPMENT MAINTENANCE	\$242.31	20324100-54102	SMALL TOOLS	\$242.31
	U 181574	EQUIPMENT MAINTENANCE	\$170.11	20324100-54100	SUPPLIES	\$170.11
					Vendor Total:	\$412.42
FEDERAL EXPRESS	7-334-36945	SHIPPING SERVICES	\$47.90	84027225-54101	POSTAGE	\$47.90
					Vendor Total:	\$47.90
FIRST LIGHT TECHNOLOGIES LTD	210071	LED AREA LIGHT TOP MOUNT BLACK	\$2,741.00	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$12.28)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$3.06)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$12.27)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$12.28)
				90000000-23013	STATE USE TAX LIABILITY	(\$177.99)
				10024620-54100	SUPPLIES	\$217.88
				10024620-54100	SUPPLIES	\$2,741.00
					Vendor Total:	\$2,741.00
FLEETPRIDE	71688937	RETURN - CORE	(\$172.60)	20324100-58510	REIMBURSABLE JOBS	(\$172.60)
	71061651	PURE AIR DRYER	\$635.53	20324100-58510	REIMBURSABLE JOBS	\$635.53
					Vendor Total:	\$462.93
GARTON TRACTOR INC	CU57058	COUPLINGS, FITTINGS, HOSES	\$744.78	80026110-56130	EXTERNAL SERVICES	\$744.78
					Vendor Total:	\$744.78
GOLDEN STATE EMERGENCY VEHICLE SERVICE INC	CIO27720	HALDEX AUTO SLACK ADJUSTERS	\$354.16	10021210-56130	EXTERNAL SERVICES	\$177.08
				10021210-56130	EXTERNAL SERVICES	\$177.08
					Vendor Total:	\$354.16
HERC RENTALS INC	32038928-001	RENTAL OR PURCHASE OF MISC EQUIPMENT	\$73.91	20822500-56300	BUILDING MAINT. & REPAIR	\$73.91
					Vendor Total:	\$73.91
INTEGRITY SHRED LLC	117970	DOCUMENT SHREDDING	\$65.00	10020210-54100	SUPPLIES	\$32.50
				20620231-54100	SUPPLIES	\$32.50
					Vendor Total:	\$65.00

List of Checks Presented for Approval on 4/23/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
JACK MILLER	21049	EMERGENCY WORK ON WELL #4 CHLO	\$1,294.76	82027111-52100	CONTRACTUAL SERVICES	\$1,294.76
					Vendor Total:	\$1,294.76
JIM BROWN	10077	REIMBURSEMENT - TAX PREPERATION FEES	\$65.00	20013220-54100	SUPPLIES	\$65.00
					Vendor Total:	\$65.00
LEAVITT COMMUNICATIONS LLC	7070299	SPEAKER MIKE	\$509.00	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$254.50
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$254.50
					Vendor Total:	\$509.00
LYMAN GROUP INC	1720261	MISC. PURCHASES AS NEEDED	\$419.09	84027225-56504	FACILITY MAINTENANCE & REPAIR	\$419.09
	1722275	PROPANE	\$49.36	20824300-56210	FUEL & FLUIDS	\$49.36
					Vendor Total:	\$468.45
MATT ANLIKER	BA FY 20/21	BOOT ALLOWANCE	\$150.00	84027225-54100	SUPPLIES	\$150.00
					Vendor Total:	\$150.00
MEAD & HUNT INC	312380	AIRPORT LAND USE PLAN UPDATE	\$7,664.50	10023100-52100	CONTRACTUAL SERVICES	\$7,664.50
					Vendor Total:	\$7,664.50
MENDOCINO COUNTY ENVIRONMENTAL HEALTH	EH41392	PERMIT FEE #EH41392	\$228.00	10022300-54100	SUPPLIES	\$228.00
	EH41448	PERMIT FEE #EH41448	\$270.00	10022300-54100	SUPPLIES	\$270.00
	EH41449	PERMIT FEE #EH41449	\$270.00	10022300-54100	SUPPLIES	\$270.00
					Vendor Total:	\$768.00
MENDOCINO COUNTY HISTORICAL SOCIETY	DV041621	MARKS BUILDING RESEARCH	\$300.00	20012200-52100	CONTRACTUAL SERVICES	\$300.00
					Vendor Total:	\$300.00
MOTION INDUSTRIES INC	CA23-524849	BEARING, FITTINGS & MISC. ITEM	\$326.62	84027221-56130	EXTERNAL SERVICES	\$326.62
	CA23-524851	BEARING, FITTINGS & MISC. ITEM	\$701.24	84027221-56130	EXTERNAL SERVICES	\$701.24
					Vendor Total:	\$1,027.86
NORTHERN AGGREGATES INC	68004	MISC. ROCK & ROAD PATCH MATERIALS	\$1,531.22	10024620-54121	PW - ASPHALT CONCRETE	\$1,531.22
					Vendor Total:	\$1,531.22
OCCU-MED LTD	0421511	PRE-EMPLOYMENT PHYSICAL	\$1,017.77	10020210-54161	BACKGROUND & PHYSICALS	\$618.55
				20016100-54161	BACKGROUND & PHYSICALS	\$399.22
					Vendor Total:	\$1,017.77

List of Checks Presented for Approval on 4/23/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	DV041321	BUSINESS LICENSE REFUND - BUILDOUT PROS LLC	\$36.00	10000000-41440	BUSINESS LICENSE TAX	\$36.00
	10800-1	ENERGY REBATE - ANDREA WERRA	\$100.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$100.00
	10624-5.3	ENERGY REBATE - KATHERINE MCELWEE	\$100.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$100.00
	122522-6.1	ENERGY REBATE - MELISSA SMITH	\$100.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$100.00
	23541-6	ENERGY REBATE - SUSAN SHER	\$500.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$500.00
	124860-8	UTILITY REFUND - WADDINGTON PROPERTIES	\$21.92	90100000-10421	UTILITY RECEIVABLES CLEARING	\$21.92
	1164039-8	UTILITY REFUND - UKIAH PROPERTY MGMT	\$27.78	90100000-10421	UTILITY RECEIVABLES CLEARING	\$27.78
Vendor Total:						\$885.70
ONESOURCE DISTRIBUTORS LLC	S6647169.002	WASHERS	\$8.96	80000000-12104	INVENTORY - PURCHASES	\$4.48
				80026110-54100	SUPPLIES	\$4.48
	S6647159.001	SERVICE GRIPS	\$17.31	80000000-12104	INVENTORY - PURCHASES	\$8.65
				80026110-54100	SUPPLIES	\$8.66
	S6598875.003	(2U-EL-1-0) ELBOW, LOADBREAK 1	\$49.65	80000000-12104	INVENTORY - PURCHASES	\$49.65
	S6647159.003	GRIP ALUMOWELD	\$217.75	80000000-12104	INVENTORY - PURCHASES	\$108.87
				80026110-54100	SUPPLIES	\$108.88
	S6659695.003	(LG-25) LUG, COMP 1000 - 1100	\$509.54	80000000-12104	INVENTORY - PURCHASES	\$509.54
	S6647169.001	BOLTS, WASHERS	\$513.86	80000000-12104	INVENTORY - PURCHASES	\$256.93
				80026110-54100	SUPPLIES	\$256.93
	S6520013.002	(B-160), BRACE, V, 60" x 18" D	\$517.24	80000000-12104	INVENTORY - PURCHASES	\$517.24
	S6659695.002	(LG-25) LUG, COMP 1000 - 1100	\$719.23	80000000-12104	INVENTORY - PURCHASES	\$719.23
	S6659695.001	(LG-25) LUG, COMP 1000 - 1100	\$1,220.60	80000000-12104	INVENTORY - PURCHASES	\$1,220.60
Vendor Total:						\$3,774.14
PACE SUPPLY CORPORATION	026717503	6 X 20 PVC C900 DR14 BLUE PIPE	\$9,461.46	82227113-80230	INFRASTRUCTURE	\$4,311.46
				82227113-80230	INFRASTRUCTURE	\$5,150.00
	026801099	PVC, GALV MALL, BUSH GASKETED, SOLVENT WELD	\$214.23	82027111-54100	SUPPLIES	\$214.23
	026790510	GATE VALVES, ADPT BRASS	\$571.12	82027114-54100	SUPPLIES	\$571.12

List of Checks Presented for Approval on 4/23/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PACE SUPPLY CORPORATION	026718474	4 X 20 PVC C900 DR18 BLUE PIPE	\$1,111.09	82027114-54100	SUPPLIES	\$1,111.09
					Vendor Total:	\$11,357.90
PETERSON POWER SYSTEMS INC	PC060166274	SEALS	\$51.96	20324100-58510	REIMBURSABLE JOBS	\$51.96
	PC060166181	LUBE FILTER, ELEMENT, SEALS, RINGS, NUT	\$381.97	20324100-58510	REIMBURSABLE JOBS	\$381.97
					Vendor Total:	\$433.93
REDWOOD COAST FUELS	3207650	CARDLOCK FUEL PURCHASES	\$905.88	20824300-56210	FUEL & FLUIDS	\$905.88
					Vendor Total:	\$905.88
REDWOOD FORD	334655	AIR CONDITION KIT	\$12.79	10020210-56130	EXTERNAL SERVICES	\$12.79
	334663	SPARK PLUGS	\$66.90	10020210-56130	EXTERNAL SERVICES	\$66.90
	334613	COIL	\$95.72	10020210-56130	EXTERNAL SERVICES	\$95.72
	334702	COIL ASSY	\$95.72	10020210-56130	EXTERNAL SERVICES	\$95.72
	334952	WEATHERSTRIP	\$96.32	10020210-56130	EXTERNAL SERVICES	\$96.32
	334886	OIL COOLER ASSY	\$357.79	10020210-56130	EXTERNAL SERVICES	\$357.79
	334034	SOCKET WIRE	\$379.28	10020210-56130	EXTERNAL SERVICES	\$379.28
	FOCS157358	ATCM MODULE, REAR EXLE, ALIGN FRONTEND	\$428.00	10020210-56130	EXTERNAL SERVICES	\$428.00
	334483	AXLE ASSY REAR	\$1,001.80	10020210-56130	EXTERNAL SERVICES	\$1,001.80
	334907	#EB5Z-79086A PUMP ASSY - OIL	\$1,409.57	10020210-56130	EXTERNAL SERVICES	\$1,409.57
	334976	ELEMENT KIT, ELEMENTS	\$189.68	10021210-56130	EXTERNAL SERVICES	\$189.68
	334977	ELEMENT KIT, ELEMENTS	\$189.68	10021210-56130	EXTERNAL SERVICES	\$189.68
	334639	ELEMENT ASSY	\$19.12	10022100-56130	EXTERNAL SERVICES	\$19.12
	334637	BRAKE PADS	\$131.85	10022100-56130	EXTERNAL SERVICES	\$131.85
	334914	SENSOR	\$30.99	10024620-56130	EXTERNAL SERVICES	\$30.99
	334725	SEAT BELT ASSY	\$57.62	10024620-56130	EXTERNAL SERVICES	\$57.62
	334727	GLASS ASSY	\$71.78	80026110-56130	EXTERNAL SERVICES	\$71.78
					Vendor Total:	\$4,634.61
ROUND TABLE PIZZA	14-038	WATER DEPT - WELL 4 WORK MEAL	\$69.68	82027111-57100	LEARNING AND DEVELOPMENT	\$69.68
	14-036	ELECTRIC - OUTAGE MEAL	\$129.29	80026400-54100	SUPPLIES	\$129.29
					Vendor Total:	\$198.97

List of Checks Presented for Approval on 4/23/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SAFEWAY SIGN CO	51163	3M 24"X50YDS #1172 RED EC FILM	\$1,149.72	10024620-54127	PW - SIGN POSTS/SHEETING	\$1,149.72
					Vendor Total:	\$1,149.72
STATE WATER RESOURCES CONTROL BOARD	DV041321	REGISTRATION - M MICHAEL	\$230.00	84027225-57100	LEARNING AND DEVELOPMENT	\$230.00
					Vendor Total:	\$230.00
THE CHARLES MACHINE WORKS INC	92616362	6 PIN REPAIR, CONN MALE PLG	\$231.97	84027221-56130	EXTERNAL SERVICES	\$231.97
					Vendor Total:	\$231.97
THURSTON CHEVROLET TOYOTA SCION	231117	#17410-21500 PIPE ASSY EXHAUST	\$4,307.91	20513382-56130	EXTERNAL SERVICES	\$2,153.95
				20513382-56130	EXTERNAL SERVICES	\$2,153.96
	232475	BATTERY	\$213.06	82027112-56130	EXTERNAL SERVICES	\$213.06
	232476	BATTERY	\$213.06	82027112-56130	EXTERNAL SERVICES	\$213.06
					Vendor Total:	\$4,734.03
TKP ENTERPRISE, INC	087758	DAY CAMP SUPPLIES	\$160.60	10022840-54100	SUPPLIES	\$160.60
	117843	DAY CAMP SUPPLIES	\$452.13	10022840-54100	SUPPLIES	\$452.13
					Vendor Total:	\$612.73
UKIAH MAIN STREET PROGRAM	1ST QTR 2021	1ST QTR 2021 DOWNTOWN IMPROVEMENT	\$11,738.57	31217100-52100	CONTRACTUAL SERVICES	\$11,738.57
					Vendor Total:	\$11,738.57
UKIAH VALLEY SANITATION DIST	58070 MAR 21	SEWER - 432 OBSERVATORY AVE	\$53.47	10022100-55210	UTILITIES	\$53.47
	104613 MAR 21	SEWER - LOW GAP RD	\$53.47	10022100-55210	UTILITIES	\$53.47
	89690 MAR 21	SEWER - 1640 S STATE ST	\$87.21	31122000-55210	UTILITIES	\$87.21
	113354 MAR 21	SEWER - 1350 HASTINGS RD	\$53.47	80026400-55210	UTILITIES	\$53.47
					Vendor Total:	\$247.62
UNION BANK OF CALIFORNIA	1250607	TRUSTEE FEES 11/1/20-1/31/21	\$1,636.00	20015100-52100	CONTRACTUAL SERVICES	\$1,330.00
				96995601-52100	CONTRACTUAL SERVICES	\$153.00
				96995669-52100	CONTRACTUAL SERVICES	\$153.00
					Vendor Total:	\$1,636.00
UPS	0000E19R54151	SHIPPING SERVICES	\$35.77	84027225-54101	POSTAGE	\$35.77
					Vendor Total:	\$35.77

List of Checks Presented for Approval on 4/23/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
US CELLULAR	0432495897	CELL PHONES	\$634.35	10024620-55100	TELEPHONE	\$23.72
				80026400-55100	TELEPHONE	\$52.84
				80026400-55100	TELEPHONE	\$111.83
				82027110-55100	TELEPHONE	\$71.17
				82027111-55100	TELEPHONE	\$146.29
				84027221-55100	TELEPHONE	\$71.17
				84027225-55100	TELEPHONE	\$157.33
Vendor Total: \$634.35						
WHISPERING WINDS NURSERY	21171	TOP SOIL	\$208.80	77725200-56300	BUILDING MAINT. & REPAIR	\$208.80
				Vendor Total: \$208.80		
WORLD OIL ENVIRONMENTAL SERVICES	1500-00699340	DISPOSAL OF MISC. PRODUCTS AS NEEDED	\$55.00	20324100-52100	CONTRACTUAL SERVICES	\$55.00
	1500-00699780	DISPOSAL OF MISC. PRODUCTS AS NEEDED	\$85.00	20324100-52100	CONTRACTUAL SERVICES	\$85.00
	Vendor Total: \$140.00					
WYATT IRRIGATION CO	287896 01	PARTS & MISC SUPPLIES AS NEEDED	\$29.09	10022100-54100	SUPPLIES	\$29.09
	286451 01	PARTS & MISC SUPPLIES AS NEEDED	\$53.44	10022100-54100	SUPPLIES	\$53.44
	287770 01	PARTS & MISC SUPPLIES AS NEEDED	\$80.27	10022100-54100	SUPPLIES	\$80.27
	287871 01	PARTS & MISC SUPPLIES AS NEEDED	\$96.62	10022100-54100	SUPPLIES	\$96.62
	286976 01	PARTS & MISC SUPPLIES AS NEEDED	\$96.99	10022100-54100	SUPPLIES	\$96.99
	286762 01	PARTS & MISC SUPPLIES AS NEEDED	\$107.14	10022100-54100	SUPPLIES	\$107.14
	286468 01	PARTS & MISC SUPPLIES AS NEEDED	\$115.19	10022100-54100	SUPPLIES	\$115.19
	286550 01	PARTS & MISC SUPPLIES AS NEEDED	\$138.25	10022100-54100	SUPPLIES	\$138.25
	287039 01	PARTS & MISC SUPPLIES AS NEEDED	\$860.29	10022100-54100	SUPPLIES	\$860.29
Vendor Total: \$1,577.28						
ZAP MFG	4541	6"X36" SIGN BLANK, .080G ALUMI	\$1,234.72	10024620-54127	PW - SIGN POSTS/SHEETING	\$1,234.72
				Vendor Total: \$1,234.72		
ZUMAR INDUSTRIES INC	92450	SQUARE SLEEVE	\$630.53	12024200-80230	INFRASTRUCTURE	\$630.53
				Vendor Total: \$630.53		
INVOICE TOTAL: \$88,901.09						

List of Checks Presented for Approval on 4/30/2021

The following list of bills payable was reviewed and approved for payment.

Sgt. Sargian

DRY

CR 5/4/21

Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ADAM ELLEDGE	TA 5/2-7/21	TRAVEL ADVANCE	\$1,088.34	10020210-57100	LEARNING AND DEVELOPMENT	\$1,088.34
Vendor Total:						\$1,088.34
AMAZON CAPITAL SERVICES	17MC-KQ7R-MV1K	ADMINISTRATIVE DAY GIFTS	\$174.31	10020210-54100	SUPPLIES	\$174.31
	1QCH-WGCX-JHTV	MONITOR	\$353.83	10022810-54100	SUPPLIES	\$353.83
	1R4J-1XCJ-4XPD	DAYCAMP - COVID	\$879.12	10022840-54100	SUPPLIES	\$879.12
	1MKF-PL9R-WKWW	DAYCAMP - COVID	\$922.61	10022840-54100	SUPPLIES	\$922.61
	1X43-JLMW-WJQN	DAYCAMP - COVID	\$947.92	10022840-54100	SUPPLIES	\$947.92
	1QCH-WGCX-RC11	CPR MARSK KITS	\$974.00	10022840-54100	SUPPLIES	\$974.00
	1MTL-WXWJ-V973	DAYCAMP - COVID	\$992.12	10022840-54100	SUPPLIES	\$992.12
	1V7X-QHLN-1WXL	QUICK RELEASE PROPELLERS	\$58.78	10024210-54100	SUPPLIES	\$58.78
	1DH7-1CFJ-VQMQ	SAW BLADES	\$194.00	80026120-54100	SUPPLIES	\$194.00
	1TDT-QKVX-DX1R	VANDALISM REMOVER	\$198.16	80026120-54100	SUPPLIES	\$198.16
Vendor Total:						\$5,694.85
BEARING DISTRIBUTORS INC	9501673060	PILLOW BLOCK BEARINGS	\$531.61	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$531.61
	9501669391	PILLOW BLOCK BEARINGS	\$531.61	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$531.61
Vendor Total:						\$1,063.22
BOUND TREE MEDICAL LLC	84024891	ASPRIN, CURAPLEX	\$164.51	71021100-54107	EMS SUPPLIES	\$164.51
	84016529	EMS SUPPLIES	\$391.80	71021100-54107	EMS SUPPLIES	\$391.80
Vendor Total:						\$556.31
CHROMAGRAPHS	69884	BUSINESS CARDS - D BROWN	\$49.89	82027114-54100	SUPPLIES	\$49.89
Vendor Total:						\$49.89
CITIBANK N.A.	110600006811	HP LAPTOP	\$767.11	20012100-54330	COMPUTER AND TECHNOLOGY	\$767.11
	106100006252	HP 15CS31153CL LAPTOP	\$5,225.91	20012800-54330	COMPUTER AND TECHNOLOGY	\$5,225.91
	040221	COSTCO ANNUAL RENEWAL	\$120.00	20413500-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$120.00

List of Checks Presented for Approval on 4/30/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CITIBANK N.A.	10780000758	DAYCAMP - COVID	\$108.33	10022840-54100	SUPPLIES	\$108.33
	11060000839	DAYCAMP - PIZZA - COVID	\$151.66	10022840-54100	SUPPLIES	\$151.66
	10950000868	DAYCAMP - COVID	\$159.98	10022840-54100	SUPPLIES	\$159.98
	10950000868	DAYCAMP - COVID	\$865.56	10022840-54100	SUPPLIES	\$865.56
	10780000549	DAYCAMP - COVID	\$907.63	10022840-54100	SUPPLIES	\$907.63
	10950000930	DAYCAMP - COVID	\$1,014.03	10022840-54100	SUPPLIES	\$1,014.03
	10970000523	DAYCAMP - COVID	\$1,360.31	10022840-54100	SUPPLIES	\$1,360.31
	11060000764	DAYCAMP -COVID	\$1,431.67	10022840-54100	SUPPLIES	\$1,431.67
	042121	LATE FEE	\$39.00	20413500-54100	SUPPLIES	\$39.00
	031921	INTEREST	\$69.83	20413500-54100	SUPPLIES	\$69.83
	042121 1	INTEREST	\$118.27	20413500-54100	SUPPLIES	\$118.27
					Vendor Total:	\$12,339.29
CLERK-RECORDER, MENDOCINO COUNTY	2020/21-70	COSTS INCURRED FOR PRESIDENTIAL	\$5,668.85	20012500-52100	CONTRACTUAL SERVICES	\$5,668.85
					Vendor Total:	\$5,668.85
COLANTUONO HIGHSMITH & WHATLEY PC	47197	LEGAL SERVICES	\$65.00	84427222-52100	CONTRACTUAL SERVICES	\$65.00
					Vendor Total:	\$65.00
COLLEEN HOLLY HUNT	012094	ENGINEERING SVCS - MUN. STORM	\$2,030.52	10024224-52100	CONTRACTUAL SERVICES	\$2,030.52
					Vendor Total:	\$2,030.52
COMCAST	0472 APR 21	INTERNET SERVICES	\$161.76	20913900-55100	TELEPHONE	\$161.76
	1296 APR 21	INTERNET SERVICES	\$173.11	20913900-55100	TELEPHONE	\$173.11
	9780 APR 21	INTERNET SERVICES	\$145.88	73022600-55100	TELEPHONE	\$145.88
					Vendor Total:	\$480.75
COMPUTER OPTIONS INC	BILL63254	SECURITY REMEDIATION - PHASE 1	\$5,432.50	20913900-52100	CONTRACTUAL SERVICES	\$5,432.50
					Vendor Total:	\$5,432.50
CYME INTERNATIONAL T & D INC	941991691	CYMTCC, PROTECTIVE DEVICE COOR	\$4,000.00	80026400-54320	SOFTWARE	\$4,000.00
					Vendor Total:	\$4,000.00
DANIEL SPENCE	DV042921	DAYCAMP - COVID SUPPLIES	\$249.16	10022840-54100	SUPPLIES	\$249.16
					Vendor Total:	\$249.16

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DC CUSTOMS INC	190367	CX CLASSIC SERIES OVERSIZE 8'	\$11,963.72	10021210-80100	MACHINERY & EQUIPMENT	\$5,981.84
				91721400-80100	MACHINERY & EQUIPMENT	\$5,981.88
				Vendor Total:		\$11,963.72
DEPARTMENT OF JUSTICE	503927	FINGERPRINTS	\$49.00	10021210-54161	BACKGROUND & PHYSICALS	\$24.50
				91521400-54161	BACKGROUND & PHYSICALS	\$24.50
	502533	FINGERPRINTS	\$348.00	10022900-54169	LIVESCAN	\$284.00
				20016100-54165	NEW EMPLOYEE FINGERPRINT	\$64.00
				Vendor Total:		\$397.00
ECS IMAGING INC	15917	LASERFISCHE AVANTE ANNUAL RENE	\$6,860.00	20012500-54320	SOFTWARE	\$6,860.00
				Vendor Total:		\$6,860.00
EDWARD R BACON COMPANY INC	31573	CLAY SPADES	\$704.39	82027114-54100	SUPPLIES	\$352.20
				84027221-54100	SUPPLIES	\$352.19
				Vendor Total:		\$704.39
EFFICIENCY SERVICES GROUP LLC	3125	ADMIN OF EUD PUBLIC BENEFITS P	\$3,882.98	80626450-52137	PUBLIC BENEFITS PROGRAM MGMT	\$3,882.98
				Vendor Total:		\$3,882.98
ENTENMANN-ROVIN CO	0157694-IN	FIRE DOME BADGE	\$142.41	91521400-54100	SUPPLIES	\$71.20
				91721400-54100	SUPPLIES	\$71.21
				Vendor Total:		\$142.41
EUREKA OXYGEN CO	470995	EQUIPMENT MAINTENANCE	\$467.99	77725200-56300	BUILDING MAINT. & REPAIR	\$467.99
				Vendor Total:		\$467.99
EVERGREEN JOB & SAFETY TRAINING INC	1292	JOB AND SAFETY TRAINING - APRIL	\$2,109.12	80026110-52100	CONTRACTUAL SERVICES	\$2,109.12
				Vendor Total:		\$2,109.12
FARWEST LINE SPECIALTIES LLC	329380	CABLE COPING KNIFE AND CASE	\$283.93	80026110-54102	SMALL TOOLS	\$283.93
				Vendor Total:		\$283.93
FASTENAL	CAUKA42451	MISC. SUPPLIES AS NEEDED	\$261.26	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$261.26
	CAUKA42412	MISC. SUPPLIES AS NEEDED	\$89.07	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$89.07
	Vendor Total:		\$350.33			
FEDERAL EXPRESS	7-334-77829	SHIPPING SERVICES	\$46.80	10021210-54101	POSTAGE	\$23.40

List of Checks Presented for Approval on 4/30/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FEDERAL EXPRESS	7-334-77829	SHIPPING SERVICES	\$46.80	91521400-54101	POSTAGE	\$23.40
	7-342-23008	SHIPPING SERVICES	\$62.02	10020210-54100	SUPPLIES	\$62.02
					Vendor Total:	\$108.82
FILETRAIL INC	2021-0348	HOSTED FILE MANAGMENT SYSTEM	\$628.00	20012500-54320	SOFTWARE	\$628.00
					Vendor Total:	\$628.00
FINANCIAL PACIFIC LEASING INC	6057579	FINANCING OF TWO PIERCE ENFORCE	\$63,979.74	10000000-74501	CAPITAL LEASE INTEREST	\$10,197.89
				10000000-74500	CAPITAL LEASE PRINCIPAL	\$53,781.85
					Vendor Total:	\$63,979.74
GENERAL PACIFIC INC	1405270	(PD-5052)PAD, BOX TRANSFORMER,	\$8,984.37	80000000-12104	INVENTORY - PURCHASES	\$8,984.37
	1405021	SPRING LOK	\$653.25	80026200-54100	SUPPLIES	\$653.25
					Vendor Total:	\$9,637.62
GHD INC	159526	GIBSON CREEK ENVIRONMENTAL SER	\$6,970.16	10024224-52100	CONTRACTUAL SERVICES	\$6,970.16
					Vendor Total:	\$6,970.16
GRAINGER INC	9860029942	PRESSURE GAUGE	\$170.60	82027111-56300	BUILDING MAINT. & REPAIR	\$170.60
	9842575863	INDICATOR LIGHTS	\$17.78	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$17.78
	9869151614	FIRST AID KIT, ANTIBIOTICS OINTMENT	\$58.64	84027225-54100	SUPPLIES	\$58.64
	9869151622	DRY WIPE, GLOVE BOX DISPENSERS	\$214.74	84027225-54100	SUPPLIES	\$214.74
					Vendor Total:	\$461.76
GRANITE CONSTRUCTION COMPANY	1994078	MISC ROCK & ROAD PATCH MATERIAL	\$587.60	82027114-54100	SUPPLIES	\$587.60
					Vendor Total:	\$587.60
HACH COMPANY	12410840	CHLORINE	\$100.56	84027225-54103	LAB SUPPLIES	\$100.56
					Vendor Total:	\$100.56
HILDEBRAND CONSULTING LLC	291	ANNUAL SEWER RECONCILIATION	\$2,520.00	84413400-52100	CONTRACTUAL SERVICES	\$2,520.00
					Vendor Total:	\$2,520.00
HOME DEPOT CREDIT SERVICES	1513301	DRILL PT 120PCS	\$23.93	20822500-56300	BUILDING MAINT. & REPAIR	\$23.93
	5200531	SIMPLE GREEN	\$10.85	82027111-56300	BUILDING MAINT. & REPAIR	\$10.85
	1025457	WWTP MISC ITEMS	\$690.19	84027225-56300	BUILDING MAINT. & REPAIR	\$690.19
	2011435	CASTER POLYURETHANE 5" SWIVEL BRAKE	\$67.85	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$67.85

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
HOME DEPOT CREDIT SERVICES	6025014	PVC ROOF PANEL, PALRUF HORIZONTAL PLASTIC	\$516.86	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$516.86
	3011861	POST HOLE DIGGER, D-HANDLE DRAIN	\$69.64	82027111-54102	SMALL TOOLS	\$69.64
	6010821	GRINDER KIT, IMPACT WRENCH	\$520.42	82027114-54102	SMALL TOOLS	\$520.42
	9523661	BATTERY, WIRE ROPE, FUEL DVR KIT	\$473.73	84027225-54102	SMALL TOOLS	\$473.73
	8025686	HDX PLASTIC 5-SHELF UNIT	\$150.18	10022840-54100	SUPPLIES	\$150.18
	6011721	24" SHELF, PLASTIC 5" SHELF	\$196.98	10022840-54100	SUPPLIES	\$196.98
	8011179	FOLDING TABLE, BLEACH, BATHROOM CLEANER	\$326.95	10022840-54100	SUPPLIES	\$326.95
	6010811	TRASH BAGS	\$17.35	82027111-54100	SUPPLIES	\$17.35
	1024627	HAND SANDER, POLE SANDER, POLE	\$33.65	82027111-54100	SUPPLIES	\$33.65
	5010871	HARDWOOD HANDLE, SCRUB BRUSH, SHOP TOWELS	\$49.39	82027111-54100	SUPPLIES	\$49.39
	1011454	SPRING LINKS, SCREW EYES, HEAVY DUTY HANGER	\$76.08	82027111-54100	SUPPLIES	\$76.08
	6025000	HUSKY 4-SHELF WELDED UNIT	\$194.89	82027111-54100	SUPPLIES	\$194.89
	7010783	HUSKY RED SHELF WELDED	\$194.89	82027111-54100	SUPPLIES	\$194.89
	Vendor Total:					\$3,613.83
INTERCOUNTY MECHANICAL & ELECTRICAL INC	7819-B	ALL LABOR AND MATERIAL TO INSTALL	\$2,784.00	82227113-52100	CONTRACTUAL SERVICES	\$2,784.00
	Vendor Total:					\$2,784.00
J A MOMANEY SERVICES INC	142889	(U-B48-F) HUBBELL #PG3048B729	\$9,187.22	80000000-12104	INVENTORY - PURCHASES	\$9,187.22
	Vendor Total:					\$9,187.22
JACK MILLER	21057	PROGRAMMING	\$895.36	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$895.36
	Vendor Total:					\$895.36
JACK WANN	DV040621	INSTRUCTOR	\$315.00	10022850-52100	CONTRACTUAL SERVICES	\$315.00
	DV040821	INSTRUCTOR	\$455.00	10022850-52100	CONTRACTUAL SERVICES	\$455.00
	Vendor Total:					\$770.00
JOHN FOSTER TRUCKING INC	26658	USED 30' LONG, 9' TALL CONTAIN	\$5,855.00	20012500-54100	SUPPLIES	\$5,855.00
	Vendor Total:					\$5,855.00
JOHN W THURSTON	DV042021	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84427222-52100	CONTRACTUAL SERVICES	\$2,000.00
	Vendor Total:					\$2,000.00

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JOHNSON CONTROLS FIRE PROTECTION LP	22225428	HALON SAFETY TEST/INSPECTION	\$541.20	20822500-56300	BUILDING MAINT. & REPAIR	\$541.20
					Vendor Total:	\$541.20
JORDAN MILLER	DV042621	SAFETY EQUIPMENT	\$350.00	10000000-10520	LOANS RECEIVABLE	\$350.00
					Vendor Total:	\$350.00
KP PUBLIC AFFAIRS LLC	41509	COMMUNITY OUTREACH PROF SVCS	\$10,000.00	20012300-52100	CONTRACTUAL SERVICES	\$10,000.00
	41602	COMMUNITY OUTREACH PROF SVCS	\$10,000.00	20012300-52100	CONTRACTUAL SERVICES	\$10,000.00
					Vendor Total:	\$20,000.00
LARRY WALKER ASSOCIATES INC	00564.07-13	APPLICATION PREPARATION (NPDES)	\$8,901.50	84027225-52100	CONTRACTUAL SERVICES	\$8,901.50
					Vendor Total:	\$8,901.50
LESLIE GALE DAMMULLER	DV042621	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84427222-52100	CONTRACTUAL SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
LETICIA A VAJDA	DV041521	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84427222-52100	CONTRACTUAL SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
LEXISNEXIS RISK DATA MANAGEMENT INC	24717339	LEXIS NEXUS LE PLUS SEARCHING	\$65.81	91521400-54100	SUPPLIES	\$32.90
				91721400-54100	SUPPLIES	\$32.91
					Vendor Total:	\$65.81
LIFE ASSIST INC	1091701	MISC. EMS SUPPLIES AS NEEDED	\$215.75	71021100-54107	EMS SUPPLIES	\$215.75
	1091916	MISC. EMS SUPPLIES AS NEEDED	\$307.91	71021100-54107	EMS SUPPLIES	\$307.91
					Vendor Total:	\$523.66
MARK CLEMENTI PHD	04-15-21 PD	PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATION	\$774.00	10020210-54161	BACKGROUND & PHYSICALS	\$774.00
					Vendor Total:	\$774.00
MICHELLE WAGENET	DV042221	REIMBURSEMENT - DEPARTMENT LUNCH	\$93.93	82027110-57100	LEARNING AND DEVELOPMENT	\$93.93
					Vendor Total:	\$93.93
NICHOLS CONSULTING ENGINEERS, CHTD	1145015503	TRENCH CUT FEE STUDY	\$4,000.00	12024200-52100	CONTRACTUAL SERVICES	\$4,000.00
					Vendor Total:	\$4,000.00
NOR CAL SYSTEMS LLC	347	HOUSE SHIELDS	\$896.00	80526150-54100	SUPPLIES	\$896.00
					Vendor Total:	\$896.00

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OKONITE COMPANY, THE	1D054	(C-860)CONDUCTOR, 15KV, UG, AL	\$22,654.71	80000000-12104	INVENTORY - PURCHASES	\$22,654.71
					Vendor Total:	\$22,654.71
ONE TIME PAY VENDOR	B 27066	CONF CENTER DEPOSIT REFUND - ANTONIO MORENO SANCHE	\$500.00	73000000-46712	ROOM RENTALS	\$500.00
	102591-5	UTILITY REUND - SHERICE VINSON	\$17.74	90100000-10421	UTILITY RECEIVABLES CLEARING	\$17.74
	124186-8	UTILITY REFUND - MATT FINNEGAN	\$139.98	90100000-10421	UTILITY RECEIVABLES CLEARING	\$139.98
	121825-4	UTILITY REFUND - ALEC HOMES	\$248.82	90100000-10421	UTILITY RECEIVABLES CLEARING	\$248.82
					Vendor Total:	\$906.54
ONLINE INFORMATION SRVS INC	1050969	UTILITY EXCHANGE REPORTING FY	\$216.30	20513300-52100	CONTRACTUAL SERVICES	\$216.30
					Vendor Total:	\$216.30
OPERATING ENGINEER PUBLIC & MISC EMPLOYEES	86138 APR 21	APR 21 HEALTH INSURANCE	\$1,777.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$1,777.00
					Vendor Total:	\$1,777.00
PACE SUPPLY CORPORATION	026779878	BUSHING, REDUCER	\$16.67	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$16.67
	026798005	PVC PIPE	\$24.79	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$24.79
					Vendor Total:	\$41.46
PATRICK INFANTE	DV042021	SAFETY EQUIPMENT	\$1,000.00	10000000-10520	LOANS RECEIVABLE	\$1,000.00
					Vendor Total:	\$1,000.00
PG&E CO	3822-9 MAR 21	PACIFIC GAS & ELECTRIC	\$12,664.73	84027225-55200	PG&E	\$5,189.51
				10022100-55210	UTILITIES	\$7.84
				10022300-55210	UTILITIES	\$8.38
				10022700-55210	UTILITIES	\$124.28
				20822500-55210	UTILITIES	\$2,779.91
				70024500-55210	UTILITIES	\$606.12
				73022600-55210	UTILITIES	\$8.12
				73022600-55210	UTILITIES	\$74.62
				77725200-55210	UTILITIES	\$10.51

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PG&E CO	3822-9 MAR 21	PACIFIC GAS & ELECTRIC	\$12,664.73	82027111-55210	UTILITIES	\$3,720.43
				84027221-55210	UTILITIES	\$135.01
	1522-8 MAR 21	PACIFIC GAS & ELECTRIC	\$109.51	10021210-55210	UTILITIES	\$54.76
				91521400-55210	UTILITIES	\$54.75
	6833-2 MAR 21	PACIFIC GAS & ELECTRIC	\$556.29	10021210-55210	UTILITIES	\$278.15
				91521400-55210	UTILITIES	\$278.14
	6124-2 MAR 21	PACIFIC GAS & ELECTRIC	\$1,054.87	10021210-55210	UTILITIES	\$527.43
				91521400-55210	UTILITIES	\$527.44
	8716-1 APR 21	PACIFIC GAS & ELECTRIC	\$7,085.38	82027111-55210	UTILITIES	\$7,085.38
				Vendor Total: \$21,470.78		
PITNEY BOWES INC	1017931304	POSTAGE MACHINE LEASE & SUPPLI	\$114.52	20012200-54100	SUPPLIES	\$114.52
				Vendor Total: \$114.52		
R EMMETT JONES	MAR 21	MANAGEMENT ADVISORY SERVICES	\$150.00	77725200-52100	CONTRACTUAL SERVICES	\$150.00
				Vendor Total: \$150.00		
REDWOOD COAST FUELS	2238248	CARDLOCK FUEL PURCHASES	\$8,751.46	10020210-56210	FUEL & FLUIDS	\$2,400.35
				10022100-56210	FUEL & FLUIDS	\$660.03
				10022810-56210	FUEL & FLUIDS	\$47.53
				10023320-56210	FUEL & FLUIDS	\$82.08
				10024620-56210	FUEL & FLUIDS	\$1,083.70
				20324100-56210	FUEL & FLUIDS	\$288.53
				20513382-56210	FUEL & FLUIDS	\$35.61
				20822500-56210	FUEL & FLUIDS	\$84.90
				80026400-56210	FUEL & FLUIDS	\$1,889.94
				82027111-56210	FUEL & FLUIDS	\$312.86
				82027114-56210	FUEL & FLUIDS	\$63.08
				82027114-56210	FUEL & FLUIDS	\$382.02
				82027114-56210	FUEL & FLUIDS	\$530.92
				84027221-56210	FUEL & FLUIDS	\$325.43
				84027221-56210	FUEL & FLUIDS	\$452.26
				84027225-56210	FUEL & FLUIDS	\$112.22

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REDWOOD COAST FUELS	3207304	CARDLOCK FUEL PURCHASES	\$608.86	20824300-56210	FUEL & FLUIDS	\$608.86
	2240099	CARDLOCK FUEL PURCHASES	\$482.19	20324100-58410	GARAGE LUBRICANTS & PARTS	\$482.19
	2239714	CARDLOCK FUEL PURCHASES	\$891.36	20324100-58410	GARAGE LUBRICANTS & PARTS	\$891.36
	2237861	CARDLOCK FUEL PURCHASES	\$893.45	20324100-58410	GARAGE LUBRICANTS & PARTS	\$893.45
	3208304	CARDLOCK FUEL PURCHASES	\$319.30	80026210-54100	SUPPLIES	\$319.30
Vendor Total:						\$11,946.62
REXEL USA INC	1L43759	MISC. ELECTRICAL SUPPLIES AS N	\$18.76	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$18.76
	1L67300	MISC. ELECTRICAL SUPPLIES AS N	\$47.67	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$47.67
	1K38087	MISC. ELECTRICAL SUPPLIES AS N	\$52.54	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$52.54
	1L37516	MISC. ELECTRICAL SUPPLIES AS N	\$97.32	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$97.32
	1J77912	MISC. ELECTRICAL SUPPLIES AS N	\$111.49	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$111.45
	1L71904	MISC. ELECTRICAL SUPPLIES AS N	(\$20.02)	84027225-54100	SUPPLIES	(\$20.02)
	1L49237	MISC. ELECTRICAL SUPPLIES AS N	\$20.02	84027225-54100	SUPPLIES	\$20.02
Vendor Total:						\$327.78
RICHARD ANDERSON	210426-1	AGREEMENT FOR PROF SVC'S FOR	\$2,300.00	20913900-52100	CONTRACTUAL SERVICES	\$2,300.00
	Vendor Total:					\$2,300.00
RICHARD THORNTON	0000012400	TELEPHONE PRODUCTS & SERVICES	\$62.50	10020210-52100	CONTRACTUAL SERVICES	\$62.50
	000012505	TELEPHONE PRODUCTS & SERVICES	\$187.50	20913900-52100	CONTRACTUAL SERVICES	\$187.50
Vendor Total:						\$250.00
ROUND TABLE PIZZA	14-	STREETS - MEAL	\$160.05	10024620-57100	LEARNING AND DEVELOPMENT	\$160.05
	14-47	ELECTRIC - OUTAGE MEAL	\$217.10	80026400-54100	SUPPLIES	\$217.10
Vendor Total:						\$377.15
SAFEWAY INC	APR 21	MISC. PURCHASES AS REQUIRED	\$1,353.26	10022840-54100	SUPPLIES	\$34.74
				10022840-54100	SUPPLIES	\$44.95
				10022840-54100	SUPPLIES	\$47.92
				10022840-54100	SUPPLIES	\$54.89

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SAFEWAY INC	APR 21	MISC. PURCHASES AS REQUIRED	\$1,353.26	10022840-54100	SUPPLIES	\$59.94
				10022840-54100	SUPPLIES	\$65.00
				10022840-54100	SUPPLIES	\$80.00
				10022840-54100	SUPPLIES	\$89.31
				10022840-54100	SUPPLIES	\$128.23
				10022840-54100	SUPPLIES	\$145.07
				10022840-54100	SUPPLIES	\$151.67
				10022840-54100	SUPPLIES	\$153.52
				20620231-54100	SUPPLIES	\$17.38
				20620231-54100	SUPPLIES	\$44.58
				20620231-54100	SUPPLIES	\$63.00
				20620231-54100	SUPPLIES	\$93.20
				73022600-54100	SUPPLIES	\$2.99
				73022600-54100	SUPPLIES	\$9.48
				73022600-54100	SUPPLIES	\$31.20
				73022600-54100	SUPPLIES	\$36.19
				Vendor Total:		
SAUL PEREZ	DV042021	SAFETY EQUIPMENT	\$1,000.00	10000000-10520	LOANS RECEIVABLE	\$1,000.00
				Vendor Total: \$1,000.00		
SETH STRADER	DV042821	REIMBURSEMENT - DAYCAMP - COVID	\$1,126.19	10022840-54100	SUPPLIES	\$1,085.91
				20012200-54100	SUPPLIES	\$40.28
				Vendor Total: \$1,126.19		
SNAP-ON INDUSTRIAL	ARV/47217791	12IN ADJUSTABLE WR FADH12B, CALIPER	\$530.85	20324100-54102	SMALL TOOLS	\$530.85
				Vendor Total: \$530.85		
STAPLES CREDIT PLAN	79144	SEAGATE 500GB EXPA	\$76.20	10020210-54100	SUPPLIES	\$76.20
	78397	ECONOMY STAND, CHAIR	\$260.69	10020210-54100	SUPPLIES	\$260.69
	19429	RETURN - USB CHARGER	(\$20.69)	10022700-54100	SUPPLIES	(\$20.69)
	19430	BELKIN DUALWALL	\$21.76	10022700-54100	SUPPLIES	\$21.76
	20820	ENVELOPES, BUBBLE MLR	\$30.25	10022700-54100	SUPPLIES	\$30.25

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	32215	WEBCAM CHARGER, MUSEUM SUPPLIES	\$40.23	10022700-54100	SUPPLIES	\$40.23
	22027	DAYCAMP - COVID	\$175.97	10022840-54100	SUPPLIES	\$175.97
	19800	OFFICE SUPPLIES - GARAGE	\$110.29	20324100-54100	SUPPLIES	\$110.29
	15720	OFFICE SUPPLIES - ELECTRIC	\$90.85	80026400-54100	SUPPLIES	\$90.85
	17617	RETURN - LOGITIC PC SPEAK	(\$54.43)	82027111-54100	SUPPLIES	(\$54.43)
	17449	OFFICE SUPPLIES - WTP	\$201.36	82027111-54100	SUPPLIES	\$201.36
	79549	USB ADAPTER	\$10.88	84027225-54100	SUPPLIES	\$10.88
	18562	DRY ERASERS, PUSHpins	\$47.96	84027225-54100	SUPPLIES	\$47.96
	18551	OFFICE SUPPLIES - WWTP	\$229.66	84027225-54100	SUPPLIES	\$229.66
Vendor Total:						\$1,220.98
STATE WATER RESOURCES CONTROL BOARD	DV041221	CERTIFICATION - MANLIKER	\$170.00	84027225-57100	LEARNING AND DEVELOPMENT	\$170.00
	Vendor Total:					\$170.00
STERICYCLE INC	3005522224	"SHARPS" DISPOSAL AS NEEDED	\$21.42	10020210-54100	SUPPLIES	\$21.42
	Vendor Total:					\$21.42
SYAR INDUSTRIES INC	1046182	SERVICE CHARGE	\$27.41	82027114-54100	SUPPLIES	\$13.71
				84027221-54100	SUPPLIES	\$13.70
	Vendor Total:					\$27.41
TGIF REPAIRS INC	6183	PRINTER MAINTENANCE	\$320.00	20013400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$320.00
	Vendor Total:					\$320.00
THOMAS SIMMS	DV041621	SEWER LATERAL REIMBURSEMENT	\$2,000.00	84427222-52100	CONTRACTUAL SERVICES	\$2,000.00
	Vendor Total:					\$2,000.00
TKP ENTERPRISE, INC	117847	DAYCAMP - COVID	\$83.02	10022840-54100	SUPPLIES	\$83.02
	117866	DAYCAMP - COVID	\$136.86	10022840-54100	SUPPLIES	\$136.86
	Vendor Total:					\$219.88
TRI-VALLEY PAINTS	1-94400	PAINT SUPPLIES	\$53.30	82027114-56130	EXTERNAL SERVICES	\$26.65
				84027221-56130	EXTERNAL SERVICES	\$26.65
	Vendor Total:					\$53.30
UKIAH VALLEY SANITATION DIST	81411 MAR 21	SEWER - 1500 S STATE ST	\$87.21	10021210-55210	UTILITIES	\$43.61
				91521400-55210	UTILITIES	\$43.60
	Vendor Total:					\$87.21

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH WASTE SOLUTIONS INC	454196	BIOSOLID REMOVAL	\$8,204.56	84027225-52100	CONTRACTUAL SERVICES	\$8,204.56
					Vendor Total:	\$8,204.56
US FUELING SOLUTIONS	23684	FACET #FACCAA33-5SB COALESCER	\$2,151.35	77725200-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2,151.35
					Vendor Total:	\$2,151.35
VERIZON WIRELESS	9878014595	DATA & EMERGENCY LOANER PHONES	\$2,559.18	80126100-80100	MACHINERY & EQUIPMENT	\$152.04
				10020210-55100	TELEPHONE	\$76.02
				10022100-55100	TELEPHONE	\$38.01
				10022300-55100	TELEPHONE	\$38.01
				10022810-55100	TELEPHONE	\$38.00
				10022840-55100	TELEPHONE	\$38.01
				10023100-55100	TELEPHONE	\$38.01
				10024210-55100	TELEPHONE	\$69.69
				10024620-55100	TELEPHONE	\$54.03
				20012100-55100	TELEPHONE	\$38.01
				20913900-55100	TELEPHONE	\$437.03
				70024500-55100	TELEPHONE	\$28.51
				77725200-55100	TELEPHONE	\$118.03
				80026210-55100	TELEPHONE	\$38.01
				80026400-55100	TELEPHONE	\$352.12
				82027110-55100	TELEPHONE	\$117.19
				82027111-55100	TELEPHONE	\$76.02
				82027114-55100	TELEPHONE	\$300.18
				84027221-55100	TELEPHONE	\$472.68
				84027225-55100	TELEPHONE	\$39.58
				Vendor Total:		\$2,559.18
VWR INTERNATIONAL INC	8803974336	LABORATORY SUPPLIES WWTP	\$216.23	84027225-54103	LAB SUPPLIES	\$216.23
					Vendor Total:	\$216.23
WAGNER & BONSIGNORE	04-21-327	EUD WATER RIGHTS REPORTING AND	\$43.75	80026220-52100	CONTRACTUAL SERVICES	\$43.75

List of Checks Presented for Approval on 4/30/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
WAGNER & BONSIGNORE	04-21-482	ENG SVCS FOR WATER RIGHT PERMI	\$1,792.50	82027110-52100	CONTRACTUAL SERVICES	\$1,792.50
					Vendor Total:	\$1,836.25
WALMART COMMUNITY	02722	DAYCAMP - COVID	\$112.48	10022840-54100	SUPPLIES	\$112.48
	04917	DAYCAMP - COVID	\$248.36	10022840-54100	SUPPLIES	\$248.36
	04681	DAYCAMP - COVID	\$260.18	10022840-54100	SUPPLIES	\$260.18
	07890	DAYCAMP - COVID	\$480.43	10022840-54100	SUPPLIES	\$480.43
	07383	DAYCAMP - COVID	\$560.27	10022840-54100	SUPPLIES	\$560.27
	04179	DISPATCHERS WEEK	\$25.51	20620231-54100	SUPPLIES	\$25.51
					Vendor Total:	\$1,687.23
WAXIE SANITARY SUPPLY	79884787	KLEENLINE #851306 2-PLY BATH T	\$87.23	20822500-54100	SUPPLIES	\$87.23
	79926789	KLEENLINE #851306 2-PLY BATH T	\$489.83	20822500-54100	SUPPLIES	\$489.83
					Vendor Total:	\$577.06
WELTY, WEAVER & CURRIE	3920	LEGAL SERVICES - WATER RESOURCE	\$8,450.00	20014000-52150	LEGAL SERVICES/EXPENSES	\$8,450.00
	3919	LEGAL SERVICES - WATER RESOURCE	\$787.50	82027110-52150	LEGAL SERVICES/EXPENSES	\$787.50
					Vendor Total:	\$9,237.50
WESTECH	80918	SQUEEGEES, MANIFOLD SEAL	\$927.44	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$927.44
					Vendor Total:	\$927.44
WESTGATE PETROLEUM COMPANY INC	229031 1	PO# 45858 PUMP OUT FROM CIVIC CENTER	\$4,729.69	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$42.06)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$10.52)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$42.05)
				20822500-56210	FUEL & FLUIDS	\$68.34
				20822500-56210	FUEL & FLUIDS	\$1,195.71
				84027225-56210	FUEL & FLUIDS	\$68.34
				84027225-56210	FUEL & FLUIDS	\$3,533.98
				90000000-23028	MEASURE Y DISTRICT TAX	(\$42.05)
					Vendor Total:	\$4,729.69
XEROX CORP	013134379	COPIER LEASE - SEE ADD'L DESCR	\$117.14	10022700-52100	CONTRACTUAL SERVICES	\$117.14

List of Checks Presented for Approval on 4/30/2021

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
XEROX CORP	013134378	COPIER LEASE - SEE ADD'L DESCR	\$155.97	10020210-54500	EQUIP RENTS AND LEASES	\$109.18
				20620231-54500	EQUIP RENTS AND LEASES	\$31.20
				64020213-54500	EQUIP RENTS AND LEASES	\$15.59
	013134381	COPIER LEASE - SEE ADD'L DESCR	\$162.10	10021210-54500	EQUIP RENTS AND LEASES	\$81.05
				91521400-54500	EQUIP RENTS AND LEASES	\$81.05
	169459594	COPIER LEASE - SEE ADD'L DESCR	\$15.00	20012200-54100	SUPPLIES	\$15.00
	Vendor Total:					\$450.21
ZONES IT SOLUTIONS INC	K16897390102	DATACARD SD260 CARD PRINTER	\$5.71	10020210-54100	SUPPLIES	\$5.71
	K16897390101	DATACARD SD260 CARD PRINTER	\$61.75	10020210-54100	SUPPLIES	\$61.75
	K16897390103	DATACARD SD260 CARD PRINTER	\$1,057.64	10020210-54100	SUPPLIES	\$1,057.64
	Vendor Total:					\$1,125.10
INVOICE TOTAL:						\$321,491.48



AGENDA SUMMARY REPORT

SUBJECT: Award of Bid to Northwest Construction Inc. in the Amount of \$42,244 for the Pedestrian Access Improvements Project at the Crosswalk Across South Dora Street and Luce Avenue, Specification No. 20-16, and Approve Corresponding Budget Amendment.

DEPARTMENT: Public Works

PREPARED BY: Andrew Stricklin, Associate Engineer

PRESENTER: Consent Calendar

ATTACHMENTS:

1. PLANS - SPEC NO 20-16
2. Bid Results
3. Northwest Construction BID

Summary: Council will consider awarding a contract to Northwest Construction Inc. in the amount of \$42,244 for the Pedestrian Access Improvements Project at the Crosswalk Across South Dora Street and Luce Avenue, Specification No. 20-16, and approve corresponding budget amendment.

Background: As brought to the attention of City Council and the Public Works Department at the August 5, 2020 meeting, a request was made to provide safety improvements at the crosswalk across South Dora Street and Luce Avenue. It was determined a traffic calming measure with higher pedestrian visibility could be employed at this location.

This project will improve the crosswalk safety at the corner of Luce Avenue and South Dora Street adjacent to the Mayacama Industries facility at 990 South Dora Street. Improvements include curb extensions on both sides of the Dora Street crosswalk, median speed reducers and improved crosswalk striping.

Discussion: City Council approved the plans and specifications completed by Public Works staff at the May 17, 2021 meeting. Staff advertised the project for bid on April 21 and April 28, 2021, with a bid opening of May 12. The construction estimate for this project was \$45,338.70 including a 10% contingency. A copy of the Plans and Specifications is included as Attachment 1.

The City received two construction bids for this project on May 12, 2021 (Attachment 2). Northwest Construction Inc. was the low bidder, with a bid amount of \$42,244. A copy of Northwest Construction Inc. bid is provided as Attachment 3.

It is Staff's recommendation to award the bid for Specification No. 20-16 for the Pedestrian Access Improvements Project at the Crosswalk Across South Dora Street and Luce Avenue to Northwest Construction Inc. in the amount of \$42,244. Staff has change order of 10% or \$5,000 (whichever greater) of the original awarded bid amount. A budget amendment is requested for \$47,244 to cover for base bid and change orders.

Recommended Action: Award Bid to Northwest Construction Inc. in the Amount of \$42,244 for the

Pedestrian Access Improvements Project at the Crosswalk Across South Dora Street and Luce Avenue, Specification No. 20-16, and approve corresponding budget amendment.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: 12024200.80230.18273: \$0

PROPOSED BUDGET AMOUNT: 12024200.80230.18273: \$47,244

FINANCING SOURCE: Fund 120 Measure Y

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Tim Eriksen, Director of Public Works/ City Engineer; Seth Strader, Buyer I

Approved:


Sage Sangiacomo, City Manager

PEDESTRIAN ACCESS IMPROVEMENTS

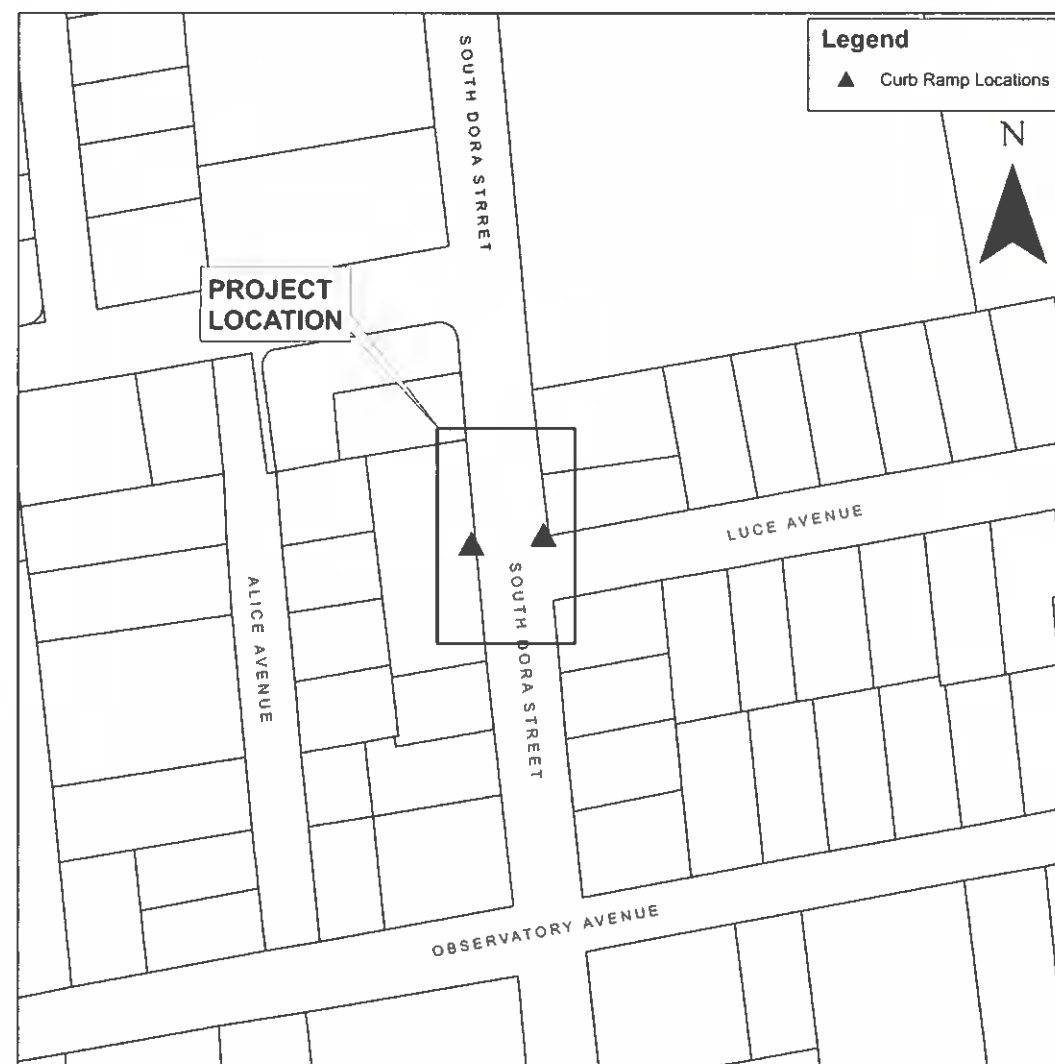
SPECIFICATION NO. 20-16

CURB RAMPS AT 990 S. DORA STREET

UKIAH, CALIFORNIA

LOCATION MAP

VICINITY MAP



APPROVALS

APPROVED BY: *[Signature]* TIMOTHY E. ERIKSON, P.E.
DIRECTOR OF PUBLIC WORKS / CITY ENGINEER
DATE: 4-15-2021



DESIGNED BY: *[Signature]* ANDREW R. STRICKLIN
ASSOCIATE ENGINEER, PUBLIC WORKS
DATE: 4-5-2021

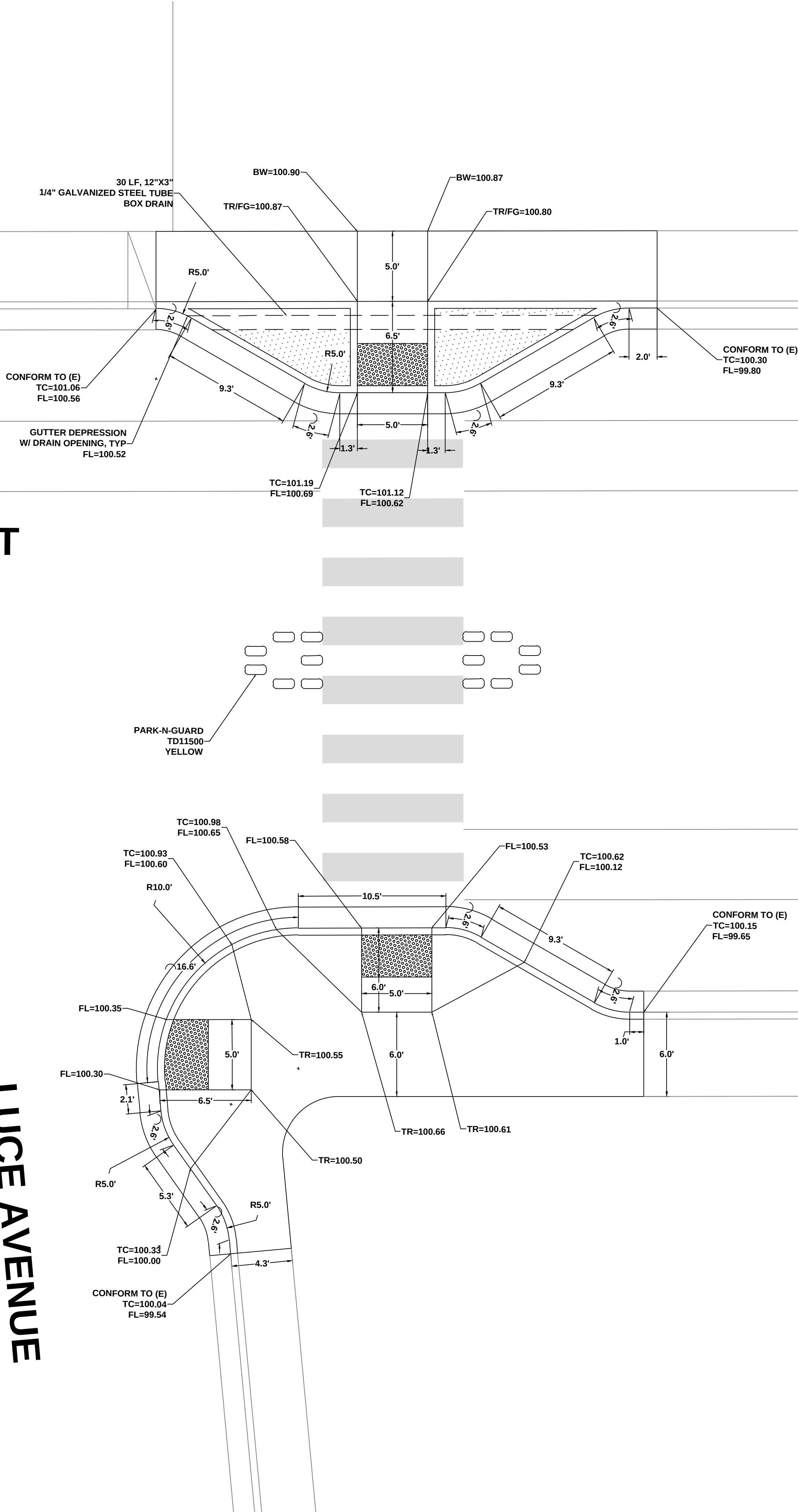
SCALE: AS SHOWN DATE: JANUARY 2021 DRAWING NUMBER: G-001	
PEDESTRIAN ACCESS IMPROVEMENTS SPECIFICATION NO. 20-16	COVER PAGE
Project:	Plan:
CITY OF UKIAH 300 Seminary Avenue Ukiah, CA 95482	
DRAWN: A.R.S. CHECKED BY: T.E. JOB NUMBER: SPEC. NO. DRAWING TITLE:	8 PUBLIC WORKS PROJECT PUBLIC WORKS/2020SPEC 20-16 DORA AND LUCE CURB RAMPS/DORA AND LUCE PEDESTRIAN CROSSING DWA

CURB RAMP NOTES:

1. THE TRANSITION FROM RAMPS TO GUTTERS OR STREETS SHALL BE FLUSH AND FREE OF ABRUPT CHANGES.
2. SLOPE OF SIDE FLARE SHALL BE (9%) MAXIMUM.
3. RAMP AND SIDE FLARE AREA SHALL BE CONSTRUCTED WITH A HEAVY BROOM FINISH TRANSVERSE TO THE SLOPE OF THE RAMP.
4. DETECTABLE WARNING SURFACE SHALL CONSIST OF TRUNCATED DOMES ALIGNED IN A SQUARE GRID PATTERN PER CALTRANS STD. A88A.
5. WEAKENED PLANE JOINTS: $\frac{1}{8}$ " WIDE X 1-1/2" DEEP.
6. REFER TO CITY STANDARD DRAWING 102 FOR APPLICABLE SIDEWALK, CURB AND GUTTER DETAILS.
7. GUTTER AND ROAD SURFACE ADJACENT TO CURB RAMP SHALL NOT EXCEED 5% RUNNING SLOPE OR 2% CROSS SLOPE UNLESS AS SPECIFIED IN PLANS IN CONFORMING TO EXISTING CONDITIONS.
8. 4' X 4' LANDING AREA NOT TO EXCEED 2% SLOPE IN ANY DIRECTION.
9. ALL RAMPS SHALL BE INSTALLED PER CALTRANS STD. PLAN A88A, CITY OF UKIAH STD. DWG.111, AND AS SHOWN ON PLANS.
10. WHERE PUBLIC UTILITY LINES OR EQUIPMENT MUST BE REMOVED OR RELOCATED, OBTAIN THE NECESSARY APPROVALS FROM THE APPROPRIATE DEPARTMENT PRIOR TO STARTING WORK.
11. EXPANSION JOINTS SHALL BE INSTALLED IN ACCORDANCE WITH CITY OF UKIAH STD. DWG. 101, OR AS DIRECTED BY THE CITY ENGINEER.
12. WHENEVER FEASIBLE, CONCRETE TO BE REMOVED AND REPLACED TO CONFORM 4 FT. FROM RAMP OR EXISTING SCORE LINES. DETERMINATION MADE BY CITY ENGINEER.

S. DORA STREET

LUCE AVENUE



PEDESTRIAN ACCESS IMPROVEMENTS
SPECIFICATION NO. 20-16

CURB RAMP DETAIL

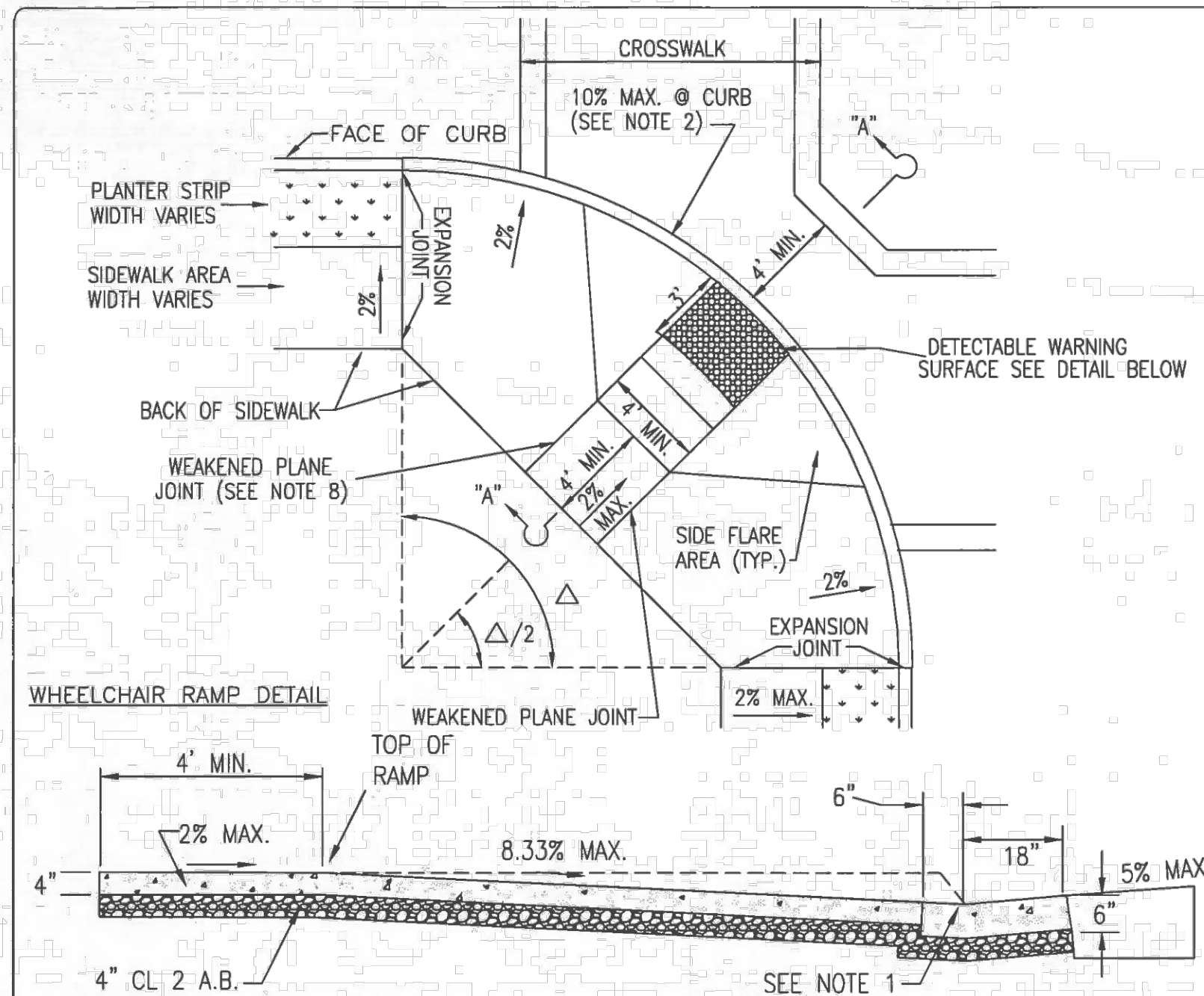
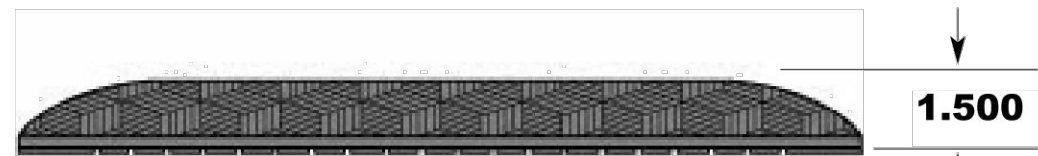
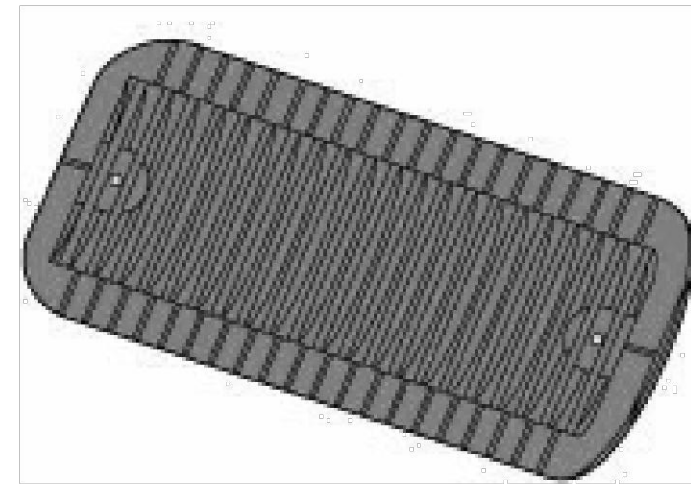
CITY OF UKIAH
300 Seminary Avenue
Ukiah, CA 95482



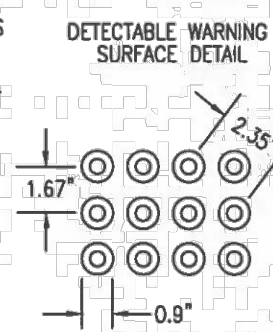
DRAWN: A.R.S.
CHECKED BY: T.E.
JOB NUMBER: SPEC NO.
DRAWING FILE: S:\PUBLIC WORKS\PROJECTS\PUBLIC WORKS\2020\SPEC 20-16 DORA AND LUCE CURB RAMPS\DORA AND LUCE PEDESTRIAN CROSSING.DWG

SCALE: 1" = 5'
DATE: JANUARY 2021
DRAWING NUMBER: C-100

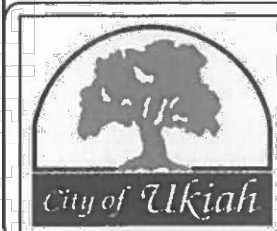
● Dimensions: Length: 18.00 Inches Width: 8.00 Inches Height: 1.5 Inches	● Material: Recycled Polymer Resin	● Weight: 3.5 lbs
Bolt holes: 2 places, for 3/8" anchor bolts.		



- NOTES:
1. THE TRANSITION FROM RAMPS TO GUTTERS OR STREETS SHALL BE FLUSH AND FREE OF ABRUPT CHANGES.
 2. SLOPE OF SIDE FLARE SHALL BE 1:10 (10%) MAXIMUM.
 3. RAMP AND SIDE FLARE AREA SHALL BE CONSTRUCTED WITH HEAVY BURNED FINISH TRANSVERSE TO THE SLOPE OF THE RAMP.
 4. DETECTABLE WARNING SURFACE SHALL CONSIST OF TRUNCATED DOMES ALIGNED IN A SQUARE GRID PATTERN. SEE DETECTABLE WARNING SURFACE DETAIL.
 5. BACK OF RAMP SHALL BE 4" WIDE WITH MAXIMUM 2% SLOPE. MINIMUM RAMP WIDTH SHALL BE 4'-0".
 6. MINIMUM FACE OF RAMP SHALL BE 1'-0" BE 15'.
 7. WEAKENED PLANE JOINTS: 1/8" WIDE X 4'-12" DEEP.
 8. REFER TO STANDARD DRAWING 102 FOR APPLICABLE SIDEWALK, CURB AND GUTTER DETAILS.



1. BASE DIA. OF .09"
2. TOP DIA. OF 50-60% OF BASE DIA.
3. HEIGHT OF 0.2"
4. CENTER TO CENTER SPACING OF 1.67"- 2.35"
5. VISUAL CONTRAST OF LIGHT ON DARK OR DARK ON LIGHT W/ ADJACENT WALKING SURFACE.
6. THE EDGE OF DETECTABLE WARNING SURFACE NEAREST THE STREET SHALL BE BETWEEN 6" AND 8" FROM THE GUTTER FLOWLINE.



DESIGN AND CONSTRUCTION STANDARDS

GURB RAMP DETAIL

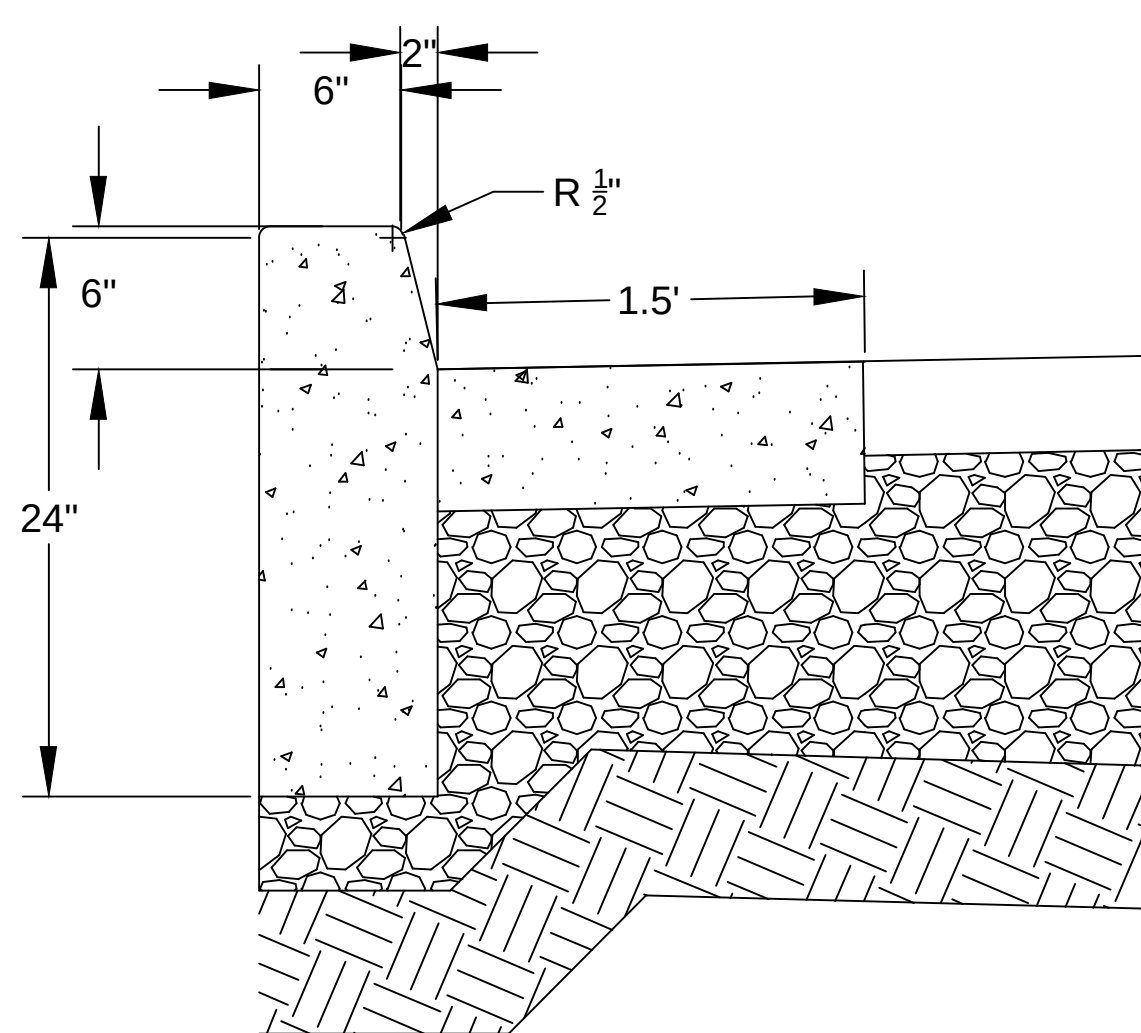
TIM ERIKSEN, PUBLIC WORKS DIRECTOR / CITY ENGINEER

DRAWING NO.

111

DRAWN BY: A.S.

JAN. 2018 - NTS

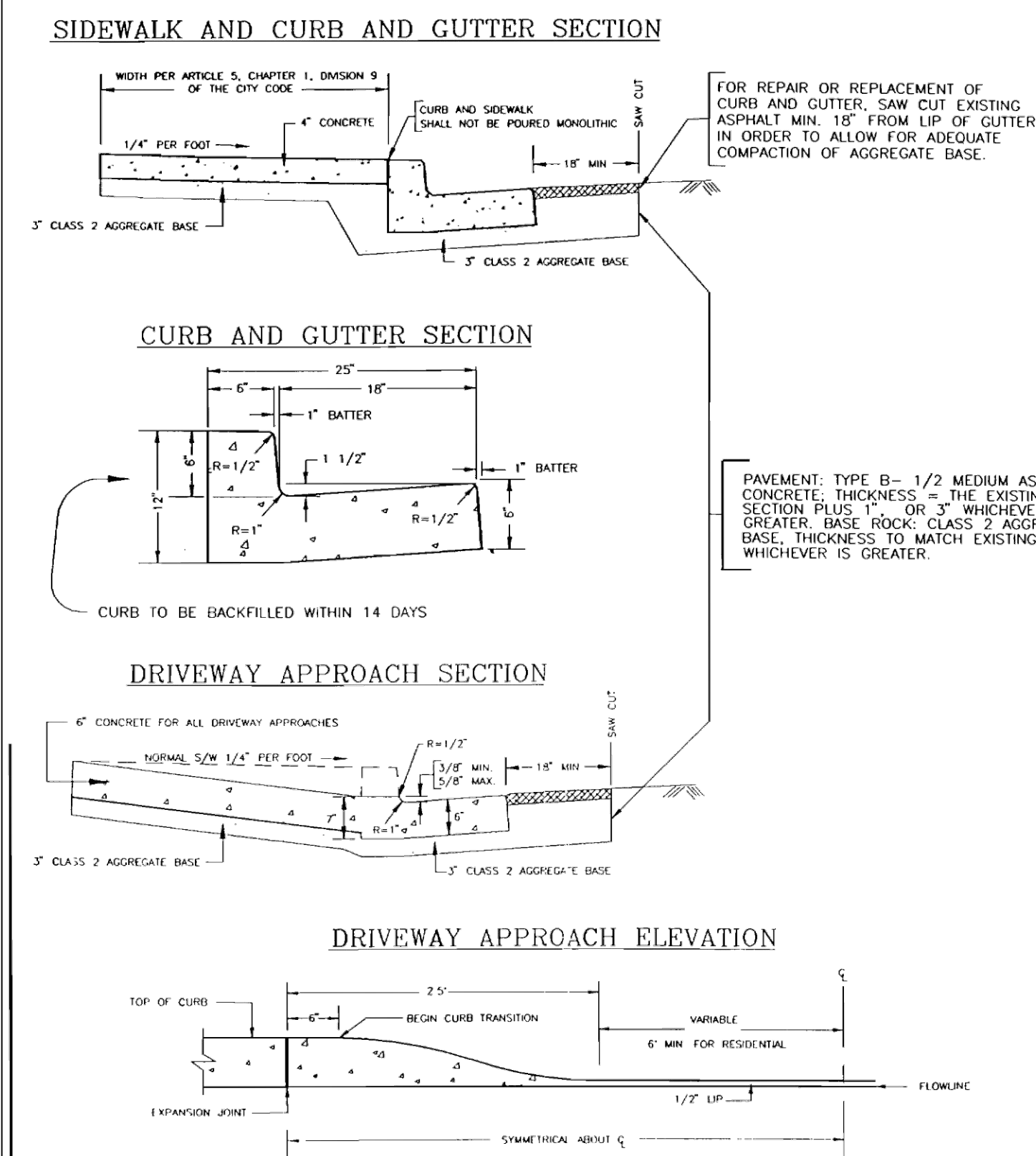


(N) 4" HMA

(N) CLASS 2 AB

SUBGRADE

PLANTER CURB AND GUTTER



- NOTES:**
- * EXPANSION JOINTS AT EACH SIDE OF DRIVEWAY APPROACH. SEE STD. DRWG. NO. 101
 - * USE CLASS B CONCRETE (5 SACK MIX) MINIMUM
 - * CURB AND GUTTER SHALL NOT BE POURED MONOLITHIC WITH SIDEWALK
 - * FOR DRIVEWAY APPROACH OR CURB AND GUTTER CONSTRUCTION ADJACENT TO STREET AREAS WITH EXISTING ASPHALT, CONTRACTOR SHALL SAW CUT EXISTING AC. 18" FROM Lip OF GUTTER.
 - * DRIVEWAY APPROACH AND GUTTER SECTION MAY BE POURED MONOLITHIC.
 - * AGGREGATE BASE SHALL BE COMPACTED TO A MINIMUM OF 95% RELATIVE COMPACTION.

CITY OF UKIAH

SIDEWALK, CURB AND GUTTER, AND
DRIVEWAY APPROACH DETAILS

SCALE: NONE	DRAWN BY: PJA	APPROVED:	DRAWING NO.: 102
DATE: 2/25/99	REVISED: 1/99		

**PEDESTRIAN ACCESS IMPROVEMENTS
SPECIFICATION NO. 20-16**

Project

PLAN DETAILS

Plan

CITY OF UKIAH

**300 Seminary Avenue
Ukiah, CA 95482**

A.R.S.

CHECKED BY:

T.E.

JOB NUMBER:
SPEC NO.

DRAWING FILE:

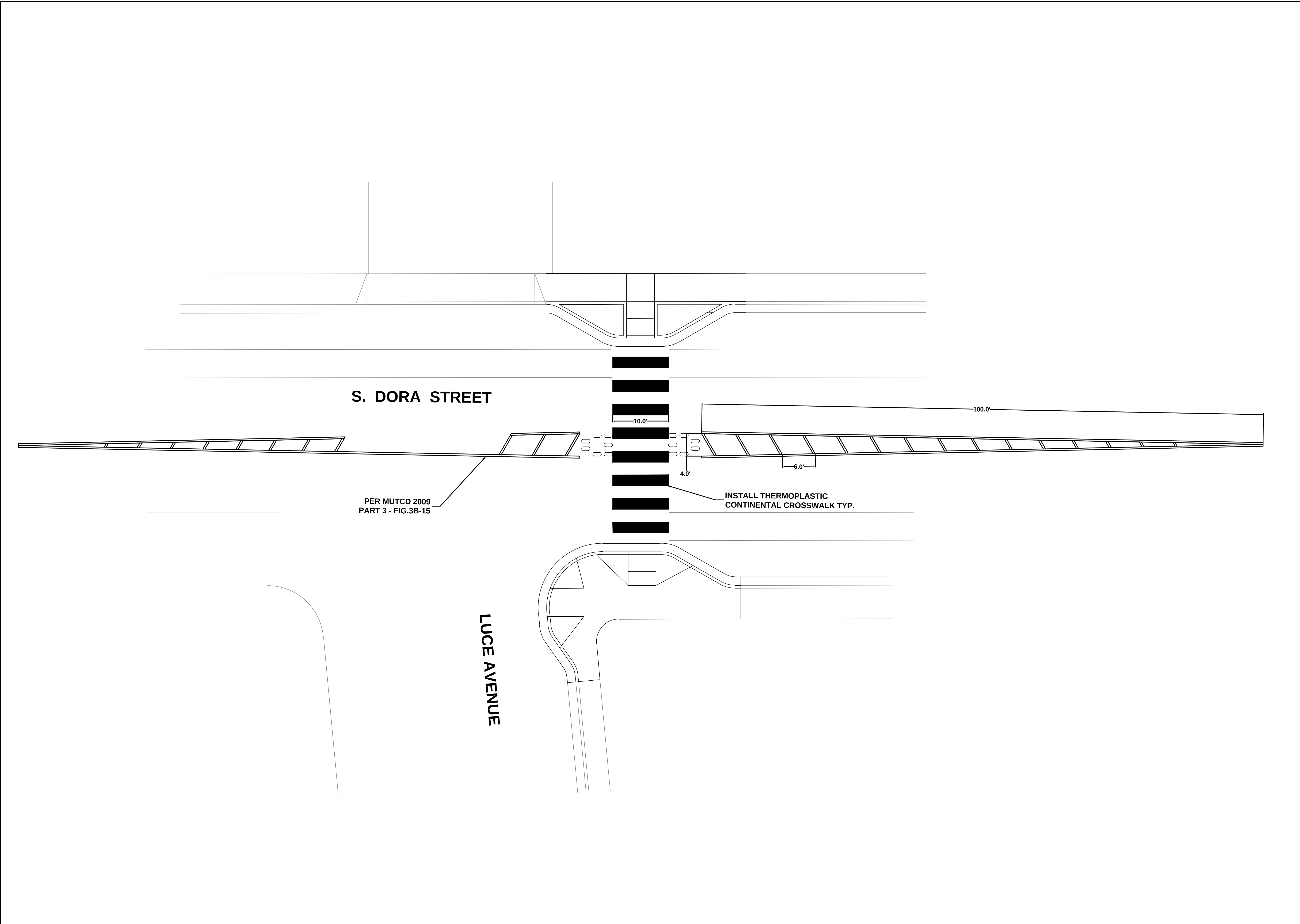
S:\PUBLIC WORKS\PROJECTS\PUBLIC WORKS\2020\SPEC 20-16 DORA AND LUCE CURB RAMPS\DORA AND LUCE PEDESTRIAN CROSSING.DWG

SCALE: 1" = 5'

DATE: JANUARY 2021

DRAWING NUMBER:

C-200



DRAWN: A.R.S.		CITY OF UKIAH		PEDESTRIAN ACCESS IMPROVEMENTS		SCALE:	
CHECKED BY: T.E.				SPECIFICATION NO. 20-16		DATE: JANUARY 2021	
JOB NUMBER: SPEC NO.		300 Seminary Avenue Ukiah, CA 95482		STRIPING PLAN		DRAWING NUMBER:	
DRAWING FILE: S:\PUBLIC WORKS\PROJECTS\PUBLIC WORKS\2020\SPEC 20-16 DORA AND LUCE CURB RAMP\S DORA AND LUCE PEDESTRIAN CROSSING.DWG						P-100	

CITY OF UKIAH
MENDOCINO COUNTY, CALIFORNIA

**SPECIAL PROVISIONS
FOR
PEDESTRIAN IMPROVEMENT PROJECT
SPECIFICATION NO. 20-16**

CITY OF UKIAH
DEPARTMENT OF PUBLIC WORKS
300 Seminary Avenue
Ukiah, California 95482-5400

**Bids Open: Wednesday, May 12th, 2021
 2:00 p.m.
 Office of City Clerk**

CITY OF UKIAH
MENDOCINO COUNTY, CALIFORNIA

CITY COUNCIL:

JUAN OROZCO – MAYOR
JIM BROWN – VICE MAYOR
MARI RODIN – COUNCIL MEMBER
DOUGLAS F. CRANE – COUNCIL MEMBER
JOSEFINA DUEÑAS – COUNCIL MEMBER

SAGE SANGIACOMO – CITY MANAGER

TIM ERIKSEN - DIRECTOR OF PUBLIC WORKS / CITY ENGINEER

MARY HORGER – FINANCIAL SERVICES MANAGER

KRISTINE LAWLER – CITY CLERK

R. ALLEN CARTER - CITY TREASURER



Approved By:

Tim Eriksen,
Director of Public Works/City Engineer

CITY OF UKIAH
DEPARTMENT OF PUBLIC WORKS
JANUARY 2021
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CITY OF UKIAH, MENDOCINO COUNTY, CALIFORNIA
NOTICE TO BIDDERS FOR PEDESTRIAN IMPROVEMENT PROJECT SPECIFICATION NO. 20-16

NOTICE IS HEREBY GIVEN that sealed standard proposals for TRANSPORTATION IMPROVEMENTS FOR GOBBI AND WAUGH TRAFFIC SIGNAL will be received at the Office of the City Clerk, Ukiah Civic Center **Annex** –located at **411 West Clay Street**, Ukiah California until 2:00 p.m. on May 12th, 2021. Bids shall be addressed to the City Clerk and shall be endorsed PEDESTRIAN IMPROVEMENT PROJECT SPECIFICATION NO. 20-16. Bids that are HAND DELIVERED must be placed in the Night Drop Box located to the right of the front doors of the Ukiah Civic Center Annex, at the address listed above. As soon thereafter as possible, the bids will be publicly opened via live streaming at <http://www.cityofukiah.com/meetings/> and read. Bids are required for the entire work described herein. No fax bids will be accepted.

ENGINEER'S ESTIMATE OF QUANTITIES

ITEM NO.	DESCRIPTION	UNIT	QUANTITY
1	TRAFFIC CONTROL	LS	1
2	MOBILIZATION / DEMOBILIZATION	LS	1
3	TRAFFIC STRIPE (MUTCD FIG.3B-15 - PER PLAN)	LS	1
4	APPLY 12" YELLOW THERMOPLASTIC CONTINENTAL CROSSWALK	LS	1
5	INSTALL 3"X12" GALVANIZED BOX DRAIN	LF	30
6	REMOVE CONCRETE (CURB & GUTTER)	LF	80
7	REMOVE CONCRETE (SIDEWALK)	SF	178
8	MINOR CONCRETE (SIDEWALK)	SF	547
9	MINOR CONCRETE (CURB AND GUTTER)	LF	70
10	MINOR CONCRETE (PLANTER CURB)	LF	34
11	MINOR CONCRETE (PLANTER CURB AND GUTTER)	LF	26
12	MINOR CONCRETE (CURB RAMP)	SF	265
13	PARK-N-GUARD TD11500 (YELLOW)	LS	1

Plans and Special Provisions may be inspected and/or copies obtained from the City's website at www.cityofukiah.com/purchasing. No bid will be considered unless it is made on the forms furnished by the City and is made in accordance with the details of the Special Provisions. Each bidder must be licensed as required by law. Further information regarding the work or these specifications can be obtained by calling Seth Strader, Buyer I at (707) 467-5719 or by email at sstrader@cityofukiah.com.

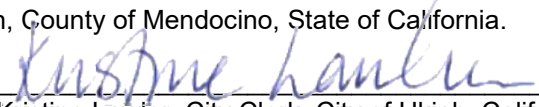
The City Council reserves the right to reject any or all bids and to determine which proposal is, in its opinion, the lowest responsive bid by a responsible bidder and which it deems in the best interest of the City to accept. The City Council also reserves the right, but not the obligation, to waive any irregularity or failure to strictly comply with the bidding requirements, that the City determines in the reasonable exercise of its discretion does not provide the bidder with a competitive advantage over other bidders.

No contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations ("DIR") pursuant to Labor Code section 1725.5 except as allowed under Labor Code section 1771.1(a). The prime contractor shall be responsible for posting job site notices as prescribed by regulation. This project is subject to compliance monitoring and enforcement by the DIR.

Pursuant to provisions of Section 1770, including amendments thereof, of the Labor Code of the State of California, the DIR Director has ascertained the general prevailing rate of wages for straight time, overtime, Saturdays, Sundays and Holidays including employer payment for health and welfare, vacation, pension and similar purposes for the City of Ukiah. Copies of the General Prevailing Wage Determination are available on the Internet at web address: <http://www.dir.ca.gov/DLSR/PWD/> The prime contractor for the work herein shall possess a current, valid State of California, **Class A** (General Engineering) Contractor's License. Pursuant to California Public Contract Code §22300, this contract includes provisions that allow substitutions of certain types of securities in lieu of the City withholding a portion of the partial payments due the Contractor to insure performance under this contract.

By order of the City Council, City of Ukiah, County of Mendocino, State of California.

Dated: 4/13/21


Kristine Lawler, City Clerk, City of Ukiah, California

PUBLISH TWO TIMES: April 21st & 28th, 2021

INSTRUCTIONS TO BIDDERS

PEDESTRIAN IMPROVEMENT PROJECT shall be performed in accordance with the Plans and Special Provisions therefor adopted, to which special reference is hereby made.

Each bidder must supply all the information required by the bid documents and Special Provisions.

Minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin in consideration for an award of any contract entered into pursuant to this advertisement. Women will be afforded equal opportunity in all areas of employment. However, the employment of women shall not diminish the standards or requirements for the employment of minorities.

All proposals or bids shall be accompanied by a cashier's check or certified check payable to the order of the City of Ukiah amounting to 10 percent of the bid, or by a bond in said amount and signed by the bidder and a corporate surety, payable to said City. Said check shall be forfeited, or said bond shall become payable to said City in case the bidder depositing the same does not, within fifteen (15) days after written notice that the contract has been awarded to him: (a) enter into a contract with the City and (b) furnish certificates of insurance and endorsements, a bond of faithful performance and a payment bond as described in the Special Provisions.

No bidder shall withdraw his or her bid for a period of thirty (30) calendar days after the date set by the City for the opening thereof.

The Contractor and any subcontractors shall each possess a valid City of Ukiah Business License prior to the start of any work.

The Contractor shall furnish a project schedule to the Engineer prior to the start of any work and start work as scheduled.

The work is to be completed within twenty (20) working days. The Contractor will pay to the City the sum of five hundred (\$500.00) dollars per day for each and every calendar day's delay beyond the time prescribed.

The staff shall notify a bidder by telephone, email or fax, if it intends to recommend the rejection of the bidder's bid. Any bid protest must be filed with the City Clerk not more than five calendar days following the bid opening, or 2 calendar days following notice that staff is recommending the rejection of a bid. If any such timely written protest is filed, all bidders shall be provided a copy of the protest within 2 calendar days of its receipt, which may be delivered to the bidders as an email attachment or by fax. All such bidders may file with the City Manager a written objection or other response to the protest.

All objections or responses filed not more than 5 days after receipt of the written protest will be presented to the City Council at its next regular meeting occurring not less than 12 calendar days following the bid opening. The City Council will resolve the bid protest at that meeting based on the written protest, any staff recommendation and all timely written objections and responses. In accordance with the Brown Act, any person may address the City Council on this item during the meeting. The City Council action on the protest shall represent a final decision by the City on the protest.

Examination of Site, Drawings, Etc.

Each bidder shall visit the site of the proposed work and fully acquaint himself with local conditions, construction and labor required so that he or she may fully understand the facilities, difficulties and restrictions attending the execution of the work under the Contract. Bidders shall thoroughly examine and be familiar with the Plans and Special Provisions. The failure of any bidder to receive or examine any form, instrument, addendum, or other document, or to visit the site and acquaint himself with conditions there existing, shall in no way relieve the bidder from any obligation with respect to his or her proposal or to the contract. The drawings for the work show conditions as they are supposed or believed by the Engineer to exist; but, it is neither intended nor shall it be inferred that the conditions as shown thereon constitute a representation by the Engineer, the City or its officers that such conditions are actually existent, nor shall the City, the Engineer or any of their officers or representatives be liable for any loss sustained by the Contractor as a result of a variance between the conditions shown on the drawings and the conditions actually revealed during the progress of the work or otherwise.

The bidder's attention is directed to the possible existence of obstructions and public improvements within the limits of the work or adjacent thereto, which may or may not be shown on the Drawings. Any bid shall take into consideration that conditions may exist underground or otherwise that are not known to the City or easily detected during a site inspection that could impact the time or cost of completing the project. The City expects the bids to anticipate such conditions so that it can know for budgeting and other purposes the total cost to complete the project before accepting a bid and undertaking the legal obligation to construct the project. In awarding the contract the City relies on the contractor's representation that its bid anticipates differing site conditions and the additional time or cost that such conditions may necessitate.

The bidder shall investigate to his or her satisfaction the conditions to be encountered, the character, quality and quantities of work to be performed and materials to be furnished and the requirements of the Plans, Special Provisions, Standard Specifications, Standard Plans, and Contract Documents. The submission of a proposal shall be considered conclusive evidence that the bidder has made such examination and has accepted the project workplace as a safe workplace to perform the work of the Contract.

Bidder Inquiries and Questions

Inquiries and questions must be submitted in writing via fax or email to the following designated contact person:

Seth Strader, Buyer I
Email: sstrader@cityofukiah.com

The City reserves the right to not respond to inquiries or questions submitted within 3 business days of the bid opening.

Location of the Work

All of the work to be performed are within the City of Ukiah.

Curb ramp construction locations are at the following location: West and east curb ramps (2) adjacent to 998 South Dora Street, Ukiah CA.

GENERAL CONDITIONS

SECTION 1. PROPOSAL REQUIREMENTS AND GENERAL CONDITIONS

1-01. Definitions. Whenever any word or expression defined in this section, or pronoun used in its stead, occurs in these contract documents, it shall have and is mutually understood to have the meaning given:

- a. "City of Ukiah" or "City" shall mean the City of Ukiah, Mendocino County, California, acting through its City Council or any other board, body, official or officials to which or to whom the power belonging to the Council shall by virtue of any act or acts, hereafter pass or be held to appertain.
- b. "Engineer" shall mean the Engineer duly and officially appointed by the City to supervise and direct the work of construction under this contract, acting personally or through agents or assistants duly authorized by him, such agents or assistants acting within the scope of the particular duties entrusted to them.
- c. "Inspector" shall mean the engineering or technical inspector or inspectors duly authorized or appointed by the Engineer, limited to the particular duties entrusted to him or her or them.
- d. "Contractor" shall mean the party entering into contract with the City of Ukiah for the performance of work covered by this contract and his or her authorized agents or legal representatives.
- e. "Date of signing of contract" or words equivalent thereto, shall mean the date upon which this contract, with the signature of the Contractor affixed, together with the prescribed bonds, shall be or shall have been delivered to the City or its duly authorized representatives.
- f. "Day" or "days", unless herein otherwise expressly defined, shall mean a calendar day or days of twenty-four hours each.
- g. "The work" shall mean and include all the work specified, indicated, shown or contemplated in the contract to construct the improvement, including all alterations, amendments or extensions thereto made by contract change order or other written orders of the Engineer.
- h. "Contract drawings", "drawings", "plans" shall mean and include 1) all drawings or plans which may have been prepared by or on behalf of the City, as a basis for proposals, when duly signed and made a part of this contract by incorporation or reference, 2) all drawings submitted in pursuance of the terms of this contract by the successful bidder with his or her proposal and by the Contractor to the City if and when approved by the Engineer and 3) all drawings submitted by the Engineer to the Contractor during the progress of the work as provided for herein.
- i. Where "as shown", "as indicated", "as detailed" or words of similar import are used, it shall be understood that reference to the drawings accompanying these Special Provisions is made unless stated otherwise.

Where "as directed", "as permitted", "approved" or words of similar import are used, it shall be understood that the direction, requirements, permission, approval or acceptance of the Engineer is intended unless stated otherwise.

As used herein, "provide" or "install" shall be understood to mean "provide or install complete in place", that is, "furnish and install". "Shall" is mandatory; "may" is permissive.

1-02. Examination of Plans, Special Provisions and Site of Work. The bidder shall examine carefully the Proposal, Plans, Special Provisions, Contract forms and the site of the work contemplated therefor. It will be assumed that the bidder has investigated to his or her satisfaction the conditions to be encountered and the character, quality and requirements of all Plans, Special Provisions, Standard Specifications, and Standard Plans involved.

1-03. Proposal. Bids shall be made on the blank forms prepared by the City. All bids shall give the prices bid, both in writing and in figures and shall be signed by the bidder or his or her authorized representative, with his or her address. If the bid is made by an individual or partner, his or her name and the post office address of his or her business or partnership, along with his or her signature or the signature of one or more partners must be shown; if made by a corporation, the bid shall show the name of the state under the laws of which the corporation is chartered, the name of the corporation and the title of the person who signs on behalf of the corporation.

Each proposal shall be enclosed in a sealed envelope, endorsed as specified in the notice to bidders. Bidders are warned against making erasures or alterations of any kind and proposals which contain omissions, erasures, conditions, alterations, additions not called for, additional proposals or irregularities of any kind may be rejected.

1-04. Withdrawal of Bids. Any bid may be withdrawn at any time prior to the hour fixed in the notice to bidders for the openings of bids, provided that a request in writing, executed by the bidder or his or her duly authorized representative, for the withdrawal of such bid is filed with the City. The withdrawal of a bid will not prejudice the right of a bidder to file a new bid.

1-05. Public Opening of Bids. Bids will be opened and read publicly at the time and place indicated in the notice to bidders. Bidders or their agents are invited to be present.

1-06. Bid Guaranty. Each bid must be accompanied by a certified check, cashier's check or bidder's bond executed by an admitted surety insurer, payable to the order of the City of Ukiah in an amount not less than 10 percent of the bid as a guarantee that the bidder will enter into a contract, if awarded the work.

1-07. Qualification of Bidders. No contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)]. No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. The prime contractor shall be responsible for posting job site notices as prescribed by regulation. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

Each bidder shall be licensed under the provisions of Chapter 9, Division 3 of the Business and Professions Code and shall be skilled and regularly engaged in the general class or type of work called for under this contract. A statement setting forth this experience and business standing shall be submitted by each bidder on the form provided herewith. It is the intention of the City to award a contract only to a bidder who furnishes satisfactory evidence that he or she has the requisite experience and ability and that he or she has sufficient capital, facilities and equipment to enable him or her to prosecute the work successfully and promptly within the time and in the manner agreed.

In determining the degree of responsibility to be credited to a bidder, the City may weigh evidence that the bidder or his or her personnel charged with the responsibility in the work, has performed satisfactorily other contracts of like nature and magnitude or comparable difficulty at similar rates of progress.

1-08. Disqualification of Bidders. More than one bid from an individual business, partnership, corporation or association, under the same or different names, will not be considered. Reasonable grounds for believing that any bidder is financially interested in more than one bid for the work will cause the rejection of all bids in which he or she is so interested. If there is reason to believe that collusion exists among the bidders, none of the participants in such collusion will be considered. Bids in which the prices obviously are unbalanced may be rejected.

1-09. Identification of Subcontractors. All bids shall comply with the Subletting and Subcontracting Fair Practices Act (Public Contract Code Section 4100 and following) and shall set forth:

(a) The name and the location of the place of business of each subcontractor who will perform work or labor, or render service to the prime contractor in or about the construction of the work, or to a subcontractor licensed by the State of California who, under subcontract to the prime contractor, specially fabricates and installs a portion of the work according to detailed drawings contained in the plans and Special Provisions, in an amount in excess of one-half of 1 percent of the prime contractor's total bid.

(b) The portion of the work which will be done by each such subcontractor. The prime contractor shall list only one subcontractor for each such portion defined by the prime contractor in his or her bid.

1-10. General Provisions of the Standard Specifications. All provisions of the General Provisions, Sections 1 through 11, of the Standard Specifications, shall be applicable to the contract except as modified by these Special Provisions. The Standard Specifications are set forth in Section 12-06 of these Special Provisions.

1-11. Addenda. If it becomes necessary to revise any part of these plans and specifications after they have been released, the City will issue an addendum containing the revision. All addenda will be posted on the City's website at www.cityofukiah.com/purchasing with the rest of the bid documents. Anyone who intends to submit a bid in response to this Request for Bid must check the website frequently for any posted addenda. Anyone submitting a bid will be deemed to have seen and agreed to be bound by the posted addenda.

SECTION 2. AWARD AND EXECUTION OF CONTRACT

2-01. Award of Contract. Award of the contract, if it be awarded, will be to the lowest responsible bidder whose bid complies with all the specified requirements. The award, if made, will be made within thirty (30) days after opening of the bids. The City reserves the right to reject any and all bids and to waive any irregularity in the proposal not pertaining to cost.

2-02. Return of Proposal Guaranties. All bid guaranties will be held until the contract has been fully executed, after which they will be returned upon request to the respective bidders whose bids they accompany.

2-03. Execution of Contract. The contract agreement shall be executed in duplicate by the successful bidder and returned, together with the contract bonds, insurance certificates and endorsements, within fifteen (15) days after written notice of the award of the contract. After execution by the City; one copy shall be filed with the City and one copy shall be returned to the Contractor. If the bidder fails or refuses to enter into the contract agreement within the required time, then the bid guaranty accompanying the bid shall be forfeited to the City.

SECTION 3. SCOPE AND INTENT OF CONTRACT

3-01. Effect of Inspection and Payments. Neither the inspection by the Engineer or an inspector, nor any order, measurement or approved modification, nor certificate or payment of money, nor acceptance of any part or whole of the work, nor any extension of time, nor any possession by the City or its agents, shall operate as a waiver of any provision of this contract or of any power reserved therein to the City, or of any right to damages thereunder; nor shall any breach of this contract be held to be a waiver of any subsequent breach. All remedies shall be construed as cumulative.

3-02. Effect of Extension of Time. The granting of any extension of time on account of delays which, in the judgement of the City, are avoidable delays shall in no way operate as a waiver on the part of the City of its rights under this contract.

3-03. Extra Work. If extra work orders are given in accordance with provisions of this contract, such work shall be considered a part hereof and shall be subject to each and all of its terms and requirements.

3-04. Assignment of Contract. The contract may be assigned or sublet in whole or in part only upon the written consent of the City acting through its authorized agents. Consent will not be given to any proposed assignment which would relieve the original contractor or its surety of their responsibilities under the contract nor will the Engineer consent to any assignment of a part of the work under the contract.

3-05. Subcontractors. The Contractor shall be as fully responsible for the acts and omissions of his or her subcontractors and of persons either directly or indirectly employed by them, as he or she is for the acts and omissions of persons directly employed by him.

The Contractor shall cause appropriate provisions to be inserted in all subcontracts relative to the work to bind subcontractors to the terms of this Contract which are applicable to the work of subcontractors.

Nothing contained in this contract shall be construed to create or shall be relied upon to create any contractual relationship between any subcontractor and the City and no action may be brought by any subcontractor against the City based on this contract.

3-06. Interpretation of Special Provisions and Drawings. The Special Provisions and the Contract Drawings are intended to be explanatory of each other. Any work indicated in the Contract Drawings and not in the Special Provisions, or vice versa, is to be executed as if indicated in both. In case of a discrepancy or conflict between the Technical Specifications and Contract Plans, the Technical Specifications shall govern. All work shown on the Contract Drawings, the dimensions of which are not figured, shall be accurately followed to the scale to which the drawings are made, but figured dimensions are in all cases to be followed, where given, though they differ from scaled measurements. Large scale drawings shall be followed in preference to small scale drawings. Should it appear that the work to be done, or any of the matters relative thereto, are not sufficiently detailed or explained in these contract documents, including the contract drawings, the Contractor shall apply to the Engineer for such further explanations as may be necessary and shall conform thereto as part of this contract, so far as may be consistent with the terms of this contract. In the event of any doubt or questions arising respecting the true meaning of the Special Provisions, reference shall be made to the Engineer and his or her decision thereon shall be final. If the Contractor believes that a clarification or interpretation justifies an increase in the contract price or contract time, the Contractor must comply with the written notice provisions of Sections 9-05 and 10-07 of these Special Provisions. Contractor's attention is directed to Section 12-06 of the Technical Specifications regarding the Standard Specifications and Standard Plans.

3-07. Addenda. If it becomes necessary to revise any part of these plans and specifications after they have been released, the City will issue an addendum containing the revision. All addenda will be posted on the City's website at www.cityofukiah.com/purchasing with the rest of the bid documents. Anyone who intends to submit a bid in response to this Request for Bid must check the website frequently for any posted addenda. Anyone submitting a bid will be deemed to have seen and agreed to be bound by the posted addenda.

3-08. Liability of City Officials. No city official, nor the Engineer, nor any authorized assistant of any of them, shall be personally responsible for any liability arising under this contract.

3-09. Dispute Resolution. Claims of \$375,000 or less by the Contractor that arise under this Contract are subject to the mandatory dispute resolutions provisions in Public Contract Code Sections 20104-20104.6.

SECTION 4. BONDS

4-01. Faithful Performance Bond. As a part of the execution of this contract, the Contractor shall furnish a bond of a surety company or other securities providing equivalent protection such as cash, letter of credit, or certificates of deposit, acceptable to the City, conditioned upon the faithful performance of all covenants and stipulations under this contract. The amount of the bond shall be 100 percent of the total contract price, as this sum is set forth in the agreement.

4-02. Material and Labor Bond. As a part of the execution of this contract, the Contractor shall furnish a bond of a surety company or other securities providing equivalent protection such as cash, letter of credit or certificates of deposit acceptable to the City in a sum not less than 50 percent of the total contract price, as this sum is set forth in the agreement for the payment in full of all persons, companies or corporations who perform labor upon or furnish materials to be used in the work under this contract, in accordance with the provisions of Sections 3247 through 3252 inclusive of the Civil Code of the State of California and any acts amendatory thereof.

4-03. Defective Material and Workmanship Bond. As a condition precedent to the completion of this contract, the Contractor shall furnish a bond of a surety company acceptable to the City in an amount not less than 5 percent (5%) of the final contract price, to hold good for a period of one (1) year after the completion and acceptance of the work, to protect the City against the results of defective materials, workmanship and equipment during that time. This bond shall be delivered to the City before the final payment under this contract will be made.

4-04. Notification of Surety Companies. The surety companies shall familiarize themselves with all of the conditions and provisions of this contract and they waive the right of special notification of any change or modification of this contract or of extension of time, or decreased or increased work, or of the cancellation of the

contract, or of any other act or acts by the City or its authorized agents, under the terms of this contract; and failure to so notify the aforesaid surety companies of changes shall in no way relieve the surety companies of their obligation under this contract.

SECTION 5. INSURANCE REQUIREMENTS FOR CONTRACTORS (WITH CONSTRUCTION RISKS)

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his or her agents, representatives, employees or subcontractors.

5-01. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial Liability Coverage (occurrence form CG 0001).
2. Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto).
3. Worker's Compensation insurance as required by the State of California and Employer's Liability Insurance.
4. Course of Construction insurance covering for "all risks" of loss.

5-02. 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 including operations, products and completed operations. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$2,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$1,000,000 per accident for bodily injury and property damage.
4. Course of Construction: Completed value of the project with no co-insurance penalty provisions.

5-03. Deductibles and Self-insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, officials, employees and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

5-04. Other Insurance Provisions

The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its officers, officials, employees and volunteers are to be covered as Additional Insured with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the contractor; and with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance, or as a separate owner's policy.

2. The workers' compensation policy is to be endorsed with a waiver of subrogation. The insurance company, in its endorsement, agrees to waive all rights of subrogation against the City, its officers, officials, employees and volunteers for losses paid under the terms of this policy which arises from the work performed by the named insured for the City.
3. For any claims related to this project, the Contractor's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees or volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.
4. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.
5. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subdivision (b) of Section 2782 of Civil Code.
6. Course of Construction policies shall contain the following provisions:
 - a.) The City shall be named as loss payee.
 - b.) The insurer shall waive all rights of subrogation against the City.

5-05. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than the following:

A++ VII	A- VIII
A+ VII	B++ X
A VII	B+ X

5-06. Verification of Coverage. Contractor shall furnish the City with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements shall be on forms provided by the City or on other than the City's forms, provided those endorsements or policies conform to the requirements. All certificates and endorsements are to be received within 15 days from written notice of contract award, and the work shall not commence until the certificates and endorsements have been approved by the City. The City reserves the right to require complete certified copies of all required insurance policies, including endorsements affecting the coverage required by these Special Provisions at any time.

5-07. Subcontractors. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

SECTION 6. RESPONSIBILITIES AND RIGHTS OF CONTRACTOR

6-01. Legal Address of Contractor. Both the address given in the proposal and the Contractor's office in the vicinity of the work are hereby designated as places to either of which drawings, samples, notices, letters or other articles or communications to the Contractor may be mailed or delivered. The delivery at either of these places of any such thing from the City or its agents to the Contractor shall be deemed sufficient service thereof upon the Contractor and the date of such service shall be the date of such delivery. The address named in the proposal may be changed at any time by notice in writing from the Contractor to the City. Nothing herein contained shall be deemed to preclude or render inoperative the service of any drawing, sample, notice, letter or other article or communication to or upon the Contractor personally.

6-02. Office of Contractor at Site. During the performance of this contract, the Contractor shall maintain a suitable office at the site of the work which shall be the headquarters of a representative authorized to receive drawings and any such thing given to the said representatives or delivered at the Contractor's office at the site of work in his or her absence shall be deemed to have been given to the Contractor.

6-03. Attention to Work. The Contractor shall give his or her personal attention to and shall supervise the work to the end that it shall be prosecuted faithfully and when he or she is not personally present on the work, he or she shall at all reasonable times be represented by a competent superintendent or foreman who shall receive and obey all instructions or orders given under this contract and who shall have full authority to execute the same and to supply materials, tools and labor without delay and who shall be the legal representative of the Contractor. The Contractor shall be liable for the faithful observance of any instructions delivered to him or her or to his or her authorized representative.

6-04. Liability of Contractor. The Contractor shall do all of the work and furnish all labor, materials, tools and appliances, except as otherwise herein expressly stipulated, necessary or proper for performing and completing the work herein required in the manner and within the time herein specified. The mention of any specific duty or liability imposed upon the Contractor shall not be construed as a limitation or restriction of any general liability or duty imposed upon the Contractor by this contract, said reference to any specific duty or liability being made herein merely for the purpose of explanation.

The right of general supervision by the City shall not make the Contractor an agent of the City and the liability of the Contractor for all damages to persons or to public or private property, arising from the Contractor's execution of the work, shall not be lessened because of such general supervision.

Until the completion and final acceptance by the City of all the work under and implied by this contract, the work shall be under the Contractor's responsible care and charge. The Contractor shall rebuild, repair, restore and make good all injuries, damages, re-erections and repairs, occasioned or rendered necessary by causes of any nature whatsoever, excepting only acts of God and none other, to all or any portions of the work, except as otherwise stipulated.

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless the City and its officers, directors, agents and employees from and against all claims, damages, losses and expenses including but not limited to attorneys' fees, costs of suit, expert witness fees and expenses and fees and costs of any necessary private investigators arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, other than the work itself, including the loss of use resulting therefrom and (2) is caused in whole or in part by any act or omission of the Contractor, any subcontractor, or anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder, or by the negligence or omission of a party indemnified herein.

In any and all claims against the City or any of its agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under workers' or workmen's compensation acts, disability benefit acts, or other employee benefit acts. The obligation to indemnify shall extend to and include acts of the indemnified party which may be negligent or omissions which may cause negligence.

The City shall have the right to estimate the amount of such damage and to cause the City to pay the same and the amount so paid for such damage shall be deducted from the money due the Contractor under this contract; or the whole or so much of the money due or to become due the Contractor under this contract as may be considered necessary by the City, shall be retained by the City until such suits or claims for damages shall have been settled or otherwise disposed of and satisfactory evidence to that effect furnished to the City.

6-05. Protection of Persons and Property. The Contractor shall furnish such watchman, guards, fences, warning signs, walks and lights as shall be necessary and shall take all other necessary precautions to prevent damage or injury to persons or property.

All property line fences and improvements in the vicinity of the work shall be protected by the Contractor and, if they are injured or destroyed, they and any other property injured by the Contractor, his or her employees or agents, shall be restored to a condition as good as when he or she entered upon the work.

6-06. Protection of City Against Patent Claims. All fees, royalties or claims for any patented invention, article or method that may be used upon or in any manner connected with the work under this contract shall be included in the price bid for the work and the Contractor and his or her sureties shall protect and hold the City, together with all of its officers, agents, servants and employees, harmless against any and all demands made for such fees or claims brought or made on account of this contract. The Contractor shall, if requested by the Engineer, furnish acceptable proof of a proper release from all such fees or classes.

Should the Contractor, his or her agents, servants or employees, or any of them be enjoined from furnishing or using any invention, article, material or appliance supplied or required to be supplied or used under this contract, the Contractor shall promptly substitute other articles, materials or appliance, in lieu thereof, of equal efficiency, quality, finish, suitability and market value and satisfactory in all respects to the Engineer. Or, in the event that the Engineer elects, in lieu of such substitution, to have supplied and to retain and use, any such invention, article, material or appliance, as may by this contract be required to be supplied, in that event the Contractor shall pay such royalties and secure such valid licenses as may be requisite and necessary for the City, its officers, agents, servants and employees, or any of them, to use such invention, article, material or appliance without being disturbed or in any way interfered with by any proceeding in law or equity on account thereof. Should the Contractor neglect or refuse to make the substitution promptly, or to pay such royalties and secure such licenses as may be necessary, then in that event the Engineer shall have the right to make such substitution, or the City may pay such royalties and secure such licenses and charge the cost thereof against any money due to the Contractor from the City or recover the amount thereof from him or her and his or her sureties notwithstanding final payment under this contract may have been made.

6-07. Protection of Contractor's Work Property. The Contractor shall protect his or her work, supplies and materials from damage due to the nature of the work, the action of the elements, trespassers, or any cause whatsoever under his or her control, until the completion and acceptance of the work. Neither the City nor any of its agents assumes any responsibility for collecting indemnity from any person or persons causing damage to the work of the Contractor.

6-08. Regulations and Permits. The Contractor shall secure and pay for all permits, give all notices and comply with all laws, ordinances, rules and regulations bearing on the conduct of the work as drawn and specified. If the Contractor observes that the Plans and Special Provisions are at variance therewith, he or she shall promptly notify the Engineer in writing and any necessary changes shall be adjusted as provided in the contract for changes in the work. The contractor and any subcontractors shall each secure and maintain a valid City of Ukiah Business License. The City of Ukiah will issue a no fee encroachment permit to the Contractor allowing him or her to perform work within City right of way or within City property after the Contract Documents have been executed and insurance certificates and endorsements have been approved by the City.

6-09. Construction Utilities. The Contractor shall be responsible for providing for and in behalf of his or her work under this contract, all necessary utilities, such as special connection to water supply, telephones, power lines, fences, roads, watchmen, suitable storage places, etc.

6-10. Approval of Contractor's Plans. The approval by the Engineer of any drawing or any method of work proposed by the Contractor in accordance with paragraph 8-06 shall not relieve the Contractor of any of his or her responsibility for his or her errors therein and shall not be regarded as any assumption of risk or liability by the City or any officer or employee thereof and the Contractor shall have no claim under this contract on account of the failure or partial failure or inefficiency of any plan or method so approved. Such approval shall be considered to mean merely that the Engineer has no objection to the Contractor's using, upon his or her own full responsibility the plan or method approved.

6-11. Suggestions to the Contractor. Any plan or method of work suggested by the Engineer to the Contractor, but not specified or required, if adopted or followed by the Contractor in whole or in part, shall be used at the risk and responsibility of the Contractor; and the Engineer and the City shall assume no responsibility thereof.

6-12. Termination of Unsatisfactory Subcontracts. Should any subcontractor fail to perform in a satisfactory manner the work undertaken by him, such subcontract shall be terminated immediately by the Contractor upon notice from the Engineer.

6-13. Preservation of Stakes and Marks. The Contractor shall preserve carefully bench marks, reference points and stakes and in case of destruction he or she shall replace his or her stakes, reference points and bench marks and shall be responsible for any mistakes that may be caused by their unnecessary loss or disturbance. Contractor's attention is directed to Section 7-03 of these Special Provisions.

6-14. Assistance to Engineer. At the request of the Engineer the Contractor shall provide men from his or her force and tools, stakes and other materials to assist the Engineer temporarily in making measurements and surveys and in establishing temporary or permanent reference marks. Payment for such materials and assistance will be made as provided for under the caption "Extra Work," provided, however, that the cost of setting stakes and marks carelessly lost or destroyed by the Contractor's employees will be assessed to the Contractor.

6-15. Removal of Condemned Materials and Structures. The Contractor shall remove from the site of the work, without delay, all rejected and condemned materials or structures of any kind brought to or incorporated in the work and upon his or her failure to do so, or to make satisfactory progress in so doing, within forty-eight (48) hours after the service of a written notice from the Engineer, the condemned material or work may be removed by the City and the cost of such removal shall be taken out of the money that may be due or may become due the Contractor on account of or by virtue of this contract. No such rejected or condemned material shall again be offered for use by the Contractor under this Contract.

6-16. Proof of Compliance with Contract. In order that the Engineer may determine whether the Contractor has complied with the requirements of this contract, not readily enforceable through inspection and tests of the work and materials, the Contractor shall, at any time when requested, submit to the Engineer properly authenticated documents or other satisfactory proofs as to his or her compliance with such requirements.

6-17. Errors and Omissions. If the Contractor, in the course of the work, finds any errors or omissions in plans or in the layout as given by survey points and instruction, or if he or she finds any discrepancy between the plans and the physical conditions of the locality, he or she shall immediately inform the Engineer, in writing and the Engineer shall promptly verify the same. Any work done after such discovery, until authorized, will be done at the Contractor's risk.

6-18. Cooperation. The Contractor shall cooperate with all other contractors who may be performing work in behalf of the City and workmen who may be employed by the City on any work in the vicinity of the work to be done under this contract with the work of such contractors or workmen. he or she shall make good promptly, at his or her own expense, any injury or damage that may be sustained by other contractors or employees of the City at his or her hands.

Any difference or conflict which may arise between the Contractor and other contractors, or between the contractor and workmen of the City in regard to their work shall be adjusted and determined by the Engineer. If the work of the Contractor is delayed because of any acts or omissions of any other contractor or of the City, the Contractor shall on that account have no claim against the City other than for an extension of time.

6-19. Right of Contractor to Stop Work. Under the following conditions the Contractor shall have the right, if he or she so desires, to stop the work and terminate the contract upon ten (10) days written notice to the Engineer and recover from the City payment for all work actually performed and for all satisfactory materials actually delivered to the site of the work for permanent incorporation therein, all as may be shown by the estimate of the Engineer.

- (1) If the work is stopped under an order of any court or other competent public authority for a period of time of three (3) months through no act or fault of the Contractor or of anyone employed by him.
- (2) If the Engineer fails to issue the monthly certificate for payment in accordance with the terms of this contract.
- (3) If the City fails to pay the Contractor within sixty (60) days after it shall have become due, as provided by the terms of this contract, any sum certified by the Engineer or awarded by the City.

All provided that if such action to terminate the contract be not instituted by the Contractor within ten (10) days after the alleged existence of such condition and if written notice of such action be not at that time delivered to the City and the Engineer, then such right shall lapse until another occasion arises according to this section.

6-20. Hiring and Dismissal of Employees. The Contractor shall employ only such foremen, mechanics and laborers as are competent and skilled in their respective lines of work and whenever the Engineer shall notify the Contractor that any person on the work is, in his or her opinion, incompetent, unfaithful, intemperate or disorderly, or refuses to carry out the provisions of this contract, or uses threatening or abusive language to any person on the work representing the City, or is otherwise unsatisfactory, such person shall be discharged immediately from the work and shall not be re-employed upon it except with the consent of the Engineer.

6-21. Wage Rates.

1. Contractor shall pay all mechanics and laborers employed or working upon the site of the work unconditionally and without subsequent deductions or rebate on any account the full amounts due at the time of payment at wage rates not less than those contained in the applicable prevailing wage determination, regardless of any contractual relationship which may be alleged to exist between the Contractor and subcontractors and such laborers and mechanics.
2. Contractor shall comply with the California Labor Code Section 1775. In accordance with said Section 1775, Contractor shall forfeit as a penalty to the Owner, \$50.00 (or the higher minimum penalty as provided in Section 1775(B)(ii) – (iii)) for each calendar day or portion thereof, for each workman paid less than the stipulated prevailing rates for such work or craft in which such workman is employed for any work done under the Contract by him or her or by any subcontractor under him or her in violation of the provisions of the Labor Code and in particular, Labor Code Sections 1770 to 1780, inclusive. In addition to said penalty and pursuant to Section 1775, the difference between such stipulated prevailing wage rates and the amount paid to each workman for each calendar day or portion thereof for which each workman was paid less than the stipulated prevailing wage rate shall be paid to each workman by the Contractor.
3. Pursuant to the provision of Section 1770 of the Labor Code of the State of California, Owner has ascertained the general prevailing rate of wages (which rate includes employer payments for health and welfare, vacation, pension and similar purposes) applicable to the work to be done, for straight time work. The holiday wage rate listed shall be applicable to all holidays recognized in the collective bargaining agreement of the particular craft, classification or type of workmen concerned. Copies of the General Prevailing Wage Determination are available on the Internet at web address: <http://www.dir.ca.gov/DLSR/PWD> The Contractor shall post the wage determination at the site of work in a prominent place where it can easily be seen by the workers.
4. City will not recognize any claim for additional compensation because the Contractor has paid any rate in excess of the prevailing wage rate obtained by the Contractor. The possibility of wage increases is one of the elements to be considered by the Contractor in determining his or her bid and will not in any circumstances be considered as the basis for a claim against the City.
5. The Labor Commissioner through the Division of Labor Standards Enforcement (DLSE) may at any time require contractors and subcontractors to furnish electronic certified payroll records directly to DLSE. Commencing with contracts awarded or after April 1, 2015, all contractors and subcontractors must furnish electronic certified payroll records directly to the DLSE.
6. Travel and Subsistence Payments.

Contractor shall make travel and subsistence payments to each workman needed to execute the work in accordance with the requirements in Section 1773.8 of the Labor Code (Chapter 880, Statutes of 1968).
7. Apprentices.

Attention is directed to the provisions in Sections 1777.5 (Chapter 1411, Statutes of 1968) and 1777.6 of the California Labor Code concerning the employment of apprentices by the

Contractor or any subcontractor under him. Contractor and any subcontractor under him or her shall comply with the requirements of said sections in the employment of apprentices.

Information relative to apprenticeship standards, wage schedules and other requirements may be obtained from the Director of Industrial Relations, ex officio the Administrator of Apprenticeship, San Francisco, California, or from the Division of Apprenticeship Standards and its branch offices.

6-22. Cleaning Up. The Contractor shall not allow the site of the work to become littered with trash and waste material, but shall maintain the same in a neat and orderly condition throughout the construction period. The Engineer shall have the right to determine what is or is not waste material or rubbish and the place and manner of disposal.

On or before the completion of the work, the Contractor shall without charge therefore carefully clean out all pits, pipes, chambers or conduits and shall tear down and remove all temporary structures built by him or her and shall remove rubbish of all kind from any of the grounds which he or she has occupied and leave them in first class condition.

6-23. Guaranty. All work shall be guaranteed for a period of one year from the date of acceptance by the City. The Contractor shall promptly make all needed repairs arising out of defective materials, workmanship and equipment.

The City is hereby authorized to make such repairs if within ten days after the mailing of a notice in writing to the Contractor or his or her agent, the Contractor shall neglect to make or undertake with due diligence the aforesaid repairs, provided, however, that in case of an emergency where, in the opinion of the City delay would cause serious loss or damage, repairs may be made without notice being sent to the Contractor and the Contractor shall pay the costs thereof.

Pursuant to the provisions of Section 4-03 of these Special Provisions, the Contractor shall furnish a Defective Material and Workmanship Bond in an amount not less than 5 percent of the final contract price, which shall be effective for a period of one (1) year after the completion and acceptance of the work.

6-24. Public Notification. The contractor shall be responsible for all public notification regarding construction work within the subject intersection, including detours, lane and street closures, hours of operations, and notification of effected commercial businesses within 1000 feet of the construction. For any business impacted by construction, the contractor shall provide adequate sized on-site signage indicating that businesses are open during construction for pedestrian traffic. The contractor shall prepare public noticing via the newspaper, radio announcements, notification of the emergency vehicle agencies, public transit, school buses, County of Mendocino offices, the high school, junior high school, elementary schools effected by potential detours and street closures, with recommended alternate routes of travel. Through street access from will be restricted to businesses and residents only during construction days. All proposed detours, closures and traffic control methods shall be submitted to the Engineer for approval prior to noticing the public. All public noticing shall be performed a minimum of one week prior to instituting traffic control, and lane or street closures.

The tentative construction schedule shall be included in the public noticing, and the use of temporary traffic signalization of the intersection shall be noted All road closures, detour routes, and traffic control including temporary lane closure plans shall be submitted by the Contractor to the City Engineer for approval prior to public noticing and use.

SECTION 7. RESPONSIBILITIES AND RIGHTS OF CITY

7-01. Authority of the Engineer. All work done under this contract shall be done in a workmanlike manner and shall be performed to the reasonable satisfaction of the Engineer, who shall have general supervision of all work included hereunder. To prevent disputes and litigation, the Engineer (1) shall in all cases determine the amount, quality, acceptability and fitness of the several kinds of work and materials which are to be paid for under this contract, (2) shall decide all questions relative to the true construction, meaning and intent of the Special Provisions and Drawings, (3) shall decide all questions which may arise relative to the classifications and measurements of quantities and materials and the fulfillment of this contract and (4) shall have the power

to reject or condemn all work or material which does not conform to the terms of this contract. his or her estimate and decision in all matters shall be a condition precedent to an appeal for arbitration, or the right of the Contractor to receive, demand, or claim any money or other compensation under this agreement and a condition precedent to any liability on the part of the City to the Contractor on account of this contract. Whenever the Engineer shall be unable to act, in consequence of absence or other cause, then such engineer as the Engineer or the City shall designate, shall perform any and all of the duties and be vested with any or all of the powers herein given to the Engineer.

7-02. Inspection. The City will provide engineering personnel for the inspection of the work.

The Engineer and his or her representatives shall at all times have access to the work whenever it is in preparation or progress and the Contractor shall provide proper facilities for such access and inspection.

If the Special Provisions, the Engineer's instruction, laws, ordinances, or any public authority require any work to be specially tested or approved, the Contractor shall give the Engineer timely notice of its readiness for inspection and, if the inspection is by an authority other than the Engineer, of the date fixed for such inspection. Inspections by the Engineer shall be promptly made at the source of supply where practicable. If any work shall be covered up without approval or consent of the Engineer, it must, if required by the Engineer, be uncovered for examination and properly restored at the Contractor's expense.

Re-examination of any work may be ordered by the Engineer and, if so ordered, the work must be uncovered by the Contractor. If such work is found to be in accordance with the contract documents, the City shall pay the cost of re-examination and replacement. If such work is not in accordance with the contract documents, the Contractor shall pay such cost.

Properly authorized and accredited inspectors shall be considered to be the representatives of the City limited to the duties and powers entrusted to them. It will be their duty to inspect materials and workmanship of those portions of the work to which they are assigned, either individually or collectively, under instructions of the Engineer and to report any and all deviations from the Drawings, Special Provisions and other contract provisions which may come to their notice. Any inspector may be considered to have the right to order the work entrusted to his or her supervision stopped, if in his or her opinion such action becomes necessary, until the Engineer is notified and has determined and ordered that the work may proceed in due fulfillment of all contract requirements.

7-03. Surveys. Contractor shall furnish all land surveys, establish all base lines and bench marks and make sufficient detailed surveys needed for working points, lines and elevations. The Contractor shall develop all slope stakes and batter boards. Contractor shall also develop all additional working points, lines and elevations as he or she may desire to facilitate his or her methods and sequence of construction.

7-04. Rights-of-Way. The City will provide all necessary rights-of-way and easements in or beneath which work will be performed by the Contractor under this contract.

7-05. Retention of Imperfect Work. If any portion of the work done or material furnished under this contract shall prove defective and not in accordance with the Plans and Special Provisions, and if the imperfection in the same shall not be of sufficient magnitude or importance to make the work dangerous or undesirable, the Engineer shall have the right and authority to retain such work instead of requiring the imperfect work to be removed and reconstructed, but he or she shall make such deductions therefor in the payments due or to become due the Contractor as may be just and reasonable.

7-06. Changes in the Work. The Engineer shall have the right, in writing, to order additions to, omissions from, or corrections, alterations and modifications in the line, grade, form, dimensions, plan, or kind or amount of work or materials herein contemplated, or any part thereof, either before or after the beginning of construction. However, the arithmetical sum of the cost to the City of additions and subtractions from the work under this contract shall not exceed 10 percent of original contract amount or \$5,000, whichever is the greater, unless based upon a supplementary agreement to be made therefore.

The order of such additions, omissions, corrections, alterations and modifications shall be in writing and signed by the Engineer and, in order, shall then be binding upon the Contractor. The Contractor shall proceed with the

work as changed and the value of such change shall be determined as provided for in section 10-07 of these Special Provisions.

Such alterations shall in no way affect, vitiate, or make void this contract or any part thereof, except that which is necessarily affected by such alterations and is clearly the evident intention of the parties to this contract.

7-07. Additional Drawings by City. The drawings made a part of this contract at the time of its execution are intended to be fairly comprehensive and to indicate in more or less detail the scope of the work. In addition to these drawings, however, the Engineer shall furnish such additional drawings from time to time during the progress of the work as are necessary to make clear or to define in greater detail the intent of the Special Provisions and the contract drawings and the Contractor shall make his or her work conform to all such drawings.

7-08. Additional and Emergency Protection. Whenever, in the opinion of the Engineer, the Contractor has not taken sufficient precautions for the safety of the public or the protection of the works to be constructed under this contract, or of adjacent structures or property which may be injured by the processes of construction on account of such neglect and whenever, in the opinion of the Engineer, an emergency shall arise and immediate action shall be considered necessary in order to protect public or private, personal or property interest, then and in that event, the Engineer, with or without notice to the Contractor may provide suitable protection to the said interests by causing such work to be done and such material to be furnished as shall provide such protection as the Engineer may consider necessary and adequate.

The cost and expense of such work and material so furnished shall be borne by the Contractor and, if the same shall not be paid on presentation of the bills therefor, then such costs shall be deducted from any amounts due or to become due the Contractor.

The performance of such emergency work under the direction of the Engineer shall in no way relieve the Contractor from any damages which may occur during or after such precaution has been taken by the Engineer.

7-09. Suspension of Work. The City may at any time suspend the work or any part thereof by giving five (5) days written notice to the Contractor. The work shall be resumed by the Contractor within ten (10) days after the date fixed in the written notice from the City to the Contractor so to do. The City shall reimburse the Contractor for expense incurred by the Contractor in connection with the work under this contract as a result of such suspension.

If the work, or any part thereof, shall be stopped by the notice in writing aforesaid and if the City does not give notice in writing to the Contractor to resume work at a date within ten (10) days of the date fixed in the written notice to suspend, then the Contractor may abandon that portion of the work so suspended and he or she will be entitled to the estimates and payments for all work done on the portions so abandoned, if any, plus 5 percent of the value of the work so abandoned, to compensate for loss of overhead, plant expense and anticipated profit.

7-10. Right of City to Terminate Contract. If the Contractor should be adjudged a bankrupt, or if he or she should make a general assignment for the benefit of his or her creditors, or if a receiver should be appointed on account of his or her insolvency, or if he or she should persistently or repeatedly refuse or should fail, except in cases for which extension of time is provided, to supply sufficient properly skilled workmen or proper materials, or if he or she should fail to make prompt payments to subcontractors or for material or labor, or persistently disregard laws, ordinances or the instructions of the Engineer, or otherwise be guilty of a substantial violation of any provision of the contract, then the City, upon the certificate of the Engineer that sufficient cause exists to justify such action, may, without prejudice to any other right or remedy and after giving the Contractor seven days written notice, terminate the employment of the Contractor and take possession of the premises and of all materials, tools and appliances and finish the work by whatever method the City may deem expedient. In such case, the Contractor shall not be entitled to receive any further payment until the work is finished. If the unpaid balance of the contract price shall exceed the expense of finishing the work, including compensation for additional managerial and administrative services, such excess shall be paid to the Contractor. If such expense shall exceed such unpaid balance, the Contractor shall pay the difference to the City. The expense incurred by the City as herein provided and the damage incurred through the Contractor's default, shall be certified by the Engineer.

7-11. Use of Completed Portions. The City shall have the right to take possession of and use any completed or partially completed portions of the work, notwithstanding the time for completing the entire work or such

portions which may not have expired; but such taking possession and using shall not be deemed an acceptance of any work not completed in accordance with the contract documents. If such prior use increases the cost of or delays the work, the Contractor shall be entitled to such extra compensation, or extension of time or both, as the Engineer may determine.

SECTION 8. WORKMANSHIP, MATERIALS and EQUIPMENT

8-01. General Quality. Materials and equipment shall be new and of a quality equal to that specified or approved. Work shall be done and completed in a thorough and workmanlike manner.

8-02. Quality in Absence of Detailed Specifications. Whenever under this contract it is provided that the Contractor shall furnish materials or manufactured articles or shall do work for which no detailed specifications are set forth, the materials or manufactured articles shall be of the best grade in quality and workmanship obtainable in the market from firms of established good reputation, or, if not ordinarily carried in stock, shall conform to the usual standards for first-class materials or articles of the kind required, with due consideration of the use to which they are to be put. In general, the work performed shall be in full conformity and harmony with the intent to secure the best standard of construction and equipment of the work as a whole or in part.

8-03. Materials and Equipment Specified by Name. Whenever any material or equipment is indicated or specified by patent or proprietary name or by the name of the manufacturer, such specification shall be considered as used for the purpose of describing the material or equipment desired and shall be considered as followed by the words "or approved equal". The Contractor may offer any material or equipment which shall be equal in every respect to that specified, provided that written approval first is obtained from the Engineer.

8-04. Source of Materials. Price, fitness and quality being equal, preference shall be given by the Contractor for supplies grown, manufactured or produced in the State of California and, next, for such products partially produced in this State in accordance with Government Code Section 4332.

8-05. Storage of Materials. Materials shall be so stored to ensure the preservation of their quality and fitness for the work. They shall be so located and disposed that prompt and proper inspection thereof may be made.

8-06. Drawings, Samples and Tests. As soon as possible after execution of the contract, the Contractor shall submit to the Engineer, in quintuplicate, sufficient information including, if necessary, assembly and detail drawings to demonstrate fully that the equipment and materials to be furnished comply with the provisions and intent of these Special Provisions and Drawings. If the information thus submitted indicates the equipment or materials is acceptable, the Engineer will return one copy stamped with his or her approval; otherwise, one copy will be returned with an explanation of why the equipment or material is unsatisfactory. The Contractor shall have no claims for damages or for extension of time on account of any delay due to the revision of drawings or rejection of material. Fabrication or other work performed in advance of approval shall be done entirely at the Contractor's risk. After approval of equipment or material, the Contractor shall not deviate in any way from the design and specifications given without the written consent of the Engineer.

When requested by the Engineer, a sample or test specimens of the materials to be used or offered for use in connection with the work shall be prepared at the expense of the Contractor and furnished by him or her in such quantities and sizes as may be required for proper examination and tests, with all freight charges prepaid and with information as to their sources.

All samples shall be submitted before shipment and in ample time to permit the making of proper tests, analyses, or examination before the time at which it is desired to incorporate the material into the work. All tests of materials furnished by the Contractor shall be made by the Engineer. Samples shall be secured and tested whenever necessary to determine the quality of the material.

SECTION 9. PROSECUTION OF WORK

9-01. Equipment and Methods. The work under this contract shall be prosecuted with all materials, tools, machinery, apparatus and labor and by such methods as are necessary to the complete execution of everything described, shown, or reasonably implied. If at any time before the beginning or during the progress of the work,

any part of the Contractor's plant or equipment, or any of his or her methods of execution of the work, appear to the Engineer to be unsafe, inefficient, or inadequate to insure the required quality or the rate of progress of the work, he or she may order the Contractor to increase or improve his or her facilities or methods and the Contractor shall comply promptly with such orders; but, neither compliance with such orders nor failure of the Engineer to issue such orders shall relieve the Contractor from his or her obligation to secure the degree of safety, the quality of the work and the rate of progress required of the Contractor. The Contractor alone shall be responsible for the safety, adequacy and efficiency of his or her plant, equipment and methods.

9-02. Time of Completion. The Contractor shall promptly begin the work under this contract and shall complete and make ready for full use all portions of the project made the subject of this contract within the time set forth in the agreement bound herewith.

9-03. Avoidable Delays. Avoidable delays in the prosecution or completion of the work shall include all delays which might have been avoided by the exercise of care, prudence, foresight and diligence on the part of the Contractor. The City will consider as avoidable delays within the meaning of this contract (1) delays in the prosecution of parts of the work, which may in themselves be unavoidable, but do not necessarily prevent or delay the prosecution of other parts of the work nor the completion of the whole work within the time herein specified, (2) reasonable loss of time resulting from the necessity of submitting plans to the Engineer for approval and from the making of surveys, measurements, inspections, and testing and (3) such interruptions as may occur in the prosecution of the work on account of the reasonable interference of other contractors employed by the City which do not necessarily prevent the completion of the whole work within the time herein specified.

9-04. Unavoidable Delays. Unavoidable delays in the prosecution or completion of the work under this contract shall include all delays which may result, through cause beyond the control of the Contractor and which he or she could not have provided against by the exercise of care, prudence, foresight and diligence. Orders issued by the City changing the amount of work to be done, the quantity of material to be furnished or the manner in which the work is to be prosecuted and unforeseen delays in the completion of the work of other contractors under contract with the City will be considered unavoidable delays, so far as they necessarily interfere with the Contractor's completion of the whole of the work. Delays due to normally adverse weather conditions will not be regarded as unavoidable delays. However, truly abnormal amounts of rainfall, temperatures or other weather conditions for the location of the work and time of year may be considered as unavoidable delays if those conditions necessarily cause a delay in the completion of the work.

9-05. Notice of Delays. Whenever the Contractor foresees any delay in the prosecution of the work and, in any event, immediately upon the occurrence of any delay which the contractor regards as an unavoidable delay, he or she shall notify the Engineer in writing of the probability of the occurrence of such delay and its cause, in order that the Engineer may take immediate steps to prevent, if possible, the occurrence or continuance of the delay, or, if this cannot be done, may determine whether the delay is to be considered avoidable or unavoidable, how long it continues and to what extent the prosecution and completion of the work are to be delayed thereby.

9-06. Extension of Time. Should any delays occur which the Engineer may consider unavoidable, as herein defined, the Contractor shall, pursuant to his or her application, be allowed an extension of time proportional to said delay or delays, beyond the time herein set forth, in which to complete this contract; and liquidated damages for delay shall not be charged against the Contractor by the City during an extension of time granted because of unavoidable delay or delays.

Any claim by Contractor for a time extension based on unavoidable delays shall be based on written notice delivered to the Engineer within 15 days of the occurrence of the event giving rise to the claim. Failure to file said written notice within the time specified shall constitute a waiver of said claim. Notice of the full extent of the claim and all supporting data must be delivered to the Engineer within 45 days of the occurrence unless the Engineer specifies in writing a longer period. All claims for a time extension must be approved by the Engineer and incorporated into a written change order.

9-07. Unfavorable Weather and Other Conditions. During unfavorable weather and other conditions, the Contractor shall pursue only such portions of the work as shall not be damaged thereby. No portions of the work whose satisfactory quality or efficiency will be affected by any unfavorable conditions shall be constructed while these conditions remain, unless, by special means or precautions approved by the Engineer, the Contractor shall be able to overcome them.

The Contractor shall be granted a time extension of one day for each unfavorable weather day which prevents him or her from placing concrete forms or placing and finishing concrete or asphalt concrete. Such unfavorable weather day is defined as a rain day where precipitation prevents the contractor from performing the work more than four (4) continuous hours within the authorized work period or a temperature day where the ambient temperature is below that specified for the placement of materials associated with the controlling work item for more than four (4) continuous work hours of the authorized work period.

9-08. Saturday, Sunday, Holiday and Night Work. No work shall be done between the hours of 6 p.m. and 7 a.m., nor on Saturdays, Sundays or legal holidays except such work as is necessary for the proper care and protection of work already performed, or except in cases of absolute necessity and in any case only with the permission of the Engineer.

It is understood, however, that night work may be established as a regular procedure by the Contractor if he or she first obtains the written permission of the Engineer and that such permission may be revoked at any time by the Engineer if the Contractor fails to maintain at night adequate force and equipment for reasonable prosecution and to justify inspection of the work.

9-09. Hours of Labor. Eight (8) hours of labor shall constitute a legal day's work and the Contractor or any subcontractor shall not require or permit more than eight hours of labor in a day from any person employed by him or her in the performance of the work under this contract, unless paying compensation for all hours worked in excess of eight (8) hours per day at not less than 1½ times the basic rate of pay. The Contractor shall forfeit to the City, as a penalty, the sum of twenty-five dollars (\$25.00) for each workman employed in the execution of the contract by him or her or by any subcontractor, for each calendar day during which such laborer, workman, or mechanic is required or permitted to labor more than eight hours in violation of the provisions of Section 1810 to 1816, inclusive, (Article 3, Chapter 1, Part 7, Division 2) of the Labor Code of the State of California and any acts amendatory thereof.

SECTION 10. PAYMENT

10-01. Certification by Engineer. All payments under this contract shall be made upon the presentation of certificates in writing from the Engineer and shall show that the work covered by the payments has been done and the payments thereof are due in accordance with this contract.

10-02. Progress Estimates and Payment. The Engineer shall, within the first seven (7) days of each month, make an estimate of the value of the work performed in accordance with this contract during the previous calendar month.

The first estimate shall be of the value of the work satisfactorily completed in place and meeting the requirements of the contract. And every subsequent estimate, except the final estimate, shall be of the value of the work satisfactorily completed in place since the last preceding estimate was made; provided, however, that should the Contractor fail to adhere to the program of completion fixed in this contract, the Engineer shall deduct from the next and all subsequent estimates the full calculated accruing amount of the liquidated damages to the date of said estimate, until such time as the compliance with the program has been restored.

The estimate shall be signed by the Engineer and, after approval, the City shall pay or cause to be paid to the Contractor in the manner provided by law, an amount equal to 95 percent of the estimated value of the work satisfactorily performed and complete in place.

10-03. Substitution of Securities.

1. At such times that Public Contract Code Section 22300 is in effect Contractor may propose the substitution of securities of at least equal market value for any moneys to be withheld to ensure performance under the Contract. Market value shall be determined as of the day prior to the date such substitution is to take place. Such substitution shall be made at the request and expense of the Contractor. The securities shall be one or more of the following types:

- (a) Bonds or interest-bearing notes or obligations of the United States, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

(b) Bonds or interest-bearing notes on obligations that are guaranteed as to principal and interest by a federal agency of the United States.

(c) Bonds of the State of California, or those for which the faith and credit of the State of California are pledged for the payment of principal and interest.

(d) Bonds or warrants, including, but not limited to, revenue warrants, of any county, city, metropolitan water district, California water district, California water storage district, irrigation district in the State of California, municipal utility district, or school district of the State of California, which are rated by Moody's or Standard and Poor as A or better.

(e) Bonds, consolidated bonds, collateral trust debentures, consolidated debentures, or other obligations issued by federal land banks or federal intermediate credit banks established under the Federal Farm Loan Act, as amended; debentures and consolidated debentures issued by the Central Bank for Cooperatives and banks for cooperatives established under the Farm Credit Act of 1933, as amended; bonds, or debentures of the Federal Home Loan Bank Board established under the Federal Home Loan Bank Act; and stock, bonds, debentures and other obligations of the Federal National Mortgage Association established under the National Housing Act as amended and bonds of any Federal Home Loan Mortgage Corporation.

(f) Commercial paper of "prime" quality as defined by a nationally recognized organization which rates such securities. Eligible paper is further limited to issuing corporations: (1) organized and operating within the United States; (2) having total assets in excess of five hundred million dollars (\$500,000,000); and (3) approved by the Pooled Money Investment Board of the State of California. Purchases of eligible commercial paper may not exceed 180 days' maturity, nor represent more than 10 percent of the outstanding paper of an issuing corporation.

(g) Bills of exchange or time drafts on and accepted by a commercial bank, otherwise known as bankers acceptances, which are eligible for purchase by the Federal Reserve System.

(h) Certificates of deposits issued by a nationally or state-chartered bank or savings and loan association.

(i) The portion of bank loans and obligations guaranteed by the United States Small Business Administration or the United States Farmers Home Administration.

(j) Student loan notes insured under the Guaranteed Student Loan Program established pursuant to the Higher Education Act of 1965, as amended (20 U.S.C. 1001, et seq.) and eligible for resale to the Student Loan Marketing Association established pursuant to Section 133 of the Education Amendments of 1972, as amended (20 U.S.C. 1087-2).

(k) Obligations issued, assumed or guaranteed by International Bank for Reconstruction and Development, the Inter-American Development Bank, the Asian Development Bank, or the Government Development Bank of Puerto Rico.

(l) Bonds, debentures and notes issued by corporations organized and operating within the United States. Such securities eligible for substitution shall be within the top three ratings of a nationally recognized rating service.

2. The securities shall be deposited with City or with any commercial bank as escrow agent, who shall arrange for transfer of such securities to the Contractor upon satisfactory completion of the contract. Any interest accrued or paid on such securities shall belong to the Contractor and shall be paid upon satisfactory completion of the contract.

The market value of the securities deposited shall at all times be maintained in an amount at least equal, in the sole judgment of City, to the moneys to be withheld pursuant to the Contract Documents to ensure performance of the Contract. In order to comply with this condition, Contractor shall deposit additional securities as necessary upon request by City or the escrow agent.

3. Upon acceptance of any Proposal that includes substituting securities for amounts withheld to ensure performance, a separate escrow agreement satisfactory in form and substance to City shall be prepared and executed by City, the Contractor and the escrow agent, which may be City. The escrow agreement shall specify, among other matters, value of securities to be deposited; procedures for valuing the securities and for adding or withdrawing securities to maintain the market value of the deposited securities at least equal to the amount of moneys which would otherwise be withheld; the terms and conditions of conversion to cash in case of the default by the Contractor; and terms, conditions and procedure for termination of the escrow. City shall have no obligation to enter any such Agreement that does not provide the City with the unilateral right to convert securities to cash and to gain immediate possession of the cash.

10-04. Acceptance. The work must be accepted by vote of the City Council of the City of Ukiah when the whole shall have been completed satisfactorily. The Contractor shall notify the Engineer, in writing, of the completion of the work, whereupon the Engineer shall promptly, by personal inspection, satisfy himself as to the actual completion of the work in accordance with the terms of the contract and shall thereupon recommend acceptance by the City Council.

10-05. Final Estimate and Payment. The Engineer shall, as soon as practicable after the final acceptance of the work done under this contract, make a final estimate of the amount of work done thereunder and the value thereof.

Such final estimate shall be signed by the Engineer, and after approval, the City shall pay or cause to be paid to the Contractor, in the manner provided by law, the entire sum so found to be due hereunder, after deducting therefrom all previous payments and such other lawful amounts as the terms of this contract prescribe.

In no case will final payment be made in less than thirty-five (35) days after the filing of the notice of completion with the County Recorder.

10-06. Delay Payments. Should any payment due the Contractor or any estimate be delayed, through fault of the City beyond the time stipulated, such delay shall not constitute a breach of contract or be the basis for a claim for damages, but the City shall pay the Contractor interest on the amount of the payment at the rate of 6 percent per annum for the period of such delay. The terms for which interest will be paid shall be reckoned, in the case of any monthly or progress payment, from the twentieth day of the month next succeeding the month in which the work was performed to the date of payment of the estimate; and in the case of the final estimate, from the forty-fifth day after acceptance to the date of payment of the final estimate.

The date of payment of any estimate shall be considered the day on which the payment is offered or mailed as evidenced by the records of the Treasurer of the City. If interest shall become due on any delayed payment, the amount thereof, as determined by the City, shall be added to a succeeding payment. If the interest shall become due on the final payment, it shall be paid on a supplementary voucher to interest or any sum or sums which, by the terms of this contract, the City is authorized to reserve or retain.

10-07. Extra Work and Work Omitted. Whenever corrections, alterations, or modifications of the work under this contract ordered by the Engineer and approved by the City increase the amount of work to be done, such added work shall be known as "extra work"; and when such corrections, alterations, or modifications decrease the amount of work to be done, such subtracted work shall be known as "work omitted".

When the Contractor considers that any changes ordered involve extra work, he or she shall immediately notify the Engineer in writing and subsequently keep him or her informed as to when and where extra work is to be performed and shall make claim for compensation therefor each month not later than the first day of the month following that in which the work claimed to be extra work was performed and he or she shall submit a daily complete statement of materials and labor used and expenses incurred on account of extra work performed, showing allocation of all materials, labor and expenses.

All such claims shall state the date of the Engineer's written order and the date of approval by the City authorizing the work on account of which claim is made. Unless such notification is made in writing within the time specified and unless complete statements of materials used and expenses incurred on account of such extra work are furnished as above required, the Contractor shall not be entitled to payment on account of extra work and Contractor shall be deemed to have waived the right to make any future claims for compensation for such extra work.

When changes decrease the amount of work to be done, they shall not constitute a claim for damages on account of anticipated profits on the work that may be omitted.

10-08. Compensation for Extra Work or Work Omitted. Whenever corrections, additions, or modifications in the work under this contract change the amount of work to be done or the amount of compensation due the Contractor, excepting increases or decreases in contract items having unit contract prices for each measurable quantity installed in place, and such changes have been ordered in writing by the Engineer and approved by the City prior to the Contractor performing the extra work, then a price may be agreed upon. Failing such an agreement in price, the Contractor shall be compensated for performing extra work pursuant to the provisions of Section 4-1.03 D, "Extra Work", and Section 9-1.03, "Force Account Payment" of the Standard Specifications.

This method of determining the price of work shall not apply to the performance of any work which is required or reasonably implied to be performed or furnished under this contract.

10-09. Compensation to the City for Extension of Time. In case the work called for under this contract is not completed within the time limit stipulated herein, the City shall have the right as provided hereinabove, to extend the time of completion thereof. If the time limit be so extended, the City shall have the right to charge to the Contractor and to deduct from the final payment for the work the actual cost to the City of engineering, inspection, superintendence and other overhead expenses which are directly chargeable to the contract and which accrue during the period of such extension, except that the cost of final unavoidable delays shall not be included in such charges.

10-10. Liquidated Damages for Delay. It is agreed by the parties to the contract that time is of the essence and that, in case all the work is not completed before or upon the expiration of the time limit as set forth, damage, other than those cost items identified in section 10-09, will be sustained by the City and that it is and will be impracticable to determine the actual amount of damage by reason of such delay; and it is therefore agreed that the Contractor will pay to the City the sum of five hundred dollars (\$500.00) per day for each and every calendar day's delay beyond the time prescribed.

SECTION 11. MISCELLANEOUS

11-01. Notice. Whenever any provision of the contract documents requires the giving of written notice, it shall be deemed to have been validly given if delivered in person to the individual or to a member of the firm or to an officer of the corporation for whom it is intended, or if delivered at or sent by registered or certified mail, postage prepaid, to the last business address known to the giver of the notice. If mailed, the notice shall be deemed received on the date of delivery stated in the return receipt.

11-02. Computation of Time. When any period of time is referred to in the Contract Documents by days, it shall be computed to exclude the first and include the last day of such period. If the last day of any such period falls on a Saturday or Sunday or on a day made a legal holiday by the law of the applicable jurisdiction, such day shall be omitted from the computation.

11-03. Claims Procedure Required by Public Contract Code Section 9204. This section shall apply to any claim by the Contractor arising in connection with this project in accordance with Public Contract Code Section 9204.

a. For purposes of this section "Claim" means a separate demand by the Contractor sent by registered mail or certified mail with return receipt requested, for one or more of the following:

(A) A time extension, including, without limitation, for relief from damages or penalties for delay assessed by the City under this contract.

(B) Payment by the City of money or damages arising from work done by, or on behalf of, the Contractor pursuant to this contract and payment for which is not otherwise expressly provided or to which the Contractor is not otherwise entitled.

(C) Payment of an amount that is disputed by the City.

b.

(A) Upon receipt of a claim pursuant to this section, the City shall conduct a reasonable review of the claim and, within a period not to exceed 45 days, shall provide the Contractor a written statement identifying what portion of the claim is disputed and what portion is undisputed. Upon receipt of a claim, a public entity and the contractor may, by mutual agreement, extend the time period provided in this subdivision.

(B) The Contractor shall furnish reasonable documentation to support the claim.

(C) If the City needs approval from its governing body to provide the Contractor a written statement identifying the disputed portion and the undisputed portion of the claim, and the governing body does not meet within the 45 days or within the mutually agreed to extension of time following receipt of a claim sent by registered mail or certified mail, return receipt requested, the City shall have up to three days following the next duly publicly noticed meeting of the governing body after the 45-day period, or extension, expires to provide the claimant a written statement identifying the disputed portion and the undisputed portion.

(D) Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the City issues its written statement. If the City fails to issue a written statement, paragraph (3) shall apply.

(2)

(A) If the Contractor disputes the City's written response, or if the City fails to respond to a claim issued pursuant to this section within the time prescribed, the Contractor may demand in writing an informal conference to meet and confer for settlement of the issues in dispute. Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, the City shall schedule a meet and confer conference within 30 days for settlement of the dispute.

(B) Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, the City shall provide the claimant a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed. Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. Any disputed portion of the claim, as identified by the contractor in writing, shall be submitted to nonbinding mediation, with the City and the Contractor sharing the associated costs equally. The City and Contractor shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing. If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to applicable procedures outside this section.

(C) For purposes of this section, mediation includes any nonbinding process, including, but not limited to, neutral evaluation or a dispute review board, in which an independent third party or board assists the parties in dispute resolution through negotiation or by issuance of an evaluation. Any mediation utilized shall conform to the timeframes in this section.

(D) Unless otherwise agreed to in writing by the City and the Contractor, the mediation conducted pursuant to this section shall excuse any further obligation under Public Contract Code Section 20104.4 to mediate after litigation has been commenced.

(3) Failure by the City to respond to a claim from the Contractor within the time periods described in this subdivision or to otherwise meet the time requirements of this section shall result in the claim being deemed rejected in its entirety. A claim that is denied by reason of the public entity's failure to have responded to a claim, or its failure to otherwise meet the time requirements of this section, shall not constitute an adverse finding with regard to the merits of the claim or the responsibility or qualifications of the Contractor.

(4) Amounts not paid in a timely manner as required by this section shall bear interest at 7 percent per annum.

(5) If a subcontractor or a lower tier subcontractor lacks legal standing to assert a claim against a public entity because privity of contract does not exist, the Contractor may present to the public entity a claim on behalf of a subcontractor or lower tier subcontractor. A subcontractor may request in writing, either on his or her own behalf or on behalf of a lower tier subcontractor, that the Contractor present a claim for work which was performed by the subcontractor or by a lower tier subcontractor on behalf of the subcontractor. The subcontractor requesting that the claim be presented to the public entity shall furnish reasonable documentation to support the claim. Within 45 days of receipt of this written request, the Contractor shall notify the subcontractor in writing as to whether the Contractor presented the claim to the public entity and, if the original contractor did not present the claim, provide the subcontractor with a statement of the reasons for not having done so.

c. A waiver of the rights granted by this section is void and contrary to public policy, provided, however, that (1) upon receipt of a claim, the parties may mutually agree to waive, in writing, mediation and proceed directly to the commencement of a civil action or binding arbitration, as applicable; and (2) the City may prescribe reasonable change order, claim, and dispute resolution procedures and requirements in addition to the provisions of this section, so long as the contractual provisions do not conflict with or otherwise impair the timeframes and procedures set forth in this section.

11-04. Litigation and Forum Selection. Contractor and City stipulate and agree that any litigation relating to the enforcement or interpretation of this contract, arising out of Contractor's performance or relating in any way to the work shall be brought in Mendocino County and that venue will lie in Mendocino County.

Except as otherwise expressly provided by law, the parties waive any objections they might otherwise have to the propriety of jurisdiction or venue in the state courts in Mendocino County and agree that California law shall govern any such litigation.

The duties and obligations imposed by these General Conditions and the rights and remedies available hereunder to the parties hereto and, in particular but without limitation, the warranties, guaranties and obligations imposed upon the Contractor and all of the rights and remedies available to the City thereunder, shall be in addition to and shall not be construed in any way as a limitation of, any rights and remedies available to any or all of them which are otherwise imposed or available by law or contract, by special warranty or guaranty, or by other provisions of the contract documents and the provisions of this paragraph shall be as effective as if repeated specifically in the contract documents in connection with each particular duty, obligation, right and remedy to which they apply. All warranties and guaranties made in the contract document shall survive final payment and termination or completion of this contract. The City disclaims an express or implied warranty that the plans and specifications identify all site conditions that could affect the time or cost to complete the Work.

11-05. Waiver. The Contractor shall strictly comply with all notices and other contract requirements. Waiver by the City of any failure of the Contractor to comply with any term of the contract, including the notice provisions, shall not be deemed a waiver of a subsequent breach.

TECHNICAL SPECIFICATIONS

SECTION 12. GENERAL INFORMATION

12-01. Arrangement of Technical Specifications. The Technical Specifications are arranged in sections covering the various phases of work as follows:

Section No.	Title
12	General Information
13	Construction Details
14	Exclusions from General Conditions
15	Amendments to General Conditions

12-02. Arrangement of Plans. The Plans consist of four (4) sheets numbered 1 through 4 and they are hereby made a part of the Contract Documents.

12-03. Business Licenses. The Contractor and any subcontractors shall each secure and maintain a valid City of Ukiah Business License prior to the start of any portion of the work.

12-04. Permits. The Contractor shall obtain and pay for all permits required to complete this work except the required encroachment permit. The Contractor shall obtain an encroachment permit from the Public Works Department at no cost prior to the start of the Work. The encroachment permit will not be issued until the Contract Agreement and bonds have been executed, submitted, and accepted by the City and all insurance endorsements have been submitted to and accepted by the City's Risk Manager.

12-05. Standard Specifications and Standard Plans. The Standard Specifications and Standard Plans of the California State Department of Transportation, 2010, are hereby made a part of these Technical Specifications, and are hereinafter referred to as "Standard Specifications" and "Standard Plans."

Whenever the following terms are used in the Standard Specifications and the Standard Plans, they shall be understood to mean and refer to the following:

Department or Department of Transportation - The City Council.

Director of Public Works - The City of Ukiah Director of Public Works/City Engineer.

Engineer - The Engineer, designated by the Director of Public Works, acting either directly or through properly authorized agents, such agents acting within the scope of the particular duties entrusted to them.

Laboratory - The designated laboratory authorized by the City of Ukiah to test materials and work involved in the contract.

State - The City of Ukiah

Other terms appearing in the California Standard Specifications and the California Standard Plans shall have the intent and meaning specified in Section I, Definition of Terms of the California Standard Specifications.

In case of discrepancy between the contract documents, the order of precedence from the highest to lowest is as follows:

1. (City) Special Provisions (Technical Specifications)
2. (City) Project Plans
3. City Standard Plans and Details
4. California Standard Plans
5. California Standard Specifications

12-06. Temporary Facilities. All temporary facilities are the responsibility of the Contractor and the removal of said facilities shall be the responsibility of the Contractor. The Contractor shall be responsible for any and all damages to existing facilities which are a result of the installation and removal of the Contractor's temporary facilities.

12-07. Public Convenience and Safety. The Contractor shall conduct operations so as to cause the least possible obstruction and inconvenience to public traffic. The Contractor shall, at his or her expense, furnish such flag persons and furnish, erect, construct and maintain such fences, barriers, lights, signs, detours, pedestrian walkways, driveway ramps and bridging as may be necessary to give adequate warning to the public that work is in progress and that dangerous conditions exist, to provide access to abutting properties and to permit the flow of pedestrian and vehicular traffic to safely and expeditiously pass through the work.

The Contractor shall post notice(s) at the job sites a minimum of 72 hours in advance of working at the site, indicating the date and times that street parking will be prohibited. This notice shall be placed in obvious locations and be spaced no further than 250 feet apart along the length of the project site and on each side of the affected street. The Contractor shall also provide and place door hangers at all houses adjacent to working

area. The door hanger notification shall be in writing and it shall be submitted to the Engineer for approval a minimum of 5 working days prior to the proposed public notification. Full cost for "Public Convenience and Safety" shall be considered as included in the various items of work and no additional compensation will be made.

12-08. Maintaining Traffic. Attention is directed to Section 7-1.08, "Public Convenience," 7-1.09, "Public Safety," 7-1.092, "Lane Closure," and 7-1.095, "Flagging Costs," of the California Standard Specifications. Streets shall be open to through vehicular traffic during non-working hours. All public traffic shall be permitted to pass through the work with as little inconvenience and delay as possible. Full costs for "Maintaining Traffic", including "Flagging Costs", shall be considered as included in the various items of work and no additional compensation will be made. Street Closures shall conform to the provisions in the section of these Special Provisions entitled "Traffic Control System for Street Closure."

When leaving a work area and entering a roadway carrying public traffic, the Contractor's equipment, whether empty or loaded, shall in all cases yield to public traffic.

The full width of the traveled way shall be opened for use by public traffic on Saturdays, Sundays, and designated City holidays, after 3:00 p.m. Fridays and the day preceding designated City holidays, and when construction operations are not actively in progress.

Designated City holidays are: January 1st, the third Monday in January, the third Monday in February, the last Monday in May, July 4th, the first Monday in September, the second Monday in October, the second Monday in November, Thanksgiving Day, the day following Thanksgiving Day, December 24th, December 25th, December 30th, December 31st. When a designated City holiday falls on a Sunday, the following Monday shall be a designated City holiday. When a designated City holiday falls on a Saturday, the preceding Friday shall be a designated City holiday.

Minor deviations from the requirements of this section concerning hours of work which do not significantly change the cost of the work may be permitted upon the written request of the Contractor if in the opinion of the Engineer public traffic will be better served and the work expedited. Such deviations shall not be adopted until the Engineer has indicated his written approval. All other modifications will be made by contract change order. The fences, temporary railing (Type K), barricades, lights, signs, and other devices furnished and installed by the Contractor, at his expense, to conform to the provisions in said Section 7-1.09, and in addition to any construction area traffic control devices for which payment is provided for elsewhere in the specifications.

At the end of each working day if a difference in excess of 2 inches exists between the elevation of the existing pavement between lines, the contractor shall furnish and place portable delineators along said drop-off. "Do Not Pass" signs shall also be placed at 500 feet intervals when delineators are required. Full compensation for furnishing and placing delineators and signs shall be considered as included in the various items of work and no additional compensation will be allowed.

The fences, temporary railing (Type K), barricades, lights, signs, and other devices furnished and installed by the Contractor, at his expense, to conform to the provisions in said Section 7-1.09, and in addition to any construction area traffic control devices for which payment is provided for elsewhere in the specifications.

Payment. Full costs for "Maintaining Traffic", including "Flagging Costs" shall be considered as part of the lump sum payment for Traffic Control System and no additional compensation will be made.

12-09. Safety Requirements. The Contractor shall comply with all pertinent provisions of the Department of Labor "Safety and Health Regulations for Construction (29 FCS Part 1518, 36 CFR 7340)", with additions or modifications thereto, in effect during construction of this project.

12-10. Stream Pollution. The Contractor shall exercise precaution to limit the muddying or silting of live streams and drainage channels to the maximum extent practicable, and the Contractor's attention is called to the fact that the terms of this contract do not relieve him or her of responsibility for compliance with Sections 5650 and 12015 of the Fish and Game Code or other applicable statutes relating to pollution prevention or abatement.

The Contractor's attention is also directed to Section 7-1.01G, "Water Pollution," of the Standard Specifications and to Section 13, "Water Pollution Control", of the Construction Details Section concerning the requirement for submittal to the Engineer for approval a written program for the control of pollution to adjacent drainage courses during the construction of the project. Said written program shall include the erosion control provisions required by Section 13, "Temporary Erosion Control", of these Construction Details."

12-11. Warranties. Unless otherwise indicated, the Contractor shall warrant all materials provided and work performed under this contract for a period of one year from the date of final acceptance. The Contractor shall replace promptly and at his own expense any materials and/or workmanship that are faulty or defective during this warranty period.

12-12. Utilities. The owner will not arrange water, sewer or electrical services for construction. It is the Contractor's sole responsibility to arrange such services as necessary with the applicable utility provider(s).

12-13. Dust Control. Dust control shall conform to the provisions of Section 10 of the Standard Specifications. Full compensation for dust control shall be considered as included in the prices paid for the various contract items and no additional compensation will be made therefore. This includes the application of water for the purpose of controlling dust caused by public traffic within the project area. The Contractor may at his option use dust palliative in accordance with the provisions of Section 18, "Dust Palliative" of the Standard Specifications except that the full compensation for applying dust palliative shall be considered as included in the prices paid for the various contract items of work and no additional compensation will be made therefore.

All active construction areas shall be watered at least twice daily and more often during hot or windy periods. The active areas adjacent to the apartment complexes shall be kept damp at all times. Hauling trucks shall be covered or at least a two-foot freeboard shall be maintained.

Unpaved access roads, parking areas for construction equipment and construction employee vehicles, staging areas, and storage areas shall be paved or shall receive the application of either water twice daily or non-toxic soil stabilizers. All paved access roads, parking areas, staging areas, storage areas, and public roads impacted by the work of the project shall be swept daily with street sweepers equipped with water spray to remove soil materials that have been deposited on these surfaces by reason of the work.

The Contractor shall enclose, cover, or water twice daily or apply non-toxic soil stabilizers or install erosion control blankets to or on exposed stockpiles, embankment slopes, and cut slopes. Traffic speeds on unpaved surfaces shall be limited to a maximum speed of 15 mph

12-14. Noise Control. The Contractor's attention is directed to the provisions of section 7.1.01I, "Sound Control Requirements", of the Standard Specifications and Section 9.08, Saturday, Sunday, Holiday, and Night Work, of these General Conditions concerning the control of noise emissions and authorized work hours and days. Between 7:00 a.m. and 7:00 p.m., noise from Contractor's operations shall not exceed limits established by applicable laws or regulations and in no event shall exceed 86 dB at a distance of 50 feet from the noise source.

The City shall provide a Noise Disturbance Coordinator who shall be responsible for acting on any local complaints concerning the construction noise being generated by reason of the work of the project. The Contractor shall conspicuously post a telephone number for the Noise Disturbance Coordinator at the construction site and he shall include it in the construction schedule notice to be provided to the residents. The Noise Disturbance Coordinator shall investigate the noise complaint allegations and shall require the Contractor to implement reasonable measures to mitigate the noise level in accordance with the requirements of these General Conditions and of the Standard Specifications.

The Contractor shall locate all stationary noise generating construction equipment such as air compressors and generators as far as practical from the nearby residences and other noise sensitive land uses. The noise source

shall be acoustically shielded when practical. The Contractor shall prohibit unnecessary idling of internal combustion engines.

12-15. Watering. The application of water and the developing of a water supply shall be performed in accordance with the provisions of Section 17, "Watering," of the Standard Specifications except as modified by these Special Provisions. Full compensation for applying water where called for or as directed by the Engineer and for developing the water supply shall be considered as included in the prices paid for the various contract items and no additional compensation will be made therefore. The Contractor is advised that water may be obtained from fire hydrants within the project area under permit with the City's Public Works Department and upon the payment of a meter deposit. Permit application and inquiry as to the water usage fees are to be made at the City of Ukiah, 300 Seminary Avenue, phone (707) 463-6228.

12-16. Preconstruction Conference. A preconstruction conference will be held before any work will be allowed to commence. This meeting will cover inspection, work schedule, and among other items, the responsibilities and procedures of each of the interested parties to assure that the project will be completed in accordance with the contract documents.

12-17. Progress Schedule. Progress schedules will be required for this contract and shall conform to the provisions in Section 8-1.04, "Progress Schedule," of the Standard Specifications.

SECTION 13 - CONSTRUCTION DETAILS

13-01. Location and Scope of Work.

The work involves removing and constructing curb ramps in compliance with ADA standards.

Curb ramp construction locations are at the following locations:

West and east curb ramps adjacent to 998 South Dora Street, Ukiah CA.

The Contractor should familiarize himself with the local conditions of the project site. Failure to do so will in no way relieve him of the responsibility for performing any of the work or operations required as a part of this contract. Further information regarding the work or these specifications can be obtained from Mary Horger at (707) 463-6233.

13-02. Preservation of Property. The contractor shall conform to the provisions of Section 7-1.11, "Preservation of Property" of the Standard Specifications and to these Special Provisions. All costs to the Contractor for protecting, removing, modifying, relocating and restoring existing improvements shall be considered as included in the contract prices paid for the various items of work and no additional allowances will be made therefore.

Payment Full compensation for complying with this section of the Special Provisions shall be considered as included in the prices paid for the various contract items of work, and no additional compensation will be allowed therefore.

13-03. Watering. Developing water supply and applying shall conform to the provisions in Section 17 of the Standard Specifications and these Special Provisions. Water shall not be obtained from any of the nearby property owners without their written permission.

Payment. Full compensation for developing and applying water conforming to the above requirements shall be considered as included in the prices paid for the various contract items of work requiring water, and no additional compensation will be allowed therefore.

13-04. Saw Cut Asphalt Concrete. This work shall include saw cutting asphalt concrete pavement at the locations shown on the Project Plans and at locations as directed by the Engineer. The asphalt concrete shall be cut in a neat line to a minimum depth of 0.17 foot with a power driven saw before asphalt concrete is removed.

Payment. Full compensation for saw cutting asphalt concrete conforming to the above requirements shall be considered as included in the prices paid for the various contract items of work requiring construction of concrete ramps, and no additional compensation will be allowed therefore.

13-05. Remove Concrete Sidewalk. Concrete curb and gutter, sidewalk, and valley gutters shall be removed as indicated on the Project Plans and as directed by the Engineer. Disposal of concrete shall be in accordance with Section 13-02 "Existing Highway Facilities" of these Special Provisions.

Payment. Full compensation for **Remove Concrete Sidewalk** will be measured and paid for at the contract unit price per square foot and shall include full compensation for furnishing all labor, materials, tools, equipment and incidentals for performing all work involved in the removal of existing concrete sidewalk, pedestrian ramps and driveways, and miscellaneous flatwork, including but not limited to saw cutting, removal of concrete, sand and base rock, excavation, stockpiling removed materials, hauling and disposal of removed materials, and cleaning of materials, as specified in these Construction Details and shown on the Plans, and no additional allowances will be made therefor.

13-06. Asphalt Concrete Removal. Asphalt concrete pavement shall be removed as indicated on the Project Plans and as directed by the Engineer. Disposal of asphalt concrete shall be in accordance with Section 13-02 "Existing Highway Facilities" of these Special Provisions.

Payment. Full compensation for asphalt concrete removal conforming to the above requirements shall be considered as included in the prices paid for the various contract items of work requiring construction of concrete ramps, and no additional compensation will be allowed therefore.

13-07. Earthwork / Clearing & Grubbing. Earthwork shall conform to the provisions in Section 19 of the Standard Specifications except as provided herein.

Payment. Full compensation for all vegetation removal, hauling, disposal of material, excavation, grading, compaction of native material and Class 2 Aggregate Base material in the curb and gutter, sidewalk, wheelchair ramp, valley gutter and roadway areas, finished to subgrade, shall be considered as included in contract prices paid for the various contract items of work, and no additional compensation will be allowed therefore. Contractor is responsible for restoring all irrigation disturbed during construction of curb ramps or any necessary pruning of vegetation within the project limits as necessary at no extra charge as included the related line item work.

13-08. Subgrade Preparation. Subgrade preparation shall conform to the provisions in Section 19 of the Standard Specifications and these Special Provisions. Once Portland Cement Concrete and asphalt concrete is removed, the underlying material shall be inspected by the Engineer and a determination will be made by the Engineer as to whether or not the underlying material is suitable for the support of the new Portland Cement Concrete or asphalt concrete.

Once material is determined to be suitable, the material shall be graded and compacted to a minimum of 95% relative compaction to the grades necessary for the placement of Portland Cement Concrete or asphalt concrete. If additional material is needed to make these required grades, the material to be used shall be Class 2 Aggregate Base.

Payment. Full compensation for preparing subgrade including grading, compaction and the addition of Class 2 Aggregate Base if necessary to make grade as specified herein shall be considered as included in the contract prices paid for the various contract items of work to be placed on the subgrade, and no additional compensation will be allowed therefore.

13-09. Aggregate Base. Aggregate base shall be Class 2 aggregate base and shall conform to the provisions in Section 26 of the Standard Specifications for ¾ inch maximum size aggregate.

Payment. Full compensation for furnishing, and placing aggregate base shall be considered as included in the prices paid for asphalt concrete, minor concrete (curb and gutter, sidewalks, wheelchair ramps, and valley gutters), and no additional compensation will be allowed therefore.

13-11. Asphalt Concrete. Asphalt concrete shall be 1/2 inch maximum, medium grade, Type B with PG 64-16 asphalt binder. Liquid asphalt used for paint binder shall be RS-1 or Emulsion SS-1 and shall conform to the provisions in Section 39, 92, and 93 of the California Standard Specifications. Asphalt concrete shall be placed at a minimum compacted thickness of three (3) inches, or the thickness of the existing asphalt plus one (1) inch, whichever is greater, in the area between the existing pavement and lip of gutter after forms for the gutter have been removed. Asphalt concrete pavement shall be replaced in lifts, each not to exceed two (2) inches compacted thickness.

Payment. Full compensation for furnishing, and placing asphalt concrete shall be considered as included in the prices paid for concrete curb ramps, minor concrete (curb and gutter, sidewalks, wheelchair ramps, and valley gutters), and no additional compensation will be allowed therefore.

13-12. Minor Concrete. This work consists of constructing A1-6 curb, curb and gutter, sidewalks, wheelchair ramps, and valley gutters. All concrete shall be Class B containing not less than 470 pounds of Portland cement per cubic yard of concrete (5 Sack) as specified in Section 90 of the California Standard Specification.

Contractors attention is directed to the requirements of each ramp detail drawing and the following Standard Drawings: No. 101 "Score Mark Details, Sidewalk, Curb and Gutter", and No. 111 "Wheelchair Ramp Detail".

Curb and Gutter. The contractor shall remove existing asphalt concrete to provide forms for the lip of the gutter. Gutter width varies from site to site and Contractor should carefully review the Project Plans. All curb and gutter shall be measured and paid for as if it were standard curb and gutter per Standard Drawing No. 102. Curb and gutter shall not be poured monolithic with the sidewalk unless otherwise approved by the Engineer.

Measurement. Curb and gutter will be measured by the linear foot, in place along the face of curb.

Payment. The contract price paid per linear foot for curb and gutter shall include full compensation for furnishing all labor, materials, tools, and equipment, and doing all the work involved in constructing curb and gutter as specified including furnishing and placing aggregate base, and preparing subgrade, and no additional compensation will be allowed therefore.

Curb ramps. Curb and gutter may be poured monolithic with the curb ramp.

Curb Ramp Detectable Warning Surface: Pedestrian ramp detectable warning surface shall consist of raised truncated domes constructed with pedestrian ramps in conformance with the details shown on the plans and these special provisions. The detectable warning surface shall be Armor-Tile cast-in-place detectable warning surface or approved equal. The color of the detectable warning shall be yellow conforming to Federal Standard 595B, Color No. 33538.

The finished surfaces of the detectable warning surface shall be free from blemishes. Installation will be per manufacturer's instructions or as directed by the Engineer.

The manufacturer shall provide a written 5-year warranty for prefabricated detectable warning surfaces, guaranteeing replacement when there is a defect in the dome shape, color, fastness, sound-on-cane acoustic quality, resilience, or attachment. The warranty period shall begin upon final acceptance of the project.

Full compensation for furnishing, constructing, and installing curb ramp detectable warning surfaces shall be considered as included in the contract price paid for Wheelchair Ramp installation and no additional allowance will be made therefor.

Measurement. Curb ramps will be measured by the square foot in place. Curb and gutter adjacent to curb ramps will be measured and paid for as curb and gutter.

Payment. The contract price paid per square foot of curb ramps shall include full compensation for furnishing all labor, materials, tools, and equipment, and doing all the work involved in

constructing curb ramps as specified including furnishing and placing aggregate base, preparing subgrade, and protecting existing traffic sign poles and foundations, and no additional compensation will be allowed therefore.

Sidewalks. Sidewalks shall be constructed in accordance with City Standard Drawing No. 102. Sidewalks shall not be poured monolithic with the curb and gutter unless otherwise approved by the Engineer.

Measurement. Sidewalks will be measured by the square foot in place. Curb and gutter, or vertical concrete retaining curb adjacent to sidewalks will be measured and paid for as curb and gutter, or retaining curb.

Payment. The contract price paid per square foot for sidewalks shall include full compensation for furnishing all labor, materials, tools, and equipment, and doing all the work involved in constructing sidewalks as specified including furnishing and placing aggregate base, preparing subgrade, and protecting existing traffic sign poles and foundations, and no additional compensation will be allowed therefore.

Saw Cut Concrete. This work shall include saw cutting Portland Cement Concrete (PCC) sidewalks, driveway approaches, curb and gutters, and valley gutters at the locations shown on the Project Plans and at locations as directed by the Engineer. Except where the plans call for a full depth cut, the concrete shall be cut in a neat line to a minimum depth of 0.17 foot with a power driven saw before concrete is removed.

Payment. Full compensation for complying with this section of the Special Provisions shall be considered as included in the prices paid for the various contract items of work, and no additional compensation will be allowed therefore.

13-13. Construction Surveying. Construction surveying including horizontal and vertical control and staking shall be the responsibility of the Contractor. Vertical and horizontal control is to be established from the existing Control Points shown on the Plans. The City of Ukiah will provide control elevation staking points for the contractor to reference in the field through independent or subcontracted survey staking. Vertical control points will be provided at this time.

13-14. Traffic Control System for Street Closure. A traffic control system shall consist of closing streets in accordance with the Caltrans Manual of Traffic Controls for Construction and Maintenance Work Zones, the provisions of Section 12, "Construction Area Traffic Control Devices," of the Standard Specifications, and provisions under "Maintaining Traffic" elsewhere in these Special Provisions.

The provisions in this section will not relieve the Contractor of their responsibilities that may be necessary to comply with the provisions in Section 12-08, "Public Safety", of the Standard Specifications.

The base material of construction area signs may be plywood in City Right-of-Way, but shall not be plywood in the State Right-of Way.

The contractor shall develop and submit to the Engineer for approval a Traffic Control Plan a minimum of one week before beginning construction. The Traffic Control Plan shall show the planned method of traffic control during construction.

The following information shall be included in the Traffic Control Plan:

- Sequencing of construction
- Street layout, with street names and direction of flow
- Location and types of construction area signs (including pedestrian notification)
- Locations of barriers or other traffic control devices
- Location of flaggers
- A contingency plan for how to handle emergency vehicles

The Contractor shall not begin construction at the site until the Traffic Control Plan is reviewed and approved by the Engineer. The City reserves the right to delay the contractor's operations until such time that a Traffic Control Plan has been reviewed and approved by the Engineer.

If any component in the traffic control system is damaged, displaced, or ceases to operate or function as specified, from any cause, during the progress of the work, the Contractor shall immediately repair said component to its original condition or replace said component and shall restore the component to its original location.

When street closures are made for work periods only, at the end of each work period, all components of the traffic control system shall be removed from the traveled way and shoulder. If the contractor so elects, said components may be stored at select central locations, approved by the Engineer, within the limits of the street right-of-way.

Payment. The contract lump sum price paid for traffic control shall include full compensation for furnishing a Traffic Control Plan, furnishing all labor, materials (including signs), tools, equipment, and incidentals and for doing all the work involved in placing, removing, storing, maintaining and moving to new locations, replacing, and disposing of the components of the traffic control system as shown on the plans, as specified in the Standard Specifications and these Special Provisions, and as directed by the Engineer.

SECTION 14. EXCLUSIONS FROM GENERAL CONDITIONS

14-01. Provisions to be Excluded from General Conditions. The following designated provisions of the General Conditions are hereby determined to be inapplicable to the proposed work and, therefore, are hereby excluded from the terms of the Notice to Bidders, Proposal, Agreement and other contract documents as though entirely omitted from said General Conditions:

- (1) Section 6-02. Office at the Site
- (2) Section 7-03. Surveys

No other exclusions.

SECTION 15. AMENDMENTS TO GENERAL CONDITIONS

15-01. Sections of General Conditions to be Amended.

The following designated sections of the Special Provisions are hereby amended to read as follows:

No amendments.

BID SUBMITTAL CHECKLIST

The following is a checklist to assist you in your submission of your bid documents. Please make sure you include the following when submitting your bid documents to reduce the risk of having your bid rejected:

Did you include?...

- **Proposal** (Page 36)
 - Unit prices filled out clearly.
 - Extended prices filled out clearly and calculated correctly
 - Total bid amount filled out clearly and calculated correctly
 - Sign the proposal, and provide complete information
 - CLSB No. and expiration date
 - Department of Industrial Relations Public Works Contractor Registration Number
- **Fair Employment Practices Certification** (Page 40)
 - Filled out completely per instruction
- **Worker's Compensation Certificate** (Page 41)
 - Filled out completely per instruction
- **Certification of Non-Discrimination in Employment** (Page 42)
 - Filled out completely per instruction
- **List of Proposed Subcontractors** (Page 43)
 - Filled out completely per instruction
- **Statement of Experience** (Page 44)
- **Signature of Bidder** (Page 45)
 - Filled out completely per instruction
 - Authorized signature provided
- **Bidder's Bond** (Page 46)
 - Filled out completely per instruction
- **Non-Collusion Affidavit** (Page 47)
 - Filled out completely per instruction
 - Notarized
- **Addenda Issued**
 - Check the City website for any addenda issued: www.cityofukiah.com/purchasing.

**CITY OF UKIAH
MENDOCINO COUNTY, CALIFORNIA**

PROPOSAL

**FOR
PEDESTRIAN IMPROVEMENT PROJECT**

SPECIFICATION NO. 20-16

The undersigned, as bidder, declares that he or she has examined thoroughly all of the contract documents herein contained, that this proposal is made without collusion with any other person, firm or corporation and that all laws and ordinances relating to the interest of public officers in this contract have been complied with in every respect.

AND he or she proposes and agrees, if this proposal is accepted,

- 1) that he or she will contract with the City of Ukiah, Mendocino County, California, in the form of the copy of the agreement herein contained
 - a) to provide all necessary machinery, tools, apparatus and other means of construction;
 - b) to furnish all materials;
 - c) to provide all superintendence, overhead expenses and all labor and expenses of whatever nature necessary to complete the job in conformity with the specifications and drawings and other contract provisions herein or reasonably implied hereby or as necessary to complete the work in the manner and within the time named herein and according to the requirements and to the reasonable satisfaction of the City Engineer;
 - d) to pay all charges of freight transportation and hauling;
- 2) that he or she indemnifies the City against any loss or damage arising from any act of the undersigned as Contractor; and
- 3) that he or she will accept as full payment therefor the following sums:

BIDDING SCHEDULE

In the case of any discrepancy between the unit price and the total set forth for the item, the unit price shall prevail; provided, however, that if the amount set forth as a unit price is ambiguous, unintelligible or uncertain for any reason, or is omitted, or in the case of lump sum items, is not the same amount as the entry in the "Total" column, then the amount set forth in the "Total" column for the item shall prevail in accordance with the following:

1. As to lump sum items, the amount set forth in the "Total" column shall be the unit price;
2. As to unit basis items, the amount set forth in the "Total" column shall be divided by the estimated quantity for the item and the price thus obtained shall be the unit price.

The Total Base Bid shall be the sum of the items in the "Total" column. In case of discrepancy between the sum of the items in the "Total" column and the amount entered as Total Base Bid, the sum of the "Total" column items shall prevail. The bid comparison will be based on the sum of the items in the "total" column for each bidder.

The Unit prices for the various Construction Items below include all costs associated with the General Conditions, Special Provisions, Requirements of the Construction Contract, and represent the total, complete, in-place cost for each specific Construction Item in accordance with the Construction Documents, including all elements, work components, accessories, and connections, shown in applicable details or required to yield a complete, sound and functional component or system appropriate for its intended function, whether or not such is specifically described or listed in any description of measurement or payment. The total amount of the Construction items below shall represent the total and complete cost of the fully functional Project. All work not specifically listed below be required to complete the work of the various construction items and the cost of such shall be considered as included throughout the various unit prices indicated.

Lowest bid will be based on the lowest Base Bid.

NAME OF BIDDER:

SPEC #:

20-16

PROJECT NAME:

PEDESTRIAN IMPROVEMENT PROJECT

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	EXTENDED PRICE
1	TRAFFIC CONTROL	LS	1	\$	\$
2	MOBILIZATION	LS	1	\$	\$
3	TRAFFIC STRIPE (MUTCD FIG.3B-15 - PER PLAN)	LS	1	\$	\$
4	APPLY 12" YELLOW THERMOPLASTIC CONTINENTAL CROSSWALK	LS	1	\$	\$
5	INSTALL 3"X12" GALVANIZED BOX DRAIN	LF	30	\$	\$
6	REMOVE CONCRETE (CURB & GUTTER)	LF	80	\$	\$
7	REMOVE CONCRETE (SIDEWALK)	SF	178	\$	\$
8	MINOR CONCRETE (SIDEWALK)	SF	547	\$	\$
9	MINOR CONCRETE (CURB AND GUTTER)	LF	70	\$	\$
10	MINOR CONCRETE (PLANTER CURB)	LF	34	\$	\$
11	MINOR CONCRETE (PLANTER CURB AND GUTTER)	LF	26	\$	\$
12	MINOR CONCRETE (CURB RAMP)	SF	265	\$	\$
13	PARK-N-GUARD TD11500 (YELLOW)	LS	1	\$	\$
TOTAL BID→				\$	

We, the undersigned, acknowledge that the City Council has reserved the right to reject any or all bids and to determine which proposal is, in its opinion, the lowest responsive bid from a responsible bidder and that which it deems in the best interest of the City to accept. We, the undersigned, further agree, if this proposal shall be accepted, to sign the agreement and to furnish the required bonds with satisfactory surety, or sureties, within fifteen (15) calendar days after written notice that the contract is ready for signature; and, if the undersigned shall fail to contract, as aforesaid, it shall be understood that he or she has abandoned the contract and that, therefore, this proposal shall be null and void and the proposal guaranty accompanying this proposal, or the amount of said guaranty, shall be forfeited to and become the property of the City. Otherwise, the proposal guaranty accompanying this proposal shall be returned to the undersigned.

Witness our hands this day of _____, 20____.

Licensed in accordance with an act providing for the registration of California Contractors License No. _____, expiration date _____.

THE CONTRACTOR'S LICENSE NUMBER AND EXPIRATION DATE STATED HEREIN ARE MADE UNDER PENALTY OF PERJURY.

Department of Industrial Relations Public Works Contractor Registration Number: _____

Signature of bidder or bidders, with business name, address, phone number and fax number:

Notice: In the case of a corporation, give below the addresses of the principal office thereof and names and addresses of the President, Secretary, Treasurer.

FAIR EMPLOYMENT PRACTICES CERTIFICATION

TO: _____

The undersigned, in submitting a bid for performing the following work by Contract, hereby certifies that he or she has or will meet the standards of affirmative compliance with the Fair Employment Practices requirements of the Special Provisions contained herein.

PEDESTRIAN IMPROVEMENT PROJECT

(Signature of Bidder)

Business Mailing Address:

Business Location:

(The bidder shall execute the certification of this page prior to submitting his or her proposal.)

WORKER'S COMPENSATION CERTIFICATE

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Worker's Compensation or undertake self-insurance in accordance with the provisions of that code and I will comply with such provisions before commencing the performance of the work of this contract.

Witness my hand this _____ day of _____, 20____

Signature of Bidder, with Business Address:

CERTIFICATION OF NONDISCRIMINATION IN EMPLOYMENT

The bidder represents that he or she has/has not, participated in a previous contract or subcontract subject to either the equal opportunity clause herein or the clause contained in Section 301 of Executive Order 10925; that he or she has/has not, filed all required compliance reports; and that representations indicating submission of required compliance prior to subcontract awards.

Signature and address of Bidder:

_____ Date _____

(This certification shall be executed by the bidder in accordance with Section 60-1.6 of the Regulations of the President's Committee on Equal Employment Opportunity for implementing Executive Orders 10925 and 11114.)

LIST OF PROPOSED SUBCONTRACTORS

In compliance with the provisions of Sections 4100-4108 of the California Public Contract Code and any amendments thereof, each bidder shall set forth (a) the name and location of the place of business of each subcontractor who will perform work or labor or render service in or about the construction site or a subcontractor licensed by the State of California who, under subcontract to the prime contractor, specially fabricates and installs a portion of the work or improvement according to detailed drawings contained in the plans and specifications in an amount in excess of one-half of 1 percent of the total bid and (b) the California Contractor License Number for each subcontractor, and (c) the portion of the work to be done by each subcontractor. (See General Conditions Section 1-09.) Include with the name of each sub-contractor their Department of Industrial Relations Public Works Contractor Registration Number.

SUBCONTRACTOR NAME	SUBCONTRACTOR LICENSE NUMBER	SUBCONTRACTOR DIR REGISTRATION NUMBER	SUBCONTRACTOR BUSINESS ADDRESS	DESCRIPTION OF WORK

The bidder is required to state below what work of similar magnitude or character he or she has done and to give references that will enable the City Council to judge of his or her experience, skill and business standing and his or her ability to conduct work as completely and rapidly as required under the terms of the contract.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

SIGNATURE(S) OF BIDDER

Accompanying this proposal is _____
(insert the words "cash (\$)", "cashier's check" or "bidder's bond", as the case may be) in an amount equal to at least 10 percent of the bid.

The names of all persons interested in the foregoing proposal as principals are as follows:

IMPORTANT NOTICE: If bidder or other interested person is a corporation, provide the legal name of corporation and also the names of the president, secretary, treasurer and manager thereof. If a co-partnership, provide the true name of firm and also the names of all individual co-partners composing the firm. If bidder or other interested person is an individual, provide the first and last names in full.

Licensed in accordance with an act providing for the registration of Contractors:

License No. _____, License Expiration Date _____.

Signature(s) of Bidder: _____

NOTE: If bidder is a corporation, the legal name of the corporation shall be set forth above together with the signature of the officer or officers authorized to sign contracts on behalf of the corporation; if bidder is a co-partnership, the true name of the firm shall be set forth above together with the signature of the partner or partners authorized to sign contracts in behalf of the co-partnership; and if bidder is an individual, his or her signature shall be placed above. If a member of a partnership, a Power of Attorney must be on file with the Department prior to opening bids or submitted with the bid; otherwise, the bid will be disregarded as irregular and unauthorized.

Business address: _____

Place of residence: _____

Dated: _____

CITY OF UKIAH
Mendocino County, California

BIDDER'S BOND

KNOW ALL MEN BY THESE PRESENTS,

That we, _____

_____, as PRINCIPAL and

_____, as SURETY,

are held and firmly bound unto the City of Ukiah in the penal sum of 10 PERCENT OF THE TOTAL AMOUNT OF THE BID of the Principal above named, submitted by said Principal to the City of Ukiah, as the case may be, for the work described below, for the payment of which sum in lawful money of the United States, well and truly to be made, to the City Clerk to which said bid was submitted, we bind ourselves, our heirs, executors, administrators and successors jointly and severally, firmly by these presents. In no case shall the liability of the surety hereunder exceed the sum of \$ _____

THE CONDITION OF THIS OBLIGATION IS SUCH,

That whereas the Principal has submitted the above mentioned bid to the City of Ukiah, as aforesaid, for certain construction specifically described as follows, for which bids are to be opened at the Office of the City Clerk, Ukiah Civic Center, Ukiah, California, on May 12, 2021 for PEDESTRIAN IMPROVEMENT PROJECT, SPEC. 20-16.

NOW, THEREFORE, If the aforesaid Principal is awarded the contract and, within the time and manner required under the specifications, after the prescribed forms are presented to him or her for signatures, enters into a written contract, in the prescribed form, in accordance with the bid and files two bonds with the City of Ukiah, one to guarantee faithful performance and the other to guarantee payment for labor and materials, as required by law, then this obligation shall be null and void; otherwise, it shall be and remain in full force and virtue.

IN WITNESS WHEREOF, we have hereunto set our hands and seals on this _____ day of _____, A.D. 20_____.

_____(Seal)

_____(Seal)

_____(Seal)

Principal

_____(Seal)

_____(Seal)

_____(Seal)

Surety

Address: _____

NON-COLLUSION AFFIDAVIT

Note: Bidder shall execute the affidavit on this page prior to submitting his or her bid.

To City Council, City of Ukiah:

The undersigned in submitting a bid for performing PEDESTRIAN IMPROVEMENT PROJECT by contract, being duly sworn, deposes and says:

that he or she has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with such contract.

Signature(s) of Bidder

Business Address: _____

Place of Residence: _____

NOTARIZATION

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public in and for the County of _____, State of California.

My Commission Expires _____, 20 ____.

CITY OF UKIAH
Mendocino County, California

AGREEMENT
FOR
PEDESTRIAN IMPROVEMENT PROJECT
SPECIFICATION NO. 20-16

THIS AGREEMENT, made this _____ day of _____, 20____, by and between the City of Ukiah, Mendocino County, California, hereinafter called the City and _____ hereinafter called the Contractor,

WITNESSETH:

WHEREAS, the City has caused to be prepared in accordance with law, specifications, drawings and other contract documents for the work herein described and shown and has approved and adopted these contract documents, specifications and drawings and has caused to be published in the manner and for the time required by law a notice to bidders inviting sealed proposals for doing the work in accordance with the terms of this contract and

WHEREAS, the Contractor, in response to the notice to bidders, has submitted to the City a sealed proposal accompanied by a proposal guaranty in an amount of not less than 10 percent of the bid price for the construction of the proposed work in accordance with the terms of this contract and

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and canvassed the proposals submitted and as a result has determined and declared the Contractor to be the lowest and best regular responsible bidder for the work and for the sums named in the proposal,

NOW, THEREFORE, THIS AGREEMENT WITNESSETH:

Article 1. Work to be Done and Contract Days Allowed.

That the Contractor shall provide all necessary machinery, tools, apparatus and other means of construction; shall furnish all materials, superintendence, overhead, expenses, all labor and expenses of whatever nature necessary for completion of the work in conformity with the Special Provisions and other contract documents hereto attached and according to such instructions as may be given by the Engineer. The Contractor shall complete the work within twenty (20) working days. Contract days shall be counted starting with the 10th day following receipt of notice that the contract has been executed by the City. Contractor, at his or her option, may begin work prior to start of counting contract days, however, in no event shall the Contractor start work without giving notification to the Engineer at least 72 hours prior to the start of work, without obtaining an encroachment permit from the City, or without having submitted certificates of insurance that have been accepted and approved by the Engineer

Article II. Contract Prices.

That the City shall pay the Contractor the prices stated in the proposal submitted by the Contractor, for complete performance of the contract by the Contractor. The Contractor hereby agrees to accept the prices as full compensation for all material and appliances necessary to the work, for all labor and use of tools and other implements necessary to execute the work contemplated in this contract; for all loss or damage arising out of the nature of the work or from the action of the elements, or from any unforeseen obstructions or difficulties which may be encountered in the prosecution of the work; for all risks of every description connected therewith; for all expenses of the work, as herein specified; for all liability and other insurance, for all overhead and other expenses incident to the work; all according to the Contract Drawings, the Special Provisions, the Details, the instructions and the requirements of the City.

Article III. Labor Discrimination.

Attention is directed to Section 1735 of the Labor Code, which reads as follows:

"No discrimination shall be made in the employment of persons upon public works because of the race, color, national origin or ancestry, or religion of such persons and every contractor for public works violating this section is subject to all the penalties imposed for a violation of this chapter."

In connection with the performance of work under this contract, the Contractor agrees as follows:

- (a) The Contractor will not willfully discriminate against any employee or an applicant for employment because of race, color, religion, ancestry, or national origin. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, ancestry, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the awarding authority setting forth the provisions of this Fair Employment Practice section.
- (b) The Contractor will send to each labor union or representative of workers with which he or she has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the awarding authority, advising the said labor union or worker's representative of the Contractor's commitments under this section, to employees and applicants for employment.
- (c) The Contractor will permit access to his or her records of employment, employment advertisements, application forms and other pertinent data and records by the Fair Employment Practices Commission, City of Ukiah or any other appropriate agency of the State of California designated by the awarding authority, for the purposes of investigation to ascertain compliance with the Fair Employment Practices section of this contract.
- (d) A finding of willful violation of the Fair Employment Practices section of this Contract or of the Fair Employment Practices Act shall be regarded by the awarding authority as a basis for determining the Contractor to be not a "responsible bidder" as to future contracts for which such Contractor may submit bids, for revoking the Contractor's pre-qualification rating, if any and for refusing to establish, reestablish or renew a pre-qualification rating for the Contractor.

The City of Ukiah shall deem a finding of willful receipt of written notice from the Fair Employment Practices Act to have occurred upon that it has investigated and determined that the Contractor has violated the Fair Employment Practices Act and has issued an order under Labor Code Section 1426 or obtained an injunction under Labor Code Section 1429.

Upon receipt of such written notice from the Fair Employment Practices Commission, the City shall notify the Contractor that unless he or she demonstrates to the satisfaction of the awarding authority within a stated period that the violation has been corrected, his or her pre-qualification rating will be revoked at the expiration of such period.

- (e) The Contractor agrees that should the City determine that the Contractor has not complied with the Fair Employment Practices section of this Contract, then pursuant to Labor Code Section 1735 and 1775 the Contractor shall, as a penalty to the City, forfeit for each calendar day or portion thereof, for each person who was denied employment as a result of such non-compliance, the penalties provided in the Labor Code for violation of prevailing wage rates. Such monies may be recovered from the Contractor. The City may deduct any such damages from any monies due the Contractor.
- (f) Nothing contained in this Fair Employment Practices section shall be construed in any manner of fashion so as to prevent the City or the State of California from pursuing any other remedies that may be available at law.
- (g) Prior to awarding the Contract, the Contractor shall certify to the awarding authority that he or she has or will meet the following standards for affirmative compliance, which shall be evaluated in each case by the awarding authority:
 - (1) The Contractor shall provide evidence, as required by the City that he or she has notified all supervisors, foremen and other personnel officers in writing of the content of the anti-discrimination clause and their responsibilities under it.
 - (2) The Contractor shall provide evidence, as required by the City, that he or she has notified all sources of employees' referrals (including unions, employment agencies, advertisements, Department of Employment) of the content of the anti-discrimination clause.
 - (3) The Contractor shall file a basic compliance report, as required by the City. Willfully false statements made in such reports shall be punishable as provided by law. The compliance report shall also spell out the sources of the work force and who has the responsibility for determining whom to hire, or whether or not to hire.
 - (4) Personally, or through his or her representatives, the Contractor shall, through negotiations with the unions with whom he or she has agreements, attempt to develop an agreement which will:
 - a. Spell out responsibilities for nondiscrimination in hiring, referral, upgrading and training.
 - b. Otherwise implement an affirmative anti-discrimination program in terms of the unions' specific areas of skill and geography to the end that qualified minority workers will be available and given and equal opportunity for employment.
 - (5) The Contractor shall notify the City of opposition to the anti-discrimination clause by individuals, firms or organizations during the period of its pre-qualification.
- (h) The Contractor will include the provisions of the foregoing paragraphs 1 through 5 in every first tier subcontract so that such provisions will be binding upon each such subcontractor.
- (i) The "Fair Employment Practices Certification" must be completed and signed prior to the time of submitting the bid.

Article IV. Parts of the Contract.

That the complete contract consists of the following documents, all of which shall be considered a part of this agreement.

1. Notice to Bidders
2. Wage Rates
3. General Conditions
4. Technical Specifications
5. Proposal
6. Fair Employment Practices Certification
7. Agreement
8. Contract Bonds
9. Contract Drawings and Construction Details
10. Standard Drawings
11. Indemnification Agreement

IN WITNESS WHEREOF, this contract being executed in duplicate and the parties having caused their names to be signed by authority of their duly authorized office this ____ day of _____, 20 ____.

CITY OF UKIAH, MENDOCINO COUNTY, CALIFORNIA

By: _____
CITY MANAGER, CITY OF UKIAH

Attest: _____
CITY CLERK, CITY OF UKIAH

By: _____
CONTRACTOR

Attest: _____

Title: _____

The foregoing contract is approved as to form and legality this ____ day of _____, 20 ____.

CITY ATTORNEY, CITY OF UKIAH

INDEMNIFICATION AGREEMENT

This Indemnification Agreement is made and entered in Ukiah, California, on _____, 20____,
by and between the City of Ukiah (Ukiah) and _____ (Contractor).

Contractor is

_____ for Ukiah.

As a condition of issuing the work order, attached hereto, Ukiah requires assurance that Contractor will protect Ukiah from damage or damage claims which arise from its performance of the work.

Accordingly, Contractor agrees as follows:

1. **Indemnification.** Contractor shall indemnify and hold harmless Ukiah and its officers, agents, and employees from and against any claim, loss, or damage, including the legal and other costs of defending against any claim of damage or loss which arises out of the Contractor's negligent or wrongful performance under the work order attached hereto, except for claims, losses, or damages resulting from the sole and exclusive negligence or other wrongful conduct of Ukiah or its officers, agents and employees.

CONTRACTOR

BY: _____

TITLE: _____

CITY OF UKIAH
Mendocino County, California

FAITHFUL PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS,

That we the undersigned, _____

AS PRINCIPAL, and

AS SURETY,

are held firmly bound unto **THE CITY OF UKIAH**, hereinafter called the "City", in the penal sum of

_____ dollars (\$ _____)
for the payment of which sum we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally.

WHEREAS, the Principal has entered into a certain Contract with the City, dated _____, 20____, a copy of which is hereto attached and made a part hereof,

NOW, THEREFORE, the condition of this obligation is such that if the Principal shall in all respects fully perform the Contract and all duly authorized modifications thereof, during its original term and any extensions thereof that may be granted and during any guaranty period for which the Contract provides, and if the Principal shall fully satisfy all claims, arising out of the prosecution of the work under the Contract and shall fully indemnify the City for all expenses which it may incur by reason of such claims, including its attorney's fees and court costs, and if the Principal shall make full payment to all persons supplying labor, services, materials, or equipment in the prosecution of the work under the Contract, in default of which such persons shall have a direct right of action hereupon; and if the Principal shall pay or cause to be paid all sales and use taxes payable as a result of the performance of the Contract as well as payment of gasoline and special motor fuels taxes in the performance of the Contract and all motor vehicle fees required for commercial motor vehicles used in connection with the performance of the Contract, then this obligation shall be void; otherwise, it shall remain in full force and effect. No modification of the Contract or extension of the term thereof, nor any forbearance on the part of the City shall in any way release the Principal or the Surety from liability hereunder. Notice to the Surety of any such modification, extension, or forbearance is hereby waived.

IN WITNESS WHEREOF, the aforesaid Principal and Surety have executed this instrument and affixed their seals hereto, this _____ day of _____, 20____.

In the presence of:

WITNESS:

_____(SEAL)
(Individual Principal)

(Business Address)

(City/State/Zip Code)

WITNESS:

_____(SEAL)
(Corporate Principal)

(Business Address)

(City/State/Zip Code)

ATTEST:

(Corporate Principal) Affix
Corporate
Seal

(Business Address)

(City/State/Zip Code)

ATTEST:

(Corporate Surety) Affix
Corporate
Seal

(Business Address)

(City/State/Zip Code)

The rate of premium on this bond is \$_____ per thousand.

The total amount of premium charges is \$_____..

(The above is to be filled in by Surety Company). (Power of Attorney of person signing for Surety Company must be attached).

(CERTIFICATE AS TO CORPORATE PRINCIPAL)

I, _____, certify that I am the
_____ Secretary of the corporation named as Principal in the foregoing bond;
that _____, who signed the said bond on behalf of the Principal, was
then _____ of said corporation; that I know his signature, and
that his signature thereto is genuine; and that said bond was duly signed, sealed, and attested to for and in
behalf of said corporation by authority of its governing body.

_____ Affix Corporate Seal

CITY OF UKIAH
Mendocino County, California

MATERIAL AND LABOR BOND

KNOW ALL MEN BY THESE PRESENTS,

That we the undersigned, _____

_____, **AS PRINCIPAL,**
and

_____, **AS SURETY,**

are held firmly bound unto **THE CITY OF UKIAH**, hereinafter called the "City" in the penal sum of dollars (\$_____) for the payment of which sum we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally.

WHEREAS, the Principal has entered into a certain Contract with the City, dated _____, 20____, a copy of which is hereto attached and made a part hereof,

NOW, THEREFORE, the condition of this obligation is such that if the Principal shall in all respects fully perform the Contract and all duly authorized modifications thereof, during its original term and any extensions thereof that may be granted and during any guaranty period for which the Contract provides, and if the Principal shall fully satisfy all claims, arising out of the prosecution of the work under the Contract and shall fully indemnify the City for all expenses which it may incur by reason of such claims, including its attorney's fees and court costs, and if the Principal shall make full payment to all persons supplying labor, services, materials, or equipment in the prosecution of the work under the Contract, in default of which such persons shall have a direct right of action hereupon; and if the Principal shall pay or cause to be paid all sales and use taxes payable as a result of the performance of the Contract as well as payment of gasoline and special motor fuels taxes in the performance of the Contract and all motor vehicle fees required for commercial motor vehicles used in connection with the performance of the Contract, then this obligation shall be void; otherwise, it shall remain in full force and effect. No modification of the Contract or extension of the term thereof, nor any forbearance on the part of the City shall in any way release the Principal or the Surety from liability hereunder. Notice to the Surety of any such modification, extension, or forbearance is hereby waived.

IN WITNESS WHEREOF, the aforesaid Principal and Surety have executed this instrument and affixed their seals hereto, this _____ day of _____, 20_____.

In the presence of:

WITNESS:

_____(SEAL)
(Individual Principal)

(Business Address)

(City/State/Zip Code)

WITNESS:

_____(SEAL)
(Corporate Principal)

(Business Address)

(City/State/Zip Code)

ATTEST:

(Corporate Principal) Affix
Corporate
Seal

(Business Address)

(City/State/Zip Code)

ATTEST:

(Corporate Surety) Affix
Corporate
Seal

(Business Address)

(City/State/Zip Code)

The rate of premium on this bond is \$_____ per thousand.

The total amount of premium charges is \$_____.

(The above is to be filled in by Surety Company). (Power of Attorney of person signing for Surety Company must be attached).

(CERTIFICATE AS TO CORPORATE PRINCIPAL)

I, _____, certify that I am the

Secretary of the corporation named as Principal in the foregoing bond;
that _____, who signed the said bond on behalf of the Principal, was
then _____ of said corporation; that I know his signature, and
that his signature thereto is genuine; and that said bond was duly signed, sealed, and attested to for and in
behalf of said corporation by authority of its governing body.

Affix Corporate Seal

DIRECTIONS FOR PREPARATION OF PERFORMANCE AND MATERIAL AND LABOR BOND

1. Individual sureties, partnerships, or corporations not in the surety business will not be acceptable.
2. The name of the Principal shall be shown exactly as it appears in the Contract.
3. The penal sum shall not be less than required by the Specifications.
4. If the Principals are partners or joint venturers, each member shall execute the bond as an individual and state his place of residence.
5. If the Principal is a corporation, the bond shall be executed under its corporate seal.
If the corporation has no corporate seal, it shall so state and affix a scroll or adhesive seal following the corporate name.
6. The official character and authority of the person(s) executing the bond for the Principal, if a corporation, shall be certified by the Secretary or Assistant Secretary thereof under the corporate seal, or copies attached to such records of the corporation as will evidence the official character and authority of the officer signing, duly certified by the Secretary or Assistant Secretary, under the corporate seal, to be true copies.
7. The current power-of-attorney of the person signing for the surety company must be attached to the bond.
8. The date of the bond must not be prior to the date of the Contract.
9. The following information must be placed on the bond by the surety company:
 - a. The rate of premium in dollars per thousand; and
 - b. The total dollar amount of premium charged.
10. The signature of a witness shall appear in the appropriate place attending to the signature of each party of the bond.
11. Type or print the name underneath each signature appearing on the bond.
12. An executed copy of the bond must be attached to each copy of the Contract (original counterpart) intended for signing.

CITY OF UKIAH
Mendocino County, California

DEFECTIVE MATERIAL AND WORKMANSHIP (MAINTENANCE) BOND

KNOW ALL MEN BY THESE PRESENTS,

That we, _____,
_____, as **PRINCIPAL**

and _____,
_____, as **SURETY,**

are held and firmly bound unto the **City of Ukiah** as Obligee, in the penal sum of

_____, (\$ _____),
(5 PERCENT OF THE FINAL CONTRACT AMOUNT)

to which payment well and truly to be made, we do bind ourselves, our and each of our heirs, executors, administrators, successors and assigns jointly and severally, firmly by these presents.

WHEREAS, the said Principal entered into a Contract with the City Of Ukiah

dated _____

for _____

WHEREAS, said Contract has been completed, and was approved on the _____ day of _____,
_____.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Principal shall guarantee that the work will be free of any defective materials or workmanship which become apparent during the period of one (1) year following completion of the Contract, then this obligation shall be void, otherwise to remain in full force and effect, provided however, any additional warranty or guarantee whether expressed or implied is extended by the Principal or Manufacturer only, and the surety assumes no liability for such a guarantee.

Signed, sealed, and dated this _____ day of _____, 20_____.

_____(Seal)

BY: _____(Seal)

_____(Seal)

Principal

_____(Seal)

BY: _____(Seal)

_____(Seal)

Surety

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6 @B?21	LETTER B		
	COMPANY		
	LETTER C		
	COMPANY		
	LETTER D		
	COMPANY		
	LETTER E		

0< 9A? %	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	EXPIRATION DATE (MM/DD/YY)	ALL LIMITS IN THOUSANDS	
	42;24ERAL LIABILITY ☐ COMMERCIAL ☐ CLAIMS MADE ☐ OCCURRENCE ☐ OWNER'S & CONTRACTOR'S PROT. ☐ OTHER				GENERAL AGGREGATE	\$
					PRODUCTS COMP/OPS AGGREGATE	\$
					PERSONAL & ADVERTISING INJURY	\$
					EACH OCCURANCE	\$
					FIRE DAMAGE (any one fire)	\$
					MEDICAL EXPENSES (any one person)	\$
	.BA 'OMOTIVE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS ☐ GARAGE LIABILITY				COMBINED SINGLE LIMIT	\$
					BODILY INJURY (per person)	\$
					BODILY INJURY (per accident)	\$
					PROPERTY DAMAGE	\$
	2ECESS LIABILITY ☐ UMBRELLA ☐ OTHER THAN UMBRELLA FORM				EACH OCCURRENCE	\$
					AGGREGATE	\$
	☐ WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY				STATUTORY	
					EACH ACCIDENT	\$
					DISEASE - POLICY LIMIT	\$
					DISEASE - EACH EMPLOYEE	\$
	=?<>PERTY DAMAGE ☐ COURSE OF CONSTRUCTION				AMOUNT OF INSURANCE	\$

[illegible]

[illegible]

PEDESTRIAN IMPROVEMENT PROJECT											
Owner:City of Ukiah											
Bid Opening:2021-05-12				* marks an allowance		Northwest Construction Inc.			Gregg Simpson Trucking		
						9011 Colony Drive			11 Highland Street		
						Redwood Valley, CA 95470			Ukiah, CA 95482		
						US			US		
						Bid Status:Valid			Bid Status:Valid		
Bid Item List											
Item #	Item Code	Item Description	Quantity	Unit of Measure	Unit Price		Item Total		Unit Price		Item Total
1		TRAFFIC CONTROL	1	LS	\$2,000.00		\$2,000.00		\$7,500.00		\$7,500.00
2		MOBILIZATION	1	LS	\$4,500.00		\$4,500.00		\$2,500.00		\$2,500.00
3		TRAFFIC STRIPE (MUTCD FIG.3B-15 - PER	1	LS	\$3,740.00		\$3,740.00		\$4,114.00		\$4,114.00
4		APPLY 12" YELLOW THERMOPLASTIC	1	LS	\$3,740.00		\$3,740.00		\$4,114.00		\$4,114.00
5		INSTALL 3"X12" GALVANIZED	30	LF	\$60.00		\$1,800.00		\$102.00		\$3,060.00
6		REMOVE CONCRETE (CURB & GUTTER)	80	LF	\$19.00		\$1,520.00		\$32.00		\$2,560.00
7		REMOVE CONCRETE (SIDEWALK)	178	SF	\$10.00		\$1,780.00		\$15.00		\$2,670.00
8		MINOR CONCRETE (SIDEWALK)	547	SF	\$12.00		\$6,564.00		\$19.00		\$10,393.00
9		MINOR CONCRETE (CURB AND GUTTER)	70	LF	\$75.00		\$5,250.00		\$75.00		\$5,250.00
10		MINOR CONCRETE (PLANTER CURB)	34	LF	\$40.00		\$1,360.00		\$20.00		\$680.00
11		MINOR CONCRETE (PLANTER CURB AND	26	LF	\$125.00		\$3,250.00		\$25.00		\$650.00
12		MINOR CONCRETE (CURB RAMP)	265	SF	\$16.00		\$4,240.00		\$22.00		\$5,830.00
13		PARK-N-GUARD TD11500 (YELLOW)	1	LS	\$2,500.00		\$2,500.00		\$900.00		\$900.00
Bid List Total							\$42,244.00				\$50,221.00
Total Bid Amount							\$42,244.00				\$50,221.00
Listed Subs						Fine Line Striping, Inc. PO Box 1836 Rohnert Park, CA 94928					

NAME OF BIDDER:
SPEC #:
PROJECT NAME:

NORTHWEST CONSTRUCTION
20-16
PEDESTRIAN IMPROVEMENT PROJECT

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	EXTENDED PRICE
1	TRAFFIC CONTROL	LS	1	\$ 2,000.00	\$ 2,000.00
2	MOBILIZATION	LS	1	\$ 4,500.00	\$ 4,500.00
3	TRAFFIC STRIPE (MUTCD FIG.3B-15 - PER PLAN)	LS	1	\$ 3,740.00	\$ 3,740.00
4	APPLY 12" YELLOW THERMOPLASTIC CONTINENTAL CROSSWALK	LS	1	\$ 3,740.00	\$ 3,740.00
5	INSTALL 3"X12" GALVANIZED BOX DRAIN	LF	30	\$ 60.00	\$ 1,800.00
6	REMOVE CONCRETE (CURB & GUTTER)	LF	80	\$ 19.00	\$ 1,520.00
7	REMOVE CONCRETE (SIDEWALK)	SF	178	\$ 10.00	\$ 1,780.00
8	MINOR CONCRETE (SIDEWALK)	SF	547	\$ 12.00	\$ 6,564.00
9	MINOR CONCRETE (CURB AND GUTTER)	LF	70	\$ 75.00	\$ 5,250.00
10	MINOR CONCRETE (PLANTER CURB)	LF	34	\$ 40.00	\$ 1,360.00
11	MINOR CONCRETE (PLANTER CURB AND GUTTER)	LF	26	\$ 125.00	\$ 3,250.00
12	MINOR CONCRETE (CURB RAMP)	SF	265	\$ 16.00	\$ 4,240.00
13	PARK-N-GUARD TD11500 (YELLOW)	LS	1	\$ 2,500.00	\$ 2,500.00
TOTAL BID→				\$ 42,244.00	

We, the undersigned, acknowledge that the City Council has reserved the right to reject any or all bids and to determine which proposal is, in its opinion, the lowest responsive bid from a responsible bidder and that which it deems in the best interest of the City to accept. We, the undersigned, further agree, if this proposal shall be accepted, to sign the agreement and to furnish the required bonds with satisfactory surety, or sureties, within fifteen (15) calendar days after written notice that the contract is ready for signature; and, if the undersigned shall fail to contract, as aforesaid, it shall be understood that he or she has abandoned the contract and that, therefore, this proposal shall be null and void and the proposal guaranty accompanying this proposal, or the amount of said guaranty, shall be forfeited to and become the property of the City. Otherwise, the proposal guaranty accompanying this proposal shall be returned to the undersigned.

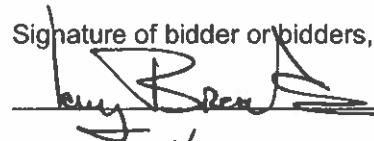
Witness our hands this day of May 12,, 2021.

Licensed in accordance with an act providing for the registration of California Contractors License No. 865329, expiration date 10-31-21.

THE CONTRACTOR'S LICENSE NUMBER AND EXPIRATION DATE STATED HEREIN ARE MADE UNDER PENALTY OF PERJURY.

Department of Industrial Relations Public Works Contractor Registration Number: 10000 46909

Signature of bidder or bidders, with business name, address, phone number and fax number:


NORTHWEST CONSTRUCTION INC.
9011 Colony Drive Redwood Valley, CA 95470
707-485-6210 EMAIL: CNORTHWEST@COMCAST.NET

Notice: In the case of a corporation, give below the addresses of the principal office thereof and names and addresses of the President, Secretary, Treasurer.

LARRY BROOKS PRESIDENT.

FAIR EMPLOYMENT PRACTICES CERTIFICATION

TO: _____

The undersigned, in submitting a bid for performing the following work by Contract, hereby certifies that he or she has or will meet the standards of affirmative compliance with the Fair Employment Practices requirements of the Special Provisions contained herein.

PEDESTRIAN IMPROVEMENT PROJECT



(Signature of Bidder)

Business Mailing Address:

9011 COLONY DRIVE
Redwood Valley CA, 95470

Business Location:

Same as above

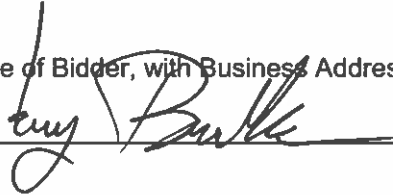
(The bidder shall execute the certification of this page prior to submitting his or her proposal.)

WORKER'S COMPENSATION CERTIFICATE

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Worker's Compensation or undertake self-insurance in accordance with the provisions of that code and I will comply with such provisions before commencing the performance of the work of this contract.

Witness my hand this 12 day of May, 2021

Signature of Bidder, with Business Address:

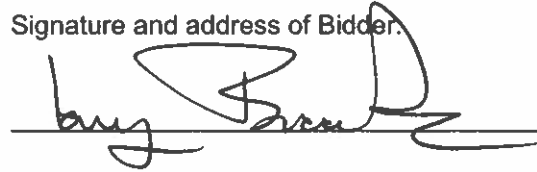


9011 Colony Drive
Redwood Valley, CA 95470

CERTIFICATION OF NONDISCRIMINATION IN EMPLOYMENT

The bidder represents that he or she has/has not, participated in a previous contract or subcontract subject to either the equal opportunity clause herein or the clause contained in Section 301 of Executive Order 10925; that he or she has/has not, filed all required compliance reports; and that representations indicating submission of required compliance prior to subcontract awards.

Signature and address of Bidder.



Date 5/12/2021

(This certification shall be executed by the bidder in accordance with Section 60-1.6 of the Regulations of the President's Committee on Equal Employment Opportunity for implementing Executive Orders 10925 and 11114.)

LIST OF PROPOSED SUBCONTRACTORS

In compliance with the provisions of Sections 4100-4108 of the California Public Contract Code and any amendments thereof, each bidder shall set forth (a) the name and location of the place of business of each subcontractor who will perform work or labor or render service in or about the construction site or a subcontractor licensed by the State of California who, under subcontract to the prime contractor, specially fabricates and installs a portion of the work or improvement according to detailed drawings contained in the plans and specifications in an amount in excess of one-half of 1 percent of the total bid and (b) the California Contractor License Number for each subcontractor, and (c) the portion of the work to be done by each subcontractor. (See General Conditions Section 1-09.) Include with the name of each sub-contractor their Department of Industrial Relations Public Works Contractor Registration Number.

SUBCONTRACTOR NAME	SUBCONTRACTOR LICENSE NUMBER	SUBCONTRACTOR DIR REGISTRATION NUMBER	SUBCONTRACTOR BUSINESS ADDRESS	DESCRIPTION OF WORK
PINE LINE STRIPING INC.	737590	1000014429	P.O. Box 1836 Rohnert Park CA 94928	ITEMS - #3, #4, #13

STATEMENT OF EXPERIENCE OF BIDDER

The bidder is required to state below what work of similar magnitude or character he or she has done and to give references that will enable the City Council to judge of his or her experience, skill and business standing and his or her ability to conduct work as completely and rapidly as required under the terms of the contract.

CITY OF OKLAHOMA "GIMMICK STREET RENOV" IN 2018

IN BUSINESS FOR OVER 20 YEARS - NORTHWEST CORNER.

SIGNATURE(S) OF BIDDER

Accompanying this proposal is BIDDER'S BOND
(insert the words "cash (\$)", "cashier's check" or "bidder's bond", as the case may be) in an amount equal to at least 10 percent of the bid.

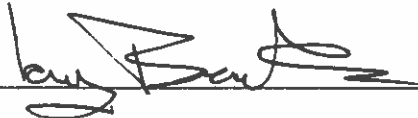
The names of all persons interested in the foregoing proposal as principals are as follows:

IMPORTANT NOTICE: If bidder or other interested person is a corporation, provide the legal name of corporation and also the names of the president, secretary, treasurer and manager thereof. If a co-partnership, provide the true name of firm and also the names of all individual co-partners composing the firm. If bidder or other interested person is an individual, provide the first and last names in full.

NORTHWEST CONSTRUCTION INC.
LARRY BROOKS PRESIDENT

Licensed in accordance with an act providing for the registration of Contractors:

License No. 865329, License Expiration Date 10/31/2021

Signature(s) of Bidder: 

NOTE: If bidder is a corporation, the legal name of the corporation shall be set forth above together with the signature of the officer or officers authorized to sign contracts on behalf of the corporation; if bidder is a co-partnership, the true name of the firm shall be set forth above together with the signature of the partner or partners authorized to sign contracts in behalf of the co-partnership; and if bidder is an individual, his or her signature shall be placed above. If a member of a partnership, a Power of Attorney must be on file with the Department prior to opening bids or submitted with the bid; otherwise, the bid will be disregarded as irregular and unauthorized.

Business address: 9011 COLONY DRIVE
RODMAN VALLEY, CA 95470

Place of residence: SAME AS ABOVE

Dated: 5/12/2021

CITY OF UKIAH
Mendocino County, California

BIDDER'S BOND

KNOW ALL MEN BY THESE PRESENTS,

That we, _____
_____, as PRINCIPAL and

_____, as SURETY,

are held and firmly bound unto the City of Ukiah in the penal sum of 10 PERCENT OF THE TOTAL AMOUNT OF THE BID of the Principal above named, submitted by said Principal to the City of Ukiah, as the case may be, for the work described below, for the payment of which sum in lawful money of the United States, well and truly to be made, to the City Clerk to which said bid was submitted, we bind ourselves, our heirs, executors, administrators and successors jointly and severally, firmly by these presents. In no case shall the liability of the surety hereunder exceed the sum of \$ _____

THE CONDITION OF THIS OBLIGATION IS SUCH,

That whereas the Principal has submitted the above mentioned bid to the City of Ukiah, as aforesaid, for certain construction specifically described as follows, for which bids are to be opened at the Office of the City Clerk, Ukiah Civic Center, Ukiah, California, on May 12, 2021 for PEDESTRIAN IMPROVEMENT PROJECT, SPEC. 20-16.

NOW, THEREFORE, If the aforesaid Principal is awarded the contract and, within the time and manner required under the specifications, after the prescribed forms are presented to him or her for signatures, enters into a written contract, in the prescribed form, in accordance with the bid and files two bonds with the City of Ukiah, one to guarantee faithful performance and the other to guarantee payment for labor and materials, as required by law, then this obligation shall be null and void; otherwise, it shall be and remain in full force and virtue.

IN WITNESS WHEREOF, we have hereunto set our hands and seals on this _____ day of _____, A.D. 20____.

_____(Seal)

_____(Seal)

_____(Seal)

Principal

_____(Seal)

_____(Seal)

_____(Seal)

Surety

Address: _____

CITY OF UKIAH
Mendocino County, California

BIDDER'S BOND

KNOW ALL MEN BY THESE PRESENTS,

That we Northwest Construction, Inc.

_____ as PRINCIPAL and

Philadelphia Indemnity Insurance Company

_____ as SURETY,

are hold and firmly bound unto the City of Ukiah in the penal sum of 10 PERCENT OF THE TOTAL AMOUNT OF THE BID of the Principal above named, submitted by said Principal to the City of Ukiah, as the case may be, for the work described below, for the payment of which sum in lawful money of the United States, well and truly to be made, to the City Clerk to which said bid was submitted, we bind ourselves, our heirs, executors, administrators and successors jointly and severally, firmly by these presents. In no case shall the liability of the surety hereunder exceed the sum of \$_____.

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IN WITNESS WHEREOF, we have hereunto set our hands and seals on this 12th day of May
A D. 2021

(Seal)

(Seal)

(Seal)

Principal Larry Brooks, President

(Seal)

(Seal)

(Seal)

Surety Christian B. Downey, Attorney-In-Fact

Address One Bala Plaza East

Suite 100

Bala Cynwyd, PA 19004-1403

PHILADELPHIA INDEMNITY INSURANCE COMPANY

One Bala Plaza, Suite 100
Bala Cynwyd, PA 19004-0950

Power of Attorney

KNOW ALL PERSONS BY THESE PRESENTS: That PHILADELPHIA INDEMNITY INSURANCE COMPANY (the Company), a corporation organized and existing under the laws of the Commonwealth of Pennsylvania, does hereby constitute and appoint Christian B. Downey, Joseph A. Menicucci, Sherry L. Quint, Susan J. Vance and Roger N. Downey of Downey and Company its true and lawful Attorney-in-fact with full authority to execute on its behalf bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof, issued in the course of its business and to bind the Company thereby, in an amount not to exceed \$50,000,000.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of PHILADELPHIA INDEMNITY INSURANCE COMPANY on the 14th of November, 2016.

RESOLVED: That the Board of Directors hereby authorizes the President or any Vice President of the Company: (1) Appoint Attorney(s) in Fact and authorize the Attorney(s) in Fact to execute on behalf of the Company bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof and to attach the seal of the Company thereto; and (2) to remove, at any time, any such Attorney-in-Fact and revoke the authority given. And, be it

FURTHER RESOLVED: That the signatures of such officers and the seal of the Company may be affixed to any such Power of Attorney or certificate relating thereto by facsimile, and any such Power of Attorney so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

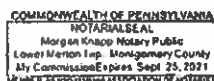
IN TESTIMONY WHEREOF, PHILADELPHIA INDEMNITY INSURANCE COMPANY HAS CAUSED THIS INSTRUMENT TO BE SIGNED AND ITS CORPORATE SEAL TO BE AFFIXED BY ITS AUTHORIZED OFFICE THIS 27TH DAY OF OCTOBER, 2017.



(Seal)

Robert D. O'Leary Jr., President & CEO
Philadelphia Indemnity Insurance Company

On this 27th day of October, 2017, before me came the individual who executed the preceding instrument, to me personally known, and being by me duly sworn said that he is the therein described and authorized officer of the PHILADELPHIA INDEMNITY INSURANCE COMPANY; that the seal affixed to said instrument is the Corporate seal of said Company; that the said Corporate Seal and his signature were duly affixed.



(Notary Seal)

Notary Public:

residing at:

Bala Cynwyd, PA

My commission expires:

September 25, 2021

I, Edward Sayago, Corporate Secretary of PHILADELPHIA INDEMNITY INSURANCE COMPANY, do hereby certify that the foregoing resolution of the Board of Directors and the Power of Attorney issued pursuant thereto on the 27th day of October, 2017 are true and correct and are still in full force and effect. I do further certify that Robert D. O'Leary Jr., who executed the Power of Attorney as President, was on the date of execution of the attached Power of Attorney the duly elected President of PHILADELPHIA INDEMNITY INSURANCE COMPANY.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 12th day of May, 2021.



Edward Sayago, Corporate Secretary
PHILADELPHIA INDEMNITY INSURANCE COMPANY

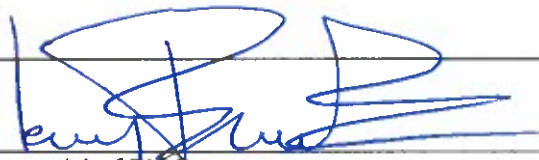
NON-COLLUSION AFFIDAVIT

Note: Bidder shall execute the affidavit on this page prior to submitting his or her bid.

To City Council, City of Ukiah:

The undersigned in submitting a bid for performing PEDESTRIAN IMPROVEMENT PROJECT by contract, being duly sworn, deposes and says:

that he or she has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with such contract.


Signature(s) of Bidder 5-12-21

Business Address:

9011 Colony Drive
Redwood Valley, CA 95470

Place of Residence:

Same as Above

NOTARIZATION

Subscribed and sworn to before me this _____ day of _____, 20____.

**Please see attached
Notary Form**

Notary Public in and for the County of _____, State of California.

My Commission Expires _____, 20____.

CALIFORNIA JURAT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

JURAT

State of California

County of Mendocino

Subscribed and sworn to (or affirmed) before me on

12th day of May, 2021

by Larry Brooks

who proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.



D. Preston
Notary Public
D. Preston

THIS CERTIFICATE MUST BE ATTACHED TO THE DOCUMENT DESCRIBED BELOW:

DATE OF DOCUMENT 5-12-21 TITLE OR TYPE OF DOCUMENT _____

Pedestrian Improvement Project
Bidders Form, Pros./cont # 20-16

NON-COLLUSION AFFIDAVIT

**CITY OF UKIAH
MENDOCINO COUNTY, CALIFORNIA**

PROPOSAL

**FOR
PEDESTRIAN IMPROVEMENT PROJECT**

SPECIFICATION NO. 20-16

The undersigned, as bidder, declares that he or she has examined thoroughly all of the contract documents herein contained, that this proposal is made without collusion with any other person, firm or corporation and that all laws and ordinances relating to the interest of public officers in this contract have been complied with in every respect.

AND he or she proposes and agrees, if this proposal is accepted,

- 1) that he or she will contract with the City of Ukiah, Mendocino County, California, in the form of the copy of the agreement herein contained
 - a) to provide all necessary machinery, tools, apparatus and other means of construction;
 - b) to furnish all materials;
 - c) to provide all superintendence, overhead expenses and all labor and expenses of whatever nature necessary to complete the job in conformity with the specifications and drawings and other contract provisions herein or reasonably implied hereby or as necessary to complete the work in the manner and within the time named herein and according to the requirements and to the reasonable satisfaction of the City Engineer;
 - d) to pay all charges of freight transportation and hauling;
- 2) that he or she indemnifies the City against any loss or damage arising from any act of the undersigned as Contractor; and
- 3) that he or she will accept as full payment therefor the following sums:

BIDDING SCHEDULE

In the case of any discrepancy between the unit price and the total set forth for the item, the unit price shall prevail; provided, however, that if the amount set forth as a unit price is ambiguous, unintelligible or uncertain for any reason, or is omitted, or in the case of lump sum items, is not the same amount as the entry in the "Total" column, then the amount set forth in the "Total" column for the item shall prevail in accordance with the following:

1. As to lump sum items, the amount set forth in the "Total" column shall be the unit price;
2. As to unit basis items, the amount set forth in the "Total" column shall be divided by the estimated quantity for the item and the price thus obtained shall be the unit price.

The Total Base Bid shall be the sum of the items in the "Total" column. In case of discrepancy between the sum of the items in the "Total" column and the amount entered as Total Base Bid, the sum of the "Total" column items shall prevail. The bid comparison will be based on the sum of the items in the "total" column for each bidder.

The Unit prices for the various Construction Items below include all costs associated with the General Conditions, Special Provisions, Requirements of the Construction Contract, and represent the total, complete, in-place cost for each specific Construction Item in accordance with the Construction Documents, including all elements, work components, accessories, and connections, shown in applicable details or required to yield a complete, sound and functional component or system appropriate for its intended function, whether or not such is specifically described or listed in any description of measurement or payment. The total amount of the Construction items below shall represent the total and complete cost of the fully functional Project. All work not specifically listed below be required to complete the work of the various construction items and the cost of such shall be considered as included throughout the various unit prices indicated.

Lowest bid will be based on the lowest Base Bid.



AGENDA SUMMARY REPORT

SUBJECT: Annual Report on Mobilehome Park Stabilization Fees and Activities, and Consideration of Approval to Waive Fees for the Fiscal Year 2020-21.

DEPARTMENT: City Clerk

PREPARED BY: Kristine Lawler, City Clerk

PRESENTER: Consent Calendar

ATTACHMENTS:

1. ORDINANCE 1126 Mobilehome rent stabilization
2. RESOLUTION 2020-26 - Arbitration and Admin Fees for Rent Stabilization for Mobilehome Parks Program
3. 4-27-21 Letter to Mobilehome Residents

Summary: Council will receive an annual report on the mobilehome park stabilization fees and activities, and consider waiving fees for the fiscal year 2020-21.

Background: In October 2010, the City Council adopted Ordinance 1126 (Attachment 1) to provide regulations surrounding mobilehome park rent increases and capital improvement pass-through costs. This Ordinance works in tandem with an adopted resolution that sets the administrative fees associated with Section 2715 of the Ordinance, and is reviewed annually. Last year, Council adopted Resolution 2020-26 (Attachment 2) that amended and updated the arbitration and administrative costs.

In 2018, Council gave direction to staff to charge the mobilehome park stabilization account each year to cover the City administrative costs incurred to maintain the requirements laid out in the Resolution; only invoicing the mobilehome park owners/residents when the balance in the account falls below the estimated costs for arbitration and administrative activities. Staff was also directed to implement an annual educational program to inform the tenants of their rights through the ordinance and resolution and include those actions and results in the yearly report to Council.

As part of the educational program, a webpage was established and has been maintained on the City's website at: <http://www.cityofukiah.com/mobile-home-park-rent-stabilization-2/>. The webpage contains links to the following: Ordinance 1126 and Resolution 2020-26 that govern the stabilization process and costs; the December 20, 2017, staff report to Council that details how the fees are assessed; and the annual letter sent to the mobilehome park owners regarding the October CPI, which dictates the amount that rent can be increased. All correspondence and documents pertaining to the mobilehome park rent stabilization are added on an on-going basis to this webpage.

In addition, a letter (Attachment 3) was sent out on April 27, 2021, to all mobilehome park residents to bring their awareness to the website resource. Since the mailing of this letter, the Clerk's office has received no responses from park residents.

Discussion: The current before-year-end-close balance in the Mobilehome Rent Stabilization Trust Fund (90000000.23251) is \$24,515. The estimated administrative and educational outreach costs for the 20-21 Fiscal Year is \$495, which would leave a remaining balance of \$24,020. Per Resolution 2020-26, Exhibit A,

the total reasonable estimate for the annual cost to administer Chapter 8, including arbitrations is \$11,300. As the estimated remaining balance would still exceed the suggested reasonable estimate of costs, staff recommends waiving the annual fee to the mobilehome parks for the fiscal year 2020-21.

Costs to implement the program shown on Exhibit A to Resolution 2020-26, have not changed, which has been confirmed by JAMS (a high-end arbitration company). Therefore, staff is recommending to maintain using Resolution 2020-26 with Exhibit A, and not make any changes at this time.

Recommended Action: Receive annual report on mobilehome park stabilization fees and activities, and approve waiving fees for the fiscal year 2020-21.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: \$24,515

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: Mobilehome Rent Stabilization Fund 90000000.23251

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Olga Keough, Finance Controller

Approved:


Sage Sangiacomo, City Manager

ORDINANCE NO. 1126**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
UKIAH ADDING A NEW CHAPTER 8, ENTITLED:
"MOBILEHOME RENT STABILIZATION," TO DIVISION 1
OF THE UKIAH CITY CODE.****SECTION ONE.**

The City Council of the City of Ukiah hereby ordains that a new Chapter 8, entitled "Mobilehome Rent Stabilization" is hereby added to Division 1 of the Ukiah City Code to read as follows.

DIVISION 1 BUILDING**CHAPTER 8 MOBILEHOME RENT STABILIZATION****2700: FINDINGS AND PURPOSE.**

(A) The State of California has recognized, by the adoption of special legislation regulating tenancies of mobilehome owners in mobilehome parks, that there is a significant distinction between homeowners in mobilehome parks and other dwelling units, and the State likewise has recognized that homeowners in mobilehome parks, unlike apartment tenants or residents of other rental stock, are in the unique position of having made a substantial investment in a residence, the space for which is rented or leased as distinguished from owned.

The physical removal and relocation of a mobilehome from a rented or leased space within a mobilehome park can be accomplished only at substantial cost and inconvenience with a limited concurrent ability to find another location and, in many instances, the removal requires a separation of the mobilehome unit from appurtenances which have been made permanent, thus creating severe damage and depreciation in value to the mobilehome.

Because of the limited availability of vacant spaces in mobilehome parks, the age and condition of some mobilehomes and the cost of moving mobilehomes, it is extremely difficult, if not impossible, to move a mobilehome from one park to another within the City.

(B) There is presently within the City and the surrounding areas a shortage of sites for the placement of mobilehomes.

(C) According to the Ukiah General Plan Housing Element, mobilehomes presently constitute an important source of housing for persons of extremely low,

very low, low, and moderate income levels, who as a group are unable to afford unreasonably large rent increases.

(D) A large number of persons living in mobilehomes are elderly, some of whom live on small fixed incomes. These persons may expend a substantial portion of their income on rent and may not be able to afford other housing within the City.

(E) Rents for sites within mobilehome parks in the City have, prior to the adoption of this chapter, increased substantially, with recent increases in one park exceeding by a substantial amount the annual increase in the cost of living.

(F) Space rent increases at the time of sale or other transfer of a mobilehome within a park have been shown to be substantially over the pre-transfer rent. Such large rent increases at the time of sale of a mobilehome may unfairly depress the sales price of the mobilehome and work an economic hardship on the mobilehome owner. The annual rent increases and vacancy control provisions of this chapter prevent this economic hardship while protecting the property rights of owners.

(G) Because of the space shortage and potential for rapidly rising rents, regulation is necessary to assure that economic hardship to a substantial number of mobilehome owners in the City, many of whom are senior citizens on low fixed incomes, does not occur.

(H) It is the purpose of this chapter to establish a speedy and efficient method of reviewing certain requested mobilehome space rent increases in mobilehome parks to protect mobilehome owners from arbitrary, capricious or unreasonable site rent adjustments while insuring owners and/or operators and investors a fair and reasonable return on their investment in their mobilehome park.

§2701: DEFINITIONS.

For the purpose of this chapter, the following words, terms and phrases shall be defined as follows:

(A) "Affected mobilehome owners" means those mobilehome owners whose space is not covered by a valid lease meeting the requirements of section 798.17(b) of the California Civil Code or otherwise legally exempt from local rent control regulation.

(B) "Arbitrator" means a person who is neither a mobilehome owner nor has an interest in a mobilehome park of a nature that would require disqualification under the provisions of the Political Reform Act if the person were a designated City employee, has experience in analysis of financial records, and meets one of the following criteria:

(1) Licensed attorney or CPA who is qualified by experience or training to conduct the arbitrations authorized by this chapter.

(2) Membership in the American Arbitration Association with expertise in rental dispute arbitration; or

(3) Service as a judge in a state or federal court.

(C) "Capital improvement" means those improvements which directly and primarily benefit and serve the existing mobilehome owners by materially adding to the value of the park or adapting it to new uses, and which are required to be amortized over the useful life of the improvements pursuant to the provisions of the Internal Revenue Code. "Capital improvement costs" means all costs reasonably and necessarily related to the planning, engineering and construction of capital improvements and shall include debt service costs, if any, incurred as a direct result of the capital improvement. Capital improvement does not include ordinary maintenance or repairs or Capital replacements.

(D) "Capital replacement" means a capital expenditure as defined by the Internal Revenue Code which replaces, upgrades or repairs an existing improvement, such as, but not limited to, an on-site water or electrical distribution or sewage collection system, a street, a parking area, or common facility, such as a laundry, community kitchen or meeting room. If the expenditure qualifies for treatment as a capital expenditure which must be depreciated under the Internal Revenue Code, it is a capital replacement. If it can be fully deducted in one year as a business expense, it does not qualify as a capital replacement.

(E) "City" means the City of Ukiah, California.

(F) "Clerk" means Clerk of the Ukiah Mobilehome Rent Stabilization Program, who shall be an employee or independent contractor designated by the City Manager as the Clerk and assigned the Clerk's duties as prescribed by this chapter or as needed for the proper implementation of this chapter.

(G) "Consumer Price Index" or "CPI" means the Consumer Price Index for all urban consumers in the San Francisco/Oakland/San Jose area published by the United States Bureau of Labor Statistics.

(H) "Department" means the Department of Community Development of the City of Ukiah.

(I) "MRL" means the California Mobilehome Residency Law.

(J) "Mobilehome" means

(1) a structure designed for human habitation and for being moved on a street or highway under permit pursuant to Section 35790 of the Vehicle Code, including a manufactured home, as defined in Section 18007 of the Health and Safety Code, and a mobilehome, as defined in Section 18008 of the Health and Safety Code, but, except as provided in subdivision (2), does not include a recreational vehicle, as defined in Section 799.29 of the Civil Code and Section 18010 of the Health and Safety Code or a commercial coach as defined in Section 18001.8 of the Health and Safety Code.

(2) "Mobilehome," for purposes of this chapter, also includes trailers and other recreational vehicles of all types defined in Section 18010 of the Health and Safety Code, other than motor homes, truck campers, and camping trailers, which are used for human habitation, if the occupancy criteria of either paragraph (i) or (ii), as follows, are met:

(i) The trailer or other recreational vehicle occupies a mobilehome site in the park, on November 15, 1992, under a rental agreement with a term of one month or longer, and the trailer or other recreational vehicle occupied a mobilehome site in the park prior to January 1, 1991.

(ii) The trailer or other recreational vehicle occupies a mobilehome site in the park for nine or more continuous months commencing on or after November 15, 1992.

"Mobilehome" does not include a trailer or other recreational vehicle located in a recreational vehicle park subject to Chapter 2.6 (commencing with Section 799.20) of the Civil Code.

(K) "Mobilehome park" or "park" means any area of land within the City of Ukiah where two or more mobilehome spaces are rented, or held out for rent, to accommodate mobilehomes used for human habitation.

(L) "Mobilehome space" means the site within a mobilehome park intended, designed or used for the location or accommodation of a mobilehome and any accessory structures or appurtenances attached thereto or used in conjunction therewith.

(M) "Mobilehome owner" means a person who is the owner of a mobilehome and legally occupies the mobilehome within a mobilehome park. Unless otherwise indicated, mobilehome owner includes tenants.

(N) "Owner" means the owner or operator of a mobilehome park or an agent or representative authorized to act on said owner's or operator's behalf in connection with the maintenance or operation of such park.

(O) "Party" as used in this chapter refers to any affected mobilehome owner and/or owner involved in proceedings under this chapter.

(P) "Prospective mobilehome owner" means a person who is in the process of negotiating a tenancy in a mobilehome park.

(Q) "Rent" means the consideration paid for the use or occupancy of a mobilehome space.

(R) "Rent stabilization administration fee" means the fee established from time to time by resolution of the City Council in accordance with the provisions of the chapter.

(S) "Rent increase" means any increase in base rent charged by an owner to a mobilehome owner or offered to a prospective mobilehome owner.

(T) "Tenant" means the person or persons who have signed a lease of a mobilehome park space as the lessee of the space.

2702: BASE RENT.

Except as provided in this chapter, an owner shall not demand, accept or retain rent for a mobilehome space exceeding the base rent which shall be the rent in effect for that space on the date this section becomes effective (the "Effective Date"). If a previously rented mobilehome space was not rented on the Effective Date, the base rent shall not exceed the rent in effect during the last month the space was rented prior to that date, except as provided in this chapter. For a mobilehome space first rented after the Effective Date, the owner shall establish the base rent. For parks annexed into the City after the Effective Date, the base rent shall be the rent charged on the effective date of a park's annexation into the City.

§2703: CONSUMER PRICE INDEX, UTILITIES AND OTHER PASS THROUGHs.

(A) Consumer Price Index. An owner, once in any 12-month period, may impose a rent increase for a mobilehome space by 100 percent of the percentage increase, if any, in the Consumer Price Index (CPI) during the most recent 12-month period ending in October; provided, however, the rental increase shall not exceed five percent of the previous rent charged for the space. If an owner has obtained a rent increase under subsection 2704(B), the owner may calculate the rent increase allowed by this subsection based upon the approved comparable rent as allowed in subsection 2704(B) instead of upon the actual rent in effect at the time of the increase.

(B) If the change in the CPI exceeds five percent for two consecutive years, the Clerk shall review the maximum rent increase and recommend an ordinance amendment if appropriate.

(C) Government Mandated Expense Pass Through. An owner may pass through to affected mobilehome owners any new or increase in government mandated capital expenditures and operating expenses including taxes (other than the two percent annual increase authorized by California Constitution Article XIII A, section 2(b)) and assessments, fees and mandated expenses due to code changes subject to the following procedure:

(1) Upon a petition signed by one adult mobilehome owner for each of 50 percent of the spaces subject to rent control in a mobilehome park or 50 spaces, whichever is less, and filed with the Clerk within 30 days of the date the owner gives notice of a government mandated expense pass through to every affected mobilehome owner, the Arbitrator, in accordance with the meet and confer and arbitration procedures provided in this chapter, may disallow or decrease the proposed pass through based upon substantial evidence in the record that the pass through is not legally proper, or is excessive, or that during the pass through period the owner is including an unreasonably high financing cost and/or return on the expense being passed through.

(D) Utilities. If not billed by the utility directly to the mobilehome owner, an owner may separately pass through to a mobilehome owner charges for all utilities, including, but not limited to, sewer, water, garbage, cable T.V., gas and electricity, and any increases in such charges, subject to compliance with Sections 3960-3963. Notwithstanding any provision to the contrary in this section, the owner shall not pass through any charge or expense for gas or electric service to the extent prohibited by section 739.5 of the California Public Utilities Code.

(E) Capital Improvement Pass Through. An owner may charge to the affected mobilehome owner as additional rent the pro rata share of new service and capital improvement costs including reasonable financing costs if, prior to initiating the service or incurring the capital improvement cost, the owner has:

(1) Consulted with the mobilehome owners prior to initiating construction of the improvements or initiating the new service regarding the nature and purpose of the improvements or services and the estimated cost of the improvements or services;

(2) Obtained the prior written consent of at least one adult mobilehome owner in each of a majority of the mobilehome spaces which are occupied by the mobilehome owner to the proposed service or capital improvement. Each space shall have only one vote.

(F) Capital Replacement Pass Through. Notwithstanding the provision of subsection E of this section, an owner may charge to the mobilehome owner as additional rent the pro rata share of capital replacement costs including reasonable financing costs, if not otherwise prohibited by law, subject to the following procedure:

(1) The owner may seek advance approval for the proposed pass through, before undertaking the capital project, by following the procedures set forth in Sections 2709 to 2711. If the increase is approved by the Arbitrator, it shall not be effective until the next regularly scheduled annual rent increase date, provided that the 90-day notice is issued, the expense is actually incurred and that proper verification is submitted. This verification shall include, at a minimum, proof of actual costs and payment to vendors or contractors. In the event that the actual cost of the capital expense is less than the approved amount, the increase shall be adjusted to reflect this decreased amount;

(2) The owner shall give notice of the proposed pass through to each affected mobilehome owner no later than 12 months after completion of the capital replacement work;

(3) Upon a petition signed by one adult mobilehome owner of each of 50 percent of the spaces subject to rent control in a park or 50 spaces subject to rent control, whichever is less, and filed with the Clerk within 30 days of the date the owner gives notice of the pass through to every affected mobilehome owner, the Arbitrator, in accordance with the arbitration procedure provided in this chapter, may disallow or decrease the pass through for capital replacements based upon substantial evidence in the record that the capital replacement was not necessary, or that the cost of the capital replacement was excessive, or that during the pass through period, the owner is including an unreasonably high financing cost and/or return on the expense being passed through. The owner shall have the burden of proving the necessity for and reasonable cost of the capital replacements. In determining whether the owner has met its burden of proving the necessity for and reasonable cost of the capital replacement, the Arbitrator may consider, among other factors, the reasonableness of the owner's history of maintenance of the property or improvement to be replaced. The Arbitrator's review will include, but not necessarily be limited to, the records reflecting past maintenance work and the cost.

(G) All charges passed through by the owner to the mobilehome owners pursuant to subsection C and D of this section and additional rent charged pursuant to subsections E and F of this section must be separate from the base rent and listed separately. All billings used to calculate a pass through or additional rent to mobilehome owners must be disclosed within a reasonable time upon request by a mobilehome owner.

(H) Notice. A written notice of each rent increase or new or increased capital improvement or capital replacement pass through charge made under the provisions of this section shall be filed by the owner with the Clerk, and provided to each affected mobilehome owner, at least 90 days before the rent increase goes into effect or as required by the MRL. The notice shall identify the park and shall specify the dollar amount of the increase, the percentage of the increase, an itemization of all new or increased pass throughs and additional rent charges, the specific space affected, the date the increase will go into effect, how each increase was calculated, and the date the rent on each affected space was last increased. The notice shall also advise each affected mobilehome owner of any right to petition for review of a proposed rent increase and that a petition form may be requested from the Clerk.

(I) Whenever a time period is prescribed for filing an application or petition, the application or petition shall be deemed filed when it is first filed with the Clerk, even if the Clerk determines that the application or petition is not complete, provided that the Clerk determines that application or petition is complete, as a result of additional submissions by the applicant or petitioner, within thirty days of the initial filing.

§2704: IN-PLACE TRANSFER RENT INCREASES—ESTABLISHMENT OF NEW BASE RENT.

(A) Whenever either of the following events occurs, an owner shall be permitted to charge a new base rent for the mobilehome space as provided in this section:

(1) The termination of the tenancy of the affected mobilehome owner in accordance with the MRL (California Civil Code sections 798.55 through 798.60, as amended, excepting section 798.59); or

(2) The voluntary permanent removal of a mobilehome by a mobilehome owner. A removal of the mobilehome from the space for the purpose of performing rehabilitation or capital improvements to the space or for the purpose of upgrading the mobilehome shall not constitute a voluntary removal of the mobilehome.

(B) Upon the sale of a mobilehome in-place, an owner may implement an increase of the base rent for that space in an amount equal to 10% of the rent for that space then in effect.

(C) Except as provided in subsections (A) and (B), an owner may not condition an in-place transfer of a mobilehome or condition assignment of an existing lease to a prospective mobilehome owner, upon agreement to an increased rent in anticipation of the in-place transfer. This subsection shall not apply to specific conditions included in a lease exempt from rent control which

allows an owner to condition assignment in a manner prohibited by this section. For purposes of this subsection, "a lease exempt from rent control" means a lease meeting, in all respects, the criteria of Civil Code section 798.17(b), as such criteria are presently enacted or may hereafter be amended.

§2705: FAIR RETURN RENT INCREASES.

If an owner presents evidence to the Arbitrator, including any financial records requested by the Arbitrator, which proves that the owner is denied a fair return by the rent control provisions of this chapter, the Arbitrator may authorize an increase in rents as deemed appropriate by the Arbitrator to provide a fair return to the owner. The Arbitrator shall use the method set forth in subsection 2711(C) to determine the fair return.

§2706: RENT FREEZE OR RENT ROLLBACK.

(A) Upon the petition signed by one adult mobilehome owner of 50 percent of the spaces subject to rent control in a park or 50 spaces subject to rent control, whichever is less, the Arbitrator may prohibit future rent increases for spaces governed by this chapter, upon its determination that maintenance by the owner has been substantially reduced and is insufficient to adequately maintain the park in a habitable condition. The determination shall be based upon substantial evidence in the record. The prohibition may be continued until the Arbitrator determines that maintenance by the owner has been restored to a reasonable level.

(B) Upon petition by one or more affected mobilehome owners, an Arbitrator may prohibit future rent increases, or order a rollback of the existing rent as to those petitioners, upon its determination that after the Effective Date, an owner instituted a rent increase inconsistent with the criteria established by this chapter. The determination shall be based upon substantial evidence in the record. The prohibition may be continued until the Arbitrator determines that the rent has become consistent with this chapter.

§2707: TIME OF ALLOWED RENT INCREASE/ADJUSTMENT.

(A) Once within a 12-month period, the owner may implement a CPI rent adjustment (subsection 2703(A)), if any, or a fair return increase (Section 2703), but not both.

(B) A capital replacement pass through under subsection 2703(F) may only be implemented on the effective date of the CPI or fair return rent adjustment.

(C) The following increases or adjustments may be implemented at any time during the year:

- (1) Government mandated expense pass through (subsection 2703(C));
- (2) Utility pass throughs (subsection 2703(D));
- (3) Capital improvements (subsection 2703(E));
- (4) In-place transfer rent increases (Section 2704).

Any increases subject to arbitration shall be implemented after the final ruling of the Arbitrator.

(D) Rent freeze and rent rollbacks shall be implemented at the time they are ordered (Section 2706).

§2708: ARBITRATION.

(A) Matters Subject to Arbitration.

(1) An owner shall file with the Clerk:

(a) An application seeking to increase space rents beyond 100 percent of the CPI to provide a fair return to the owner as allowed by Section 2705.

(2) Affected mobilehome owners may file with the Clerk:

(a) A petition objecting to a government mandated expense pass through as allowed by subsection 2703(C);

(b) A petition objecting to a capital replacement pass through as allowed by subsection 2703(F);

(c) A petition for rent freeze as allowed by subsection 2706(A);

(d) A petition for rent rollback as allowed by subsection 2706(B).

(B) These petitions and applications shall be decided by the Arbitrator.

(C) Cost of Arbitration. The cost of arbitration shall be paid by the Clerk out of revenue from the rent stabilization administration fee. The Arbitrator may reimburse the City by assessing the cost of the arbitration to either party if the Arbitrator determines that the position taken by the party is frivolous.

§2709: PROCEDURES FOR FAIR RETURN NOTICE AND APPLICATION AND PETITION FORMS.

(A) Notice. At least 10 days prior to submission of a fair return application or a petition to the Clerk, the applicant or petitioner shall mail or deliver a notice and a copy of the application or petition to the owner and each affected mobilehome owner in the park. The notice shall be on a form specified by the Clerk. The supporting documents for the application or petition shall be available for review at the park's office and shall be posted on the City's website. One copy of the supporting documents shall be provided by the applicant or petitioner at no cost to the other party. All fair return notices shall include the following information:

(1) The amount of the rent increase both in dollars and as a percentage of the existing rent, how it was calculated, an itemization of all pass throughs and additional rent charges, information that explains and supports the level of increase proposed including, at a minimum, a summary of the owner's net operating income for the base year and the preceding 24 months and other relevant information that supports the level of rent increase desired, the effective date of the increase and that copies of the supporting documents shall be provided by the owner at no cost to the mobilehome owners' representative and be available to the mobilehome owners at the park's office for inspection and on the City's website;

(2) The name, address and telephone number of the Clerk or designee, a statement to inform the mobilehome owners to contact the Clerk or designee for an explanation of the provisions of this chapter, and that a roster of affected mobilehome owners can be requested from the Clerk; and

(3) A copy of the official petition form which is to be used for the process established by this chapter.

(B) Application/Petition Forms. The application or petition shall be filed with the Clerk on the form prescribed by the Clerk and must be accompanied by all supporting material necessary to support the request. The application and petition shall contain the following declaration: "I declare under penalty of perjury that the foregoing is true and correct." The application shall be dated and subscribed by the applicant(s) and shall state the place of execution.

(1) Within five working days of receipt, the Clerk shall complete a preliminary review of the application or petition. Applications or petitions which are incomplete will not be considered properly filed.

(2) No further action shall take place on applications or petitions which are not properly filed, and the Clerk may decline to accept such application and/or return them to the petitioner immediately after the preliminary review with a notice of the defects.

(3) When the Clerk determines that the application or petition is complete, the Clerk shall send a written notice of confirmation of receipt of a completed application or petition to the parties.

(4) In capital replacement proceedings and in government mandated capital expenditure and operating expense proceedings, affected mobilehome owners shall have 30 calendar days after receipt of the confirmation of the completed application to file with the Clerk a petition objecting to the rent increase signed by one adult tenant in at least 50 percent of the mobilehome spaces subject to rent control.

(C) Insufficient Objection—Capital Replacement or Government-Mandated Pass Through Proceeding—Clerk Action. If less than the required number of affected mobilehome owners object to a proposed capital replacement or government-mandated pass through, or if objection is withdrawn, including any amendments, before or after the meet and confer process, the Clerk shall approve the requested pass through.

§2710: PROCEDURE FOR MEET AND CONFER.

Within 10 working days of the date of the Clerk's notice of a completed application or petition and prior to assignment of an Arbitrator, affected mobilehome owners and owners shall meet and confer with each other's representatives. The time, place and date of the meeting shall be agreed to by the parties or, if the parties cannot agree, determined by the Clerk. Written notice of the scheduled meeting shall be given by the applicant or petitioner. At the meeting, representatives of the parties shall exchange documentary evidence that the parties, in good faith then know, will be used to support their respective positions in an arbitration and discuss the issues in dispute. In the case of an owner, all financial data upon which any proposed increase is claimed shall be supplied to affected mobilehome owner representatives at the time of the meet and confer meeting. The parties may request that the Clerk provide a mediator, at no cost to the parties, to assist with the meet and confer process. The Arbitrator may deny an application based on the applicant's failure to participate in good faith in the meet and confer process.

§2711: PROCEDURES FOR ARBITRATION.

(A) The Clerk shall give written notice to the applicant or petitioners and mobilehome owner representative that the application/petition has been referred to arbitration.

(1) An Arbitrator shall be appointed in the following manner:

(a) The Clerk shall maintain a list of qualified arbitrators.

(b) Assignment of Arbitrator and Hearing Date. The Clerk shall choose three possible Arbitrators and present them to the residents' representative and the owner. Within five days each party may challenge one candidate. The one remaining shall be the selected Arbitrator. If both parties challenge the same candidate, the Clerk shall choose between the two remaining candidates. The Clerk shall set a date for the arbitration hearing no sooner than 30 or no later than 40 days after the Arbitrator is assigned. The owner and affected mobilehome owners shall be notified immediately in writing by the Clerk of the date, time and place of the hearing and this notice shall be served either in person or by ordinary mail. The parties may agree, in writing, to extend these times. The Arbitrator may extend the date for the arbitration hearing upon a showing of good cause.

(2) The Arbitrator shall conduct a hearing with the parties and/or their representatives. During this hearing process, the concerns of each party shall be discussed and the Arbitrator shall indicate the amount and nature of information needed from any party in order to reach a determination. In fair return proceedings in Section 2705, this shall include four years of the income and expense portion of the general ledgers for the park. All information submitted shall be in writing and shall be certified in the same manner as set forth in subsection 2709(B). The applicant or petitioner shall have the burden of proof unless other sections of this chapter specify otherwise. Each party shall comply with the Arbitrator's request for information within seven days of the request. Additional information provided to the Arbitrator shall be immediately available to the owner or affected mobilehome owner representative which will have seven days to give written comment to the Arbitrator. The Arbitrator may proceed under this part regardless of whether any party defaults in providing any of the requested information.

(B) Arbitration Determination.

(1) Within 21 days of the hearing, but no later than 90 days from the date of the owner's rent increase notice, the Arbitrator shall deliver his or her decision on the application or petition and a bill for services to the Clerk.

(2) The rent increase in a fair return proceeding shall not exceed the increase requested in the application.

(3) The Clerk shall provide the result of the Arbitrator's decision to the affected parties.

(4) The Arbitrator's decisions are final and not appealable to the City Council.

(C) Method to Determine a Fair Return.

(1) The base year for the purpose of this section shall be the last full fiscal year prior to the park becoming subject to this chapter. The Arbitrator may establish an alternative base year if the owner is unable to produce records of the last full fiscal year prior to the park becoming subject to rent control.

(2) It shall be presumed that the net operating income produced by the property during the base year provided a fair return. An owner shall be entitled to rents to earn a just and reasonable return and to maintain and increase their base year net operating income in accordance with subsection (C)(4) of this section. This method is called maintenance of net operating income (MNOI) and shall be included in all applications.

(3) The applicant or the affected mobilehome owners may present evidence to rebut the presumption of fair and reasonable return based upon the base year net operating income. To make such a determination and in order to adjust to the base year net operating income, the Arbitrator must make the following finding:

(a) The owner's operating and maintenance expenses in the base year were unusually high or low in comparison to other years. In such instances, adjustments may be made in calculating such expenses so that the base year operating expenses reflect average expenses for the property over a reasonable period of time. In considering whether the base year net operating income yielded more or less than a fair net operating income, the Arbitrator shall consider the following factors:

(i) Substantial repairs were made due to damage caused by uninsured disaster or vandalism;

(ii) Maintenance and repairs were below accepted standards so as to cause significant deterioration of housing services;

(iii) Other expenses were unreasonably high or low notwithstanding prudent business practice; and

(iv) The rent in the base year was disproportionately low due to the fact that it was not established in an arms-length transaction or other peculiar circumstances.

(4) Fair Net Operating Income. The Arbitrator shall submit a determination based on rental income which will provide the owner a net operating income which shall be increased by 100 percent of the percentage increase in the CPI over the base year's CPI index. The base year CPI shall be the CPI for the first day of June. For purposes of this section, the current CPI shall be the CPI last reported as of the date of the completed application.

(5) Net operating income of a mobilehome park means the gross income of the park less the operating expenses of the park.

(6) Gross income means the sum of the following:

(a) Gross space rents computed as gross space rental income at 100 percent occupancy (but excluding rent attributed to a space occupied by a park employee who receives the space rent free as part of the employee's compensation); plus

(b) Other income generated as a result of the operation of the park, including, but not limited to, fees for services actually rendered; plus

(c) All other pass through revenue received from mobilehome owners except capital pass throughs and gas and electric; minus

(d) Uncollected space rents due to vacancy and bad debts to the extent that the same are beyond the owner's control. There is a rebuttable presumption that uncollected space rents in excess of the average of the current and past three years uncollected rents (each year's rent shall be adjusted by the change in the CPI between that year and the final year of the four-year period) are excessive and shall not be deducted from gross income.

(7) Operating expenses means:

(a) Real property taxes and assessment;

(b) Advertising costs;

(c) Management and administrative expenses including the compensation of administrative personnel;

(d) Repair and maintenance expenses for the grounds and common facilities including, but not limited to, landscaping, cleaning and repair of equipment and facilities;

(e) In addition to the management expenses listed above, where the owner performs onsite managerial or maintenance services which are uncompensated, the owner may include the reasonable value of such services. Owner-performed labor shall be limited to five percent of gross income unless the Arbitrator finds that such a limitation would be substantially unfair in a given case. No credit for such services shall be authorized unless an owner documents the hours utilized in performing such services and the nature of the services provided;

(f) Operating supplies such as janitorial supplies, gardening supplies, stationery and so forth;

(g) Insurance premiums related to operation of the park prorated over the life of the policy;

(h) Payroll taxes, business, utility, license and permit fees;

(i) Dues;

(j) Consultant services for park operation and maintenance;

(k) All operating expenses must be reasonable and necessary. Whenever a particular expense exceeds the normal industry or other comparable standard, the owner shall bear the burden of proving the reasonableness of the expense. To the extent that an Arbitrator finds any expense to be unreasonable, the Arbitrator shall adjust the expense to reflect the normal industry or other comparable standard;

(l) There is a rebuttable presumption that expenditures in the current year are unreasonable to the extent that they substantially exceed the average of the current and past three years (each year's expenses shall be adjusted by the change in the CPI between that year and the final year of the four-year period);

(m) Operating expenses shall not include the following:

(i) Mortgage debt service expenses;

(ii) Land-lease expenses;

(iii) Depreciation;

(iv) Income taxes;

(v) Electric and gas expenses included in Section 739.5 of the California Public Utility Codes;

(vi) The cost of government mandated expenses (subsection 2703(C)), capital improvements (subsection 2703(D)), or capital replacements (subsection 6-66.040(F)).

(8) Notwithstanding any other provisions of the ordinance codified in this chapter, the Arbitrator is authorized to approve any rent increase that is constitutionally required by law to yield a fair return.

(E) Subpoenas. The parties may obtain the issuance and service of a subpoena for the attendance of witnesses or the production of other evidence at the arbitration hearing. Subpoenas shall be issued and attested by the Clerk.

Issuance of the subpoena must be obtained upon the filing with the Clerk of the City of an affidavit or declaration, under oath, setting forth the name and address of the proposed witness; specifying the exact things to be produced and the relevancy to the issues involved; and stating that the witness as the desired things in his/her possession or under his/her control.

Service of the subpoena on a witness to attend arbitration must be at least five working days before the hearing. Service of a subpoena duces tecum must be at least 21 days before the hearing. Any party served with a subpoena duces tecum must produce copies of the requested items to the subpoenaing party no later than 10 days before the hearing.

A subpoena need not be issued when the affidavit or declaration is defective in any particular. No arbitration hearing may be continued due to the failure to file a timely request, or to timely serve a subpoena. Any person who refuses, without lawful excuse, to attend the arbitration or to produce relevant evidence as required by a subpoena served upon that person shall be guilty of a misdemeanor.

No subpoena shall issue until after the parties have met and conferred as required in Section 2710.

(F) Increases for Capital Expense. Increases attributed to a capital expense, as approved by the Arbitrator to provide a park with a fair return, shall not be included in base rent. These increases must be separately itemized on the monthly rent invoice and terminate at the end of the approved amortized period. Advance approval and effective date of the increase shall be as allowed in subsection 2703(F)(1).

(G) Rent Increase Effective Date. Rent increases approved by the Arbitrator, as determined necessary to provide an owner with a fair return, shall be allowed upon the effective date given by the applicant in the notice to the affected mobilehome owners, required in section 798.30 of the California Civil Code.

§2712: REFUSAL OF MOBILEHOME OWNER TO PAY ILLEGAL RENT.

An affected mobilehome owner may refuse to pay any rent in excess of the maximum rent permitted by this chapter. The fact that such unpaid rent is in excess of the maximum rent shall be a defense in any action brought to recover possession of a mobilehome space for nonpayment of rent or to collect the illegal rent.

§2713: DISCLOSURES.

An owner shall disclose to each prospective tenant the current and proposed base rent for the mobilehome space and the rental agreement options required

by this section and Section 2714, provide each prospective tenant with a copy of this chapter, and disclose to the prospective tenant that if the prospective tenant signs a lease with a term of more than one year, that lease will be exempt from rent control. The owner shall give the required disclosure and provide a copy of this chapter to the prospective tenant at the time that the owner, or owner's representative, receives the prospective tenant's application for tenancy. The required disclosures shall be made in a form approved by the Clerk, and the owner shall obtain a signature of the prospective tenant on the disclosure form acknowledging receipt of the disclosures. An owner must retain the signed disclosure form throughout the entire tenancy of the tenant. This signed form shall be made available to the Clerk upon reasonable written notice.

§2714: PROSPECTIVE MOBILEHOME OWNER—TENANCY 12 MONTHS OR LESS.

All prospective tenants shall be offered the option of a tenancy of 12 months or less upon terms consistent with the provisions of the ordinance codified in this chapter. This section shall not apply to prevent a mutually agreed upon assignment between an owner and an existing mobilehome owner of an existing lease, provided any such assignment does not violate subsection 2704(C).

§2715: RENT STABILIZATION ADMINISTRATION FEES.

All or any portion of the costs to administer this chapter may be collected by the imposition of an annual rent stabilization administration fee established by resolution of the City Council. The fee shall be chargeable against the total number of mobilehome spaces in the City subject to rent control determined on a date certain each year to be established by the City Council. The owner who pays these fees may pass through to the mobilehome owners, subject to rent control on the date established by the City Council, 50 percent of the fees assessed against a mobilehome space. The fee shall be due on a date established by the City Council but may be paid in quarterly installments by the owners. Owners of parks annexed to the City after the Effective Date, shall be charged the fee established by resolution beginning on the effective date of the annexation.

§2716: AMENDMENT.

Any amendment to this chapter shall require a prior public hearing before the City Council with notice thereof published in a newspaper of general circulation in the City at least 10 days prior to the hearing.

§2717: VIOLATION.

Every person who violates any provision of this chapter is guilty of a misdemeanor. This section shall not apply to the Arbitrator or officers or employees of the City.

SECTION TWO

1. **COMPLIANCE WITH CEQA.** The City Council finds that this ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment), 15061(b)(3) (there is no possibility the activity in question may have a significant effect on the environment.)

2. **SEVERABILITY.** If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby. The City Council hereby declares that it would have adopted this Ordinance and any section, subsection, sentence, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional or otherwise invalid.

3. **EFFECTIVE DATE.** This Ordinance shall be published as required by law in a newspaper of general circulation in the City of Ukiah, and shall become effective thirty (30) days after its adoption.

4. **MANDATORY REVIEW.** The City Council shall review this ordinance at the next regular City Council meeting occurring after the first anniversary of the Effective Date of this ordinance. The review shall consider whether the ordinance should be amended or repealed based on the City's experience of the implementation of the ordinance over that one year period.

Introduced by title only on October 6, 2010, by the following roll call vote:

AYES:	Councilmembers Landis, Rodin, Baldwin, and Mayor Thomas
NOES:	Councilmember Crane
ABSENT:	None
ABSTAIN:	None

Adopted on October 20, 2010, by the following roll call vote:

AYES:	Councilmembers Landis, Rodin, Baldwin, and Mayor Thomas
NOES:	Councilmember Crane
ABSENT:	None
ABSTAIN:	None

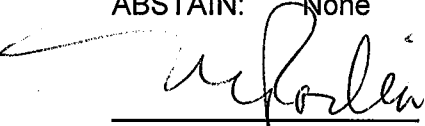
/s/ Benj Thomas, Mayor

ATTEST:

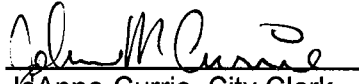
/s/JoAnne M. Currie, City Clerk

Re-adopted on January 5, 2011, by the following roll call vote:

AYES: Councilmembers Landis, Thomas, Baldwin, and Mayor Rodin
NOES: Councilmember Crane
ABSENT: None
ABSTAIN: None


Mari Rodin, Mayor

ATTEST:


JoAnne Currie, City Clerk

RESOLUTION NO. 2020-26**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING EXHIBIT A TO RESOLUTION 2019-42 ADOPTING RENT STABILIZATION FEES FOR ARBITRATION AND ADMINISTRATIVE COSTS TO CITY OF UKIAH MOBILEHOME PARKS****WHEREAS:**

1. Ukiah City Code ("UCC") Section 2715, provides that "all or any portion of the costs to administer this chapter [Division 2, Chapter 8 of the UCC ("Chapter 8")] may be collected by the imposition of an annual rent stabilization administration fee established by resolution of the City Council"; and
2. Costs to administer the program have been assessed and are shown in Exhibit A; and
3. With the elimination of redevelopment agencies by the State of California, all of the cost to administer Chapter 8 is borne by the City's General Fund; and
4. Under UCC Section 2708.C, the cost of arbitrations must be paid from the rent stabilization administration fee. Exhibit A states a reasonable estimate for the annual cost to administer Chapter 8, including potential arbitrations; and
5. There are 382 mobilehome park spaces subject to rent control in the City of Ukiah, with the final annual per space cost being determined each year based on occupied non-long-term leased spaces; and
6. Under UCC Section 2715, the owner who pays these fees may pass through to the tenant of the space 50 percent of the fees assessed for the space; and
7. Under UCC 2715, the resolution establishing the fee must specify the date by which the fee is due, but the fee may be paid by the park owners in quarterly installments; and
8. There are six City of Ukiah mobilehome parks that are subject to the Rent Stabilization Ordinance, including Circle Trailer Court (60 units), Manor Home Mobile Estates (137 units), Shady Grove Mobile Home Park (4 units subject to rent control), Modern Mobile Home Park (26 units), Harold's Square Mobile Home Park (59 units), and Rancho Del Ray Mobile Home Park (96 units).

NOW, THEREFORE, BE IT RESOLVED that:

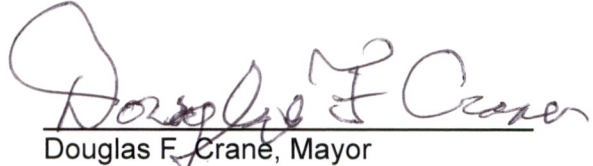
1. The City Council of the City of Ukiah approves an annual administration fee an amount equally divided between billable spaces subject to rent control to be paid by the City's six mobilehome parks.
2. The fee is due on July 30 of each year, but may be paid in quarterly installments on July 30, October 30, January 30, and April 30.
3. The City Council shall review the administration costs, including the cost of any arbitrations, on an annual basis, during budget preparation as part of the annual fee review

in May and June, and make any adjustments so that the fee does not exceed the cost to administer Chapter 8.

4. This resolution supersedes resolution 2019-42.

PASSED AND ADOPTED at a regular meeting of the City Council held on May 20, 2020, by the following roll call vote:

AYES: Councilmembers Mulheren, Brown, Scalmanini, Orozco, and Mayor Crane
NOES: None
ABSENT: None
ABSTAIN: None



Douglas F. Crane, Mayor

ATTEST:



Kristine Lawler, City Clerk

EXHIBIT A

2020 COST ASSESSMENT FOR IMPLEMENTING RESOLUTION 2020/2021 RENT STABILIZATION FEES

Estimated Arbitration Costs:

TOTAL - \$9,450

The Northern California rates charged for arbitrations conduct by ADR Service, Inc., an alternate dispute resolution service that has rates in the middle between JAMS at the high end and lone arbitrators at the low end.

An arbitration through ADR includes a \$450 administrative fee, plus the hourly or daily rate charged by the arbitrator and the fees charged by ADR. ADR arbitrators are retired judges or attorneys. The hourly rates vary from \$450 at the low end to \$975 at the high end. The average hourly rate is \$712.50.

Assuming an arbitration hearing takes one 8-hour day and the arbitrator takes 4 hours to prepare a written decision, 12 hours @ \$712.50 = \$8,550+ \$900 (admin fee; assuming only two parties) for a total of \$9,450.

Estimated Administrative Costs:

TOTAL - \$1,850 (Using the higher rate of the two invoiced rates below and rounding)

MHP = Mobile Home Park

Estimated Attorney Fees for Various Matters Pertaining to Mobilehome Parks: \$1,000

(Note: only the actual expenses would be billed to the account)

Educational Outreach Costs: \$294 (rounded)

- Draft Letter to Residents
- Print, fold, label, and stuff envelopes
- Postage to send letters

If MHP owners are invoiced: \$556 (rounded and includes postage)

Includes:

- Review CPI and write annual letter to MHP owners regarding the CPI.
- Review MHP rent increase letters per Ordinance 1126, Section 2703(H)
- Staff Report to Council
- Send Letters to MHP owners requesting number of billable spaces
- Prep invoices
- Receive and process payments

Total divided by 382* spaces = \$1.46 per space.

If MHP owners are not invoiced: \$201

Includes:

- Review CPI and write annual letter to MHP owners regarding the CPI.
- Review MHP rent increase letters per Ordinance 1126, Section 2703(H)
- Staff Report to Council
- Send post-Council decision to waive fee letters to MHP owners

Total divided by 382* spaces = .53 cents per space (rounded).

TOTAL REASONABLE ESTIMATE FOR THE ANNUAL COST TO ADMINISTER CHAPTER 8, INCLUDING POTENTIAL ARBITRATIONS IS \$11,300.**

**Note – This is the number of spaces calculated in Ordinance 1126, however, the actual number of billable spaces is determined each year depending on the number of occupied spaces by non-long-term leases.*

***Note – This number is comprised as follows: Arbitration= \$9,450; MHP Owners invoiced= \$556; Educational Outreach= \$294; Attorney Fees = \$1,000.*



April 27, 2021

SUBJECT: Mobilehome Park Rent Stabilization Resource Information

Dear Mobilehome Park Residents,

This letter is an educational outreach, so that you are aware of your rights – per ordinance 1126 and resolution 2018-22 - as a mobilehome park resident.

In 2011, the Ukiah City Council adopted an ordinance to establish a mobilehome park rent stabilization. In an effort to assist mobilehome park residents to better understand how the rent increases, fees, and pass-through charges operate, a webpage was created on the City of Ukiah's website, which can be found at: <http://www.cityofukiah.com/mobile-home-park-rent-stabilization-2/>.

Mobilehome park residents are encouraged to explore the webpage, which contains the full ordinance and resolution that explains how the rent stabilization works. There are also links to annual correspondence sent to the mobilehome park owners regarding the October CPI index that determines the amount that can be charged for rent increases, and staff reports presented to the City Council explaining in detail how the yearly fees operate.

On January 29, 2021, Governor Newsom signed legislation to extend the eviction moratorium through June 30, 2021. For more information:

<https://www.gov.ca.gov/2021/01/29/governor-newsom-signs-legislation-to-extend-eviction-moratorium-and-assist-tenants-and-small-property-owners-impacted-by-covid-19/>

The City Clerk's office is available to address any questions or concerns that you may have, and can be reached by email at klawler@cityofukiah.com, or by calling 707-463-6217.

Sincerely,



Kristine Lawler
City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Authorize the City Manager to Sign Federal Aviation Administration Reimbursement of PAPI and REIL Design for Runway 15-33 Grant No. 3-06-0268-018-2021 for Ukiah Municipal Airport in the Amount of \$218,851

DEPARTMENT: Airport **PREPARED BY:** Greg Owen, Airport Manager

PRESENTER: Greg Owen, Airport Manager

ATTACHMENTS:

1. Grant Agreement 3-06-0268-018-2021
2. ASR 11202019
3. UKI PAPI & REIL Design Scope of Services & Fees
4. Comparison PAPI vs VASI

Summary: Authorize the City Manager to sign Federal Aviation Administration Reimbursement of PAPI and REIL Design for Runway 15-33 Grant No. 3-06-0268-018-2021 for Ukiah Municipal Airport in the Amount of \$218,851.

Background: Currently, the Ukiah Municipal Airport utilizes a Visual Approach Slope Indicator (VASI), and will be upgrading it to a Precision Approach Path Indicator (PAPI), with the understanding that the majority of the costs will be reimbursed through a Federal Aviation Administration (FAA) grant (Attachment 1).

At the November 20, 2019 (Attachment 2) Council meeting, Council authorized the City Manager to execute Design and Engineering Scope of Services Agreement (Attachment 3) with Mead and Hunt For New Precision Approach Path Indicator (PAPI) and Runway End Identifier Lights (REIL) Replacement. This design work is to update the Airport Visual Approach Slope Indicator (VASI), and this project will be upgrading it to a Precision Approach Path Indicator (PAPI).(Attachment 4)

The VASI is a system of lights arranged to provide visual descent guidance information during the approach to a runway. These lights are visible from three to five miles during the day, and up to 20 miles or more at night.

PAPI lights are a key part of the airfield ground lighting system used at airports. This type of visual aid on a runway helps pilots to maintain the correct approach and land the airplane safely.

It warns the pilot about approaches that are too high or too low. Runway End Identifier Lights (REIL) system provides rapid and positive identification of the end of the runway. The system consists of two synchronized, unidirectional flashing lights. The lights are positioned on each corner of the runway landing threshold, facing the approach area, and aimed at an angle of 10 to 15 degrees.

Discussion: Staff had anticipated a grant offer to reimburse the City for this work would be received in the 19/20 fiscal year, but the FAA was unable to provide the funding at that time. This design work needed to move forward to meet with FAA deadlines.

Staff recommends that Council authorize the City Manager to sign Federal Aviation Administration Reimbursement of PAPI and REIL Design for Runway 15-33 Grant No. 3-06-0268-018-2021.

This grant offer is to reimburse for design work already performed by Mead and Hunt. This grant will reimburse 90% of the cost of the design work. The airport operating budget will cover the remaining amount.

Recommended Action: Authorize the City Manager to sign Federal Aviation Administration Reimbursement of PAPI and REIL Design for Runway 15-33 Grant No. 3-06-0268-018-2021 for Ukiah Municipal Airport in the Amount of \$218,851.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: 77800000.43299.18159 - FAA Grant: -\$356,715

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: FAA Grant

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH:

Approved: 
Sage Sangiacomo, City Manager

3-06-0268-018-2021



U.S. Department
of Transportation
Federal Aviation
Administration

Airports Division
Western-Pacific Region
California

FAA SFO ADO
1000 Marina Boulevard
Suite 220
Brisbane, CA 94005

May 10, 2021

Mr. Greg Owen
Airport Manager
City of Ukiah
1403 S. State Street
Ukiah, CA 95482

Dear Mr. Owen:

We are transmitting to you for execution the Grant Offer for Airport Improvement Program (AIP) Project No. 3-06-0268-018-2021 at Ukiah Municipal Airport in Ukiah, California. This letter outlines expectations for success. Please read the conditions and assurances carefully.

To properly enter into this agreement, you must do the following:

- a. The governing body must provide authority to execute the grant to the individual signing the grant; i.e. the sponsor's authorized representative.
- b. The sponsor's authorized representative must execute the grant by providing their electronic signature **no later than May 24, 2021** in order for the grant to be valid.
- c. Once the sponsor's authorized representative has electronically signed the grant, the sponsor's attorney will automatically be sent via email the grant to provide their electronic signature.
- d. You may not make any modification to the text, terms or conditions of the grant offer.
- e. Following the attorney's action, the executed grant will be automatically sent to all parties as an attachment to an email.

Subject to the requirements in 2 CFR §200.305, each payment request for reimbursement under this grant must be made electronically via the Delphi eInvoicing System. Please see the attached Grant Agreement for more information regarding the use of this System.

The terms and conditions of this agreement require you to complete the project without undue delay. We will be monitoring your progress to ensure proper stewardship of these Federal funds. **We expect you to submit payment requests for reimbursement of allowable incurred project expenses consistent with project progress.** Should you fail to make draws on a regular basis, your grant may be placed in "inactive" status, which will affect your ability to receive future grant offers.

Until the grant is completed and closed, you are responsible for submitting formal reports as follows:

- A signed/dated SF-270 (non-construction projects) or SF-271 or equivalent (construction projects) and SF-425 annually, due 90 days after the end of each federal fiscal year in which this grant is open (due December 31 of each year this grant is open); and
- Performance Reports, which are due within 30 days of the end of a reporting period as follows:
 1. Non-construction project: Due annually at end of the Federal fiscal year.

2. Construction project: Submit FAA form 5370-1, Construction Progress and Inspection Report at the end of each fiscal quarter.

As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR part 200. Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to assure your organization will comply with applicable audit requirements and standards.

Once the project(s) is completed and all costs are determined, we ask that you close the project without delay and submit the necessary final closeout documentation as required by your Region/Airports District Office.

Barry Franklin, (650) 827-7614, is the assigned program manager for this grant and is readily available to assist you and your designated representative with the requirements stated herein. We sincerely value your cooperation in these efforts and look forward to working with you to complete this important project.

Sincerely,

A handwritten signature in blue ink that reads "Laurie J. Suttmeier". The signature is written in a cursive style and is positioned above a horizontal blue line.

Laurie J. Suttmeier (May 10, 2021 16:26 PDT)

Laurie J. Suttmeier
Manager



U.S. Department
of Transportation
Federal Aviation
Administration

FAA Airport Improvement Program (AIP)

GRANT AGREEMENT

Part I - Offer

Federal Award Offer Date	May 10, 2021
Airport/Planning Area	Ukiah Municipal Airport
FY2021 AIP Grant Number	3-06-0268-018-2021
Unique Entity Identifier	152110466
TO:	City of Ukiah
	(herein called the "Sponsor")

FROM: **The United States of America** (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated December 18, 2020, for a grant of Federal funds for a project at or associated with the Ukiah Municipal Airport, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the Ukiah Municipal Airport (herein called the "Project") consisting of the following:

Reimbursement of PAPI and REIL Design for Runway 15-33

which is more fully described in the Project Application.

NOW THEREFORE, Pursuant to and for the purpose of carrying out the FAA Reauthorization Act of 2018 (Public Law Number 115-254); Title 49, United States Code (U.S.C.), Chapters 471 and 475; 49 U.S.C. §§ 40101 et seq., and 48103; the Department of Transportation Appropriations Act, 2021 (Public Law 116-260, Division L), as further amended by the American Rescue Plan Act of 2021 (Public Law 117-2); and the representations contained in the Project Application; and in consideration of: (a) the Sponsor's adoption and ratification of the Grant Assurances attached hereto (b) the Sponsor's acceptance of this Offer; and (c) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurance and conditions as herein provided;

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 100 percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

Assistance Listings Number (Formerly CFDA Number): 20.106

This Offer is made on and SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$218,851.

The following amounts represent a breakdown of the maximum obligation for the purpose of establishing allowable amounts for any future grant amendment, which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b):

\$ 0 for planning

\$ 218,851 airport development or noise program implementation; and,

\$ 0 for land acquisition.

2. **Grant Performance.** This Grant Agreement is subject to the following Federal award requirements:

- a. Period of Performance:

1. Shall start on the date the Sponsor formally accepts this Agreement and is the date signed by the last Sponsor signatory to the Agreement. The end date of the Period of Performance is 4 years (1,460 calendar days) from the date of acceptance. The Period of Performance end date shall not affect, relieve, or reduce Sponsor obligations and assurances that extend beyond the closeout of this Grant Agreement.
2. Means the total estimated time interval between the start of an initial Federal award and the planned end date, which may include one or more funded portions or budget periods. (2 Code of Federal Regulations (CFR) § 200.1).

- b. Budget Period:

1. For this Grant is 4 years (1,460 calendar days) and follows the same start and end date as the period of performance provided in Paragraph a.1. Pursuant to 2 CFR § 200.403(h), the Sponsor may charge to the Grant only allowable costs incurred during the Budget Period.
2. Means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which the Sponsor is authorized to expend the funds awarded, including any funds carried forward or other revisions pursuant to § 200.308.

- c. Close Out and Termination

1. Unless the FAA authorizes a written extension, the Sponsor must submit all Grant closeout documentation and liquidate (pay-off) all obligations incurred under this award no later than 120 calendar days after the end date of the period of performance. If the Sponsor does not submit all required closeout documentation within this time period, the FAA will proceed to close out the grant within one year of the period of performance end date with the information available at the end of 120 days. (2 CFR § 200.344).

2. The FAA may terminate this Grant, in whole or in part, in accordance with the conditions set forth in 2 CFR § 200.340, or other Federal regulatory or statutory authorities as applicable.
3. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
4. **Indirect Costs - Sponsor.** The Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the project application as accepted by the FAA, to allowable costs for Sponsor direct salaries and wages.
5. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with 49 U.S.C. § 47109, the regulations, policies, and procedures of the Secretary, and any superseding legislation. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
6. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this Agreement, 49 U.S.C. Chapters 471 and 475, and the regulations, policies, and procedures of the Secretary of Transportation ("Secretary"). Per 2 CFR § 200.308, the Sponsor agrees to report to the FAA any disengagement from performing the project that exceeds three months or a 25 percent reduction in time devoted to the project, and request prior approval from FAA. The report must include a reason for the project stoppage. The Sponsor also agrees to comply with the grant assurances, which are part of this Agreement.
7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
8. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before May 24, 2021, or such subsequent date as may be prescribed in writing by the FAA.
9. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner for any project upon which Federal funds have been expended. For the purposes of this Grant Agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor, that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
10. **United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this Grant Agreement.
11. **System for Award Management (SAM) Registration and Unique Entity Identifier (UEI).**

- a. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this Grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).
 - b. Unique entity identifier (UEI) means a 12-character alpha-numeric value used to identify a specific commercial, nonprofit or governmental entity. A UEI may be obtained from SAM.gov at <https://sam.gov/SAM/pages/public/index.jsf>.
12. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this Agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.
13. **Informal Letter Amendment of AIP Projects.** If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by \$25,000 or five percent (5%), whichever is greater, the FAA can issue a letter amendment to the Sponsor unilaterally reducing the maximum obligation.
- The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. The FAA's authority to increase the maximum obligation does not apply to the "planning" component of Condition No. 1.
- The FAA can also issue an informal letter amendment that modifies the grant description to correct administrative errors or to delete work items if the FAA finds it advantageous and in the best interests of the United States.
- An informal letter amendment has the same force and effect as a formal grant amendment.
14. **Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this Grant Agreement.
15. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all Federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.
16. **Buy American.** Unless otherwise approved in advance by the FAA, in accordance with 49 U.S.C. § 50101, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract and subcontract awarded under this Grant.
17. **Maximum Obligation Increase.** In accordance with 49 U.S.C. § 47108(b)(3), as amended, the maximum obligation of the United States, as stated in Condition No. 1 of this Grant Offer:
- a. May not be increased for a planning project;
 - b. May be increased by not more than 15 percent for development projects if funds are available;
 - c. May be increased by not more than the greater of the following for a, land project, if funds are available:

1. 15 percent; or
2. 25 percent of the total increase in allowable project costs attributable to acquiring an interest in the land.

If the sponsor requests an increase, any eligible increase in funding will be subject to the United States Government share as provided in 49 U.S.C. § 47110, or other superseding legislation if applicable, for the fiscal year appropriation with which the increase is funded. The FAA is not responsible for the same Federal share provided herein for any amount increased over the initial grant amount. The FAA may adjust the Federal share as applicable through an informal letter of amendment.

18. Audits for Sponsors.

PUBLIC SPONSORS. The Sponsor must provide for a Single Audit or program-specific audit in accordance with 2 CFR Part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Upon request of the FAA, the Sponsor shall provide one copy of the completed audit to the FAA.

19. Suspension or Debarment. When entering into a "covered transaction" as defined by 2 CFR § 180.200, the Sponsor must:

- a. Verify the non-Federal entity is eligible to participate in this Federal program by:
 1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-Federal entity is excluded or disqualified; or
 2. Collecting a certification statement from the non-Federal entity attesting they are not excluded or disqualified from participating; or
 3. Adding a clause or condition to covered transactions attesting individual or firm are not excluded or disqualified from participating.
- b. Require prime contractors to comply with 2 CFR § 180.330 when entering into lower-tier transactions (e.g. Sub-contracts).
- c. Immediately disclose to the FAA whenever the Sponsor (1) learns they have entered into a covered transaction with an ineligible entity or (2) suspends or debar a contractor, person, or entity.

20. Ban on Texting While Driving.

- a. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and

- b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
- b. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts, and subcontracts funded with this Grant.

21. Trafficking in Persons.

- a. You as the recipient, your employees, subrecipients under this Grant, and subrecipients' employees may not –
 - 1. Engage in severe forms of trafficking in persons during the period of time that the Grant and applicable conditions are in effect;
 - 2. Procure a commercial sex act during the period of time that the Grant and applicable conditions are in effect; or
 - 3. Use forced labor in the performance of the Grant or any subgrants under this Grant.
- b. We as the Federal awarding agency, may unilaterally terminate this Grant, without penalty, if you or a subrecipient that is a private entity –
 - 1. Is determined to have violated a prohibition in paragraph a. of this condition; or
 - 2. Has an employee who is determined by the agency official authorized to terminate the Grant to have violated a prohibition in paragraph a. of this condition through conduct that is either –
 - a. Associated with performance under this Grant; or
 - b. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 49 CFR Part 29.
- c. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a. of this condition.
- d. Our right to terminate unilaterally that is described in paragraph a. of this condition:
 - i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and
 - ii. Is in addition to all other remedies for noncompliance that are available to us under this Grant Agreement.

22. AIP Funded Work Included in a PFC Application. Within 90 days of acceptance of this Grant Agreement, the Sponsor must submit to the FAA an amendment to any approved Passenger Facility Charge (PFC) application that contains an approved PFC project also covered under this Grant Agreement as described in the project application. The airport sponsor may not make any expenditure under this Grant Agreement until project work addressed under this Grant Agreement is removed from an approved PFC application by amendment.

23. Exhibit "A" Property Map. The Exhibit "A" Property Map dated 01/25/2016, is incorporated herein by reference or is submitted with the project application and made part of this Grant Agreement.

24. Employee Protection from Reprisal.

- a. Prohibition of Reprisals —

1. In accordance with 41 U.S.C. § 4712, an employee of a Sponsor, grantee, subgrantee, contractor, or subcontractor may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph a.2. below, information that the employee reasonably believes is evidence of:
 - i. Gross mismanagement of a Federal grant;
 - ii. Gross waste of Federal funds;
 - iii. An abuse of authority relating to implementation or use of Federal funds;
 - iv. A substantial and specific danger to public health or safety; or
 - v. A violation of law, rule, or regulation related to a Federal grant.
2. Persons and bodies covered. The persons and bodies to which a disclosure by an employee is covered are as follows:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Federal employee responsible for contract or grant oversight or management at the relevant agency;
 - v. A court or grand jury;
 - vi. A management official or other employee of the Sponsor, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct; or
 - vii. An authorized official of the Department of Justice or other law enforcement agency.
3. Submission of Complaint — A person who believes that they have been subjected to a reprisal prohibited by paragraph a of this grant term may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
4. Time Limitation for Submittal of a Complaint — A complaint may not be brought under this condition more than three years after the date on which the alleged reprisal took place.
5. Required Actions of the Inspector General — Actions, limitations, and exceptions of the Inspector General's office are established under 41 U.S.C. § 4712(b).
6. Assumption of Rights to Civil Remedy — Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c).

SPECIAL CONDITIONS

25. **Buy American Executive Orders.** The Sponsor agrees to abide by applicable Executive Orders in effect at the time this Grant Agreement is executed, including Executive Order 14005, Ensuring the Future Is Made in All of America by All of America's Workers.

The Sponsor's acceptance of this Offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the Grant Assurances, terms, and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.¹

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**

Laurie J. Suttmeier

Laurie J. Suttmeier (May 10, 2021 16:26 PDT)

(Signature)

Laurie J. Suttmeier

(Typed Name)

Manager, SFO-ADO

(Title of FAA Official)

¹ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

Part II - Acceptance

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the Grant Assurances, terms, and conditions in this Offer and in the Project Application.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.²

Dated _____

City of Ukiah

(Name of Sponsor)

(Signature of Sponsor's Authorized Official)

By:

(Typed Name of Sponsor's Authorized Official)

Title:

(Title of Sponsor's Authorized Official)

² Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of California. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative, who has been duly authorized to execute this Grant Agreement, which is in all respects due and proper and in accordance with the laws of the said State, the FAA Reauthorization Act of 2018 (Public Law Number 115-254); Title 49 U.S.C., Chapters 471 and 475; 49 U.S.C. §§ 40101, et seq., and 48103; and the Department of Transportation Appropriations Act, 2021 (Public Law 116-260, Division L), as further amended by the American Rescue Plan Act of 2021 (Public Law 117-2). In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.³

Dated at _____

By: _____

(Signature of Sponsor's Attorney)

ASSURANCES

AIRPORT SPONSORS

A. General.

- a. These assurances shall be complied with in the performance of grant agreements for airport development, airport planning, and noise compatibility program grants for airport sponsors.
- b. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of Title 49, U.S.C., subtitle VII, as amended. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
- c. Upon acceptance of this grant offer by the sponsor, these assurances are incorporated in and become part of this grant agreement.

B. Duration and Applicability.

1. Airport development or Noise Compatibility Program Projects Undertaken by a Public Agency Sponsor.

The terms, conditions and assurances of this grant agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise compatibility program project, or throughout the useful life of the project items installed within a facility under a noise compatibility program project, but in any event not to exceed twenty (20) years from the date of acceptance of a grant offer of Federal funds for the project. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with federal funds. Furthermore, the duration of the Civil Rights assurance shall be specified in the assurances.

2. Airport Development or Noise Compatibility Projects Undertaken by a Private Sponsor.

The preceding paragraph 1 also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of the facilities developed or equipment acquired under an airport development or noise compatibility program project shall be no less than ten (10) years from the date of acceptance of Federal aid for the project.

3. Airport Planning Undertaken by a Sponsor.

Unless otherwise specified in this grant agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 25, 30, 32, 33, and 34 in Section C apply to planning projects. The terms, conditions, and assurances of this grant agreement shall remain in full force and effect during the life of the project; there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport.

A. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this grant that:

1. General Federal Requirements

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance and use of Federal funds for this project including but not limited to the following:

FEDERAL LEGISLATION

- a. Title 49, U.S.C., subtitle VII, as amended.
- b. Davis-Bacon Act — 40 U.S.C. 276(a), et seq.¹
- c. Federal Fair Labor Standards Act - 29 U.S.C. 201, et seq.
- d. Hatch Act — 5 U.S.C. 1501, et seq.²
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title 42 U.S.C. 4601, et seq.^{1 2}
- f. National Historic Preservation Act of 1966 – Section 106 - 16 U.S.C. 470(f).¹
- g. Archeological and Historic Preservation Act of 1974 - 16 U.S.C. 469 through 469c.¹
- h. Native Americans Grave Repatriation Act - 25 U.S.C. Section 3001, et seq.
- i. Clean Air Act, P.L. 90-148, as amended.
- j. Coastal Zone Management Act, P.L. 93-205, as amended.
- k. Flood Disaster Protection Act of 1973 – Section 102(a) - 42 U.S.C. 4012a.¹
- l. Title 49, U.S.C., Section 303, (formerly known as Section 4(f))
- m. Rehabilitation Act of 1973 - 29 U.S.C. 794.
- n. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- o. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.), prohibits discrimination on the basis of disability).
- p. Age Discrimination Act of 1975 - 42 U.S.C. 6101, et seq.
- q. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- r. Architectural Barriers Act of 1968 -42 U.S.C. 4151, et seq.¹
- s. Power plant and Industrial Fuel Use Act of 1978 – Section 403- 2 U.S.C. 8373.¹
- t. Contract Work Hours and Safety Standards Act - 40 U.S.C. 327, et seq.¹
- u. Copeland Anti-kickback Act - 18 U.S.C. 874.¹
- v. National Environmental Policy Act of 1969 - 42 U.S.C. 4321, et seq.¹
- w. Wild and Scenic Rivers Act, P.L. 90-542, as amended.
- x. Single Audit Act of 1984 - 31 U.S.C. 7501, et seq.²
- y. Drug-Free Workplace Act of 1988 - 41 U.S.C. 702 through 706.
- z. The Federal Funding Accountability and Transparency Act of 2006, as amended (Pub. L. 109-282, as amended by section 6202 of Pub. L. 110-252).

EXECUTIVE ORDERS

- a. Executive Order 11246 – Equal Employment Opportunity¹
- b. Executive Order 11990 – Protection of Wetlands
- c. Executive Order 11998 – Flood Plain Management
- d. Executive Order 12372 – Intergovernmental Review of Federal Programs
- e. Executive Order 12699 – Seismic Safety of Federal and Federally Assisted New Building Construction¹
- f. Executive Order 12898 – Environmental Justice

FEDERAL REGULATIONS

- a. 2 CFR Part 180 – OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Non-procurement).
- b. 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. [OMB Circular A-87 Cost Principles Applicable to Grants and Contracts with State and Local Governments, and OMB Circular A-133 - Audits of States, Local Governments, and Non-Profit Organizations].^{4, 5, 6}
- c. 2 CFR Part 1200 – Non-procurement Suspension and Debarment.
- d. 14 CFR Part 13 – Investigative and Enforcement Procedures
- e. 14 CFR Part 16 – Rules of Practice For Federally Assisted Airport Enforcement Proceedings.
- f. 14 CFR Part 150 – Airport noise compatibility planning.
- g. 28 CFR Part 35 – Discrimination on the Basis of Disability in State and Local Government Services.
- h. 28 CFR § 50.3 – U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964.
- i. 29 CFR Part 1 – Procedures for predetermination of wage rates.¹
- j. 29 CFR Part 3 – Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States.¹
- k. 29 CFR Part 5 – Labor standards provisions applicable to contracts covering federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act).¹
- l. 41 CFR Part 60 – Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and federally assisted contracting requirements).¹
- m. 49 CFR Part 18 – Uniform administrative requirements for grants and cooperative agreements to state and local governments.³
- n. 49 CFR Part 20 – New restrictions on lobbying.
- o. 49 CFR Part 21 – Nondiscrimination in federally-assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act of 1964.
- p. 49 CFR Part 23 – Participation by Disadvantage Business Enterprise in Airport Concessions.

- q. 49 CFR Part 24 – Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs.^{1 2}
- r. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Programs.
- s. 49 CFR Part 27 – Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.¹
- t. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities conducted by the Department of Transportation.
- u. 49 CFR Part 30 – Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors.
- v. 49 CFR Part 32 – Government-wide Requirements for Drug-Free Workplace (Financial Assistance).
- w. 49 CFR Part 37 – Transportation Services for Individuals with Disabilities (ADA).
- x. 49 CFR Part 41 – Seismic safety of Federal and federally assisted or regulated new building construction.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in this grant agreement.

FOOTNOTES TO ASSURANCE C.1.

- ¹ These laws do not apply to airport planning sponsors.
- ² These laws do not apply to private sponsors.
- ³ 49 CFR Part 18 and 2 CFR Part 200 contain requirements for State and Local Governments receiving Federal assistance. Any requirement levied upon State and Local Governments by this regulation and circular shall also be applicable to private sponsors receiving Federal assistance under Title 49, United States Code.
- ⁴ On December 26, 2013 at 78 FR 78590, the Office of Management and Budget (OMB) issued the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR Part 200. 2 CFR Part 200 replaces and combines the former Uniform Administrative Requirements for Grants (OMB Circular A-102 and Circular A-110 or 2 CFR Part 215 or Circular) as well as the Cost Principles (Circulars A-21 or 2 CFR part 220; Circular A-87 or 2 CFR part 225; and A-122, 2 CFR part 230). Additionally it replaces Circular A-133 guidance on the Single Annual Audit. In accordance with 2 CFR section 200.110, the standards set forth in Part 200 which affect administration of Federal awards issued by Federal agencies become effective once implemented by Federal agencies or when any future amendment to this Part becomes final. Federal agencies, including the Department of Transportation, must implement the policies and procedures applicable to Federal awards by promulgating a regulation to be effective by December 26, 2014 unless different provisions are required by statute or approved by OMB.
- ⁵ Cost principles established in 2 CFR part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.
- ⁶ Audit requirements established in 2 CFR part 200 subpart F are the guidelines for audits.

2. Responsibility and Authority of the Sponsor.**a. Public Agency Sponsor:**

It has legal authority to apply for this grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. Private Sponsor:

It has legal authority to apply for this grant and to finance and carry out the proposed project and comply with all terms, conditions, and assurances of this grant agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Sponsor Fund Availability.

It has sufficient funds available for that portion of the project costs which are not to be paid by the United States. It has sufficient funds available to assure operation and maintenance of items funded under this grant agreement which it will own or control.

4. Good Title.

- a. It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.
- b. For noise compatibility program projects to be carried out on the property of the sponsor, it holds good title satisfactory to the Secretary to that portion of the property upon which Federal funds will be expended or will give assurance to the Secretary that good title will be obtained.

5. Preserving Rights and Powers.

- a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this grant agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.
- b. Subject to the FAA Act of 2018, Public Law 115-254, Section 163, it will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise compatibility program project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in this grant agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under Title 49, United States Code, to assume the obligations of this grant agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or

document transferring or disposing of the sponsor's interest, and make binding upon the transferee all of the terms, conditions, and assurances contained in this grant agreement.

- c. For all noise compatibility program projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise compatibility program project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.
- d. For noise compatibility program projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.
- e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.
- f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to insure that the airport will be operated and maintained in accordance Title 49, United States Code, the regulations and the terms, conditions and assurances in this grant agreement and shall insure that such arrangement also requires compliance therewith.
- g. Sponsors of commercial service airports will not permit or enter into any arrangement that results in permission for the owner or tenant of a property used as a residence, or zoned for residential use, to taxi an aircraft between that property and any location on airport. Sponsors of general aviation airports entering into any arrangement that results in permission for the owner of residential real property adjacent to or near the airport must comply with the requirements of Sec. 136 of Public Law 112-95 and the sponsor assurances.

6. Consistency with Local Plans.

The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

7. Consideration of Local Interest.

It has given fair consideration to the interest of communities in or near where the project may be located.

8. Consultation with Users.

In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.

9. Public Hearings.

In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

10. Metropolitan Planning Organization.

In projects involving the location of an airport, an airport runway, or a major runway extension at a medium or large hub airport, the sponsor has made available to and has provided upon request to the metropolitan planning organization in the area in which the airport is located, if any, a copy of the proposed amendment to the airport layout plan to depict the project and a copy of any airport master plan in which the project is described or depicted.

11. Pavement Preventive Maintenance.

With respect to a project approved after January 1, 1995, for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed or repaired with Federal financial assistance at the airport. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.

12. Terminal Development Prerequisites.

For projects which include terminal development at a public use airport, as defined in Title 49, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under section 44706 of Title 49, United States Code, and all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning and deplaning from aircraft other than air carrier aircraft.

13. Accounting System, Audit, and Record Keeping Requirements.

- a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this grant, the total cost of the project in connection with which this grant is given or used, and the amount or nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which this grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United

States not later than six (6) months following the close of the fiscal year for which the audit was made.

14. Minimum Wage Rates.

It shall include, in all contracts in excess of \$2,000 for work on any projects funded under this grant agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a-276a-5), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

15. Veteran's Preference.

It shall include in all contracts for work on any project funded under this grant agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in Section 47112 of Title 49, United States Code. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

16. Conformity to Plans and Specifications.

It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this grant agreement, and, upon approval of the Secretary, shall be incorporated into this grant agreement. Any modification to the approved plans, specifications, and schedules shall also be subject to approval of the Secretary, and incorporated into this grant agreement.

17. Construction Inspection and Approval.

It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in accordance with regulations and procedures prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.

18. Planning Projects.

In carrying out planning projects:

- a. It will execute the project in accordance with the approved program narrative contained in the project application or with the modifications similarly approved.
- b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.
- c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.
- d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.

- e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.
- f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.
- g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.
- h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

19. Operation and Maintenance.

- a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable Federal, state and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. In furtherance of this assurance, the sponsor will have in effect arrangements for-
 - 1. Operating the airport's aeronautical facilities whenever required;
 - 2. Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
 - 3. Promptly notifying airmen of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.
- b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which Federal funds have been expended.

20. Hazard Removal and Mitigation.

It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

21. Compatible Land Use.

It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and

purposes compatible with normal airport operations, including landing and takeoff of aircraft. In addition, if the project is for noise compatibility program implementation, it will not cause or permit any change in land use, within its jurisdiction, that will reduce its compatibility, with respect to the airport, of the noise compatibility program measures upon which Federal funds have been expended.

22. Economic Nondiscrimination.

- a. It will make the airport available as an airport for public use on reasonable terms and without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.
- b. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or to engage in any aeronautical activity for furnishing services to the public at the airport, the sponsor will insert and enforce provisions requiring the contractor to-
 - 1) furnish said services on a reasonable, and not unjustly discriminatory, basis to all users thereof, and
 - 2) charge reasonable, and not unjustly discriminatory, prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.
- c. Each fixed-based operator at the airport shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other fixed-based operators making the same or similar uses of such airport and utilizing the same or similar facilities.
- d. Each air carrier using such airport shall have the right to service itself or to use any fixed-based operator that is authorized or permitted by the airport to serve any air carrier at such airport.
- e. Each air carrier using such airport (whether as a tenant, non-tenant, or subtenant of another air carrier tenant) shall be subject to such nondiscriminatory and substantially comparable rules, regulations, conditions, rates, fees, rentals, and other charges with respect to facilities directly and substantially related to providing air transportation as are applicable to all such air carriers which make similar use of such airport and utilize similar facilities, subject to reasonable classifications such as tenants or non-tenants and signatory carriers and non-signatory carriers. Classification or status as tenant or signatory shall not be unreasonably withheld by any airport provided an air carrier assumes obligations substantially similar to those already imposed on air carriers in such classification or status.
- f. It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees [including, but not limited to maintenance, repair, and fueling] that it may choose to perform.
- g. In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by commercial aeronautical service providers authorized by the sponsor under these provisions.
- h. The sponsor may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.

- i. The sponsor may prohibit or limit any given type, kind or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

23. Exclusive Rights.

It will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of the services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply:

- a. It would be unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide such services, and
- b. If allowing more than one fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport. It further agrees that it will not, either directly or indirectly, grant or permit any person, firm, or corporation, the exclusive right at the airport to conduct any aeronautical activities, including, but not limited to charter flights, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under Title 49, United States Code.

24. Fee and Rental Structure.

It will maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for which a grant is made under Title 49, United States Code, the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate basis in establishing fees, rates, and charges for users of that airport.

25. Airport Revenues.

- a. All revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. The following exceptions apply to this paragraph:
 - 1. If covenants or assurances in debt obligations issued before September 3, 1982, by the owner or operator of the airport, or provisions enacted before September 3, 1982, in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.

2. If the Secretary approves the sale of a privately owned airport to a public sponsor and provides funding for any portion of the public sponsor's acquisition of land, this limitation on the use of all revenues generated by the sale shall not apply to certain proceeds from the sale. This is conditioned on repayment to the Secretary by the private owner of an amount equal to the remaining unamortized portion (amortized over a 20-year period) of any airport improvement grant made to the private owner for any purpose other than land acquisition on or after October 1, 1996, plus an amount equal to the federal share of the current fair market value of any land acquired with an airport improvement grant made to that airport on or after October 1, 1996.
3. Certain revenue derived from or generated by mineral extraction, production, lease, or other means at a general aviation airport (as defined at Section 47102 of title 49 United States Code), if the FAA determines the airport sponsor meets the requirements set forth in Sec. 813 of Public Law 112-95.
- b. As part of the annual audit required under the Single Audit Act of 1984, the sponsor will direct that the audit will review, and the resulting audit report will provide an opinion concerning, the use of airport revenue and taxes in paragraph (a), and indicating whether funds paid or transferred to the owner or operator are paid or transferred in a manner consistent with Title 49, United States Code and any other applicable provision of law, including any regulation promulgated by the Secretary or Administrator.
- c. Any civil penalties or other sanctions will be imposed for violation of this assurance in accordance with the provisions of Section 47107 of Title 49, United States Code.

26. Reports and Inspections.

It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;
- b. for airport development projects, make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreements, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request;
- c. for noise compatibility program projects, make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of this grant agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request; and
- d. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
 1. all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and
 2. all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

27. Use by Government Aircraft.

It will make available all of the facilities of the airport developed with Federal financial assistance and all those usable for landing and takeoff of aircraft to the United States for use by Government aircraft in common with other aircraft at all times without charge, except, if the use by Government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by Government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that –

- a. Five (5) or more Government aircraft are regularly based at the airport or on land adjacent thereto; or
- b. The total number of movements (counting each landing as a movement) of Government aircraft is 300 or more, or the gross accumulative weight of Government aircraft using the airport (the total movement of Government aircraft multiplied by gross weights of such aircraft) is in excess of five million pounds.

28. Land for Federal Facilities.

It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein, or rights in buildings of the sponsor as the Secretary considers necessary or desirable for construction, operation, and maintenance at Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

29. Airport Layout Plan.

- a. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, it will keep up to date at all times an airport layout plan of the airport showing:
 1. boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto;
 2. the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities;
 3. the location of all existing and proposed non-aviation areas and of all existing improvements thereon; and
 4. all proposed and existing access points used to taxi aircraft across the airport's property boundary. Such airport layout plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The sponsor will not make or permit any changes or alterations in the airport or any of its facilities which are not in conformity with the airport layout plan as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility or efficiency of the airport.

- a. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, if a change or alteration in the airport or the facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested, by the Secretary (1) eliminate such adverse effect in a manner approved by the Secretary; or (2) bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities except in the case of a relocation or replacement of an existing airport facility due to a change in the Secretary's design standards beyond the control of the airport sponsor.

30. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any activity conducted with, or benefiting from, funds received from this grant.

- a. Using the definitions of activity, facility and program as found and defined in §§ 21.23 (b) and 21.23 (e) of 49 CFR § 21, the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by, or pursuant to these assurances.
- b. Applicability
 - 1. Programs and Activities. If the sponsor has received a grant (or other federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities.
 - 2. Facilities. Where it receives a grant or other federal financial assistance to construct, expand, renovate, remodel, alter or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.
 - 3. Real Property. Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.
- c. Duration.

The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

- 1. So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
- 2. So long as the sponsor retains ownership or possession of the property.

- d. Required Solicitation Language. It will include the following notification in all solicitations for bids, Requests For Proposals for work, or material under this grant agreement and in all proposals for agreements, including airport concessions, regardless of funding source:

“The (**City of Ukiah**), in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises and airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”

- e. Required Contract Provisions.

1. It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the DOT, and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT acts and regulations.
2. It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
3. It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
4. It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin, creed, sex, age, or handicap as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:
 - a. For the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
- f. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.
- g. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

31. Disposal of Land.

- a. For land purchased under a grant for airport noise compatibility purposes, including land serving as a noise buffer, it will dispose of the land, when the land is no longer needed for such purposes, at fair market value, at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States' share of acquisition of such land will be, at the discretion of the Secretary, (1) reinvested in another project at the airport, or (2)

transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order, (1) reinvestment in an approved noise compatibility project, (2) reinvestment in an approved project that is eligible for grant funding under Section 47117(e) of title 49 United States Code, (3) reinvestment in an approved airport development project that is eligible for grant funding under Sections 47114, 47115, or 47117 of title 49 United States Code, (4) transferred to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport, and (5) paid to the Secretary for deposit in the Airport and Airway Trust Fund. If land acquired under a grant for noise compatibility purposes is leased at fair market value and consistent with noise buffering purposes, the lease will not be considered a disposal of the land. Revenues derived from such a lease may be used for an approved airport development project that would otherwise be eligible for grant funding or any permitted use of airport revenue.

- b. For land purchased under a grant for airport development purposes (other than noise compatibility), it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value or make available to the Secretary an amount equal to the United States' proportionate share of the fair market value of the land. That portion of the proceeds of such disposition which is proportionate to the United States' share of the cost of acquisition of such land will, (1) upon application to the Secretary, be reinvested or transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order: (1) reinvestment in an approved noise compatibility project, (2) reinvestment in an approved project that is eligible for grant funding under Section 47117(e) of title 49 United States Code, (3) reinvestment in an approved airport development project that is eligible for grant funding under Sections 47114, 47115, or 47117 of title 49 United States Code, (4) transferred to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport, and (5) paid to the Secretary for deposit in the Airport and Airway Trust Fund.
- c. Land shall be considered to be needed for airport purposes under this assurance if (1) it may be needed for aeronautical purposes (including runway protection zones) or serve as noise buffer land, and (2) the revenue from interim uses of such land contributes to the financial self-sufficiency of the airport. Further, land purchased with a grant received by an airport operator or owner before December 31, 1987, will be considered to be needed for airport purposes if the Secretary or Federal agency making such grant before December 31, 1987, was notified by the operator or owner of the uses of such land, did not object to such use, and the land continues to be used for that purpose, such use having commenced no later than December 15, 1989.
- d. Disposition of such land under (a) (b) or (c) will be subject to the retention or reservation of any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with operation of the airport.

32. Engineering and Design Services.

Engineering and Design Services. If any phase of such project has received Federal funds under Chapter 471 subchapter 1 of Title 49 U.S.C., it will award each contract, or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping or related services in the same manner as a contract for architectural and engineering services is negotiated under Chapter 11 of Title 40 U. S. C., or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.

33. Foreign Market Restrictions.

It will not allow funds provided under this grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

34. Policies, Standards, and Specifications.

It will carry out any project funded under an Airport Improvement Program Grant in accordance with policies, standards, and specifications approved by the Secretary including, but not limited to, current FAA Advisory Circulars for AIP projects as of December 18, 2020.

35. Relocation and Real Property Acquisition.

- a. It will be guided in acquiring real property, to the greatest extent practicable under State law, by the land acquisition policies in Subpart B of 49 CFR Part 24 and will pay or reimburse property owners for necessary expenses as specified in Subpart B.
- b. It will provide a relocation assistance program offering the services described in Subpart C and fair and reasonable relocation payments and assistance to displaced persons as required in Subpart D and E of 49 CFR Part 24.
- c. It will make available within a reasonable period of time prior to displacement, comparable replacement dwellings to displaced persons in accordance with Subpart E of 49 CFR Part 24.

36. Access By Intercity Buses.

The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport; however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.

37. Disadvantaged Business Enterprises.

The sponsor shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE) programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Parts 26 and 23 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1936 (31 U.S.C. 3801).

38. Hangar Construction.

If the airport owner or operator and a person who owns an aircraft agree that a hangar is to be constructed at the airport for the aircraft at the aircraft owner's expense, the airport owner or

operator will grant to the aircraft owner for the hangar a long term lease that is subject to such terms and conditions on the hangar as the airport owner or operator may impose.

39. Competitive Access.

- a. If the airport owner or operator of a medium or large hub airport (as defined in section 47102 of title 49, U.S.C.) has been unable to accommodate one or more requests by an air carrier for access to gates or other facilities at that airport in order to allow the air carrier to provide service to the airport or to expand service at the airport, the airport owner or operator shall transmit a report to the Secretary that-
 1. Describes the requests;
 2. Provides an explanation as to why the requests could not be accommodated; and
 3. Provides a time frame within which, if any, the airport will be able to accommodate the requests.
- b. Such report shall be due on either February 1 or August 1 of each year if the airport has been unable to accommodate the request(s) in the six month period prior to the applicable due date.

Current FAA Advisory Circulars Required for Use in AIP Funded and PFC Approved Projects

View the most current versions of FAA's Advisory Circulars (A/Cs) here:

https://www.faa.gov/regulations_policies/advisory_circulars/

Airports A/Cs are found in the 150 series. In addition Airspace A/Cs, found in the 70 series, also may apply for certain projects.

Agenda Item No: 7.h.

MEETING DATE/TIME: 11/20/2019

PEAK ITEM NO: 2019-110



AGENDA SUMMARY REPORT

SUBJECT: Authorize City Manager to Execute Design and Engineering Scope of Services Agreement with Mead and Hunt For New Precision Approach Path Indicator (**PAPI**) and Runway End Identifier Lights (**REIL**) Replacement.

DEPARTMENT: Airport **PREPARED BY:** Greg Owen, Airport Manager

ATTACHMENTS:

1. Design and Engineering Scope of Services agreement
2. Independent Fee Estimates Spreadsheet

Summary: The FAA has awarded the Airport with a construction grant for runway 15-33 pavement rehabilitation and taxiway realignment. The FAA is now amending that construction agreement to add funds to include the Design and Engineering Scope of Services. Mead and Hunt has submitted a contract to provide Design and Engineering Scope of Services.

Background:

Currently, the Airport has a Visual Approach Slope Indicator (VASI), and this project will be upgrading it to a Precision Approach Path Indicator (PAPI).

The VASI is a system of lights arranged to provide visual descent guidance information during the approach to a runway. These lights are visible from three to five miles during the day, and up to 20 miles or more at night.

PAPI lights are a key part of the airfield ground lighting system used at airports. This type of visual aid on a runway helps pilots to maintain the correct approach and land the airplane safely. It warns the pilot about approaches that are too high or too low. Runway End Identifier Lights (REIL) system provides rapid and positive identification of the end of the runway. The system consists of two synchronized, unidirectional flashing lights. The lights are positioned on each corner of the runway landing threshold, facing the approach area, and aimed at an angle of 10 to 15 degrees.

Discussion: Staff is requesting that the City Manager be authorized to execute the Design and Engineering Scope of Services agreement (Attachment 1) with Mead & Hunt Inc. for the New Precision Approach Path Indicator (**PAPI**) and Runway End Identifier Lights (**REIL**) Replacement.

As part of the of the grant process a fee estimate is required from an independent consulting firm. Staff requested Independent Fee Estimates to perform the required review of this project. IFE Spreadsheet is provided for as Attachment 2.

Staff has found Mead and Hunt total project cost are within the FAA allowable 10% of the independent fee estimate. The cost of Mead and Hunt's contract is included in the total cost of the grant and has been approved by the FAA.

Independent Fee Estimate Total Project Cost: \$ 220,403.50

Mead & Hunt Total Project Cost: \$218,850.73

Recommended Action: Authorize City Manager to Execute Design and Engineering Scope of Services Agreement with Mead and Hunt For New Precision Approach Path Indicator (**PAPI**) and Runway End Identifier Lights (**REIL**) Replacement in the amount of \$218,850.73.

BUDGET AMENDMENT REQUIRED: No.

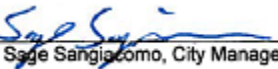
CURRENT BUDGET AMOUNT: 77825200.80230.18159: \$600,000

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Mary Horger, Financial Services Manager

Approved: 
Sage Sangiacomo, City Manager

**City of Ukiah – Ukiah Municipal Airport
New PAPI and REIL Replacement
Design Engineering Scope of Services
September 10, 2019**

OVERVIEW

The City of Ukiah (CITY) has requested that Mead & Hunt, Inc. (CONSULTANT) provide a scope of services to provide engineering design services to the CITY and the Federal Aviation Administration (FAA) for improvements on Runway 15 and on Runway 33 at the Ukiah Municipal Airport (AIRPORT). The project consists of a new four-box LED PAPI installation, removal of the existing VASI, and the replacement and relocation of the existing REILs with new incandescent REILS. The design of this project will be accomplished with close communication with, and review by, the FAA who owns the facilities.

This Project will be funded by an FAA AIP grant related to FAA Non-federal Reimbursable Agreement number AJW-FN-WSA-18-WP-002564.

SCOPE OF SERVICES

This Scope of Services represents the work to be provided by the CONSULTANT to the CITY as part of their agreement with the FAA entitled “Ukiah, CA (UKI) Engineering Design Review and Oversight Support for Runway 15 VASI replacement and Runway 15 and 33 REIL relocation/replacement.” The services to be provided by CONSULTANT consists of the preparation of the design and bidding documents of the New PAPI and Runway 15-33 REIL Replacement Project to be bid and constructed during the Runway 15-33 Phase 2 Runway Width Reduction project.

Summary of Services

The CONSULTANT’s scope of services is divided into five phases as follows:

- Phase 1 – Contract Administration and Coordination
- Phase 2 – Preliminary Design
- Phase 3 – 60% Design
- Phase 4 – Final Design (90% and Final)
- Phase 5 – Bid Administration

The scope of services proposed to be provided by CONSULTANT is described in the phases and tasks as follows:

PHASE I CONTRACT ADMINISTRATION AND COORDINATION

This phase involves those activities required for defining the scope of the Project, negotiating contract and subcontracts, and general coordination and administration for the duration of the Project, including (but not limited to) the following activities:

1.0 PROJECT SCOPING

1.1 Preliminary Meetings with the CITY

CONSULTANT will confer with the FAA and the CITY to ascertain project requirements, finances, schedules, and other pertinent matters and will arrive at a mutual understanding of such matters with the FAA and CITY. The CITY shall provide the CONSULTANT with any environmental documents available. It is anticipated that there will be three (3) meetings with the FAA and/or the CITY, with one meeting occurring at the Project location.

1.2 Prepare Project Scope of Work and Proposal

This task includes preparing the scope of work and fee proposal and negotiating the contract with the CITY. This task will include coordination with the FAA Project stakeholders and FAA participation in the Project planning. Also included is coordination with subconsultants for scopes and fees.

2.0 PREPARE CONTRACT AND SUB-CONTRACTS

This task includes preparation of the CONSULTANT-CITY contract and preparing CONSULTANT's subconsultant contracts if needed.

3.0 PROJECT COORDINATION (coordination with subconsultants, Design Team, CITY, FAA etc.)

CONSULTANT will coordinate with the subconsultants, CITY, FAA SSC for any work that may affect existing FAA operational facilities, and other applicable agencies to complete the work elements in this scope of services. Weekly progress meetings will be held with the design team and CITY (if needed) along with quarterly reports to the FAA.

4.0 GENERAL ADMINISTRATION

Provide general administration during the design. A Project Manager will be assigned to this design project to monitor production continuity during the work described in this scope. The Project Manager's responsibilities include the following:

- a. Define tasks, schedules, and costs.
- b. Monitor work progress and address issues that may arise.
- c. Maintain up-to-date schedules.
- d. Coordinate with the CITY to receive their input; address their concerns; keep them informed regarding Project status; obtain their concurrence on Project scope, cost, and schedule; and obtain their input and approval of concepts and final design.
- e. Focus the efforts of the CONSULTANT and subconsultants to expedite the design of a quality Project that meets the needs and budget of the CITY.
- f. Maintain quality control on work of the CONSULTANT and subconsultants. Implement and monitor a program of Quality Control (QC) and Quality Assurance (QA).
- g. Prepare invoices to submit to the CITY in accordance with the CITY's standard invoice requirements.

5.0 GRANT APPLICATION AND ADMINISTRATION

CONSULTANT will assist the CITY with the preparation of the grant application before design has been completed and revisions to the application after bids are accepted. Preparation of the application will include the following:

- a. Federal forms 424 and 5100, current forms.
- b. Program narrative, discussing the purpose and need of the work and the method of accomplishment
- c. Inclusion of current Exhibit A Property Map
- d. An exhibit of proposed project area to be submitted with application
- e. Project funding summary
- f. Preliminary estimate
- g. Schedule of work
- h. Current Grant Assurances
- i. Title VI Assurances.
- j. Sponsor's Certifications (7 Certifications)

The CONSULTANT will prepare an electronic "application package" in pdf. format and submit to the CITY for approval and signatures. CITY will then send two (2) copies of the signed application package to the FAA for further processing.

PHASE I DELIVERABLES

- 1) Final Scope of Services – Electronic (PDF)
- 2) Executed Contract – Electronic (PDF)
- 3) Grant Application – Electronic (PDF)

PHASE II PRELIMINARY DESIGN

6.0 TOPOGRAPHICAL SURVEYING

A topographical survey was previously performed for the runway reconstruction project at the AIRPORT. This survey located the existing VASI and REIL facilities and provided topographic coverage of the future PAPI and REIL locations. Additional surveying is anticipated to ensure that PAPI Obstacle Clearance Surface is clear per FAA Order 6850.2b. CONSULTANT will also provide coordinates and elevations of the existing and ultimate runway /taxiway configuration – including end of runway, landing threshold, and any displaced threshold information. This includes topography along the runway centerline at 100-foot maximum intervals for the length of the runway.

7.0 GEOTECHNICAL INVESTIGATION – NIC

A geotechnical investigation was previously performed for the runway reconstruction project. This investigation provided geotechnical information in the vicinity of the future PAPI and REIL locations. It is anticipated that no additional geotechnical investigation is anticipated for this design.

8.0 PREPARE PRELIMINARY DESIGN

- 8.1 Prepare a Project Layout Plan sheet that will depict the proposed improvements.
- 8.2 Prepare the Construction Safety and Phasing Plan sheets.

8.3 Prepare Preliminary Project Plans

Plan sheets will be prepared depicting the proposed improvements as indicated under Project Description.

8.4 Calculate Estimated Preliminary Quantities

The CONSULTANT will calculate necessary quantities for the various work items. Quantities will be consistent with the Specifications and acceptable quantity calculation practices.

8.5 Prepare Preliminary OPCC

The CONSULTANT will provide a preliminary Opinion of Probable Construction Cost (OPCC) based on record cost data and similar work. The OPCC shall include all costs for design, construction, construction administration, and CITY administration, for grant application purposes. The OPCC shall be included in the Preliminary Project Design Concept Report.

9.0 PREPARE PRELIMINARY DESIGN REPORT

The purpose of the report is to document the design approach and to summarize the existing systems for FAA review and consideration and to obtain their concurrence with the design approach. As part of this task, two field visits are anticipated to confirm existing power feed(s), circuit configurations, condition of existing panels, controllers and other equipment. To document the results of this phase, a Preliminary Design Report will be prepared. The report will include the summary of the following:

- a. Project description and exhibits.
- b. Determination of power feed(s).
- c. Confirmation of circuit configurations.
- d. Evaluation of existing equipment condition.
- e. Evaluation of applicable electrical design.
- f. Coordination with local power company to move existing FAA meter to new location.
- g. Design of the new poser meter pedestal including rack to support power to Runway15 PAPI and REIL.
- h. Preliminary electrical design of FAA facilities, layout, distribution of work, sequencing and scheduling.
- i. Existing and ultimate dimensions of the runway and taxiway safety areas and object free areas.
- j. Preliminary OPCC.

10.0 PHASE II PROJECT MEETINGS

The CONSULTANT will arrange and lead meetings with FAA staff prior to site investigation visits and to review work progress to date, as described in the subtasks below. The CONSULTANT will produce drawings and handouts, as needed, to conduct each meeting and will prepare minutes to document the discussions.

10.1 Preliminary Meeting with FAA, Airport Staff and Site Visit

CONSULTANT will meet with AIRPORT staff to acquire information on existing systems, power feed locations, etc. This meeting will be held in conjunction with the initial site investigation visit to the AIRPORT.

10.2 Review Results of Field Investigation Review Design Concept Alternatives and Present Recommendations to the FAA and CITY

The CONSULTANT will prepare for and conduct a meeting with the FAA and CITY to present the findings of the preliminary engineering phase and any alternatives and recommendations for the Project. Recommendations from FAA will be incorporated into the CONSULTANT'S design drawings and specifications where FAA-owned systems are impacted. The meeting will be held at the AIRPORT.

PHASE II DELIVERABLES

At the completion of Phase II, the CONSULTANT will deliver the following information to the FAA:

- 1) Draft Preliminary Project Design Concept Report – Electronic submittal.
- 2) Drawings of only relevant FAA work delivered directly via PDF format.
- 3) Final Preliminary Project Design Concept Report – Electronic submittal.

PHASE III 60% DESIGN

11.0 PREPARE PLAN SHEETS FOR 60% SUBMITTAL

- 11.1 Prepare a Project Layout Plan sheet that will depict the proposed improvements.
- 11.2 Prepare the Construction Safety and Phasing Plan sheets.
- 11.3 Project Plans – 60%

Plan sheets will be prepared depicting the proposed improvements as indicated under Project Description. The following is a general list of drawings that will be used as a guideline. Actual number and title of drawings may be modified during the design process.

General:

- | | |
|-------|--------------------------------------|
| G-001 | Cover Sheet, Sheet Index and Symbols |
| G-002 | Legend and Abbreviations |
| G-003 | General Notes |
| G-021 | Project Layout Plan |
| G-031 | Survey Control Plan |
| G-041 | Construction Safety and Phasing Plan |

Geotechnical - NIC

Civil:

General

- | | |
|-------|-------------------------|
| C-021 | Erosion Control Plans |
| C-031 | Erosion Control Details |

Electrical:

- | | |
|-------|-------------------------------|
| E-001 | Electrical Wiring Details |
| E-002 | One Line Diagram |
| E-003 | Electrical Vault Work |
| E-101 | Electrical Removals |
| E-201 | Electrical PAPI and REIL Plan |
| E-202 | Electrical Layout Plan |
| E-601 | Electrical Details |
| E-701 | PAPI Sighting Plan |

E-702	PAPI Details
E-703	REIL Details
E-704	Duct Bank Details
E-705	Grounding Details

12.0 NOT USED.

13.0 PREPARE PRELIMINARY SURFACE DRAINAGE ANALYSIS - NIC

Existing surface drainage patterns will be maintained.

14.0 PREPARE 60% COST ESTIMATE

- a. Calculate Estimated 60% Quantities. The CONSULTANT will calculate necessary quantities for the various work items. Quantities will be consistent with the specifications and acceptable quantity calculation practices.
- b. Prepare 60% Cost Estimate. The CONSULTANT will provide a preliminary cost estimate based on record cost data and similar work. Cost estimate shall be included in the Design Letter Report.

15.0 PREPARE 60% DESIGN LETTER REPORT

To document the results of a 60% design, a letter report will be prepared. The report will include the summary of the Project scope, existing conditions, electrical design, construction phasing plans, and a preliminary Project construction cost. The report will also contain details on alternative design concepts that were investigated (if any) as part of the preliminary design effort and recommendations on which alternatives to pursue. This report will discuss funding, budget, strategies for bidding the Project and potential use of bid alternates. The information will be presented in letter report format for review by the FAA.

16.0 PREPARE FAA FORM 7460

CONSULTANT will complete a notice of proposed construction or alteration as per FAA guidelines and will send the form to the CITY for review prior to being submitted to the FAA.

17.0 REVIEW ENVIRONMENTAL DOCUMENTATION - NIC

Categorical Exclusion for this project was approved in December of 2018.

18.0 PHASE III PROJECT MEETINGS

The CONSULTANT will arrange and lead meetings to address Phase III work progress, as described in the subtasks below. The CONSULTANT will produce drawings and handouts, as needed, to conduct each meeting and will prepare minutes to document the discussions.

18.1 Present 60% Design Alternatives and Recommendations to FAA

The CONSULTANT will prepare for and conduct a meeting at the AIRPORT to present and discuss the findings of the 60% engineering phase and any alternatives and recommendations for the Project.

18.2 Coordination Meeting with FAA,

The CONSULTANT will conduct coordination meetings by teleconference unless indicated differently within this scope.

PHASE III DELIVERABLES

At the completion of Phase III, the CONSULTANT will deliver the following information to the FAA:

- 1) 60% Design Report – Electronic Submittal
- 2) Plans in support of 60% design – Electronic Submittal
- 3) FAA Form 7460 – Electronic Submittal

PHASE IV FINAL DESIGN (90% and Final)

19.0 PREPARE SPECIFICATIONS

The CONSULTANT will assemble the specifications and bid documents for CITY to use in obtaining competitive bids for the work. All documents shall meet current FAA Standards for AIP funded projects.

19.1 Prepare Bidding and Contract Documents

The CONSULTANT will prepare bidding and contract documents using CITY-provided front end documents (e.g. Bid Advertisement, Instructions to Bidders, and other CITY required documents). CONSULTANT will prepare and include the FAA required documents as follows:

19.1.1 Required Federal Provisions

Federal laws and regulations require that specific contract provisions be included in federally funded contracts, as established within the grant assurances. Consultant will include the Required Federal Provisions in the bid documents. These requirements cover items such as:

- Affirmative Action Plan
- Buy American Preferences
- Civil Rights
- Disadvantaged Business Enterprises
- Federal Fair Labor Standards Act (Minimum Wage)
- Lobbying and Influencing Federal Employees
- Occupational Safety and Health Act
- Davis Bacon Requirements
- Equal Employment Opportunity
- Non-segregated Facilities

19.1.2 FAA General Contract Provisions (Advisory Circular 150-5370-10H)

FAA requires these provisions be included and complied with for all projects funded with federal grant monies through the Airport Improvement Program (AIP), as established within the grant assurances. The CONSULTANT will include the FAA General Contract Provisions and provide any Project specific information. These provisions cannot be modified other than where noted in the document.

19.1.3 Prepare Special Provisions for Airport Construction

The CONSULTANT will prepare Special Provisions to address, or expand on, conditions specific to construction on airports that require additional clarification. They will include, but are not limited to information regarding the following items (as applicable):

- General Safety Requirements, Airfield Safety and Traffic Control
- Record Drawings
- Time Limitations
- Liquidated Damages
- Barricades and Runway Closure Markers
- Radio Communication
- Access and Security
- Work Hour Limitations
- SWPPP Requirements and guidance for Contractor

19.1.4 Prepare Technical Specifications

The CONSULTANT will prepare Technical Specifications using FAA Standard Specifications (AC 150-5370-10H) and FAA format. For work not covered by FAA Standards, CITY or Caltrans Standard Specifications will be used.

20.0 PREPARE FINAL SURFACE DRAINAGE ANALYSIS – **NIC**

21.0 PREPARE FINAL LAYOUT AND CIRCUIT CALCULATIONS

Final conduit locations will be determined, and circuit calculations performed.

22.0 UPDATE AIRPORT SIGNING AND MARKING PLAN - **NIC**

23.0 EROSION CONTROL PLAN

The CONSULTANT will develop an Erosion Control Plan for the Project that is in general conformance with BAT (Best Available Technology) management practices. The plan will detail types of erosion control measures recommended for the site in addition to other information needed for the NPDES permitting application. The Contractor shall prepare the SWPPP. This information shall include, but not limited to:

- a. Project Location
- b. Size of Disturbance of Project
- c. Amount of Impervious Surface
- d. Hydrologic Classification of Site
- e. Receiving Waters
- f. Site Drainage Overview

24.0 PREPARE SPONSOR CERTIFICATIONS, JUSTIFICATIONS FOR MODIFICATIONS TO FAA STANDARDS, AND MODIFICATION OF STANDARDS (if required)

24.1 Sponsor Certifications

The CONSULTANT will complete the required Sponsor Certifications verifying the Plans and Specifications were developed in accordance with Federal guidelines, and the Equipment/Construction certification, and send to SPONSOR for signatures.

24.2 Not Used

24.3 Modification of Standards

If necessary, the CONSULTANT will prepare one Request for Modification to Standards, if found to be necessary for the project.

25.0 PREPARE 90% SUBMITTAL

Based on FAA written review comments on the preliminary submittal, prepare 90% engineering design documents of all improvements. This work shall include:

- a. Perform internal QA/QC for all documents included in the 90% submittal.
- b. Prepare and submit 90% plans.
- c. Prepare and submit 90% specifications and bid documents.
- d. Prepare and submit 90% cost estimate.
- e. Conduct 90% review meeting with the FAA to go over submitted data and discuss schedule for final submittals.

26.0 PREPARE AND SUBMIT FINAL CONTRACT DOCUMENTS

A final set of contract documents to be used for bidding will be prepared that will incorporate revisions, modifications, and corrections determined during the FAA review of the ninety percent (90%) submittal.

27.0 PREPARE AND SUBMIT FINAL COST ESTIMATE

- a. Calculate Estimated Final Quantities. Prepare Final Cost Estimate.
- b. Using the final quantities calculated following the completion of the plans and specifications, the CONSULTANT will prepare the final construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers, and other databases available.

28.0 PREPARE AND SUBMIT ENGINEER'S DESIGN REPORT

CONSULTANT will prepare the Engineer's Design Report in conformance with FAA requirements. The report will include a summary and explanation of the Project design including (as applicable) geometrics, electrical design, phasing plans, and a Project schedule. The report will also contain any alternative design concepts that were investigated and evaluated and a final Engineer's cost estimate. The report shall include, but not be limited to, the following:

- a. Project Scope
- b. Design Standards
- c. Design Geometrics (reference Federal Advisory Circular 150/5300-13A)
- d. Drainage Considerations
- e. Airport Operational Safety (reference Federal Advisory Circular 150/5370-2G)
- f. Construction Estimate
- g. Project Schedule and Construction Phasing
- h. Construction Inspection and Testing Information
- i. Justifications for any Deviations from FAA Standards
- j. Sponsor Certification for Project Plans and Specifications
- k. Sponsor Certification for Equipment/Construction Contract

29.0 PREPARE CONSTRUCTION SAFETY AND PHASING PLAN

CONSULTANT will prepare a Construction Safety and Phasing Plan (CSPP) in conformance with FAA Standards and AC 150/5370-2G, *Operations on Airports During Construction*. The CSPP will be uploaded to the FAA online portal for review and approval. The final CSPP will be included in the Bid Document package and will include the following information:

- a. Overview & Purpose
- b. Construction Safety Responsibility of Each Party
- c. Construction Phasing, including (but not limited to):
 - Phasing and time limitations
 - Areas and operations affected by construction
 - Wildlife management
 - Hazardous materials management
 - Inspection requirements
 - Marking and signs for access routes
 - Protection of runway and taxiway critical areas
 - Safety plan compliance document
- d. Construction Safety and Phasing Plan Sheet(s)

30.0 PHASE IV PROJECT MEETINGS

The CONSULTANT will arrange and lead the meetings as described below. The CONSULTANT will produce drawings and handouts, as needed, to conduct each meeting and shall issue minutes to document the discussion. The following meetings shall be included in Phase IV:

30.1 Conduct 90% Submittal review meeting (1)

The CONSULTANT will prepare for and conduct a meeting at the AIRPORT to present the results of the 90% engineering phase and any alternatives and recommendations for the Project.

30.2 Conduct Final Submittal review meeting - NIC

A final review meeting is not anticipated for this project.

30.3 Coordination meetings with CITY and FAA (1)

The CONSULTANT will conduct one coordination meeting with the CITY and FAA prior to finalizing the plans and specifications for bid by teleconference.

PHASE IV DELIVERABLES

During the Phase IV design effort, the CONSULTANT will deliver all of the following information to the
FAA:90% Contract Documents – Electronic file in PDF format

- 1) 90% Cost Estimates – Electronic files in PDF format
- 2) Final Contract Documents – Electronic files in PDF
- 3) Final Engineer's Design Report – Electronic file in PDF format
- 4) Construction Safety and Phasing Plan – to be included in final bid documents.

PHASE V BID ADMINISTRATION

31.0 PREPARE ADVERTISEMENT FOR BIDS

Required advertisement dates and bidding dates will be established. CONSULTANT will prepare the advertisement in conformance with FAA and local standards and submit a copy of the advertisement to the CITY. The CITY shall arrange for the legal advertising in conformance with local standards and shall pay for the associated cost of advertising.

32.0 BID DOCUMENTS DISTRIBUTION

CITY will make the bidding documents available to potential bidders electronically. The CITY will keep a current list of plan holders and distribute this to interested parties upon request. This task includes CONSULTANT coordination required to facilitate these activities.

33.0 RESPOND TO BIDDERS QUESTIONS (RFIs)

During the bidding process, the CONSULTANT will be available to clarify up to four requests for information (RFIs) regarding bidding issues / questions and for consultation with the various entities associated with the Project. This item also includes contacting bidders to generate interest in the Project.

34.0 PREPARE AND DISTRIBUTE ADDENDA

CITY will issue up to Two (2) bid addenda as appropriate to interpret, clarify, or change the bidding documents as required by the Sponsor or the FAA. Addenda will be made available to the plan holders either through electronic mail or via bidding website. This task includes CONSULTANT coordination required to respond to the addenda. Any addenda that are generated as a sole result of the CITY's error or omission, or FAA request, will be considered as extra services, and the CONSULTANT will be reimbursed for this effort as an amendment to this contract.

35.0 PRE-BID CONFERENCE

CONSULTANT shall arrange for and conduct a Pre-Bid Conference. The Project Manager and/or Project Engineer will attend and conduct the Pre-Bid Conference with potential contractors and the CITY to review the project and answer questions. The conference will be conducted at the AIRPORT and will include a site inspection. Meeting minutes will be prepared and distributed to attendees electronically.

36.0 BID OPENING - NIC

37.0 BID REVIEW AND BID ABSTRACT

CONSULTANT will advise CITY as to the acceptability of any subcontractors, suppliers, and other persons and organizations proposed by the bidders and as to the acceptability of substitute materials and equipment proposed by bidders. The CONSULTANT will prepare a spreadsheet that includes all bid items for the purpose of evaluating the lowest bidder. The CONSULTANT will input the as-bid unit prices into the spreadsheet and verify mathematical computations of the bids. The CONSULTANT will then provide recommendations to the CITY as to the name of the Apparent Low Bidder.

38.0 PREPARE RECOMMENDATION FOR AWARD

The CONSULTANT will prepare a Recommendation of Award for the CITY to accept or reject the bids as submitted. If rejection is recommended, the CONSULTANT will provide an explanation for their recommendation and possible alternative actions that the CITY can pursue to complete the Project. Once the Contract Award is made, the CONSULTANT will distribute the bid tabulations at request of the CITY.

PHASE V DELIVERABLES

- 1) Bid Documents – Electronic files as required for bidding.
- 2) Bid Abstract –Electronic files.
- 3) Recommendation of Award –Electronic files.

DESIGN PARAMETERS

All designs and all work on the Project shall be in accordance with all applicable FAA Advisory Circulars. All Bidding Documents shall utilize the FAA standard construction specifications.

EXCLUDED SERVICES

The CITY and CONSULTANT agree that the following items shall be excluded from this Project and, if added to the work, shall be considered as “Additional Services”:

- 1) Any environmental analysis beyond Categorical Exclusion already completed.
- 2) Any permitting or utility company fees.
- 3) Preparation of Storm Water Pollution Prevention Plan.
- 4) Construction services.

CITY’S RESPONSIBILITIES

- 1) The CITY shall provide all criteria and full information as to the CITY’s requirements for the Project including: design objectives and constraints; space, capacity, and performance requirements, flexibility, and expandability, and any budgetary limitations; furnish copies of all design and construction standards that the CITY will require to be included in the drawings and specifications; and furnish copies of the CITY’s standard forms, conditions, and related documents for CONSULTANT to include in the bidding documents, where applicable.
- 2) Provide access to and make all provisions for the CONSULTANT to enter upon public and private lands as required for the CONSULTANT to perform such work as surveys and inspections in the development of the Project.
- 3) Furnish or otherwise make available such Project related information and data as is reasonably required to enable CONSULTANT to complete services as described in this scope.
- 4) Advertise for proposals from bidders (legal advertisement), open proposals at the appointed time and place, and pay all costs incidental of thereto.
- 5) Designate a CITY Representative with respect to the work to be performed under this Agreement as the CONSULTANT’S point of contact. The CITY Representative shall have complete authority to transmit instructions, receive information, and interpret and define the CITY’s policy and decisions with

respect to materials, equipment, elements, and systems pertinent to the work covered by this Agreement.

- 6) Obtain approvals and permits from governmental agencies.
- 7) Advertising

ADDITIONAL SERVICES

If authorized in writing by CITY, the CONSULTANT may provide additional services of the types listed below, and CITY will compensate as stated under “Compensation for Services” section, “additional services” of this scope.

- 1) Revisions to the drawings or specifications previously approved by the CITY.
- 2) Services in connection with changes in the scope, extent, or character of portions of the Project or its design requirements.
- 3) Services in connection with Contract Change Orders requested by the CITY, and services to evaluate changes or substitutions proposed by the contractor after award of the Construction Contract.
- 4) Services resulting from CITY’s request to evaluate additional alternative solutions beyond those identified in scope of work or services required as a result of CITY providing incomplete or incorrect Project information.
- 5) Services during construction of the Project.
- 6) Any miscellaneous services not specifically described in this “Scope of Services.”

SCHEDULE OF COMPLETION

- 1) The CONSULTANT will complete all work called for under Phase II – survey, Geotechnical and Preliminary Design Concept Report within forty-five (45) working days from the date the CITY issues the Notice to Proceed with the work.
- 2) The CONSULTANT will complete all work called for under Phase III – 60% Design within forty-five (45) working days from the date the FAA issues comments on the Preliminary Design Concept Report.
- 3) The CONSULTANT will complete the 90% submittal detailed in Phase IV – Final Design within thirty (30) working days of receipt of CITY’s review comments on the 60% submittal.
- 4) The CONSULTANT will complete the final Engineer’s Design Report and Final Contract Documents detailed in Phase IV – Final Design, for use in bidding, upon receipt of CITY’s and FAA’s review comments on the 90% submittal.

COMPENSATION FOR SERVICES

- 1) Payment for all work outlined in this Scope of Services shall be a fixed fee of Two Hundred Eighteen Thousand Eight Hundred Fifty Dollars Seventy-three Cents (\$218,850.73) XXX,XXX Dollars (\$XXX,XXX.00). This fee shall include labor, materials, expenses, and incidentals necessary to complete the work as described herein. An Engineering Services Cost Estimate is included as Attachment 1 to this Scope of Services. Payments will be made monthly based on the percentage of work complete.
- 2) Payment for any additional services requested by the CITY will be performed on a time-and-expense basis in conformance with the Mead & Hunt, Inc. Billing Rate Schedule included as Attachment 2 to this Scope of Services. The CONSULTANT will establish the budget for additional services prior to

the start of work and may not exceed the budget without written authorization from the CITY. Any additional services must be authorized in writing by the CITY.

Aviation Services Design Engineering Work scope

AIRPORT: City of Ukiah - Ukiah Municipal Airport
LOCATION: Mendocino County, CA
Reimbursable Agreement: AJW-FN-WSA-18-WP-002564
PROJECT DESCRIPTION: New PAPI and Relocated/Replacement REILs

PROJECT NUMBER:
DATE: 8/22/19
REV. NO:

PHASE I - CONTRACT ADMINISTRATION AND COORDINATION		ENGINEERING FEES
1.0	Project Scoping	\$ 15,381.19
2.0	Prepare Contract and Sub-Contracts	\$ 1,555.82
3.0	Project Coordination	\$ 19,899.48
4.0	General Administration	\$ 14,387.94
5.0	Grant Application and Administration	\$ 3,472.10
	Expenses	\$ 333.00
TOTAL PHASE I - CONTRACT ADMINISTRATION & COORD.		\$ 55,029.53
PHASE II - PRELIMINARY DESIGN		
6.0	Topographical Surveying	\$ 1,663.48
7.0	Geotechnical Investigation - NIC	\$ -
8.0	Prepare Preliminary Design	\$ 15,172.83
9.0	Preliminary Project Design Concept Report	\$ 9,964.52
10.0	Phase II Project Meetings	\$ 11,849.79
	Expenses	\$ 496.60
TOTAL PHASE II - SURVEY, GEOTECHNICAL, DESIGN CONCEPT		\$ 39,147.22
PHASE III - 60% DESIGN		
11.0	Prepare Plan Sheets for 60% Submittal	\$ 38,403.69
12.0	Not Used	\$ -
13.0	Prepare Preliminary Surface Drainage Analysis - NIC	\$ -
14.0	Prepare 60% Cost Estimate	\$ 2,387.19
15.0	Prepare 60% Design Letter Report	\$ 2,248.23
16.0	Prepare FAA Form 7460	\$ 1,171.52
17.0	Review Environmental Documentation - NIC	\$ -
18.0	Phase III Project Meetings	\$ 4,930.79
	Expenses	\$ 468.20
TOTAL PHASE III - 60% DESIGN		\$ 49,609.62
PHASE IV - FINAL DESIGN (90% and Final)		
19.0	Prepare Specifications	\$ 3,466.75
20.0	Prepare Final Surface Drainage Analysis - NIC	\$ -
21.0	Prepare Final Layout and Circuit Calcs	\$ 1,586.87
22.0	Update Airport Signing and Marking Plan - NIC	\$ -
23.0	Erosion Control Plan	\$ 796.81
24.0	Prepare Certification of Engineering & Mod to Stds.	\$ 1,702.26
25.0	Prepare 90% Submittal	\$ 7,549.97
26.0	Prepare and Submit Final Contract Documents	\$ 7,675.98
27.0	Prepare and Submit Final Cost Estimate	\$ 743.57
28.0	Prepare and Submit Engineer's Design Report	\$ 5,205.80
29.0	Prepare Construction Safety and Phasing Plan	\$ 9,638.11
30.0	Phase IV Project Meetings	\$ 5,634.01
	Expenses	\$ 468.20
TOTAL PHASE IV - FINAL DESIGN (90% and Final)		\$ 44,468.33
PHASE V - BID ADMINISTRATION		
31.0	Prepare Advertisement for Bids	\$ 444.77
32.0	Bid Documents Distribution	\$ 985.50
33.0	Respond to Bidders Questions (RFIs)	\$ 2,862.82
34.0	Prepare & Distribute Addenda	\$ 2,228.74
35.0	Pre-bid Conference	\$ 6,729.81
36.0	Bid Opening - NIC	\$ -
37.0	Bid Review and Bid Abstract	\$ 1,383.75
38.0	Prepare Recommendation for Award	\$ 692.44
	Expenses	\$ 268.20
TOTAL PHASE V - BIDDING PHASE		\$ 15,596.03
TOTAL MEAD & HUNT FEES		\$ 203,850.73
TOTAL DIRECT SUBCONSULTANT FEES		\$ 15,000.00
TOTAL PROJECT FEES		\$ 218,850.73

DIRECT SUB CONSULTANTS FEES		
Additional Topographic Surveying (for Design)	\$	15,000.00
Additional Geotechnical Investigation (for Design)	\$	-
Cultural and Biological Field Investigations	\$	-
Expenses	\$	-
TOTAL DIRECT SUB CONSULTANTS	\$	15,000.00

Item No.		Senior Associate	Senior Project Engineer	Senior Engineer	Engineer III	Engineer I	Technician III	Technician II	Technician I	Administrative Assistant	Clerical	Total Hours		Cost Summary
		\$318.56	\$247.67	\$217.28	\$157.05	\$114.85	\$146.74	\$117.52	\$81.52	\$98.55	\$65.22			
PHASE I - CONTRACT ADMINISTRATION AND COORDINATION														
1.0	Project Scoping													
1.1	Preliminary meetings with the County and FAA		12	12						3	3			\$ 6,070.71
1.2	Prepare project scope of work and proposal	1	14	14			12			6	2			\$ 9,310.48
	Estimated Total Man-hours	1	26	26	0	0	12	0	0	9	5	79		
	Summary Costs	\$318.56	\$6,439.42	\$5,649.28	\$0.00	\$0.00	\$1,760.88	\$0.00	\$0.00	\$886.95	\$326.10			\$ 15,381.19
2.0	Prepare Contract and Sub-Contracts													
	Estimated Total Man-hours	1	2	1						4	2	10		\$ 1,555.82
	Summary Costs	\$318.56	\$495.34	\$217.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$394.20	\$130.44			\$ 1,555.82
3.0	Project Coordination													
	Estimated Total Man-hours	15	60								4	79		\$ 19,899.48
	Summary Costs	\$4,778.40	\$14,860.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$260.88			\$ 19,899.48
4.0	General Administration													
	Estimated Total Man-hours		54						6	4	2	66		\$ 14,387.94
	Summary Costs	\$0.00	\$13,374.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$489.12	\$394.20	\$130.44			\$ 14,387.94
5.0	Grant Application and Administration													
	Estimated Total Man-hours	2	8	0						8	1	19		\$ 3,472.10
	Summary Costs	\$637.12	\$1,981.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$788.40	\$65.22			\$ 3,472.10
Expenses													Rate	
	Subconsultant	0	0	0	0	0	0	0	0	0	0	0 Days	\$ 75.00	\$ -
	Auto Rental	0	0	0	0	0	0	0	0	0	0	0 Days	\$ 75.00	\$ -
	Mileage	0	300	0	0	0	0	0	0	0	0	300 Miles	\$ 0.86	\$ 258.00
	Lodging	0	0	0	0	0	0	0	0	0	0	0 Days	\$ 150.00	\$ -
	Airline Costs	0	0	0	0	0	0	0	0	0	0	0 Trips	\$ 600.00	\$ -
	Meals	0	3	0	0	0	0	0	0	0	0	3	\$ 25.00	\$ 75.00
	Trips	0	0	0	0	0	0	0	0	0	0	0 Days	\$ 250.00	\$ -
	Miscellaneous	0	0	0	0	0	0	0	0	0	0		\$ 200.00	\$ -
	Reproduction	0	0	0	0	0	0	0	0	0	0	0	\$ 180.00	\$ -
	Other	0	0	0	0	0	0	0	0	0	0	0	\$ 100.00	\$ -
	Other	0	0	0	0	0	0	0	0	0	0	0	\$ 50.00	\$ -
Total Expenses													\$	333.00
PHASE I - CONTRACT ADMINISTRATION AND COORDINATION TOTAL														\$ 55,029.53

Item No.		Senior Associate	Senior Project Engineer	Senior Engineer	Engineer III	Engineer I	Technician III	Technician II	Technician I	Administrative Assistant	Clerical	Total Hours		Cost Summary
		\$318.56	\$247.67	\$217.28	\$157.05	\$114.85	\$146.74	\$117.52	\$81.52	\$98.55	\$65.22			
PHASE II - SURVEY, GEOTECHNICAL INVESTIGATION, AND DESIGN CONCEPT REPORT														
6.0	Topographical Surveying													
	Estimated Total Man-hours	0	4	0	0	5	0	0	0	1	0	0		\$ 1,663.48
	Summary Costs	\$0.00	\$990.68	\$0.00	\$0.00	\$574.25	\$0.00	\$0.00	\$0.00	\$98.55	\$0.00			\$ 1,663.48
7.0	Geotechnical Investigation - NIC													
	Estimated Total Man-hours	0	0	0	0	0	0	0	0	0	0	0		\$ -
	Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$ -
8.0	Prepare Preliminary Design													
8.1	Prepare Project Layout Plan		1		2		8	0						\$ 1,735.69
8.2	Prepare CSPP Plan Sheets				2	8		6						\$ 1,938.02
8.3	Prepare Preliminary Project Plans		1	8	8		10	35						\$ 8,822.91
8.4	Calculate Estimated Preliminary Quantities			2		8			4					\$ 1,353.36
8.5	Prepare Preliminary OPCC		1	1	4	2								\$ 1,322.85
	Estimated Total Man-hours	0	3	11	16	18	18	41	4	0	0	111		
	Summary Costs	\$0.00	\$743.01	\$2,390.08	\$2,512.80	\$2,067.30	\$2,641.32	\$4,818.32	\$326.08	\$0.00	\$0.00			\$ 15,172.83
9.0	Preliminary Project Design Concept Report													
	Estimated Total Man-hours	1	2	40						4	1	48		\$ 9,964.52
	Summary Costs	\$318.56	\$495.34	\$8,691.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$394.20	\$65.22			\$ 9,964.52
10.0	Phase II Project Meetings													
10.1	Preliminary Meeting with Airport Staff and Site Visit		8	16				2		1	2			\$ 5,921.87
10.2	Coordinate Meeting with FAA etc. to Review Results		8	16				4						\$ 5,927.92
	Estimated Total Man-hours	0	16	32	0	0	0	6	0	1	2	57		
	Summary Costs	\$0.00	\$3,962.72	\$6,952.96	\$0.00	\$0.00	\$0.00	\$705.12	\$0.00	\$98.55	\$130.44			\$ 11,849.79
Expenses													Rate	
	Subconsultant	0	0	0	0	0	0	0	0	0	0	0 Days	\$ 75.00	\$ -
	Auto Rental	0	0	0	0	0	0	0	0	0	0	0 Days	\$ 75.00	\$ -
	Mileage	0	480	290	0	0	0	0	0	0	0	770 Miles	\$ 0.58	\$ 446.60
	Lodging	0	0	0	0	0	0	0	0	0	0	0 Days	\$ 150.00	\$ -
	Meals	0	0	0	0	0	0	0	0	0	0	2 Days	\$ 25.00	\$ 50.00
	Other	0	0	0	0	0	0	0	0	0	0	0	\$ 50.00	\$ -
Total Expenses														\$ 496.60
PHASE II - SURVEY, GEOTECHNICAL INVESTIGATION, AND DESIGN CONCEPT REPORT TOTAL \$ 39,147.22														

Item No.		Senior Associate	Senior Project Engineer	Senior Engineer	Engineer III	Engineer I	Technician III	Technician II	Technician I	Administrative Assistant	Clerical	Total Hours		Cost Summary
		\$318.56	\$247.67	\$217.28	\$157.05	\$114.85	\$146.74	\$117.52	\$81.52	\$98.55	\$65.22			
PHASE III - 60% DESIGN PLANS														
11.0	Prepare Plan Sheets for 60% Submittal													
	Electrical													
11.1	E-201 Electrical Fixture & Sign Modifications	0	0	0	0	0	0	0	0	0	0	0		\$ -
11.2	E-601 Electrical Details	0	0	0	0	0	0	0	0	0	0	0		\$ -
11.3	Project Plans 60%													
	General													
	G-001 Cover Sheet, Sheet Index & Symbols	0	0	0	0	2	1	0	0	0	0	3		\$ 376.44
	G-002 Legend & Abbreviations	0	0	0	0	2	1	0	0	0	0	3		\$ 376.44
	G-003 General Notes	0	0	0	0	1	1	0	0	0	0	0		\$ 261.59
	G-041 Construction Safety & Phasing Plan	0	1	0	4	0	1	0	0	0	0	6		\$ 1,022.61
	Geotechnical - NIC													
	C-021 Erosion Control Plans	0	0	0	0	4	1	2	0	0	0	7		\$ 841.18
	C-031 Erosion Control Details	0	0	0	0	2	1	2	0	0	0	5		\$ 611.48
	Electrical													
	E-101 Electrical Removal Plan	0	0	0	0	0	0	0	0	0	0	0		\$ -
	E-001 Electrical Wiring Details	0	0	4	0	0	0	4	0	0	0	8		\$ 1,339.20
	E-201 Electrical Layout Plan	0	0	0	0	0	0	0	0	0	0	0		\$ -
	E-002 One Line Diagram	0	0	4	0	0	0	4	0	0	0	8		\$ 1,339.20
	E-003 Electrical Vault Work	0	1	16	0	0	0	8	0	0	0	25		\$ 4,664.31
	E-101 Electrical Removals Plan	0	1	4	0	0	0	10	0	0	0	15		\$ 2,291.99
	E-201 Electrical PAPI and REIL Plan	0	2	8	0	0	0	8	0	0	0	18		\$ 3,173.74
	E-202 Electrical Layout Plan	0	0	8	0	0	0	26	0	0	0	34		\$ 4,793.76
	E-601 Electrical Details	0	0	4	0	0	0	6	0	0	0	10		\$ 1,574.24
	E-701 PAPI Sighting Plan	0	1	1	20	0	0	0	0	0	0	22		\$ 3,605.95
	E-702 PAPI Details	0	1	4	4	0	0	8	0	0	0	17		\$ 2,685.15
	E-703 REIL Details	0	1	4	2	0	0	8	0	0	0	15		\$ 2,371.05
	E-704 Duct Bank Details	0	0	2	0	0	0	4	0	0	0	6		\$ 904.64
	E-705 Grounding Details	0	0	1	0	0	0	4	0	0	0	5		\$ 687.36
Estimated Total Man-hours		0	10	61	42	19	13	102	0	0	0	62		
Summary Costs		\$0.00	\$2,476.70	\$13,254.08	\$6,596.10	\$2,182.15	\$1,907.62	\$11,987.04	\$0.00	\$0.00	\$0.00			\$ 38,403.69
12.0	Not Used													
11.1	Prepare Bidding and Contract Documents	0	0	0	0	0	0	0	0	0	0	0		\$ -
	Prepare FAA Required Provisions	0	0	0	0	0	0	0	0	0	0	0		\$ -
17.3	Prepare General Provisions	0	0	0	0	0	0	0	0	0	0	0		\$ -
17.4	Prepare Misc. Provisions for Airport Construction	0	0	0	0	0	0	0	0	0	0	0		\$ -
17.5	Prepare Technical Specifications	0	0	0	0	0	0	0	0	0	0	0		\$ -
	Estimated Total Man-hours	0	0	0	0	0	0	0	0	0	0	0		\$ -
	Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$ -
13.0	Prepare Preliminary Surface Drainage Analysis - NIC													
	Estimated Total Man-hours	0	0	0	0	0	0	0	0	0	0	0		\$ -
	Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$ -
14.0	Prepare 60% Cost Estimate													
	Estimated Total Man-hours	0	1	6	0	6	1	0	0	0	0	14		\$ 2,387.19
	Summary Costs	\$0.00	\$247.67	\$1,303.68	\$0.00	\$689.10	\$146.74	\$0.00	\$0.00	\$0.00	\$0.00			\$ 2,387.19

Item No.		Senior Associate	Senior Project Engineer	Senior Engineer	Engineer III	Engineer I	Technician III	Technician II	Technician I	Administrative Assistant	Clerical	Total Hours		Cost Summary
		\$318.56	\$247.67	\$217.28	\$157.05	\$114.85	\$146.74	\$117.52	\$81.52	\$98.55	\$65.22			
15.0	Prepare 60% Design Letter Report													
	Estimated Total Man-hours	0	1	8	0	0	0	0	0	2	1	12		\$ 2,248.23
	Summary Costs	\$0.00	\$247.67	\$1,738.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$197.10	\$65.22			\$ 2,248.23
16.0	Prepare FAA Form 7460													
	Estimated Total Man-hours	0	1	0	4	0	0	0	0	3	0	8		\$ 1,171.52
	Summary Costs	\$0.00	\$247.67	\$0.00	\$628.20	\$0.00	\$0.00	\$0.00	\$0.00	\$295.65	\$0.00			\$ 1,171.52
17.0	Review Environmental Documentation - NIC													
	Estimated Total Man-hours	0	0	0	0	0	0	0	0	0	0	0		\$ -
	Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$ -
18.0	Phase III Project Meetings													
18.1	Present 60% Design Alternatives to County		8	8	0	0	0	0	0	1	1	18		\$ 3,883.37
18.2	Coordination Meeting with FAA		2	2	0	0	0	1	0	0	0	5		\$ 1,047.42
	Estimated Total Man-hours	0	10	10	0	0	0	1	0	1	1	23		
	Summary Costs	\$0.00	\$2,476.70	\$2,172.80	\$0.00	\$0.00	\$0.00	\$117.52	\$0.00	\$98.55	\$65.22			\$ 4,930.79
Expenses													Rate	
	Subconsultant	0	0	0	0	0	0	0	0	0	0	0 Days	\$ 75.00	\$ -
	Auto Rental	0	0	0	0	0	0	0	0	0	0	0 Days	\$ 75.00	\$ -
	Mileage	0	290	0	0	0	0	0	0	0	0	290 Miles	\$ 0.58	\$ 168.20
	Meals	0	2	0	0	0	0	0	0	0	0	2	\$ 25.00	\$ 50.00
	Other	0	0	0	0	0	5	0	0	0	0	5	\$ 50.00	\$ 250.00
Total Expenses													\$	468.20
PHASE III - 60% DESIGN PLANS TOTAL \$ 49,609.62														

Item No.		Senior Associate	Senior Project Engineer	Senior Engineer	Engineer III	Engineer I	Technician III	Technician II	Technician I	Administrative Assistant	Clerical	Total Hours		Cost Summary
		\$318.56	\$247.67	\$217.28	\$157.05	\$114.85	\$146.74	\$117.52	\$81.52	\$98.55	\$65.22			
PHASE IV - FINAL DESIGN (90% and Final)														
19.0	Prepare Specifications													
19.1.1	Required Federal Provisions	0	1	0	0	0	0	0	0	2	0			\$ 444.77
19.1.2	FAA General Provisions	0	1	0	0	0	0	0	0	2	0			\$ 444.77
19.1.3	Special Provisions for Airport Construction	0	1	0	0	0	0	0	0	2	0			\$ 444.77
19.1.4	Technical Specifications	0	0	8	0	0	0	0	0	4	0			\$ 2,132.44
	Estimated Total Man-hours	0	3	8	0	0	0	0	0	10	0	21		
	Summary Costs	\$0.00	\$0.00	\$1,738.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$394.20	\$0.00			\$ 3,466.75
20.0	Prepare Final Surface Drainage Analysis - NIC													
	Estimated Total Man-hours	0	0	0	0	0	0	0	0	0	0	0		\$ -
	Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$ -
21.0	Prepare Final Layout and Circuit Calcs													
	Estimated Total Man-hours	0	1	4	0	0	0	4	0	0	0	9		\$ 1,586.87
	Summary Costs	\$0.00	\$247.67	\$869.12	\$0.00	\$0.00	\$0.00	\$470.08	\$0.00	\$0.00	\$0.00			\$ 1,586.87
22.0	Update Airport Signing and Marking Plan - NIC													
	Estimated Total Man-hours	0	0	0	0	0	0	0	0	0	0	0		\$ -
	Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$ -
23.0	Erosion Control Plan													
	Estimated Total Man-hours	0	1	0	2	0	0	2	0	0	0	5		\$ 796.81
	Summary Costs	\$0.00	\$247.67	\$0.00	\$314.10	\$0.00	\$0.00	\$235.04	\$0.00	\$0.00	\$0.00			\$ 796.81
24.0	Prepare Certification of Engineering & Mod to Stds.													
24.1	Sponsor Certifications		0.5							2				\$ 320.94
24.2	Not Used													\$ -
24.3	MODs to Standard	1		2	4									\$ 1,381.32
	Estimated Total Man-hours	1	0.5	2	4	0	0	0	0	2	0	9.5		
	Summary Costs	\$318.56	\$123.84	\$434.56	\$628.20	\$0.00	\$0.00	\$0.00	\$0.00	\$197.10	\$0.00			\$ 1,702.26
25.0	Prepare 90% Submittal													
	Estimated Total Man-hours	0	1	16	8	6	0	16	0	0	0	47		\$ 7,549.97
	Summary Costs	\$0.00	\$247.67	\$3,476.48	\$1,256.40	\$689.10	\$0.00	\$1,880.32	\$0.00	\$0.00	\$0.00			\$ 7,549.97
26.0	Prepare and Submit Final Contract Documents													
	Estimated Total Man-hours	0	2	8	16	0	0	16	0	8	4	54		\$ 7,675.98
	Summary Costs	\$0.00	\$495.34	\$1,738.24	\$2,512.80	\$0.00	\$0.00	\$1,880.32	\$0.00	\$788.40	\$260.88			\$ 7,675.98
27.0	Prepare and Submit Final Cost Estimate													
	Estimated Total Man-hours	0	1	1	0	1	0	0		1	1	5		\$ 743.57
	Summary Costs	\$0.00	\$247.67	\$217.28	\$0.00	\$114.85	\$0.00	\$0.00	\$0.00	\$98.55	\$65.22			\$ 743.57
28.0	Prepare and Submit Engineer's Design Report													
	Estimated Total Man-hours	0	2	8	16	0	0	0	0	4	1	31		\$ 5,205.80
	Summary Costs	\$0.00	\$495.34	\$1,738.24	\$2,512.80	\$0.00	\$0.00	\$0.00	\$0.00	\$394.20	\$65.22			\$ 5,205.80
29.0	Prepare Construction Safety and Phasing Plan													
	Estimated Total Man-hours	0	5	12	24	0	12	0		2	1	56		\$ 9,638.11
	Summary Costs	\$0.00	\$1,238.35	\$2,607.36	\$3,769.20	\$0.00	\$1,760.88	\$0.00	\$0.00	\$197.10	\$65.22			\$ 9,638.11

Attachment 1														
Item No.		Senior Associate	Senior Project Engineer	Senior Engineer	Engineer III	Engineer I	Technician III	Technician II	Technician I	Administrative Assistant	Clerical	Total Hours		Cost Summary
		\$318.56	\$247.67	\$217.28	\$157.05	\$114.85	\$146.74	\$117.52	\$81.52	\$98.55	\$65.22			
30.0	Phase IV Project Meetings													
30.1	90% Submittal Review Meeting		8	8				2		1	1			\$ 4,118.41
30.2	Final Submittal Review Meeting - NIC													\$ -
30.3	Coordination Meeting with City and FAA		1	4				2		1	1			\$ 1,515.60
	Estimated Total Man-hours	0	9	12	0	0	0	4	0	2	2	29		
	Summary Costs	\$0.00	\$2,229.03	\$2,607.36	\$0.00	\$0.00	\$0.00	\$470.08	\$0.00	\$197.10	\$130.44			\$ 5,634.01
Expenses													Rate	
	Subconsultant	0	0	0	0	0	0	0	0	0	0	0 Days	\$ 75.00	\$ -
	Auto Rental	0	0	0	0	0	0	0	0	0	0	0 Days	\$ 75.00	\$ -
	Mileage	0	290	0	0	0	0	0	0	0	0	290 Miles	\$ 0.58	\$ 168.20
	Meals	0	0	2	0	0	0	0	0	1	0	2	\$ 25.00	\$ 50.00
	Other	0	0	0	0	0	5	0	0	0	0	5	\$ 50.00	\$ 250.00
Total Expenses														\$ 468.20
PHASE IV - FINAL DESIGN (90% and Final) TOTAL														\$ 44,468.33

Item No.		Senior Associate	Senior Project Engineer	Senior Engineer	Engineer III	Engineer I	Technician III	Technician II	Technician I	Administrative Assistant	Clerical	Total Hours		Cost Summary
		\$318.56	\$247.67	\$217.28	\$157.05	\$114.85	\$146.74	\$117.52	\$81.52	\$98.55	\$65.22			
PHASE V - Bid Administration														
31.0	Prepare Advertisement for Bids													
	Estimated Total Man-hours	0	1	0	0	0	0	0	0	2	0	3		\$ 444.77
	Summary Costs	\$0.00	\$247.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$197.10	\$0.00			\$ 444.77
32.0	Bid Documents Distribution													
	Estimated Total Man-hours	0	0	0	0	0	0	0	0	10	0	10		\$ 985.50
	Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$985.50	\$0.00			\$ 985.50
33.0	Respond to Bidders Questions (RFIs)													
	Estimated Total Man-hours	0	2	8	0	0	0	2	0	4	0	16		\$ 2,862.82
	Summary Costs	\$0.00	\$495.34	\$1,738.24	\$0.00	\$0.00	\$0.00	\$235.04	\$0.00	\$394.20	\$0.00			\$ 2,862.82
34.0	Prepare & Distribute Addenda													
	Estimated Total Man-hours	0	2	4	0	0	0	4	0	4	0	14		\$ 2,228.74
	Summary Costs	\$0.00	\$495.34	\$869.12	\$0.00	\$0.00	\$0.00	\$470.08	\$0.00	\$394.20	\$0.00			\$ 2,228.74
35.0	Pre-bid Conference													
	Estimated Total Man-hours	0	12	16		0	0	1	0	1	1	31		\$ 6,729.81
	Summary Costs	\$0.00	\$2,972.04	\$3,476.48	\$0.00	\$0.00	\$0.00	\$117.52	\$0.00	\$98.55	\$65.22			\$ 6,729.81
36.0	Bid Opening - NIC													
	Estimated Total Man-hours	0	0	0	0	0	0	0	0	0	0	0		\$ -
	Summary Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$ -
37.0	Bid Review and Bid Abstract													
	Estimated Total Man-hours	0	1	1	0	8	0	0	0	0	0	10		\$ 1,383.75
	Summary Costs	\$0.00	\$247.67	\$217.28	\$0.00	\$918.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$ 1,383.75
38.0	Prepare Recommendation for Award													
	Estimated Total Man-hours	0	2	0	0	0	0	0	0	2	0	4		\$ 692.44
	Summary Costs	\$0.00	\$495.34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$197.10	\$0.00			\$ 692.44
Expenses													Rate	
	Subconsultant	0	0	0	0	0	0	0	0	0	0	0 Days	\$ 75.00	\$ -
	Auto Rental	0	0	0	0	0	0	0	0	0	0	0 Days	\$ 75.00	\$ -
	Mileage	0	290	0	0	0	0	0	0	0	0	290 Miles	\$ 0.58	\$ 168.20
	Meals	0	2	0	0	0	0	0	0	0	0	2 Miles	\$ 25.00	\$ 50.00
	Other	0	0	0	0	0	0	0	0	0	1	1	\$ 50.00	\$ 50.00
Total Expenses													\$	268.20
PHASE V - Bid Administration TOTAL \$ 15,596.03														

MEAD & HUNT, Inc.
California Standard Billing Rate Schedule
Effective January 1, 2019

Standard Billing Rates

Clerical	\$79.00 / hour
Technical Editor	\$111.00 / hour
Senior Editor	\$162.00 / hour
Registered Land Surveyor	\$125.00 / hour
Accounting, Administrative Assistant	\$104.00 / hour
Technician I, Technical Writer	\$97.00 / hour
Technician II, Surveyor - Instrument Person	\$112.00 / hour
Technician III	\$120.00 / hour
Technician IV	\$138.00 / hour
Senior Technician	\$166.00 / hour
Engineer I, Scientist I, Architect I, Interior Designer, Planner I	\$125.00 / hour
Engineer II, Scientist II, Architect II, Interior Designer, Planner II	\$135.00 / hour
Engineer III, Scientist III, Architect III, Interior Designer, Planner III	\$145.00 / hour
Senior Engineer, Senior Scientist, Senior Architect, Senior Interior Designer, Senior Planner, Senior Economist	\$171.00 / hour
Project Engineer, Project Scientist, Project Architect, Project Interior Designer, Project Planner	\$197.00 / hour
Senior Project Engineer, Senior Project Scientist, Senior Project Architect, Senior Project Interior Designer, Senior Project Planner	\$230.00 / hour
Senior Associate, Principal, Senior Client/Project Manager	\$311.00 / hour

Expenses

Geographic Information or GPS Systems	\$100.00 / day
Total Station Survey Equipment	\$110.00 / day
Charges for other equipment may appear in a proposal	
Out-Of-Pocket Direct Job Expenses	cost plus 15%
Such as reproductions, sub-consultants / contractors, etc.	

Travel Expense

Company or Personal Car Mileage	\$ IRS rate / mile*
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* the current IRS rate as of **Jan. 1, 2019** is: **58 cents per mile**

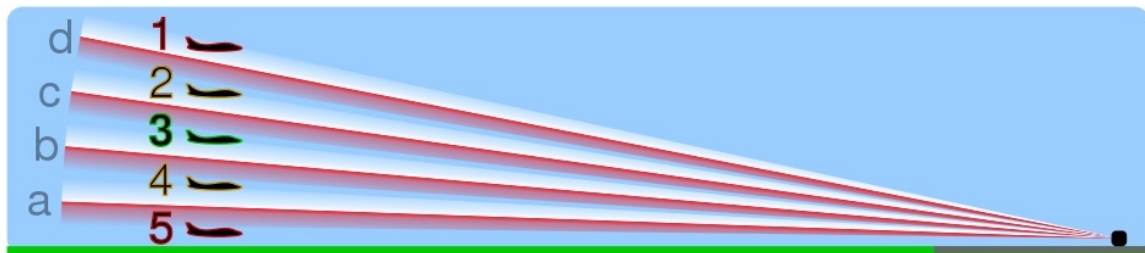
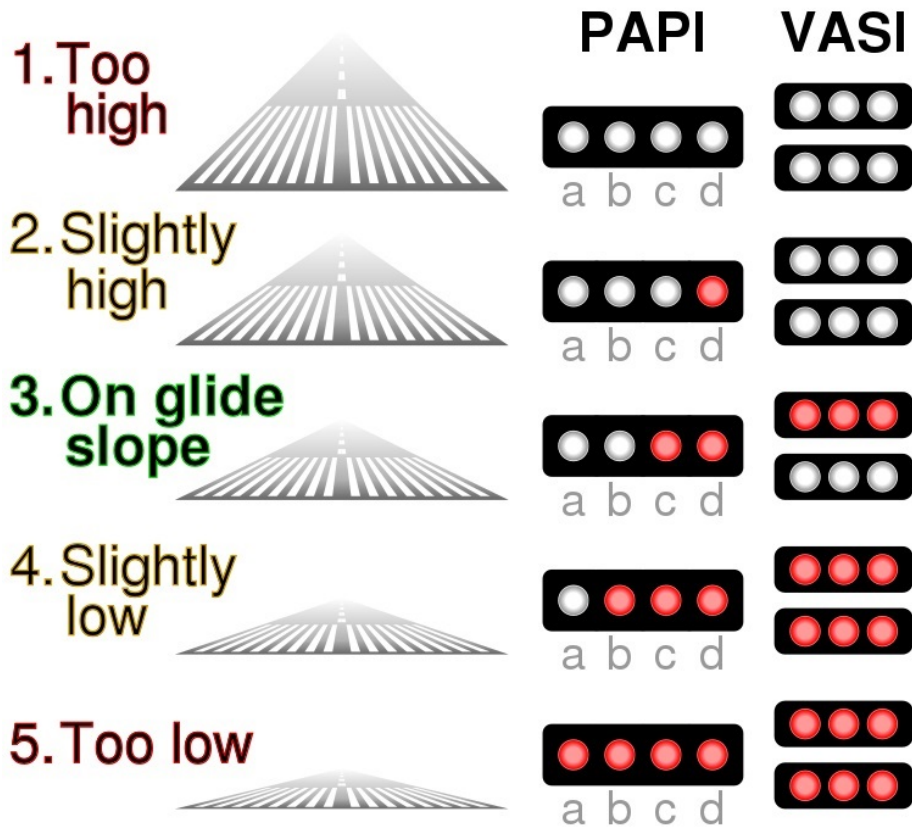
Air and Surface Transportation	cost plus 15%
Lodging and Sustenance	cost plus 15%

Billing & Payment

Travel time is charged for work required to be performed out-of-office. A minimum of two hours will be billed for any work out-of-office.

Invoicing is on a monthly basis for work performed. Payment for services is due within 30 days from the date of the invoice. An interest charge of 1.5% per month is made on the unpaid balance starting 30 days after the date of invoice.

This schedule of billing rates is effective January 1, 2019, and will remain in effect until December 31, 2019, unless unforeseen increases in operational costs are encountered. We reserve the right to change rates to reflect such increases.





AGENDA SUMMARY REPORT

SUBJECT: Authorize the City Manager to Negotiate and Execute a Professional Services Agreement for an Amount Not to Exceed \$81,385 with The KPA Group for Design and Engineering Services to Develop Building Plans/Specifications and a Cost Estimate for ADA Improvements at 501 South State Street, to be Funded through an Awarded CDBG Grant and Series 2020A Lease Revenue Bond, and Approve Corresponding Budget Amendment.

DEPARTMENT: Community Development
PREPARED BY: Matt Keizer, Building Official, Seth Strader, Buyer I
PRESENTER: Consent item

ATTACHMENTS:

1. RFP - Develop Plans and Specs for Barrier Removal
2. KPA Group RFP - Barrier Removal
3. Proposal Evaluation Summary - Final Result

Summary: Council will consider authorizing the City Manager to negotiate and execute a professional services agreement with The KPA Group for design and engineering services to develop building plans/specifications and a cost estimate for ADA improvements at 501 S State St, and approve corresponding budget amendment. The total not to exceed cost of services is \$81,385, and will be funded by an awarded CDBG grant and Series 2020A Lease Revenue Bond.

Background: In 2020, the City purchased the former Bank of America building located at 501 S State Street for future utilization as a centralized location for providing municipal services. Before primary renovations and remodeling activities can begin on the building, the building must first be brought into compliance with the 2019 California Building Code (CBC) 11B and requirements within the Americans with Disabilities Act (ADA).

On May 6, 2020, the City Council adopted Resolution No. 2020-20 authorizing, among other applications, submittal of a CDBG application for \$50,000 to develop the design/specifications and complete a feasibility study for ADA improvements at the 501 S State St building. The State Department of Housing and Community Development (HCD) awarded the City the full \$50,000 requested on February 26, 2021; and the City and HCD executed the standard agreement, #20-CDBG-12036, for the CDBG grant on April 20, 2021.

After completing the CDBG-required Independent Cost Estimate, the City initiated a Request for Proposals (RFP) process for architectural and engineering firms on March 19, 2021. The RFP (Attachment 1) was also sent to regionally-based building exchanges. The City performed a non-mandatory site walk on April 14. Proposals were due by 5:00 P.M. on April 29.

Discussion: Three proposals were received in response to the City's RFP from the following firms: The KPA Group, Susan Oldroyd Architect, and DRAMS Architects. The City's Cost Proposal Review Committee, consisting of the Building Official, Building Inspector II, and a Planning Manager, completed a review and evaluation of the proposals on May 11. The KPA Group was recommended by the Committee to be awarded a contract. Please see Attachment 2 for a copy of The KPA Group's proposal and Attachment 3 for the proposal evaluation summary.

Costs for all three proposals came in above the City's cost estimate and the total CDBG grant award for the project. However, the three proposals listed not-to-exceed total project cost amounts, and it is expected the actual cost of services will be less than the not-to-exceed maximum. Staff has identified funding through the use of the Series 2020A Lease Revenue Bond to fund any differences between the CDBG grant award of \$50,000 and the total project cost.

Staff recommends Council authorize the City Manager to negotiate and execute a professional services agreement with The KPA Group for a total not-to-exceed cost of \$81,385 to develop plans/specifications and a cost estimate for ADA improvements at 501 S State St, and approve corresponding budget amendment.

Recommended Action: Authorize the City Manager to negotiate and execute a professional services agreement for an amount not to exceed \$81,385 with The KPA Group for design and engineering services to develop building plans for barrier removal at 501 S State St, to be paid from CDBG grant funding and Series 2020A Lease Revenue Bond, and approve corresponding budget amendment.

BUDGET AMENDMENT REQUIRED: Yes

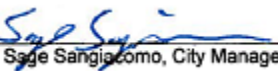
CURRENT BUDGET AMOUNT: 20822500.80230.18176: \$0

PROPOSED BUDGET AMOUNT: 20822500.80220.18176: \$81,385

FINANCING SOURCE: 20-CDBG-12036; Series 2020A Lease Revenue Bond

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Craig Schlatter, Community Development Director

Approved: 
Sage Sangiacomo, City Manager



REQUEST FOR PROPOSAL

DESIGN AND ENGINEERING SERVICES

DEVELOP BUILDING PLANS FOR BARRIER REMOVAL

Request Date:
Deadline for Responses:

March 19, 2021
April 16, 2021, 5:00 P.M. (PST)

CITY OF UKIAH
Request for Proposal (RFP) –Design and Engineering Services
Develop Building Plans for Barrier Removal

1.0 INTRODUCTION & BACKGROUND

The City of Ukiah (City) is requesting proposals for the services of an architect, or engineer to perform design and/or engineering services for the development of a complete set of building plans for barrier removal on a newly purchased City owned building located at 501 South State Street, Ukiah. The goal will be for the building to be fully compliant with 2019 CBC 11B and the ADA.

2.0 SCHEDULE OF EVENTS

The schedule for this procurement is as follows:

Distribute Request for Proposals:	March 19, 2021
Deadline for Responses:	April 16, 2021, 5:00 P.M. (Pacific Time)
City Evaluation of Proposals:	By April 23, 2021
Interviews (if necessary)	By April 30, 2021
City Council approval requested for recommended firm:	April 21, 2021

The City must receive proposals no later than the time and date specified above. Those proposals received after this date and time will not be considered. Proposals will only be accepted electronically. Send your proposals to the following:

Seth Strader
Buyer I
City of Ukiah
Email: sstrader@cityofukiah.com

Acceptable forms of electronic delivery are emailing the proposal directly, or providing a link to the documents for download, as long as the email is received by the established deadline. It is highly recommended to request a delivery receipt with the email to confirm that it has been received.

3.0 SCOPE OF WORK

The scope of services shall include tasks described below, as well as other elements or modifications, which may be suggested by consultants presenting proposals to better meet the needs of the City. All services shall be provided in accordance with the following attachments: Attachment A – City of Ukiah Insurance Requirements; Attachment B – City of Ukiah Professional Services Agreement; and Attachment C – the Federally required contract provisions for Community Development Block Grant (CDBG) – Aided Consultant Contracts. City reserves the right to add attachments upon award of the CDBG grant for this activity.

A. CASp Review/Inspection

CASp review/inspection shall be performed by a licensed firm for this work at the start of the project. The sub-consultant shall be approved by the City.

B. Design

The Consultant shall work on the design development process and produce the final building plan designs. The listing below is a brief summary of the design elements:

1. The design shall comply with the 2019 California Building Code, 2019 Plumbing Code,



2019 Electrical Code, 2019 California Mechanical Code, 2019 California Fire Code, 2019 California Energy Code, 2019 Title 24 California Energy Efficiency Standards, 2019 California Green Building Standards Code, and City of Ukiah Ordinances and Amendments.

C. Production of Plans and Specifications

Upon the approval by the City of the final design, the Consultant shall prepare building plans and technical specifications. Technical specifications are to include:

1. Specifications must give written instruction and procedures for the installation of the various elements shown on the drawings.
2. Include mechanical, electrical, structural and building code requirements (including seismic and safety codes).
3. Submit draft plans and specifications to City for review.
4. Receive comments on plans and specifications and prepare final documents. Final documents must be sealed and signed by an architect or engineer licensed to practice in California.
5. Provide one set of reproducible plans and one copy-ready set of specifications.
6. Provide one copy of plans and specifications in digital (PDF) format.
7. Provide a final construction cost opinion based upon 90% plans/specs.

D. Deliverables

The following is a list of project deliverables:

1. Preliminary Design Plan
2. Final Design Plan
3. Draft Building Plans and Specifications 50%
4. Draft Building Plans and Specifications 90%
5. Final construction cost opinion based upon 90% plans/specs. Cost opinion is to include the schedule of values, and item descriptions that will be used in subsequent bid documents.
6. Final Plans & Specifications 100%

E. Project Schedule

Draft Building Plans and Specifications 90%: by August 1, 2021.

Final Plans & Specifications including final construction cost opinion: by September 1, 2021.

4.0 REQUIRED PROPOSAL CONTENT

Firms interested in providing the services described in the section above must submit a proposal responding to all the questions below and providing all information requested in a format that mirrors the RFP by section and order listed. Proposals shall include at a minimum:

A. Cover Letter

The cover letter should contain the name, address, and brief history of the firm. The cover letter must be signed by an official authorized to bind the successful firm contractually and shall contain a statement to the effect that the proposal is a firm offer for a minimum period of sixty (60) days after the submittal date. The letter shall also provide the name, title, address, and telephone number of individuals with the authority to negotiate a contract and bind the consultant to the terms of the contract.

B. Project Understanding and Proposed Approach

Describe your firm's understanding of the project and how your firm intends to structure the project approach.



C. Project Team

Identify the key personnel to be assigned to this project, including the qualifications and experience as related to the project. Resumes for each of the key personnel are to be provided. Identify any sub-consultants/subcontractors that will be used, including their qualifications and experience, as well as the work they will accomplish. Staff proposed to be in charge of the project must demonstrate significant experience supervising similar work. Describe the proposed organizational structure between consultant and sub-consultants/subcontractors, including current and previous work assignments.

D. Experience and References

Provide descriptions of related project experience for at least three similar projects on which the firm has performed work over the past ten years. For the sub-consultants/subcontractors that will be used for more than 10% of the project budget, provide the same detail. Each project description shall be limited to a maximum of 4 pages, including project images and must provide client references and client contact information.

E. Minority or Women-Owned Business

Identification of the firm's ownership as a minority or women-owned business and/or identification of Section 3 hiring practices.

F. Fee Proposal

Provide a separate fee proposal based on an hourly rate schedule with a "not to exceed" maximum cost for the work identified in the Scope of Services. Provide a tabulation of the project staff and number of work hours for each task. Indicate if travel time, mileage, and per diem will be charged. Include any sub-consultant cost. Additionally, please identify miscellaneous costs associated with this proposal. Submit a copy of your firm's current itemized hourly rate fee schedule.

G. Proposed Project Schedule

Provide a proposed schedule of completion for each task and list of task deliverables.

H. Exceptions

Identify any exceptions you are proposing with respect to the Scope of Services. Additionally, if there are any exceptions to the City's insurance requirements and/or the City's draft professional services agreement as shown in the attachments, the Consultant should list the exceptions in the proposal.

5.0 PROPOSAL EVALUATION

The following evaluation criteria will be used in evaluating and selecting candidates:

- A. Demonstration of understanding of the project. (30 points)
- B. Clarity of submittal and responsiveness to the RFP. (20 points)
- C. Qualifications, competence, technical ability and relevant experience of specific personnel identified by the consultant. (30 points)
- D. Quality of consultant's related work experience: experience with similar projects, experience with preparation of construction plans and specifications for a government agency, cost estimates, and permitting. (20 points)

The City reserves the right to reject any and all proposals. The City reserves the right to award a contract to the firm that presents the proposal, which in the sole judgment of the City best serves the City's interest. The City reserves the right to reject any or all proposals, to waive minor irregularities in said proposals, and/or negotiate minor deviations with the successful firm.



6.0 CONTACT PERSON

Please contact Seth Strader, Buyer I, if you have questions or require additional information. Questions must be submitted in writing via email. Contact information can be found below.

Seth Strader, Buyer I
City of Ukiah
(707) 467-5719
sstrader@cityofukiah.com

Communication between a proposing company and a member of the City staff, other than the designated contact person, or between a proposing company and a non-designated City representative regarding the selection of a proposing company or award of this contract is explicitly prohibited from the time the RFP is advertised until the selection of a proposing company or award of the contract. Questions pertaining to this RFP shall be addressed to the party specified above. Failure of a proposing company, or any of its representatives, to comply with this paragraph will result in their proposal being rejected.

7.0 ADDENDA

If it becomes necessary to revise any part of this Request for Proposal after it has been released, the City will issue an addendum containing the revision. All addenda will be posted on the City's website at www.cityofukiah.com/purchasing with the rest of the documents. Anyone who intends to submit a proposal in response to this solicitation must check the website frequently for any posted addenda. Anyone submitting a proposal will be deemed to have seen and agreed to be bound by the posted addenda.

8.0 INSURANCE REQUIREMENTS

Provided as Attachment "A" are the City's complete insurance requirements. Awarded firm, prior to performing any work, shall procure and maintain for the duration of the contract insurance per the attached requirements.

9.0 CITY BUSINESS LICENSE

Awarded firm will be required to maintain a City business license for the duration of the contract. Information regarding the City business license can be found on the City website, at www.cityofukiah.com/businesses.

10.0 PUBLIC RECORDS

All materials submitted in response to this RFP are property of the City and will not be returned. The materials will be a public record subject to the disclosure provisions of the California Public Records Act and any other related public law or provision of such laws.

11.0 FINANCIAL RESPONSIBILITY

The City accepts no financial responsibility for any costs incurred by a firm in responding to this RFP. Submissions will become the property of the City and may be used by the City in any way deemed appropriate.





INSURANCE REQUIREMENTS FOR CONSULTANTS

Consultant(s) shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant(s), his agents, representatives, or employees.

I. Minimum Scope of Insurance

Coverage shall be at least as broad as:

- A. Insurance Services Office **Commercial General Liability** coverage (Form No. CG 20 10 10 01 and Commercial General Liability – Completed Operations Form No. CG 20 37 10 01).
- B. Insurance Services Office form number CA 0001 (Ed. 1/87) covering **Automobile Liability**, code 1 (any auto).
- C. **Workers' Compensation** insurance as required by the State of California and Employer's Liability Insurance.
- D. **Errors and Omissions liability** insurance appropriate to the consultant's profession. Architects' and engineers' coverage is to be endorsed to include contractual liability.

II. Minimum Limits of Insurance

Consultant shall maintain limits no less than:

- A. General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage including **operations, products and completed operations**, as applicable. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit. Insurance must be written on an occurrence basis.
- B. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage. Insurance must be written on an occurrence basis.
- C. Workman's Compensation Employer's Liability: \$1,000,000 per accident for bodily injury or disease.
- D. Errors and Omissions liability: \$1,000,000 per occurrence. If written on a claims-made basis, insurance coverage must cover claims filed within 3 years after contract work completed.

III. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require the insurer to reduce or eliminate such deductibles or self-insured retentions with respect to the City, its officers, officials, employees and volunteers; or the Consultant to provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses; or to approve the deductible without a guarantee.

IV. REQUIRED Insurance Provisions

Proof of **general liability and automobile liability** policies are to contain, or **be endorsed** to contain, the following provisions:

- A. The City, its officers, officials, employees, and volunteers are to be covered as **ADDITIONAL INSURED** with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the contractor; and with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts or equipment, furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Consultant's insurance, or as a separate owner's policy.

B. **The workers' compensation policy is to be endorsed with a waiver of subrogation.** The insurance company, in its endorsement, agrees to waive all rights of subrogation against the City, its officers, officials, employees and volunteers for losses paid under the terms of this policy which arises from the work performed by the named insured for the City. NOTE: You cannot be added as an additional insured on a workers' compensation policy.

C. For any claims related to this project, the Consultant's insurance coverage shall be **primary insurance** with respect to the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be in excess of the Consultant's insurance and shall not contribute with it.

D. Each insurance policy required by this clause shall be endorsed to state that coverage shall **not be canceled** by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.

V. RATING - Acceptability of Insurers

Insurance is to be placed with admitted California insurers with a current A.M. Best's rating of no less than A- for financial strength, AA for long-term credit rating and AMB-1 for short-term credit rating.

VI. Verification of Coverage

Consultant shall furnish the City with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be **on forms provided by the City**. If endorsements are on forms other than the City's forms, those endorsements must provide coverage that is equivalent to or better than the forms requested by the City. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

**If you have questions regarding our insurance requirements contact:
Risk Manager
(707) 463-6287 or FAX (707) 463-6204**

ATTACHMENT B - AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

This Agreement, made and entered into this ____ day of _____, 2021 ("Effective Date"), by and between CITY OF UKIAH, CALIFORNIA, hereinafter referred to as "City" and _____, a corporation organized and in good standing under the laws of the state of California, hereinafter referred to as "Consultant".

RECITALS

This Agreement is predicated on the following facts:

- a. City requires consulting services related to providing design and engineering services for the development of building plans for barrier removal for a City owned building located at 501 South State Street, funded by Community Development Block Grant (CDBG) #20-CDBG-_____.
- b. Consultant represents that it has the qualifications, skills, experience and properly licensed to provide these services, and is willing to provide them according to the terms of this Agreement.
- c. City and Consultant agree upon the Scope-of-Work and Work Schedule attached hereto as Attachment "1", describing contract provisions for the project and setting forth the completion dates for the various services to be provided pursuant to this Agreement.

TERMS OF AGREEMENT

1.0 DESCRIPTION OF PROJECT

- 1.1 The Project is described in detail in the attached Scope-of-Work (Attachment "1").

2.0 SCOPE OF SERVICES

- 2.1 As set forth in Attachment "1".
- 2.2. Additional Services. Additional services, if any, shall only proceed upon written agreement between City and Consultant. The written Agreement shall be in the form of an Amendment to this Agreement.

3.0 CONDUCT OF WORK

- 3.1 Time of Completion. Consultant shall commence performance of services as required by the Scope-of-Work upon receipt of a Notice to Proceed from City and shall complete such services by _____. The term of this agreement may be extended up to an additional _____ days/years, for a total of five (5) years, upon written approval by the City of Ukiah. Consultant shall complete the work to the City's reasonable satisfaction, even if contract disputes arise or Consultant contends it is entitled to further compensation.

4.0 COMPENSATION FOR SERVICES

- 4.1 Basis for Compensation. For the performance of the professional services of this Agreement, Consultant shall be compensated on a time and expense basis not to exceed a guaranteed maximum dollar amount of \$140,000. Labor charges shall be based upon hourly billing rates for the various classifications of personnel employed by Consultant to perform the Scope of Work as set forth in the attached Attachment 1, which shall include all indirect costs and expenses of every kind or nature, except direct expenses. The direct expenses and the fees to be charged for same shall be as set forth in Attachment 2. Consultant shall complete the Scope of Work for the not-to-exceed guaranteed maximum, even if actual time and expenses exceed that amount.
- 4.2 Changes. Should changes in compensation be required because of changes to the Scope-of-Work of this Agreement, the parties shall agree in writing to any changes in compensation. "Changes to the Scope-of-Work" means different activities than those described in Attachment "1" and not additional time to complete those activities than the parties anticipated on the date they entered this Agreement.
- 4.3 Sub-contractor Payment. The use of sub-consultants or other services to perform a portion of the work of this Agreement shall be approved by City prior to commencement of work. The cost of sub-consultants shall be included within guaranteed not-to-exceed amount set forth in Section 4.1.
- 4.4 Terms of Payment. Payment to Consultant for services rendered in accordance with this contract shall be based upon submission of monthly invoices for the work satisfactorily performed prior to the date of the invoice less any amount already paid to Consultant, which amounts shall be due and payable thirty (30) days after receipt by City. The invoices shall provide a description of each item of work performed, the time expended to perform each task, the fees charged for that task, and the direct expenses incurred and billed for. Invoices shall be accompanied by documentation sufficient to enable City to determine progress made and to support the expenses claimed.

5.0 ASSURANCES OF CONSULTANT

- 5.1 Independent Contractor. Consultant is an independent contractor and is solely responsible for its acts or omissions. Consultant (including its agents, servants, and employees) is not the City's agent, employee, or representative for any purpose.

It is the express intention of the parties hereto that Consultant is an independent contractor and not an employee, joint venturer, or partner of City for any purpose whatsoever. City shall have no right to, and shall not control the manner or prescribe the method of accomplishing those services contracted to and performed by Consultant under this Agreement, and the general public and all governmental agencies regulating such activity shall be so informed.

Those provisions of this Agreement that reserve ultimate authority in City have been inserted solely to achieve compliance with federal and state laws, rules, regulations, and interpretations thereof. No such provisions and no other provisions of this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between Consultant and City.

Consultant shall pay all estimated and actual federal and state income and self-employment taxes that are due the state and federal government and shall furnish and pay worker's compensation insurance, unemployment insurance and any other benefits required by law for himself and his employees, if any. Consultant agrees to indemnify and hold City and its officers, agents and employees harmless from and against any claims or demands by federal, state or local government agencies for any such taxes or benefits due but not paid by Consultant, including the legal costs associated with defending against any audit, claim, demand or law suit.

Consultant warrants and represents that it is a properly licensed professional or professional organization with a substantial investment in its business and that it maintains its own offices and staff which it will use in performing under this Agreement.

- 5.2 Conflict of Interest. Consultant understands that its professional responsibility is solely to City. Consultant has no interest and will not acquire any direct or indirect interest that would conflict with its performance of the Agreement. Consultant shall not in the performance of this Agreement employ a person having such an interest. If the City Manager determines that the Consultant has a disclosure obligation under the City's local conflict of interest code, the Consultant shall file the required disclosure form with the City Clerk within 10 days of being notified of the City Manager's determination.

6.0 INDEMNIFICATION

- 6.1 Insurance Liability. Without limiting Consultant's obligations arising under Paragraph 6.2 Consultant shall not begin work under this Agreement until it procures and maintains for the full period of time allowed by law, surviving the termination of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with its performance under this Agreement.

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office ("ISO) Commercial General Liability Coverage Form No. CG 20 10 10 01 and Commercial General Liability Coverage – Completed Operations Form No. CG 20 37 10 01.
2. ISO Form No. CA 0001 (Ed. 1/87) covering Automobile Liability, Code 1 "any auto" or Code 8, 9 if no owned autos and endorsement CA 0025.
3. Worker's Compensation Insurance as required by the Labor Code of the State of California and Employers Liability Insurance.
4. Errors and Omissions liability insurance appropriate to the consultant's profession. Architects' and engineers' coverage is to be endorsed to include contractual liability.

B. Minimum Limits of Insurance

Consultant shall maintain limits no less than:

1. General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage including operations, products and completed operations. If Commercial General Liability Insurance or other form with a general aggregate limit is used, the general aggregate limit shall apply separately to the work performed under this Agreement, or the aggregate limit shall be twice the prescribed per occurrence limit.
2. Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
3. Worker's Compensation and Employers Liability: Worker's compensation limits as required by the Labor Code of the State of California and Employers Liability limits of \$1,000,000 per accident.
4. Errors and Omissions liability: \$1,000,000 per occurrence.

C. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects to the City, its officers, officials, employees and volunteers; or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

D. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages
 - a. The City, its officers, officials, employees and volunteers are to be covered as additional insureds as respects; liability arising out of activities performed by or on behalf of the Consultant, products and completed operations of the Consultant, premises owned, occupied or used by the Consultant, or automobiles owned, hired or borrowed by the Consultant for the full period of time allowed by law, surviving the termination of this Agreement. The coverage shall contain no special limitations on the scope-of-protection afforded to the City, its officers, officials, employees or volunteers.
 - b. The Consultant's insurance coverage shall be primary insurance as respects to the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the Consultant's insurance and shall not contribute with it.
 - c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its officers, officials, employees or volunteers.

- d. The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

2. Worker's Compensation and Employers Liability Coverage

The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, employees and volunteers for losses arising from Consultant's performance of the work, pursuant to this Agreement.

3. Professional Liability Coverage

If written on a claims-made basis, the retroactivity date shall be the effective date of this Agreement. The policy period shall extend through the duration of the project.

4. All Coverages

Each Insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

E. Acceptability of Insurers

Insurance is to be placed with admitted California insurers with an A.M. Best's rating of no less than A- for financial strength, AA for long-term credit rating and AMB-1 for short-term credit rating.

F. Verification of Coverage

Consultant shall furnish the City with Certificates of Insurance and with original Endorsements effecting coverage required by this Agreement. The Certificates and Endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Certificates and Endorsements are to be on forms provided or approved by the City. Where by statute, the City's Workers' Compensation - related forms cannot be used, equivalent forms approved by the Insurance Commissioner are to be substituted. All Certificates and Endorsements are to be received and approved by the City before Consultant begins the work of this Agreement. The City reserves the right to require complete, certified copies of all required insurance policies, at any time. If Consultant fails to provide the coverages required herein, the City shall have the right, but not the obligation, to purchase any or all of them. In that event, the cost of insurance becomes part of the compensation due the contractor after notice to Consultant that City has paid the premium.

G. Subcontractors

Consultant shall include all subcontractors or sub-consultants as insured under its policies or shall furnish separate certificates and endorsements for each sub-

contractor or sub-consultant. All coverage for sub-contractors or sub-consultants shall be subject to all insurance requirements set forth in this Paragraph 6.1.

- 6.2 Indemnification. Notwithstanding the foregoing insurance requirements, and in addition thereto, Consultant agrees, for the full period of time allowed by law, surviving the termination of this Agreement, to indemnify the City for any claim, cost or liability that arises out of, or pertains to, or relates to any negligent act or omission or the willful misconduct of Consultant in the performance of services under this contract by Consultant, but this indemnity does not apply to liability for damages for death or bodily injury to persons, injury to property, or other loss, arising from the sole negligence, willful misconduct or defects in design by the City, or arising from the active negligence of the City.

"Indemnify," as used herein includes the expenses of defending against a claim and the payment of any settlement or judgment arising out of the claim. Defense costs include all costs associated with defending the claim, including, but not limited to, the fees of attorneys, investigators, consultants, experts and expert witnesses, and litigation expenses.

References in this paragraph to City or Consultant, include their officers, employees, agents, and subcontractors.

7.0 APPLICABLE STATE/FEDERAL GRANT PROVISIONS

7.1 Equal Opportunity.

1. The Civil Rights, Housing and Community Development, and Age Discrimination Acts Assurances

During the performance of this Agreement, the Consultant assures that no otherwise qualified person shall be excluded from the participation or employment, denied program benefits, or be subjected to discrimination based on race, color, national origin, sex, age, or handicap, under any program or activity funded by this contract, as required by Title VI of the Civil Rights Act of 1964, Title I of the Housing and Community Development Act of 1974, as amended, and the Age Discrimination Act of 1975, the Fair Housing Act of 1988, and all implementing regulations.

2. Rehabilitation Act of 1973 and the "504 Coordinator"

The Consultant agrees to comply with the City's implementation of the Rehabilitation Act of 1973, as amended, and its regulations, 24 CFR Part 8, including, but not limited to, the local designation of a special person charged with local enforcement of this Act, as the "504 Coordinator".

3. The Training, Employment, and Contracting Opportunities Assurance of Compliance:

- a. The work to be performed under this Agreement is on a project assisted under a program providing direct federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u. Section 3 requires that to the greatest extent feasible, opportunities for training and employment be given lower income residents of the project area and contracts for Work in

connection with the project be awarded to business concerns which are located in, or owned in substantial part by persons residing in the area of the project.

- b. The parties to this Agreement will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR Part 135, and all applicable rules and orders of the Department issued thereunder prior to the execution of this contract. The parties to this contract certify and agree that they are under no contractual or other disability, which would prevent them from complying with these requirements.
- c. The Consultant will send to each labor organization or representative of workers with which he has a collective bargaining agreement or other contract or understanding, if any, a notice advertising the said labor organization or worker's representative of his commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.
- d. The Consultant will include these Section 3 clauses in every contract and subcontract for Work in connection with the project and will, at the direction of the State, take appropriate action pursuant to the contract upon a finding that any subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development, 24 CFR Part 135 and, will not let any contract unless the Consultant has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.
- e. Compliance with the provisions of Section 3, the regulations set forth in 24 CFR Part 135, and all applicable rules and orders of the Department issued thereunder prior to the execution of the Agreement shall be a condition of the federal financial assistance provided to the project, binding upon the Consultant and its successors, and assigns to those sanctions specified by the grant or contract through which federal assistance is provided, and to such sanctions as are specified by 24 CFR Part 135.

4. State Nondiscrimination Clause:

- a. During the performance of this contract, City, and Consultant shall not unlawfully discriminate, harass, or allow harassment, against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, medical condition (cancer), physical disability (including HIV and AIDS), marital status, age (over 40), sex, denial of family and medical leave, and denial of pregnancy leave. Consultant shall insure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination and harassment. Consultant shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7258.0 et seq.) The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, Section 12990(a-f), set forth in Chapter 5, of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this agreement by reference and made a part hereof as if set forth in full. City, Consultant shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.
- b. City and Consultant shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the contract.

5. Americans with Disabilities Act (ADA) of 1990

By signing this agreement, the parties to this agreement assure the State that they will comply with the Americans with Disabilities Act (ADA) of 1990, (42 USC 12101 et seq.), which prohibits discrimination on the basis of disability as well as all applicable regulations and guidelines issued pursuant to the ADA.

6. Assurance of Compliance with Requirements Placed on Construction Contracts of \$10,000 or More

The City and the Consultant hereby agree to place in every contract for construction exceeding \$10,000 the Notice of Requirement for Affirmative Action to ensure Equal Employment Opportunity (Executive Order 11246), the Standard Equal Employment Opportunity, Construction Contract Specifications. The City furthermore agrees to insert the appropriate Goals and Timetables issued by the U.S. Department of Labor in such contracts and subcontracts.

- 7.2 Monitoring and Audit. Consultant agrees to allow the Housing and Community Development Department, Bureau of State Audits, HUD, or other State or federal agencies or their representatives, upon reasonable notice, unrestricted access to all relevant records, documents, books, accounts, and all other materials for grant monitoring or auditing purposes, including the monitoring for conformity with any Grant Agreement. City will monitor for conformity with its State contract.
- 7.3 Copeland Act. Consultant shall comply with the Copeland "Anti-Kickback" Act (18 U.S.C. §874) as supplemented in Department of Labor regulations (29 CFR Part 3).
- 7.4 Copyright. Any documents furnished by City or produced by Contractor in the performance of this Contract belongs to City which shall own any and all intellectual property and copyrights thereto. Any discovery or invention developed by City or Consultant in the performance of this Contract shall belong to City which shall have the exclusive right to seek patent protection therefor.
- 7.5 Access to Records. Consultant shall provide City, the U.S. Department of Housing and Urban Development ("HUD"), the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records of the Consultant which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions.
- 7.6 Retention of Records. Consultant shall retain all records related to its performance under this Agreement and City's payments hereunder for five years after final payment has been made hereunder and all other pending matters are closed.
- 7.7. Environmental Compliance. Consultant shall comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. §1857(h)), section 508 of the Clean Water Act (33 U.S.C. §1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).

- 7.8. Energy Efficiency. Consultant shall comply with all mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. Law 94-163, 89 Stat. 871).
- 7.9. Anti-lobbying Requirements. The anti-lobbying certification attached hereto as Exhibit 1 is a material representation of fact upon which the City has relied in entering this agreement.
- 8.0 CONTRACT PROVISIONS
- 8.1 Ownership of Work. All documents furnished to Consultant by City and all documents or reports and supportive data prepared by Consultant under this Agreement are owned and become the property of the City upon their creation and shall be given to City immediately upon demand and at the completion of Consultant's services at no additional cost to City. Deliverables are identified in the Scope-of-Work, Attachment "1". All documents produced by Consultant shall be furnished to City in digital format and hardcopy. Consultant shall produce the digital format, using software and media approved by City.
- 8.2 Governing Law. Consultant shall comply with the laws and regulations of the United States, the State of California, and all local governments having jurisdiction over this Agreement. The interpretation and enforcement of this Agreement shall be governed by California law and any action arising under or in connection with this Agreement must be filed in a Court of competent jurisdiction in Mendocino County.
- 8.3 Entire Agreement. This Agreement plus its Attachment(s) and executed Amendments set forth the entire understanding between the parties.
- 8.4 Severability. If any term of this Agreement is held invalid by a court of competent jurisdiction, the remainder of this Agreement shall remain in effect.
- 8.5 Modification. No modification of this Agreement is valid unless made with the agreement of both parties in writing.
- 8.6 Assignment. Consultant's services are considered unique and personal. Consultant shall not assign, transfer, or sub-contract its interest or obligation under all or any portion of this Agreement without City's prior written consent.
- 8.7 Waiver. No waiver of a breach of any covenant, term, or condition of this Agreement shall be a waiver of any other or subsequent breach of the same or any other covenant, term or condition or a waiver of the covenant, term or condition itself.
- 8.8 Termination. This Agreement may only be terminated by either party: 1) for breach of the Agreement; 2) because funds are no longer available to pay Consultant for services provided under this Agreement; or 3) City has abandoned and does not wish to complete the project for which Consultant was retained. A party shall notify the other party of any alleged breach of the Agreement and of the action required to cure the breach. If the breaching party fails to cure the breach within the time specified in the notice, the contract shall be terminated as of that time. If terminated for lack of funds or abandonment of the project, the contract shall terminate on the date notice of termination is given to Consultant. City shall pay the Consultant only for services

performed and expenses incurred as of the effective termination date. In such event, as a condition to payment, Consultant shall provide to City all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Consultant under this Agreement. Consultant shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder, subject to off-set for any direct or consequential damages City may incur as a result of Consultant's breach of contract.

8.9 Duplicate Originals. This Agreement may be executed in duplicate originals, each bearing the original signature of the parties. When so signed, each such document shall be admissible in administrative or judicial proceedings as proof of the terms of the Agreement between the parties.

9.0 NOTICES

Any notice given under this Agreement shall be in writing and deemed given when personally delivered or deposited in the mail (certified or registered) addressed to the parties as follows:

CITY OF UKIAH
CITY MANAGER'S OFFICE
300 SEMINARY AVE.
UKIAH, CA 95482

CONSULTANT
CONTACT PERSON
ADDRESS
CITY, STATE, ZIP

10.0 SIGNATURES

IN WITNESS WHEREOF, the parties have executed this Agreement the Effective Date:

CONSULTANT

BY: _____ Date _____

PRINT NAME: _____

IRS IDN Number

CITY OF UKIAH

BY: _____ Date _____
SAGE SANGIACOMO
CITY MANAGER

ATTEST

KRISTINE LAWLER
CITY CLERK Date _____

ATTACHMENT 1 SCOPE OF WORK

The scope of services shall include tasks described below:

A. CASp Review/Inspection

CASp review/inspection shall be performed by a licensed firm for this work at the start of the project. The sub-consultant shall be approved by the City.

B. Design

The Consultant shall work on the design development process and produce the final building plan designs. The listing below is a brief summary of the design elements:

1. The design shall comply with the 2019 California Building Code, 2019 Plumbing Code, 2019 Electrical Code, 2019 California Mechanical Code, 2019 California Fire Code, 2019 California Energy Code, 2019 Title 24 California Energy Efficiency Standards, 2019 California Green Building Standards Code, and City of Ukiah Ordinances and Amendments.

C. Production of Plans and Specifications

Upon the approval by the City of the final design, the Consultant shall prepare building plans and technical specifications. Technical specifications are to include:

1. Specifications must give written instruction and procedures for the installation of the various elements shown on the drawings.
2. Include mechanical, electrical, structural and building code requirements (including seismic and safety codes).
3. Submit draft plans and specifications to City for review.
4. Receive comments on plans and specifications and prepare final documents. Final documents must be sealed and signed by an architect or engineer licensed to practice in California.
5. Provide one set of reproducible plans and one copy-ready set of specifications.
6. Provide one copy of plans and specifications in digital (PDF) format.
7. Provide a final construction cost opinion based upon 90% plans/specs.

D. Deliverables

The following is a list of project deliverables:

1. Preliminary Design Plan
2. Final Design Plan
3. Draft Building Plans and Specifications 50%
4. Draft Building Plans and Specifications 90%
5. Final cost opinion based upon 90% plans/specs. Cost opinion is to include the schedule of values, and item descriptions that will be used in subsequent bid.
6. Final Plans & Specifications 100%

**ATTACHMENT 2
FEE SCHEDULE**

To be inserted after award of contract.

DRAFT

ATTACHMENT 3

Anti-Lobbying Certification

The undersigned certifies to the best of his or her knowledge or belief that:

- a. No Federal appropriated funds have been paid, or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress, in connection with the awarding of any Federal Contract, the making of any Federal Grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension of continuation, renewal, amendment or modification of any Federal contract, grant loan, or cooperative agreement;
- b. If any funds other the Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress, in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.

DATED: _____

Signature

Typed/Printed Name and Title

Company Name:

ATTACHMENT C
REQUIRED CONTRACT PROVISIONS
FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)-AIDED CONTRACTS

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1. General Provisions

- 1.1. This project is funded wholly or in part by the State Community Development Block Grant (CDBG) Program and is subject to both Federal and State regulatory requirements. The Contractor and its sub-contractors agree to comply with all State and Federal laws and regulations that pertain to construction, health and safety, labor, fair employment practices, equal opportunity, and all other matters applicable to the Contractor and any subcontractors. The Contractor further agrees to comply with all Federal laws and regulations applicable to the CDBG Program and with other Federal provisions as set forth below and as described in 24 CFR Part 570, including OMB Circular A-87 and applicable provisions of 24 CFR Part 85 for governmental entities, or OMB Circular A-122 and applicable provisions of 24 CFR Part 84 for non-profit entities.
- 1.2. These contract provisions shall apply to all work performed on the contract by the Contractor's own organization and with the assistance of workers under the Contractor's immediate superintendence and to all work performed on the contract by piecework, station work, or by subcontract.
- 1.3. Except as otherwise provided for in each section, the Contractor shall insert in each subcontract all of the stipulations contained in these Required Contract Provisions for CDBG-Aided Contractor Contracts, and further require their inclusion in any lower tier subcontract or purchase order that may in turn be made. The Required Contract Provisions for CDBG-Aided Contractor Contracts shall not be incorporated by reference in any case. The prime Contractor shall be responsible for compliance by any sub-Contractor or lower tier sub-Contractor with these Required Contract Provisions for CDBG-Aided Contractor Contracts.
- 1.4. The Contractor and its sub-Contractors shall perform the project in accordance with Federal, State and local housing and building codes as are applicable.
- 1.5. The Contractor and its sub-Contractors shall retain all books, records, accounts, documentation, and all other materials relevant to the agreement for a period of five (5) years from date of final payment under this agreement; or five (5) years from the date of termination of the City of Ukiah CDBG Grant Agreement; or five (5) years from the conclusion or resolution of any and all audits or litigation relevant to this agreement and/or to the CDBG Agreement and any amendments, whichever is later.
- 1.6. The Contractor and its sub-Contractors shall permit the State, Federal government, the Bureau of State Audits, the Department of Housing and Community Development, the City of Ukiah and/or their representatives, upon reasonable notice, the right to interview employees and unrestricted access to any or all books, records, accounts, documentation, and all other materials relevant to the agreement, for the purpose of monitoring, auditing, or otherwise examining said materials.

2. Conflict of Interest Provisions

- 2.1. Pursuant to 24 CFR 570.611, no member, officer, or employee of the Grantee, or its designees or agents, no member of the governing body of the locality in which the program is situated, and no other public official of such locality or localities who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this part, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract or agreement with respect to a CDBG-assisted activity or its proceeds, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one (1) year thereafter.

3. Nondiscrimination

- 3.1. During the performance of this contract, Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of the following: race, religion, color, national origin, ancestry, disability, medical condition, marital status, age (over 40) or sex. Contractors and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination and harassment. Contractors and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.) and the applicable regulations promulgated there under (California Code of Regulations, Title 2, Section 7258.0 et seq.), the applicable regulations of the Fair Employment and Housing Commission implementing Government Code, Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this contract by reference and made a part hereof as if set forth in full, Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.
- 3.2. This Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the contract.

4. Maintenance of Workers' Compensation Insurance

The Contractor and its sub-Contractors shall maintain at least the minimum State-required Worker's Compensation Insurance for those employees who will perform the contract activity(ies) or any part of it.

5. Maintenance of Unemployment, Disability, and Liability Insurance

The Contractor and its sub-Contractors shall maintain, if so required by law, unemployment insurance, disability insurance and liability insurance in an amount to be determined by the State which is reasonable to compensate any person, firm, or corporation who may be injured or damaged by the Contractor or any sub-Contractor in performing the project or any part of it.

6. Equal Opportunity

6.1. The Civil Rights, Housing and Community Development, and Age Discrimination Acts Assurances:

During the performance of this Agreement, the Contractor assures that no otherwise qualified person shall be excluded from participation or employment, denied program benefits, or be subjected to discrimination based on race, color, national origin, sex, age, handicap, religion, familial status, or religious belief, under any program or activity funded by this contract, as required by Title VI of the Civil Rights Act of 1964, Title I of the Housing and Community Development Act of 1974, as amended, the Age Discrimination Act of 1975, and the Fair Housing Amendment Act (42 USC 3601-20) and all implementing regulations.

7. Energy Efficiency

The Contractor or subcontractor shall certify if its business or company will purchase ENERGY STAR qualified products, where applicable, in implementing the services outlined in the scope of work. Examples of ENERGY STAR qualified products can include, but will not be limited to the following: CFLs, sealants and insulation, high efficiency furnaces and air conditioning units, windows, doors, etc.

8. Anti-Lobbying

The Contractor shall complete and certify as to **Contractor's/Sub-Contractor's Certification Concerning Anti-Lobbying** form provided below, and the Contractor shall require that the language included in the **Contractor's/Sub-Contractor's Certification Concerning Anti-Lobbying** form provided below shall be included in all subcontracts entered into in connection with this activity and that Contractor and all subContractors shall certify and disclose per the requirements of that form.

CITY OF UKIAH
300 Seminary Avenue, Ukiah, CA 95482

CONTRACTOR'S/SUB-CONTRACTOR'S CERTIFICATION
CONCERNING ANTI-LOBBYING

The Contractor shall require that the language of this certification be included in all contracts or subcontracts entered into in connection with this grant activity(ies) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and no more than \$100,000 for such failure.

"The undersigned certifies, to the best of his or her knowledge or belief, that:

- A. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions."

(Contractor/Sub-Contractor)

By _____
Signature

Typed/Printed Name and Title

Date

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

1. Type of Federal Action: a. contract _____ b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: a. bid/offer/application _____ b. initial award c. post-award	3. Report Type: a. initial filing _____ b. material change For material change only: Year _____ quarter _____ Date of last report _____
4. Name and Address of Reporting Entity: _____ Prime _____ Subawardee Tier _____, if Known: Congressional District, if known:	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i>	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	
Federal Use Only	Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)	

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any

lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitations for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Included prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503



PROPOSAL FOR

CITY OF UKIAH

DESIGN AND ENGINEERING SERVICES

DEVELOP BUILDING PLANS FOR BARRIER REMOVAL

APRIL 29, 2021



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April 29, 2021

City of Ukiah
Attn: Seth Strader, Buyer I

Subject: **RFP - Design and Engineering Services - Develop Building Plans for Barrier Removal**

Dear Mr. Strader,

The KPA Group is interested in providing the City of Ukiah professional design and engineering services towards barrier removal at the previous Bank of America building located at 501 South State Street. Founded in 1987, The KPA Group is a full-service architectural and structural engineering firm located in Pleasanton. KPA is active in providing design and assessment services to a number of cities and counties throughout California. Complexities of working towards an effective barrier removal design scope are well understood and our team is committed to meeting your goals.

The City of Ukiah requires skilled leadership and a competent team to identify existing ADA barriers, design improvements to barriers and otherwise ready the building for outfit as a facility to obtain payments. Project considerations include: site improvements at both entrances; definition of an interior location for and design of an accessible public restroom; changes to the mezzanine-level for compliant restrooms, fixtures and break equipment; stairway improvements; and the provision of a patient lift or elevator system. Accessible path of travel must be defined for public building users.

KPA's consultation, recommendation and remediation efforts related to ADA improvements are unique. Services provided to other public entities in California involve the production of ADA Transition Plans, ADA restroom and lobby design, ADA site improvement concepts and cost estimating. We have completed building assessments for Humboldt County, the City of Eureka, the City of Cupertino and the City of Tracy including accessibility assessments for all respective public facilities during condition assessment and master planning projects. KPA's experience with ADA improvements continues daily through other design, renovation and planning projects where accessibility improvements must be considered. Our proposed Project Manager, Paul Powers, has been working on accessibility-related improvement projects prior to the implementation of the Americans with Disabilities Act.

KPA will engage mechanical and plumbing (Morrison Maierle, Inc.) and electrical (Pharis Engineering) sub-consultants for restroom plumbing and electrical design. Our team will be supplemented with Bill Nagel, Certified Access Specialist, to lead CASp review of all drawings. KPA is committed to assisting the City of Ukiah with their goal of equal access and is willing to comply with procedures identified in the RFP. ADA improvements are a significant percentage of KPA's annual workload and the scope of your project aligns well with our experience and skill set. This proposal is effective for a period of sixty (60) days from the date of submission.

Sincerely,

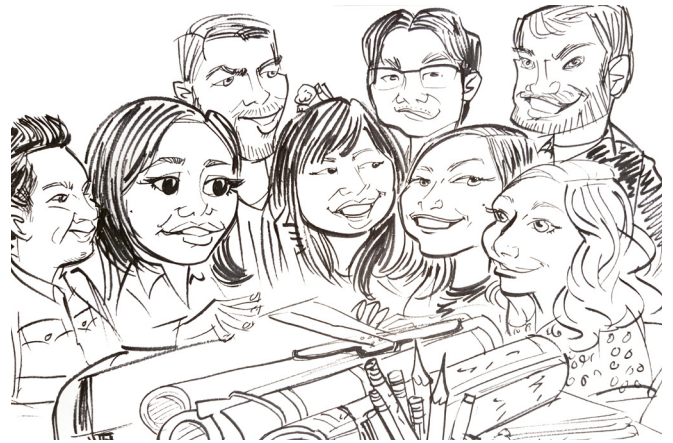
A handwritten signature in blue ink, appearing to read 'Paul W. Powers', written over a blue ink stamp.

Paul W. Powers, AIA, NCARB
President
6700 Koll Center Pkwy, Suite 125
Pleasanton, CA 94566
Phone: (925) 872-0244
paulp@thekpagroup.com

Understanding of Scope of Work

VALUE POSITION

The KPA Group team brings to the City of Ukiah a team of highly skilled, knowledgeable, enthusiastic and committed experts that will collaborate with the City's staff and stakeholders to explore, design and deliver an ADA compliant facility. Fundamental to our approach is our commitment to true collaboration and team diversity. We establish and nurture a dynamic partnership based on trust, effective communication, transparency, and a shared interest in delivering exceptional and accessible architectural work.



OUR WORK PROCESS



On-Call Services

Understand client needs & expectations
Verify scope & schedule



Team Setup

Identify & commit KPA personnel
Maintain personnel flexibility
Provide backup plan



Schedule

Monthly & weekly schedules



Communication

Update client communications regularly
Timely reviews



Quality

Checked by Principal
Bring matters to client's attention
Timely responses & clarifications



Construction

Site visits & reports
Additional requested services

Project Understanding

The City of Ukiah has purchased the previous Bank of America facility with the intention of using the facility to house public and employee work spaces. After purchase, it was decided to use the facility as a place to obtain payments from the public for various City services. The general idea is that the public would be able to access the facility from either the South State St. entrance or the South Main St. entrance to interact with employees behind the existing service counter. Overall transactional efforts would be similar to those throughout the previous life of the facility as a bank.

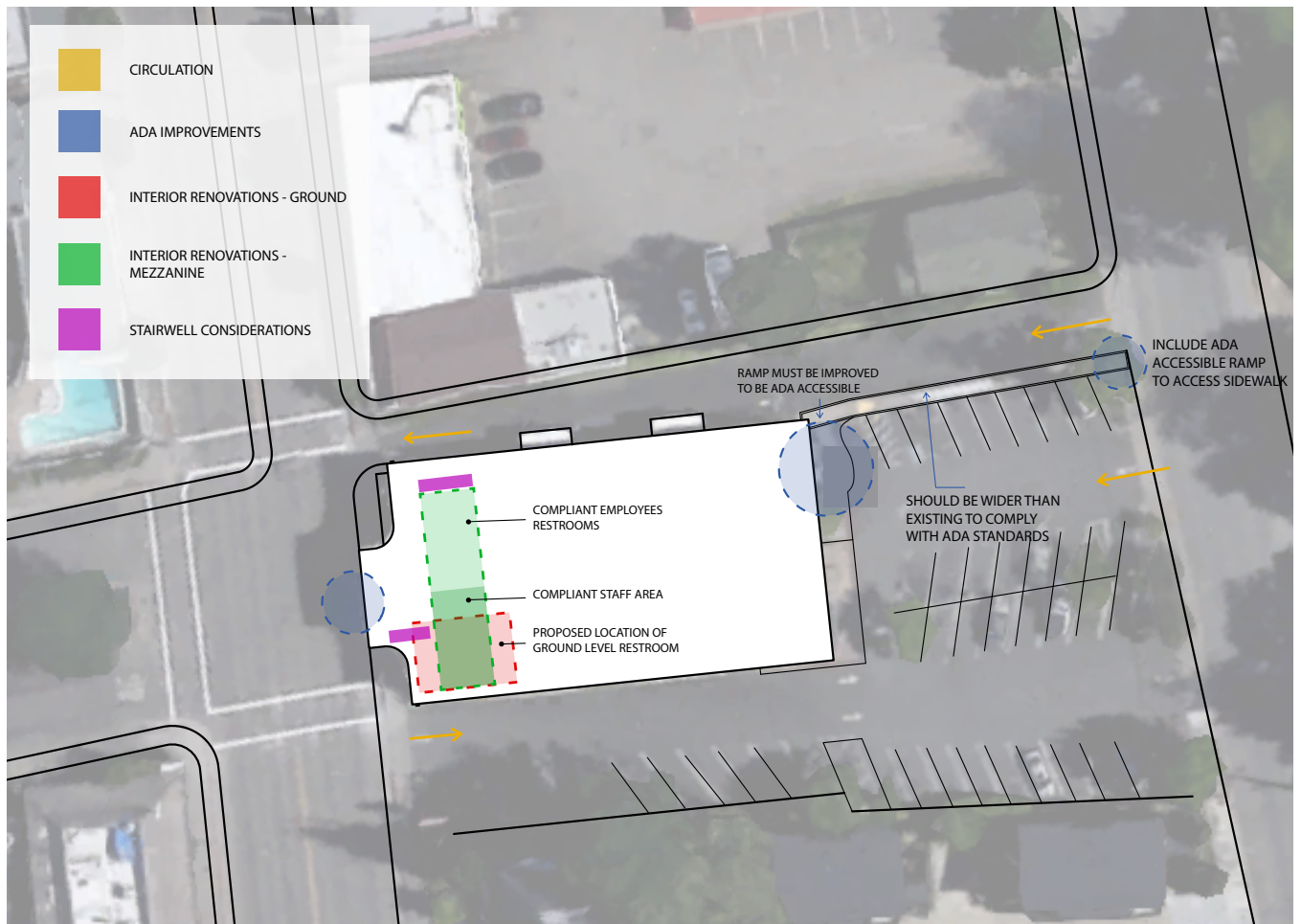
Among the hurdles in occupying this building are its existing non-ADA compliant interior and site elements. Site elements requiring consideration include revisions to the parking lot area including new ADA stalls, striping and signage; revisions to the ramp adjacent to the Main Street entrance; definition of accessible routes; and incorporation of new work to new construction at the State Street side. Interior elements requiring consideration include proper door hardware and operation at entrance doors; the addition of an ADA compliant public restroom at the ground level; and changes to employee spaces including break area and restrooms at the mezzanine level. The rehabilitation and reconfiguration of interior furnishings, fixtures and materials for the remainder of building elements will be completed under a later project scope or phase. This project scope is focused on making the facility and its existing components compliant with ADA. Future use would involve public areas limited to the ground level with employee-only access to workspaces above.

The facility contains non-compliant elements in some key operational areas. No ADA compliant restrooms currently exist in the building and the addition of a public restroom at the ground level is suggested to be located at the southwest corner of the lobby. Accessibility changes related to employee use are more significant but feasible. The facility's mezzanine-style second story level contains multiple storage rooms, an office space, restrooms and a break area. Male and female restrooms are accessed by vestibules with space capacity for restroom expansion and incorporation of ADA stalls and

features. The break room area contains an existing counter and sink that must be replaced with a unit providing compliant operations and space for knee and toe clearance. Further investigation is required as to the future usability of the existing dumbwaiter shaft and location to install an elevator or patient lift system.

KPA understands that design needs related to this renovation project will only take into account ADA needs improvements. Because of the nature of a remodel requiring new fixtures, finishes, paint and other components, materials selected for use at renovated areas will be tied into materials used during the remainder of the building's renovation. This includes new flooring and ceiling finishes, lighting, wall paint and other improvements that will be required and also may be part of this project. An overview of components requiring consideration includes:

- ADA path at rear parking lot
- Continuation of accessible path at new construction at State Street side
- Definition of ADA path of travel for employees
- Definition of ADA path of travel for public
- Design for facility public restrooms at ground level
- Identification of plumbing tie in for restrooms
- Consideration of use for Vault area
- Modifications to interior stairs and handrails
- Modifications to break area
- Modifications to upper level employee restrooms
- New entrance doors
- Considerations for use of existing drive up window
- Area for personnel lift



KPA Approach to ADA Design Services

SITE INVESTIGATION & EXISTING FLOOR PLAN

KPA proposes to begin this project with a thorough needs investigation related to your facility and the required changes. Our team already has a detailed understanding of required changes from the site visit that took place on April 13th. We need to obtain site dimensions and topography related to site plans and the production of an ADA compliant site design. We also need to investigate the facility for use as a public payment obtaining area including considerations that may not have been mentioned during the initial site visit. The investigation process will involve dimensioning of interior spaces in order to create an existing floor plan document. Dimensions taken will be used to confirm areas requiring ADA compliance and to produce CAD files of an existing floor plan for your facility.

PROJECT SET UP

After site investigation, KPA will have a better understanding of how the various components of the accessibility renovation project and the standard finishes renovation will tie into each other. At this time we will produce a 4 to 5 page document for the City of Ukiah outlining the project and future considerations that are required. Cost estimates will be included for the remainder of project renovations after needs are discussed and defined with the City. This document can be used in assistance related to defining the project or acquiring funding.

CONCEPT DIAGRAMS & SCHEMATIC DESIGN

KPA will prepare conceptual diagrams showing illustrations of facility areas of changes and specifics for individual ADA compliance efforts and components. Concept diagrams presented will form the basis and direction for beginning the Schematic Design phase. Concepts will be available for the City to review proposed design ideas and provide direction or thoughts related to specifics of site or interior design. Options will be presented to assist in this process. Elements selected from concept diagrams will be incorporated into the Schematic Design phase. Schematic Design will determine the general extent and relationships among various work efforts to be completed. This is the opportunity to validate program requirements and generate multiple options and solutions. During this phase, KPA will involve our mechanical sub-consultant, Morrison-Maierle, Inc. (MMI) and electrical sub-consultant, Pharos Engineering, and familiarize the team with project requirements and specific project scopes.

DESIGN DEVELOPMENT

The Design Development phase will focus on systems and material design being incorporated into the documents. Cross-discipline coordination between architectural, structural, and MEP efforts will be updated to verify final scope including for site changes, restrooms and other interior elements and aspects of space use interaction. Building code review will be advanced at this stage. Stakeholder involvement with the City will include meetings led to explain project progress, details and obtain additional input. Work will be coordinated to create a clear deliverable as to final facility configurations related to accessibility including material selections for remodeled areas. The accessible path of travel will be defined at the Design Development level. Design Development documents and specifications will be completed at 50% and 90% stages.

CONSTRUCTION DOCUMENTS

KPA will prepare 100% Construction Documents based upon the approved renovation design, and refine the extent, configuration, location, relationships and dimensions of the work to be done. Construction Documents will contain site and building plans, details, diagrams, finishes and schedules. Documentation and drawings will be coordinated between disciplines, written specifications and other project requirements. The permitting process will include an over-the-shoulder plan review with Building Department staff as well as applicable drawing revisions. Final 100% drawings and specifications will be delivered.

COST ESTIMATING

KPA will provide a final construction cost for ADA improvements at the 90% Design Development stage. The cost estimate will be able to be transformed into a bidding summary sheet. KPA will provide a cost estimate for potential future improvements to the facility during production of the project considerations document. We will update the cost estimate as the project is completed through schematic design, design development and final construction documents.

Staffing Approach

MANAGEMENT PLAN

Project Manager Paul Powers will lead KPA's team from Site Investigation through the completion of Construction Documents. Certain project management duties will be delegated to the Project Associate. We plan to bring success to this project starting with our experience of what comprises a successful ADA renovation. Clarifying questions will be asked and alternative concepts will aid in management of a common vision. A goal of KPA project management efforts are that deliverables, schedules and project costs are clearly understood by all team participants. As the design for ADA compliance develops, we will review goals and objectives and bring to the City's attention any pertinent matters. Our project management process involves checklists and other processes used to review work, ensure quality and minimize change orders during construction. Client feedback will be solicited to verify that expectations are met throughout the design process. A well-organized and thoughtful approach helps alert the project team to necessary decisions regarding evaluating alternatives, costs and schedules. The KPA Group has a stellar record in meeting the most stringent of project schedules.

STAFF RESPONSIBILITIES

Paul Powers - Project Manager

A significant portion of Paul's career has been providing communities with accessibility compliance solutions and designs. He has managed KPA's services for all similar projects completed over the last ten years. Paul is experienced with coordinating design and project management services among staff and the remainder of the project team. Paul has significant experience managing ADA-related projects. He will be responsible for performing architectural design and planning services that are related to ADA improvements, plan review and other services to be provided. Paul will tailor design oversight and procedures based on needs.

Jessica Tyler - Senior Architect

Jessica will be responsible for providing architectural design and oversight services related to compliance efforts. Experience providing accessibility improvements for a variety of city, federal and state clients over her career has allowed Jessica an understanding of what compliance issues Ukiah is facing at this facility. Jessica has worked closely with Paul throughout much of her career. She will coordinate and schedule architectural design efforts with KPA staff and the remainder of the project team.

Hratch Kouyoumdjian - Structural Engineer

Hratch will be responsible for leading required civil engineering services for accessibility improvement design and plan review projects. Hratch has been an integral part of KPA's accessibility renovations since inception. Additionally, Hratch will lead any necessary structural work.



Marty Baker - Senior Technical Designer

Marty will lead the production of CADD drawings. Marty has been responsible for leading the production of quality construction drawings for over 30 years. Working closely with Paul on hundreds of accessibility compliance projects, Marty has developed an extreme understanding of accessible design. He will lead KPA's drafting team as he has for previous projects.

Matthew Evans - Senior Project Associate

Matt will work closely with the design team and project manager throughout this project. He has experience directing client communications for a variety of

accessibility renovations including for the Los Altos City Hall, San Mateo County Safe Harbor Shelter, City of Tracy, City of Cupertino and others. Matt understands codes, processes and capital improvement solutions well. He knows how to work efficiently with the remainder of the project team for successful outcomes.

Agnes Gao - Senior Project Designer

Agnes will design options for accessibility renovations to illustrate Ukiah's project possibilities and allow stakeholder understanding of choices. Agnes is practiced in a diverse range of design criteria and is often directly involved with every aspect of the design. She has worked closely with a number of clients to lead design workshops and meetings with a large focus on accessibility solutions including for Humboldt County, Contra Costa County Airports and the City of Cupertino.

Cindy Chen - Project Designer

Cindy leads the production of any required design reports and works closely with Agnes for concept portrayal of options designed. Cindy has worked with a number of previous clients to produce 3-D renditions of design changes to facilities or components of facilities including for the City of Tracy, San Jose State University and San Mateo County. Cindy is well-versed in client communications and goes above and beyond to ensure client satisfaction.

Daniel Herms - Technical Designer

Dan will work closely with Marty on the production of CADD drawings. Dan has a professional understanding of code requirements and design processes. Dan often comes up with alternate analyses or solutions that are in the client's best interest. He has been an integral aspect of accessibility renovations for the previous four years at KPA.

Bill Nagel - Certified Access Specialist

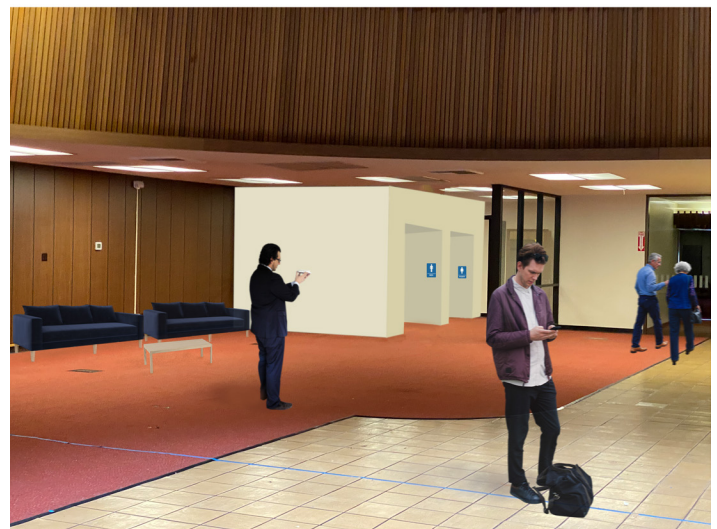
Bill will act as Certified Access Specialist (CASP) and be responsible for the certification of design drawings, plans, specifications and other items to be delivered under this project. Bill will work closely with the design team through plan review and design services. Bill is knowledgeable in ADA laws, regulations, standards and guidelines and will bring his expertise to Humboldt County as he has on previous projects. He will act as Certified Accessibility Specialist per RFQ requirements.

Keith Pharis - Electrical Engineer

Keith will act as Electrical Engineer for the project. Keith has assisted KPA with a number of remodels including changes or additions to electrical systems for ADA requirements. Keith has assisted KPA in a wide variety of improvements for cities and counties across California. Keith is familiar with a wide variety of electrical engineering topics and has enjoyed working for numerous government sectors.

Jody Waverek - Mechanical Engineer

Jody will act as Mechanical and Plumbing Engineer for the project. MMI and Jody have redesigned plumbing systems for KPA on past projects related to accessibility compliance. Jody has over fifteen years of experience and specializes working on the western United States. He is familiar with HVAC and plumbing engineering as well as code review and structural modeling.



Project Team

The KPA Group will provide a team of experienced architectural and engineering professionals who have extensive experience and knowledge of ADA standards and the California Building Code for the City of Ukiah's ADA improvement project. Our project team will include a project manager, project architect, Certified Access Specialist (CASp), civil, structural and MEP engineers, technical staff and administrative personnel. Associated team member positions will be kept the same throughout this on-call process. Any supplemental or replacement key personnel will be proposed to the City in advance for approval. KPA's president, Paul Powers, will organize and lead each task order and is supported by experienced architectural and engineering professionals who have been working on and successfully delivering numerous public projects together relative to ADA investigation, review, recommendation, improvement, design and construction.



The KPA Group

Paul Powers | AIA, NCARB

Principal-in-Charge, Project Manager

30+ year exp.

SCOPE - FUNDING - BUDGET - VISION

Bill Nagel

Senior Civil Engineer & CASp
30+ years exp.

Jessica Tyler

Senior Architect
20+ years exp.

Hratch Kouyoumdjian

Senior Structural & Civil Engineer
40+ years exp.

Marty Baker

Senior Technical Designer
30+ years exp.

Matthew Evans

Senior Project Associate
8 years exp.

Agnes Gao

Senior Project Designer
7 years exp.

Cindy Chen

Project Designer
5 years exp.

Daniel Herms

Technical Designer
4 years exp.

**+ Additional Design and
Administrative Staff**

(Key personnel resumes are
provided in Appendix.)

CODE - UTILITIES - BUILDINGS - SUPPORT



Sub-consultants

CIVIL - MECHANICAL - ELECTRICAL - PLUMBING - GEOTECHNICAL - ENVIRONMENTAL

The KPA Group partners with many sub-consulting professionals based upon specific project and task order needs. Below are sub-consultants that KPA proposes collaboration with for this project.



For more than 70 years, Morrison-Maierle, Inc. (MMI) has been in the business of helping clients create solutions that build better communities. MMI has completed Public projects throughout the Northwest and West for the last 70 years. MMI has assisted clients in a wide array of services.

Jody Waverek, P.E.

Mechanical Engineer

20 yrs

CA #M32827



Pharis provides a full range of electrical engineering services to private, public and commercial clients. Our services include lighting, security and safety, power, data and communicative medium voltage systems and electronic solutions.

Keith Pharis, P.E., LEED AP

Electrical Engineer

33 years

CA #E17740



Paul Powers

Principal in Charge / Project Manager / Architect | C29713, AIA, NCARB
30+ Years of Experience | 10+ Years of Experience with KPA

Paul Powers has collaborated with dozens of cities and counties over the past 30 years to complete a wide range of public projects. A highly-skilled project manager, Paul is responsible for a broad range of professional services including master planning, programming, analyzing existing buildings, space planning, project design, interior design and the development of construction drawings and specifications. Paul has specialized skills in ADA recommendation, correction and implementation. Prior to ADA release in 1992, Paul evaluated numerous federal facilities accessibility using a document RE4, was the basis of initial development of ADA requirements. Paul also assisted the state in early ADA detailing and applications. Paul is an expert in terminal design and has offered numerous ADA applications including ticket counter surface requirements and the invention of the baggage retrieval system and passenger boarding bridges which as an ADA solution.

Selected Relevant Public Sector Experience as Project Manager / Architect:

- Humboldt County-wide ADA Modifications projects to remove barriers at: Clam Beach, Freshwater Park, Field's Landing and the Public Defender's Office
- County of Humboldt Facilities Master Planning and ADA Transition Plan, Humboldt
- City of Cupertino Facilities Assessment, Programming and CIP, Cupertino
- City of Tracy Citywide Facilities Assessment and Master Planning, Tracy
- South Napa Shelter Improvement and Renovation, Napa County
- City Hall Restroom, Lobby Renovation and Accessibility Improvements, Los Altos
- VA Sunnyvale Building 1 Stairs ADA Improvements, Sunnyvale
- United Postal Service ADA Improvements, Multiple National Locations
- VA Palo Alto Upgrade Parking Lot and Accessibility, Menlo Park
- Pacifica Fire Station Deck Replacement and ADA Improvements, Pacifica
- SJSU, Relocation of Historic Associated Students' mansion, San Jose
- Contra Costa County Terminal Building & ARFF, Buchanan Field Airport
- SFO Terminal 3, Boarding Area E Expansion, San Francisco International Airport
- County of San Mateo Radio Shop Assessment, Planning and Relocation, Redwood City

REFERENCE BETH LEE, Assistant Director of Airports
 550 Sally Ride Drive, Concord, CA 94520
 (844) 359-8687

"We appreciate Paul and KPA team's work for the terminal design and ADA improvements at Buchanan Field Airport. Professional, responsible and considerate."

REFERENCE PAM CHAMBERLIN, Airport Manager
 101 Airport Road, Butte, MT 59701
 (406) 494-3771

"KPA and Paul are such a charm to work with. Paul can figure out solutions to unsolvable problems and took pride in each and every aspect of design and engineering."



Hratch Kouyoumdjian

Senior Civil Engineer | Structural Engineer | CA #26783, #C2151
40+ Years of Experience with KPA | Former Principal of KPA

Hratch Kouyoumdjian is recognized for his creative and cost-effective structural solutions for numerous prominent high-rise and mixed-use facilities in the Bay Area during the past 30 years, as well as major institutional, academic, industrial and healthcare facilities regionally and internationally. He has developed several new and innovative design solutions for structures, including a new moment connection developed after the Northridge earthquake. This connection is currently in use in several structures and eliminates joint problems noted in recent earthquakes. Mr. Kouyoumdjian has also directed the structural work for several major projects in Europe, Asia and the Pacific Islands. Several of the projects that Mr. Kouyoumdjian completed have been published and selected for presentation at national and international conferences.

Selected Relevant Public Sector Experience as Structural Engineer:

- Alameda County, East County Hall of Justice, Dublin
- Transamerica Pyramid Structure, San Francisco
- Richmond City Hall, Richmond
- California Medical Facility, "W" Wing ADA Cell Upgrade, Vacaville
- State of California, Department of Developmental Services, Master Planning & Bldg. Evaluations, Sacramento
- Pacifica Fire Station Deck Replacement and ADA Improvements, Pacifica
- Assessments and Studies for 13 Buildings & 7 Bridges, Walnut Creek

Bill Nagel

CASp #118 | Senior Civil Engineer | Structural Engineer | CA #43698, #3962
30+ Years of Experience

Bill Nagel is a California Licensed Civil Engineer and Structural Engineer with extensive accessibility knowledge. He is a Certified Access Specialist (CASp) who has completed work for various municipalities including preparing plans, calculations and specifications for architectural, structural and civil design projects; performing CASp inspections and associated compliance reports; and producing expert witness inspections and other written reports. Bill has developed and implemented City Council objectives in the past. Bill presents accurate and thorough reports related to accessibility compliance and values his roles in working together with cities towards a common vision.

Selected Relevant Public Sector Projects:

- ARFF CASp Review, California Redwood Coast-Humboldt County Airport
- CASp Review, Contra Costa County Airport Terminal and ARFF, Contra Costa County
- CASp Review Radio Shop, Redwood City
- Training, Plan Review, Policy Development and Consulting for Accessibility Issues, City of Redding
- City Department Coordination Efforts, City of Redding
- Supervised Commercial Plan Review, City of Sacramento
- Accessibility, Life Safety and Structural Requirements Plan Review, City of Sacramento
- Humboldt County ADA Consulting on KPA Projects, Humboldt County
- County of Humboldt Facilities Master Planning and ADA Transition Plan, Humboldt



Jessica Tyler

Senior Architect | AIA, NCARB, LEED AP

25 Years of Experience | 10+ Years of Experience Working with Paul Powers

Jessica Tyler brings to the team over 20 years of project evaluation and code experience. Jessica has dedicated her career to learning codes, standards and technical detailing to improve project and building performance. Jessica has been the lead designer for award winning and complex public and military projects. Jessica is an ADA code specialist and regularly trains staff on code changes and applications. She works consistently to review documents and plans, improve quality and clarity of accessibility design and solutions.

Selected Relevant Public Sector Projects:

- South Napa Shelter Improvement and Renovation, Napa County
- VA Grand Junction Emergency Department and Accessibility Upgrades, Grand Junction
- VA Phoenix Hemodialysis Clinic Remodeling, Phoenix
- Police Station Upgrades for Accessibility and other improvements, Weston
- United States Postal Service ADA Upgrades, Various locations
- Air National Guard Base Realignment and Accessibility Study, CRTC Alpena
- Elver Park Shelter, Madison
- Sun Valley Airport, ADA Improvements, Hailey
- Contra Costa County Airport Terminal and ARFF, Contra Costa County
- County of San Mateo Safe Harbor Shelter Interior Improvement, Redwood City



Agnes Gao

Senior Project Designer | NCARB

7 Years of Experience | 5 Years of Experience with KPA

Agnes Gao brings to the team an extensive background in art and design which she elegantly incorporates into the practical solutions provided for our clients. She provides innovative modeling approaches and techniques to KPA's design processes. Agnes is involved in a diverse range of tasks and has proven herself an asset in all stages of the ADA improvement project. Her commitment to exceed client expectations supports the long-term partnerships that our team strives to maintain.

Selected Relevant Public Sector Projects:

- Humboldt County-wide ADA Modifications projects to remove barriers, Clam Beach, Freshwater Park, Field's Landing, Public Defender's Office
- County of Humboldt Facilities Master Planning and ADA Transition Plan, Humboldt
- City of Cupertino Facilities Assessment, Programming and CIP, Cupertino
- City of Tracy Citywide Facilities Assessment and Master Planning, Tracy
- County of San Mateo 795 Skyway Road Office Building Remodel, San Carlos
- Safe Harbor Shelter Space Programming and Renovation, Redwood City
- VA Sunnyvale Office Retrofit and Expansion, Sunnyvale
- Yolo County Central Library and Archives Remodel, Woodland
- County of San Mateo Radio Shop Feasibility Study and Renovation, Redwood City
- Contra Costa County Airport Terminal and ARFF, Contra Costa County
- VA Sunnyvale Building 1 Stairs ADA Improvement, Sunnyvale



Marty Baker

Senior Technical Designer

30+ Years of Experience | 30 Years of Experience working with Paul Powers

Marty Baker has been leading the production of quality construction drawings for over 35 years. He has collaborated with Paul on hundreds of projects. He plays a critical role in mentoring KPA's design staff in technical resolution, design methodology and ADA standards. Marty's attention to detail and coordination of multiple building systems supports KPA's reputation for first class drawings, increasing contractor production, reducing errors and providing a measure of control for construction costs.

Selected Relevant Public Sector Projects:

- Humboldt County-wide ADA Modifications projects to remove barriers, Clam Beach, Freshwater Park, Field's Landing, Public Defender's Office
- County of San Mateo 795 Skyway Road Office Building Remodel, San Carlos
- County of San Mateo Radio Shop Relocation, Redwood City
- VA Sunnyvale Building 1 Stairs ADA Improvement, Sunnyvale
- County of Humboldt Facilities Master Planning and ADA Transition Plan, Humboldt
- Pacifica Fire Station Deck Replacement and ADA Improvement, City of Pacifica
- City Hall Restroom, Lobby Renovation and Accessibility Improvements, Los Altos
- VA Sunnyvale Office Retrofit and Expansion, Sunnyvale
- VA Accessibility Upgrade Parking, Menlo Park



Matthew Evans

Senior Project Associate

8 Years of Experience | 8 Years of Experience with KPA

Matthew Evans leads field investigation teams, organizes team efforts and communicates with client leads. Matt works closely with client project managers to meet project expectations, schedule and budgets. Matt's communication skills and respect for clients privacy, comfort and convenience are traits necessary to lead teams throughout client facilities to carry out assessments and field investigations. Matt works to provide cost estimates and documentations on a regular basis. Matt's knowledge of a wide variety of services benefits the team on-site with trust and professionalism.

Selected Relevant Public Sector Projects:

- County of Humboldt Facilities Master Planning and ADA Transition Plan, Humboldt
- City of Cupertino Facilities Assessment, Programming and CIP, Cupertino
- City of Tracy Citywide Facilities Assessment and Master Planning, Tracy
- Humboldt County-wide ADA Modifications projects to remove barriers, Clam Beach, Freshwater Park, Field's Landing, Public Defender's Office
- County of San Mateo 795 Skyway Road Office Building Remodel, San Carlos
- County of San Mateo Radio Shop Planning and Relocation, Redwood City
- VA Sunnyvale Building 1 Exterior and Roof, Sunnyvale
- VA Sunnyvale Office Retrofit and Expansion, Sunnyvale
- City Hall Restroom, Lobby Renovation and Accessibility Improvements, Los Altos
- Yolo County Central Library and Archives Remodel, Woodland



Cindy Chen

Project Designer | NCARB, LEED AP

5 Years of Experience | 4 Years of Experience with KPA

Cindy Chen is a highly motivated designer and planner. She advances the delivery of creative design solutions while prioritizing and aligning client's expectations, visions and goals. She has mastered various design tools that helps shape projects discovery, growth and planning. Cindy develops ADA design and solutions with cutting edge graphical elements that help visualize the project elements that allows easy understanding for stakeholders.

Selected Relevant Public Sector Projects:

- Humboldt County-wide ADA Modifications projects to remove barriers, Clam Beach, Freshwater Park, Field's Landing, Public Defender's Office
- South Napa Shelter Feasibility Study and Renovation, Napa County
- County of Humboldt Facilities Master Planning and ADA Transition Plan, Humboldt
- City of Cupertino Facilities Assessment, Programming and CIP, Cupertino
- City of Tracy City-wide Facilities Assessment and Master Planning, Tracy
- County of San Mateo Radio Shop, Redwood City
- County of San Mateo 795 Skyway Road Office Building, San Carlos
- City Hall Restroom, Lobby Renovation and Accessibility Improvements, Los Altos
- VA Sunnyvale Office Retrofit and Expansion, Sunnyvale
- VA Sunnyvale Building 1 Stair ADA Improvements, Sunnyvale



Daniel Herms

Technical Designer

4 Years of Experience | 4 Years of Experience with KPA

Daniel Herms is a field documentation expert. Dan's expertise in accurately documenting field data leads to successful project delivery. His contribution to design reviews, project solution evaluations and alternative analysis brings value to every project. Dan works closely with his team to visualize a mindful approach to collecting data, documenting findings and translating that information into improvements that benefit employees and the public. Dan understands the need to balance departmental wishes with broader project goals. Dan explores potential alternatives and avenues to resolving design issues. He works closely with the field leader and client maintenance staff to define project goals and expected outcomes.

Selected Relevant Public Sector Projects:

- Humboldt County-wide ADA Modifications projects to remove barriers, Clam Beach, Freshwater Park, Field's Landing, Public Defender's Office
- County of Humboldt Facilities Master Planning and ADA Transition Plan, Humboldt
- City of Tracy Citywide Facilities Assessment and Master Planning, Tracy
- City of Cupertino Facilities Assessment, Programming and CIP, Cupertino
- VA Sunnyvale Office Retrofit and Expansion, Sunnyvale
- VA Sunnyvale Building 1 Stair ADA Improvement, Sunnyvale
- Cupertino Library Expansion Feasibility Study and Concept & Budget Report, Cupertino
- Pacifica Fire Station Deck Replacement and ADA Improvement, Pacifica
- City Hall Restroom, Lobby Renovation and Accessibility Improvements, Los Altos



Keith A. Pharis

President/Senior Electrical Engineer | E. 17740 | LEED AP
33 Years Experience | 11 Years Experience with KPA

Keith has more than 30 years' of experience in electrical engineering, project management, leading MEP teams, facility assessment/expert analysis, master planning and personnel directing. Keith has a vast experience base with extensive electrical engineer skillset as well as leadership and skills. Technical expertise involves all aspects of electrical engineering including power (high, medium and low voltage), emergency/standby generator systems for both medical and mission critical/data facilities, lighting specifications/calculations/selection. Keith's expertise also covers low voltage systems such as fire alarm, security (CCTV, access control, physical, etc), CATV, broadcast, cabling, data and telecommunication systems, healthcare call systems, door monitoring, etc. Keith enjoyed working in design sector from government, healthcare, housing, commercial, educational, industrial, etc.

Selected Relevant Public Sector Projects:

- Pringle House – 40 Unit Seniors Apartment Housing Development
- Brea's Crossing – 44 Unit Seniors Apartment Housing Development w/ Community Building
- Bardstown/Bashford Senior Assisted Living/Memory Care
- Norton Healthcare
- VA Hospital –Louisville, Montrose, Marion
- Churchill Downs
- Three Rivers Medical Center
- Hardin Memorial Hospital
- Epiphany Church
- University of Louisville Campus/Brown Cancer Center
- Norton Hospital Emergency Department Expansion
- Kindred Hospitals



Jody T. Waverek

Senior Mechanical Engineer | M. 32827
20 Years Experience | 8 Years Experience with KPA

Mr. Waverek is a registered Professional Engineer in multiple states and brings sixteen years of mechanical engineering experience on various types of building and facilities throughout Montana and the Western U.S. Mr. Waverek specializes in design of HVAC systems, energy modeling, automatic fire sprinkler design plumbing engineering, structural modeling, project management and building code plan review

Selected Relevant Public Sector Projects:

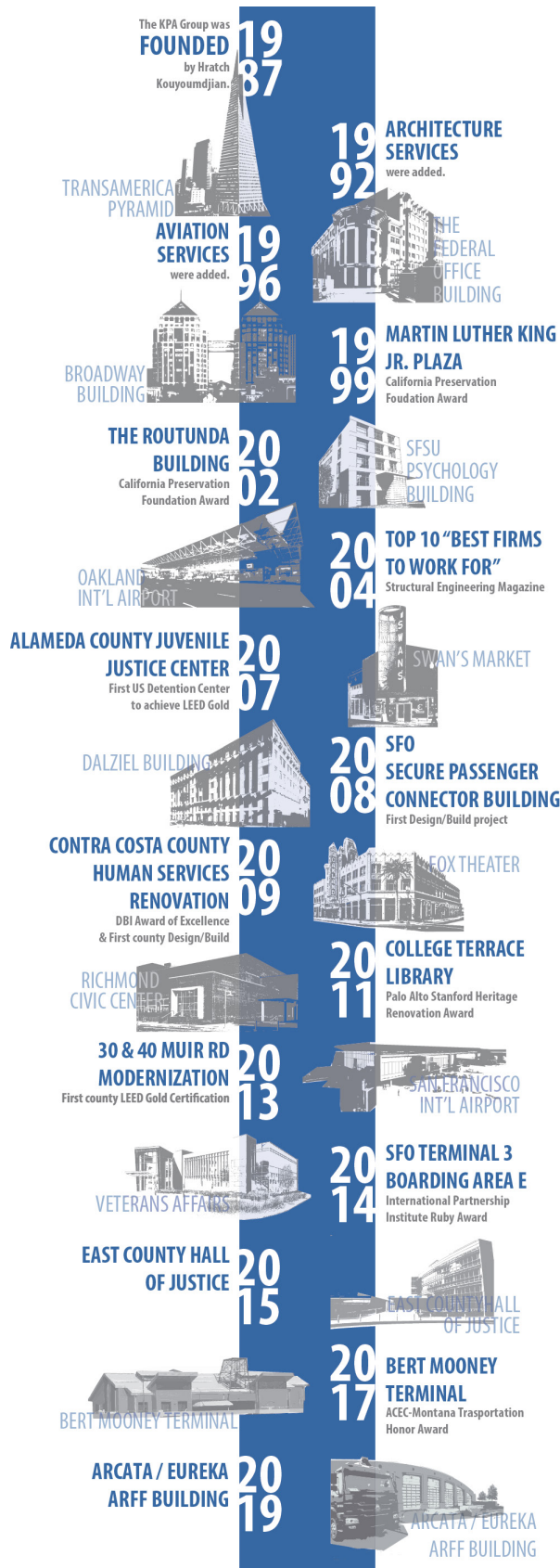
- St. Charles Hall & Performing Arts Center
- USFS Rocky Mountain Research Station Renovation & Addition
- County of San Mateo 795 Skyway Road Building Renovation, San Carlos
- Malmstrom Air-Force Base Building 1840 Fire Sprinkler System Analysis – Great Falls

Sub-Consultant Organizational Structure

KPA's proposed sub-consultants have worked with us on multiple accessibility improvement, renovation and new construction projects. Team members are well-versed in understanding of design processes and can be relied on to meet responsibilities of their respective schedules. KPA communicates with sub-consultants multiple times per work to provide project updates and coordinate designs. We anticipate a weekly meeting with sub-consultants related to Ukiah's ADA compliance project starting in the Schematic Design phase. Additionally, we will make sure that all team members are knowledgeable of project goals in order to promote seamless communication and productivity and make the most of the City of Ukiah's funds. KPA has collaborated with MMI and Pharis Engineering sub-consultants on the following architectural and engineering projects over the past year, each with a specific ADA focus:

- Arcata ARFF Facility
- City of Eureka Master Plan and Facility Assessments
- County of Humboldt Master Plan and Facility Assessments
- ADA Improvements - Clam Beach Park
- ADA Improvements - A.W. Way Park
- ADA Improvements - Fields Landing
- ADA Improvements - McKinleyville Sheriff Station
- SJSU - Move of Historic Associated Student House
- SJSU - Engineering Building Offices Remodel
- San Carlos Airport - New 795 Skyway Building
- Buchanan Field Airport - New Terminal and Fire Station
- Garberville Sheriff's Office Barrier Removal
- Safe Harbor Shelter Renovations
- San Mateo County Radio Shop
- South Napa Shelter Renovations
- City of Tracy Master Plan and Facility Assessments
- City of Tracy Temporary Emergency Housing

The KPA Group has been completing public projects for federal, state and local governments for over 30 years. Our professional staff and collaborating sub-consultants understand the commitment and organization required to fulfill the services for this project. Our firm has availability to take on additional assignments. We can start working on and dedicate staffing for your project as task orders are received.



The KPA Group



6700 Koll Center Pkwy, Suite 125
Pleasanton, CA 94566
O: (925) 223-8217 ext. 207
M: (925) 872-0244
www.thekpagroup.com

Summary Description of Firm

The KPA Group is a certified Small Business Enterprise (SBE) California Corporation centrally located in Pleasanton, CA. The firm offers fully integrated Engineering, Architecture, Planning and Project Management services to both public and private sectors. Our commitment to personal service throughout the project delivery processes has established KPA as a strong and reliable partner for facility improvements, feasibility analyses, planning and other related services.

Areas of Services

The KPA Group is driven by passion for design and expertise in technical services such as:

- Architectural design (schematic design to construction documentation)
- Access compliance assessments
- ADA compliance and transition planning
- Building systems engineering
- Code analysis & application
- Community master planning
- Construction administration
- Cost estimating
- Environmental analysis & CEQA permitting support
- Facility assessments & management
- Facility master planning & CIP
- Field investigation & mapping
- Field topography surveys
- Historic preservation design
- Permitting & bidding support
- Procurement requirements
- Programming
- Renovation & rehabilitation design
- Seismic retrofit assessment & design
- Space planning & conceptual plans
- Structural engineering

Timeline

The KPA Group is proudly celebrating 34 years of architectural engineering and design. KPA provides innovative solutions and enjoys repeat business from a variety of public clients.

KPA's Experience on Similar Projects

ADA Experience History

The KPA Group is well-practiced in directing focus to areas of need and has a thorough understanding of what ADA consultation services include. KPA has over 30 years of experience with ADA evaluation, recommendation, plan review and implementation of accessibility barrier removal services and has seen multiple projects come to fruition after completing successful accessibility improvements. We performed our first accessibility consultation project in the 1990s for the Department of Developmental Services in Sacramento. Our project manager conducted accessibility assessments as early as 1990, using RE-4 (Standards for Facility Accessibility by the Physically Handicapped) guidance. KPA's current and relevant experience in city and county-wide accessibility evaluation and recommendation with several public entities gives us understanding as to what Ukiah is looking to accomplish. Our team is highly experienced in accessibility consultation, plan check, ADA code and standard review, and in providing feasible recommendations and solutions for realistic accessibility improvements. We propose to use the same team of professionals to implement our successful approach and method for your project as we have on recent ADA improvement projects, ADA Transition Plan and relevant public facilities ADA consultation and other accessibility-related services for the County of Humboldt, City of Cupertino, City of Tracy, County of San Mateo, San Francisco VA and Palo Alto VA Medical Centers.

Management Experience

KPA's Principal, Paul Powers, has over 30 years of experience providing professional services to a range of clients. He has an extensive background in a broad range of projects including institutional, healthcare, military, transportation, commercial and educational sectors. Paul has assessed, designed and completed construction of over 500 buildings throughout the United States. His project management skills include coordinating with consultants and a thorough understanding of engineering. Paul had a unique advantage in regards to the Application of ADA having completed numerous accessibility projects for the US Postal Service in the late 1980s and early 1990s using accessibility documents that formed the basis of ADA. This allowed him to provide a wide variety of assessments, corrections and removal of barriers for dozens of public clients throughout the 1990s. Paul designed the first fully accessible US Air Traffic Control Tower and provided commentary to accessibility compliance research projects. Paul's recent experience in assisting California's Veterans Administration Campuses has led to improved accessibility for thousands of VA patients. He works closely with cities and counties to provide a tailored management style for specific client and project needs.

Public Experience

The KPA Group maintains relationships with the following public clients:



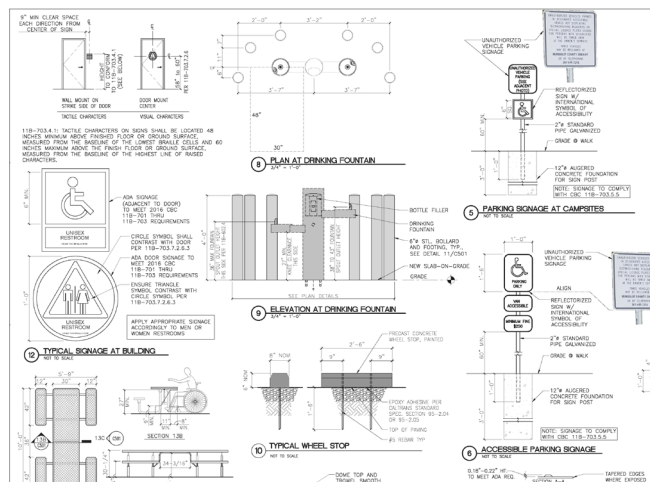
The KPA Group has worked with more than 40 public agencies on architectural design and project management services related to ADA review, corrections and improvements throughout California. Selected relevant projects are provided on the following pages.



County of Humboldt ADA Modifications (Multiple Sites)

County of Humboldt,
California (2018-2019)

Client Contact
County of Humboldt
Travis Smith, ADA
Compliance Team
(707) 476-2388
TSmith@co.humboldt.ca.us



Scope of Services
Review of ADA Transition
Plan and Documents
Facilities Condition
Assessment
ADA Assessment
Architectural Services
Civil Engineering
Cost Estimating
Project Management
Plan Check
Code Enforcement



Description

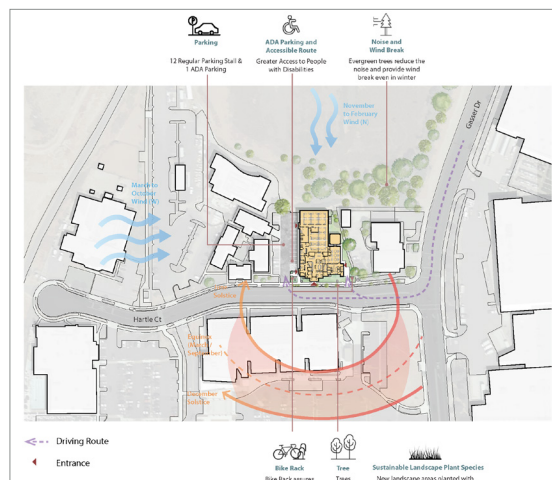
The KPA Group has provided ADA improvements to a variety of Humboldt County parks and park facilities including: A.W. Way Park restrooms, pay phone access, and other path improvements; Clam Beach restroom remodel and campsite improvements; Freshwater Park restrooms, drinking fountain and other ADA improvements; and the installation of an accessible shower at the McKinleyville Animal Shelter. Parks compliance projects are part of a larger undertaking to assist Humboldt County with accessibility compliance across the large land area the county covers. Our most recent completed project related to ADA improvements for Humboldt County involved parking lot and accessible space design for the Public Defender building in Eureka. This service is provided under an ADA on-call contract for Humboldt County.



South Napa Shelter Renovation and ADA Improvements

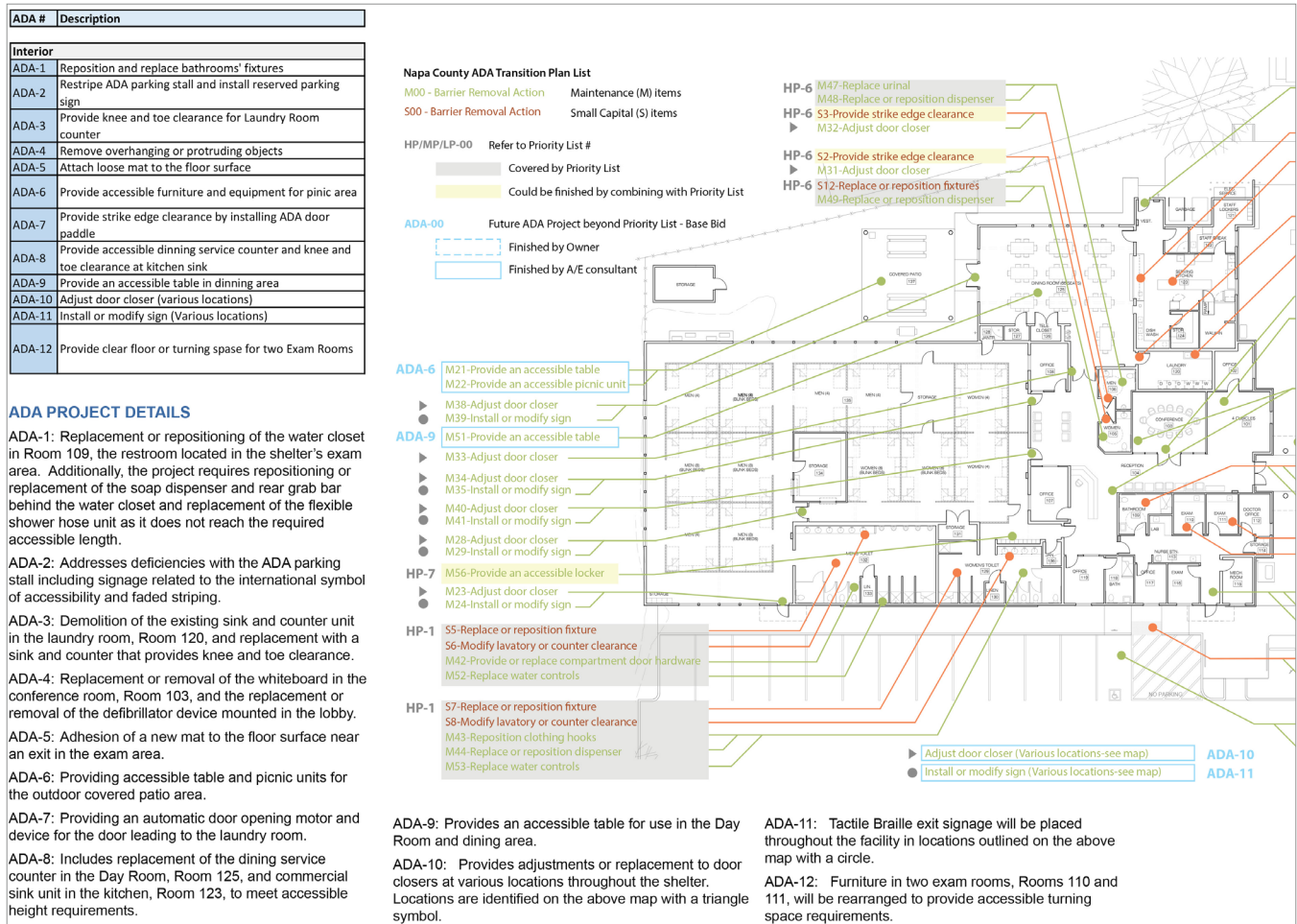
Napa, California
(2020-2021)

Client Contact
County of Napa
Sonja El-Wakil, P.E., Associate
Engineer
(707) 259-8383
Sonja.El-Wakil@countyofnapa.org



Scope of Services

Evaluation and Feasibility Study
Programming and Concept
Options
Architectural Services
Construction Administration
Cost Estimating
Structural Engineering
MEP Engineering
Permitting and Bidding Process



Description

This project began with a Feasibility Study related to possibilities for the South Napa Shelter's improvement. Items considered included site landscaping upgrades, the addition of interior office space and other major renovations. Based upon the results of the Feasibility Study, Napa County and Abode Health Services were able to define a final scope of work with KPA's assistance. The design phase of this project is currently underway and is focused on renovating both the male and female dormitory restrooms and other interior improvements. Design consultation and conceptual options were given for floor and wall material types for the dormitory restrooms as the County stressed the need for longevity and resiliency. Coordination between Napa County, Abode Health Services and other community members has been a large component of this project.



City Hall Restroom and Lobby ADA Improvements and Renovations

Los Altos, California (2018)

Client Contact
City of Los Altos
Dave Brees
City Engineer
(650) 947-2888
DBrees@losaltosca.gov



Scope of Services
Review of Record Drawings and Documents
Plan Check
Project Management
ADA Improvements
Site Improvements
Interior Renovation
Code Enforcement



Description

The KPA Group provided the Los Altos City Hall with general renovations to the lobby and three restrooms inside the building. Surveying of the facility and staff took place in order to maximize needs met in designing improvements for the small space available. The storefront glass was replaced and changes for better access were made to the ramp at the building entrance. Temporary accommodations were set up as City Hall remained in operation throughout construction. The Council Chambers area was reconfigured as the main entrance as part of the renovation. This project included ADA improvements to two sets of restrooms and providing appropriate accessible routes and accessible parking.

Site Name & Address	Ownership	Plan	Total Cost Estimate	Pre 2019
Mental Health Center 720 Wood Street, Eureka, CA	O	Stay	\$ 10,050	
DHHS - Public Health - Health Moms Program 2910 H St, 15D, Eureka, CA	O	Move after 2030	\$ 53,031	
Case Management Building/ Hope Center 2933 H, Eureka, CA	O	Demo	\$ 48,000	
Humboldt County Main Library 1313 Third Street, Eureka, CA	O	Stay	\$ 10,000	
Humboldt County Correctional Facility (Jail) 901 5th Street, Eureka, CA	O	Stay	\$ 336,655	
Humboldt County Animal Shelter 980 Lycoming Avenue, McKinleyville, CA	O	Stay	\$ 21,632	
Coroner's Office - 3012 I St, Eureka, CA	O	Stay	\$ 31,560	
Humboldt County Courthouse 825 5th Street, Eureka, CA	O	Stay	\$ 10,790	
Public Defender's Office 1001 4th St, Eureka, CA	O	Move after 2035	\$ 31,060	
Clam Beach Park 1100 Clam Beach Rd, McKinleyville, CA	O	Stay	\$ 512,000	
Fields Landing Boat Ramp 160 Railroad Ave, Fields Landing, CA	O	Stay	\$ 26,190	
A.W. Way County Park 36625 Mattole Rd Petrolia, CA	O	Stay	\$ 246,066	
Freshwater Park 3100 Freshwater Road, Eureka, CA	O	Stay	\$ 469,800	
Veterans Hall 1100 Main Street, Ferndale, CA	O	Stay	\$ 4,324	
Veterans Memorial Hall 1426 Main Street, Fortuna, CA	O	Stay	\$ 250,625	
Eligibility/WIC/Child/Adult Mental Health 3306 Renner Drive, Fortuna, CA	L	Stay	\$ 3,000	
Social Services Building C 445 W Washington, Eureka, CA	L	Move after 2035	\$ 13,750	

5.3 ADA Grievance Procedure

Humboldt County has developed and published grievance procedures as required under Title II. Grievance procedures provide fair and prompt resolution of complaints related to accessibility. The county's grievance procedure is based on the model grievance procedure from the U.S. Department of Justice.

Grievance Procedure Under the Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the County of Humboldt. The County's internal grievance process, as set forth in the County's personnel policies, governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged

6 Definitions

The following is a summary of many definitions found in the ADA and other accessibility resources. Please refer to the ADA for the full text of the legislative definitions and explanations.⁶⁰

1991 Standards. The requirements as noted in ADA Standards for Accessible Design, originally published on July 26, 1991.

2004 ADAAG. The requirements set forth in appendices B and D to 36 CFR part 1191 (2009).

2010 Standards. The 2010 ADA Standards for Accessible Design, consisting of 2004 ADAAG and requirements contained in 28 CFR section 35.151.

Accessible. Site, building, facility, or portion of same that is approachable and usable by persons with disabilities in compliance with technical standards adopted by the relevant Authority Having Jurisdiction (AHJ).

Description

Completion of the Humboldt County ADA Transition Plan was a significant effort. This project required the assessment of more than 100 county-owned facilities alongside review of over 100 accessibility compliance reports completed by a separate consulting firm, SZS Consulting. A Corrective Action Plan was created after data was compiled including a 20 year timeline for improvements with planned construction dates and associated costs. County departments were evaluated for public use, program uniqueness, geographic distribution, use of public gathering space, community rights and responsibilities, identified accessibility needs and long-term master plan affiliation.

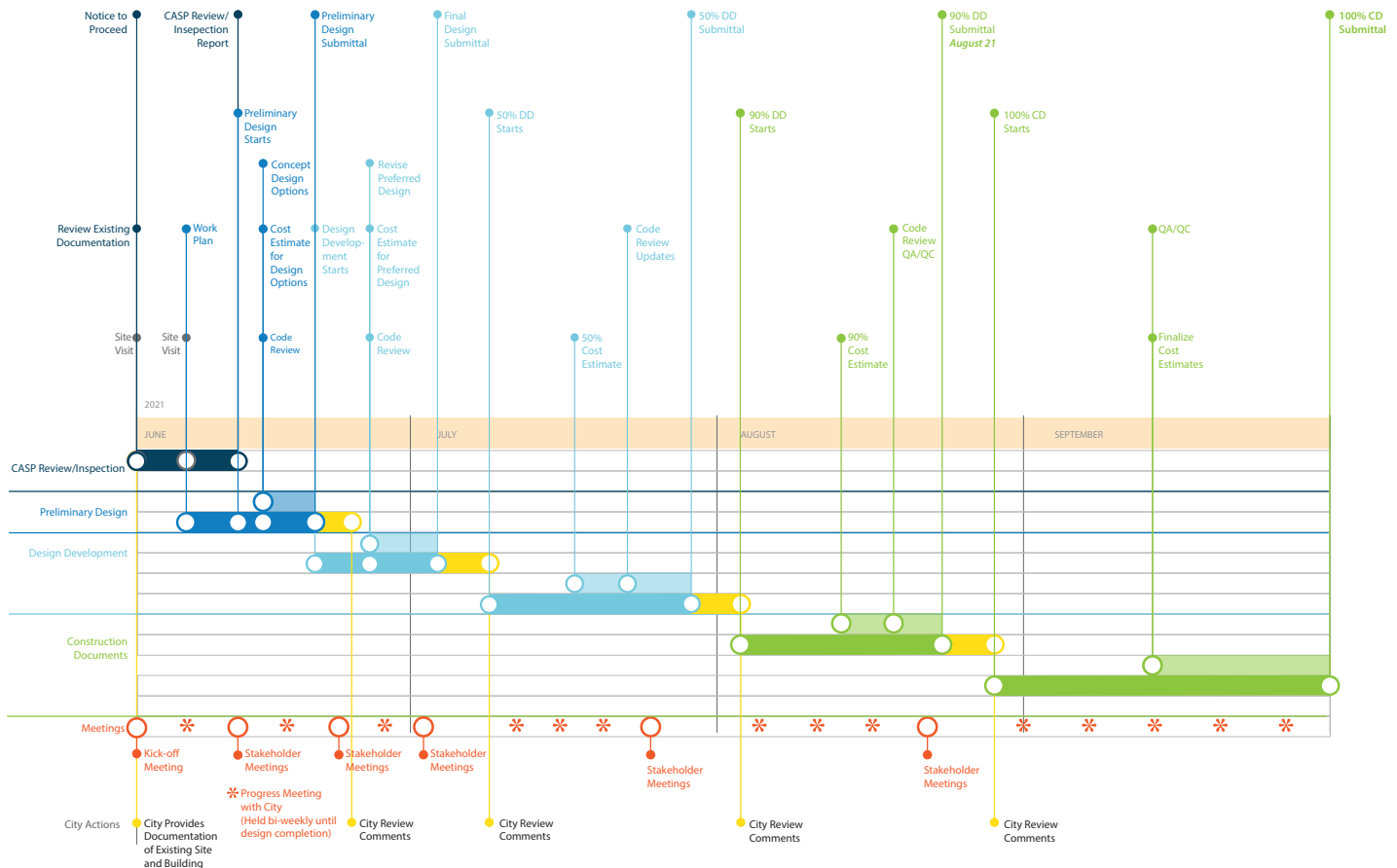
The final ADA Transition Plan and Self-Evaluation included:

- Introduction
- Self-Evaluation of Facilities, Trails and Public R.O.W.
- Barrier Removal Considerations
- ADA Coordinator, Notice Policy, and Complaint Procedures
- Definitions
- Resources

Minority or Women-Owned Business

The KPA Group is not a minority or women-owned business.

Proposed Project Schedule



Schedule Overview

KPA estimates approximately 60 days to complete preliminary design services, define a thorough project scope and produce 50% Design Documents. 90% Design Development phase is expected to begin in August with submission of 90% Design Documents within 21 days. Construction Documents are expected to begin in late August and be complete by the end of September 2021. The bidding process, contractor negotiation and other pre-construction activities are not included in this project schedule but may be defined as part of the Construction Document phase. An estimated design completion date of September 2021 aligns with completion of the 100% Construction Documents. Two week review periods are provided for the City of Ukiah at various submittals throughout the schedule.

Exceptions

The KPA Group has no exceptions to the Scope of Services, the City's insurance requirements or the City's draft professional services agreement.

City of Ukiah DESIGN AND ENGINEERING SERVICES FOR DEVELOP BUILDING PLANS FOR BARRIER REMOVAL Proposal Evaluation Summary		The KPA Group			Susan Oldroyd Architect			DRAMS Architects		
		Individual Evaluator Ranking			Individual Evaluator Ranking			Individual Evaluator Ranking		
Evaluation Criteria	Maximum Points	#1	#2	#3	#1	#2	#3	#1	#2	#3
Demonstration of understanding of the project.	30	30	25	29	25	22	29	30	20	25
Clarity of submittal and responsiveness to the RFP.	20	20	20	20	20	18	20	20	12	18
Qualifications, competence, technical ability and relevant experience of specific personnel identified by the consultant.	30	30	25	30	25	25	25	28	20	18
Quality of consultant's related work experience: experience with similar projects, experience with preparation of construction plans and specifications for a government agency, cost estimates, and permitting.	20	20	18	19	10	20	17	15	12	15
Individual evaluator totals:	100	100	88	98	80	85	91	93	64	76
Combined averaged totals for each consulting firm:		95			85			78		
FINAL RANKING:										
COST										



AGENDA SUMMARY REPORT

SUBJECT: Adoption of Resolution Removing Approximately 220 Lineal Feet of On-Street Parking at 1100 Hastings Road.

DEPARTMENT: Public Works

PREPARED BY: Jason Benson, Senior Civil Engineer

PRESENTER: Consent Calendar

ATTACHMENTS:

1. Resolution No. 2021-x NO PARKING
2. Site Map

Summary: The City Council will consider adoption of resolution to remove approximately 220 lineal feet of on-street parking at 1100 Hastings Road.

Background: The property owner at 1100 Hastings Road submitted a request to the City Engineer for a no-parking zone on the curb section between the ARCO AM/PM convenient store's southern property line and the driveway that provides access to the businesses at Elks Way, near Sack Concrete Construction, at 1150 Hasting Road.

Discussion: The request is for a no-parking zone on the curb section between the ARCO AM/PM convenient store and the Elks Way driveway to businesses. This zone will prevent overnight and long term parking. Staff has reviewed the request and the location. The adjacent businesses have adequate on-site parking and thus do not require additional street parking to support their operations.

Staff recommends approval of the resolution (Attachment 1) to remove the no parking zone. An aerial photo of the area and a street view photo are included as a site map for reference in Attachment 2.

Recommended Action: Adopt resolution removing approximately 220 lineal feet of on-street parking at 1100 Hastings Road.

BUDGET AMENDMENT REQUIRED: \$0

CURRENT BUDGET AMOUNT: \$0

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Tim Eriksen, Director of Public Works / City Engineer

Approved: 
Sage Sangiacomo, City Manager

RESOLUTION NO. 2021-

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH
REMOVING 220 LINEAL FEET OF ON-STREET PARKING AT 1100 HASTINGS ROAD**

WHEREAS, the City Council may by resolution designate portions of streets upon which the standing, parking, or stopping of vehicles is prohibited or restricted pursuant to Article 11, Chapter 1, Division 8 of the Ukiah City Code; and

WHEREAS, the City Engineer considered the request in April 2021, to establish the no parking zone within the City of Ukiah; and

WHEREAS, the City Engineer recommends this request regarding the no parking zone.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the City Council of the City of Ukiah does establish a no parking zone at 1100 Hastings Road at a location determined by the City Engineer.

PASSED AND ADOPTED this 19th day of May, 2021, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Juan V. Orozco, Mayor

ATTEST:

Kristine Lawler, City Clerk







AGENDA SUMMARY REPORT

SUBJECT: Adopt Resolution Identifying the 2020-21 Project Funded by SB 1: The Road Repair and Accountability Act, and Approval of Corresponding Budget Amendment.

DEPARTMENT: Public Works

PREPARED BY: Jason Benson, Senior Civil Engineer

PRESENTER: Consent Calendar

ATTACHMENTS:

1. League of California Cities RMRA information
2. Resolution - Ukiah SB-1 2020-2021 Project List

Summary: The City Council will consider adopting a resolution to identify a street paving project on South Dora Street from Beacon Lane to Washington Avenue which will utilize the Senate Bill 1, Road Maintenance Rehabilitation Account funds and approve the corresponding budget amendment.

Background: With the adoption of Senate Bill 1, the Road Repair and Accountability Act of 2017 (SB 1) into law, local agencies are required to submit a list of projects using the funding amount identified as the Road Maintenance Rehabilitation Account (RMRA). For the City of Ukiah, the estimated RMRA funding amount available for Fiscal Year 2020-2021 is \$290,818. Further detailed information on RMRA funding can be found in Attachment #1, an excerpt from the League of California Cities bulletin on transportation funding and the Projected FY2020-21 Revenues.

Discussion: City Staff reviewed the City's Pavement Management Program and identified a list of streets for asphalt concrete (AC) overlays to be constructed in 2021. Of the streets on this list, staff identified Dora Street from Beacon Lane to Washington Avenue to be funded with RMRA funding.

As a condition to receive RMRA funding, cities are required to select a project through a City resolution (Attachment #2) and to submit a copy of the resolution to the California Transportation Commission.

Recommended Action: Adopt resolution identifying the 2020-21 Project Funded by SB 1: The Road Repair and Accountability Act, and approval of corresponding budget amendment.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: N/A

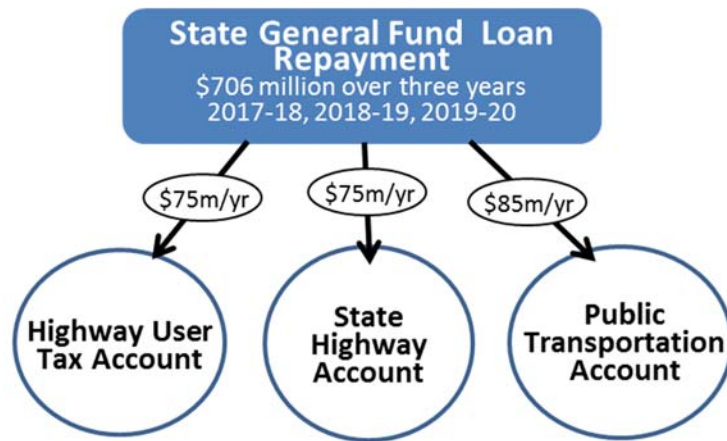
PROPOSED BUDGET AMOUNT: \$290,818 (RMRA funds)

FINANCING SOURCE: RMRA revenue authorized by Senate Bill 1 and Measure Y

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Tim Eriksen, Director of Public Works / City Engineer

Approved: 
Sage Sangiacomo, City Manager



Road Maintenance and Rehabilitation Account (RMRA)

Revenue Allocations – Streets & Highways Code Sec 2031 “RMRA”

The Road Repair and Accountability Act of 2017 (SB1 Beall) represented a significant additional investment in California’s transportation systems of over \$5 billion per year. The Act increased per gallon fuel excise taxes, diesel fuel sales taxes and vehicle registration taxes, stabilized the problematic price-based fuel tax rates and provided for inflationary adjustments to rates in future years. The Act is more than doubling local streets and road funds allocated through the Highway Users Tax Account (HUTA) and through the Road Maintenance and Rehabilitation Account (RMRA) which it established.

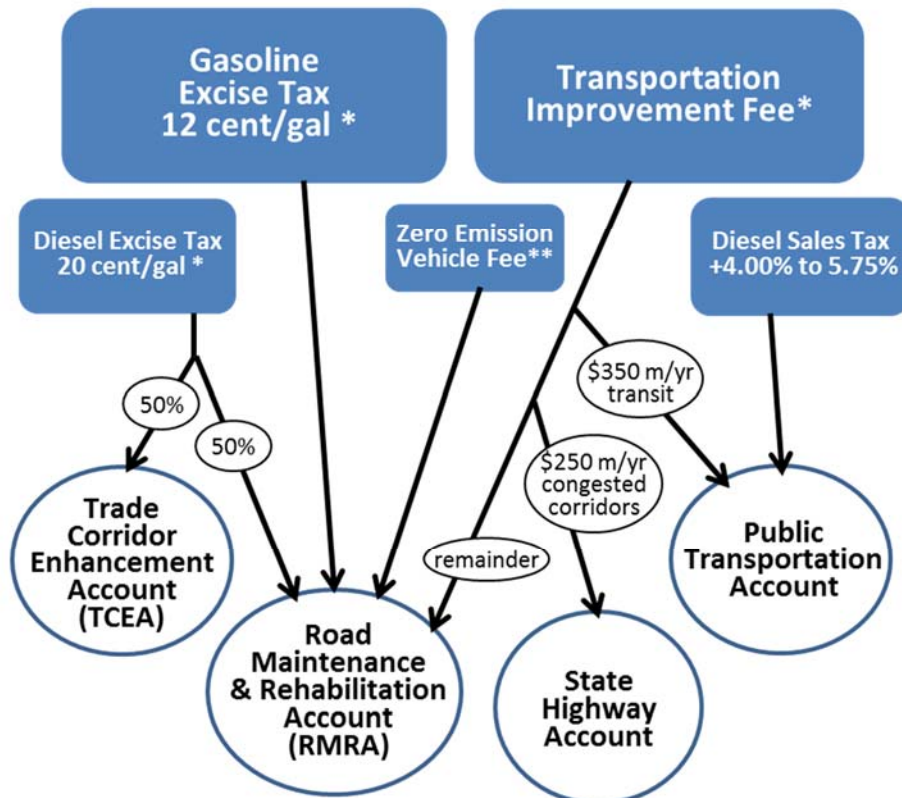
The RMRA receives funds⁴ from the following new taxes imposed under the Road Repair and Accountability Act of 2017:

- A 12 cent per gallon increase to the gasoline excise tax effective November 1, 2017.
- A 20 cent per gallon increase to the diesel fuel excise tax effective November 1, 2017, half of which will be allocated to Trade Corridors Enhancement Account (TCEA) with the remaining half to the RMRA.
- A new vehicle registration tax called the “transportation improvement fee,” effective January 1, 2018, based on the market value of the vehicle.
- An additional new \$100 vehicle registration tax on zero emission vehicles model year 2020 and later effective July 1, 2020.
- Annual rate increases to these taxes beginning July 1, 2020 (July 1, 2021 for the ZEV fee), and every July 1 thereafter for the change in the California Consumer Price Index. The first adjustment to be made on July 1, 2020 will cover CPI change for two years: November 1, 2017 through November 12, 2019.

SB1 Transportation Improvement Fee			
Vehicle Value	Effective Date		
	Jan 2018	July 2020	July 2021
0 - \$4,999	\$ 25	\$ 27	\$ 27
\$5,000 - \$24,999	\$ 52	\$ 54	\$ 55
\$25,000 - \$34,999	\$ 105	\$ 107	\$ 110
\$35,000 - \$59,999	\$ 157	\$ 161	\$ 165
\$60,000 & over	\$ 183	\$ 188	\$ 192

⁴ In addition, funds from a 4 percent increase in the diesel sales tax to 5.75 percent from the prior 1.75 percent effective November 1, 2017 are allocated to the Public Transportation Account.

Road Maintenance and Rehabilitation Account Revenues



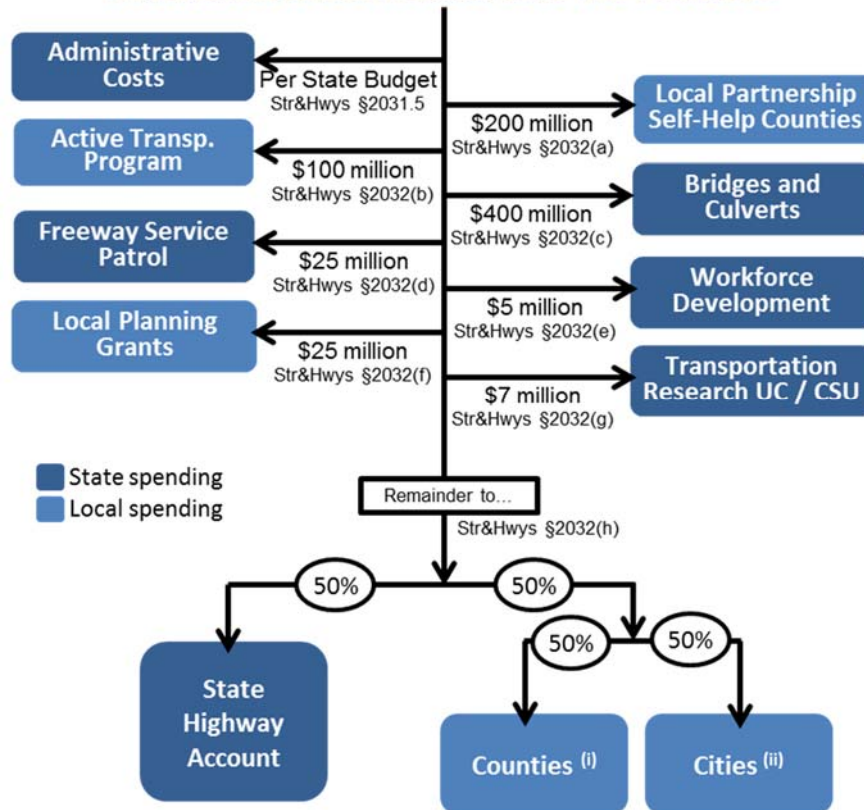
* adjusted for inflation annually beginning 7/1/2020

** effective 7/1/2020 adjusted for inflation annually beginning 7/1/2021

The Road Repair and Accountability Act directs the State Controller to allocate, on a monthly basis, fifty percent of the revenues in the RMRA to the State Highway Operation and Protection Program (SHOP) in the State Highway Account and half to cities and counties. But there are a series of specific program allocations, subject to appropriation in the annual state budget, to be taken out first:

1. Administrative costs.
2. \$200 million for the State-Local-Partnership Program for existing and aspiring self-help jurisdictions.
3. \$100 million annually for the Active Transportation Program for the purpose of encouraging increased use of active modes of transportation, such as biking and walking.
4. \$400 million for state bridge and culvert maintenance and rehabilitation.
5. \$25 million for the state's Freeway Service Patrol program.
6. \$5 million for five years through FY 2021-22 for pre-apprenticeship training programs of the California Workforce Development Board.
7. \$25 million for local planning grants to encourage local and regional planning.
8. \$7 million for transportation research and transportation-related workforce education, training, and development including \$5 million to the University of California and \$2 million to the California State University.

Allocation of Road Maintenance and Rehabilitation Account Revenues



(i) County apportionments are based on numbers of registered vehicles and county road mileage.
 (ii) City apportionments are based on population.

Use of Funds: RMRA [Streets and Highways Code Section 2030]

The use of RMRA local streets and roads funds is similar but, not identical, to HUTA use rules. Pursuant to Streets and Highways Code Section 2030, RMRA local streets and roads allocations must be used for projects “that include, but are not limited to,” the following

- Road maintenance and rehabilitation
- Safety projects
- Railroad grade separations
- Traffic control devices
- Complete street components, “including active transportation purposes, pedestrian and bicycle safety projects, transit facilities, and drainage and storm-water capture projects in conjunction with any other allowable project.”

RMRA funds may also be used to satisfy a match requirement for projects eligible for state or federal funds.

SB1 also contains non-obligatory intent language regarding the use of funds. “To the extent possible and cost effective,” cities and counties are to use a use:

- advanced recycling techniques that reduce greenhouse gas emissions;
- automotive technologies, ZEV fueling, infrastructure-to-vehicle;
- communications autonomous vehicle systems;

- resiliency re climate change, fires, floods, sea level rise; and
- complete street elements, access for bicycles, pedestrians.

If a city or county has an average Pavement Condition Index that meets or exceeds 80, the city or county may spend its RMRA funds on transportation priorities other than these. [Streets and Highways Code Sec 2037]

Maintenance of Effort: RMRA [Streets and Highways Code Sec 2036]

The Road Repair and Accountability Act contains a local agency maintenance of effort (MOE) requirement that applies to funds allocated through the RMRA. The Act states that the MOE requirement is to ensure that these new roads funds do not supplant existing levels of city and county general revenue spending on streets and roads. The MOE for the receipt of RMRA funds state that a city or county must maintain general fund spending for street, road, and highway purposes at no less than average of 2009–10, 2010–11, and 2011–12 years. In making this calculation an agency may exclude one-time funds. A city or county that fails to comply in a particular year may make it up with in additional expenditures in the following year.

The Act provides that the State Controller may perform audits to ensure compliance with these MOE rules. If the State Controller determines that a city or county has not met its MOE, the agency will be required to reimburse the state for the funds it received during that fiscal year. However, a city or county that fails to comply in a particular fiscal year may expend during that fiscal year and the following fiscal year a total amount that is sufficient to comply. Any funds withheld or returned as a result of a failure to comply will be reapportioned to the other counties and cities whose expenditures are in compliance.

For further guidance, see the State Controller's *"Guidelines Relating to Gas Tax Expenditures for Cities and Counties."*

Spending Plans and Reports: RMRA [Streets and Highways Code Sec 2034]

The Road Repair and Accountability Act stipulates that, prior to receiving RMRA funds in a fiscal year, a city or county must submit to the California Transportation Commission (CTC) a project list pursuant to an adopted budget. The list must include for each project: description, location, schedule, useful life. [Streets and Highways Code Sec 2034(a)]

The Road Repair and Accountability Act also requires that a city or county submit to the CTC an annual report of project completion in order to receive RMRA funds. The report must include descriptions of all projects for which RMRA funds were expended including: description, location, funds expended, completion date, estimated useful life of the project.

There are no additional use or reporting requirements on Highway Users Tax Account funds (Streets and Highways Code Sec 2103-2107) or on the three year transportation loan repayment funds.

Budgeting and Accounting for RMRA Funds: The ~60 Day Delay

The allocation of Road Maintenance and Rehabilitation Account (RMRA) revenues to cities and counties takes many weeks. It takes the State Controller's Office roughly 30 to 60 days from the time of revenue collection by the state, through the various statutory set asides to distribute the funds to cities and counties in monthly allocations. Consequently, the estimates shown in this report are for revenues collected for July through June are not received on a cash basis by local agencies until September through August. That is, for example, the FY2020-21 figure for your agency is revenues collected in and for July 2020 through June 2021 but distributed in

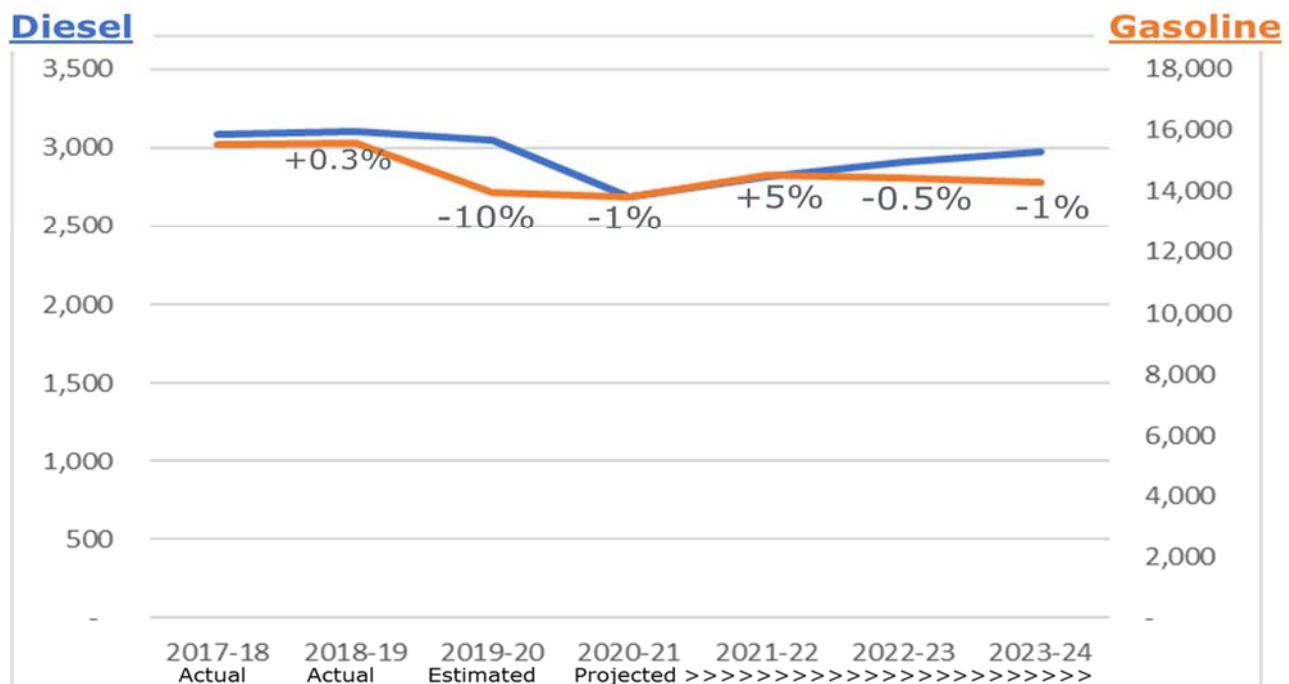
monthly allocations September 2020 through August 2021. Cities and counties thus have two choices in the budgeting and accounting of RMRA revenues:

- 1) apply a 60 day accrual policy to RMRA funds (*recommended*); or
- 2) adjust RMRA budgets (especially in FY2017-18) to reflect a distributed cash basis.

Local Streets and Roads (HUTA and RMRA) Revenue Estimates for FY2020-21 and FY2021-22

We have computed revenue estimates for each city and county using a model reflecting the local allocation formulas, latest population figures used by the State Controller for allocations and state Department of Finance (DOF) estimates of statewide HUTA and RMRA tax revenues provided in the Governor's Proposed 2021-22 Budget (released January 8, 2020) and analyses of SB1(Beall), The Road Repair and Accountability Act of 2017.

To the surprise of no one, fuel consumption is down due to the COVID-19 pandemic. The price of fuel is also down from prior years, but local streets and roads revenues are no longer related to fuel prices, only to fuel consumption.



Substantially offsetting lower fuel consumption are the scheduled rate increases stipulated in SB1 (described above). Total 2019-20 LSR allocations (including HUTA, TCRF, and RMRA) were 4.0 percent above 2018-19. For 2020-21, estimated total LSR allocations are projected to be 5.0 percent over 2019-20. For the budget year FY2021-22, the Department of Finance currently projects total LSR allocations to cities and counties to be 9.7 percent above the current FY2020-21 year.

Local Streets and Roads - Projected FY2020-21 Revenues

Based on State Dept of Finance statewide revenue projections January 2021

Estimated January 2021

	Highway Users Tax Acct (HUTA) ⁽¹⁾ Streets & Highways Code					TOTAL HUTA	Road Mntnc Rehab Acct	TOTAL
	Sec2103 ⁽⁵⁾	Sec2105 ⁽³⁾	Sec2106 ⁽³⁾	Sec2107 ⁽³⁾	Sec2107.5 ⁽⁴⁾			
MADERA COUNTY								
CHOWCHILLA	145,039	99,971	38,559	126,894	4,000	414,463	334,469	748,932
MADERA	513,999	354,284	124,436	449,693	7,500	1,449,912	1,185,312	2,635,225
MARIN COUNTY								
BELVEDERE	16,623	11,458	12,073	14,543	1,000	55,696	38,333	94,030
CORTE MADERA	77,751	53,591	38,818	68,024	3,000	241,184	179,299	420,483
FAIRFAX	59,751	41,184	30,942	52,275	2,000	186,153	137,789	323,942
LARKSPUR	97,338	67,092	47,387	85,160	3,000	299,977	224,467	524,444
MILL VALLEY	113,566	78,278	54,488	99,358	3,000	348,689	261,890	610,579
NOVATO	418,782	288,654	188,026	366,388	7,500	1,269,350	965,735	2,235,085
ROSS	19,548	13,474	13,353	17,102	1,000	64,477	45,079	109,556
SAN ANSELMO	99,845	68,820	48,484	87,354	3,000	307,503	230,249	537,752
SAN RAFAEL	464,680	320,290	208,108	406,544	7,500	1,407,122	1,071,580	2,478,702
SAUSALITO	57,390	39,558	29,910	50,210	2,000	179,068	132,346	311,414
TIBURON	72,450	49,938	36,498	63,386	2,000	224,272	167,074	391,346
MARIPOSA COUNTY								
MENDOCINO COUNTY								
FORT BRAGG	57,870	39,888	30,361	50,630	2,000	180,749	133,452	314,201
POINT ARENA	3,583	2,470	6,383	3,135	1,000	16,570	8,263	24,833
UKIAH	126,110	86,924	60,501	110,333	4,000	387,869	290,818	678,687
WILLITS	38,663	26,649	21,877	33,826	1,000	122,014	89,159	211,173
MERCED COUNTY								
ATWATER	243,538	167,863	76,743	213,069	6,000	707,213	561,613	1,268,826
DOS PALOS	42,880	29,556	17,467	37,516	2,000	129,419	98,885	228,304
GUSTINE	45,535	31,386	18,251	39,838	2,000	137,010	105,006	242,015
LIVINGSTON	114,618	79,003	38,659	100,279	3,000	335,559	264,317	599,876
LOS BANOS	324,238	223,487	100,582	283,672	6,000	937,979	747,711	1,685,690
MERCED	674,121	464,651	203,940	589,782	7,500	1,939,995	1,554,563	3,494,559
MODOC COUNTY								
ALTURAS	21,877	15,079	11,430	20,621	1,000	70,009	50,451	120,459
MONO COUNTY								
MAMMOTH LAKES	63,721	43,921	53,943	1,907,767	2,000	2,071,351	146,944	2,218,295
MONTEREY COUNTY								
CARMEL-BY-THE-SEA	30,854	21,267	13,579	26,994	1,000	93,694	71,152	164,846
DEL REY OAKS	13,419	9,249	8,618	11,740	1,000	44,026	30,945	74,971
GONZALES	67,149	46,284	23,905	58,748	2,000	198,086	154,850	352,936
GREENFIELD	139,367	96,061	44,453	121,931	4,000	405,812	321,388	727,200
KING CITY	113,945	78,539	37,220	99,690	3,000	332,393	262,764	595,158
MARINA	177,658	122,454	55,348	155,431	5,000	515,892	409,690	925,582
MONTEREY	220,152	151,744	67,438	192,609	6,000	637,942	507,682	1,145,624
PACIFIC GROVE	122,914	84,721	39,772	107,537	4,000	358,944	283,448	642,392
SALINAS	1,259,843	868,372	363,252	1,102,225	10,000	3,603,692	2,905,272	6,508,964
SAND CITY	3,072	2,118	5,674	2,688	1,000	14,552	7,085	21,637
SEASIDE	261,384	180,164	79,169	228,682	6,000	755,399	602,766	1,358,164
SOLEDAD	201,819	139,107	62,222	176,569	6,000	585,717	465,405	1,051,122

RESOLUTION NO. 2021-**RESOLUTION OF THE CITY OF UKIAH ADOPTING A PROJECT FOR FISCAL YEAR 2021-2022 FUNDED BY
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City of Ukiah are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of Ukiah must adopt a project proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1 by resolution, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of Ukiah, will receive an estimated \$290,818 in RMRA funding in Fiscal Year 2020-21 from SB 1; and

WHEREAS, this is the fifth year in which the City of Ukiah is receiving SB 1 funding and will enable the City of Ukiah to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City of Ukiah used its Pavement Management System to identify the SB 1 project to ensure revenues are being used on the most high-priority and cost-effective project that also meets the community's priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City of Ukiah maintain and rehabilitate a key street this year and with similar projects to follow in the future; and

WHEREAS, the 2020 California Statewide Local Streets and Roads Needs Assessment found that the City of Ukiah's streets and roads are in a "poor" condition and this revenue along with Measure "Y" street maintenance sales tax revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a "fair" condition; and

WHEREAS, this SB 1 project and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Ukiah, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The fiscal year 2021-22 project planned to be funded with Road Maintenance and Rehabilitation Account revenues includes:

Description: Pavement Reconstruction; Location: South Dora Street from Beacon Lane to Washington Avenue; Estimated Useful Life: 20 years; Anticipated Year of Construction: 2021.

PASSED AND ADOPTED this 19th day of May, 2021, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Juan V. Orozco, Mayor

ATTEST:

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Receive Status Report and Consider Any Action or Direction Related to the Novel Coronavirus (COVID-19) Emergency Including Operational Preparedness and Response; Continuity of City Operations and Services; Community and Business Impacts; and Any Other Related Matters.

DEPARTMENT: City Manager /
Admin

PREPARED BY: Tami Bartolomei, Office of Emergency Services
Coordinator

PRESENTER: Tami Bartolomei, Office of Emergency
Management Coordinator

ATTACHMENTS:

None

Summary: The City Council will receive a status report and consider any action or direction related to the Novel Coronavirus (COVID-19) Emergency including operational preparedness and response; continuity of City operations and services; community and business impacts; and any other related matters.

Background: On March 4, 2020, California Governor Gavin Newsom declared a State of Emergency in California in response to the COVID-19 pandemic.

The County of Mendocino declared a State of Emergency related to the COVID-19 on March 4, 2020.

On March 17, 2020, the City Manager, acting as the Director of Emergency Services, declared the existence of a local emergency.

On March 18, 2020, City Council approved a Resolution ratifying the proclamation declaring the existence of a local emergency.

Since the onset of the emergency, the City of Ukiah has worked to respond to the public health and safety needs of the community in cooperation with the County of Mendocino and other partners. The local response for public health is lead regionally by the County of Mendocino and the County's Public Health Officer. In addition, the City of Ukiah has worked to maintain the continuity of public services including public safety, water, sewer, electric, airport, public works, and other essential activities.

Discussion: As the coronavirus "COVID-19" continues to evolve, the City of Ukiah continues to monitor the situation and respond to emerging needs of the community. The City is in continued contact with local and state agencies, as well as community partners, hospitals, schools, and neighboring cities to ensure we have the most updated information pertaining to COVID-19 and are coordinating efforts.

Reports and/or information from the City of Ukiah's Emergency Operation Center (EOC) may include, as necessary:

- * Emergency Operation Center (EOC) Status
- * COVID-19 Case Updates

- * Public Information Officer
- * Medical Services
- * School/Education
- * Public Safety (Police/Fire/EMS)
- * Shelter in Place Monitoring and Compliance
- * Community Service Groups
- * Homeless Response
- * Business Impacts/Services
- * Public Infrastructure/Construction Status
- * City Finance
- * Recovery Efforts and Planning
- * Other Related matters

Staff will provide a status report to City Council and will seek direction or action on operational preparedness and response; continuity of City operations and services; community and business impacts; and any other related matters.

Go to the City's website (www.cityofukiah.com) for direct access to information related to the Novel Coronavirus (COVID-19) emergency including local updates, City Services, Community/Resident Information, and Business Resources.

Recommended Action: Receive status report and consider any action or direction related to the Novel Coronavirus (COVID-19) Emergency including operational preparedness and response; continuity of City operations and services; community and business impacts; and any other related matters.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Sage Sangiacomo, City Manager

Approved: 
Sage Sangiacomo, City Manager



AGENDA SUMMARY REPORT

SUBJECT: Update on Emergency Repair of the Yosemite Drive Water Main and Determine that Emergency Conditions Continue to Require the Emergency Repair.

DEPARTMENT: Public Works **PREPARED BY:** Jarod Thiele, Public Works Management Analyst

PRESENTER: Tim Eriksen, Public Works Director/City Engineer

ATTACHMENTS:

1. Resolution 2020-63 Yosemite Drive Water Main Emergency Work

Summary: The City Council will review the status of the emergency award of contract to repair the Yosemite Drive Water Main, to comply with Public Contract Code Section 22050.

Background: At their regular meeting of November 4, 2020, the City Council voted to adopt a resolution finding that emergency conditions would not allow sufficient time to publicly bid the repair of the Yosemite Drive Water Main. Please refer to Attachment 1 for a copy of the resolution.

The City Council awarded a contract to Wipf Construction under Public Contract Code Section 22050 to repair the Yosemite Drive Water Main. That section allows such repairs without competitive bidding in an emergency, if the City Council on a 4/5 vote makes specified finding. However, please note, that staff solicited quotes from two additional companies before making the award recommendation.

Discussion: Under Public Contract Code 22050, Subsection (c)(1) the City Council is required to review the emergency action taken on November 4th at every regularly scheduled meeting thereafter until the action is terminated.

In reviewing the action, the City Council must determine whether the emergency conditions excusing competitive bidding continue for the repair of the Yosemite Drive Water Main. It must make that finding by a 4/5 vote.

The water main, water services, and trench paving work are complete. The final work to reconstruct the portion of the street damaged by the repeated water main breaks will commence as soon as weather and contractor availability permit.

Recommended Action: Determine that emergency conditions continue to require the repair of the Yosemite Drive Water Main without competitive bidding.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Tim Eriksen, Director of Public Works/City Engineer; Mary Horger, Financial

Approved: 
Sage Sangiacomo, City Manager

RESOLUTION NO. 2020-63**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH APPROVING PURSUANT TO PUBLIC CONTRACT CODE SECTION 22050 THE EMERGENCY PROCUREMENT WITHOUT PUBLIC BIDDING OF CONSTRUCTION SERVICES TO REPAIR THE WATER MAIN ON YOSEMITE DRIVE****WHEREAS:**

1. During normal operation of the City of Ukiah's Water Distribution System, a portion of water main failed repeatedly on Yosemite Drive; and
2. Without the normal operation of this water main, the City is unable to provide necessary and immediate services to its residents which could lead to public health hazards; and
3. With damage caused to public property including streets, curb, gutter; and
4. With damage caused to private property including driveway aprons and driveways; and
5. The City Engineer estimates that it would take 120 days to develop plans and specifications to bid the construction work required to repair the water main and damaged public and private property, to advertise requests for bids, to award the bid and to commence construction and an additional 2-3 weeks to complete the work; and
6. Under Public Contract Code Section 22050(a)(1) in the case of an emergency, the City, pursuant to a four-fifths vote of the City Council, may repair or replace a public facility and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts; and
7. Under Public Contract Code Section 22050(a)(2) before the City Council takes such action, it must make a finding, based on substantial evidence set forth in the minutes of its meeting, that the emergency will not permit a delay resulting from a competitive solicitation for bids, and that the action is necessary to respond to the emergency;

NOW, THEREFORE, BE IT RESOLVED that:

1. Based on the foregoing recitals and information, the City Council finds that an emergency condition exists that must be repaired to avoid public health hazards that could result, if the repair work was put out for competitive bids in compliance with the procedures required by the Uniform Construction Cost Accounting Act.
2. The City Council authorizes the procurement of construction services to repair the water main and damaged public and private property without providing notice inviting bids.
3. The City Council authorizes the City Procurement Officer to contract with Wipf Construction to repair the backwash basins at the WTP on the amount of \$178,642.

4. Awarding a contract to repair the water main and damaged public and private property is categorically exempt from environmental review under the California Environmental Quality Act as a Class 2 categorical exemption, because it involves the replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity. (14 CCR §15302.)
5. The emergency action taken by this resolution shall terminate upon the City Council's approval of a certificate of completion for the water main and public and private property repair work.

PASSED AND ADOPTED this 4th day of November, 2020, by the following roll call vote:

AYES: Councilmembers Mulheren, Brown, Scalmanini, Orozco, and Mayor Crane

NOES: None

ABSENT: None

ABSTAIN: None


Douglas F. Crane, Mayor

ATTEST:


Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: City Council Primer on Budget Document and Review of Capital Improvement Program Budget for the 2021-22 Fiscal Year.

DEPARTMENT: Finance **PREPARED BY:** Dan Buffalo, Finance Director

PRESENTER: Dan Buffalo, Finance Director (Budget primer)
Mary Horger, Financial Services Specialist (CIP)

ATTACHMENTS:

1. CIP -5 year-FYE 2022 - In Progress - ASR Attachment 051921
2. Vehicle & Heavy Equipment Justifications - FY 21-22

Summary: Council will receive a brief training and primer on the annual City budget document, including how to navigate and use its functionality through the OpenGov platform. Council also will receive an update on the Capital Improvement Program (CIP) budget for fiscal year 2021-22 and provide any input before the draft budget is assembled and prepared for final presentation on June 2, 2021.

Background: In preparation for the draft budget presentation on June 2, 2021, the Finance Department encourages all Council members to become acclimated and familiar with the budget document. This brief training will provide all Council members with an opportunity to ask questions and familiarize themselves with the budget presentation and the functionality it offers through the OpenGov platform.

Discussion: The Finance Department will use the current City budget for FY 2021 as a primer for the Council to understand how information is organized, presented, and navigable. The current budget document can be found here:

<https://stories.opengov.com/ukiahca/published/hKmhWPewF>

A copy of the most recent version of the 5-year CIP schedule in preparation of budget adoption for fiscal year 21-22 can be found as Attachment 1. The justifications for the vehicles and heavy equipment proposed are provided for as Attachment 2.

Recommended Action: Receive presentation.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

Approved: 
Sage Sangiacomo, City Manager

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2021

FACILITIES/BUILDINGS/LAND																											
COMMUNITY SERVICES DEPARTMENT																											
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name	Project Contact Email	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status	
												Start	End						21/22	22/23	23/24	24/25	25/26				
Todd Grove Park Pathways	Pathways deteriorating beyond repair, need to be replaced.	Community Services	Parks	10022100.80220	18102	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	511 Park Boulevard	Facilities/Buildings/Land	Deferred	2021	2022	TBD	No	New Revenues	Fiscal Year Allocation TBD							\$ -	Moved from FYE 21 due to COVID-19. Prioritization and funding source(s) under review. Estimated cost is \$150k.	Reviewed	✓
McGarvey Park Pathways	Pathways deteriorating beyond repair, need to be replaced.	Community Services	Parks	10022100.80220	18116	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	310 Dora Street	Facilities/Buildings/Land	New	2024	2025	TBD	No	New Revenues	Fiscal Year Allocation TBD							\$ -	Moved from FYE 22. Moved from FYE 24. Prioritization and funding source(s) under review. Estimated cost is \$75k.	Reviewed	✓
McGarvey Park Irrigation	Replace Irrigation System	Community Services	Parks	10022100.80220	18103	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	310 Dora Street	Facilities/Buildings/Land	New	2022	2024	TBD	No	New Revenues	Fiscal Year Allocation TBD			\$	10,000			\$ 10,000	Moved from FYE 24. Moved from FYE 22. Suggest \$10k for new landscape plan before moving irrigation and repaving paths. Prioritization and funding source(s) under review. Estimated cost is \$10k for new landscape/irrigation plan, \$100k for construction of irrigation, plantings, and repaving paths. \$10k recommended for now.	Reviewed	
Pool Pump House	The pool pump house pool is in need of replacement due to age and general deterioration of the building.	Community Services	Parks	10022100.80220	18012	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	511 Park Boulevard	Facilities/Buildings/Land	Deferred	2021	2023	TBD	No	New Revenues	Fiscal Year Allocation TBD							\$ -	Project was formerly called "Pool Block House". Looking for funding. Moved from starting FYE 21. Prioritization and funding source(s) under review. Estimated cost is \$250k.	Reviewed	
Riverside Park	State grant to provide some grading, flood surveying, debris removal and planting.	Community Services	Parks	30522250.80220	18014	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	1281 East Gobbi Street	Facilities/Buildings/Land	In Progress	2018	2021	Grant	Yes	New Revenues	Grant funded.	\$ 281,695	\$ 832,005					\$ 832,005	RFP for design process is complete 12/2018; Hydrology studies and CEQA complete. Work expected to start in late spring or early summer, with expectation of project completion in FYE 22. Most recent schedule indicates bidding in the fall of 21.	Budget Adopted	
Wagenseller Park Plan	Park master plan needed once a site is identified.	Community Services	Parks	10022100.80220	18063	N/A	Neil Davis	ndavis@cityofukiah.com	Orchard and Brush Street	Facilities/Buildings/Land	New	2022	2023	Capital Projects	No	New Revenues	Potential for Prop 68 funding.			\$	75,000			\$ 75,000		Reviewed	
Wagenseller Park Development	In 2017 the Community Development Department began work on a Wagenseller Park Feasibility Analysis. It has been determined through the analysis and other surveys a park is needed in the Wagenseller area. Extensive landscaping, equipment purchase and installation needed.	Community Services	Parks	10022100.80220	18063	N/A	Neil Davis	ndavis@cityofukiah.com	Orchard and Brush Street	Facilities/Buildings/Land	New	2023	2024	Capital Projects	No	New Revenues	Staff will continue to seek grant funding for development. Potential for Prop 68 funding.				\$	875,000		\$ 875,000	Working with RCHDC to determine location along with seeking grant funding. Reduced the amount from \$950k, to break out the Master Plan into a separate line item. Moved from FYE 23.	Reviewed	
Todd Grove Park Wall and Parking Safety Issues	Develop a conceptual design and maintenance plan for the wall, as well as addressing parking safety issues around the park. The design would likely including low impact development features to provide a buffer between vehicles and the wall. The goal is to get a project ready for potential grant funding.	Community Services	Parks	10022100.80220	18071	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	1281 East Gobbi Street	Facilities/Buildings/Land	New	2021	2022	General	Yes	New Revenues	Potential Water Recharge Grant		\$	12,000				\$ 12,000	Council refers to Park & Recreation Commission for review and consideration for concept and funding for parking & safety issues. Parks, Recreation and Golf Committee provided staff with some suggested action. Staff continues to research the project. Moved from FYE 21.	Budget Adopted	
Todd Grove Park and Pool Recreation Facility	Addition of Recreation Building to the Pool Facility where the unusable kiddie pool is. This will eliminate the Splash Pad and Day Camp Office projects from this CIP list. Facility will serve Day Camp, Recreation Classes, Facility Rentals, Trainings, Meetings, Youth Sports Practices and Green Room for Concerts.	Community Services	Parks/Aquatics/Recreation	10022100.80220	TBD	N/A	Jake Burgess	jburgess@cityofukiah.com	511 Park Boulevard	Facilities/Buildings/Land	New	2021	2022	Grant Funded	No	New Revenues	Fiscal Year Allocation TBD							\$ -	New project which will eliminate duplication and serve multiple divisions and functions. Prioritization and funding source(s) under review. Estimated cost is \$350k.	Reviewed	
Civic Center front of building replacement of tile, clean and paint.	Tile missing and/or broken, front of building needs cleaning and painting.	Community Services	Building & Grounds Maintenance	20822500.80220	18106	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/Buildings/Land	In Progress	2021	2022	General	Yes	New Revenues	Utilizing Building Fund Reserves.		\$	80,000				\$ 80,000	The Civic Center Buildings have been power washed/cleaned. Project deferred. Moved \$45k from FYE 20, and moved \$35k from FYE 21 due to COVID-19. Combined budget for FYE 22 and FYE 23 into one budget for FYE 22.	Reviewed	
Civic Center Bathroom Tile	The tiles in the bathrooms at the Civic Center have come loose and are creating a tripping hazard. Tile needs to be removed and replaced. Cement floor needs to be treated to exclude calcium intrusion.	Community Services	Building & Grounds Maintenance	20822500.80220	18107	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/Buildings/Land	Deferred	2021	2022	General	Yes	Current Revenues	Utilizing Building Fund Reserves.		\$	35,000				\$ 35,000	Moved to FYE 22 due to COVID-19.	Reviewed	
Bank of America Building Acquisition, Renovation, and Services Relocation	Procurement of BoFA building on S. State, rehabilitation, service relocation, and reconfiguration of Civic Center.	Community Services	Building & Grounds Maintenance	20822500.80220	18176	N/A	Shannon Riley	sriley@cityofukiah.com	501 South State Street	Facilities/Buildings/Land	In Progress	2020	2022	External Financing	Yes	New Revenues	Purchase Completed FY 2021; Rehabilitation Costs TBD, Funded by Series 2020A Bond	\$ 762,562	\$ 1,623,233					\$ 1,623,233	Council has approved acquisition of building and is aware of estimated rehab costs. Council still needs to review master plan, including transfer of services and reconfiguration of Civic Center admin.	Reviewed and Supported	
Security Fencing at Ukiah Police Department Parking/Entrance/Exit Areas	Currently the Ukiah Police Department parks their vehicles, enters and exits the station on the south side of the Civic Center. This area is unsecured and a high security risk to those entering and exiting the building & vehicles. Securing the area with fencing and gates that only UPD and Staff have access to will provide the necessary safety needed for the UPD. Fencing and a gate would be installed near the entrance at Oak Street, follow the driveway to the Civic Center building. An additional gate would be installed near the Fire bay doors closer to Dora Street and run down the driveway back toward Oak Street.	Community Services	Building & Grounds Maintenance	20822500.80220	18187	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/Buildings/Land	New	2025	2026	New Revenues	No	New Revenues	Fiscal Year Allocation TBD							\$ -	Prioritization and funding source(s) under review; Department estimate/request is \$189,000; Project is contingent on the identification of a non General Fund source. Moved from FYE 21 due to COVID-19.	Reviewed	✓

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2021

Carpet Replacement - Police Department Offices	The carpet in the Police Department offices is extremely worn with spots that can no longer be removed, along with some areas that are torn.	Community Services	Building & Grounds Maintenance	20822500.80220	18176	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Facilities/ Buildings/Land	New	2021	2022	Internal Service	No	New Revenues	Funded by Series 2020A Bond		\$ 51,000					\$ 51,000	Moved from FYE 21 due to COVID-19. Part of larger Civic Center service relocation and reconfiguration project.	Reviewed	
Train Depot HVAC	Replace failing HVAC at the Train Depot.	Community Services	Building & Grounds Maintenance	20822500.56120	18255	N/A	Kerry Randall	krandall@cityofukiah.com	247 East Perkins	Facilities/ Buildings/Land	New	2021	2022	General	No	New Revenues			\$ 8,000					\$ 8,000	Unit failed. Heating and air are not working. Tenants are complaining. Evaluation from contractor confirms replacement necessary.	Reviewed	
Picnic Area at Todd Grove Park	The Todd Grove picnic area is in need of replacing the asphalt surface area, barbeque and tables. There is currently \$50,000 in Park Development Funds 25100000.39044 to begin planning and design of the area.	Community Services	Parks	30022200.80220	18013	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	600 Live Oak Avenue	Facilities/ Buildings/Land	New	2021	2022	Capital Projects	No	New Revenues	Utilizing Park Development funds. Will also be seeking grant funding.		\$ 50,000					\$ 50,000	Moved to FYE 22 due to COVID-19.	Budget Adopted	
Todd Grove Park Play Equipment Replacement	The State of California Health and Safety Code calls for all public agencies operating playgrounds, shall upgrade their playgrounds by replacement or improvements as necessary. Replacement is necessary due to the age of the equipment, the rising cost of replacement pieces, and safety concerns.	Community Services	Parks	30322230.80100	18009	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	600 Live Oak Avenue	Facilities/ Buildings/Land	Ongoing	2020	2021	Grant	No	New Revenues	\$177k grant funded; balance General Fund		\$ 230,000					\$ 230,000	Prop 68 Per Capita Funding. Moved from FYE 20. Moved from FYE 21.	Budget Adopted	
Playground Equipment Replacement - Oak Manor	Replacement of this equipment is necessary, due to the age and high usage of this equipment, as well as safety concerns. Staff will be seeking grant funds to assist with the cost.	Community Services	Parks	10022100.80220	18010	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	500 Oak Manor Drive	Facilities/ Buildings/Land	New	2022	2023	Grant	No	New Revenues	Seeking grant funding.		\$ 100,000					\$ 100,000	Staff applied for Prop 68 funds for park renovations including new playground equipment. Awards have not been announced.	Reviewed	
Softball Fields Restroom Concession Building Roof Replacement	Replace roof at softball fields	Community Services	Parks	30122210.80220	18110	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	901 River Street	Facilities/ Buildings/Land	New	2020	2021	TBD	No	New Revenues	Fiscal Year Allocation TBD							\$ -	Prioritization and funding source(s) under review. Roof currently has some leakage and panels are peeling up. Staff is currently evaluating the project.	Reviewed	
Museum Exterior Painting	Museum exterior is in need of painting to ensure on-going protection of the wood surface. According to staff it has been close to ten years since last exterior painting. Major benefits include the protection of a major City asset and the maintaining of the beauty of the building for the public.	Community Services	Museum	10022700.80220	18023	N/A	David Burton	dburton@cityofukiah.com	431 South Main Street	Facilities/ Buildings/Land	Deferred	2022	2023	TBD	No	New Revenues	Seek funding assistance.		\$ 35,000					\$ 35,000	Seek alternate funding. Moved from FYE 21.	Reviewed	
Security Cameras at Museum	Outdoor security cameras for protection of property.	Community Services	Museum	10022700.80220	18111	N/A	Neil Davis	ndavis@cityofukiah.com	431 South Main Street	Facilities/ Buildings/Land	Deferred	2022	2023	TBD	No	New Revenues	Seek funding assistance.		\$ 20,000					\$ 20,000	Seek alternate funding. Budget moved from FYE 21, and increased from \$14k. Moved from FYE 22 due to higher priorities in FYE 22.	Reviewed	
New HVAC for Sun House	Current HVAC is 30 years old, failing beyond repair, and needs to be replaced.	Community Services	Museum	10022700.80220	TBD	N/A	David Burton	dburton@cityofukiah.com	431 South Main Street	Facilities/ Buildings/Land	New	2021	2022	Grant Funded	No	New Revenues	Seek funding assistance.		\$ 45,000					\$ 45,000	Unit was repaired in March 2020. It was advised that it may no longer be repairable and to begin budgeting for a new unit. Cost shown is rough budget, and will work to be more refined.	Not Reviewed	
Conference Center Exterior Painting	Building exterior needs painting	Community Services	Ukiah Valley Conference Center	73022600.80220	18112	N/A	Kerry Randall	krandall@cityofukiah.com	200 South School Street	Facilities/ Buildings/Land	New	2024	2025	Enterprise	No	New Revenues				\$ 45,000			\$ 45,000	Funding not secured, planning for routine maintenance. Moved from FYE 21. Moved from FYE 23.	Reviewed		
Conference Center Floor Repair	Lobby tiles are loose and missing, becoming a safety hazard, need to be replaced.	Community Services	Ukiah Valley Conference Center	73022600.80220	18113	N/A	Kerry Randall	krandall@cityofukiah.com	200 South School Street	Facilities/ Buildings/Land	Deferred	2024	2025	Enterprise	Yes	Current Revenues				\$ 15,000			\$ 15,000	A lime intrusion has lifted tiles from conference center foyer. Moved from FYE 20 due to COVID-19. Moved from FYE 22 due to COVID-19.	Reviewed		
Conference Center Security Cameras	Install new security cameras inside and outside the building.	Community Services	Ukiah Valley Conference Center	73022600.80220	18114	N/A	Kerry Randall	krandall@cityofukiah.com	200 South School Street	Facilities/ Buildings/Land	New	2024	2025	Enterprise	No	New Revenues				\$ 100,000			\$ 100,000	Looking for funding. Split out cameras as it's own project. Moved from FYE 23 due to COVID-19.	Reviewed		
Conference Center Security	Security keyless door lock entry.	Community Services	Ukiah Valley Conference Center	73022600.80220	18189	N/A	Kerry Randall	krandall@cityofukiah.com	200 South School Street	Facilities/ Buildings/Land	New	2024	2025	Enterprise	No	New Revenues				\$ 30,000			\$ 30,000	Recent theft and safety concerns. Split out the cardlock from the cameras. Moved from FYE 21 due to COVID-19. Moved from FYE 22 due to COVID-19.	Reviewed		
Conference Center Bathroom Repair	Replace bathroom counter tops and sinks.	Community Services	Ukiah Valley Conference Center	73022600.80220	TBD	N/A	Kerry Randall	krandall@cityofukiah.com	200 South School Street	Facilities/ Buildings/Land	New	2024	2025	Enterprise	No	New Revenues				\$ 25,000			\$ 25,000	Moved from FYE 22 due to COVID-19.	Reviewed		
SUB-TOTAL:																		\$ 1,044,257	\$ 2,921,238	\$ 285,000	\$ 875,000	\$ 215,000	\$ -	\$ 4,296,238			

ELECTRIC UTILITY DEPARTMENT

Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status	
												Start	End						21/22	22/23	23/24	24/25	25/26				
Electric Utility Service Center - Remodel & Facility Improvements	Provides offices and warehouse facilities for the Electric Utility Dept. to better serve the community. Currently offices are located in 40 year old temporary modular buildings with no foundation. The electrical construction and maintenance materials are stored in an uninsulated unsealed tin building.	Electric Utility Department	Administration	80126100.80220	17023	N/A	Diann Lucchetti	dlucchetti@cityofukiah.com	1350 Hastings Road	Facilities/ Buildings/Land	In Progress	2017	2024	Enterprise	Yes	Current Revenues		\$ 100,000	\$ 350,000	\$ 150,000	\$ 10,000			\$ 510,000	Expanded scope including re-roof task. Reduced FYE 20 by \$1.550 mil and moved into FYE 21. Project is currently out to bid. Increased FYE 22 from \$120k, and FYE 23 from \$30k.	Reviewed and Supported	
Renewable Resource Development - Solar	Renewable energy development for the Utility's resource portfolio in meeting the States green energy mandates.	Electric Utility Department	Administration	80126100.80220	ECC01	N/A	Mel Grandi	mgrandi@cityofukiah.com	1350 Hasting Road	Facilities/ Buildings/Land	In Progress	2018	2025	Enterprise	Yes	Current Revenues		\$ 55,000	\$ 700,000	\$ 1,000,000	\$ 1,000,000	\$ 50,000		\$ 2,750,000	Rebudgeted to insure replacement roofing system meets building, solar and grading requirements. Moved \$1.2 mil out of FYE 20, and moved into FYE 21. Increased FYE 22 and FYE 24 from \$50k, reduced FYE 25 from \$1 mil.	Reviewed and Supported	
Hydroelectric Plant Warehouse, Shop and Restroom	Needed to store hydro specialized plant materials, spare parts, provides staff workspace and restroom/sink facilities.	Electric Utility Department	Technical Services	80126100.80230	18038	N/A	James O'Brien	jobrien@cityofukiah.com	1229 Lake Mendocino Drive	Facilities/ Buildings/Land	In Progress	2018	2022	Enterprise	Yes	Current Revenues		\$ 190,000						\$ 190,000	Moved from FYE 21 due to COVID-19.	Reviewed	
Substation Site Development	Evaluate the need and sites available to construct a future electrical substation to serve future loads based on planning forecasts of the City's growth.	Electric Utility Department	Technical Services	80126100.80230	18046	N/A	Mel Grandi	mgrandi@cityofukiah.com	TBD	Facilities/ Buildings/Land	New	2020	2023	Enterprise	Yes	Current Revenues		\$ 20,000	\$ 300,000					\$ 320,000	\$20k moved from FYE 21, and \$300k from FYE 22 due to COVID-19.	Reviewed	
Material Storage Yard	Purchase of land for material storage yard.	Electric Utility Department	Administration	80126100.80210	18263	N/A	Mel Grandi	mgrandi@cityofukiah.com	TBD	Facilities/ Buildings/Land	New	2021	2023	Enterprise	Yes	Current Revenues			\$ 150,000					\$ 150,000		Not Reviewed	
SUB-TOTAL:																		\$ 155,000	\$ 1,410,000	\$ 1,450,000	\$ 1,010,000	\$ 50,000	\$ -	\$ 3,920,000			

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2021

FINANCE DEPARTMENT																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status		
												Start	End						21/22	22/23	23/24	24/25	25/26					
Card Lock Phase II	The Police Department is in need of providing a more controlled, secure environment for their officers and employees. Card lock provides access security to all entrances and exits using key fobs and access cards. This is already installed in the Civic Center and Annex and is providing a high level of access security. This would provide additional Public Safety as well.	Finance	IT	20822500.80220	15019	N/A	Ryan Burkhart	rburkhart@cityofukiah.com	300 Seminary Avenue	Facilities/ Buildings/Land	Deferred	2021	2022	Internal Service	No	Current Revenues			\$ 85,000					\$ 85,000	This would be an expansion to the existing Card Lock system. Moved from FYE 21 due to COVID-19.	Reviewed		
SUB-TOTAL:																			\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000			
FIRE AUTHORITY																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status		
												Start	End						21/22	22/23	23/24	24/25	25/26					
Fire Station Upgrades and Retrofit	The Fire Stations are in dire need of an upgrade. At the South Station (due to the building's layout and size), UVFA has currently outgrown the living space. The station needs to include additional bedrooms, a bathroom with an extra shower, office space, and installing security measures to protect the facility and fire equipment. This upgrade will maintain the building's footprint utilizing a change in layout to accommodate the Department's current and future needs. It will also comply with the current fire code by installing a sprinkler system. The North Station is also in need of improvements to the grounds and security of the station. The driveway and pad require repair, which would reduce the impact on department equipment.	Fire Authority	City/District	TBD	TBD	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South Street/141 Lovers Lane	Facilities/ Buildings/Land	New	2021	2022	TBD	No	New Revenues	Fiscal Year Allocation TBD							\$ -	Prioritization and funding source(s) under review; Need to explore grant funding; Department estimate/request is - \$250,000; Additional evaluation of North Station Location is needed prior to expending substantial funding on existing location.	Not Reviewed		
Emergency Standby Generators	This project will include placing two external generators with automatic transfer capabilities at the North and South Stations. The project also includes updates to the current electrical system and panels to integrate the building's generators. These generators will allow for power at the stations during an emergency or planned power outage. The facilities must be able to operate and carry out the Authority's mission regardless of outside influences, making both stations self-sufficient. As planned power outages are expected to continue for the foreseeable future, along with sporadic emergency outages, the Authority must maintain power for critical infrastructure needed to complete our mission.	Fire Authority	City/District	TBD	TBD	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South Street/141 Lovers Lane	Facilities/ Buildings/Land	New	2021	2022	TBD	No	New Revenues	Fiscal Year Allocation TBD							\$ -	Prioritization and funding source(s) under review; Need to explore grant funding. Department estimate/request is \$120,000	Not Reviewed		
SUB-TOTAL:																			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
PUBLIC WORKS DEPARTMENT																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status		
												Start	End						21/22	22/23	23/24	24/25	25/26					
HVAC Upgrade - Garage	The garage's heating and air is inefficient, old and needs to be upgraded. An upgrade will provide economical benefits in energy savings.	Public Works	Corporation Yard	20824300.80220	18018	N/A	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Facilities/ Buildings/Land	Deferred	2020	2023	Internal Service	Yes	Internal Service				\$ 52,000				\$ 52,000	Look for alternative energy sources as part of the consideration of this project. Moved from FYE 21 due to COVID-19.	Reviewed		
Corporation Yard Rehabilitation	Conduct a needs assessment to determine the best and most effective way to rehabilitate the Corporation Yard for the Water, Sewer, Street and Fleet Maintenance.	Public Works	Corporation Yard	20824300.80220	18190	N/A	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Facilities/ Buildings/Land	New	2021	2022	Internal Service	No	New Revenues		\$ 50,000					\$ 50,000	Needs Assessment for Corp Yard Facility Moved from FYE 21 due to COVID-19. Moved from FYE 23.	Reviewed			
SUB-TOTAL:																			\$ -	\$ 50,000	\$ 52,000	\$ -	\$ -	\$ -	\$ 102,000			
WATER RESOURCES DEPARTMENT																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status		
												Start	End						21/22	22/23	23/24	24/25	25/26					
Upgrade HVAC Units on Buildings - WWTP	Upgrade HVAC units in Operations and Equipment Buildings due to parts being unavailable.	Water Resources	Wastewater Treatment Plant	84027225.56120	18129	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Facilities/ Buildings/Land	New	2021	2022	Enterprise	Yes	Current Revenues		\$ 150,000					\$ 150,000		Reviewed	✓		
Machinery Storage Cover	Install a machinery cover area to protect equipment from weather.	Water Resources	Wastewater Treatment Plant	84427222.80220	18256	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Facilities/ Buildings/Land	New	2021	2022	Enterprise	Yes	Current Revenues		\$ 15,000					\$ 15,000		Reviewed	✓		
Upgrade HVAC Units on Buildings - WTP	Due to aging infrastructure upgrades are needed to the HVAC system at the Water Treatment Plant	Water Resources	Water Treatment Plant	82027113.56120	TBD	N/A	David Kirch	dkirch@cityofukiah.com	935 River Street	Facilities/ Buildings/Land	New	2022	2023	Enterprise	Yes	Current Revenues		\$ 70,000					\$ 70,000		Reviewed	✓		
Well 3 Improvements	Improve Well 3 building enclosure.	Water Resources	Water Treatment Plant	82027113.80220	TBD	N/A	Jarod Thiele	jthiele@cityofukiah.com	Vichy Springs Road	Facilities/ Buildings/Land	New	2025	2026	Enterprise	Yes	Current Revenues						\$ 150,000	\$ 150,000		Reviewed	✓		
SUB-TOTAL:																			\$ -	\$ 165,000	\$ 70,000	\$ -	\$ -	\$ 150,000	\$ 385,000			
TOTALS FOR FACILITIES/BUILDINGS/LAND :																			\$ 1,199,257	\$ 4,631,238	\$ 1,857,000	\$ 1,885,000	\$ 265,000	\$ 150,000	\$ 8,788,238			

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2021

INFORMATION TECHNOLOGY																											
FINANCE DEPARTMENT																											
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status	
												Start	End						21/22	22/23	23/24	24/25	25/26				
Core - 4 Cisco 3750 Switches - End of Life - Replacements	These switches are the center core of our network infrastructure. They serve as data conduits for all City of Ukiah operations. They are nearing end-of-life, as warranty and support runs out during this time-frame.	Finance	IT	20913900.80100	17044	N/A	Ryan Burkhart	rburkhart@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2019	2023	Internal Service	Yes	Current Revenues		\$ 54,399		\$ 100,000				\$ 100,000	Cisco extended the warranty of two of the switches, so the cost ended up much lower than originally anticipated. Costs to date reflect encumbered funds.	Reviewed	
Redundant Internet Gateway (Fail-over Load Balancer)	Our current AT&T Internet gateway provides service to all of the City of Ukiah departments for Internet access, as well as Public Safety access to law enforcement websites and other important services. If service fails, we do not have a failover scenario in place. A failover scenario would involve an additional Internet Gateway with a different Internet service provider (ISP). If one ISP fails, the gateway would failover to the alternate one available. This would ensure service availability, virtually 100% of the time.	Finance	IT	20913900.80100	17046	N/A	Ryan Burkhart	rburkhart@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2021	2023	Internal Service	No	Current Revenues			\$ 83,400	\$ 24,200				\$ 107,600	Moved from FYE 21 due to COVID-19. Reduced FYE 22 amount from \$166,800, and FYE 23 from \$48,400.	Reviewed	
Dell Compellent Storage - 5 year cyclic end of life replacement	The Dell Compellent Storage serves as our main live data storage for the City of Ukiah. It is used in conjunction with our four Virtual Machine Hosts, which control and offer resources to all of our virtual servers. This basically contains the majority of our production servers upon which all City of Ukiah data services reside. In addition, our VMM (Virtual Machine Manager) server operates as stated. It manages all of the virtual servers within the infrastructure. Dell-4 VM Hosts & Virtual Machine Manager Server - 5 year cyclic - end of life - replacement (Refinance)) \$290,000 at approximately \$59,000/year x 5 years.	Finance	IT	20913900.80100	17047	N/A	Ryan Burkhart	rburkhart@cityofukiah.com	300 Seminary Avenue	Information Technology	On-going	2021	2026	Internal Service	No	Current Revenues				\$ 59,000	\$ 59,000	\$ 59,000	\$ 59,000	\$ 236,000	Department is exploring cloud storage solution where a portion of this may not be necessary. Added financing through FYE 26. Moved to begin in FYE 23 as project continues to be reviewed.	Reviewed	
Cisco Access Switch EOL Replacement	These switches connect the City's computers, phones, printers, and Wi-Fi units into the core infrastructure. The switches allow these devices to connect to the Internet and internal servers. They will be End-Of-Life and will no longer be supported by the manufacture.	Finance	IT	20913800.80100	18100	N/A	Ryan Burkhart	rburkhart@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2022	2023	Internal Service	No	Current Revenues				\$ 180,000				\$ 180,000		Reviewed	
Cisco Nexus Switch EOL Replacement	These switches are the center core of our network infrastructure. They serve as data conduits for all City of Ukiah operations. They will be end-of-life, as warranty and support runs out during this time-frame.	Finance	IT	20913900.80100	TBD	N/A	Ryan Burkhart	rburkhart@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2024	2025	Internal Service	No	Current Revenues					\$ 110,000		\$ 110,000		Reviewed		
SUB-TOTAL:																		\$ 54,399	\$ 83,400	\$ 363,200	\$ 59,000	\$ 169,000	\$ 59,000	\$ 733,600			
FIRE AUTHORITY																											
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status	
												Start	End						21/22	22/23	23/24	24/25	25/26				
Mobile Data Terminals (MDT)	The Ukiah Valley Fire Authority has begun to modernize utilizing wireless data through Mobile Data Terminals (MDT) to enhance safety, reduce repetitive radio communications, and access live up-to-date data. In an ever-changing environment in Fire Operations, the need for mobile field data rises; these units will allow us to track and send out information vital to the success of our mission. This equipment also allows us to have real-time data on the location of units to allow for a safer environment for our team members. Additionally, these units will tie into the CalFire system allowing for better, faster, and more reliable information to be passed between agencies in the field. The Terminals use Mobile Wireless, GPS, & Satellite communications allowing for increased situational awareness in severe operational environments.	Fire Authority	City Fire	Multiple	18271	N/A	Doug Hutchison	dhutchison@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2021	2022	General	Yes	Current Revenues			\$ 121,800					\$ 121,800	Funds to be used are 710, 100, 915 and 917.	Not Reviewed	
SUB-TOTAL:																		\$ -	\$ 121,800	\$ -	\$ -	\$ -	\$ -	\$ 121,800			
POLICE DEPARTMENT																											
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status	
												Start	End						21/22	22/23	23/24	24/25	25/26				
Mobile Computer Terminals and Wireless Routers Replacement	The Ukiah Police Department has utilized Mobile Computer Terminals within Police vehicles since 2006, to reduce radio communications and provide officers with access to enhanced data. As reporting requirements increase and the need for field data entries rise the need for this technology will increase as well. The Mobile Computer Terminals use a Mobile Wireless Router to transmit and receive information including video and audio recordings captured by the vehicle mounted cameras. The hardware and operating system currently in use were deployed in 2015 and is at end of life and unsupported, failing more often, requiring increased down time for repairs.	Police	Police	10020210.54330	18258	N/A	Justin Wyatt	jwyatt@cityofukiah.com	300 Seminary Avenue	Information Technology	New	2021	2022	General	No	Current Revenues	Grant funding may be available.		\$ 85,000					\$ 85,000	Moved from FYE 23 due to failing equipment, and reduced amount from \$125k.	Reviewed	
SUB-TOTAL:																		\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000			
TOTALS FOR INFORMATION TECHNOLOGY :																		\$ 54,399	\$ 290,200	\$ 363,200	\$ 59,000	\$ 169,000	\$ 59,000	\$ 940,400			

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FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2021

INFRASTRUCTURE																											
AIRPORT																											
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name	Project Contact Email	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status	
												Start	End						21/22	22/23	23/24	24/25	25/26				
Runway 15-33 Pavement Reduction (Construction Phase 2)	Runway 15-33 is currently 4,423 feet long and 150 feet wide. The project will reduce width to 75 feet. New pavement marking will be applied. New LED runway lighting will be installed, which was formerly identified as PC 18159.	Airport	Airport	77825200.80230	18032	N/A	Greg Owen	gowen@cityofukiah.com	1403 South State Street	Infrastructure	New	2021	2022	Enterprise	Yes	New Revenues	Contingent upon FAA Grant Funding.		\$ 1,900,000					\$ 1,900,000	The FAA has made cost and project scope adjustments. 90% FAA Grant, 5% Caltrans. Moved from FY 19/20 due to FAA funding timing. Moved from 20/21. FAA funding not currently available for this project.	Budget Adopted	
Pavement Rehabilitation of Taxiways A, A3 and A5 - Design	This project is for the design of Taxiways A (4,540'x55'), A3 (250'x45'), and A5 (250'x45') pavement rehabilitation assumed to be a crack fill, seal and slurry.	Airport	Airport	77825200.80230	18034	N/A	Greg Owen	gowen@cityofukiah.com	1403 South State Street	Infrastructure	New	2022	2023	Enterprise	Yes	New Revenues	Contingent upon FAA Grant Funding.			\$ 148,385				\$ 148,385	The FAA has made cost and project scope adjustments. Moved from FY 21/22, and increased by \$88,385.	Reviewed and Supported	
Pavement Rehabilitation of Taxiways A, A3 and A5 - Construction	This project will cover construction to rehabilitate pavements of Taxiways A (4,540'x55'), A3 (250'x45') and A5 (250'x45').	Airport	Airport	77825200.80230	18035	N/A	Greg Owen	gowen@cityofukiah.com	1403 South State Street	Infrastructure	New	2024	2025	Enterprise	Yes	New Revenues	Contingent upon FAA Grant Funding.				\$ 1,339,200		\$ 1,339,200	The FAA has made cost and project scope adjustments. Moved from FY 22/23, and increased by \$839,200.	Reviewed and Supported		
SUB-TOTAL:																			\$ -	\$ 1,900,000	\$ 148,385	\$ -	\$ 1,339,200	\$ -	\$ 3,387,585		
ELECTRIC UTILITY DEPARTMENT																											
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status	
												Start	End						21/22	22/23	23/24	24/25	25/26				
Upgrade fish hatchery pumps and controls (Hydro)	Control upgrades to provide expanded abilities: 1. Remote control and monitoring from the Fish Hatchery and 2. Emergency station light and power backup to the hydro plant.	Electric Utility Department	Technical Services	80126100.80230	18037	N/A	James O'Brien	jobrien@cityofukiah.com	1229 Lake Mendocino Drive	Infrastructure	New	2020	2022	Enterprise	Yes	Current Revenues			\$ 200,000					\$ 200,000		Budget Adopted	
Automate Station Light & Power Pump & Generator Controls (Hydro)	Hydro Plant control and power upgrades to automate emergency station light and power and hatchery backup pumps.	Electric Utility Department	Technical Services	80126100.80230	18118	N/A	James O'Brien	jobrien@cityofukiah.com	1229 Lake Mendocino Drive	Infrastructure	New	2020	2021	Enterprise	Yes	Current Revenues			\$ 120,000					\$ 120,000	Moved from FYE 21, and increased from \$80k.	Budget Adopted	
Community Power Management Projects	Power pedestal replacement program goals includes reducing energy loss, improve lighting/access control, safety and availability of power in public places. Includes charging stations and power pedestals.	Electric Utility Department	Administration	80126100.80230	18040	N/A	Cindy Sauers	csauers@cityofukiah.com	Ukiah Electric System	Infrastructure	On-going	2018	2022	Enterprise	Yes	Current Revenues		\$ 60,000	\$ 60,000					\$ 60,000	Rebudgeted to reflect workforce scheduling allocation due to the Oak Manor Undergrounding project.	Budget Adopted	
Fairgrounds 4160 to 12,000 volt Conversion	Replaces existing low voltage (4160V) system with 12,000 Volt primary rated cable and transformers and secondary conductor. Fairgrounds to provide USERC specified metering and underground duct. Removes existing low voltage (4160V) system.	Electric Utility Department	Distribution	80126100.80230	18041	N/A	Cindy Sauers	csauers@cityofukiah.com	Ukiah Electric System	Infrastructure	In Progress	2019	2024	Enterprise	Yes	Current Revenues		\$ 60,000	\$ 150,000	\$ 150,000	\$ 75,000			\$ 375,000	Rebudgeted to reflect workforce scheduling allocation due to the Oak Manor Undergrounding project. Reduced amount for FYE 20 by \$120k, and changed funding in FYE 22 & 23. Moved forward by 1 year, project completing 23/24.	Budget Adopted	
Substation and Hydroelectric Plant Control, Protection and Communication Systems Replacement	Replace the Mendocino Hydro control, protection and communication systems hardware, program and coding for hydro specific automation control. The existing systems are outdated with limited after-market support and no new replacement part availability.	Electric Utility Department	Technical Services	80126100.80230	18042	N/A	James O'Brien	jobrien@cityofukiah.com	1229 Lake Mendocino Drive	Infrastructure	In Progress	2017	2024	Enterprise	Yes	Current Revenues		\$ 30,000		\$ 25,000	\$ 80,000			\$ 105,000	Reduced amount in FYE 20 by \$105k, added funding in FYE 21 & 22. Increased FYE 21 from \$175k. Engineering complete, installation to start 3/2021.	Budget Adopted	
Underground Capital System Improvements (<\$50,000 each)	Transformer replacement and upgrades, wood pole testing and replacement, system capacity improvements and protection, control, monitoring and communication enhancements.	Electric Utility Department	Distribution	80126100.80230	18043	N/A	Cindy Sauers	csauers@cityofukiah.com	Ukiah Electric System	Infrastructure	On-going	2018	2025	Enterprise	Yes	Current Revenues		\$ 100,000	\$ 230,000	\$ 235,000	\$ 235,000	\$ 235,000		\$ 935,000		Budget Adopted	
Overhead Capital System Improvements (<\$50,000 each)	Transformer replacement and upgrades, system capacity improvements and protection, control, monitoring and Communication enhancements.	Electric Utility Department	Distribution	80126100.80230	18044	N/A	Cindy Sauers	csauers@cityofukiah.com	Ukiah Electric System	Infrastructure	On-going	2018	2025	Enterprise	Yes	Current Revenues		\$ 310,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000		\$ 1,000,000	Reduced FYE 20 by \$140k, and reduced all future years to \$250k/yr. Increased FYE 21 from \$250k.	Budget Adopted	
Governor speed control & Valve Upgrades (Hydro)	Upgrades to the governor sensing, controller and feedback transducers to improve performance and reliability. Existing governor controls frequently are out of service due to failure or adjustment.	Electric Utility Department	Technical Services	80126100.80230	18047	N/A	James O'Brien	jobrien@cityofukiah.com	1229 Lake Mendocino Drive	Infrastructure	New	2020	2023	Enterprise	Yes	Current Revenues			\$ 350,000					\$ 350,000	Moved from beginning FYE 21 due to COVID-19. Project was spread between FYE 22 and FYE 23. Combined into FYE 22 and reduced by \$30k.	Reviewed	
Oak Manor Dr. Overhead to Underground Conversion	Install cable and associated equipment for replacing the overhead facilities	Electric Utility Department	Distribution	80126100.80230	18121	N/A	Scott Bozzoli	sbozzoli@cityofukiah.com	Oak Manor Dr.	Infrastructure	New	2021	2022	Enterprise	Yes	Current Revenues				\$ 200,000				\$ 200,000	Reduced amount from \$500k, moved from FYE 21. Moved from FYE 22.	Reviewed	
Policy and Legislated System Modifications	System design, equipment and installation to conform to mandated industry standards. Proposed fire mitigation requirements require selected equipment to be replaced or protected to reduce fire risk.	Electric Utility Department	Distribution	80126100.80230	18124	N/A	Cindy Sauers	csauers@cityofukiah.com	Various	Infrastructure	New	2019	2025	Enterprise	Yes	Current Revenues		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000			\$ 400,000	Reduced amount for FYE 20 from \$80k, and amounts from \$200k FYE 22 onward.	Budget Adopted	
Hydroelectric Plant Transfer Trip Upgrade	Upgrade existing and provide redundancy for Hydro transfer trip circuit	Electric Utility Department	Technical Services	80126100.80230	18125	N/A	James O'Brien	jobrien@cityofukiah.com	Hydro Plant	Infrastructure	New	2019	2020	Enterprise	Yes	Current Revenues		\$ 3,000	\$ 195,000					\$ 195,000	Reduced amount for FYE 20 from \$225k, and added funds to FYE 21. Moved from FYE 21.	Reviewed	

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FIVE YEAR CAPITAL IMPROVEMENT PLAN*
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State St. Underground Phase II, District 5: Overhead to Underground	Relocates or underground overhead electric, phone and cable TV utilities - Henry to Norton, Mill to Gobbi.	Electric Utility Department	Distribution	80126100.80230	18259	N/A	Cindy Sauers	csauers@cityofukiah.com	State Street	Infrastructure	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 35,000	\$ 850,000				\$ 885,000		Not Reviewed	
Fire Mitigation Grant Matching	Matching 25% funds for FEMA HMG for fire mitigation undergrounding, vegetation management and design services. Electric equipment and wire.	Electric Utility Department	Distribution	80126100.80230	18260	N/A	Cindy Sauers	csauers@cityofukiah.com	Clay St., Standley St., Park Blvd., Barnes and	Infrastructure	New	2021	2023	Enterprise	Yes	Current Revenues			\$ 200,000	\$ 400,000	\$ 200,000	\$ 50,000		\$ 850,000		Not Reviewed	
SUB-TOTAL:																		\$ 563,000	\$ 1,890,000	\$ 2,210,000	\$ 940,000	\$ 635,000	\$ -	\$ 5,675,000			
PUBLIC WORKS DEPARTMENT																											
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status	
												Start	End						21/22	22/23	23/24	24/25	25/26				
Corporation Yard Remediation System Removal	This project will remove the Underground Storage Tank cleanup equipment.	Public Works	Corporation Yard	20824300.52100	18261	N/A	Dave Kirch	dkirch@cityofukiah.com	1320 Airport Road	Infrastructure	New	2021	2022	Enterprise	Yes	Insurance			\$ 150,000					\$ 150,000		Reviewed	
Corporation Yard Security	This project will improve security in order to prevent further break-ins and theft.	Public Works	Corporation Yard	20824300.80230	TBD	N/A	Dave Kirch	dkirch@cityofukiah.com	1320 Airport Road	Infrastructure	New	2021	2022	Enterprise	Yes	Current Revenues	Fiscal Year Allocation TBD						\$ -	Prioritization and funding source(s) under review. Department estimate/request is \$100,000	Reviewed	✓	
Corporation Yard Rehabilitation	This project will upgrade the Corporation Yard Facilities.	Public Works	Corporation Yard	20824300.80230	TBD	N/A	Dave Kirch	dkirch@cityofukiah.com	1320 Airport Road	Infrastructure	New	2021	2022	Enterprise	Yes	Current Revenues	Fiscal Year Allocation TBD						\$ -	Prioritization and funding source(s) under review. Department estimate/request is \$2,500,000 for existing location; Location evaluation will need to be completed to determine best long location for the yard and/or continued use of existing site.	Reviewed		
Landfill Closure	This project will permanently close the Landfill Disposal site per Federal Mandates.	Public Works	Landfill	70224500.80230	18025	N/A	Tim Eriksen	teriksen@cityofukiah.com	3100 Vichy Springs Road	Infrastructure	In Progress	2021	2022	Enterprise	Yes	Current Revenues			\$ 10,343,287					\$ 10,343,287	Project specifics will require additional Council review. Moved from FYE 20 to FYE 21. EIR Litigation in progress. Construction projected for FYE 22 so moved from FYE 21.	Budget Adopted	
SUB-TOTAL:																		\$ -	\$ 10,493,287	\$ -	\$ -	\$ -	\$ -	\$ 10,493,287			
WATER RESOURCES DEPARTMENT																											
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status	
												Start	End						21/22	22/23	23/24	24/25	25/26				
Henderson Lane Water Main Replacement	Project is needed in order to upgrade a failing water main. This is needed in order to provide potable water to the Water customers.	Water Resources	Water Treatment Plant	82227113.80230	18051	N/A	Jarod Thiele	ithiele@cityofukiah.com	Henderson Lane	Infrastructure	In Progress	2018	2022	Enterprise	Yes	Current Revenues		\$ 15,800	\$ 70,000					\$ 70,000	Design Complete. Moved from FYE 20 to FYE 21 due to COVID-19. Reduced amount from \$150k.	Budget Adopted	✓
Water Main Replacements	Plan for water main replacements throughout the City.	Water Resources	Water Operations	82227113.80230	18072	N/A	Jarod Thiele	ithiele@cityofukiah.com	Various	Infrastructure	On-going	2020	2026	Enterprise	No	Current Revenues		\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 7,500,000	Added funding for FYE 25 and FYE 26.	Budget Adopted		
Phase 4 Recycled Water	This project will provide an additional irrigation source for City Parks, Golf Course, Cemetery and Schools. This will reduce the demand on the potable water system and reduce discharge to the Russian River	Water Resources	Recycled Water	83027330.80230	18052	N/A	Sean White	swhite@cityofukiah.com	Brush Street to Golf Course	Infrastructure	New	2024	2025	Enterprise	Yes	New Revenues	Will be funded by grant/loan.	\$ 43,700			\$ 18,500,000		\$ 18,500,000	Environmental documentation is complete. Design began in December, 2018. Modified funding comments to eliminate a shared cost with Sewer. Moved budget from FYE 21. Moved from FYE 22 due to COVID-19 - feasibility still under review.	Reviewed and Supported		
Chlorine Residual Valve/Alarm on Discharge	Engineering and installation. Critical safety valve to monitor the outflow of chlorinated water into the river.	Water Resources	Wastewater Treatment Plant	84427221.80230	18054	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Infrastructure	New	2018	2022	Enterprise	Yes	Current Revenues		\$ 150,000					\$ 150,000	Rebudgeting. Moved from FYE 20.	Reviewed	✓	
Dora Street Utility Improvement Project- Water & Sewer	This project will replace the sewer main on Dora Street from Mill Street to Grove Avenue as well as all sewer laterals	Water Resources	Sewer Operations	84427221.80230	18127	N/A	Jarod Thiele	ithiele@cityofukiah.com	Dora Street	Infrastructure	New	2022	2023	Enterprise	Yes	Current Revenues			\$ 400,000				\$ 1,200,000	Contingent upon rate study. Moved from FYE 21. Note that rate study based on happening in FYE 21. Moved from FYE 22.	Reviewed	✓	
	This project will replace the water main on Dora Street from Mill Street to Grove Avenue as well as all hydrant, valves and service connections		Water Operations	82227111.80230		N/A	Jarod Thiele	ithiele@cityofukiah.com	Dora Street	Infrastructure	New	2022	2023	Enterprise	Yes	Current Revenues		\$ 800,000									
Replace Heat Exchangers	This project will replace deteriorating heat exchangers for the operation of the Digester and Boilers	Water Resources	Wastewater Treatment Plant	84427221.80230	18131	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Infrastructure	New	2023	2024	Enterprise	Yes	Current Revenues				\$ 750,000			\$ 750,000	Moved from FYE 21 due to COVID-19.	Reviewed		
Rehabilitation of Zone 2 Booster Pump	Upgrade the enclosure and electrical components in the structure enclosing the booster pump for Pressure Zone 2 to increase reliability and security	Water Resources	Water Operations	82227113.80230	TBD	N/A	David Kirch	dkirch@cityofukiah.com	Golf Course	Infrastructure	New	2024	2025	Enterprise	Yes	Current Revenues				\$ 50,000			\$ 50,000	Moved from FYE 23 due to COVID-19.	Reviewed		
Replace Water Main on Low Gap Street	Replace the 16 inch steel water main from North State Street to North Bush Street concurrent with Phase 4 of the Recycled Water Project	Water Resources	Water Operations	82227113.80230	TBD	N/A	Don Brown	dwbrown@cityofukiah.com	Low Gap Street	Infrastructure	New	2024	2025	Enterprise	Yes	Current Revenues				\$ 500,000			\$ 500,000	Moved from FYE 22 due to COVID-19.	Reviewed		
Replace Various Water Mains	Replace water mains on Clay Street, Pine Street, Spring Street, etc.	Water Resources	Water Operations	82227113.80230	18262	N/A	Don Brown	dwbrown@cityofukiah.com	Various	Infrastructure	New	2021	2022	Enterprise	Yes	Current Revenues		\$ 400,000					\$ 400,000	Removed budget from FYE 21 due to COVID-19. Increased budget from \$250k in FYE 22, and eliminated \$250k in FYE 23, 24 and 25.	Reviewed	✓	
Replace Sewer Main on Low Gap Street	Replace the 15 inch and 6 inch sewer main from North State Street to North Bush Street concurrent with Phase 4 of the Recycled Water Project	Water Resources	Sewer Operations	84427222.80230	TBD	N/A	Don Brown	dwbrown@cityofukiah.com	Low Gap Street	Infrastructure	New	2024	2025	Enterprise	Yes	Current Revenues				\$ 500,000			\$ 500,000	Moved from FYE 22 due to COVID-19.	Reviewed		
Reseal Wash Water Basins	Remove and Replace Seal on Wash Water Basins	Water Resources	Wastewater Treatment Plant	84427221.80230	18192	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Infrastructure	New	2020	2021	Enterprise	Yes	Current Revenues		\$ 40,000					\$ 40,000	Moved from FYE 21.	Budget Adopted	✓	
Upgrade PLC's	Upgrade old Programmable Logic Controls.	Water Resources	Wastewater Treatment Plant	84427221.80230	TBD	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Infrastructure	New	2023	2025	Enterprise	Yes	Current Revenues					\$ 350,000		\$ 350,000	Moved from FYE 22 due to COVID-19. Moved from FYE 24, and increased from \$200k.	Reviewed	✓	

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2021

Sludge Lagoon Remediation	Prepare plans and specifications for the removal of sludge from the sludge lagoon.	Water Resources	Wastewater Treatment Plant	84427222.80230	18257	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Facilities/ Buildings/Land	New	2021	2023	Enterprise	Yes	Current Revenues			\$ 50,000	\$ 400,000				\$ 450,000		Reviewed	
Recondition Levees	Recondition the levees on the Percolation Ponds.	Water Resources	Wastewater Treatment Plant	84427221.80230	TBD	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Infrastructure	New	2024	2025	Enterprise	Yes	Current Revenues						\$ 200,000		\$ 200,000	Eliminated \$200k for 2 prior years due to COVID-19.	Reviewed	
SUB-TOTAL:																		\$ 59,500	\$ 2,210,000	\$ 3,100,000	\$ 2,250,000	\$ 21,600,000	\$ 1,500,000	\$ 30,660,000			
TOTALS FOR INFRASTRUCTURE :																		\$ 622,500	\$ 16,493,287	\$ 5,458,385	\$ 3,190,000	\$ 23,574,200	\$ 1,500,000	\$ 50,215,872			

STREETS & RIGHTS-OF-WAY																											
PUBLIC WORKS DEPARTMENT																											
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status	
												Start	End						21/22	22/23	23/24	24/25	25/26				
Dora Street Utility Improvement Project	This project will replace the water main, sewer main and reconstruct the street on Dora Street from Mill Street to Grove Avenue.	Public Works	Engineering	12024200.80230 50024220.80230	18127	Yes	Jarod Thiele	jthiele@cityofukiah.com	Dora Street	Streets & Rights-of-Way	New	2022	2023	Special Revenue Special Revenue	Yes Yes	Current Revenues Current Revenues	Measure Y Gas Tax			\$ 2,000,000 \$ 700,000				\$ 2,700,000	Moved from FYE 21, and added \$700k to Measure Y cost. Moved from FYE 22.	Reviewed	✓
East Clay Street Improvement Project	This project will improve East Clay Street from Main Street to the Railroad Crossing in order to facilitate the development of the new Courthouse site. This project includes water, sewer, pedestrian facilities and drainage facilities as well as reconstruction of the street section.	Public Works	Engineering	12024200.80230	18128	No	Tim Eriksen	teriksen@cityofukiah.com	Clay Street	Streets & Rights-of-Way	New	2024	2025	Special Revenue	No	New Revenues	Measure Y				\$ 750,000		\$ 750,000	Introduced and discussed at the January 16, 2019 Council meeting. Moved from FYE 21. Moved from FYE 23.	Reviewed		
Street Striping	This will update striping on streets in selected areas.	Public Works	Engineering	12024200.52100	18251	N/A	Jarod Thiele	jthiele@cityofukiah.com	Various Streets	Streets & Rights-of-Way	Completed	2019	2026	Special Revenue	Yes	Current Revenues	Measure Y		\$ 50,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 290,000	Ongoing work. Eliminated FYE 21 due to COVID-19. Added funding to FYE 25 and 26.	Reviewed	✓
Orr Street Bridge	This project will improve the bridge on Orr Street at Orr Creek.	Public Works	Engineering	12024200.80230	18065	Yes	Tim Eriksen	teriksen@cityofukiah.com	Orr Street at Orr Creek	Streets & Rights-of-Way	In Progress	2021	2022	Capital Projects	Yes	New Revenues	CDBG Grant		\$ 150,000					\$ 404,438	The City has received \$150k to fund a planning study for Orr Street Bridge and the Orr Street transportation corridor. Activities include completion of a study to analyze existing conditions of the street, including the transportation corridor and bridge, as well as the completion of a plan and preparation of plans and specifications and an Engineer's Cost Estimate to be used for a future public improvement project.	Reviewed	
		Public Works	Engineering	25124220.80230		Yes	Tim Eriksen	teriksen@cityofukiah.com	Orr Street at Orr Creek	Streets & Rights-of-Way	In Progress	2022	2023	Capital Projects	Yes	New Revenues			\$ 254,438								
Low Gap Road and North Bush Street Roundabout	This project will complete the environmental, ROW, and design phases for a roundabout at Low Gap Road and N. Bush St. Construction phase not currently funded.	Public Works	Engineering	50924210.80230	15024	N/A	Tim Eriksen	teriksen@cityofukiah.com	Low Gap Road and N. Bush St.	Streets & Rights-of-Way	In Progress	2021	2022	Special Revenue	Yes	Current Revenues	\$110k Design Funded, Construction Funding Not Approved.		\$ 750,000					\$ 750,000	Design authorized, but project requires additional Council review. Moved from FYE 22, and reduced from \$1.5 mil due to COVID-19. Moved from FYE 21.	Budget Adopted	
Slurry Seal Project	This project will improve the Streets network.	Public Works	Engineering	12024200.52100	18252	N/A	Daniel Flores	dflores@cityofukiah.com	Various Streets	Streets & Rights-of-Way	Completed	2019	2026	Special Revenue	Yes	Current Revenues	Measure Y	\$ 426,000	\$ 350,000	\$ 400,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,500,000	Going out to bid. Budget will be utilizing FYE 21 anticipated revenue. Had utilized this year's budget for other projects. Increased budget from \$200k FYE 22. Increased budget from \$400k FYE 21, from \$200k in FYE 23, and from \$200k in FYE 24. Added budget in FYE 25 and 26.	Budget Adopted	✓
Gobbi/Main Traffic Signal	This project will alleviate traffic for better vehicle flow.	Public Works	Traffic Signal	50724620.80230	18073	N/A	Jarod Thiele	jthiele@cityofukiah.com	Gobbi Street/ Waugh Lane	Streets & Rights-of-Way	New	2022	2023	Special Revenue	No	New Revenues	Will need to apply for STIP funding.			\$ 800,000				\$ 800,000	Moved from FYE 22 due to COVID-19.	Reviewed	
Main Street Reconstruction Project	Reconstruct Main Street, from Gobbi to Mill.	Public Works	Engineering	12024200.80230	TBD	N/A	Andrew Stricklin	astricklin@cityofukiah.com	Main Street	Streets & Rights-of-Way	New	2022	2023	Special Revenue	Yes	Current Revenues	Measure Y			\$ 500,000				\$ 500,000	Moved from FYE 22 due to COVID-19.	Reviewed	
Clara Avenue Reconstruction Project	Reconstruct Clara Avenue, from State to Orchard.	Public Works	CDBG	12024200.80230	TBD	N/A	Jason Benson	jbenson@cityofukiah.com	Clara Avenue	Streets & Rights-of-Way	New	2021	2022	TBD	Yes	New Revenues	TBD					\$ 2,000,000	\$ 2,000,000	Moved from FYE 21. Moved from FYE 22. Formerly thought to be eligible for CDBG funding.	Reviewed	✓	
Leslie Street Rehabilitation Project	Rehabilitate Leslie Street, Gobbi to Perkins.	Public Works	CDBG	12024200.80230	TBD	N/A	Jason Benson	jbenson@cityofukiah.com	Leslie Street	Streets & Rights-of-Way	New	2022	2023	Grant Funded	Yes	New Revenues	CDBG Funding Opportunity			\$ 1,500,000				\$ 1,500,000	Moved from FYE 21.	Reviewed	
Perkins Street Storm Drain and Widening Project	This project will add a storm drain on East Perkins Street and widen the intersection at Orchard Avenue to add another East Bound through lane.	Public Works	Streets	10024620.80230	TBD	N/A	Andrew Stricklin	astricklin@cityofukiah.com	East Perkins Street	Streets & Rights-of-Way	New	2022	2023	Special Revenue	No	New Revenues	Measure Y			\$ 2,277,000				\$ 2,277,000		Reviewed	
South Ukiah Rehabilitation Project	This project will overlay S. Dora Street from Beacon Lane to Washington, and S. State Street from Beacon Lane to Observatory, including ADA pedestrian improvements.	Public Works	Streets	12024200.80230	18254	N/A	Andrew Stricklin	astricklin@cityofukiah.com	Dora/State	Streets & Rights-of-Way	New	2021	2022	Special Revenue	No	Current Revenues	Measure Y		\$ 2,200,000					\$ 2,200,000		Reviewed	✓
Great Redwood Trail- Phase 4	This project will extend the Great Redwood Trail from Commerce Drive to Norgard Lane	Public Works	Engineering	51124210.80230	18253	N/A	Jason Benson	jbenson@cityofukiah.com	Railroad ROW	Streets & Rights-of-Way	New	2021	2023	Grant Funded	Yes	New Revenues	Urban Greening Grant		\$ 3,563,212					\$ 3,563,212	Grant has been awarded. Moved full project for completion in FYE 22.	Reviewed	✓
Great Redwood Trail- Phase 5	This project will extend the Great Redwood Trail from Brush Street to Hensley Creek Road	Public Works	Engineering	TBD	TBD	N/A	Jason Benson	jbenson@cityofukiah.com	Railroad ROW	Streets & Rights-of-Way	New	2022	2024	Grant Funded	No	New Revenues	Urban Greening Grant			\$ 275,000	\$ 8,000,000			\$ 8,275,000		Reviewed	
Gobbi Street Reconstruction	Reconstruct Gobbi Street in 2 separate projects (US101 to State Street) and (State Street to Dora Street)	Public Works	Engineering	12024200.80230	TBD	N/A	Andrew Stricklin	astricklin@cityofukiah.com	Gobbi Street	Streets & Rights-of-Way	New	2023	2024	Special Revenue	Yes	Current Revenues	Measure Y				\$ 1,500,000			\$ 1,500,000		Reviewed	
SUB-TOTAL:																		\$ 426,000	\$ 7,063,212	\$ 8,766,438	\$ 9,810,000	\$ 1,060,000	\$ 2,310,000	\$ 29,009,650			
TOTALS FOR STREETS & RIGHTS-OF-WAY:																		\$ 426,000	\$ 7,063,212	\$ 8,766,438	\$ 9,810,000	\$ 1,060,000	\$ 2,310,000	\$ 29,009,650			

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FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2021

VEHICLES, MACHINERY & EQUIPMENT																												
AIRPORT																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status		
												Start	End						21/22	22/23	23/24	24/25	25/26					
Replace 20,000 gallon fuel tank with 20,000 gallon Jet A tank	Current tank is a split fuel system, containing both Jet A fuel and Avgas. Conversion to Jet A is necessary to maximize the fuel sources for the airport, and provide better service to its customers.	Airport	Airport	77925200.80100	15042	N/A	Greg Owen	gowen@cityofukiah.com	1411 South State Street	Vehicles, Machinery & Equipment	In Progress	2021	2022	Enterprise	Yes	Current Revenues			\$ 150,000					\$ 150,000	Moved from FYE 20. Current revenues may not be adequate, external funding may be necessary.	Reviewed		
Water Tender - Shared Cost	Current tank is a split fuel system, containing both Jet A fuel and Avgas. Conversion to Jet A is necessary to maximize the fuel sources for the airport, and provide better service to its customers.	Airport	Airport	77925200.80100	V2543	Shared with 100 Parks, 100 Streets, 820 Water, and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	Deferred	2022	2023	Enterprise	Yes	Current Revenues				\$ 10,000					\$ 10,000	Spent over \$15k this past year for rental of a unit. Moved from FYE 22. If new Fire Tender is approved for FYE 22, the replaced unit will become available for other City departments, and this item will then be eliminated.	Reviewed	
SUB-TOTAL:																		\$ -	\$ 150,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 160,000				
COMMUNITY SERVICES DEPARTMENT																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status		
												Start	End						21/22	22/23	23/24	24/25	25/26					
Replacement Truck	Replacement of vehicles that are no longer cost effective to repair.	Community Services	Parks	10022100.80100	V737	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	New	2022	2023	General	No	Current Revenues				\$ 40,000				\$ 40,000	Moved to FYE 22. Moved to FYE 23.	Reviewed		
Replacement Truck	Replacement of vehicles that are no longer cost effective to repair.	Community Services	Parks	10022100.80100	18066	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	New	2023	2024	General	No	Current Revenues				\$ 55,000				\$ 55,000	Moved to FYE 24	Reviewed		
Replacement Truck- Building Maintenance	Replacement truck is necessary	Community Services	Building Maintenance	20822500.80100	V2642	N/A	Kerry Randall	krandall@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	Deferred	2022	2023	General	No	Reserves				\$ 48,000				\$ 48,000	Moved to FYE 22. Moved to FYE 23.	Reviewed		
Bucket Truck Replacement - Shared Cost	There are currently two bucket trucks, Vehicle #2221, a 1992 Ford F450 which is being put into surplus in fiscal year 2017/2018, and Vehicle #2230, a 1995 Ford F450, which will be kept into service until it is replaced. It is used to trim street and park trees, and also assists in hanging banners which promote City services and activities which benefit the community. Two divisions share the cost: \$100,000 total	Community Services	Parks	10022100.80100	V2224	Shared with 100 Streets	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	Deferred	2022	2023	General	No	Current Revenues				\$ 55,000				\$ 55,000	Look to match replacement with surplus from Electric Utility. Moved to FYE 23.	Reviewed		
Water Tender - Shared Cost	The current water tender no longer meets emission standards and is inoperable. Will be used to water street trees, Riverside Park, fill Vactor trucks and be available to support mowing and Fire operations. Five divisions share the cost: \$150,000 total	Community Services	Parks	10022100.80100	TBD	Shared with 100 Streets, 779 Airport, 820 Water, and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	Deferred	2022	2023	Enterprise	No	Current Revenues				\$ 10,000				\$ 10,000	Reduced amount from \$10k to split cost with Airport based on anticipated use. Spent over \$15k this past year for rental of a unit. Moved from FYE 21 due to COVID-19. Moved from FYE 22. If new Fire Tender is approved for FYE 22, the replaced unit will become available for other City departments, and this item will then be eliminated.	Reviewed		
Parks Service Vehicle	EV/Low Fuel/Hybrid Vehicle(s) for Service of Park Facilities.	Community Services	Parks	10022100.80100	V3765	N/A	Jarrod Meyer	jmeyer@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	New	2021	2022	General	No	Current Revenues		\$ 40,000						\$ 40,000	Increasing park acreage requires increase in Park staffing, which will also require an additional vehicle.	Reviewed		
Ice Skating Rink	Purchase of materials and supplies necessary to build a 40' x 100' ice skating rink. Will include rink floor, all piping & hoses, dasherboards, access gates, board anchors, Ice Wizard resurfacers, gas powered edger, 300 pairs of rental skates, ice skate sharpener, 95 black rubber mats, vapor barrier, 500 gallons of glycol, ice skate racks and all other necessary ice tools. Chiller and tent would be rented annually. The cost of this purchase is less than the cost of renting the same materials for 2 years.	Community Services	Ice Rink	31422860.80100	18193	N/A	Jake Burgess	jburgess@cityofukiah.com	411 West Clay Street	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues				\$ 150,000				\$ 150,000	Purchase will have a positive rate of return within two years. Moved from FYE 21 due to COVID-19. Moved from FYE 22.	Reviewed		
SUB-TOTAL:																		\$ -	\$ 40,000	\$ 303,000	\$ 55,000	\$ -	\$ -	\$ 398,000				
CITY MANAGER DEPARTMENT																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status		
												Start	End						21/22	22/23	23/24	24/25	25/26					
Parking Meter Replacement	Replacing parking meters.	City Manager	Economic Development	64012600.80230	18165	N/A	Traci Boyl	tboyl@cityofukiah.com	Downtown	Vehicles, Machinery & Equipment	Deferred	2021	2022	Enterprise	Yes	Current Revenues		\$ 400,000						\$ 400,000	Funded by line of credit loan proceeds being secured by Finance as part of a larger capital improvement funding strategy. Moved from FYE 20 year. Installation will coincide with Streetscape Project. Funding secured through bond issuance; project put on hold due to COVID-19 and will resume when market conditions allow. Moved from FYE 21.	Budget Adopted		
SUB-TOTAL:																		\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000				
ELECTRIC UTILITY DEPARTMENT																												
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status		
												Start	End						21/22	22/23	23/24	24/25	25/26					
Electric Meter Replacements	Electric Meter Replacement and cloud based data management system improving customer access to outage information, usage data and provide customer selectable notifications.	Electric Utility Department	Technical Services	80126100.80100	15080	N/A	Cindy Sauers	csauers@cityofukiah.com	n Electric Sys	Vehicles, Machinery & Equipment	In Progress	2018	2022	Enterprise	Yes	Current Revenues		\$ 1,000	\$ 500,000	\$ 2,000,000				\$ 2,500,000	Currently in the planning stage. Moved from starting FYE 21.	Budget Adopted		
Lift	Replaces a high capacity fork lift due to 1. Air quality standards to update/improve engine emissions and 2. Due to the equipment's condition and age.	Electric Utility Department	Distribution	80126100.80100	E1721	N/A	Tim Santo	tsanto@cityofukiah.com	N/A	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 125,000					\$ 125,000	Moved to FYE 22. Increased amount from \$70k.	Reviewed		

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FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2021

Utility/Inspector Truck	Replaces 2003 F250 with EV Truck	Electric Utility Department	Distribution	80126100.80100	TBD	N/A	Tim Santo	tsanto@cityofukiah.com	N/A	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues				\$	90,000				\$	90,000	EV options will hit market in FYE 21/22; Planned for FYE 22/23 to ensure quality of vehicle outside of 1st Generation models.	Reviewed					
Trouble Truck	Replaces V2233 Ford F-550 AT40-G Articulating Telescopic Aerial Lift Super cab.	Electric Utility Department	Distribution	80126100.80100	TBD	N/A	Tim Santo	tsanto@cityofukiah.com	N/A	Vehicles, Machinery & Equipment	New	2024	2025	Enterprise	Yes	Current Revenues					\$	200,000				\$	200,000		Not Reviewed				
SUB-TOTAL:																		\$	1,000	\$	625,000	\$	2,090,000	\$	200,000	\$	-	\$	-	\$	2,915,000		
FINANCE DEPARTMENT																																	
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status							
												Start	End						21/22	22/23	23/24	24/25	25/26										
Truck - Utility Service Attendant	Current vehicle approaching the end of it's useful life.	Finance	Utility Billing	20513300.80100	TBD	N/A	Lori Martin	lmartin@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	New	2022	2023	Internal Service	No	New Revenues				\$	35,000				\$	35,000		Reviewed					
SUB-TOTAL:																		\$	-	\$	-	\$	35,000	\$	-	\$	-	\$	-	\$	35,000		
FIRE AUTHORITY																																	
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status							
												Start	End						21/22	22/23	23/24	24/25	25/26										
Command/ Chief Vehicle	This new Command/Chief vehicle would serve as a Division Chief's vehicle. It will replace C-6805, a 2006 Chevy 2500 HD, with current mileage of 106,495. The vehicle transmission is currently failing, leaving the vehicle unfit, unreliable, and leaving team members in a possibly unsafe or life-threatening environment during fire suppression activities. However, the vehicle can be repurposed as a non-suppression utility vehicle for the department.	Fire Authority	City Fire	10021210.80100	V3165	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2021	2022	General	No	New Revenues		\$	75,000					\$	75,000	Moved from FYE 21 due to COVID-19. Increased the amount from \$50k to include vehicle outfitting. Moved from FYE 21.	Reviewed						
Auto Extrication Equipment	It is recommended to replace our aging gas powered hydraulic auto extrication equipment, commonly know as the "Jaws Of Life". Replacement units will consist of newer technology battery operated E-Hydraulic extrication equipment. These newer units will eliminate heavy gas powered motors and associated hydraulic lines increasing mobility and range of use. This will be a three year phased purchase to replace the units currently in service.	Fire Authority	City/Valley Fire	91621400.80100 & 25321210.80100	18101	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	Ongoing	2019	2022	Special Revenue	Yes	Current Revenues	Prop. 172	\$	57,274	\$	33,000			\$	33,000	The first set has been purchased and placed into service. Second set has been purchased. Final purchase set planned for FYE 22.	Budget Adopted						
SCBA Compressor	This specialized unit is necessary and mandatory to fill Self-Contained Breathing Apparatus Bottles crucial for the Ukiah Valley Fire Authority to carry out our mission of saving and protecting life, property, and the environment. This unit will be housed at the Central Station and will replace our current mobile air unit, which is currently out of service.	Fire Authority	City Fire	10021210.80100	18195	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2021	2022	General	No	New Revenues		\$	60,000					\$	60,000	This will require new funding. Moved from FYE 21 due to COVID-19.	Reviewed						
SCBA/Gear Sanitizer	This unit is critical for sanitation of fire protection gear and equipment used and worn by team members, due to the increasing awareness of cancer causing exposures faced by Fire Personnel. The sanitation of gear and equipment has been proven to reduce the risk to cancer(s). This promotes a safer and healthier work environment.	Fire Authority	City Fire	10021210.80100	18196	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2021	2022	General	No	New Revenues		\$	35,000					\$	35,000	This will require new funding. Moved from FYE 21 due to COVID-19. Increased from \$28k.	Reviewed						
Water Tender	The Ukiah Valley Fire Authority annual fleet replacement identified WT-6892 for replacement. Following industry standard NFPA guidelines recommends fire apparatus serve 10 years or 75,000 miles as a first out response vehicle, and an additional 5 to 10 years or 100,000 miles in service as a reserve apparatus. WT-6892 is a 2004 Peterbilt single-axle 2,500 gallon water tender. It was initially designed for construction, and was converted to a fire apparatus. It does not have a fire rated pump, which the apparatus does not meet the demand for service. The purchase of a new fire rated water tender is vital to the Fire Authority's mission while working in the rural environment. Additionally, utilizing OES-State contracts, the entire purchase cost recovery would be completed over the next few years. WT-6892 would not only be placed in a reserve status for the Fire Department, other departments in the City could utilize the water tender, adding additional cost savings to the City, as they have been renting a water tender in the past several years.	Fire Authority	City Fire	10021210.80100	V2543	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2021	2022	TBD	No	Reserves		\$	325,000					\$	325,000		Not Reviewed						
Quint Aerial Apparatus	The Ukiah Valley Fire Authority annual fleet replacement identified T-6852 for replacement. Following industry-standard NFPA guidelines recommends fire engines serve 10-years or 75,000 miles as a first out response vehicle, and an additional 5 to 10-years or 100,000 miles in service as a reserve apparatus. T-6852 is a 2009 Pierce Quint Aerial Apparatus with a 75-ft. ladder with a current mileage of 47,536. With a continually growing city in size and height, revised truck's specifications will need to be considered to meet future demands. T-6852 will be placed in a reserve status for the Department.	Fire Authority	City Fire	10021210.80100	TBD	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2025	2026	TBD	No	New Revenues	Fiscal Year Allocation TBD						\$	1,500,000	\$	1,500,000	Fiscal year allocation might move to out years contingent on condition of the vehicle.	Not Reviewed					
Active Shooter Safety Equipment	Due to the current events happening around the United States and the world, it is unfortunate but imperative that we prepare and be equipped for any and all situations the UVFA may face. We are taking a proactive instead of a reactive stance in protecting and providing our team members with the equipment they need to handle even the direst situations. Following industry-standard (NFPA-3000 Active Shooter) equipment to be purchased will include Flak Jackets, Kevlar Helmets, Medical Triage Bags, and Medical Triage Equipment.	Fire Authority	City Fire	10021210.80100	TBD	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2022	2023	TBD	No	New Revenues	Fiscal Year Allocation TBD/Seek grant funding.		\$					\$	-	Staff will actively pursue grants to possibly offset some cost. Department estimate/request is \$60,000	Not Reviewed						
Radios	Due to the Federal Communications Commissions (FCC), all Fire Department Analog Radios (currently all UVFA radio's are analog) are required to be replaced with Digital Radios. The FCC's move from analog to digital increased and improved radio efficiency and met the radio spectrum's increasing demand (Narrow banding). This is a two-year phased purchase, replacing the Hand-Held Radio's in the first year and the Mobile Radio's (Vehicle Radio's) in the second phase.	Fire Authority	City Fire	10021210.54100	18240	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2021	2023	TBD	No	New Revenues	Seeking grant funding.		\$	225,000	\$	153,200			\$	378,200	Staff will continue to actively pursue grants to possibly offset some of the cost during the phased process.	Not Reviewed					
Ambulance Patient Transport Unit - Chassis Replacement	This ambulance will serve the greater Ukiah area for the growing demands of the Emergency Medical Services. The Ukiah Valley Fire Authority has had to supplement/augment the private ambulance industry to county-wide ambulance shortage. M-6823, a 2000 F-350 Ford Braun with current mileage of 78,908. M-6823 is past recommended replacement life; to extend its current life and as a cost-saving measure, M-6823's chassis will be replaced, extending its life by 7 to 10 years. It is currently stationed at the North Station and is being up-staffed as needed. It is presently almost upstaffed daily due to the private ambulance shortage, with the ambulance's use expected to increase exponentially in the near future. M-6823 will be renumbered to M-6822 and placed in a reserve status for the Department.	Fire Authority	City Fire	71021000.80100	TBD	N/A	Doug Hutchison	dhutchison@cityofukiah.com	1500 South State Street	Vehicles, Machinery & Equipment	New	2021	2022	TBD	No	New Revenues	Fiscal Year Allocation TBD			\$	150,000			\$	150,000		Not Reviewed						
SUB-TOTAL:																		\$	57,274	\$	753,000	\$	303,200	\$	-	\$	-	\$	1,500,000	\$	2,556,200		

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2021

POLICE DEPARTMENT																											
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status	
												Start	End						21/22	22/23	23/24	24/25	25/26				
Annual Police Car Replacement	Annually the Police Department schedules the replacement of two patrol cars. Typically, a patrol car lasts about 3 years before it reaches the end of it's service life. It takes the department about a year to order, receive and outfit a car for patrol use. By scheduling regular replacement of cars, the department ensures we have enough cars available for use.	Police	Police	10020210.80100	V4209 & V4215	N/A	Justin Wyatt	jwyatt@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery & Equipment	Ongoing	2021	2026	General	No	New Revenues	May explore financing options.		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000	Two Dodge Charger Pursuits planned for FYE 20 fiscal year deferred to FYE 21. However, three vehicles over the past 1.5 years have been replaced by insurance due to collisions. One vehicle replacement was recommend by CM for FYE 21, but both vehicles deferred to FYE 22 due to COVID-19.	Reviewed	
Replace Vehicle Mounted Video Cameras	The Ukiah Police Department has utilized vehicle mounted video cameras within Police vehicles for approximately 20 years, to memorialize officer contacts, criminal conduct, and investigative activities. These video and audio recordings are used as evidence in criminal and civil cases, as well as for internal quality assurance. The current recording equipment has been in use since 2015, and the recording hardware, software and operating system are outdated and have become cumbersome and unreliable. The replacement system would provide for evidentiary data storage and processing as well as technical, software, and hardware support throughout a 5-year purchasing plan.	Police	Police	10020210.54100	18241	N/A	Justin Wyatt	jwyatt@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery, and Equipment	New	2021	2026	General	No	New Revenues	Grant funding may be available.	\$ 14,604	\$ 32,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 132,000		Reviewed	
Replace Tasers	The Ukiah Police Department has deployed Tasers since 2018, utilizing a 5-year purchasing program to maintain current equipment and which provides support for hardware, supplies, and technology through the term of the agreement. The current agreement with Axon expires in 2022.	Police	Police	10020210.54100	TBD	N/A	Justin Wyatt	jwyatt@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery, and Equipment	New	2022	2026	General	No	New Revenues	Grant funding may be available.	\$ 41,345		\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 60,000		Reviewed	
Replace Body Cameras	The Ukiah Police Department has deployed body-cameras to memorialize officer contacts, criminal conduct, and investigative activities for more than 10 years. These video and audio recordings are used as evidence in criminal and civil cases, as well as for internal quality assurance. The current purchasing program expires in 2023, and provides for evidence storage, current and reliable equipment, and support for hardware and software for the term of the agreement.	Police	Police	10020210.54100	TBD	N/A	Justin Wyatt	jwyatt@cityofukiah.com	300 Seminary Avenue	Vehicles, Machinery, and Equipment	New	2023	2026	General	No	New Revenues	Grant funding may be available.	\$ 98,037			\$ 35,000	\$ 22,000	\$ 22,000	\$ 79,000		Reviewed	
SUB-TOTAL:																		\$ 153,986	\$ 132,000	\$ 140,000	\$ 175,000	\$ 162,000	\$ 162,000	\$ 771,000			
PUBLIC WORKS DEPARTMENT																											
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status	
												Start	End						21/22	22/23	23/24	24/25	25/26				
Asphalt Zipper - Shared Cost	The current equipment is Equipment #1000, a 1994 Wirgten W500 Grinder. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$120,000 total	Public Works	Streets	10024620.80100	E1001	Shared with 820 Water and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	General	Yes	Current Revenues	Department plans to set aside funds for this replacement.		\$ 40,000					\$ 40,000	Moved from FYE 23 due to COVID-19. Moved from FYE 24.	Reviewed	
Asphalt Roller - Shared Cost	The current equipment is Equipment #1611, a 1995 CAT CB214C Roller. This is CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$66,000 total	Public Works	Streets	10024620.80100	E1612	Shared with 820 Water and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	General	Yes	Current Revenues	Department plans to set aside funds for this replacement.				\$ 22,000			\$ 22,000	Moved from FYE 23 due to COVID-19.	Reviewed	
Asphalt Paver - Shared Cost	The current equipment is Equipment #1811, a 1998 LeeBoy Model 1000B Paver. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$210,000 total	Public Works	Streets	10024620.80100	E1812	Shared with 820 Water and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	General	Yes	Current Revenues	Department plans to set aside funds for this replacement.				\$ 70,000			\$ 70,000	Moved from FYE 23 due to COVID-19.	Reviewed	
Bucket Truck Replacement - Shared Cost	There are currently two bucket trucks, Vehicle #2221, a 1992 Ford F450 which is being put into surplus in fiscal year 2017/2018, and Vehicle #2230, a 1995 Ford F450, which will be kept into service until it is replaced. It is used to trim street and park trees, and also assists in hanging banners which promote City services and activities which benefit the community. Two divisions share the cost. Total cost: \$100,000	Public Works	Streets	10024620.80100	V2224	Shared with 100 Parks	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	General	No	Current Revenues				\$ 50,000				\$ 50,000	Look to match replacement with surplus from Electric Utility. Moved to FYE 23.	Reviewed	
Water Tender - Shared Cost	The current water tender no longer meets emission standards and is inoperable. Will be used to water street trees, Riverside Park, fill Vactor trucks and be available to support mowing and Fire operations. Five divisions share the cost: \$150,000 total	Public Works	Streets	10024620.80100	TBD	Shared with 100 Parks, 779 Airport, 820 Water, and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues				\$ 50,000				\$ 50,000	Moved to FYE 21. Spent over \$15k this past year for rental of a unit. Moved from FYE 21 due to COVID-19. Moved from FYE 22. If new Fire Tender is approved for FYE 22, the replaced unit will become available for other City departments, and this item will then be eliminated.	Reviewed	
Flat Rack Truck	Replace existing Flat Rack Truck due to age and mileage.	Public Works	Streets	10024220.80100	V2236	N/A	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	General	Yes	Current Revenues				\$ 62,500				\$ 62,500	Moved from FYE 22 due to COVID-19.	Reviewed	
3-Yard Dump Truck	Replace existing 3-yard dump truck due to age and mileage.	Public Works	Streets	10024220.80100	TBD	N/A	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	General	Yes	Current Revenues					\$ 102,000			\$ 102,000	Moved from FYE 23 due to COVID-19.	Reviewed	
Loader Replacement	Replace existing loader due to CARB requirements.	Public Works	Streets	10024620.80100	E1413	Shared with 820 Water and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	General	Yes	Current Revenues		\$ 110,000						\$ 110,000		Reviewed	
Dump Truck Replacement	Dump Truck Replacement for 3 years. This equipment is used to maintain and repair the Infrastructure for our citizens. Total cost: \$500,000	Public Works	Corporation Yard	20824300.80100	18017	N/A	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Internal Service	Yes	Current Revenues	Department plans to set aside funds for this replacement.				\$ 500,000			\$ 500,000	Moved from FYE 22 due to COVID-19. Reduced cost from \$750k due to splitting Loader to separate line.	Reviewed	
SUB-TOTAL:																		\$ -	\$ 150,000	\$ 162,500	\$ 694,000	\$ -	\$ -	\$ 1,006,500			

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FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2021

WATER RESOURCES DEPARTMENT																											
Project Name	Project Description	Department	Division	Org/Object	Project Number	Allocation to Multi-funds	Project Contact Name (s)	Project Contact Email (s)	Project Location	Improvement Type	Project Status	Project Timeline		Funding Source	Funding Identified	Funding Type	Funding Type Add'l Comments	Costs to date	Estimated Cost per Fiscal Year					Totals	Comments	City Council Status	
												Start	End						21/22	22/23	23/24	24/25	25/26				
Replace Water Treatment Plant Service Truck	The current vehicle's useful is expected to be exceeded in future years and will need to be replaced.	Water Resources	Water Treatment Plant	82227113.80100	V3754	N/A	David Kirch	dkirch@cityofukiah.com	935 River Street	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues							\$ 50,000	Moved from FYE 23. Moved back to FYE 23.	Reviewed		
Convert Chlorine Gas to Liquid Chlorine at Water	This project will replace chlorine gas at the Water Treatment Plant and convert to Liquid Chlorine for safety reasons	Water Resources	Water Treatment Plant	82227113.80100	18133	N/A	Michelle Wagenet	mwagenet@cityofukiah.com	Water Treatment Plant	Infrastructure	New	2020	2024	Enterprise	Yes	Current Revenues			\$ 50,000		\$ 270,000			\$ 320,000	Was budgeted FYE 20, moved to start in FYE 21 due to COVID-19. Moved \$270k from FYE 22. Moved \$50k from FYE 21.	Budget Adopted	
Replace Turbidimeters	Replace Turbidimeters at Water Treatment Plant.	Water Resources	Water Treatment Plant	82227113.80100	TBD	N/A	Michelle Wagenet	mwagenet@cityofukiah.com	935 River Street	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues				\$ 75,000				\$ 75,000		Reviewed	
Transfer Pump	Purchase a transfer pump for emergency use at the Backwash Basins and Interties	Water Resources	Water Treatment Plant	82227113.80100	18242	N/A	David Kirch	dkirch@cityofukiah.com	935 River Street	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 35,000					\$ 35,000		Reviewed	
Water Meter Replacements	Upgrade aged meter in order to provide increased service efficiency.	Water Resources	Water Operations	82027114.80100	18074	N/A	Jarod Thiele	jthiele@cityofukiah.com	Various	Vehicles, Machinery & Equipment	New	2020	2026	Enterprise	Yes	Current Revenues			\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	Ongoing - reduced FYE 21 from \$50k, added \$50k to FYE 24 due to COVID-19. Added funding for FYE 25 and 26.	Budget Adopted	
Replace Water/Sewer Operations Call Truck - Shared Cost	The current vehicle's useful is expected to be exceeded in future years and will need replaced	Water Resources	Water Operations	82227113.80100	V3753	Shared with 840 Sewer	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues				\$ 30,000				\$ 60,000		Reviewed	
		Water Resources	Sewer Operations	84427222.80100	V3753	Shared with 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues				\$ 30,000							
Replace Water/Sewer Operations Lead Worker Truck - Shared Cost	The current vehicle's useful life is expected to be exceeded in future years and will need replaced	Water Resources	Water Operations	82227113.80100	TBD	Shared with 840 Sewer	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Enterprise	Yes	Current Revenues					\$ 20,000			\$ 40,000		Reviewed	
		Water Resources	Sewer Operations	84427222.80100	TBD	Shared with 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Enterprise	Yes	Current Revenues					\$ 20,000						
Asphalt Zipper - Shared Cost	The current equipment is Equipment #1000, a 1994 Wirtgen W500 Grinder. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$120,000 total	Water Resources	Water Operations	82227113.80100	E1001	Shared with 100 Streets and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues	Department plans to set aside funds for this replacement.		\$ 40,000					\$ 80,000	Moved from FYE 23 due to COVID-19. Moved from FYE 24.	Reviewed	
		Water Resources	Sewer Operations	84427222.80100		Shared with 100 Streets and 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues	Department plans to set aside funds for this replacement.		\$ 40,000								
Asphalt Roller - Shared Cost	The current equipment is Equipment #1611, a 1995 CAT CB214C Roller. This is CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$66,000 total	Water Resources	Water Operations	82227113.80100	E1612	Shared with 100 Streets and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Enterprise	Yes	Current Revenues	Department plans to set aside funds for this replacement.				\$ 22,000			\$ 88,000	Moved from FYE 23 due to COVID-19.	Reviewed	
		Water Resources	Sewer Operations	84427222.80100		Shared with 100 Streets and 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Enterprise	Yes	Current Revenues	Department plans to set aside funds for this replacement.				\$ 66,000						
Asphalt Paver - Shared Cost	The current equipment is Equipment #1811, a 1998 LeeBoy Model 1000B Paver. This is a CARB Tier 0, and a retrofit for this unit is unavailable. This equipment assists in the ongoing maintenance of the Streets network in order to provide upgraded facilities for our residents. Three divisions will contribute: \$210,000 total	Water Resources	Water Operations	82227113.80100	E1812	Shared with 100 Streets and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Enterprise	Yes	Current Revenues	Department plans to set aside funds for this replacement.				\$ 70,000			\$ 140,000	Moved from FYE 23 due to COVID-19.	Reviewed	
		Water Resources	Sewer Operations	84427222.80100		Shared with 100 Streets and 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2023	2024	Enterprise	Yes	Current Revenues	Department plans to set aside funds for this replacement.				\$ 70,000						
Vactor Replacement - Shared Cost	The existing vehicle, Vehicle #2515, a 2009 VacCon V350 LHA, will need to be replaced as it will be soon reaching its end-of-life. This equipment assists in repairing and maintaining the Water Distribution and Sewer Collection System in order to provide services to our rate payers. Two divisions share the cost: \$450,000 total	Water Resources	Water Operations	82227113.80100	V2518	Shared with 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	No	Current Revenues				\$ 225,000				\$ 450,000	Electric Utility Department needs will also be considered. Revised budget amount from \$150k. (Revision after rate study.) Moved from FYE 21 due to COVID-19. Moved from FYE 23. Moved from FYE 22.	Reviewed	
		Water Resources	Sewer Operations	84427222.80100		Shared with 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	No	Current Revenues				\$ 225,000							
Water Tender - Shared Cost	The current water tender no longer meets emission standards and is inoperable. Will be used to water street trees, Riverside Park, fill Vactor trucks and be available to support mowing and Fire operations. Five divisions share the cost: \$150,000 total	Water Resources	Water Operations	82227113.80100	TBD	Shared with 100 Parks, 100 Streets, 779 Airport and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues				\$ 40,000				\$ 80,000	Moved to FYE 21. Revised budget amount from \$35k. (Revision after rate study.) Spent over \$15k this past year for rental of a unit. Moved from FYE 21 due to COVID-19. Moved from FYE 22. If new Fire Tender is approved for FYE 22, the replaced unit will become available for other City departments, and this item will then be eliminated.	Reviewed	
		Water Resources	Sewer Operations	84427222.80100		Shared with 100 Parks, 100 Streets, 779 Airport and 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues				\$ 40,000							

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FIVE YEAR CAPITAL IMPROVEMENT PLAN*																								
JULY 2021																								
Loader Replacement	Replace existing loader due to CARB requirements.	Water Resources	Water Operations	82227113.80100	E1413	Shared with 100 Streets and 840 Wastewater	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 110,000					
		Water Resources	Sewer Operations	84427222.80100		Shared with 100 Streets and 820 Water	David Kirch	dkirch@cityofukiah.com	1320 Airport Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 110,000					
Ford/Orchard Lift Station Upgrade	This needs upgrading to change from single to three phase power, installing two new pumps, the pump guides, and the discharge valves.	Water Resources	Sewer Operations	84027221.80100	18134	N/A	David Kirch	dkirch@cityofukiah.com	Ford/Orchard	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 200,000					Moved from FYE 20 and revised budget from \$100k. (Revised since rate study.) Moved from FYE 21 due to COVID-19.
Telescoping Lift	This equipment is needed at the Wastewater Treatment Plant to assist in maintaining the facility which provides Waste Water Treatment for the City and the Ukiah Valley Sanitation District.	Water Resources	Wastewater Treatment Plant	84427222.80100	E1718	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 20,000					Rebudgeted FYE 20. Moved from FYE 20 due to COVID-19. Increased the amount from \$12k.
Digester Rehabilitation and Methane Scrubber	Methane Scrubbers are needed in order to clean the methane gas to provide an alternate energy source to operate the boilers at the Wastewater Treatment Plant, which will in turn decrease the City's energy cost at the plant.	Water Resources	Wastewater Treatment Plant	84427222.80100	18135	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2019	2025	Enterprise	Yes	Current Revenues	Cost will be offset by saving in the purchase of natural gas			\$ 1,500,000				Moved from FYE 22 due to COVID-19.
SCADA Upgrade at Waste Water Treatment Plant	Upgrade the ancient SCADA system at the Wastewater Treatment Plant.	Water Resources	Wastewater Treatment Plant	84027225.80100	18137	N/A	David Kirch	dkirch@cityofukiah.com	Wastewater Treatment Plant	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 300,000					Move from FYE 20. (Revision after rate study.) Moved from FYE 21. Increased from \$200k.
VFD Installation at Wastewater Treatment Plant	This project will involve installing Variable Frequency Drives on various points in the treatment process	Water Resources	Wastewater Treatment Plant	84427221.80100	18138	N/A	David Kirch	dkirch@cityofukiah.com	Wastewater Treatment Plant	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 90,000					Increased from \$55,700.
Replace Ford Ranger	Replace Ford Ranger at the Wastewater Treatment Plant.	Water Resources	Wastewater Treatment Plant	84427222.80100	V4544	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2022	2023	Enterprise	Yes	Current Revenues				\$ 40,000				(Not on CIP during rate study.) Moved from FYE 21 due to COVID-19. Moved to FYE 23.
Recondition Yardney Filters	Recondition the filters that produce in-house plant utility wash water.	Water Resources	Wastewater Treatment Plant	84427222.80100	18243	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 65,000					
Install Flow Sensors	Install Flow Sensor on the effluent at the Chlorine Contact Basins.	Water Resources	Wastewater Treatment Plant	84427222.80100	18244	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 20,000					
Belt Filter Press Replacement	This project will replace the existing Belt Filter Press Equipment which has passed its useful life.	Water Resources	Wastewater Treatment Plant	84427222.80100	18130	N/A	David Kirch	ahodge@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 1,000,000					
Vibration Monitoring Equipment	Install vibration monitoring equipment on motors to identify bearing deterioration.	Water Resources	Wastewater Treatment Plant	84427222.80100	18245	N/A	David Kirch	ahodge@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 30,000					
Upgrade PLCs	Upgrade old Programmable Logic Controls.	Water Resources	Wastewater Treatment Plant	84427222.80100	18246	N/A	Alan Hodge	ahodge@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 350,000					
Quick Connect Pipe for Recycled Water	Purchase pipe redirecting stored water in the Recycled Water Ponds.	Water Resources	Recycled Water	83027330.80100	18247	N/A	Jarod Thiele	jthiele@cityofukiah.com	3495 Taylor Drive	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 25,000					Not Reviewed
DAFT Replacement	Perform repairs to components of the Dissolved Air Flotation Thickener (DAFT) at the Wastewater Treatment Plant.	Water Resources	Wastewater Treatment Plant	84427222.80100	18248	N/A	David Kirch	dkirch@cityofukiah.com	300 Plant Road	Vehicles, Machinery & Equipment	New	2021	2022	Enterprise	Yes	Current Revenues			\$ 250,000					Not Reviewed
Vichy Springs Lift Station Upgrade	This needs upgrading to install two new pumps, the pump guides, and the discharge valves.	Water Resources	Sewer Operations	84427222.80100	TBD	N/A	David Kirch	dkirch@cityofukiah.com	Vichy Springs Road	Vehicles, Machinery & Equipment	New	2024	2026	Enterprise	Yes	Current Revenues					\$ 250,000	\$ 250,000		Not Reviewed
SUB-TOTAL:																		\$ -	\$ 2,785,000	\$ 805,000	\$ 588,000	\$ 1,550,000	\$ 300,000	\$ 6,028,000
TOTALS FOR VEHICLES, MACHINERY & EQUIPMENT:																		\$ 212,260	\$ 5,035,000	\$ 3,848,700	\$ 1,712,000	\$ 1,712,000	\$ 1,962,000	\$ 14,269,700

*Refer to last page of this document for definition of terms used.

FIVE YEAR CAPITAL IMPROVEMENT PLAN*
JULY 2021

Definition of terms used:	
Project Name	The name of the project.
Project Description	Provides a description and additional narrative to assist in the understanding of the need and value of the proposed project.
Division	The specific division within the identified department where the expenditure will be made within the budget.
Org/Object	The proposed account code where the expense will be accounted for.
Project Number	The number assigned to track all expenses related to the project.
Allocation to Multi-funds	Indicates if the cost of the proposed cost is shared. In this case, here it will state what other funds are sharing the cost.
Project Status	This indicates whether the project is "NEW", "IN PROGRESS", "ONGOING" or "COMPLETED".
Project Timeline	General calendar year "start" and "end" date.
Funding Source	The Fund the actual expense will come out of.
Funding Identified	"Yes" indicating funding has been identified and will be available, "No" indicating funding has not yet been identified and is unavailable.
Funding Type	"Reserves" indicates it is, or is planned to be, transferred from a reserve account, "Current Revenues" means that the expenditure is anticipated to funded by existing revenues at the time of the purchase, "New Revenues" means that a funding source other than current revenues will be used, including or grant funding or fundraising.
Funding Type Add 'l Comments	To further explain, as necessary, the funding type used selected.
Costs to date Estimated	Costs spent on the project.
Costs per Fiscal Year	Costs estimated to be spent in each of the fiscal years.
Totals	The sum of the five year estimate for each project.
Comments	Additional information as needed.
City Council Status	"Not Reviewed"- First time that Council has been presented the project; "Reviewed" - Council has been presented the project during an agendized meeting; "Explore" - Council has reviewed and has asked staff to further explore; "Reviewed and Supported" - Council has reviewed and supports the placement of the project on the CIP Plan; "Budget Adopted" - Council has approved the project through the Council action that takes place through either the full budget adoption process, or through a specific agendized item brought to Council

*Refer to last page of this document for definition of terms used.



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2021/2022

ITEM: Loader		ASSET USEFUL LIFE: 20 years		ESTIMATED COST: \$330,000
SUBMITTED BY: Dave Kirch, Fleet & Plant Maintenance Supervisor				
NEW REQUEST OR REPLACEMENT OF EXISTING?: Replacement				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
Public Works	Streets	E1413	10024620.80100	\$110,000
Water Resources	Water	E1413	82227113.80100	\$110,000
Water Resources	Sewer	E1413	84427222.80100	\$110,000
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
1411	1988	Case W20C	JAK0019261	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
6,000	5,000			\$5,000.00
CURRENT CONDITION: Poor				
MAINTENANCE COSTS TO DATE		ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)		MEET CARB STANDARDS?
Last 10 Years- \$21,000		None		NO
ESTIMATED OUT-OF-SERVICE TIME			PARTS AVAILABLE	
1,500 hours			Yes	
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): 2021 Cat Loader				
EST. MILEAGE/HOURS PER YEAR 200-300 hours				
JUSTIFICATION/USE/NEED: This equipment will be used daily to operate the asphalt zipper, clean homeless encampments, to support water and sewer projects, load waste bins and for maintenance of the Corporation Yard facility.				
COST/BENEFIT ANALYSIS: The current equipment does not meet CARB standards and is limited to use of 200 hours per year.				
OTHER INDIRECT BENEFITS: N/A				
ALTERNATE SOLUTIONS EXPLORED: Upgrade emissions to meet current CARB standards is not an option as the equipment is not available.				
ADDITIONAL COMMENTS: N/A				
REVIEWED & APPROVED BY:		SIGNATURE		DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2020/2021

ITEM: Lift (Large capacity fork lift)		ASSET USEFUL LIFE: 15-20 years		ESTIMATED COST \$125,000
SUBMITTED BY: Tim Santo				
NEW REQUEST OR REPLACEMENT OF EXISTING?: Replacement				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
Electric	Utility	E1721	80126100.80100	\$125,000.00
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
1720	????	G3P-150-CFS-158	J-008281	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
	1105	???		\$500.00
CURRENT CONDITION: Poor				
MAINTENANCE COSTS TO DATE		ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)		MEET CARB STANDARDS?
\$4,252.00		Brakes, Hyd. Pump		NO
ESTIMATED OUT-OF-SERVICE TIME			PARTS AVAILABLE	
42			NO	
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): The new unit will need to be capable of material handling up to 16,000 lbs.				
EST. MILEAGE/HOURS PER YEAR				
JUSTIFICATION/USE/NEED: The current large lift capacity fork lift does not comply with OSHA fork lift standards. This unit is used for heavy material handling including large electric distribution transformers.				
COST/BENEFIT ANALYSIS:				
OTHER INDIRECT BENEFITS:				
ALTERNATE SOLUTIONS EXPLORED:				
ADDITIONAL COMMENTS: This unit does not comply with OSHA forklift standards.				
REVIEWED & APPROVED BY:		SIGNATURE		DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2021/2022

ITEM: Water Tender		ASSET USEFUL LIFE: 10-20 years		ESTIMATED COST: \$325,000
SUBMITTED BY: Battalion Chief Eric Singleton				
NEW REQUEST OR REPLACEMENT OF EXISTING?: New Request				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
Fire Authority	City Fire	V2543	10021210.80100	\$325,000
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
WT-6892	2004	Peterbilt	2NPLHZ6X15M872544	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
	26,400 / 3961hrs	Unknown		\$40,000 - \$50,000
CURRENT CONDITION: Good				
MAINTENANCE COSTS TO DATE	ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)			MEET CARB STANDARDS?
Unknown	N/A			No
ESTIMATED OUT-OF-SERVICE TIME		PARTS AVAILABLE		
Unknown		OEM		
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): New Water Tender - 2-door commercial cab and chassis with a 2000 gallon water tank, 1000 gpm pump, and equipped to meet all the requirements of NFPA 1901 Standard on Motorized Fire Apparatus both as a pumper and a mobile water supply apparatus.				
EST. MILEAGE/HOURS PER YEAR				
JUSTIFICATION/USE/NEED: The Ukiah Valley Fire Authority annual fleet replacement identified WT-6892 for replacement. Following industry-standard NFPA guidelines recommends fire apparatus serve 10-years or 75,000 miles as a first out response vehicle, and an additional 5 to 10-years or 100,000 miles in service as a reserve apparatus. WT-6892 was initially designed for construction and converted to a fire apparatus; it currently does not have a fire-rated pump. The apparatus does not meet the demand for service.				
COST/BENEFIT ANALYSIS: Purchasing a new Fire Rated water tender is vital to the Ukiah Valley Fire Authority's mission while working in the rural environment. Additionally, utilizing the OES-State Contract, the entire purchase's cost recovery would be recovered over the next few years.				
OTHER INDIRECT BENEFITS: WT-6892 would not only be placed in a reserve status for the Fire Department. Other departments in the City could also utilize the Water Tender, adding additional cost savings to the City as the City has been renting Water Tenders over the past decade for Public Works.				
ALTERNATE SOLUTIONS EXPLORED: N/A				
ADDITIONAL COMMENTS: N/A				
REVIEWED & APPROVED BY:	SIGNATURE			DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2021/2022

ITEM: Command/Chief Vehicle		ASSET USEFUL LIFE: 10-20 Years		ESTIMATED COST: \$75,000
SUBMITTED BY: Battalion Chief Eric Singleton				
NEW REQUEST OR REPLACEMENT OF EXISTING?: Replacement of existing.				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
UVFA	City Fire	V3165	10021210.80100	\$75,000.00
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
3162	2006	Chevy 3/4 4X4	1GCHK29UX6E172000	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
100,000 / 6,000 Hours	107,084 / 3963.3 Hours			\$1,000 to \$2,000
CURRENT CONDITION: This vehicle is in poor condition; the vehicle was involved in a collision in 2014 in which it had significant front-end damage. The vehicle was repaired and placed back into service. The vehicle's transmission is currently slipping and will need to be replaced in a short amount of time.				
MAINTENANCE COSTS TO DATE	ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)			MEET CARB STANDARDS?
\$36,500.00	Transmission needs to be replaced (\$4,000)			YES
ESTIMATED OUT-OF-SERVICE TIME		PARTS AVAILABLE		
430hrs		Some OEM / Aftermarket		
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): 2021 3/4 Tone 4X4 Pickup				
EST. MILEAGE/HOURS PER YEAR				
JUSTIFICATION/USE/NEED: This vehicle will serve as a Command/Chief vehicle, perform vital daily duties, and serve during operational incidents. Due to the transmission and other mechanical engine failures, this vehicle is unfit and unreliable, leaving team members in a possibly unsafe or life-threatening environment during fire suppression operations.				
COST/BENEFIT ANALYSIS: Based on history, the vehicles' use should extend well beyond the standard useful life of 5-10 years to most likely 15-20 years. Following NFPA standards, ten years serving as a front line vehicle and ten years as a reserve or utility vehicle. The vehicle's benefit will allow staff to perform adequate fire operational needs/duties to the City and the District.				
OTHER INDIRECT BENEFITS: None				
ALTERNATE SOLUTIONS EXPLORED: N/A				
ADDITIONAL COMMENTS: Due to the condition of the vehicle, it is to be decommissioned and placed as a surplus.				
REVIEWED & APPROVED BY:	SIGNATURE			DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2021/2022

ITEM: Ford F-150 Pick-up		ASSET USEFUL LIFE: 10 years		ESTIMATED COST \$40,000
SUBMITTED BY: Dave Kirch, Fleet & Plant Maintenance Supervisor				
NEW REQUEST OR REPLACEMENT OF EXISTING?: New Request				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
Community Services	Parks	V3765	10022100.80100	\$40,000
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
N/A	N/A	N/A	N/A	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
N/A	N/A	N/A		N/A
CURRENT CONDITION:				
MAINTENANCE COSTS TO DATE	ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)			MEET CARB STANDARDS?
N/A	N/A			N/A
ESTIMATED OUT-OF-SERVICE TIME		PARTS AVAILABLE		
N/A		N/A		
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): F-150 pick-up hybrid or electric vehicle.				
EST. MILEAGE/HOURS PER YEAR				
JUSTIFICATION/USE/NEED: New proposed Parks service worker/horticulturist.				
COST/BENEFIT ANALYSIS: N/A				
OTHER INDIRECT BENEFITS: N/A				
ALTERNATE SOLUTIONS EXPLORED: N/A				
ADDITIONAL COMMENTS: None				
REVIEWED & APPROVED BY:	SIGNATURE			DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2021/2022

ITEM: POLICE CARS-ANNUAL REPLACEMENT-SUV		ASSET USEFUL LIFE: 5-10 YEARS		ESTIMATED COST \$50,000
SUBMITTED BY: Lt. Andy Phillips				
NEW REQUEST OR REPLACEMENT OF EXISTING?: Replacement of existing.				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
Police	Police	V4209	10020210.80100	\$50,000
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
4116	2011	Ford Crown Victoria	N/A	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
100,000	90,000	\$30,438.00		\$1,000.00
CURRENT CONDITION: Both vehicles have significant mileage of high demand police activities. After 100,000 miles police vehicles begin to suffer from cracked frames and other significant structural and suspension issues as well as repeated, significant mechanical failures.				
MAINTENANCE COSTS TO DATE		ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)		MEET CARB STANDARDS?
\$12,200.00		Transmission replacement-\$4,000		Yes
ESTIMATED OUT-OF-SERVICE TIME			PARTS AVAILABLE	
665			Limited quantities, harder to find due to age	
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): 2021 Dodge Charger pursuit				
EST. MILEAGE/HOURS PER YEAR				
JUSTIFICATION/USE/NEED: Police vehicles are equipped with safety equipment, radios, lights and sirens, provide transportation for police services and are authorized for emergency response and pursuit activities. The department currently deploys as many as 4 uniformed patrol officers a shift and 7 shared vehicles are currently within the fleet, to allow for scheduled maintenance activities, unanticipated mechanical failures, and emergencies which may require the deployment of additional personnel.				
COST/BENEFIT ANALYSIS: The vehicle will soon be past its useful life and estimated life in mileage. In addition, the out of service time is substantial. The vehicle has extensive mechanical issues which would require and extensive amount of troubleshooting. The vehicle has consistently had a lack of power and speed, topping out at 80 mph and additional unknown/undiagnosed engine problems.				
OTHER INDIRECT BENEFITS: Reliability and availability will allow for better response times to calls.				
ALTERNATE SOLUTIONS EXPLORED: N/A				
ADDITIONAL COMMENTS: Original purchase price does not reflect total cost of fully outfitted vehicle for intended purpose and use.				
REVIEWED & APPROVED BY:		SIGNATURE		DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2021/2022

ITEM: POLICE CARS-ANNUAL REPLACEMENT-SUV		ASSET USEFUL LIFE: 5-10 YEARS		ESTIMATED COST \$50,000
SUBMITTED BY: Lt. Andy Phillips				
NEW REQUEST OR REPLACEMENT OF EXISTING?: Replacement of existing.				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
Police	Police	V4215	10020210.80100	\$50,000
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
4116	2011	Ford Crown Victoria	N/A	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
100,000	90,000	\$30,438.00		\$1,000.00
CURRENT CONDITION: Both vehicles have significant mileage of high demand police activities. After 100,000 miles police vehicles begin to suffer from cracked frames and other significant structural and suspension issues as well as repeated, significant mechanical failures.				
MAINTENANCE COSTS TO DATE	ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)			MEET CARB STANDARDS?
\$12,200.00	Transmission replacement-\$4,000			Yes
ESTIMATED OUT-OF-SERVICE TIME		PARTS AVAILABLE		
665		Limited quantities, harder to find due to age		
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): 2021 Dodge Charger pursuit				
EST. MILEAGE/HOURS PER YEAR				
JUSTIFICATION/USE/NEED: Police vehicles are equipped with safety equipment, radios, lights and sirens, provide transportation for police services and are authorized for emergency response and pursuit activities. The department currently deploys as many as 4 uniformed patrol officers a shift and 7 shared vehicles are currently within the fleet, to allow for scheduled maintenance activities, unanticipated mechanical failures, and emergencies which may require the deployment of additional personnel.				
COST/BENEFIT ANALYSIS: The vehicle will soon be past its useful life and estimated life in mileage. In addition, the out of service time is substantial. The vehicle has extensive mechanical issues which would require and extensive amount of troubleshooting. The vehicle has consistently had a lack of power and speed, topping out at 80 mph and additional unknown/undiagnosed engine problems.				
OTHER INDIRECT BENEFITS: Reliability and availability will allow for better response times to calls.				
ALTERNATE SOLUTIONS EXPLORED: N/A				
ADDITIONAL COMMENTS: Original purchase price does not reflect total cost of fully outfitted vehicle for intended purpose and use.				
REVIEWED & APPROVED BY:	SIGNATURE			DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				



AGENDA SUMMARY REPORT

SUBJECT: Consideration and Adoption of a Resolution Supporting an Application for Annexation of the City of Ukiah into the Ukiah Valley Fire District, and Adjust the Fire District's Sphere of Influence to Encompass the City of Ukiah.

DEPARTMENT: Fire **PREPARED BY:** Doug Hutchison, Fire Chief

PRESENTER: Doug Hutchison, Fire Chief and Dan Buffalo, Finance Director

ATTACHMENTS:

1. Resolution in Support of Fire District Annexation and SOI Amendment (002)

Summary: The City Council will consider adopting a resolution supporting the application for annexation of the City of Ukiah into the Ukiah Valley Fire District and adjust the Fire District's Sphere of Influence (SOI) to include the City of Ukiah.

Background: The City of Ukiah and Ukiah Valley Fire District entered into a joint powers agreement in 2017, forming the Ukiah Valley Fire Authority, to facilitate a stronger and more stable funding and operational structure for fire services in the greater Ukiah Valley service area. In doing so, both agencies identified significant benefits, but they also identified significant financial challenges to ensure adequate fire services could be maintained for the long term. New State mandates, worsening fire seasons, and more threatening fire behavior, among other things, contribute to these challenges. Since the merger, the City Council, District Board of Directors, and staff have worked toward potential solutions to meet this challenge.

The current arrangement for funding of the Fire Authority is a 50/50 split between the City and District in operational costs, including, personnel; services, materials, and supplies; capital maintenance; and indirect costs. Capital outlays are the responsibility of each agency independently as is any respective outstanding debt service. The District was unable to participate in the arrangement financially given its available revenue sources, so the City agreed to subsidize a portion of the District's share for a limited duration until the District could generate new revenues. As a result, the effective cost share has not been the agreed upon 50/50 split but rather 70/30. And even at this de facto cost share, the District's revenues have been insufficient, requiring it to rely on its available reserves.

The City and District are fundamentally different governmental entities. The City is a general-purpose government providing various municipal services deemed necessary and desirable by the City Council. Those include public safety, such as police and fire services, public works (streets and public rights-of-way), recreation and culture, building, and planning. To fund those services, it levies and collects within its jurisdictional boundaries various sources of general revenues, including property and sales taxes. It also provides proprietary utilities, including water, wastewater (sewer), and electric services. However, revenues collected from utility rates, fees, and charges can only be used in the provision of those services and cannot be used for fire or Emergency Medical Services (EMS). The District is a special-purpose governmental entity to provide fire prevention, protection, and response services to the unincorporated areas of the Ukiah Valley within its jurisdictional boundaries. All revenues it levies and collects can be used only in the provision of fire services. Its primary revenue sources are property taxes and assessments.

These different revenue sources are not applied throughout the entire service area. Both the City and District receive only minimal portions of the 1% ad valorem property tax and at different rates. Inside city limits, sales tax is collected, with additional funds collected through Measure P, dedicated by the City Council to fund public safety. Measure P funds are inadequate on their own to wholly fund the City's contribution to the Fire Authority requiring additional contribution of other City general fund dollars. In the District, no sales taxes are collected by the District. Instead, the District relies on two special tax measures, Measures J and B, that assess a flat amount per benefit unit on a given parcel. These two measures make up the bulk of the District's tax revenue. The number of benefit units varies based upon the development and use of the property. The major weakness of these special District taxes is that they are flat assessments, without adjustments for inflation, that have not increased since they were approved by voters and have lost considerable value due to inflation. Additionally, Measure B can only be used for equipment and training, not additional staffing, which is a critical need at this time.

Discussion: After careful consideration of multiple options to meet these financial challenges, Fire Authority staff, including the City Manager and Finance Director, believe the best path forward is one in which the District generates additional revenues with a broader application of its current special tax measures, J and B. The proposal is for the District to annex fire services from the City, which effectively would overlay the District's Measures B and J, as well as their mitigation fees on properties within city limits. Conservative estimates put the potential new revenue generation at between \$800,000.00 and \$900,000.00. To accomplish this requires the submission of an application to the Mendocino County Local Area Formation Commission (LAFCO) for the annexation and revision of the current Sphere of Influence.

In summary, the Ukiah Valley Fire District ("Fire District") proposes to annex the City of Ukiah ("City") for provision of fire and emergency medical services (the "Fire Services Annexation") and, because the City is currently outside the Fire District's Sphere of Influence (SOI), to amend the Fire District's SOI to include the City. The objectives of the Fire Services Annexation and Fire District Sphere Amendment are to:

- Further strengthen the operating relationship between the City and the Fire District.
- Establish a fair and equitable funding resource for fire and emergency medical services for all Ukiah citizens.
- Ensure fiscal stability of fire and emergency medical response services for the long-term benefit of the citizens served by the Fire Authority.

The Fire District's personnel are all City employees and all fire stations are located outside the City limits. The same services will be provided by the same personnel from the same stations pre- and post-annexation.

On June 17, 2020, the annexation option was presented at a joint meeting of the City Council and Fire District Board, and both bodies voted unanimously to direct staff to proceed with that option. It is a fair and equitable application of revenue generation that would benefit the entire services area and ensure funding in the intermediate term for adequate fire protection and response services for all served by the City and District.

Therefore, at this time, City and District Staff recommend the adoption of the attached resolution (Attachment 1) supporting the Ukiah Valley Fire District's application to the Mendocino County Local Area Formation Commission (LAFCO) to annex the City of Ukiah into the Fire District and adjust the Fire District's Sphere of Influence (SOI) to include the City of Ukiah.

Recommended Action: Adopt a resolution supporting the Ukiah Valley Fire District's application to the Mendocino County Local Area Formation Commission (LAFCO) to annex the City of Ukiah into the Fire District and adjust the Fire District's Sphere of Influence (SOI) to include the City of Ukiah.

BUDGET AMENDMENT REQUIRED: N/A

CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

Approved:


Sage Sangiacomo, City Manager

RESOLUTION NO. 2021-**RESOLUTION BY THE CITY OF UKIAH IN SUPPORT OF THE UKIAH VALLEY FIRE PROTECTION DISTRICT'S APPLICATION TO INITIATE PROCEEDINGS FOR THE ANNEXATION OF THE CITY OF UKIAH AND TO INITIATE PROCEEDINGS TO AMEND THE FIRE PROTECTION DISTRICT'S SPHERE OF INFLUENCE TO INCLUDE THE CITY OF UKIAH****WHEREAS:**

1. The Ukiah Valley Fire Protection District ("District") and the City of Ukiah ("City") began the process of consolidating the management and delivery of fire prevention and protection services (collectively "Fire Services") within their respective jurisdictions in 2017 by entering and operating under an Agreement for Shared Management of Fire Departments ("2017 JPA"), dated July 1, 2017; and
2. Pursuant to the 2017 JPA, the City and the District consolidated the provision of Fire Services under the name "Ukiah Valley Fire Authority" by (1) sharing the use of District fire stations, (2) making all fire protection personnel City employees, (3) combining the fire fighting equipment and assets of the City and the District to provide Fire Services to the City and District under one unified command structure, headed by a Fire Chief, serving both the City and the District; (4) reducing District costs and taking advantage of economies of scale by having the City provide the District with financial and general services, including accounts payable, procurement, billing and accounts receivable, general accounting and reporting, budget development and monitoring, human resources and clerical services as requested by the District; and (5) creating an Executive Committee, consisting of two City Council members and two District Board members, to coordinate decision-making by the governing bodies of the City and the District; and
3. Under the 2017 JPA, upon the recommendation of the Executive Committee the City Council and District Board of Directors adopt an annual budget for the combined operations of the Ukiah Valley Fire Authority with the understanding that the annual shared costs of operation should be shared equally by the District and the City; and
4. The District's revenues consist exclusively of its share of property taxes imposed on property within the District as determined by Division 1, Part 0.5, Chapter 6, beginning with Section 50 of the Revenue and Taxation Code and two special taxes adopted by 2/3 of District voters as Measures J and B (collectively, "Measures J and B"); and
5. Subject to the lawful approval of the voters within the Fire District, the Fire District Board adopted Resolution 97-1 on February 12, 1997, and adopted Ordinance 97-1, on March 12, 1997, ("Measure J") which imposed a special tax of \$50.00 per identified unit upon certain parcels of property based on that parcel's use; provided however, that in the event a subject property has more than one actual use, only the single highest and best use of the property be subject to the special tax.
6. The Fire District Board held a public hearing on another special tax on June 11, 2003 ("Measure B"). A hearing on Measure B was held on November 4, 2003, and, having been approved by over 2/3 of District voters, Measure B was imposed and became effective on July 1, 2004. Measure B levies a rate of \$10.00 per unit using the uniform schedules and rates found in Section 7 of Ordinance 97-1, calls for Measure B to be collected in the same manner and subject to the same penalty as, or with, other charges and taxes fixed and collected as agreed to with Mendocino County, and provides that Measure B shall be levied in addition to any other tax that the District is authorized by law to collect and receive.

5. The combined District revenue from property tax and Measures J and B do not produce enough revenue for the District to pay its full share of the budgeted annual expenses and required capital expenditures of the Ukiah Valley Fire Authority; and
6. On June 17, 2020, the District and the City entered an Amended and Restated Agreement for Shared Management of Fire Departments ("2020 Amended JPA"), which only becomes effective upon annexation of the City by the District; and
7. The 2020 Amended JPA can only be terminated by the mutual agreement of both the City and the District. Accordingly, neither party can terminate the 2020 Amended JPA unless both parties agree that termination will not prejudice the ability of the parties to provide fire prevention and protection services after the agreement is terminated; and
8. Health and Safety Code ("HSC") § 13810 expressly authorizes the District to annex territory within the boundaries of the City; and
9. In 2005 the City voters approved Advisory Measure T which advises the City Council to use all the proceeds from the half-cent sales tax enacted by Measure S to fund public safety services, including police and fire services; and
10. HSC § 13911 empowered the District to levy the special taxes enacted as Measures J and B pursuant to Government Code § 50075 et seq.; and
11. Under Gov Code §57330 any territory in the City annexed to the District will become subject to the special taxes previously enacted within the District as Measures J and B; and
12. Annexation of the City by the District will provide necessary additional revenue to the District to enable it to fund its share of the costs of providing Fire Services through the Ukiah Valley Fire Authority to its residents and businesses and to enable the District and the City to staff the Ukiah Valley Fire Authority, make needed capital improvements to the District's fire stations and facilities, and acquire much needed equipment to effectively provide Fire Services and to better cope with the increasing risk of emergency; and
13. The District and the City have determined that the District is to serve as lead agency for purposes of complying with the California Environmental Quality Act ("CEQA"); and
14. The City is not currently within the District's Sphere of Influence ("SOI") and therefore, to effect the Fire Services Annexation, the District's SOI must be amended to include the City (the "Fire District Sphere Amendment"); and
15. The City desires for the District to initiate the Fire Services Annexation and the Fire Services Sphere Amendment.

NOW, THEREFORE, the Council of the City of Ukiah does hereby resolve and order as follows:

1. That the current circumstances, including the financial situation of the Ukiah Valley Fire Authority and the hydrologic one along with the increased threat of fire, makes the Fire District Annexation and Fire District Sphere Amendment a matter of paramount importance to the health and safety of the residents of the Ukiah Valley.

2. That, after review of the Fire District's Justification of Proposal to Annex the City of Ukiah (the "Fire Services Annexation Proposal") the City supports the Fire District's submittal of the Fire District Annexation Proposal to Mendocino LAFCo,.
3. That, after review of the Fire District's Justification of Proposal to Amend the Fire District's Sphere of Influence (the "Fire District Sphere Amendment Proposal"), the City supports the Fire District's submittal of the Fire District Sphere Amendment Proposal to Mendocino LAFCo.
4. The City understands that the Fire Services Annexation Proposal and the Fire District Sphere Amendment Proposal are made, and requests that proceedings be taken, pursuant to the Cortese/Knox/Hertzberg Local Government Reorganization Act of 2000, commencing with section 56000 of the California Government Code.
5. A map of the territory proposed to be affected by the Fire District Annexation and the Fire District Amendment is set forth in Attachment 1, attached hereto and incorporated herein, and is inhabited, adjacent, and contiguous to the District's boundaries.
6. The City understands that, once approved, the Fire District Annexation Proposal will be consistent with the District's amended Sphere of Influence.
7. The City requests that approval of the Fire Services Annexation be consistent with the terms and conditions as set forth in the 2020 Amended JPA, attached hereto as Attachment 2.
8. The City consents to the levying of taxes, including Measures J and B, and to the allocation of those taxes to the District for those taxes' respective purposes and as will be determined by the County Auditor pursuant to Revenue and Taxation Code Section 99(b)(2).
9. The City Manager and City staff and agents are hereby directed and authorized to take any and all actions necessary to support the Fire District in effecting the Fire Services Annexation and the Fire District Sphere Amendment, and are hereby directed to provide the City Council with an update on the status of those efforts during the first regular City Council meeting of every month.

PASSED AND ADOPTED by the Council of the City of Ukiah this 19th day of May 2021 by the following roll call vote.

AYES:
NOES:
ABSENT:
ABSTAIN:

Juan Orozco, Mayor

ATTEST:

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Approval of Purchase of Elgin Single Engine Crosswind Street Sweeper from Owen Equipment in the Amount of \$298,071.44, and Approval of Corresponding Budget Amendment.

DEPARTMENT: Public Works **PREPARED BY:** Jarod Thiele, Public Works Management Analyst, Dave Kirch, Fleet Maintenance Supervisor
PRESENTER: Consent Calendar

ATTACHMENTS:

1. V2524 - Street Sweeper Vehicle Justification Form
2. City of Ukiah-Crosswind1- September 2020 (1)

Summary: Council will consider approval of purchase of Elgin Single Engine Crosswind Street Sweeper from Owen Equipment in the Amount of \$298,071.44 and Approval of Corresponding Budget Amendment.

Background: The City is required as part of the Municipal Separate Sanitary Storm System Permit (MS4) issued by the North Coast Regional Quality Control Board to operate a Street Sweeping Program. The City currently owns two sweepers that operate five days per week.

Discussion: One of the existing sweepers, a 2008 Tymco, is at the end of its useful life. Staff originally budgeted for the replacement of this unit for Fiscal Year 2021-2022. However, due to the condition of the current unit and the expected price increase from the manufacturer at the end of May, it is being recommended for purchase this Fiscal Year. Please refer to Attachment 1 for a copy of the Vehicle & Equipment Justification form.

Staff requested a quote from Owen Equipment (Attachment 2) for a 2021 Elgin Single Engine Crosswind Sweeper. The pricing is based on a Sourcwell contract. Sourcwell is a nationally recognized organization that provides competitively awarded cooperative purchasing contracts for the use of public agencies. The new unit is a single engine unit that will require less maintenance and will operate quieter than the unit that is being replaced. The purchase of this unit at this time will avoid the need to rent a sweeper for leaf season this fall.

Staff has contacted the United States Department of Agriculture (USDA) Rural Development Department and is applying for a Community Facilities Grant in the amount of \$50,000 toward this purchase. The City will be reimbursed for this amount once the new unit is received.

Recommended Action: Approve purchase of Elgin Single Engine Crosswind Street Sweeper from Owen Equipment in the amount of \$298,071.44, and approve corresponding budget amendment.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: 10024224.80100.V2524: \$0

PROPOSED BUDGET AMOUNT: 10024224.80100.V2524: \$298,072

FINANCING SOURCE: Storm Drain Division

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Tim Eriksen, Director of Public Works; Mary Horger, Financial Services Manager

Approved: 
Sage Sangiacomo, City Manager



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2021/2022

ITEM: Street Sweeper		ASSET USEFUL LIFE: 10 years		ESTIMATED COST \$298,000
SUBMITTED BY: Dave Kirch, Fleet and Maintenance Supervisor				
NEW REQUEST OR REPLACEMENT OF EXISTING?: Replacement of existing.				
DEPARTMENT(S)	DIVISION(S)	PROJECT CODE	ORG & OBJECT ACCOUNT CODE	PROPOSED BUDGETED AMOUNT FOR EACH DEPT/DIV
Public Works	Storm Water	V2524	10024224.80100	\$298,000
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
2522	2008	Tymco 600	1HTMMAAN28H679226	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
6000 hours	10,950 hours			\$10,000.00
CURRENT CONDITION: Poor				
MAINTENANCE COSTS TO DATE	ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)			MEET CARB STANDARDS?
\$182,500.00	Hopper needs replaced due to wear			No
ESTIMATED OUT-OF-SERVICE TIME			PARTS AVAILABLE	
1384			Yes	
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): 2021 Elgin Crosswind 1 Single Engine				
EST. MILEAGE/HOURS PER YEAR 1600				
JUSTIFICATION/USE/NEED: This Equipment is used daily for all Street Sweeping activities mandated by the Municipal Separate Sanitary Storm Sewer System (MS4) Permit issued by the Regional Water Quality Control Board.				
COST/BENEFIT ANALYSIS: N/A				
OTHER INDIRECT BENEFITS: The Department rented a Sweeper last year at a cost of approximately \$35,000 due to the unreliability of the existing unit				
ALTERNATE SOLUTIONS EXPLORED: Staff is in the process of applying for a USDA Rural Development Grant in the amount of \$50,000 for this purchase.				
ADDITIONAL COMMENTS: This unit is a single engine compared to the existing dual engine unit. This is beneficial as it is one less engine to services and operates at a much quieter noise level.				
REVIEWED & APPROVED BY:	SIGNATURE			DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				



Presents a Proposal Summary

of the



Single Engine Crosswind

Single Engine Crosswind Regenerative Air Street Sweeper Mounted on a Freightliner Chassis

for

City of Ukiah
1320 Airport Road
Ukiah, CA 95482
USA

Kelly McGrath
Tel: (707) 481-9849

PRODUCT DESCRIPTION

PRODUCT DESCRIPTION

- Equipped with Memory Sweep;8.0 cu. Yd. Hopper, right and left side brooms, sweeper is powder coated from powder coatings chart 2003/N with powder coated gray undercarriage.

STANDARD FEATURES

- Alternator, 95 amp
- Backup Alarm, electric
- Blower, 20,000 CFM rating with linatex lined housing
- Brooms, hydraulic rotation
- Brooms, Dual with side broom lights for night operation
- Broom Measurement Ruler
- Camera, rear mounted
- Console, w/rocker switches for all sweep functions, including memory sweep with full gauge package including tachometer, engine hour meter, oil pressure indicator, coolant temperature, voltmeter and fuel lever indicator, water level gauge and warning lights for hopper pressure controls and manual reset circuit breakers
- Doors, access fiberglass doors provide easy service and maintenance on auxiliary engine, hydraulic and electrical system
- Electronic Throttle, sweep resume/sweep transport/reverse pick-up
- Hopper rear door, hydraulically opened/closed and locked/unlocked with external controls.
- Hose, hydrant fill, 16' 8" with coupling
- In-Cab Hopper Dump
- LED Clearance Lights
- Lights, rear clearance and rear identification
- Manuals, operator and parts
- Pick-up head, hydraulically operated, 14" (355 mm) outside diameter pressure hose, 12-3/4" (324mm) inside diameter suction hose with quick disconnect on suctions side
- Spray nozzles, sixteen (16), seven (7) in the pick-up head, three (3) in the suction nozzle, three (3) at each side broom
- Side Broom Outer Position Stop
- Trans Oil Cooler
- Vacuum enhancer, in-cab operated
- Water tank, molded polyethylene, 240 gallons (907L)
- Water pre-filter, hydrant fill hose
- AM/FM/CD Radio
- Left and Right Hand Fender Mirror
- Right and Left Hand Heated And Remote Controlled Mirrors
- Sweeper Painted Standard White
- Chassis Painted Standard White
- Red Logo
- 1 Year Parts and Labor Warranty
- Sweeper - Operator Manual
- Sweeper Parts Manual

ADDITIONAL FEATURES

- 2020 M2 Dual Steer, with dual high back, air ride, vinyl seats
- 12" Convex Mirrors
- LED Stop/Tail/Turn
- In Cab Air Restriction Gauge for Chassis
- PM-10 Complaint
- Memory Sweep
- Side broom Tilt Option Right Hand
- Side broom Tilt Option Left Hand
- Right Hand Stainless Steel Door With Step & Handle
- 6" Hopper Drain

- Front Spray Bar
- Vacuum Enhancer
- Leaf Curtain Lifter
- Quick Disconnect Water Fill
- (2) Rear Bumper Mounted Strobes
- Dual LED Side broom and Rear LED Flood Lights
- Wire/Mount Cab & Rear with LED Arrow board
- Individual Switches For Dual Side broom & Rear Flood Lights-LED
- Triangle Reflective Flares (3)
- Sweeper Service Manual
- Chassis Operators Manual
- Chassis Parts Manual
- Chassis Service Manual

Total Sourcewell Pricing, FOB Ukiah, CA\$ 273,774.00
 Sales Tax (8.875%).....\$ 24,297.44
 GRAND TOTAL\$ **298,071.44**

THE PROPERTY HEREIN IS GUARANTEED BY MANUFACTURER'S WARRANTY ONLY AND SELLER MAKES NO WARRANTY EXPRESSED OR IMPLIED, OF MERCHANTABILITY OR OTHERWISE, OR OF FITNESS FOR ANY PARTICULAR PURPOSE, THAT EXTENDS BEYOND THE ABOVE DESCRIPTION OF THE EQUIPMENT.

NOTE: Price is good until October 30, 2020. Cost increases due to the addition of Government mandated safety or environmental devices incurred after the date of this proposal, will be charged to you at our cost. Proof of such costs, if any, will be documented.

TAXES: SALES TAX applicable at time of delivery will be shown on our invoice. FEDERAL EXCISE TAXES, if applicable, will require payment unless a properly executed Exemption Certificate is submitted.

DELIVERY: 150-180 days ARO **TERMS:** Net 30 or Lease Terms.

If you have any questions please give me a call at (707) 481-9849.

Sincerely,

Kelly McGrath

Kelly McGrath
Territory Manager

Date _____

I accept all terms and conditions and authorize Owen Equipment to order the above units.

LIMITED WARRANTY

ELGIN SWEEPER COMPANY warrants each new machine manufactured by it against defects in material and workmanship provided the machine is used in a normal and reasonable manner. This warranty is extended only to the original user-purchaser for a period of twelve (12) months from the date of delivery to the original user-purchaser.

ELGIN SWEEPER COMPANY will cause to be repaired or replaced, as the Company, may elect, any part or part of such machine which the Company's examination discloses to be defective in material or workmanship.

Repairs or replacements are to be made at the selling Elgin distributor's location or at other locations approved by ELGIN SWEEPER COMPANY.

The ELGIN SWEEPER COMPANY warranty shall not apply to:

1. Major components or trade accessories such as but not limited to, trucks, engines, tires or batteries that have a separate warranty by the original manufacturer.
2. Normal adjustments and maintenance services.
3. Normal wear parts such as but not limited to, broom filters, broom wire, shoe runners and rubber deflectors.
4. Failures resulting from the machine being operated in a manner or for a purpose not recommended by ELGIN SWEEPER COMPANY.
5. Repairs, modifications or alterations without the consent of ELGIN SWEEPER COMPANY which, in the Company's sole judgment, have adversely affected the machine's stability or reliability.
6. Items subjected to misuse, negligence, accident or improper maintenance.

The use in the product of any part other than parts approved by ELGIN SWEEPER COMPANY may invalidate this warranty. ELGIN SWEEPER COMPANY reserves the right to determine, in its sole discretion, if the use of non-approved parts operates to invalidate the warranty.

Nothing contained in this warranty shall make ELGIN SWEEPER COMPANY liable for loss, injury, or damage of any kind to any person or entity resulting from any defect or failure in the machine.

TO THE EXTENT LIMITED BY LAW, THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

This warranty is also in lieu of all other obligations or liabilities on the part of ELGIN SWEEPER COMPANY, including but not limited to, liability for incidental and consequential damages on the part of the Company or the seller.

ELGIN SWEEPER COMPANY makes no representation that the machine has the capacity to perform any functions other than as contained in the Company's written literature, catalogs or specifications accompanying delivery of the machine.

No person or affiliated company representative is authorized to give any other warranties or to assume any other liability on behalf of ELGIN SWEEPER COMPANY in connection with the sale, servicing or repair of any machine manufactured by the Company.

ELGIN SWEEPER COMPANY reserves the right to make design changes or improvements in its products without imposing any obligation upon itself to change or improve previously manufactured products.



AGENDA SUMMARY REPORT

SUBJECT: Receive Updates on City Council Committee and Ad Hoc Assignments, and, if Necessary, Consider Modifications to Assignments and/or the Creation/Elimination of Ad Hoc(s).

DEPARTMENT: City Clerk **PREPARED BY:** Kristine Lawler, City Clerk
PRESENTER: Mayor Orozco and Various Councilmembers

ATTACHMENTS:

1. 2021 City Council Special Assignments

Summary: City Council members will provide reports and updates on their committee and ad hoc assignments. If necessary, the Council may consider modifications.

Background: City Council members are assigned to a number of committees and ad hoc activities. These assignments are included as Attachment 1.

Discussion: Previously, the City Council discussed having more time allocated to reporting on committee and ad hoc activities. Often, the Council Reports section of the regular agenda is rushed due to impending business (i.e., public hearings), and not enough time is afforded for reports beyond community activities.

In an effort to foster regular updates on committee and ad hoc assignments, this item is being placed on the agenda to provide the City Council members an expanded opportunity to report on assignments and modify assignments as necessary.

Mayor Orozco requests the consideration of a new alternate for the Ukiah Valley Basin Groundwater Sustainability Agency (GSA) due to an ongoing meeting conflict with his work schedule. Councilmember Crane currently serves as the primary and Mayor Orozco as the alternate.

Recommended Action: Receive report(s). The Council will consider modifications to committee and ad hoc assignments along with the creation/elimination ad hoc(s).

BUDGET AMENDMENT REQUIRED: No

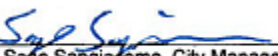
CURRENT BUDGET AMOUNT: N/A

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

Approved: 
Sage Sangiacomo, City Manager

2021 CITY COUNCIL SPECIAL ASSIGNMENTS

COUNTY/REGIONAL OnGoing One + Alternate	MTG DATE/TIME	MEETING LOCATION		MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Disaster Council	Shall meet a minimum of once a year at a time and place designated upon call of the chair	Place designated upon call of the chair or, if she/he is unavailable or unable to call such meeting, the first vice chair and then the City Manager or her/his designee.		Office of Emergency Management 300 Seminary Ave. Ukiah, CA 95482 467-5765 - Tami Bartolomei	Develop any necessary emergency and mutual aid plans, agreements, ordinances, resolutions, rules, and regulations.	Orozco Duenas- Alternate	Tami Bartolomei, Office of Emergency Management Coordinator; 467-5765 tbartolomei@cityofukiah.com
Greater Ukiah Business & Tourism Alliance	3rd Tuesday of month, 11:30 a.m.	200 S School St. Ukiah, CA 95482		200 S School St. Ukiah, CA 95482	Promotes tourism and works to strengthen and promote the historic downtown and businesses within the greater Ukiah area	Duenas Rodin - Alternate	Shannon Riley, Deputy City Manager; 467-5793 sriley@cityofukiah.com
Mendocino Council of Governments (MCOG)	1st Monday of month, 1:30 p.m.	Board of Supervisors Chambers 501 Low Gap Road Ukiah, CA		Executive Director 367 N. State Street, Ste. 206 Ukiah, CA 95482 463-1859	Plan and allocate State funding, transportation, infrastructure and project County wide	Brown Rodin- Alternate	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
Mendocino County Inland Water and Power Commission (IWPC)	2nd Thursday of month, 6:00 p.m.	Civic Center 300 Seminary Avenue conference room 5		IWPC Staff P.O. Box 1247 Ukiah, CA 95482 391-7574 - Candace Horsley	Develops coordination for water resources and current water rights: Potter Valley project - Eel River Diversion	Orozco Brown- Alternate	Sean White, Director of Water Resources; 463-5712 swhite@cityofukiah.com
Mendocino Solid Waste Management Authority (MSWMA)	3rd Thursday of every other month (varies), 10:00 a.m.	Willits Council Chambers		Solid Waste Director 3200 Taylor Drive Ukiah, CA 95482 468-9710	County-wide Solid Waste JPA	Brown Duenas- Alternate	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
Mendocino Transit Authority (MTA) Board of Directors	Last Wednesday of month, 1:30 p.m.	Alternating locations - Ukiah Conference Center or Fort Bragg, or Point Arena		Executive Director 241 Plant Road Ukiah, CA 95482 462-1422	County-wide bus transportation issues and funding	Duenas Orozco - Alternate	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
North Coast Opportunities (NCO)	4th Wednesday of month, 2 p.m.	Alternating locations - Ukiah and Lakeport		Ross Walker, Governing Board Chair North Coast Opportunities 413 North State Street Ukiah, CA 95482	Assist low income and disadvantaged people to become self reliant	Bartolomei (appointed 12/19/18)	Tami Bartolomei, Community Services Administrator; 467-5765 tbartolomei@cityofukiah.com
North Coast Rail Authority (NCRA)	2nd Wednesday of month, 10:30 a.m.	Various Locations - announced		419 Talmage Road, Suite M Ukiah, CA 95482 463-3280	Provides a unified and revitalized rail infrastructure meeting the freight and passenger needs of the region	Shannon Riley, Deputy City Manager	Shannon Riley, Deputy City Manager; 467-5793 sriley@cityofukiah.com
Russian River Watershed Association (RRWA)	4th Thursday of month, 9:00 a.m. (only 5 times a year)	Windsor Town Hall		Russian River Watershed Association Attn: Daria Isupov 425 South Main St., Sebastopol, CA 95472 508-3670	Consider issues related to Russian river - plans projects and funding requests	Rodin Brown- Alternate	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
Ukiah Valley Basin Groundwater Sustainability Agency (GSA)	2nd Thursday of month, 1:30 p.m.	Board of Supervisors Chambers; 501 Low Gap Road Ukiah, CA		County Executive Office Nicole French 501 Low Gap Rd., Rm. 1010 Ukiah, CA 95482 463-4441	GSA serves as the Groundwater Sustainability Agency in the Ukiah Valley basin	Crane Orozco- Alternate	Sean White, Director of Water Resources; 463-5712 swhite@cityofukiah.com
COUNTY/REGIONAL One + Staff Alternate	MTG DATE/TIME	MEETING	LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Economic Development & Financing Corporation (EDFC)	2nd Thursday of month, 2:00 p.m.	Primarily 631 S. Orchard Street (location varies)		Executive Director 631 South Orchard Avenue Ukiah, CA 95482 467-5953	Multi-agency co-op for economic development and business loan program	Riley (appointed 12/19/18)	Shannon Riley, Deputy City Manager; 467-5793 sriley@cityofukiah.com
Sun House Guild ex officio	2nd Tuesday of month, 4:30 p.m.	Sun House 431 S. Main St. Ukiah, CA		431 S. Main Street Ukiah, CA 95482 467-2836	Support and expand Grace Hudson Museum	Orozco Neil Davis- Alternate	David Burton, Museum Director; 467-2836 dburton@cityofukiah.com
Continued - COUNTY/REGIONAL One + Staff Alternate	MTG DATE/TIME	MEETING	LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Mendocino Youth Project JPA Board of Directors	3rd Wednesday of month, 7:45 a.m.	776 S. State Street Conference Room		Mendocino Co. Youth Project 776 S. State Street, Ste. 107 Ukiah, CA 95482 707-463-4915	Targets all youth with a focus on drug and alcohol prevention, healthy alternatives and empowering youth to make healthy choices	Cedric Crook, Patrol Lieutenant	Cedric Crook, Patrol Lieutenant Nob; 463-6771; ccrook@cityofukiah.com
Northern California Power Agency (NCPA)	4th Thursday of month, 9:00 a.m. (see NCPA calendar)	Roseville, CA and other locations		651 Commerce Drive Roseville, CA 95678 916-781-4202	Pool of public utilities for electric generation and dispatch	Crane Grandi - Alternate	Mel Grandi, Electric Utility Director; 463-6295 mgrandi@cityofukiah.com

2021 CITY COUNCIL SPECIAL ASSIGNMENTS

LOCAL/COUNTY/REGIONAL/LIANS OnGoing One or Two Council and/or Staff	MTG DATE/TIME	LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Adventist Health Community Advisory Council	Quarterly: Aug. 27, 6:45 a.m. Nov 5, 6:45 a.m.	275 Hospital Drive Ukiah, CA 95482	275 Hospital Drive Ukiah, CA 95482 707-463-7623 Allyne Brown - Allyne.Brown@ah.org	Provides the Adventist Health Ukiah Valley (AHUV) Governing Board and Administration with advice, support, and suggestions on matter of importance to Mendocino, Lake and Sonoma Counties.	Brown Rodin - Alternate	Kristine Lawler , City Clerk; 463-6217 klawler@cityofukiah.com
League of California Cities Redwood Empire Legislative Committee	Prior to Division Meetings, meets 3x in person and then via conference call	Various locations that are announced	Redwood Empire League President; Public Affairs Program Manager (916) 658-8243	Elected city officials and professional city staff attend division meetings throughout the year to share what they are doing and advocate for their interests in Sacramento	Rodin Orozco-Alternate	Sage Sangiacomo , City Manager; 463-6221 ssangiacomo@cityofukiah.com
City Selection Committee	Called as required by the Clerk of the Board	BOS Conference Room 501 Low Gap Rd. Rm. 1090 Ukiah, CA	C/O: BOS 501 Low Gap Rd., Rm 1090 Ukiah, CA 95482 463-4441	Makes appointments to LAFCO and Airport Land Use Commission	Mayor	Kristine Lawler , City Clerk; 463-6217 klawler@cityofukiah.com
Investment Oversight Committee	Varies	Civic Center 300 Seminary Ave. Ukiah, CA 95482	Civic Center 300 Seminary Ave. Ukiah, CA 95482	Reviews City investments, policies, and strategies	Crane Orozco, Alternate Alan Carter, Treasurer	Dan Buffalo , Director of Finance; 463-6220 dbuffalo@cityofukiah.com
Library Advisory Board	3rd Wednesdays of alternate months; 1:00 p.m.	Various Mendocino County Libraries	Ukiah County Library 463-4491	Review library policy and activities	Supervisor Mulheren	Kristine Lawler , City Clerk; 463-6217; klawler@cityofukiah.com
Ukiah Players Theater Board of Directors	3rd Tuesday of month, 6:00 p.m	1041 Low Gap Rd Ukiah, CA 95482 462-1210	1041 Low Gap Rd Ukiah, CA 95482 462-1210	To oversee the activities, organization and purpose of the Ukiah Players Theater	Greg Owen , Airport Manager (appointed 12/19/18)	Kristine Lawler , City Clerk; 463-6217 klawler@cityofukiah.com
Ukiah Unified School District (UUSD) Committee	Quarterly	511 S. Orchard, Ste. D Ukiah, CA 95482	511 S. Orchard Ukiah, CA 95482	Information exchange with UUSD Board Chair, Mayor, Superintendent, and City Manager	Mayor, City Manager and Police Chief	Sage Sangiacomo , City Manager; 463-6221 ssangiacomo@cityofukiah.com
Russian River Flood Control District (RRFCD) Liaison	1st Monday of month, 5:30 p.m.	151 Laws Ave., Suite D Ukiah, CA	151 Laws Ave., Ukiah, CA 95482; rrfc@pacific.net; 462-5278	Proactively manage the water resources of the upper Russian River for the benefit of the people and environment of Mendocino County	White/Orozco	Sean White , Director of Water Resources; 463-5712 swhite@cityofukiah.com
HHS Advisory Board	2nd Wednesday of month; 9:00 a.m.	Big Sur Room County Department of Social Services	Executive Director Jackie Williams - 462-1934 c/o Ford St. Project 139 Ford St. Ukiah CA 95482	Discussions and possible work on health and human service issues	Brown - Liaison	Shannon Riley , Deputy City Manager; 467-5793 sriley@cityofukiah.com
Mendocino County Local Area Formation Commission (LAFCO)	1st Monday of month, 9:00 a.m.	Board of Supervisors Chambers	Executive Director 200 S. School Street, Ste. 2 Ukiah, CA 95482 463-4470	Required by legislation - planning spheres of influence, annexation, service areas, and special districts	(positions not active) Crane Rodin	Craig Schlatter , Director of Community Development; 463-6219; c Schlatter@cityofukiah.com
Mendocino County Airport Land Use Commission	As needed	BOS Conference Room 501 Low Gap Rd., Rm. 1090, Ukiah, CA	Mendocino County Executive Office 501 Low Gap Rd. Rm. 1010 Ukiah, CA 95482	To formulate a land use compatibility plan, provide for the orderly growth of the airport and the surrounding area, and safeguard the general welfare of the inhabitants within the vicinity	Owen/Schlatter	Greg Owen , Airport Manager; 467-2855; gowen@cityofukiah.com Craig Schlatter , Director of Community Development; 463-6219; cschlatter@cityofukiah.com
Mendocino County 1st District Liaison	Monthly; TBD	Civic Center Annex conference room #5 411 West Clay St. Ukiah, CA 95482	Civic Center 300 Seminary Ave. Ukiah, CA 95482	To coordinate activities and policy development with the City's 1st District Supervisor	Brown Crane- Alternate	Sage Sangiacomo , City Manager; 463-6221; ssangiacomo@cityofukiah.com
Mendocino County 2nd District Liaison	1st Wednesdays of month, 8:00 a.m.	Civic Center Annex conference room #5 411 West Clay St. Ukiah, CA 95482	Civic Center 300 Seminary Ave. Ukiah, CA 95482	To coordinate activities and policy development with the County's 2nd District Supervisor	Brown	Shannon Riley , Deputy City Manager; 467-5793 sriley@cityofukiah.com
LOCAL/COUNTY/REGIONAL/LIANS OnGoing One or Two Council and/or Staff	MTG DATE/TIME	LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Fire Executive Committee	2nd Wednesdays of month, 3:45 p.m.	Ukiah Valley Conference Center, 200 S. School Street Ukiah, CA	Stephanie Abba Civic Center 300 Seminary Ave. Ukiah, CA 95482 sabba@cityofukiah.com	Per the recently adopted agreement between the City of Ukiah and the Ukiah Valley Fire Protection District	Orozco/Brown	Doug Hutchison , Fire Chief; 463-6263; dhutchison@cityofukiah.com
STANDING COMMITTEES	MTG DATE/TIME	LOCATION	MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Equity and Diversity	TBD	Virtual Meeting Room (link to be created)	Civic Center 300 Seminary Ave. Ukiah, CA 95482	Improve diversity and equity in the City's workforce and municipal services	Orozco/Duenas	Traci Boyl , City Manager's Office Management Analyst; 467-5720 tboyl@cityofukiah.com

2021 AD HOC COMMITTEES		
COMMITTEE	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Electric Grid Operational Improvements	Crane/Orozco	Mel Grandi, Electric Utility Director; 463-6295 mgrandi@cityofukiah.com
Trench Cut Policy Development	Crane/Brown	Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com
Budget Development Best Practices and Financial Policy For FY 21/22 Budget	Crane/Brown	Dan Buffalo, Director of Finance; 463-6220 dbuffalo@cityofukiah.com Sheri Mannion, Human Resource Director/Risk Manager; 463-6272, smannion@cityofukiah.com
Advance Planning & Policy for Sphere of Influence (SOI), Municipal Service Review (MSR), Annexation, Tax Sharing, Detachment, and Out of Area Service Agreements	Crane/Rodin	Sage Sangiacomo, City Manager 463-6221 ssangiacomo@cityofukiah.com Shannon Riley, Deputy City Manager 467-5793 sriley@cityofukiah.com Craig Schlatter, Community Development Director 463-6219 cschlatter@cityofukiah.com Sean White, Director of Water Resources; 463-5712 swhite@cityofukiah.com Tim Eriksen, Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com Mel Grandi, Electric Utility Director; 463-6295 mgrandi@cityofukiah.com Dan Buffalo, Director of Finance; 463-6220 dbuffalo@cityofukiah.com
2021 Electric Rate Study	Crane/Duenas	Mel Grandi, Electric Utility Director; 463-6295 mgrandi@cityofukiah.com
Housing Element and Implementation Review	Rodin/Orozco	Craig Schlatter, Community Development Director 463-6219 cschlatter@cityofukiah.com
Planning Commissioner Appointment Process	Crane/Rodin	Craig Schlatter, Community Development Director 463-6219 cschlatter@cityofukiah.com Darcy Vaughn, Assistant City Attorney 462-6846 dvaughn@cityofukiah.onmicrosoft.com
UVSD/ City Relations <i>Ad hoc committee to address specific issues with the Ukiah Valley Sanitation District, including discussion of overall sewer system service delivery policies, operating policy revisions, potential revisions to the current Operating Agreement, and cost sharing</i>	Crane/Brown	Dan Buffalo, Director of Finance; 463-6220 dbuffalo@cityofukiah.com Sean White, Water Resources Director 463-5712 swhite@cityofukiah.com
Upper Russian River Water Agency/City Relations	Crane/Brown	Sean White, Director of Water Resources; 463-5712 swhite@cityofukiah.com