



City Council Regular Meeting
AGENDA

Civic Center Council Chamber ♦ 300 Seminary Avenue ♦ Ukiah, CA 95482
March 20, 2019 - 5:15 PM

5:15 - BUDGET WORKSHOP

Mid-Year Departmental Budget and Objectives Progress Review for Fiscal Year 18-19 and Review of Draft Objectives for Fiscal Year 19-20.

Recommended Action: Receive, consider, and discuss department-specific budget reports and progress updates on stated objectives for the 2018-19 fiscal year. In addition, the Council will review draft Objectives for the Fiscal Year 19-20. Departments presenting at this meeting are Water Resources, Community Development, and Electric Services.

[Attachment 1, Water Resources, 2018-19.pdf](#)

[Attachment 2, Community Development, 2018-19.pdf](#)

[Attachment 3, Electric, 2018-19.pdf](#)

1 ROLL CALL

2 PLEDGE OF ALLEGIANCE

3 PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

4 PETITIONS AND COMMUNICATIONS

5 APPROVAL OF MINUTES

5.a. [Approval of the March 6, 2019, Budget Workshop and Regular Meeting Minutes](#)

Recommended Action: Approve the Minutes of March 6, 2019, Budget Workshop and Regular Meeting, as submitted.

[Attachment 1 - March 6, 2019, 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 February 2019.](#)
Recommended Action: Approve the Report of Disbursements for the month of January 2019.
[Attachment 1 - February 2019 Summary of Disbursements](#)
[Attachment 2 - Account Codes for Reference](#)
[Attachment 3 - Object Codes for Reference](#)
[Attachment 4 - February 2019 Disbursement Detail](#)
- 7.b. [Consideration of Awarding Bid for Purchase of One \(1\) 2020 Ford Explorer Interceptor in the Amount of \\$41,575.65 from Redwood Ford.](#)
Recommended Action: Award the bid for one (1) 2020 Ford Explorer Interceptor to Redwood Ford in the amount of \$41,575.65.
[Attachment 1 - Justification](#)
[Attachment 2 - RFB](#)
[Attachment 3 - Bid Tab](#)
- 7.c. [Council to Approve the Northern California Power Agency \(NCPA\) Non-Disclosure Agreement, Adopt Resolution No. 19-10 and Appoint the Electric Utility Program Coordinator as the Receiving Party Administrator.](#)
Recommended Action: Council to Approve the Northern California Power Agency (NCPA) Non-Disclosure Agreement, Adopt Resolution No. 19-10 and Appoint the Electric Utility Program Coordinator as the Receiving Party Administrator.
[2019-3-20 Attach. 1 NCPA_Amended_and_Restated_NDA_with_Intellectual_Property.pdf](#)
[2019-3-20 Attach. 2 Amended_Restated_NDA_Reso.pdf](#)
- 7.d. [Renew and Continue Resolution 2019-8 for a Proclamation of a Local Emergency Related to the 2019 Winter Storm Event](#)
Recommended Action: Approve the renewal and continuation of the Local Emergency Resolution No. 2019-8 declaring a local emergency related to the 2019 winter storm event.
[Attachment 1 Local Emergency City of Ukiah.pdf](#)
[Attachment 2 Resolution 2019-08.pdf](#)
[Attachment 3 - RESOLUTION Renewal and Continuing of a Proclamation.pdf](#)
- 7.e. [Report to the City Council of the Contract Expenditure with Schweitzer Engineering Laboratories for Design and Engineering Services of a Radio Data Link Transfer Trip Scheme for the Lake Mendocino Hydro Power Plant in the Amount of \\$20,000.00.](#)
Recommended Action: Receive report to the City Council of the Contract Expenditure with Schweitzer Engineering Laboratories for design and engineering services of a radio data link transfer trip scheme for the Lake Mendocino Hydro Power Plant in the amount of \$20,000.00.
[Attachment 1 - SEL Engineering Services C #1819181.pdf](#)
- 7.f. [Approval of the purchase of a new 2019 Durango SXT RWD from Thurston Chrysler Dodge Jeep Ram in the amount of \\$28,526.44](#)

Recommended Action: Approve the purchase of a new 2019 Durango SXT RWD from Thurston Chrysler Dodge Jeep Ram in the amount of \$28,526.44.

[Attachment 1 - Bid Request](#)

[Attachment 2 - Bid Tab](#)

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 Report on the Status of the 2014-2019 Housing Element Plan and Implementation Progress; and Provide Additional Direction as Necessary.](#)

Recommended Action: Receive report and provide additional direction as necessary.

[Attachment 1- Housing-Element-Annual-Progress-Report-Form-2018 City of Ukiah.pdf](#)

[Attachment 2- 2018 HCD income limits \(4-26-18\)- Mendocino County.pdf](#)

- 12.b. [Adoption of Resolution Confirming that Wetlands Park is Closed to the General Public and Shall Remain in its Natural Condition.](#)

Recommended Action: Adopt a resolution confirming that Wetlands Park is closed to the general public and shall remain in its natural condition.

[Attachment 1_Ordinance 1156 Amending Div 1 Chapter 12 Section 1965](#)

[Attachment 2 Wetlands Park Resolution_032019.pdf](#)

- 12.c. [Adopt Plans and Specifications for Spec. No. 19-03 Gobbi Street Underground Project District #3 to Install Underground Substructures for the Removal of Overhead Utilities on East Gobbi Street Between State Street and Orchard Avenue, Marshall, and 600 Block of Leslie Streets; Approve an Interfund Loan Agreement Between Fund 800 \(Electric Operating Fund\) and 805 \(Street Lighting Fund\); and Approve Budget Amendment in the Amount of \\$900,000.](#)

Recommended Action: Adopt plans and specifications for Spec. No. 19-03 Gobbi Street Underground Project District #3 to install underground substructures for the removal of overhead utilities on East Gobbi Street between State Street and Orchard Avenue, Marshall, and 600 Block of Leslie Streets; Approve an interfund loan agreement between Fund 800 (Electric Operating Fund) and 805 (Street Lighting Fund); and Approve budget amendment in the amount of \$900,000.

[Attachment 1 Spec 19-03 - Gobbi Street Undergrounding Project.pdf](#)

[Attachment 2 Gobbi UG Drawings.pdf](#)

[Attachment 3 - Resolution Establishing Interfund Advance.pdf](#)

13 NEW BUSINESS

- 13.a. [Introduction and Adoption of Urgency Ordinance to Adopt Aesthetic Guidelines for Wireless Telecommunication Facilities in the City of Ukiah.](#)
Recommended Action: Introduce and adopt an urgency ordinance of the City Council of the City of Ukiah adding Article 9 to Chapter 2 of Division 2 of the Ukiah City Code regarding the adoption of aesthetic guidelines for wireless telecommunications facilities.
[Attachment 1 Wireless Guidelines Urgency Ordinance.pdf](#)
- 13.b. [Award of Contract for Professional Planning Services for a General Plan Update, Environmental Impact Report, and Other Advanced Planning Services to Mintier Harnish Planning Consultants](#)
Recommended Action: Approve award of contract to Mintier Harnish Planning Consultants, for professional planning services including the General Plan Update and Environmental Impact Report and other advanced planning services.
[Attachment 1 - Request for Proposals.pdf](#)
[Attachment 2 - Mintier Harnish Proposal.pdf](#)
[Attachment 3 - Proposed Draft Agreement.pdf](#)
- 13.c. [Approval of Community Development Director Determination that the Purchase of One Parcel Located on Norgard Lane, APN 184-080-27, Qualifies for a CEQA Exemption and Consideration of Authorization to the City Manager to Negotiate and Execute a Purchase Agreement for the Norgard Lane Parcel.](#)
Recommended Action: Approve the Community Development Director Determination that the purchase of one parcel located on Norgard Lane, APN 184-080-27, qualifies for a CEQA exemption and consider authorization to the City Manager to Negotiate and Execute a Purchase Agreement for the Norgard Lane parcel.
[Attachment 1 - Map of Proposed Property](#)
[Attachment 2- Legal Description-Easterly Parcel-Norgard.pdf](#)
- 13.d. [Introduction of Ordinance Amending Ukiah City Code Section 5127 to Increase the Time for City Council Review of a Local Emergency Declaration from 14 to 60 Days.](#)
Recommended Action: Introduction to City Council of Ordinance amending Ukiah City Code Section 5127.
[Attachment 1 Ordinance amending Section 5127 \(002\).pdf](#)
- 13.e. [Adopt Resolution Supporting Energy Upgrade California \(EUC\), an Educational Initiative of the California Public Utilities Commission.](#)
Recommended Action: Adopt resolution supporting Energy Upgrade California (EUC), an educational initiative of the California Public Utilities Commission.
[Attachment 1 EUCCity Partnership.pdf](#)
[Attachment 2 EUC Resolution.pdf](#)
- 13.f. [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 may also consider modifications to committee and ad hoc assignments along with the creation/elimination ad hoc(s).

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

- 14.a. 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
Recommended Action: Confer in Closed Session
- 14.b. 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
- 14.c. Conference with Real Property Negotiators
(Cal. Gov't Code Section 54956.8)
Property: APN Nos: 003-040-77; 003-040-78; 003-040-79
Negotiator: Sage Sangiacomo, City Manager;
Negotiating Parties: Shapiro/Danco
Under Negotiation: Price & Terms of Payment
Recommended Action: Confer in Closed Session
- 14.d. Conference with Real Property Negotiators
(Cal. Gov't Code Section 54956.8)
Property: APN Nos: 002-273-19-00 and 002-273-30-00
Negotiator: Sage Sangiacomo, City Manager;
Negotiating Parties: Bank of America
Under Negotiation: Price & Terms of Payment
Recommended Action: Confer in Closed Session

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



AGENDA SUMMARY REPORT

SUBJECT: Mid-Year Departmental Budget and Objectives Progress Review for Fiscal Year 18-19 and Review of Draft Objectives for Fiscal Year 19-20.

DEPARTMENT: Finance

PREPARED BY: Daniel Buffalo

ATTACHMENTS:

[Attachment 1, Water Resources, 2018-19.pdf](#)

[Attachment 2, Community Development, 2018-19.pdf](#)

[Attachment 3, Electric, 2018-19.pdf](#)

Summary: As part of the mid-year review of the fiscal year 2018-19 budget and development process for the fiscal year 2019-20 budget, departments will present their individual mid-year budget and objectives progress report and outline their planned, specific objectives for the coming year and beyond.

Background: As part of the mid-year review of the current budget year and development of the budget for next year, each City department will present their individual budget information through December 31, 2018, progress on stated budget objectives for the current year, and plans for the next fiscal year and beyond. Every department has been scheduled and will present over the course of February, March and April.

RECOMMENDED ACTION: Receive, consider, and discuss department-specific budget reports and progress updates on stated objectives for the 2018-19 fiscal year. In addition, the Council will review draft Objectives for the Fiscal Year 19-20. Departments presenting at this meeting are Water Resources, Community Development, and Electric Services.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: N/A

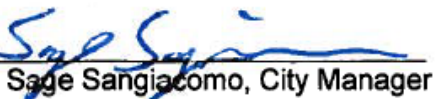
PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: City Manager's Office

Approved: _____


Sage Sangiacomo, City Manager

Discussion: Departments presenting at this meeting are Water Resources (Attachment #1), Community Development (Attachment #2), and Electric Services (Attachment #3). Pages are numbered for each attachment.

City of Ukiah
Activity Summary

Fiscal Year 2018-19



	Name	Number	Number of FTEs (department-wide)
Department	WATER RESOURCES	27	
Division	UNDEFINED		
Section	UNDEFINED		30.50

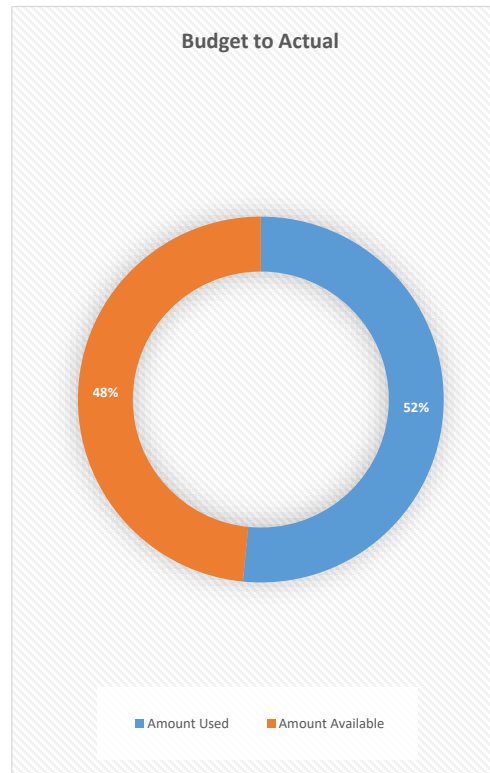
Description

The Water Resources Department is responsible for the production, treatment and distribution of drinking water; the collection, treatment and disposal of wastewater; and for meeting its conservation goals, while simultaneously facilitating the disposal objectives of wastewater disposal in an economical and environmentally sustainable way.

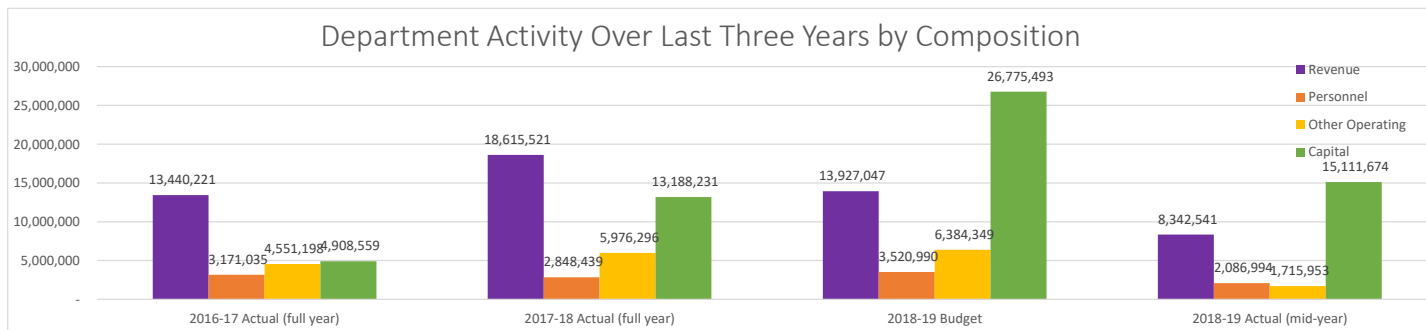
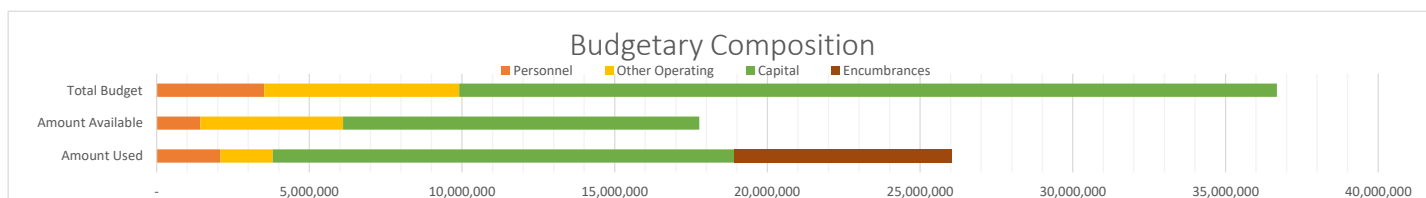
It consists of three distinct, yet integrated divisions:

- Water
- Wastewater
- Recycled Water

Budget Summary



Activity Trends



Notes

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City of Ukiah
Activity Summary

Fiscal Year 2018-19



	Name	Number	Number of FTEs (department-wide)
Department	WATER RESOURCES	27	15.39
Division	WATER SERVICES	271	
Section	UNDEFINED		

Description

The Water Division is comprised of three sections: Administration, Production and Distribution. The Administration section is responsible for all compliance, permitting, funding oversight, budgeting, and assists the other divisions with technical assistance. The Distribution section is closely coordinated with the Wastewater Collection section of the Wastewater Division, as the same team of employees maintains and improves both systems. The Production section is responsible for the operation and maintenance of the Water Treatment Plant (WTP) and all other groundwater and surface water sources.

Activities Performed:

Administration:

- ☐ Provide technical assistance to the Water Division Teams in order to ensure their operations are efficient
- ☐ Implement Capital Improvement Projects for system upgrades while monitoring revenues and expenditures to ensure the rates are supporting their purpose

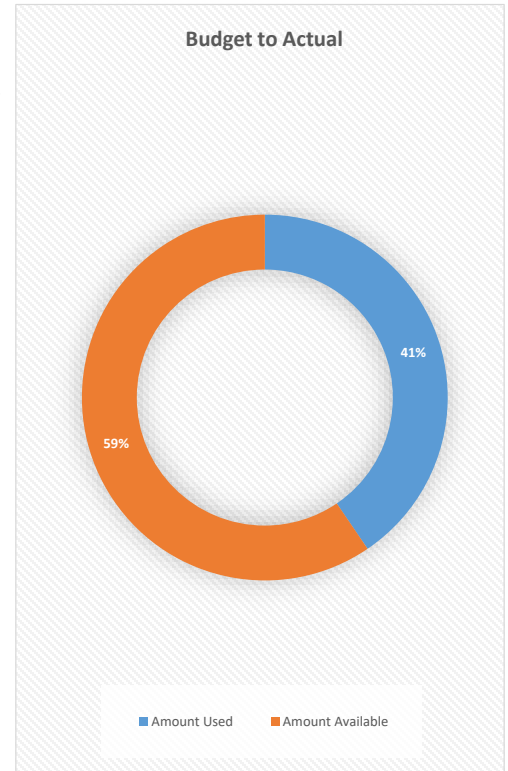
Operations and Maintenance:

- ☐ Provide daily maintenance to the system to keep it in operation
- ☐ Identify defects in the system that need repaired or upgraded

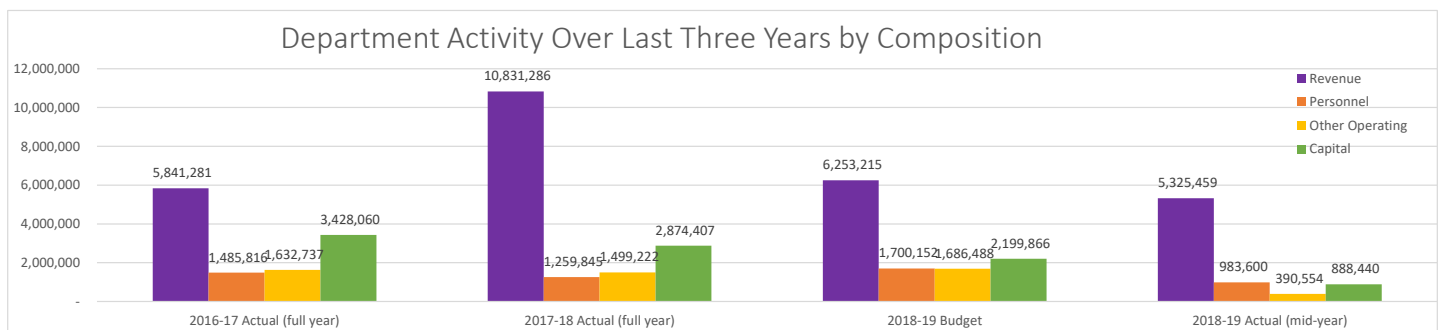
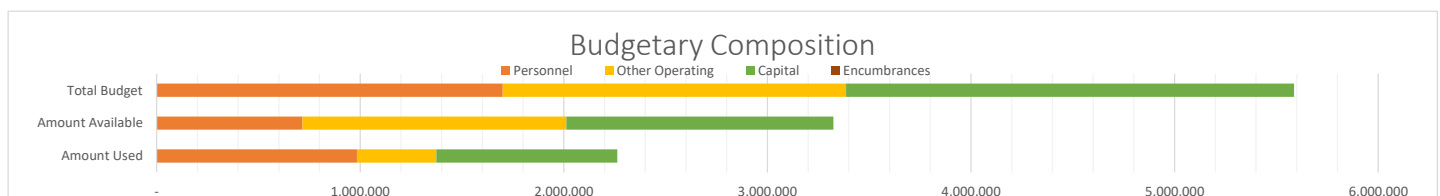
Treatment:

- ☐ Operate the Water Treatment Plant in a manner that meets the regulatory requirements for providing clean, safe and reliable drinking water supply for the community
- ☐ Maintain the plant and groundwater wells to keep them fully functioning
- ☐ Monitor the Water Distribution system to ensure it is properly functioning

Budget Summary



Activity Trends



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Fiscal Year 2019-20
Water Services Division



	Number	Number of FTEs (department-wide)
Department	27	
Division	271	
Section	2711	

Accomplishments From Fiscal Year 2018-19

	Stated Objectives	Status	Department/Division Comments:
1	Expand Supervisory Control and Data Acquisition (SCADA) System to Wells and Booster Pumps.	In Progress	SCADA is complete for Wells 4 and 9, booster stations are in planning phase.
2	Construct Replacement Pressure Zone 2 South Reservoir.	In Progress	Design is complete and in prep for bidding.
3	Begin Groundwater Sustainability Plan (GSP) for Sustainable Groundwater Management Act (SGMA) Compliance.	Completed	Ukiah Valley Groundwater Sustainability Agency (UVGSA) has hired Larry Walker Associates (LWA) to prepare plan. Planning preparation is underway.
4	Water main replacement.	Completed	Water mains were replaced on Luce, Washington and Observatory.
5	Optimize how water interacts with other divisions.	In Progress	Measure Y has resulted in increased interaction.

Future Objectives Fiscal Year 2019-20

Near-term		Department/Division Comments:
1	Water main replacement.	Continue to coordinate with Measure Y projects to increase scale of replacement.
2	Reinitiate Water Rights petitions.	Revise petitions to align new goals and General Plan.
3	Update Urban Water Management Plan.	City is required to update 2015 Plan by 2020.
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Intermediate-term		Department/Division Comments:
1	Update rate study.	Five-year 2016 rate study will need to be updated for FY 2021.
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Long-term		Department/Division Comments:
1	Increase beneficial use under City Water Rights.	Optimize source timing and maximize conservation and conjunctive use. Discharge/recharge ground water.
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City of Ukiah
Activity Summary

Fiscal Year 2018-19



	Name	Number	Number of FTEs (department-wide)
Department	WATER RESOURCES	27	14.31
Division	WASTEWATER SERVICES	272	
Section	UNDEFINED		

Description

The Wastewater Division is comprised of three sections: Administration, Collection and Treatment. The Administration section is responsible for all compliance, permitting, funding oversight, budgeting and assists the other divisions with technical assistance. The Collection section is closely coordinated with the Water Distribution section of the Water Division, as the same team of employees maintains and improves both systems. The Treatment section is responsible for the operation and maintenance of the Wastewater Treatment Plant (WWTP) and all discharges from the WWTP.

Activities Performed:

Administration:

- ☐ Ensure that Compliance with the Wastewater Collection System and WWTP meets all State requirements
- ☐ Administer the National Pollutant Discharge Elimination System (NPDES) Permit for discharge to the Russian River from the WWTP
- ☐ Implement Capital Improvement Projects for system upgrades while monitoring revenues and expenditures to ensure the rates are supporting their purpose

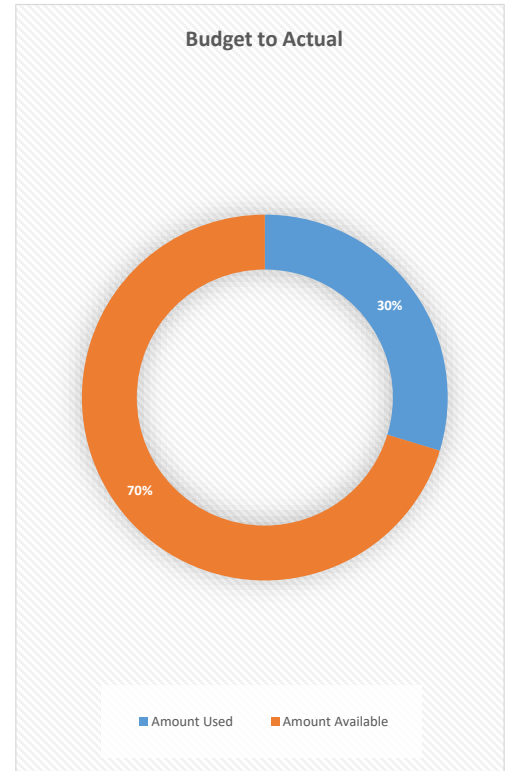
Operations and Maintenance:

- ☐ Provide daily maintenance to the system to keep it in operation
- ☐ Identify defects in the system that need to be repaired or upgraded

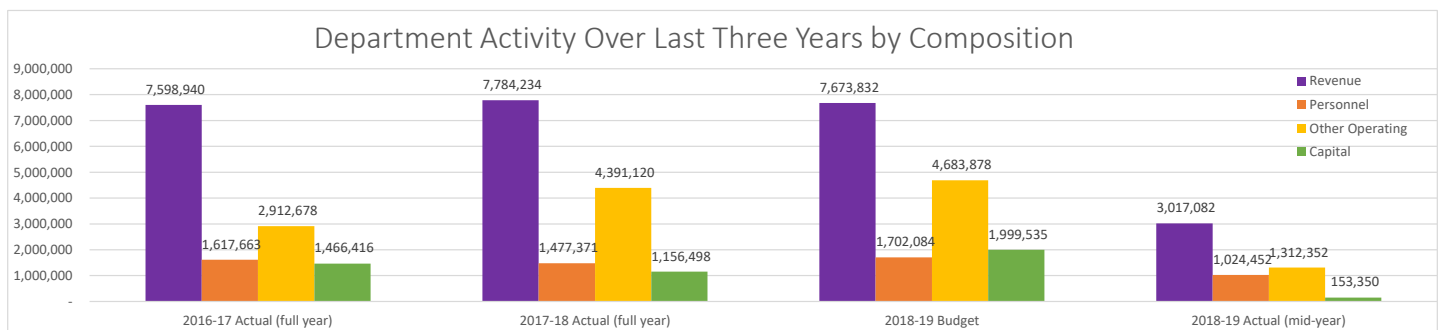
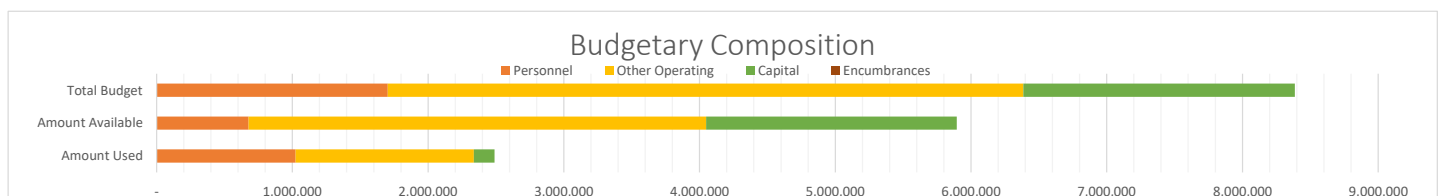
Treatment:

- ☐ Operate the WWTP in a manner that meets the regulatory requirements for discharge
- ☐ Maintain the plant to keep it fully functioning

Budget Summary



Activity Trends



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Fiscal Year 2019-20
Wastewater Services Division

	Number	Number of FTEs (department-wide)
Department	27	
Division	272	
Section	2722	

Accomplishments From Fiscal Year 2018-19

	Stated Objectives	Status	Department/Division Comments:
1	Improve recruiting success.	Completed	WWTP has full staff.
2	Replace/Upgrade belt filter press.	In Progress	WWTP has completed onsite evaluation of several dewatering technologies.
3	Apply for solar grants.	Deferred	Funding opportunity has lapsed.
4	Complete chlorine contact basin expansion.	Completed	
5	Complete NDPES permit renewal.	Completed	
6	Complete rate study.	Deferred	Rate study is 5-years overdue and has been delayed due to the Ukiah Valley Sanitation District Litigation.
7	Install gas scrubber.	Deferred	New boilers cannot run reliably on digester gas due to new emissions equipment. Quality of digester gas needs to be improved using scrubbers.

Future Objectives Fiscal Year 2019-20

Near-term		Department/Division Comments:
1	Complete rate study.	Rate study is 5-years overdue.
2	Install gas scrubber.	New boilers cannot run reliably on digester gas due to new emissions equipment. Quality of digester gas needs to be improved using scrubbers.
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Intermediate-term		Department/Division Comments:
1	Clean and rehabilitate digesters.	Digesters are due for major cleaning and rehabilitation.
2	Begin inflow/infiltration reduction projects.	
3	Reduce Discharge to the Russian River.	
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Long-term		Department/Division Comments:
1	Achieve Zero Discharge.	Evaluate discharge alternatives for remaining effluent to eliminate discharge to Russian River.
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City of Ukiah
Activity Summary

Fiscal Year 2018-19



	Name	Number	Number of FTEs (department-wide)
Department	WATER RESOURCES	27	0.80
Division	RECYCLED WATER SERVICES	273	
Section	UNDEFINED		

Description

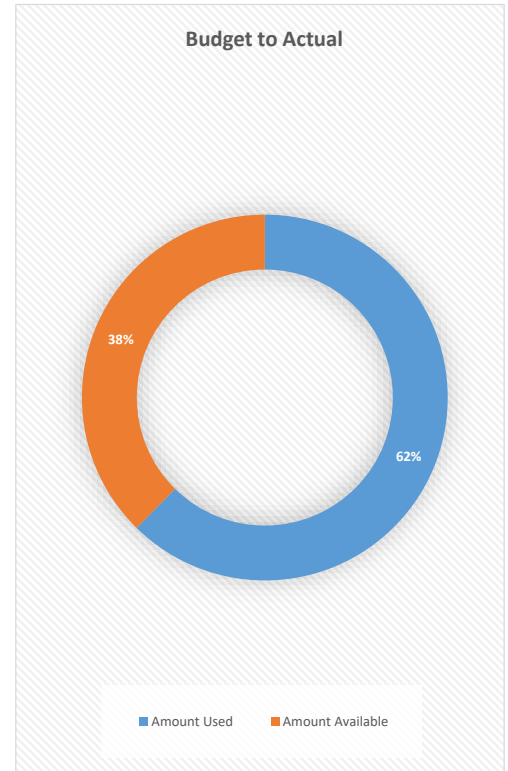
The Recycled Water Division was recently developed to reduce issues with discharge of effluent from the Wastewater Treatment Plant (WWTP) while improving water supply, drought resilience, and the environment.

As this utility becomes operational, a number of decisions need to be finalized regarding funding and staffing.

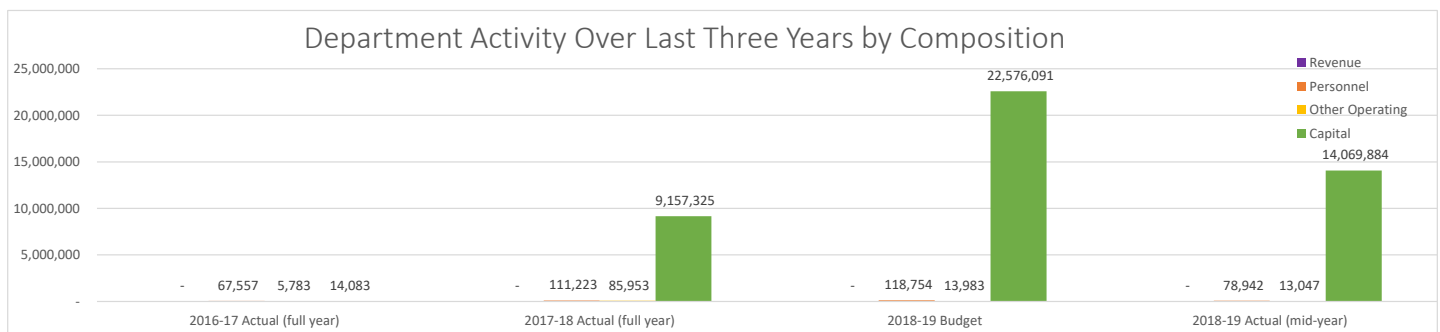
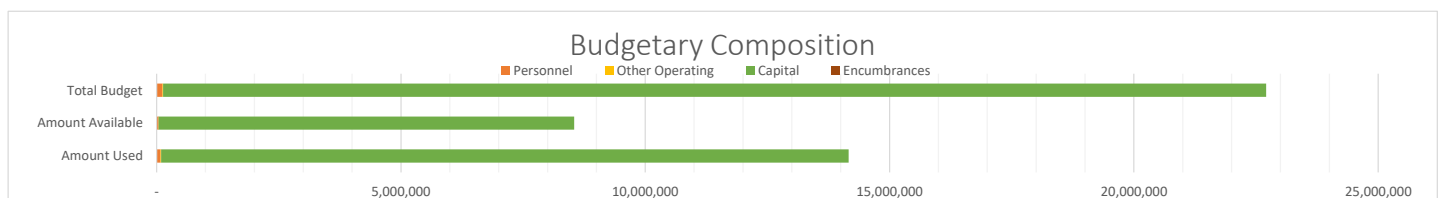
Activities Performed:

- ☐ Initial construction of Phases 1 to 3 of Recycled Water System
- ☐ Operation of the System will begin in the current or next fiscal year

Budget Summary



Activity Trends



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Fiscal Year 2019-20
Recycled Water Services Division

	Number	Number of FTEs (department-wide)
Department	27	
Division	273	
Section	2733	

Accomplishments From Fiscal Year 2018-19

	Stated Objectives	Status	Department/Division Comments:
1	Complete construction of a portion, or complete Phases 1 through 3 during Fiscal Year 2017/2018.	In Progress	
2	Evaluation of Riverside Park for possible on-site storage.	In Progress	
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Future Objectives Fiscal Year 2019-20

Near-term		Department/Division Comments:
1	Begin Operation of Phases 1-3.	Construction completion scheduled for May 2019.
2	Design Phase 4.	Carollo has begun preliminary engineering.
3	Secure funding for Phase 4.	State funding application is complete; preparing documents for Federal funding.
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Intermediate-term		Department/Division Comments:
1	Construct Phase 4.	Anticipated to begin in FY 2020/21.
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Long-term		Department/Division Comments:
1	Evaluate water balance.	Water balance will need to be analyzed after operation of Phases 1-4 to determine need for additional reuse or disposal alternatives.
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City of Ukiah
Activity Summary



Fiscal Year 2018-19

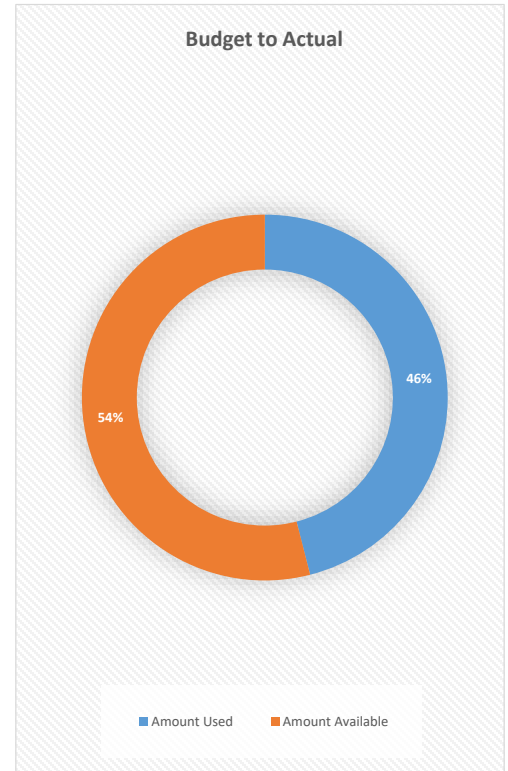
	Name	Number	Number of FTEs (department-wide)
Department	COMMUNITY DEVELOPMENT	23	
Division	UNDEFINED		7.00
Section	UNDEFINED		

Description

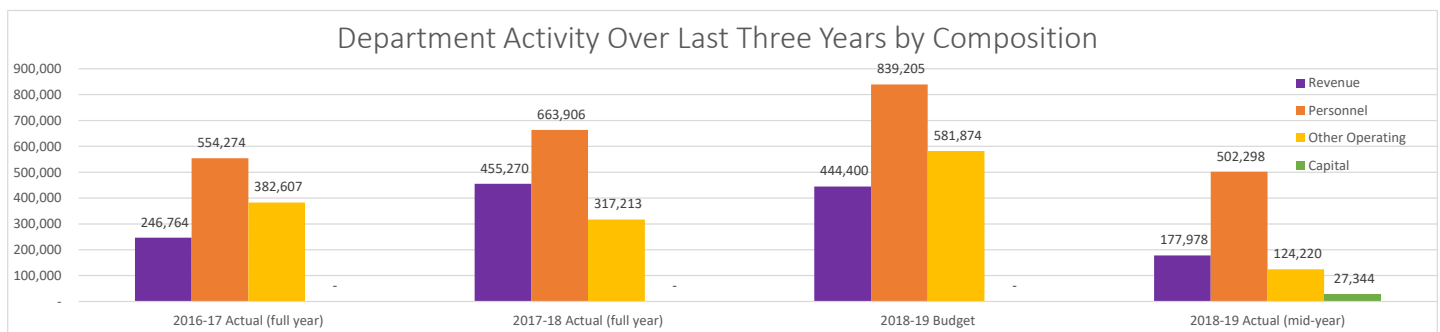
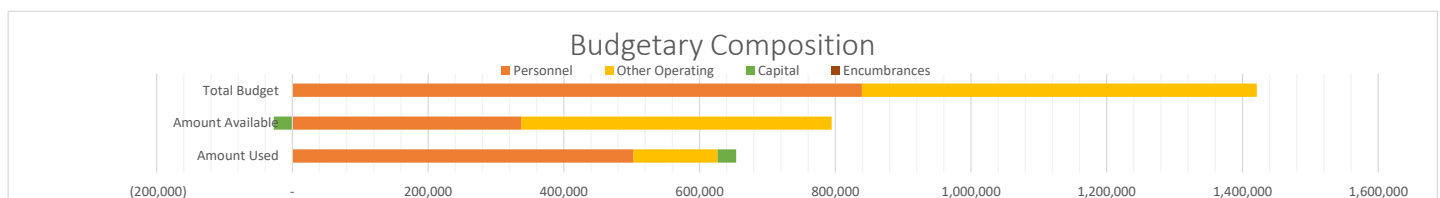
The Community Development Department carries out three primary functions:

- Building Permits and Inspections
- Housing Services
- City and Community Planning

Budget Summary



Activity Trends



Notes

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City of Ukiah
Activity Summary

Fiscal Year 2018-19



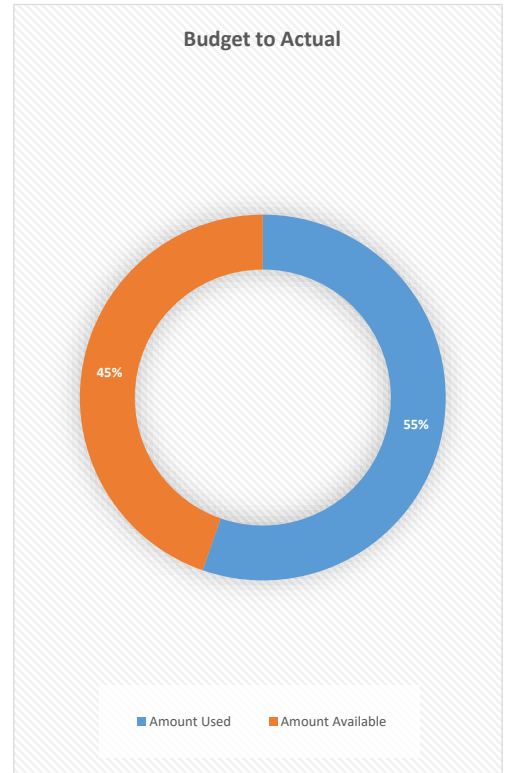
	Name	Number	Number of FTEs (department-wide)
Department	COMMUNITY DEVELOPMENT	23	3.13
Division	COMMUNITY PLANNING	231	
Section	COMMUNITY PLANNING	2310	

Description

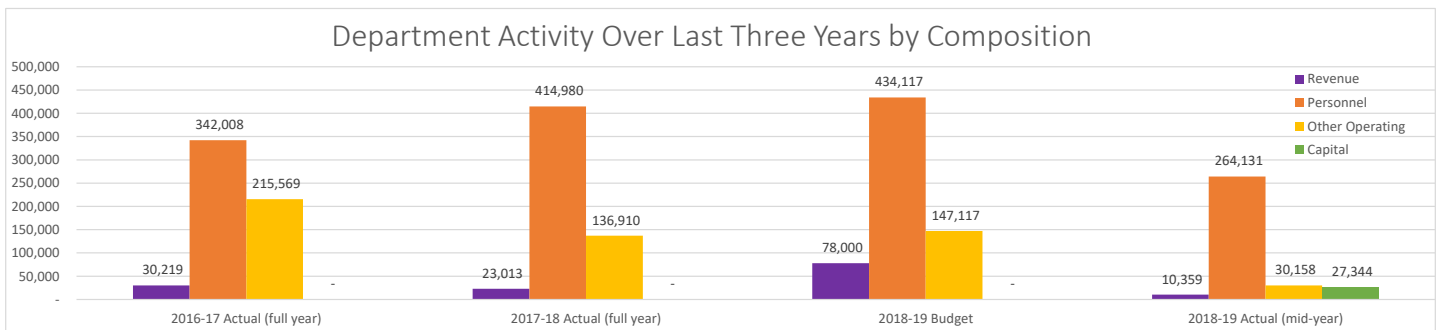
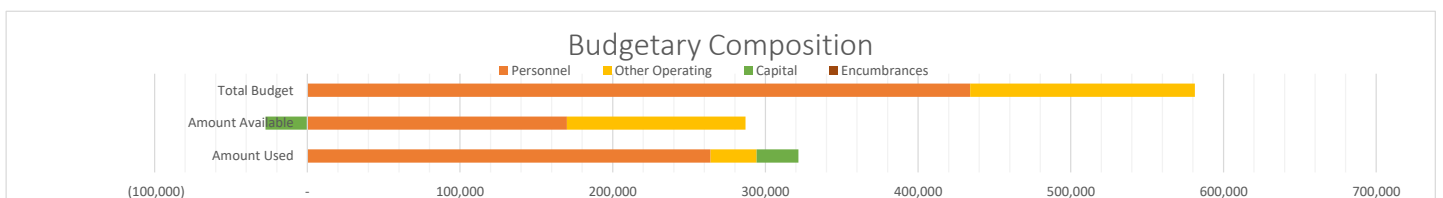
Planning Services is a division of the Community Development Department. Planning Services assists property owners, developers, and the public in matters related to the use and development of private property. This includes: providing information on the regulations and guidelines that apply to property and projects; reviewing and processing of planning applications; providing assistance on project design and development; processing land use entitlements for private and public development proposals; and performing environmental review associated with development proposals.

Long Range Planning focuses on the development and implementation of the City of Ukiah General Plan. The General Plan consists of seven State of California mandated Elements and a State-certified Housing Element. Long Range Planning also develops, implements, and/or assists in the creation of special programs and projects such as the Airport Industrial Park Planned Development and creek master plans and the maintenance of the Zoning ordinance. Such efforts reflect current State law and modern planning principles.

Budget Summary



Activity Trends



Notes

- 1 Amounts reported here are through December 31, 2018.
- 2
- 3



Fiscal Year 2019-20

Planning Services Division

	Number	Number of FTEs (department-wide)
Department	23	
Division	231	
Section	2310	

Accomplishments From Fiscal Year 2018-19

	Stated Objectives	Status	Department/Division Comments:
1	Consolidate number of forms, complete form updates and post on division web pages.	In Progress	Updated information and several forms on website. Efforts will continue through 2019-2020.
2	Recruit and hire Associate Planner – Housing and Planning Manager.	In Progress	Hired Planning Manager and Assistant Planner. Currently recruiting for Associate Planner.
3	Start the General Plan update process.	In Progress	Request for Proposals for consulting services will be released in February; update is anticipated to begin by April 2019.
4	Organize and digitize planning records.	In Progress	Staff has been re-organizing files and digitizing planning documents. Staff also completed MUNIS training, which has greatly improved planning record keeping and customer service. Efforts will continue through 2019-2020.
5	Develop and deploy customer satisfaction survey.	In Progress	Survey in development and expect to deploy in 2018-19 fiscal year.

Future Objectives Fiscal Year 2019-20

Near-term		Department/Division Comments:
1	Work with Housing Division to complete update of Housing Element. Next (6 th) Housing Element cycle will be 2019-2027.	Housing Element update must be adopted by City Council by 12/13/19.
2	Update Ukiah General Plan.	Completion of a General Plan update (and associated Environmental Impact Report) typically takes 2-3 years.
3	Work with the County of Mendocino and Airport Land Use Commission to update the Airport Land Use Compatibility Plan (ALUCP) for the Ukiah Municipal Airport (UKI).	The update is anticipated to take approximately eight months to complete.
4	Continue organizing and digitizing documents, as well as updating information and handouts on website.	Ongoing effort to increase efficiency and provide superior customer service.
5	Utilize customer satisfaction survey results to evaluate and re-design customer service experience.	

Intermediate-term		Department/Division Comments:
1	Complete the update of the General Plan and develop standardized procedure for implementation and annual monitoring and reporting.	
2	Pursue annexation efforts.	
3	Update the Zoning Code to reflect vision and policies in updated General Plan.	
4	Start discussions with Mendocino County about updating Ukiah Valley Area Plan (UVAP).	
5		

Long-term		Department/Division Comments:
1	Implement the policies and goals of the General Plan.	
2	Complete update of the Zoning Ordinance.	
3	Achieve a reputation for providing the highest level of planning services and outstanding customer service.	
4	Implement programs and goals in updated General Plan, Housing Element, and associated advanced planning documents and plans.	
5		

City of Ukiah
Activity Summary



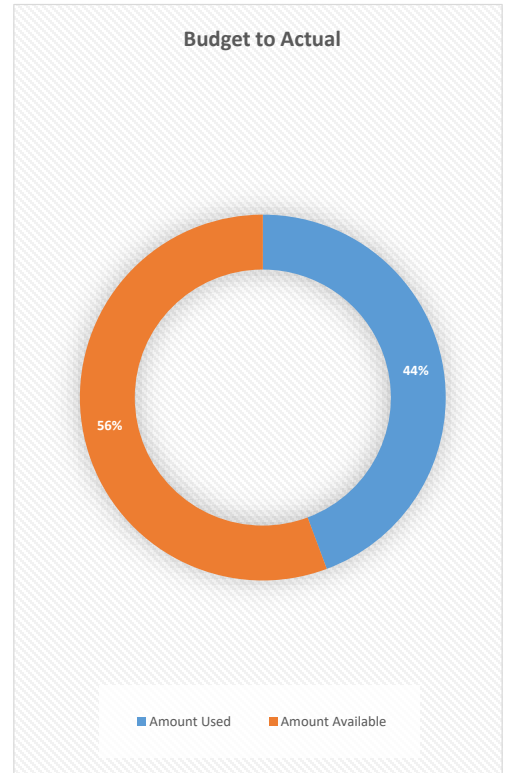
Fiscal Year 2018-19

	Name	Number	Number of FTEs (department-wide)
Department	COMMUNITY DEVELOPMENT	23	3.36
Division	BUILDING SERVICES	233	
Section	BUILDING SERVICES	2330	

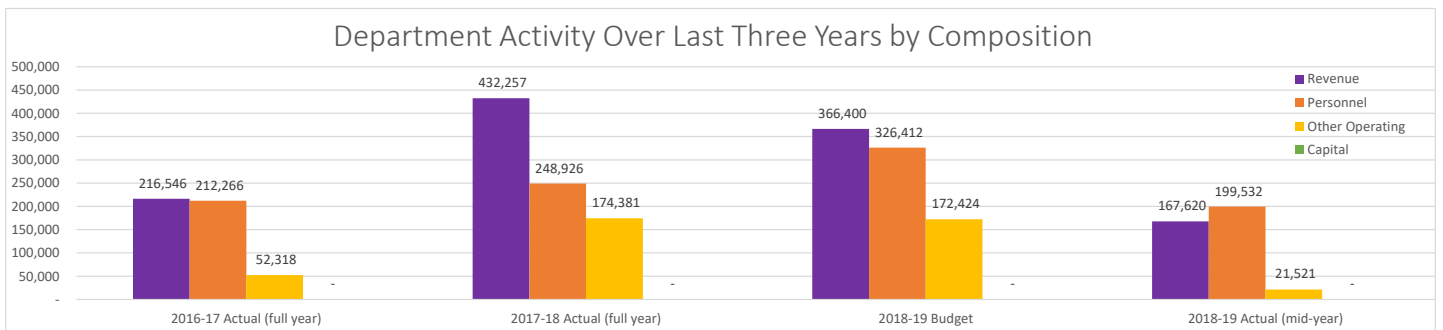
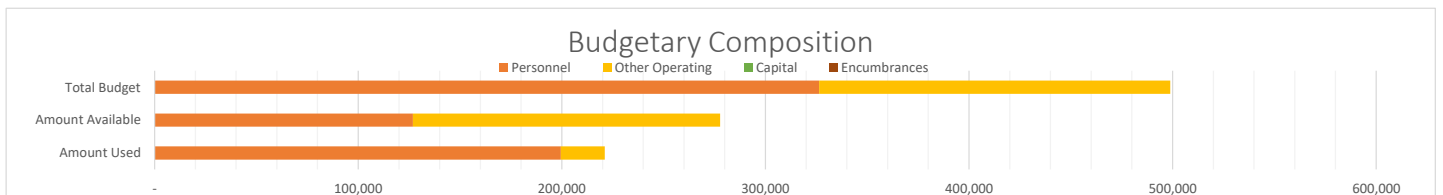
Description

Building Services is a division of the Community Development Department. Building Services is responsible for maintaining, thorough plan review and building inspection, the minimum requirements to safeguard the public health, safety, and general welfare of the community.

Budget Summary



Activity Trends



Notes

- 1 Amounts reported here are through December 31, 2018.
- 2
- 3



Fiscal Year 2019-20
Building Services Division

	Number	Number of FTEs (department-wide)
Department	23	
Division	233	
Section	2330	

Accomplishments From Fiscal Year 2018-19

	Stated Objectives	Status	Department/Division Comments:
1	Recruit, hire, and train building inspector.	Completed	
2	Continue cross-training efforts with other department team members.	In Progress	Completed MUNIS permit module training for all Department team members. Planning and Housing Division staff now have the ability to issue basic building permits.
3	Provide local training to the community, contractors, and code officials.	In Progress	Hosted a safety assessment program training for disaster preparedness. Produced new educational handouts and provided education and information on building code at the public counter and during field inspections.
4	Expedite plan review and improve customer service at the front counter.	In Progress	An increasing number of plan checks are being conducted in-house, rather than sending to a 3 rd party plan checking firm. The Division is also proactively coordinating the review process with other departments.
5	Restart rapid review.	Completed	Restarted 10/3/18.

Future Objectives Fiscal Year 2019-20

Near-term		Department/Division Comments:
1	Recruit, hire, and train a Community Development Technician.	We have also been collaborating with the Mendocino County building Department to provide a uniform approach to the public.
2	Educate customers at the front counter and during field inspections.	Division staff will continue to increase the number of educational handouts produced on various building subjects, and ensure this information is available on the website. The Division also plans to host "contractor roundtables," towards a coordinated approach to building services in the region and improving customer service.
3	Continue cross-training efforts with other department team members.	Staff in all three Department divisions will continue to be educated and cross-trained on the work of other divisions, eliminating silos and ensuring all Department team members can answer basic questions for customers related to any of the three divisions.
4	Expedite plan review.	Work with other plan reviewing departments to complete reviews on time or in advance of review deadline.
5	Work with Planning and Housing Divisions to continue improving the customer service experience at the front counter.	

Intermediate-term		Department/Division Comments:
1	Research digitizing building files.	
2	Educate customers at the front counter and during field inspections.	The Division will continue seeking ways to improve the customer service experience. Results from the customer service survey will be utilized to make future improvements.
3	Extend building services to other jurisdictions in the region to provide mutual support and assistance.	Besides assisting neighboring jurisdictions, this will also provide better economies of scale for the City's existing building services.
4	Participate in training and regional building discussions with Mendocino County building staff.	These may be quarterly or other recurring meetings to develop relationships and share best practices.
5	Implement the MUNIS mobile inspection App.	

Long-term		Department/Division Comments:
1	Provide Building Division services to the local community in a growing capacity.	
2	Launch paperless/online inspections with the MUNIS App.	
3	Digitize both historical and future Building Division files and records.	
4		
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City of Ukiah
Activity Summary



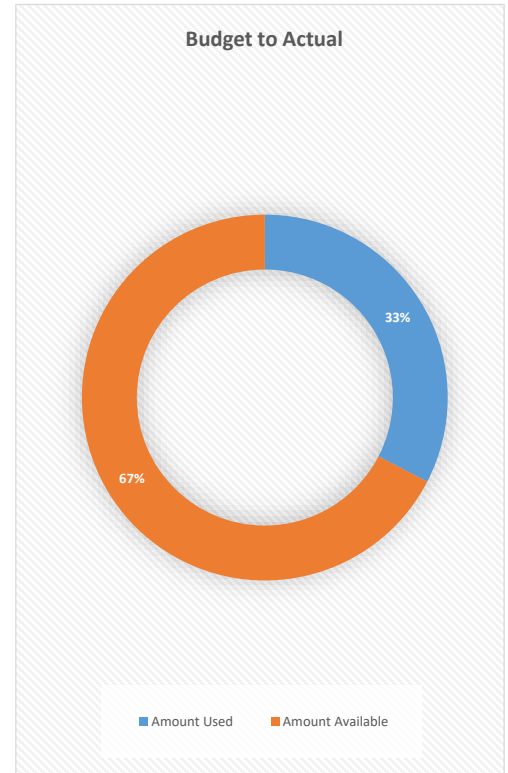
Fiscal Year 2018-19

	Name	Number	Number of FTEs (department-wide)
Department	COMMUNITY DEVELOPMENT	23	0.51
Division	HOUSING SERVICES	234	
Section	UNDEFINED		

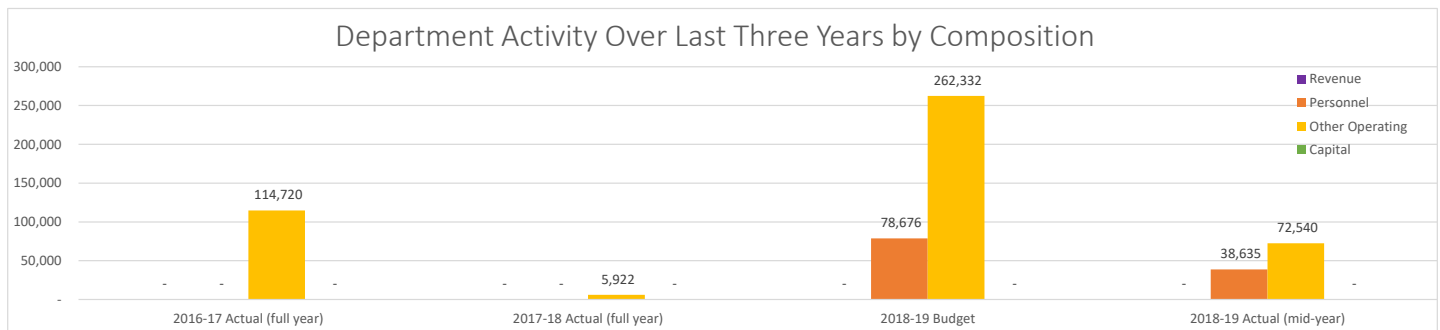
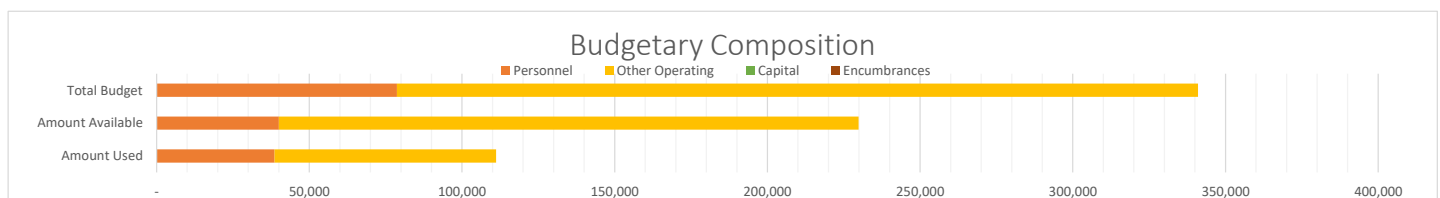
Description

The Housing Services division is principally responsible for the development of programs and services to assist in meeting the housing needs for Ukiah's residents. Housing Services is principally responsible for the administration of the City's Housing Trust Fund, Federal and State funded housing, Community and Economic development programs, including such activities funded through the Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) Programs.

Budget Summary



Activity Trends



Notes

- 1 Amounts reported here are through December 31, 2018.
- 2
- 3



Fiscal Year 2019-20
Housing Services Division

	Number	Number of FTEs (department-wide)
Department	23	
Division	234	
Section	2340	

Accomplishments From Fiscal Year 2018-19

	Stated Objectives	Status	Department/Division Comments:
1	Deploy Ukiah Housing Trust Fund Resources.	Completed/ In Progress	\$5 million HOME application submitted to HCD for funding of a 32-unit housing project; working with Economic Development/City Manager's Office on possible deployment of additional housing trust fund resources.
2	Continue to facilitate the development of housing, both affordable and market-rate.	Completed/ In Progress	
3	Work with Planning Division to implement zoning recommendations that facilitate the development of additional "middle-income" housing.	Completed/ In Progress	Developed residential density calculation ordinance with Planning Division.
4	Deploy economic development resources to facilitate the creation and retention of new/existing jobs in Ukiah.	Completed/ In Progress	Completed loan to business, retaining approximately 10 jobs. Began implementation of micro-enterprise technical assistance program for low-income small business owners.
5	Host "housing summit" for developers and housing partners.	Completed	Multiple housing meetings with developers have replaced the housing summit originally planned.

Future Objectives Fiscal Year 2019-20

Near-term		Department/Division Comments:
1	Work with Planning Division to complete update of Housing Element. Next Housing Element cycle will be 2019-2027.	Housing Element update must be adopted by City Council by 12/13/19.
2	Continue to deploy economic development resources to facilitate the creation and retention of new/existing jobs in Ukiah and to assist with the startup and operation of microenterprises.	2016 CDBG economic development grant expenditure deadline is 10/25/19.
3	Deploy HOME funds for a new rental security deposit assistance program, utilities assistance program, and first time homebuyers program.	Program funds must be expended by 7/31/20.
4	Continue to deploy Ukiah Housing Trust Fund resources to both preserve and produce affordable housing.	Future Ukiah Housing Trust Fund priorities may be influenced by programmatic goals developed during the 2019-2027 Housing Element update.
5	Continue working with Planning Division to implement zoning recommendations that facilitate the development of "middle-income" housing.	
6	Work with the League of California Cities and other statewide collaborates to monitor State Legislature activity related to housing-related bills and provide updates/reports to City Council as needed.	Over 90 housing bills were introduced in the first legislative session of 2019.

Intermediate-term		Department/Division Comments:
1	Implement goals, objectives, and policies of 2019-2027 Housing Element.	
2	Evaluate Ukiah Housing Strategy and Housing Trust Fund; and re-design as necessary given housing needs and policy direction from City Council.	
3	Continue deploying CDBG and HOME housing and community and economic development resources.	
4	Continue facilitating the development of market-rate and affordable housing.	
5		

Long-term		Department/Division Comments:
1	Design and implement new housing and community and economic development programs through CDBG, HOME, and other federal, state, and local resources.	
2	Continue to re-evaluate and re-design the Ukiah Housing Strategy to meet the housing needs of Ukiah residents.	
3		
4		
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City of Ukiah
Activity Summary

Fiscal Year 2018-19

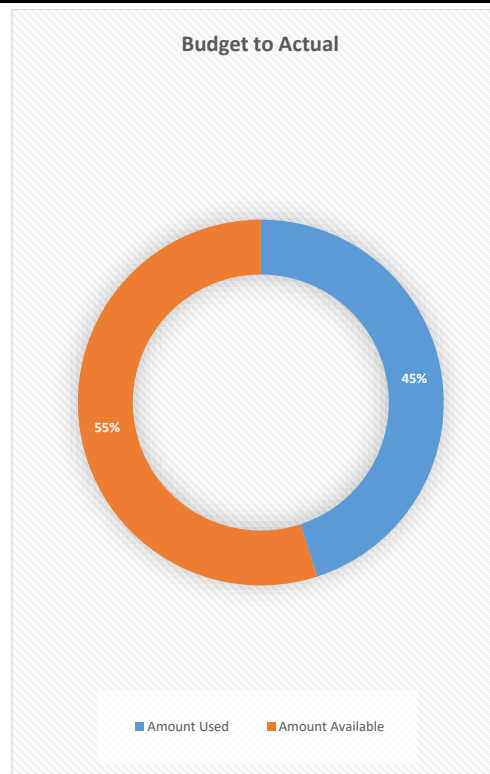


	Name	Number	Number of FTEs (department-wide)
Department	ELECTRIC	26	
Division	UNDEFINED		
Section	UNDEFINED		21.32

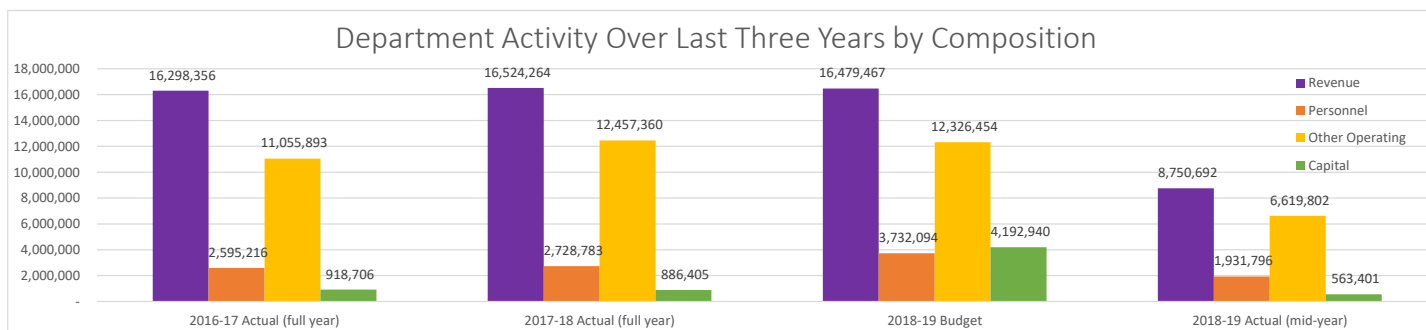
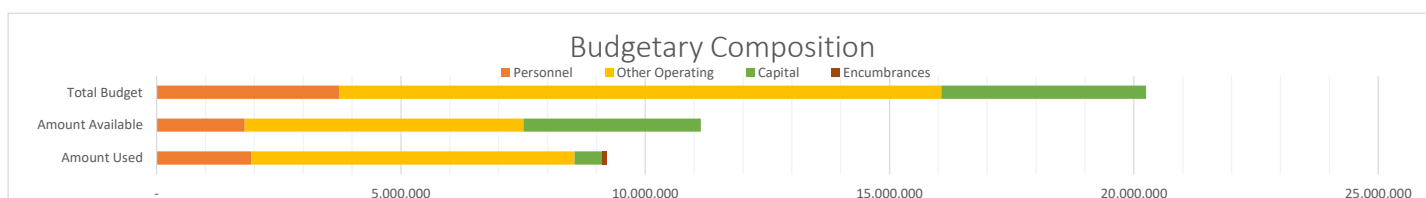
Description

The Electric Enterprise Fund provides 24-hour, 365-day response to emergency service calls for customer power problems and outages. Additionally, this team is responsible for making high voltage power lines safe for Fire & Police personnel at structure fires, automobile accidents and to make other situations where electric lines are near emergency crews safe.

Budget Summary



Activity Trends



Notes

- 1 Amounts reported here are through December 31, 2018.
- 2
- 3

City of Ukiah
Activity Summary

Fiscal Year 2018-19



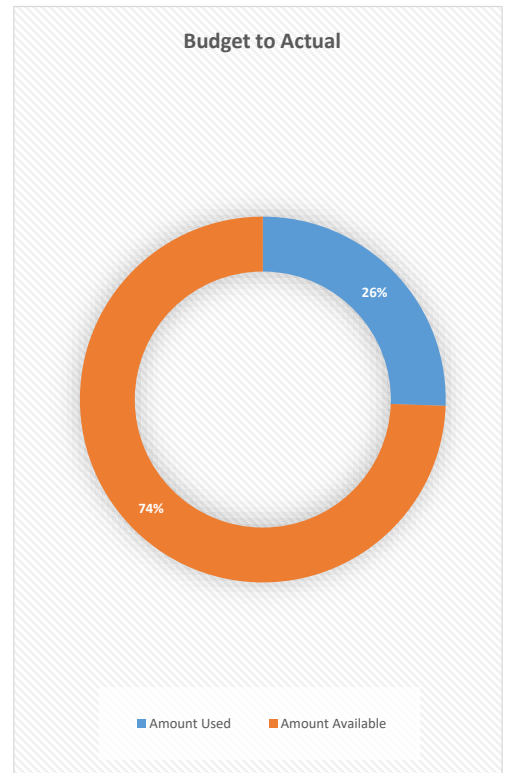
	Name	Number	Number of FTEs (department-wide)
Department	ELECTRIC	26	12.32
Division	ELECTRIC DISTRIBUTION	261	
Section	ELECTRIC DISTRIBUTION	2610	

Description

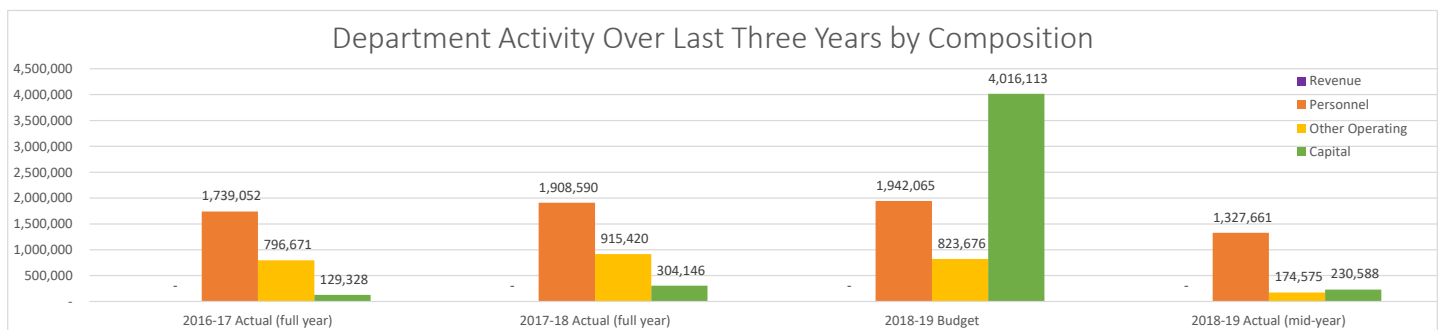
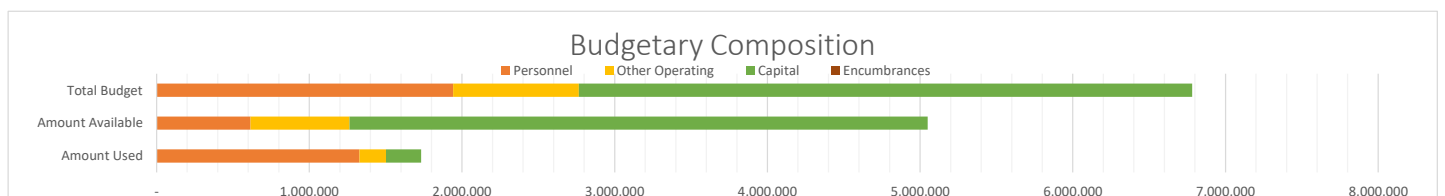
The Electric Utility's Distribution Division provides skilled construction services supporting the customer's electric needs. The division also provides wide range of services including contract administration, inspection and 24x7 emergency response services supporting first responders.

Our employees strive to meet the customer's needs while providing an effective low cost solution.

Budget Summary



Activity Trends



Notes

- 1 Amounts reported here are through December 31, 2018.
- 2
- 3



Fiscal Year 2019-20
Electric Distribution Division

	Number	Number of FTEs (department-wide)
Department	26	
Division	261	
Section	2610	

Accomplishments From Fiscal Year 2018-19

	Stated Objectives	Status	Department/Division Comments:
1	Start Meter replacement (AMI) project.	In Progress	Review of meter options is underway.
2	Develop renewable energy resources - Utility Service Center.	In Progress	Design complete. Working with Planning on Hastings solar structure, Project #1.
3	Complete Service Center improvements scheduled for 2019.	In Progress	Flooring, shelving and lighting in warehouse complete. Low Impact Development Report complete. Drainage and site design underway.
4	Start 4160-12kV conversion at Fairgrounds.	In Progress	Working on list of conditions for Fairgrounds approval.
5	Start Gobbi Street Underground Project, District #3.	In Progress	Design and easements complete. Presentation to council.
6	Utilizing electronic mobile mapping.	Completed	Crews and management using mobile mapping platform in preparation of AMI deployment and instant system condition updates.
7	California Public Utilities Commission (CPUC) detailed system inspection.	Completed	Successfully completed the CPUC inspection.

Future Objectives Fiscal Year 2019-20

Near-term		Department/Division Comments:
1	Complete partial Meter replacement and start AMI Pilot.	Deploy AMI meters and explore possibility of a pilot program.
2	Complete scheduled Service Center improvements.	Complete yard grading, fencing and selected office remodeling.
3	Improve preventive maintenance using advanced testing methods and technology.	Explore using drone inspection methods, advanced infrared inspection techniques and other technologies including LiDAR and RADAR.
4	Develop renewable energy resources - Utility Service Center.	Design complete. Working with Planning on Hastings solar structure, Project #1.
5	Complete the Gobbi Street electric for Underground District #3.	Complete undergrounding of electrical facilities and services.
Intermediate-term		Department/Division Comments:
1	Complete renewable energy resource, Project #2.	Part of an overall State electric resource mix mandate for renewable energy as part of resource mix.
2	Design of State Street Underground.	Under Ground Districts identified by Ukiah City Council.
3	Perform 10 year wood pole testing.	Wood pole maintenance testing.
4	Complete AMI project.	Scheduling may vary pending timeliness of CIS deployment.
5	Complete Service Center improvements.	Complete yard electrical training facility.
Long-term		Department/Division Comments:
1	Complete State Street Underground.	Scheduling may vary depending on the State Street improvement projects.
2	Local utility scale renewable resource project (Solar, Hydro or Wind Project).	Evaluate technologies and economics to best meet our customer's and resource requirements.
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City of Ukiah
Activity Summary

Fiscal Year 2018-19

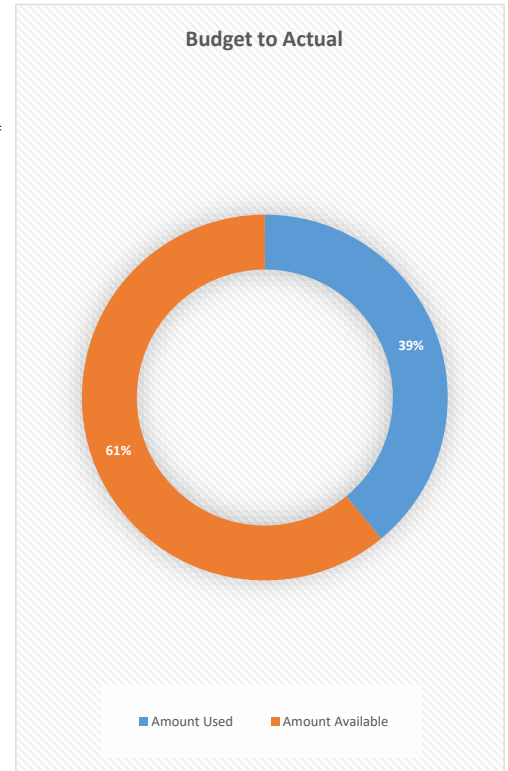


	Name	Number	Number of FTEs (department-wide)
Department	ELECTRIC	26	3.30
Division	TECHNICAL SERVICES	262	
Section	TECHNICAL SERVICES	2620	

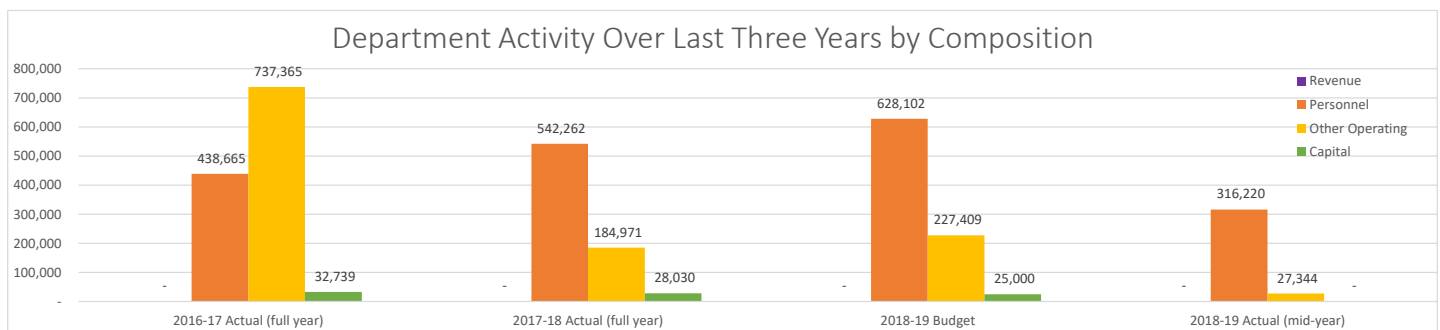
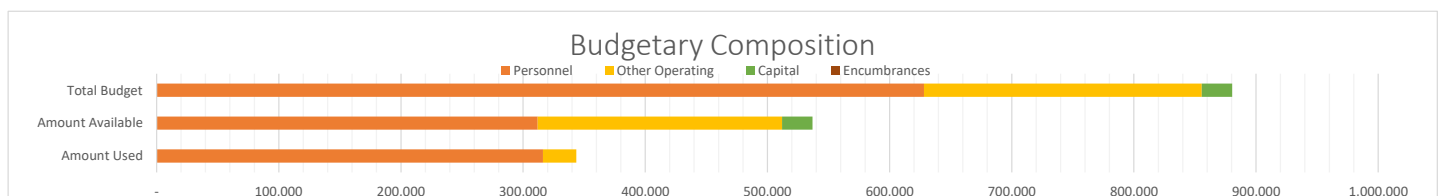
Description

The Electric Utility Technical Services Division is responsible for the operation, maintenance, testing and calibration of the Department's protection and control systems used for generation, distribution substation and data/communication systems. Responsibilities include: High Voltage maintenance of vacuum and SF6 power circuit breakers, switchgear and power transformers. These are necessary and critical to the Department's operation. The Division plans and schedules work internally and externally with the United States Corps of Engineers (USCOE), Fish & Game, Sonoma Water Agency and Northern California Power Agency (NCPA). The team deals with a wide variety of advanced systems that provide control and protection of the Utility's most critical systems.

Budget Summary



Activity Trends



Notes

- 1 Amounts reported here are through December 31, 2018.
- 2
- 3



Fiscal Year 2019-20
Technical Services Division

	Number	Number of FTEs (department-wide)
Department	26	
Division	262	
Section	2620	

Accomplishments From Fiscal Year 2018-19

	Stated Objectives	Status	Department/Division Comments:
1	Upgrade governor at the Hydroelectric Plant	Deferred	Project budgeted for FY 2020/2021 and 2021/2022.
2	Install Orchard Substation control restoration scheme.	Completed	Significant improvement to the customer reliability by reducing impacts during power restoration.
3	Perform system Arc Flash and Coordination Studies.	In Progress	Engineering work in progress.
4	Review and identify meters for AML project.	In Progress	AML metering equipment is being evaluated for purchase.
5	Coordinate and perform Federal, State facility and compliance inspections.	Completed	Federal: Hydro and Substation; State: Substation and High Voltage (HV) metering.
6	Completed main feeder infrared survey and study.	Completed	Technicians developed improved techniques in detecting and avoiding equipment failure that cause large power interruptions.

Future Objectives Fiscal Year 2019-20

Near-term		Department/Division Comments:
1	Expand infrared survey.	Survey tap lines, secondary, transformers and services. Explore infrared survey services.
2	Complete Hydroelectric Plant warehouse, shop and restroom.	Approval received from the US Army Corps of Engineers, design to begin summer 2019.
3	Protective relay calibration testing.	National Electric Reliability Council (NERC) mandated.
4	Substation and Hydroelectric Plant Control System replacement.	Replace outdated hardware and automation maintain reliability.
5	Install fiber for the Substation and Hydroelectric Facilities.	Used for protection, data and SCADA controls.
Intermediate-term		Department/Division Comments:
1	Continue and expand scope as infrared technology and equipment improves.	
2	Replace turbine governor regulator and loop controls.	Improves performance, reduces down time due to adjustment and repair. Reduces overall costs.
3	Power transformer Load Tap Changer maintenance.	Necessary maintenance for 3 – Load Tap Changers.
4	Hydroelectric Plant governor and valve upgrade	Upgrades the sensing and controller to improve performance.
5	Replace Fish Hatchery pumps and controls.	Improves reliability and reduces costs.
Long-term		Department/Division Comments:
1	Identify Substation #2 – Preliminary transmission route and design. Site acquisition and development.	Future planning to meet City and customer needs.
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City of Ukiah
Activity Summary

Fiscal Year 2018-19

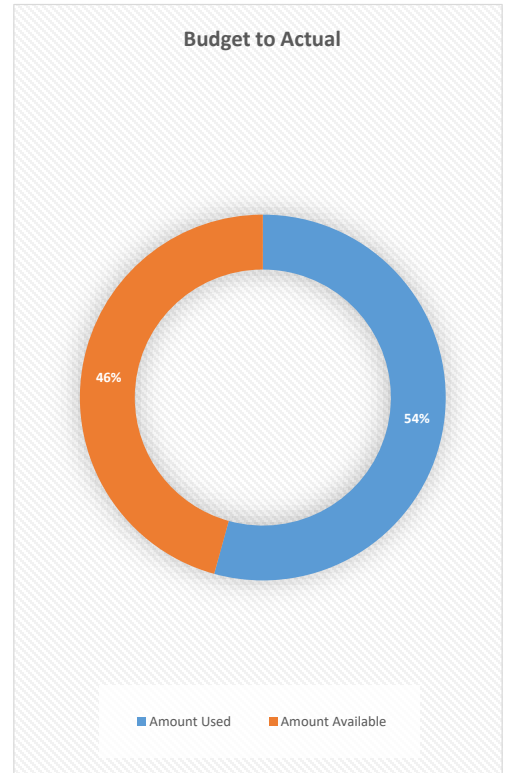


	Name	Number	Number of FTEs (department-wide)
Department	ELECTRIC	26	5.70
Division	ELECTRIC ADMINISTRATION	264	
Section	ELECTRIC ADMINISTRATION	2640	

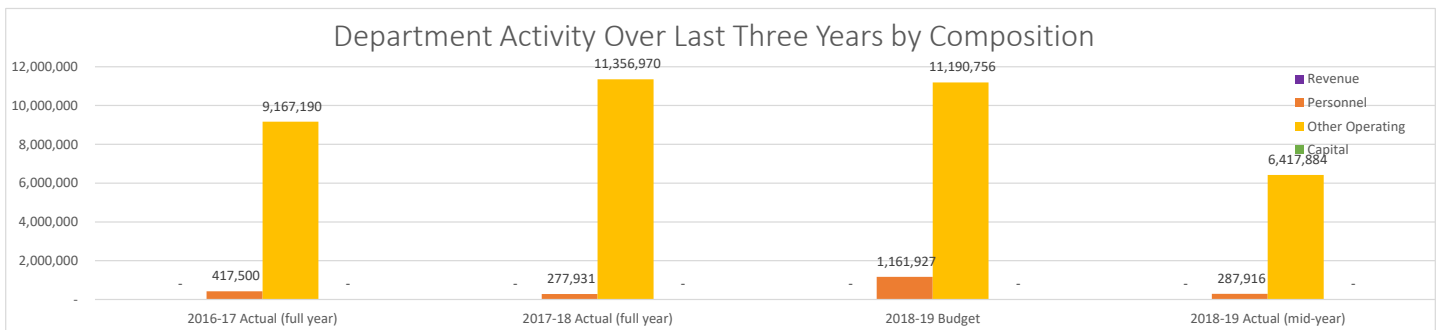
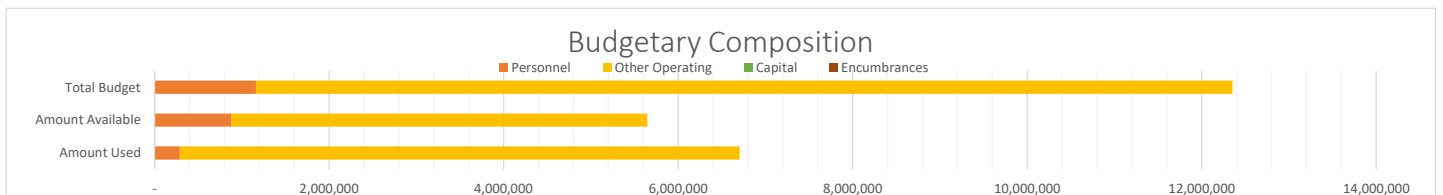
Description

The Electric Utility Administration Division provides the financial and organizational oversight of the department. Additionally, other duties include: system design and engineering, administrative support, energy resource purchasing and system planning. This Division develops rates and rate structures, establishes department policies, goals and objectives, monitors cash flow, capital and Operation and Maintenance (O&M) budgets, and coordinates training that develops each individual to their full potential for the department.

Budget Summary



Activity Trends



Notes

- 1 Amounts reported here are through December 31, 2018.
- 2
- 3



Fiscal Year 2019-20
Electric Administration Division

	Number	Number of FTEs (department-wide)
Department	26	
Division	264	
Section	2640	

Accomplishments From Fiscal Year 2018-19

	Stated Objectives	Status	Department/Division Comments:
1	Roll out customer portal as part of the AMI project to improve customer access to information and services.	Deferred	Project scheduled for 2020/2021.
2	Develop small cell pole attachment agreement.	Completed	Scheduled to be presented to Council 04/03/19.
3	Performed Department wide job description and salary review improve employee recruitment and retention of highly skilled Lineman, Engineers, and Technical staff.	Completed	Completed salary implantation to within eight percent of market.
4	Developing cost effective renewable energy resource and storage options.	Completed	Completed design and scoping studies.
5			

Future Objectives Fiscal Year 2019-20

Near-term		Department/Division Comments:
1	Start Fire Mitigation Study to comply with State requirements.	SB 901 requires utilities to create a fire mitigation plan.
2	Apply for grant opportunities for hardening the system to prevent fire hazards.	Potential grant opportunities available.
3	Implement EV charger rate.	Underway.
4	Develop electric energy programs that are useful and beneficial to our customers.	Expand EV Charger rebate program. Energy efficiency rebate programs to encourage conservation and carbon reduction through fuel source conversion.
5	Net Energy Metering (NEM) Policy.	As solar generation continues to expand, an NEM-2 policy will need to be implemented.

Intermediate-term		Department/Division Comments:
1	Meet State mandated reporting and program performance goals.	
2	Provide the best in class maintenance and system improvements increasing reliability, capacity and customer satisfaction.	Continually explore new technologies to ensure the Utility is meeting best practices in policy, equipment and work practices.
3	Comply with legislative mandates.	Resource, construction and reporting.
4	Closely monitor system performance and identify needed enhancements.	
5		

Long-term		Department/Division Comments:
1	Develop additional cost effective resources.	
2	Monitor and assist in legislation that enhances the electric systems value to the public and City.	
3	Provide support to the Construction and Technical Services Division.	Includes technical, financial and policy support.
4	Further expand employee development and retention program value. Includes monitoring and improving compensation of professional and skilled trades.	Attraction and retention of skilled employees, specifically Linemen and engineers has been a challenge in the industry and in Ukiah. The goal is to ensure a highly skilled workforce is in place to better serve our community and customers.
5		



AGENDA SUMMARY REPORT

SUBJECT: Approval of the March 6, 2019, Budget Workshop and Regular Meeting Minutes

DEPARTMENT: Clerk/Admin

PREPARED BY: Kristine Lawler

ATTACHMENTS:

[Attachment 1 - March 6, 2019, Draft Minutes](#)

Summary: Council will consider approving the Minutes of March 6, 2019, Budget Workshop and Regular Meeting (Attachment 1).

Background: N/A

Discussion: N/A

RECOMMENDED ACTION: Approve the Minutes of March 6, 2019, Budget Workshop and Regular Meeting, as submitted.

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

**CITY OF UKIAH
CITY COUNCIL MINUTES
Budget Workshop and Regular Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482
March 6, 2019
5:15 p.m.**

1. ROLL CALL

Ukiah City Council met for a Budget Workshop followed by a Regular Meeting on March 6, 2019, having been legally noticed on March 1, 2019. Mayor Mulheren called the meeting to order at 5:17 p.m. Roll was taken with the following **Councilmembers Present:** Juan V. Orozco, Jim O. Brown, Stephen G. Scalmanini, Douglas F. Crane (*arriving at 5:29 p.m.*), and Maureen Mulheren. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney (*arriving at 5:56*); and Kristine Lawler, City Clerk.

MAYOR MULHEREN PRESIDING.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Tim Eriksen, Public Works Director / City Engineer.

5:15 BUDGET WORKSHOP**a. Mid-Year Departmental Budget and Objectives Progress Review for Fiscal Year 18-19 and Review of Draft Objectives for Fiscal Year 19-20.**

Presenters: Dan Buffalo, Finance Director; Lori Martin, Billing Customer Service Manager; Michael Ingwell, Information Technology Administrator; Daphne Harris, Finance Management Analysis; and Mary Horger, Procurement Manager.

The Finance department reports were received.

Council Consensus to continue the Budget Workshop after the Regular Meeting.

6:00 REGULAR MEETING

City Clerk, Kristine Lawler, stated for the record that attendance had not changed.

12. UNFINISHED BUSINESS**a. Report and Update on Mendocino County's Ambulance Exclusive Operating Area (EOA) Request for Proposals (RFP).**

Presenter: Doug Hutchison, Fire Chief.

Public Comment: Mark Hilliker, Volunteer Fire Fighter; Leonard Winter, Medstar Ambulance of Mendocino County; Jen Banks, Carly Sullivan, and Joanne Chapman, Coastal Valley EMS Agency; Leonard Winter (*speaking a second time.*)

Motion/Second: Brown/Crane, addressing the same concerns that are outlined in the City Manager's letter to the County CEO, dated February 28, 2019 (*attached to minutes*), on behalf of the City Council to the County Executive office, that if the Meet and Confer – scheduled for Monday, March 11th – is not able to satisfy the expressed concerns, that staff will meet with the Mayor to draft a formal letter to request that the Request for Proposal (RFP) be pulled. Motion **carried** by the

following roll call votes: AYES: Orozco, Brown, Scalmanini, Crane, and Mulheren. NOES: None. ABSENT: None. ABSTAIN: None.

RECESS: 7:10 – 7:20 P.M.

3. PROCLAMATIONS/INTRODUCTIONS/PRESENTATIONS

a. Presentation to Council on the Updating of the City of Ukiah Housing Element, Including an Overview of Process, Timeline, and Expectations.

Presenter: Craig Schlatter, Community Development Director.

Public Comment: Lucy Kramer, Lydia Lopez, and John McCowen, Mendocino County 2nd District Supervisor.

Presentation was received.

4. PETITIONS AND COMMUNICATIONS

5. APPROVAL OF MINUTES

a. Approval of the February 20, 2019, Regular Meeting Minutes.

Motion/Second: Crane/Brown to approve Minutes of February 20, 2019, a joint meeting, budget workshop, and regular meeting, as submitted. Motion **carried** by the following roll call votes: AYES: Orozco, Brown, Scalmanini, Crane, and Mulheren. NOES: None. ABSENT: None. ABSTAIN: None.

6. RIGHT TO APPEAL DECISION

7. CONSENT CALENDAR

- a. Notification of Software and Hardware Support Renewal for Checkpoint Firewall in the Amount of \$27,069.68 – *Information Technology*.
- b. Approval of Notice of Completion for Slurry Seal of Local Streets, Specification No. 18-02 – *Public Works*.
- c. Approval of Notice of Completion for Transportation Improvements for Redwood Business Park, Specification No. 17-09 and Talmage Interchange Improvements Projects, Specification No. 17-07 – *Public Works*.
- d. Adoption of Resolution (2019-06) Removing 60 Lineal Feet of On-Street Parking and Establishing a Bus Loading Zone at 260 Hospital Drive – *Public Works*.
- e. Adoption of Resolution (2019-07) Removing 60 Lineal Feet of On-Street Parking and Establishing a Bus Loading Zone on the East Side of Mason Street just South of Norton Street – *Public Works*.
- f. Manager to Rent Two Diesel Pumps, Hoses and Adapters as well as Installation and Removal Costs for the Waste Water Treatment Plant in the amount of \$21,398.52 and Approval of Corresponding Budget Amendment – *Water Resources*.

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

8. **AUDIENCE COMMENTS ON NON-AGENDA ITEMS**

Public Comment: Sarah Marshal – Community Garden.

9. **COUNCIL REPORTS**

No reports were received.

10. **CITY MANAGER/CITY CLERK REPORTS**

Presenter: Kevin Jennings, Fire Marshal and Sage Sangiacomo, City Manager.

11. **PUBLIC HEARINGS (6:15 PM)**

13. **NEW BUSINESS**

a. Ratification of a Resolution Declaring a Local Emergency Related to the 2019 Winter Storm Event, and Receive a Status Update Report.

Presenter: Tami Bartolomei, Community Services Administrator / Emergency Management Coordinator.

Motion/Second: Crane/Brown to approve ratified Resolution (2019-08) declaring a local emergency related to the 2019 winter storm event. Motion **carried** by the following roll call votes: AYES: Orozco, Brown, Scalmanini, Crane, and Mulheren. NOES: None. ABSENT: None. ABSTAIN: None.

b. Authorize the City Manager and Police Chief to Implement a Relocation Program for Recruiting Police Officers.

Presenter: Justin Wyatt, Police Chief.

Public Comment: Daniel Ryberg.

Motion/Second: Crane/Scalmanini to approve authorizing the City Manager and Police Chief to implement a relocation payment of \$8,000 for newly hired police officers. Motion **carried** by the following roll call votes: AYES: Orozco, Brown, Scalmanini, Crane, and Mulheren. NOES: None. ABSENT: None. ABSTAIN: None.

c. Approve the Rejection of the Proposal Received from Fiduciary Resources, and Authorize the City Manager to Execute and Negotiate an Agreement for Vineyard Management Services to Mendocino Ag.

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

Motion/Second: Crane/Brown to approve the Rejection of the Proposal Received from Fiduciary Resources, and Authorize the City Manager to Execute and Negotiate an Agreement (COU No. 1819-183) for Vineyard Management Services to Mendocino Ag. Motion **carried** by the following roll call votes: AYES: Orozco, Brown, Scalmanini, Crane, and Mulheren. NOES: None. ABSENT: None. ABSTAIN: None.

d. 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).

Presenters: Mayor Mulheren and Sage Sangiacomo, City Manager.

Reports were received.

BUDGET WORKSHOP - Continued

a. Mid-Year Departmental Budget and Objectives Progress Review for Fiscal Year 18-19 and Review of Draft Objectives for Fiscal Year 19-20.

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

The Public Works department report was received.

14. CLOSED SESSION

a. 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

b. 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

c. Conference with Real Property Negotiators

(Cal. Gov't Code Section 54956.8)

Property: APN Nos: 003-040-77; 003-040-78; 003-040-79

Negotiator: Sage Sangiacomo, City Manager;

Negotiating Parties: Shapiro/Danco

Under Negotiation: Price & Terms of Payment

d. Conference with Real Property Negotiators

(Cal. Gov't Code Section 54956.8)

Property: APN Nos: 002-273-19-00 and 002-273-30-00

Negotiator: Sage Sangiacomo, City Manager;

Negotiating Parties: Bank of America

Under Negotiation: Price & Terms of Payment

No Closed Session was held.

15. ADJOURNMENT

There being no further business, the meeting adjourned at 9:27 p.m.

Kristine Lawler, City Clerk



City of Ukiah

Carmel J. Angelo, County Executive Officer
Mendocino County Executive Office
501 Low Gap Road, Rm. 1010
Ukiah, CA. 95482

February 28th, 2019

Dear Ms. Angelo

The City of Ukiah and the Ukiah Valley Fire Authority have received and reviewed the Request for Proposals (RFP) to establish an Ambulance Exclusive Operating Area (EOA) in the inland portions of Mendocino County submitted by Coastal Valleys EMS. Per our Memorandum of Understanding (MOU) from May of 2018 we are submitting our grave concerns and comments on the RFP.

Our position, and concern, from the outset of this process has been that the EOA would lead to a degradation of service levels to the residents of the City and District. These concerns have been expressed numerous times and the City was given assurances from the County in September of 2017 that these concerns would be addressed. Sadly, they have not been. The RFP as submitted constitutes a major reduction in service level for not just our citizens, but for all those within the EOA. Our concerns, in general, are outlined below.

The response times listed in the current draft are simply unacceptable. They are much slower than those required in other similar urban and suburban areas, even those required by Coastal Valleys in Sonoma County. They are much slower than the historical averages, and in fact, are slower than what would be an outlier resulting in an outright fine in other counties.

The financial penalties, or liquidated damages, as the RFP calls them, are paltry at best and provide little to no financial incentive to maintain adequate unit hours throughout the area proposed to be served. As stated before, the ninety percent (90%) required response times are less than what would cause the contractor to be fined as an outlier in adjacent counties, and the time limits for the outliers are just as bad. Further, the RFP does not specify where the monies collected, if any actually were, would go. Who would get them, how would they be spent? We also see no credible reason why the contractor should be able to average out their response time averages over half a year. Monthly is far more industry standard, and is done by even small contractors in small communities, so there should be no reason they could not do so here.

The document states that there is no general subsidy from the County, but also estimates that the dispatch costs would only be \$60,000.00 to start. The City of Ukiah pays over \$200,000.00 per year for dispatch services, the vast majority of which are for medical calls. The cost for those calls should be paid for by the contractor not just in Ukiah, but throughout the EOA. If not, then both the City and the County are subsidizing the private provider. Given the incredibly lax response time requirements proposed, one could also argue that the City is subsidizing the private provider by having to remain on scene and unavailable for other responses for extended periods.

Finally, one of the issues raised previously by the City was the integration of services between the transport provider and existing fire service first responders. The City had asked that such integrations be identified and part of the RFP, not negotiated during the bidding process or afterward. Again the City was

given assurances by the County that this would be addressed. It was not. While there is language in the RFP that encourages bidders to form partnerships, there is little to no incentive, financial or otherwise for them to do so.

Based on all of the above, and per the MOU from May of 2018, we request to meet and confer with the County regarding our concerns as soon as possible.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sage Sangiacomo", written over a horizontal line.

Sage Sangiacomo
City Manager
City of Ukiah

A handwritten signature in blue ink, appearing to read "Douglas Hutchison", written over a horizontal line.

Douglas Hutchison
Fire Chief
Ukiah Valley Fire Authority



AGENDA SUMMARY REPORT

SUBJECT: Report of Disbursements for the Month of February 2019.

DEPARTMENT: Finance

PREPARED BY: Candice Rasmason

ATTACHMENTS:

[Attachment 1 - February 2019 Summary of Disbursements](#)

[Attachment 2 - Account Codes for Reference](#)

[Attachment 3 - Object Codes for Reference](#)

[Attachment 4 - February 2019 Disbursement Detail](#)

Summary: The Council will review and approve the Report of Disbursements for the month of February.

Background: Payments made during the month of February 2019 are summarized on the Report of Disbursements. Further detail is supplied on the Schedule of Bills, representing the four (4) individual payment cycles within the month.

Accounts Payable Check Numbers (City & UVFA): 3031167-3031271; 3031272-3031397; 3031398-3031512; 3031513-3031623

Accounts Payable Wire Transfers: N/A

Payroll Check Numbers: 506798-506832; 506833-506868

Payroll Manual Check Numbers: 506797

Direct Deposit Numbers: 91332-91553; 91554-91770

Manual Direct Deposit Numbers: N/A

RECOMMENDED ACTION: Approve the Report of Disbursements for the month of January 2019.

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

Void Check Numbers: 3030978, 3031152, 3031108, 3030638, 3031292, 3031425, 3031424, 3031480, 3031422, 3031381, 505169

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: February 2019 Summary of Disbursements

Attachment #2: Account Codes for Reference

Attachment #3: Object Codes for Reference

Attachment #4: February 2019 Disbursement Detail

**CITY OF UKIAH
REPORT OF DISBURSEMENTS
REGISTER OF PAYROLL AND DEMAND PAYMENTS
FOR THE MONTH OF FEBRUARY**

Attachment 1

FUNDS:

100	General Fund	\$309,947.81	700	Sanitary Disposal Site Fund	\$579.74
105	Measure S General Fund		701	Landfill Corrective Fund	
110	Special General Fund		702	Disposal Closure Reserve Fund	
120	Streets Capital Improvement	\$83,425.97	704	Post Closure Fund - Solid Waste	\$0.00
201	Worker's Comp Fund	\$112,629.75	720	Golf Fund	\$1,306.26
202	Liability Fund	\$39,062.53	730	Conference Center Fund	\$4,379.17
203	Garage Fund	\$7,297.91	750	Visit Ukiah	\$7,732.69
204	Purchasing Fund	\$930.89	777	Airport Fund	\$51,414.87
205	Billing & Collections Fund	\$14,763.91	778	Airport Capital Improvement Fund	
206	Public Safety Dispatch Fund	\$6,018.23	779	Special Aviation Fund	
207	Payroll Posting Fund	\$234,880.11	800	Electric Fund	\$732,838.04
208	Building Maintenance/Corp Yard Fund	\$16,069.14	801	Electric Capital Reserve Fund	\$14,746.76
209	IT Fund	\$35,750.05	803	Lake Mendocino Bond Reserve	
220	Equipment Reserve Fund		805	Street Lighting Fund	\$11,311.12
250	Special Revenue Fund	\$87.51	806	Public Benefits Fund	\$4,331.68
251	Special Projects Reserve Fund	\$4,760.00	820	Water Fund	\$56,903.10
253	CITY PROP 172	\$6,298.97	822	Water Capital Improvement Fund	\$207,084.71
300	Park Development Fund		830	Recycled Water Fund	\$1,474,020.54
301	Anton Stadium Fund	\$0.00			
302	Observatory Park Fund		840	City/District Sewer Fund	\$219,562.40
304	Swimming Pool Fund	\$0.00	841	Sewer Contruction Fund	\$3,523,198.56
305	Riverside Park Fund	\$0.00	843	Sewer Capital Fund	
306	Skate Park Fund	\$0.00	900	Special Deposit Trust	\$17,257.08
310	Museum Grants		901	General Service (Accts Recv)	\$2,225.05
311	Alex Rorbaugh Recreation Center Fund	\$3,378.60	902	U.S.W. Billing & Collection	\$34,894.64
312	Downtown Business Improvement Fund	\$50.00	903	Public Safety - AB 109	\$0.00
313	LMIHF Housing Asset Fund		905	Federal Emergency Shelter Grant	
314	Winter Special Events	\$2,355.23	905	Mendocino Emergency Service Authority	
500	2106 Gas Tax Fund		911	Russian River Watershed Association	
501	2107 Gas Tax Fund		915	UVFD	\$25,456.00
503	2105 Gas Tax Fund		916	UVFD PROP 172	\$6,300.02
505	Signalization Fund		917	UVFD Measure B	\$4,018.30
506	Bridge Fund		918	UVFD Mitigation	\$1,361.79
507	1998 STIP Augmentation Fund		940	Sanitation District Special Fund	\$457.16
508	SB325 Reimbursement Fund	\$5,340.00	943	Sanitation District Capital Improvement Fund	
509	S.T.P. Fund	\$24,090.60	952	REDIP Sewer Enterprise Fund	
510	Trans-Traffic Congest Relief Fund		960	Community Redevelopment Agency	
511	Rail Trail Fund	\$53,012.38	961	RDA Housing Pass-Through	
600	Community Development Block Grant		962	Redevelopment Housing Fund	
601	EDBG 94-333 Revolving Loan		963	Housing Debt	
602	Community Development Fund		964	RDA Capital Pass-Through	
603	08-HOME-4688		965	Redevelopment Capital Improvement Fund	
604	CDBG Grant 09-STBG-6417		966	Redevelopment Debt Service	
605	11-HOME-7654 Fund	\$0.00	967	Housing Bond Proceeds	
606	CDBG Grant 10-EDEF-7261		968	Non-Housing Bond Proceeds	
607	Prop 84 Grant Fund		969	RDA Obligation Retirement Fund	\$492.00
609	13-CDBG-8940		844/944	Sewer Capital Projects Fund	\$186,242.60
610	City RDA Projects Fund				
630	Asset Seizure Fund				
631	Asset Seizure Fund (Drug/Alcohol)				
633	H & S Education 11489(B)(2)(A1)	\$550.00			
634	Federal Asset Seizure Grants				
635	SUP Law Enforcement Service Fund		611	Retainage Withheld	\$74,641.35
637	Local Law Enforcement Block Grant			CDBG 16-CDBG-11147	
638	Asset Forfeiture 11470.2 H & S				
639	Special Revenue - Police	\$0.00			
640	Parking District Fund	\$544.05			
691	Museum Fund	\$4,162.48			

PAYROLL CHECK NUMBERS: 506798-506832

DIRECT DEPOSIT NUMBERS: 91332-91553

PAYROLL PERIOD: 1/13/19-1/26/19

PAYROLL CHECK NUMBERS: 506833-506868

DIRECT DEPOSIT NUMBERS: 91554-91770

PAYROLL PERIOD: 1/27/19-2/9/19

PAYROLL CHECK NUMBERS:

DIRECT DEPOST NUMBERS:

PAYROLL PERIOD:

VOID CHECK NUMBERS:

3030978, 3031152, 3031108, 3030638, 3031292

3031425, 3031424, 3031480, 3031422, 3031381, 505169

MANUAL CHECK NUMBERS:

506797

WIRE TRANSFER NUMBERS:

TOTAL DEMAND PAYMENTS- A/P CHECKS \$7,628,161.75

TOTAL DEMAND PAYMENTS-WIRES* & EFT's \$69.00

TOTAL PAYROLL CHECKS & DIRECT DEPOSITS \$899,141.38

TOTAL PAYROLL EFT's (TAXES, PERS, VENDORS) \$572,058.94

* vendor name(if applicable)

TOTAL PAYMENTS

\$9,099,431.07

CERTIFICATION OF CITY CLERK

This register of Payroll and Demand Payments was duly approved by the City Council on _____.

City Clerk

APPROVAL OF CITY MANAGER

I have examined this Register and approve same.

CERTIFICATION OF DIRECTOR OF FINANCE

I have audited this Register and approve for accuracy and available funds.

City Manager

Director of Finance

Account Code Summary

Attachment 2

10000000	General Fund	20526430	Electric Department - Meter Readers
10010000	City Council	20620231	Ukiah Dispatch
10011100	City Clerk	20620232	Ft Bragg Dispatch
10011300	Elections	20700000	Payroll Posting Fund
10012100	City Manager	20822500	Building Maintenance
10012200	Administrative Support	20824300	Corporation Yard
10012400	Miscellaneous General Government	20922900	IT Fund
10013400	Finance Department	22013300	FA Replace - Finance UB
10014000	City Attorney	22020200	FA Replace - Police Operations
10015100	Treasury Management	22021210	FA Replace - Fire Administration
10016100	Human Resources	22022900	FA Replace - Information Technology
10017100	Economic Development	22024100	FA Replace - Garage
10018000	Community Outreach	22024220	FA Replace - Streets
10020217	Animal Control	22024413	FA Replace - Water Distribution Cap
10022100	Parks	22024414	FA Replace - Water Distribution O&M
10022300	Aquatics	22024421	FA Replace - City Wastewater
10022800	Recreation	25024210	Engineering Reserve
10022810	Recreation Administration	25024300	Corporation Yard Reserve
10022821	Adult Basketball	25122900	CIP - IT
10022822	Adult Softball	25123100	CIP - Planning
10022824	Co-Ed Volleyball	25124210	CIP - Engineering
10022831	Youth Basketball	25124220	CIP - Streets
10022832	Youth Softball	25124410	CIP - Water
10022840	Day Camp	25124421	CIP - City Wastewater
10022850	Classes & Clinics	25126410	CIP - Electric
10022860	Special Activities	30022200	Park Development
10023100	Community Planning	30122210	Anton Stadium
10023320	Building Inspection	30222220	Observatory Park
10024210	Engineering	30522250	Riverside Park
10024214	Traffic Signals	30622260	Skate Park
10024620	Streets	30822280	Project Planning
10024224	Storm Drains	31022700	Museum Grant
10514000	Police - City Attorney	31122000	Alex Rorabaugh Recreation Center
10520210	Patrol	31217100	Downtown Business Improvement District
10520214	Police Reserves	50524210	Engineering - Signalization Fund
10520216	COPS Grant	50624210	Capital Engineering
10520218	Police - CSO	50824210	SB325 - Engineering
10520224	Police - Major Crimes Task Force	50824220	SB325 - Streets
10521210	Fire Administration	50924210	STP - Engineering
10521312	Fire Volunteer Station	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
20524412	Water Department - Meter Readers	60517461	First Time Homebuyer Program

Account Code Summary

Attachment 2

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

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	REIMBRABLE 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 2/1/2019

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

 2-11-19 
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ADVANCED SECURITY SYSTEMS	456445.1	ALARM MONITORING AT GHM	\$88.50	69122700-52180	SECURITY SERVICES	\$88.50
	456445	FIRE, LIFE SAFETY INSPECTION &	\$528.48	69122700-52180	SECURITY SERVICES	\$528.48
	Vendor Total:					\$616.98
AIRGAS INC	9084204496	GAS METER	\$816.56	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$816.56
	Vendor Total:					\$816.56
AL SMATSKY	58	DESIGN, ENGINEERING & CONSULTAN	\$12,580.00	80126100-80230	INFRASTRUCTURE	\$12,580.00
	Vendor Total:					\$12,580.00
ALPHA ANALYTICAL LABORATORIES INC	8121235-UKIAH STP	MISC. LABORATORY WORK AS NEEDED	\$90.00	84027225-52100	CONTRACTED SERVICES	\$90.00
	8124051-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$102.00	84027225-52100	CONTRACTED SERVICES	\$102.00
	8121234-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$177.00	84027225-52100	CONTRACTED SERVICES	\$177.00
	8121954-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$177.00	84027225-52100	CONTRACTED SERVICES	\$177.00
	8122797-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$177.00	84027225-52100	CONTRACTED SERVICES	\$177.00
	8123930-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$177.00	84027225-52100	CONTRACTED SERVICES	\$177.00
	8123078-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$180.00	84027225-52100	CONTRACTED SERVICES	\$180.00
	8124348-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$190.00	84027225-52100	CONTRACTED SERVICES	\$190.00
	8121879-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$234.50	84027225-52100	CONTRACTED SERVICES	\$234.50
	8121590-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$255.00	84027225-52100	CONTRACTED SERVICES	\$255.00
	8121819-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$255.00	84027225-52100	CONTRACTED SERVICES	\$255.00
	8122552-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$255.00	84027225-52100	CONTRACTED SERVICES	\$255.00
	8122061-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$291.00	84027225-52100	CONTRACTED SERVICES	\$291.00
	8122686-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$291.00	84027225-52100	CONTRACTED SERVICES	\$291.00
	8123143-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$291.00	84027225-52100	CONTRACTED SERVICES	\$291.00
	8124540-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$291.00	84027225-52100	CONTRACTED SERVICES	\$291.00
	8123373-UKIAHSTP	DECEMBER MONTHLY WATER ANALYSIS	\$1,240.00	84027225-52100	CONTRACTED SERVICES	\$1,240.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ALPHA ANALYTICAL LABORATORIES INC	8121803-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$190.00	84027225-54100	SUPPLIES	\$190.00
Vendor Total:						\$4,863.50
AMAZON CAPITAL SERVICES	1T9R-NDF6-LJGF	CUSTOMER SERVICES BOOKS	\$99.46	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.50)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.12)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.50)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.50)
				90000000-23013	STATE USE TAX LIABILITY	(\$7.21)
				10021210-54100	SUPPLIES	\$4.41
				10021210-54100	SUPPLIES	\$49.73
				91521400-54100	SUPPLIES	\$4.42
				91521400-54100	SUPPLIES	\$49.73
	1RDM-HYPT-YXJF	FLOOR MATS	\$170.71	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.85)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.06)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.85)
				80026400-56130	EXTERNAL SERVICES	\$3.75
				80026400-56130	EXTERNAL SERVICES	\$170.71
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.85)
				90000000-23013	STATE USE TAX LIABILITY	(\$1.14)
	1WFR-RP47-9PK3	HEAD LAMPS	\$225.17	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$1.13)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.27)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.13)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.13)
				10024620-54120	PW - SPECIAL SUPPLIES	\$19.98
				10024620-54120	PW - SPECIAL SUPPLIES	\$225.17
				90000000-23013	STATE USE TAX LIABILITY	(\$16.32)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	17T1-Y911-9V4N	MINI CHALKBOARD SIGNS	\$226.18	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.06)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.02)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.06)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.06)
				90000000-23013	STATE USE TAX LIABILITY	(\$0.90)
				73022600-54100	SUPPLIES	\$1.10
				73022600-54100	SUPPLIES	\$226.18
	1G43-RVRH-9RW6	EASY UP	\$559.95	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$2.80)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.70)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.80)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$2.80)
				90000000-23256	SPECIAL EVENTS TRUST	\$49.70
				90000000-23256	SPECIAL EVENTS TRUST	\$559.95
				90000000-23013	STATE USE TAX LIABILITY	(\$40.60)
	19JF-W3P7-1WKC	FITTINGS, COUPLINGS, CLAMPS	\$256.87	10021210-56130	EXTERNAL SERVICES	\$169.70
				84027221-56130	EXTERNAL SERVICES	\$87.17
	1WN1-6K6H-4CGC	HAND SANITIZERS	\$24.10	10020210-54201	PRISONER EXPENSE	\$24.10
	1GDH-3NRR-KG19	SPECIAL ANIMAL HANDLING GLOVES	\$37.98	10020210-54201	PRISONER EXPENSE	\$37.98
	1J7L-3LND-KKYY	CLEANING SUPPLIES	\$82.64	10021210-54100	SUPPLIES	\$41.32
				91521400-54100	SUPPLIES	\$41.32
	1J7L-3LND-Y14F	FIRST AID SUPPLIES	\$164.64	10022831-54100	SUPPLIES	\$164.64
	1J61-7R6W-YP69	RETURN/CREDIT LINENS	(\$126.82)	73022600-54100	SUPPLIES	(\$126.82)
	1J61-7R6W-YPRX	RETURN/CREDIT LINENS	(\$10.34)	73022600-54100	SUPPLIES	(\$10.34)
Vendor Total: -----						
\$1,710.54						
ANIXTER	4072430-01	ELECTRICAL EQUIPMENT AND SUPPLIES	\$1,328.27	80000000-12104	INVENTORY - PURCHASES	\$1,328.27
				Vendor Total: -----		
\$1,328.27						

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ANTONIO MUNOZ	CFM022019	CROSS-FIT TRAINING FOR FIRE ST	\$333.33	10021210-54167	EMPLOYEE DEVELOPMENT	\$166.67
				91521400-54167	EMPLOYEE DEVELOPMENT	\$166.66
				Vendor Total:		\$333.33
AT&T	2463 JAN 19	TELEPHONE	\$49.97	10021210-55100	TELEPHONE	\$24.99
				91521400-55100	TELEPHONE	\$24.98
				Vendor Total:		\$49.97
BSN SPORTS	904159436	ECLIPSE WHISTLES	\$124.97	10022831-54100	SUPPLIES	\$124.97
				Vendor Total:		\$124.97
BUSINESS CARD	69473	FACEBOOK ADVERTISING	\$4.00	10018000-52510	ADVERTISING & PROMOTION	\$4.00
	4050310	FACEBOOK ADVERTISING	\$263.02	10018000-52510	ADVERTISING & PROMOTION	\$263.02
	SF-D 24211	ADVERTISING	\$388.59	10018000-52510	ADVERTISING & PROMOTION	\$388.59
	129541086	RENEWAL PAYMENT	\$29.00	75012700-52515	ADVERTISING & PUBLICATION	\$29.00
	122218	SHORTSTACK MONTHLY RENEWAL	\$29.00	75012700-52515	ADVERTISING & PUBLICATION	\$29.00
	56180	TYLER BUSINESS FORMS	\$282.09	10016100-54160	CITY LIABILITY & CONTRACT	\$282.09
	101918	FACEBOOK ADVERTISING	\$20.00	10020210-52100	CONTRACTED SERVICES	\$20.00
	776571	WTP OPERATION VOL I MANUAL	\$109.53	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.45)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.12)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.45)
				82027114-57100	LEARNING AND DEVELOPMENT	\$1.47
				82027114-57100	LEARNING AND DEVELOPMENT	\$109.53
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.45)
	SF-D 18240	CAT 6 CABLES, ADAPTER	\$146.90	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.60)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.15)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.60)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.60)
				20913900-54100	SUPPLIES	\$1.95

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BUSINESS CARD	SF-D 18240	CAT 6 CABLES, ADAPTER	\$146.90	20913900-54100	SUPPLIES	\$146.90
	SF-D 21780	FUSES	\$206.40	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$1.04)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.26)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.04)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.04)
				90000000-23013	STATE USE TAX LIABILITY	(\$14.97)
				80526150-54100	SUPPLIES	\$18.35
				80526150-54100	SUPPLIES	\$206.40
	19226	K9 SUPPLIES	\$234.71	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$1.05)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.27)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.05)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.05)
				10020210-54100	SUPPLIES	\$3.42
				10020210-54100	SUPPLIES	\$234.71
	SF-D 21771	HP MOTOR	\$596.70	80026220-56120	EQUIPMENT MAINTENANCE & REPAIR	\$596.70
	100268012	#202EBE201 REPLACEMENT OIL COO	\$1,714.01	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,714.01
	488355	CREDIT FOR CHECK STRAPS	(\$25.00)	10020210-56130	EXTERNAL SERVICES	(\$25.00)
	12892	AIRFARE- M MULHEREN	\$246.39	10010000-57100	LEARNING AND DEVELOPMENT	\$246.39
	2305	REGISTRATION- M MULHEREN	\$414.00	10010000-57100	LEARNING AND DEVELOPMENT	\$414.00
	120718	REGISTRATION - COUNCIL MEMBER JUAN OROZCO	\$575.00	10010000-57100	LEARNING AND DEVELOPMENT	\$575.00
	13119.3	FINANCE FEE ADJUSTMENT	(\$22.39)	10012500-57100	LEARNING AND DEVELOPMENT	(\$22.39)
	13485966	REGISTRATION - K LAWLER	\$50.00	10012500-57100	LEARNING AND DEVELOPMENT	\$50.00
	13485982	REGISTRATION - K LAWLER	\$75.00	10012500-57100	LEARNING AND DEVELOPMENT	\$75.00
	663822	AIRFARE- K LAWLER	\$113.20	10012500-57100	LEARNING AND DEVELOPMENT	\$113.20

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Vendor	Invoice #	Invoice	Invoice Amt	Account Detail and Allocation Detail		
BUSINESS CARD	04A	AIRFARE - K LAWLER	\$213.20	10012500-57100	LEARNING AND DEVELOPMENT	\$213.20
	13119.2	FINANCE FEE ADJUSTMENT	\$23.47	10013400-57100	LEARNING AND DEVELOPMENT	\$23.47
	SF-D 22746	AIRFARE - D BUFFALO	\$106.00	10013400-57100	LEARNING AND DEVELOPMENT	\$106.00
	198271	MGMT RETREAT LUNCH	\$120.52	10013400-57100	LEARNING AND DEVELOPMENT	\$120.52
	SF-D 22746.1	AIRFARE - D BUFFALO	\$125.00	10013400-57100	LEARNING AND DEVELOPMENT	\$125.00
	2000002247	CSMFO ANNUAL CONFERENCE	\$420.00	10013400-57100	LEARNING AND DEVELOPMENT	\$420.00
	GH785F	TRAVEL - D BUFFALO	\$464.60	10013400-57100	LEARNING AND DEVELOPMENT	\$464.60
	R1325661962	LODGING - C RASMASON	\$1,474.91	10013400-57100	LEARNING AND DEVELOPMENT	\$1,474.91
	13119.4	FINANCE FEE ADJUSTMENT	(\$5.20)	10016100-57100	LEARNING AND DEVELOPMENT	(\$5.20)
	T9IRA5	AIRFARE - S MANNION, E RAMIREZ	\$800.80	10016100-57100	LEARNING AND DEVELOPMENT	\$800.80
	348	LODGING - E RAMIREZ	\$1,100.28	10016100-57100	LEARNING AND DEVELOPMENT	\$1,100.28
	358	LODGING - S MANNION	\$1,160.28	10016100-57100	LEARNING AND DEVELOPMENT	\$1,160.28
	44717	REGISTRATION - A DELAPO	\$325.00	10020210-57100	LEARNING AND DEVELOPMENT	\$325.00
	663823	AIRFARE- S ABBA	\$113.20	10021210-57100	LEARNING AND DEVELOPMENT	\$56.60
				91521400-57100	LEARNING AND DEVELOPMENT	\$56.60
	04B	AIRFARE - S ABBA	\$213.20	10021210-57100	LEARNING AND DEVELOPMENT	\$106.60
				91521400-57100	LEARNING AND DEVELOPMENT	\$106.60
	45730	CPRS REGISTRATION FOR COMMUNITY SERVICES	\$2,274.00	10022810-57100	LEARNING AND DEVELOPMENT	\$2,274.00
	332	LODGING REFUND	(\$114.00)	10023320-57100	LEARNING AND DEVELOPMENT	(\$114.00)
	TR 11/16-18/18	PARKING - M HORGER	\$25.50	20413500-57100	LEARNING AND DEVELOPMENT	\$25.50
	SF-D 22749	AIRFARE - M INGWELL	\$170.00	20913900-57100	LEARNING AND DEVELOPMENT	\$170.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BUSINESS CARD	877921771	REGISTRATION - E CEBALLOS	\$65.00	84027225-57100	LEARNING AND DEVELOPMENT	\$65.00
	E080079WR6	MICROSOFT ONLINE SERVICES	\$30.00	10013400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$30.00
	E08007293J	ONLINE SERVICES	\$30.00	10013400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$30.00
	300000894	MEMBERSHIP - D BUFFALO	\$110.00	10013400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$110.00
	00307	MEMBERSHIP- K MASON	\$50.00	10020210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$50.00
SF-D 22745.1		CANCELLED JIBJAB MONTHLY SUBSCRIPTION	(\$24.00)	20413500-57300	MEMBERSHIPS & SUBSCRIPTIONS	(\$24.00)
	SF-D 22745	JIBJAB MONTHLY SUBSCRIPTION	\$24.00	20413500-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$24.00
	7400692Y	NEC HANDBOOK, TABS	\$465.93	80026400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$465.93
EV41998		SPECIAL EVENT INSURANCE	\$1,843.00	90000000-23259	PARADE OF LIGHTS	\$1,843.00
120556		USPS PRIORITY MAIL	\$7.45	10020210-54101	POSTAGE	\$7.45
012384		USPS PRIORITY MAIL	\$9.85	10020210-54101	POSTAGE	\$9.85
	867646	POSTAGE	\$15.25	10020210-54101	POSTAGE	\$15.25
SAPI20		PRINT PAD	\$27.00	10020210-54201	PRISONER EXPENSE	\$27.00
	230132	FOLDING 2-BIKE TRUNK RACK	\$56.56	10020210-54201	PRISONER EXPENSE	\$56.56
	8053718	COLOR RIBBON & CLEANING KIT	\$108.75	10020210-54201	PRISONER EXPENSE	\$108.75
	11190125	HAND TOOLS (POWERED AND NON-PO	\$2,378.99	82027114-54102	SMALL TOOLS	\$1,189.49
				84027221-54102	SMALL TOOLS	\$1,189.50
	17769	REUSABLE BAGS	\$403.39	90000000-23256	SPECIAL EVENTS TRUST	\$403.39
103025763		24' X 3" ALLEY BUMP W/ END CAP	\$1,418.57	90000000-23256	SPECIAL EVENTS TRUST	\$1,418.57
	SF-D 21981	FINANCE DEPT CHRISTMAS LUNCH SUPPLIES	\$23.09	10013400-54100	SUPPLIES	\$23.09
	68	COUNCIL MEETING	\$85.77	10013400-54100	SUPPLIES	\$85.77
	071	BOYS & GIRLS CLUB BOARD LUNCH	\$50.09	10020210-54100	SUPPLIES	\$50.09
	SF-D 20237	PD DINNER SUPPLIES	\$91.92	10020210-54100	SUPPLIES	\$91.92
	5839	TACTICAL TRAINING SUPPLIES	\$137.71	10020210-54100	SUPPLIES	\$137.71
	SF-D 20236	PD DECAL STICKERS	\$197.67	10020210-54100	SUPPLIES	\$197.67
	SF-D 22175	POLICE BBQ DAY SUPPLIES	\$80.40	10020214-54100	SUPPLIES	\$80.40

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BUSINESS CARD	13119.5	FINANCE FEE ADJUSTMENT	(\$27.14)	10021210-54100	SUPPLIES	(\$27.14)
	13119.1	FINANCE FEE ADJUSTMENT	(\$146.25)	20413500-54100	SUPPLIES	(\$146.25)
	120518	INTERNATIONAL TRANSACTION FEE	(\$0.75)	20413500-54100	SUPPLIES	(\$0.75)
	SF-D 21985	POWER STRIP	\$19.34	20413500-54100	SUPPLIES	\$19.34
	SF-D 22710	CHRISTMAS SUPPLIES	\$381.87	20824300-54100	SUPPLIES	\$381.87
	SF- D 20492	WATERPARK GUARD HIP PACK	\$214.40	31422860-54100	SUPPLIES	\$214.40
	04633887	PRESSURE GAUGE	\$149.13	70024500-54100	SUPPLIES	\$149.13
	04637606	FLOW SENSOR	\$322.31	70024500-54100	SUPPLIES	\$322.31
	13119	FINANCE FEE ADJUSTMENT	(\$42.21)	75012700-54100	SUPPLIES	(\$42.21)
	712790	TISSUE, BEVERAGE BAGS	\$38.00	75012700-54100	SUPPLIES	\$38.00
	199108	UKIAH BOARD LUNCHEON	\$233.90	75012700-54100	SUPPLIES	\$233.90
	44214	TOROID FOR TESLA COIL	\$193.57	80026120-54100	SUPPLIES	\$193.57
	488355.1	GLASS CHAIRMAT	\$187.90	80026400-54100	SUPPLIES	\$187.90
	SF-D 22713	GLASS CHAIRMAT	\$619.56	80026400-54100	SUPPLIES	\$619.56
	11130	CHRISTMAS IN A BOX, LIGHTING KIT	\$709.36	80026400-54100	SUPPLIES	\$709.36
	SF-D 22729	OBSERVATORY PHONE BILL	\$140.51	10022100-55100	TELEPHONE	\$140.51
	SF-D 21979	TAXES FOR REPLACEMENT PHONE	\$30.96	80026400-55100	TELEPHONE	\$30.96
Vendor Total:						\$25,171.76
CA POLICE CHIEFS ASSOC	153351	2019 TRAINING SYMPOSIUM	\$725.00	10020210-57100	LEARNING AND DEVELOPMENT	\$725.00
Vendor Total:						\$725.00
CA SURVEYING & DRAFTING SUPPLY INC	117660/1	SUPPLIES AS NEEDED	\$100.16	10024210-52100	CONTRACTED SERVICES	\$100.16
Vendor Total:						\$100.16
CALIFORNIA ASSOCIATION OF MUSEUMS	3950	REGISTRATION - D BURTON	\$427.00	69122700-57100	LEARNING AND DEVELOPMENT	\$427.00
Vendor Total:						\$427.00
CANDICE RASMASON	TR 1/21-22/19	TRAVEL REIMBURSEMENT	\$288.46	10013400-57100	LEARNING AND DEVELOPMENT	\$288.46
Vendor Total:						\$288.46
CAPITOL BARRICADE INC	117067	2.25"X2.25"X18" SQUARE SLEEVE	\$1,249.31	10024620-54127	PW - SIGN POSTS/SHEETING	\$1,249.31
Vendor Total:						\$1,249.31

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CHROMAGRAPHS	66972	BUSINESS CARDS (500 CT)	\$1,531.16	10020210-54100	SUPPLIES	\$1,531.16
					Vendor Total:	\$1,531.16
CLARK PEST CONTROL	23343512	PEST CONTROL SVCS	\$94.00	80026210-52100	CONTRACTED SERVICES	\$94.00
	23330683	PEST CONTROL SVCS	\$74.00	80026220-52100	CONTRACTED SERVICES	\$74.00
	23330728	PEST CONTROL SVCS	\$95.00	80026400-52100	CONTRACTED SERVICES	\$95.00
					Vendor Total:	\$263.00
CODE PUBLISHING COMPANY	62353	CODIFICATION SERVICES AS PER A	\$84.90	10012500-52100	CONTRACTED SERVICES	\$84.90
					Vendor Total:	\$84.90
COMCAST	1296 FEB 19	INTERNET SERVICES	\$163.42	31122000-52100	CONTRACTED SERVICES	\$163.42
	4635 FEB 19	INTERNET SERVICES	\$246.98	20913900-55100	TELEPHONE	\$246.98
	0472 FEB 19	INTERNET SERVICES	\$162.25	73022600-55100	TELEPHONE	\$162.25
					Vendor Total:	\$572.65
CRAWFORD & ASSOCIATES INC	36078	ON-CALL PLANNING SERVICES	\$4,748.75	10023100-52100	CONTRACTED SERVICES	\$4,748.75
					Vendor Total:	\$4,748.75
DAVID PAUL WELLINGTON	DV012619	REFEREE TRAINING	\$150.00	10022831-54100	SUPPLIES	\$150.00
					Vendor Total:	\$150.00
DEEP VALLEY SECURITY	339873.5	SECURITY SYSTEM MONITORING AT	\$39.95	10022100-52180	SECURITY SERVICES	\$39.95
					Vendor Total:	\$39.95
DELL MARKETING LP	10288946741	DELL ULTRASHARP 34 CURVED ULTR	\$1,207.87	10012100-54330	COMPUTER AND TECHNOLOGY	\$1,207.87
					Vendor Total:	\$1,207.87
ENVIRONMENTAL PRODUCTS & ACCESSORIES LLC	237474	PLUMBING EQUIPMENT, FIXTURES,	\$2,220.53	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$10.46)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$2.63)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$10.46)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$10.46)
				90000000-23013	STATE USE TAX LIABILITY	(\$151.74)
				84027221-54100	SUPPLIES	\$185.75
				84027221-54100	SUPPLIES	\$2,220.53
					Vendor Total:	\$2,220.53

List of Checks Presented for Approval on 2/1/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
EUREKA OXYGEN CO	STMT DEC 18	SERVICE CHARGE	\$1.04	20822500-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1.04
					Vendor Total:	\$1.04
EVERGREEN JOB & SAFETY TRAINING INC	913	EDUCATIONAL/TRAINING SERVICES	\$2,109.12	80026110-52100	CONTRACTED SERVICES	\$1,054.56
				80026120-52100	CONTRACTED SERVICES	\$1,054.56
	914	EDUCATIONAL/TRAINING SERVICES	\$964.79	20513380-57100	LEARNING AND DEVELOPMENT	\$964.79
					Vendor Total:	\$3,073.91
EWERS TECHNOLOGY LLC	201803856	WEB SUPPORT	\$1,607.00	10021210-52100	CONTRACTED SERVICES	\$803.50
				91521400-52100	CONTRACTED SERVICES	\$803.50
					Vendor Total:	\$1,607.00
FASTENAL	CAUKA33892	ELECTRICAL EQUIPMENT AND SUPPLIES	\$387.40	10024620-54120	PW - SPECIAL SUPPLIES	\$96.85
				84027221-54100	SUPPLIES	\$290.55
					Vendor Total:	\$387.40
FEDERAL EXPRESS	6-433-50486	SHIPPING SERVICES	\$339.60	10013400-54101	POSTAGE	\$32.69
				10013400-54101	POSTAGE	\$78.85
				10020210-54101	POSTAGE	\$50.80
				10024224-54101	POSTAGE	\$29.11
				84027220-54101	POSTAGE	\$38.94
				84027220-54101	POSTAGE	\$39.12
				84027220-54101	POSTAGE	\$42.97
				10023100-54100	SUPPLIES	\$27.12
					Vendor Total:	\$339.60
FIRSTTWO INC	1112	FIRSTTWO FULL AGENCY LICENSE T	\$1,800.00	10020210-54320	SOFTWARE	\$900.00
				20620231-54320	SOFTWARE	\$900.00
					Vendor Total:	\$1,800.00
FRANK ROMANO	UPD1312019	ANNUAL K9 TRAINING	\$225.00	10020210-57100	LEARNING AND DEVELOPMENT	\$225.00
	UPD2282019	ANNUAL K9 TRAINING	\$225.00	10020210-57100	LEARNING AND DEVELOPMENT	\$225.00
					Vendor Total:	\$450.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GARTON TRACTOR INC	CU38399.1	SUPPLIES AS NEEDED	\$12.44	84027225-56130	EXTERNAL SERVICES	\$12.44
	CU38489.1	SUPPLIES AS NEEDED	\$968.26	84027225-56130	EXTERNAL SERVICES	\$968.26
	Vendor Total:					\$980.70
GENERAL SERVICES AGENCY	FEB 19	SPANISH MTN SUBLEASE MO RENT-N	\$50.00	20620231-52100	CONTRACTED SERVICES	\$50.00
	Vendor Total:					\$50.00
GHILOTTI CONSTRUCTION COMPANY INC	5794*11.1	RECYCLED WATER PROJECT	\$547,390.43	83027330-80230	INFRASTRUCTURE	\$5,000.00
				83027330-80230	INFRASTRUCTURE	\$542,390.43
	5794*10	RECYCLED WATER PROJECT	\$945,436.65	83027330-80230	INFRASTRUCTURE	\$11,983.25
				83027330-80230	INFRASTRUCTURE	\$933,453.40
	5851*01	EMERGENCY SEWER MAIN REPLACEME	\$87,368.74	84427221-80233	MAIN REPLACEMENTS	\$87,368.74
	5851*02	EMERGENCY SEWER MAIN REPLACEME	\$94,864.31	84427221-80233	MAIN REPLACEMENTS	\$94,864.31
	Vendor Total:					\$1,675,060.13
	CIO15015	SWITCH POD	\$116.51	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.47)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.19)
				10021210-56130	EXTERNAL SERVICES	\$1.13
				10021210-56130	EXTERNAL SERVICES	\$116.51
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.47)
	CIO14958	RECTANGULAR POCKET	\$160.81	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.65)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.16)
				10021210-56130	EXTERNAL SERVICES	\$1.46
				10021210-56130	EXTERNAL SERVICES	\$160.81
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.65)
	CIO14978	#3025450 STRG GEAR, MA, M110,	\$2,128.77	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$9.34)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$2.34)
				10021210-56130	EXTERNAL SERVICES	\$21.02
				10021210-56130	EXTERNAL SERVICES	\$2,128.77

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GOLDEN STATE EMERGENCY VEHICLE SERVICE INC	CIO14978	#3025450 STRG GEAR, MA, M110,	\$2,128.77	90000000-23028	MEASURE Y DISTRICT TAX	(\$9.34)
					Vendor Total:	\$2,406.09
GRAINGER INC	9061553526	LED LAMP	\$12.49	10021210-54100	SUPPLIES	\$6.24
				91521400-54100	SUPPLIES	\$6.25
	906139711	BABY WIPES	\$24.47	10021210-54100	SUPPLIES	\$12.23
				91521400-54100	SUPPLIES	\$12.24
	9061684289	SUPPLIES AS NEEDED	\$655.70	10021210-54100	SUPPLIES	\$327.85
				91521400-54100	SUPPLIES	\$327.85
					Vendor Total:	\$692.66
GRANITE CONSTRUCTION COMPANY	1529130	MISC. ROCK & ROAD PATCH MATERI	\$1,086.69	20824300-54100	SUPPLIES	\$191.57
				84027221-54100	SUPPLIES	\$88.52
				84027221-54100	SUPPLIES	\$181.44
				84027221-54100	SUPPLIES	\$185.52
				84027221-54100	SUPPLIES	\$206.10
				84027221-54100	SUPPLIES	\$233.54
					Vendor Total:	\$1,086.69
H&M MARKETS LLC	730453	ICE RINK SNACKS	\$44.90	31400000-54100	SUPPLIES	\$44.90
	130543	ICE RINK SNACKS	\$127.60	31400000-54100	SUPPLIES	\$127.60
	630401	ICE RINK SNACKS	\$229.80	31400000-54100	SUPPLIES	\$229.80
					Vendor Total:	\$402.30
HACH COMPANY	11288860	PHOTOCELL DETECTOR	\$551.60	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$551.60
	11292890	CHLORINE, REFILL VIAL	\$363.87	84027225-54100	SUPPLIES	\$363.87
					Vendor Total:	\$915.47
HERC RENTALS INC	CM30151516-002	CREDIT FOR PO# 45549	(\$2,667.44)	10024620-56410	EQUIPMENT RENTAL - PRIVATE	(\$2,667.44)
	CM30167616-005	CREDIT FOR PO# 45549	(\$737.08)	10024620-56410	EQUIPMENT RENTAL - PRIVATE	(\$737.08)
	30167616-004	RENTAL OR LEASE SERVICES OF AG	\$1,796.44	10024620-56410	EQUIPMENT RENTAL - PRIVATE	\$1,796.44

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
HERC RENTALS INC	30151516-001	RENTAL OR LEASE SERVICES OF AG	\$2,721.88	10024620-56410	EQUIPMENT RENTAL - PRIVATE	\$2,721.88
					Vendor Total:	\$1,113.80
HOME DEPOT CREDIT SERVICES	5164039	REFUND/CREDIT ELECTRONIC BALLAST	(\$51.53)	20822500-56300	BUILDING MAINT. & REPAIR	(\$51.53)
	5164032	ELECTRONIC BALLAST	\$68.72	20822500-56300	BUILDING MAINT. & REPAIR	\$68.72
	5164040	STANDARD WIRE, BALLAST	\$153.00	20822500-56300	BUILDING MAINT. & REPAIR	\$153.00
	4115846	QUICK CONNECT AND ELBOWS	\$27.07	82027111-56300	BUILDING MAINT. & REPAIR	\$27.07
	8114570	HEX BUSHING & WOOD HANDLE	\$48.23	82027111-56300	BUILDING MAINT. & REPAIR	\$48.23
	5164038	WEATHER STRIP	\$10.87	84027221-56130	EXTERNAL SERVICES	\$10.87
	6022236	MOTION LIGHTS, EXTENSION CORDS	\$304.46	90000000-23256	SPECIAL EVENTS TRUST	\$304.46
	5164048	DOOR WARDROBE CABINETS	\$281.64	10021210-54100	SUPPLIES	\$140.82
				91521400-54100	SUPPLIES	\$140.82
	8032066	FUSE	\$2.45	31400000-54100	SUPPLIES	\$2.45
	2031936	DUCT TAPE, RUBBER TIPS	\$21.08	31400000-54100	SUPPLIES	\$21.08
	4032332	ROLLER HANDLE, ROLLER & FRAME	\$47.31	31400000-54100	SUPPLIES	\$47.31
	4023140	PAINT	\$57.81	31400000-54100	SUPPLIES	\$57.81
	6580210	EXTENTION CORDS	\$81.49	31400000-54100	SUPPLIES	\$81.49
					Vendor Total:	\$1,052.60
INFOSEND INC	147083	UB PRINT & MAIL SERVICES	\$4,729.48	20513300-52100	CONTRACTED SERVICES	\$4,729.48
	143602	WICKED SLUSH	\$1,045.96	10022100-54100	SUPPLIES	\$1,045.96
	147390	ICE RINK	\$962.82	31400000-54100	SUPPLIES	\$962.82
					Vendor Total:	\$6,738.26
INTEGRITY SHRED	89392	SHREDDING SERVICES	\$57.00	10020210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
	89951	SHREDDING SERVICES	\$57.00	10020210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
					Vendor Total:	\$114.00
INTERWEST CONSULTING GROUP INC	45382	ON-CALL BUILDING & PLAN CHECK	\$95.00	10023320-52100	CONTRACTED SERVICES	\$95.00
	45969	ON-CALL BUILDING & PLAN CHECK	\$190.00	10023320-52100	CONTRACTED SERVICES	\$190.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
INTERWEST CONSULTING GROUP INC	46666	ON-CALL BUILDING & PLAN CHECK	\$4,811.97	10023320-52100	CONTRACTED SERVICES	\$4,811.97
					Vendor Total:	\$5,096.97
JENNIFER COURSEY	1695	PERFORMANCE AND SERVICE REVIEW	\$896.88	10021210-54100	SUPPLIES	\$448.44
				91521400-54100	SUPPLIES	\$448.44
					Vendor Total:	\$896.88
JOHN'S LOCK & SAFE	9181	KEYS	\$16.33	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$8.17
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$8.16
					Vendor Total:	\$16.33
JUDY CHAN	FEB 19	FEB 19 RENT- MASON ST	\$1,406.00	10022100-52600	RENT	\$1,406.00
					Vendor Total:	\$1,406.00
LEXISNEXIS RISK DATA MANAGEMENT INC	1410964-20181130	LEXIS NEXIS LE PLUS SEARCHING	\$79.00	10020210-54202	MAJOR CRIME INVESTIGATIONS	\$79.00
					Vendor Total:	\$79.00
LN CURTIS & SONS	CM13714	REFUND/CREDIT HOSE PACK	(\$334.41)	25321210-54102	SMALL TOOLS	(\$167.21)
				91621400-54102	SMALL TOOLS	(\$167.20)
	INV242302	#GMM-2 GLAS-MASTER TOOL	\$345.11	25321210-54102	SMALL TOOLS	\$172.55
				91621400-54102	SMALL TOOLS	\$172.56
	INV243033	#GMM-2 GLAS-MASTER TOOL	\$1,429.97	25321210-54102	SMALL TOOLS	\$714.98
				91621400-54102	SMALL TOOLS	\$714.99
	INV249887	KASK #346200 SUPER PLASMA HELM	\$3,040.33	25321210-54102	SMALL TOOLS	\$1,520.16
				91621400-54102	SMALL TOOLS	\$1,520.17
	INV241501	TS420 STIHL 14" CUTQUOCK CUT-O	\$4,055.02	25321210-54102	SMALL TOOLS	\$2,027.51
				91621400-54102	SMALL TOOLS	\$2,027.51
					Vendor Total:	\$8,536.02
MARIANNE DAVISON	117430-9	UTILITY REFUND - M DAVISON	\$47.81	90100000-10421	UTILITY RECEIVABLES CLEARING	\$47.81
					Vendor Total:	\$47.81
MATHESON TRI-GAS INC	18653160	OXYGEN & MISC. SUPPLIES AS NEE	\$51.19	80026210-54100	SUPPLIES	\$51.19
	18890176	OXYGEN & MISC. SUPPLIES AS NEE	\$68.67	80026210-54100	SUPPLIES	\$68.67
					Vendor Total:	\$119.86

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MOIRS	149926	MISC. POOL SUPPLIES AS NEEDED	\$104.22	82027111-58202	CHEMICALS	\$104.22
	149977	MISC. POOL SUPPLIES AS NEEDED	\$497.09	82027111-58202	CHEMICALS	\$497.09
	149929	MISC. POOL SUPPLIES AS NEEDED	\$474.01	10022300-54106	SPECIALTY SUPPLIES	\$474.01
					Vendor Total:	\$1,075.32
MOTOROLA SOLUTIONS INC	16031167	1432.99	\$4,826.83	10012800-54100	SUPPLIES	\$4,826.83
					Vendor Total:	\$4,826.83
NETMOTION WIRELESS INC	10045271	DIAGNOSTICS, ALERTING, GPS HEA	\$3,567.19	20620231-52100	CONTRACTED SERVICES	\$3,567.19
					Vendor Total:	\$3,567.19
NORTHERN AGGREGATES INC	60082	MISC ROCK & SANDS AS NEEDED	\$623.59	84027225-56504	FACILITY MAINTENANCE & REPAIR	\$623.59
					Vendor Total:	\$623.59
ONE TIME PAY VENDOR	10594	REIMBURSEMENT - REPAIR DAMAGE MATTERN VINEYARD	\$5,488.00	84027225-52100	CONTRACTED SERVICES	\$5,488.00
	84664-2	UTILITY OVER PAYMENT - WAYNE HAFNER	\$437.28	94000000-44721	SEWER 1 RESIDENCE (UVSD)	\$437.28
	115890-6	UTILITY REFUND - KNOX PARKER	\$27.22	90100000-10421	UTILITY RECEIVABLES CLEARING	\$27.22
	100175-9	UTILITY REFUND - HEATHER KEENEY	\$51.71	90100000-10421	UTILITY RECEIVABLES CLEARING	\$51.71
					Vendor Total:	\$6,004.21
PACE SUPPLY CORPORATION	025053232	MUSEUM SUPPLIES	\$130.56	20822500-56300	BUILDING MAINT. & REPAIR	\$130.56
	025070554	FLEX CONNECTOR	\$61.50	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$61.50
	025032061	REPLACEMENT DRINKING FOUNTAIN	\$897.54	10022100-59400	OTHER EXPENSES	\$897.54
	025064965	COUPLING CLAMP	\$311.02	84027221-54100	SUPPLIES	\$311.02
					Vendor Total:	\$1,400.62
PACIFIC REDWOOD MEDICAL GROUP INC	1489	MEDICAL SCREENING	\$100.80	10021210-54161	BACKGROUND & PHYSICALS	\$50.40
				91521400-54161	BACKGROUND & PHYSICALS	\$50.40
					Vendor Total:	\$100.80
PETERSON CAT	PC060150670	SEAL RING	\$13.07	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.03
				10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$13.07
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.03)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PETERSON CAT	G0362701	#OC306B COLD PLANER LOADER WOR	\$22,333.93	12024200-80100	MACHINERY & EQUIPMENT	\$22,333.93
					Vendor Total:	\$22,347.00
PETERSON TRUCKS INC	205243P	BLADES, FILTER ASSEMBLY	\$21.18	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.10)
				10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.05
				10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$7.06
				80026400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.05
				80026400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$7.06
				10020210-56130	EXTERNAL SERVICES	\$0.05
				10020210-56130	EXTERNAL SERVICES	\$7.06
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.05)
	205594P	FILTER, TEMPERATURE SENSOR	\$229.48	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$1.07)
				84027221-56130	EXTERNAL SERVICES	\$1.60
				84027221-56130	EXTERNAL SERVICES	\$229.48
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.53)
	205506p	FILTERS	\$272.19	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$272.19
					Vendor Total:	\$522.85
POLYDYNE INC	1315134	LIQUID POLY ALKYLAMINE	\$8,789.48	84027225-58202	CHEMICALS	\$8,789.48
					Vendor Total:	\$8,789.48
RAY ALLEN MFG LLC	RINV085066	K9 TRAINING SUPPLIES	\$929.91	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$4.61)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$1.16)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$4.62)
				10020210-57100	LEARNING AND DEVELOPMENT	\$81.91
				10020210-57100	LEARNING AND DEVELOPMENT	\$929.91
				90000000-23028	MEASURE Y DISTRICT TAX	(\$4.61)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
RAY ALLEN MFG LLC	RINV085066	K9 TRAINING SUPPLIES	\$929.91	90000000-23013	STATE USE TAX LIABILITY	(\$66.91)
					Vendor Total:	\$929.91
RAY C STARKEY	16637	PARK SUPPLIES	\$794.46	10022100-54100	SUPPLIES	\$794.46
					Vendor Total:	\$794.46
REDWOOD COAST FUELS	2009928	CARDLOCK FUEL PURCHASES	\$798.22	20324100-58410	GARAGE LUBRICANTS & PARTS	\$798.22
	2009936	CARDLOCK FUEL PURCHASES	\$520.37	20324100-54100	SUPPLIES	\$520.37
					Vendor Total:	\$1,318.59
RELIABLE MILL SUPPLY CO	142165	UVFA SUPPLIES	\$350.55	25321210-54102	SMALL TOOLS	\$175.27
				91621400-54102	SMALL TOOLS	\$175.28
	141721	UVFA SUPPLIES	\$577.28	25321210-54102	SMALL TOOLS	\$288.64
				91621400-54102	SMALL TOOLS	\$288.64
					Vendor Total:	\$927.83
RESPECTECH	37333	PHONE SYSTEM SERVICE & LEAVE	\$112.50	10021210-55100	TELEPHONE	\$56.25
				91521400-55100	TELEPHONE	\$56.25
					Vendor Total:	\$112.50
REXEL USA INC	T981834	LIGHTING CONTROL	\$14.66	10021210-56300	BUILDING MAINT. & REPAIR	\$7.33
				91521400-56300	BUILDING MAINT. & REPAIR	\$7.33
	U350165	SHOP LIGHTS	\$36.34	84027225-56300	BUILDING MAINT. & REPAIR	\$36.34
					Vendor Total:	\$51.00
RINO PACIFIC	CL25762	FUEL CARD CHARGES AS NEEDED	\$1,313.04	10021210-56210	FUEL & FLUIDS	\$656.52
				91521400-56210	FUEL & FLUIDS	\$656.52
					Vendor Total:	\$1,313.04
ROBERT JAMES COCHRAN	000134	PHOTOGRAPHY SERVICES	\$650.00	75012700-52515	ADVERTISING & PUBLICATION	\$650.00
					Vendor Total:	\$650.00
ROBERT M MEEK	13143	REIMBURSEMENT - REMOVE & REPLACE CITY SIDEWALK	\$4,600.00	10024620-52100	CONTRACTED SERVICES	\$4,600.00
					Vendor Total:	\$4,600.00
S'WINE COUNTRY BBQ & GOURMET GRILL	666	CATERING DEPOSIT FOR UPD ANNUA	\$3,580.71	10020210-52100	CONTRACTED SERVICES	\$16.52
				10020210-52100	CONTRACTED SERVICES	\$3,580.71

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
S'WINE COUNTRY BBQ & GOURMET GRILL	666	CATERING DEPOSIT FOR UPD ANNUA	\$3,580.71	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$16.52)
					Vendor Total:	\$3,580.71
SAFEWAY INC	STMT JAN 19	MISCELLANEOUS PURCHASES AS REQ	\$498.86	31422860-54100	SUPPLIES	\$4.99
				31422860-54100	SUPPLIES	\$34.42
				31422860-54100	SUPPLIES	\$82.59
				31422860-54100	SUPPLIES	\$85.47
				31422860-54100	SUPPLIES	\$105.38
				31422860-54100	SUPPLIES	\$116.51
				73022600-54100	SUPPLIES	\$7.49
				73022600-54100	SUPPLIES	\$30.28
				73022600-54100	SUPPLIES	\$31.73
					Vendor Total:	\$498.86
SANTA ROSA UNIFORM & CAREER APPAREL INC	1406683	PD UNIFORM SUPPLIES	\$581.14	10020210-54100	SUPPLIES	\$581.14
					Vendor Total:	\$581.14
SAVINGS BANK OF MENDOCINO COUNTY	JAN 19	LOVERS LANE LOAN PAYMENT	\$1,945.41	91500000-70103	LOAN INTEREST	\$337.93
				91800000-70103	LOAN INTEREST	\$788.50
				91500000-70201	LOAN PRINCIPAL PAYMENTS	\$245.69
				91800000-70201	LOAN PRINCIPAL PAYMENTS	\$573.29
					Vendor Total:	\$1,945.41
SOLID WASTES SYSTEMS INC	DEC 18	RESIDENTIAL GARBAGE	\$34,513.32	90200000-52170	UKIAH WASTE SOLUTIONS	\$34,513.32
					Vendor Total:	\$34,513.32
STAPLES CREDIT PLAN	26420	BUSINESS CARDS, PENS, SCOTCH TAPE	\$737.28	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$368.64
				84027225-54100	SUPPLIES	\$368.64
	66389	LEADERSHIP ACADEMY SUPPLIES	\$19.37	10012200-54100	SUPPLIES	\$19.37
	67342	FOLDERS	\$20.13	10013400-54100	SUPPLIES	\$20.13
	26066	FOLDERS, STAPLES	\$45.15	10013400-54100	SUPPLIES	\$45.15
	28538	MOUSEPAD, SELF INKING DATE	\$150.48	10013400-54100	SUPPLIES	\$150.48
	27134	SHARPIES	\$20.65	20324100-54100	SUPPLIES	\$20.65

List of Checks Presented for Approval on 2/1/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	29732	POSTIT, CALENDAR/PLANNER BOOK	\$29.46	20324100-54100	SUPPLIES	\$29.46
	67312	CARTRIDGE, CALENDAR, PLANNER	\$94.14	69122700-54100	SUPPLIES	\$94.14
	29291	QUICKBOOKS DESKTOP	(\$217.74)	73022600-54100	SUPPLIES	(\$217.74)
	2225027561	CARTRIDGE	(\$200.31)	73022600-54100	SUPPLIES	(\$200.31)
	2225028981	CARTRIDGE	(\$143.71)	73022600-54100	SUPPLIES	(\$143.71)
	2225028971	CARTRIDGE	(\$143.70)	73022600-54100	SUPPLIES	(\$143.70)
	225027481	CARTRIDGE	(\$143.70)	73022600-54100	SUPPLIES	(\$143.70)
	2214872921	GEL PENS, CALENDAR	\$135.85	73022600-54100	SUPPLIES	\$135.85
	69926	QUICKBOOKS DESKTOP, CARTRIDGE	\$784.92	73022600-54100	SUPPLIES	\$784.92
	26193	USB	\$10.88	80026400-54100	SUPPLIES	\$10.88
	28678	MOUSE PAD	\$16.32	80026400-54100	SUPPLIES	\$16.32
	28298	ELECTRIC SUPPLIES	\$71.81	80026400-54100	SUPPLIES	\$71.81
	65731	BATTERIES, CATRIDGE	\$72.26	80026400-54100	SUPPLIES	\$72.26
	65808	WTP SUPPLIES	\$30.53	82027111-54100	SUPPLIES	\$30.53
	66886	GEL PEN	\$37.02	82027111-54100	SUPPLIES	\$37.02
	66885	POST-IT, INKJET LASER	\$93.57	82027111-54100	SUPPLIES	\$93.57
	27721	WTP SUPPLIES	\$194.25	82027111-54100	SUPPLIES	\$194.25
	24533	WIRE HOOK, CARTRIDGE	\$65.92	82027114-54100	SUPPLIES	\$65.92
	66549	KEYBOARD, ENVELOPES	\$64.20	84027221-54100	SUPPLIES	\$64.20
	70056	CATALOG ENVELOPES, HANGING FILES	\$112.65	84027221-54100	SUPPLIES	\$112.65
	010419	DISPENSER, PENCILS	\$61.85	84027225-54100	SUPPLIES	\$61.85
Vendor Total:						\$2,019.53
STB ELECTRICAL TEST EQUIPMENT INC	31128	ELECTRICAL TEST EQUIPMENT	\$243.75	80026110-54100	SUPPLIES	\$243.75
	Vendor Total:					\$243.75
THATCHER COMPANY OF CALIFORNIA INC	261146	SODIUM BISULFITE	\$9,249.92	84027225-58202	CHEMICALS	\$9,249.92
	261069	SODIUM BISULFITE	\$19,597.50	84027225-58202	CHEMICALS	\$19,597.50
Vendor Total:						\$28,847.42
THE COFFEE CRITIC INC	R20028	MISC. COFFEE SUPPLIES AS NEEDED	\$45.00	10012200-54100	SUPPLIES	\$45.00
	Vendor Total:					\$45.00

List of Checks Presented for Approval on 2/1/2019

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
THE EARPHONE GUY LLC	119-1001	EARPIECE REPLACEMENTS	\$728.55	10020210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$728.55
					Vendor Total:	\$728.55
THE RADAR SHOP INC	RS-10686	RECERTIFIED RADAR UNITS	\$633.43	10020210-52100	CONTRACTED SERVICES	\$633.43
					Vendor Total:	\$633.43
TIM SANTO	DV012419	REIMBURSEMENT - GOBBI OUTAGE LUNCH	\$68.93	80026400-54100	SUPPLIES	\$68.93
					Vendor Total:	\$68.93
TUFTS POLYGRAPH & INVESTIGATION	2019-452(A)	POLYGRAPH & INVESTIGATION SERVICES	\$800.00	10020210-52100	CONTRACTED SERVICES	\$800.00
					Vendor Total:	\$800.00
UKIAH DAILY JOURNAL	0006259292	EMPLOYMENT ADVERTISING	\$626.62	10016100-54162	ADVERTISING	\$626.62
	0006266885	PUBLIC HEARING	\$117.07	10023100-52100	CONTRACTED SERVICES	\$117.07
	0006266571	NOTICE OF PUBLIC HEARING	\$126.60	10023100-52100	CONTRACTED SERVICES	\$126.60
	0006266525	NOTICE OF PUBLIC HEARING	\$132.96	10023100-52100	CONTRACTED SERVICES	\$132.96
	0006266558	PUBLIC NOTICE	\$132.96	10023100-52100	CONTRACTED SERVICES	\$132.96
	0006265553	NOTICE OF PUBLIC HEARING	\$147.26	10023100-52100	CONTRACTED SERVICES	\$147.26
	0006266715	NOTICE OF PUBLIC HEARING	\$150.43	10023100-52100	CONTRACTED SERVICES	\$150.43
	0006270230	LEGAL NOTICE PUBLICATION FY 18	\$83.70	10012500-52150	LEGAL SERVICES/EXPENSES	\$83.70
					Vendor Total:	\$1,517.60
UKIAH PAPER SUPPLY	I493521	JANITORIAL & MISC. SUPPLIES AS	\$28.48	10021210-56300	BUILDING MAINT. & REPAIR	\$14.24
				91521400-56300	BUILDING MAINT. & REPAIR	\$14.24
	494002	JANITORIAL & MISC. SUPPLIES AS	\$52.73	84027225-56300	BUILDING MAINT. & REPAIR	\$52.73
	I494143	JANITORIAL & MISC. SUPPLIES AS	\$67.27	10021210-54100	SUPPLIES	\$33.64
				91521400-54100	SUPPLIES	\$33.63
	I493967	JANITORIAL & MISC. SUPPLIES AS	\$180.99	20822500-54100	SUPPLIES	\$180.99
	I493473	JANITORIAL & MISC. SUPPLIES AS	\$269.48	20822500-54100	SUPPLIES	\$269.48
	I493325	JANITORIAL & MISC. SUPPLIES AS	\$76.10	20824300-54100	SUPPLIES	\$76.10
	493501	JANITORIAL & MISC. SUPPLIES AS	\$16.65	73022600-54100	SUPPLIES	\$16.65
	493962	JANITORIAL & MISC. SUPPLIES AS	\$191.84	73022600-54100	SUPPLIES	\$191.84
	I493582	JANITORIAL & MISC. SUPPLIES AS	\$30.68	82027114-54100	SUPPLIES	\$30.68

List of Checks Presented for Approval on 2/1/2019

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH PAPER SUPPLY	1493709	JANITORIAL & MISC. SUPPLIES AS	\$329.85	84027225-54100	SUPPLIES	\$329.85
					Vendor Total:	\$1,244.07
UKIAH TROPHIES & GIFTS	156939	UVFA NAME BADGES	\$30.48	10021210-54100	SUPPLIES	\$15.24
				91521400-54100	SUPPLIES	\$15.24
					Vendor Total:	\$30.48
UKIAH VALLEY MEDICAL CENTER	2216	PHYSICAL FOR POLICE AND FIRE	\$2,590.08	10020210-52100	CONTRACTED SERVICES	\$1,065.50
				10021210-54100	SUPPLIES	\$1,524.58
					Vendor Total:	\$2,590.08
UKIAH WASTE SOLUTIONS INC	390891	BIOSOLID REMOVAL	\$7,192.00	84027225-52100	CONTRACTED SERVICES	\$7,192.00
					Vendor Total:	\$7,192.00
UNITED SITE SERVICES	114-7856820	PORTABLE TOILET RENTAL	\$136.37	80026220-52100	CONTRACTED SERVICES	\$136.37
					Vendor Total:	\$136.37
UPS	0000E19R54518	SHIPPING CHARGES	\$100.90	10020210-56130	EXTERNAL SERVICES	\$100.90
	0000E19R54019	SHIPPING CHARGES	\$1.24	80026400-56130	EXTERNAL SERVICES	\$1.24
	0000E19R54029	SHIPPING CHARGES	\$31.70	80026120-54100	SUPPLIES	\$31.70
	0000E19R54039	SHIPPING CHARGES	\$6.05	84027221-54100	SUPPLIES	\$6.05
					Vendor Total:	\$139.89
USA BLUEBOOK	776313	PRESSURE GAUGE	\$125.26	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$125.26
					Vendor Total:	\$125.26
VALLEY POWER SYSTEMS NORTH INC	J36981	EQUIPMENT MAINTENANCE	\$366.58	84027225-56130	EXTERNAL SERVICES	\$366.58
					Vendor Total:	\$366.58
VERGIL THOMAS MASSEY	191526	CHAINS, SPROCKETS	\$262.72	25321210-54102	SMALL TOOLS	\$131.36
				91621400-54102	SMALL TOOLS	\$131.36
					Vendor Total:	\$262.72
VERIZON WIRELESS	9822581954	DATA & EMERGENCY LOANER PHONES	\$1,788.83	80126100-80100	MACHINERY & EQUIPMENT	\$152.04
				10022100-54100	SUPPLIES	\$38.01
				10022300-54100	SUPPLIES	\$38.01
				10012100-55100	TELEPHONE	\$38.01
				10020210-55100	TELEPHONE	\$76.02

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail			
VERIZON WIRELESS	9822581954	DATA & EMERGENCY LOANER PHONES	\$1,788.83	10022810-55100	TELEPHONE	\$38.02	
				10022840-55100	TELEPHONE	\$38.01	
				10023100-55100	TELEPHONE	\$38.01	
				10024210-55100	TELEPHONE	\$114.03	
				10024620-55100	TELEPHONE	\$38.01	
				10024620-55100	TELEPHONE	\$139.20	
				20913900-55100	TELEPHONE	\$504.13	
				77725200-55100	TELEPHONE	\$38.01	
				80026210-55100	TELEPHONE	\$39.21	
				80026400-55100	TELEPHONE	\$152.04	
				82027110-55100	TELEPHONE	\$76.01	
				82027114-55100	TELEPHONE	\$80.02	
				84027220-55100	TELEPHONE	\$38.01	
				84027221-55100	TELEPHONE	\$114.03	
	9821431582	UVFA CELLULAR PHONES	\$266.07	10021210-55100	TELEPHONE	\$133.04	
				91521400-55100	TELEPHONE	\$133.03	
	Vendor Total:					\$2,054.90	
	WALMART COMMUNITY	003581	CORP YARD BBQ SUPPLIES	\$19.33	82027110-57100	LEARNING AND DEVELOPMENT	\$19.33
		005134	CORP YARD BBQ SUPPLIES	\$10.06	84027220-57100	LEARNING AND DEVELOPMENT	\$10.06
		005086	CORP YARD BBQ SUPPLIES	\$12.54	84027220-57100	LEARNING AND DEVELOPMENT	\$12.54
005085		CORP YARD BBQ SUPPLIES	\$48.66	84027220-57100	LEARNING AND DEVELOPMENT	\$48.66	
003186		ICE RINK SUPPLIES	\$85.38	31400000-54100	SUPPLIES	\$85.38	
008280		CC SUPPLIES	\$74.93	73022600-54100	SUPPLIES	\$74.93	
02052		LATE FEE CHARGE	\$32.04	80026110-54100	SUPPLIES	\$32.04	
007572		ELECTRIC DEPT SUPPLIES	\$138.90	80026110-54100	SUPPLIES	\$138.90	
Vendor Total:					\$421.84		
WESCO DISTRIBUTION INC	010010	ELECTRICAL EQUIPMENT AND SUPPL	\$3,163.03	80000000-12104	INVENTORY - PURCHASES	\$3,163.03	

List of Checks Presented for Approval on 2/1/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
WESCO DISTRIBUTION INC	020309	ELECTRICAL EQUIPMENT AND SUPPL	\$7,188.73	80000000-12104	INVENTORY - PURCHASES	\$7,188.73
					Vendor Total:	\$10,351.76
WESTGATE PETROLEUM COMPANY INC	228765	PUMP OUT FROM CIVIC CENTER TO	\$4,476.91	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$19.67)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$4.92)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$19.69)
				20822500-56210	FUEL & FLUIDS	\$31.98
				20822500-56210	FUEL & FLUIDS	\$1,067.34
				84027225-56210	FUEL & FLUIDS	\$31.98
				84027225-56210	FUEL & FLUIDS	\$3,409.57
				90000000-23028	MEASURE Y DISTRICT TAX	(\$19.68)
	229031	PUMP OUT FROM CIVIC CENTER TO	\$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:		\$9,206.60
WILLOW COUNTY WATER DIST	40351 JAN 19	WATER SERVICE - 1640 S STATE ST	\$20.00	31122000-55210	UTILITIES	\$20.00
	40353 JAN 19	WATER SERVICE - 1640 S STATE ST	\$28.36	31122000-55210	UTILITIES	\$28.36
	81154 JAN 19	WATER SERVICE	\$56.78	84027225-55210	UTILITIES	\$56.78
			Vendor Total:		\$105.14	
WITMER PUBLIC SAFETY GROUP	E1802852.001	FIRE CLOTHING	\$295.92	25321210-54106	SPECIALTY SUPPLIES	\$147.96
				91621400-54106	SPECIALTY SUPPLIES	\$147.96

List of Checks Presented for Approval on 2/1/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
WITMER PUBLIC SAFETY GROUP	E1802852	FIRE CLOTHING	\$621.95	25321210-54106	SPECIALTY SUPPLIES	\$310.97
				91621400-54106	SPECIALTY SUPPLIES	\$310.98
				Vendor Total:		\$917.87
				INVOICE TOTAL:		\$1,946,799.57

List of Checks Presented for Approval on 2/7/2019

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

 2-26-19 
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ACTION RENTS	382827-2	EQUIPMENT & MACHINERY RENTAL A	\$134.00	10022100-54100	SUPPLIES	\$134.00
					Vendor Total:	\$134.00
ABB INC	7104142524	ELECTRICAL EQUIPMENT AND SUPPLIES	\$7,817.23	80000000-12104	INVENTORY - PURCHASES	\$7,817.23
					Vendor Total:	\$7,817.23
ADAMSON POLICE PRODUCTS	INV292808	PLUGS	\$67.56	10020210-56130	EXTERNAL SERVICES	\$67.56
	INV293258	SUV SEAT MOUNT BUCKLE	\$113.54	10020210-56130	EXTERNAL SERVICES	\$113.54
	INV292940	SETINA #PK1138CGR11 - #6XL COA	\$2,907.58	10020210-80100	MACHINERY & EQUIPMENT	\$218.93
				10020210-80100	MACHINERY & EQUIPMENT	\$2,688.65
	INV291850	UNITY #948/U-8547 6" LED REPLA	\$311.32	91721400-80100	MACHINERY & EQUIPMENT	\$311.32
	INV292976	UNITY #948/U-8547 6" LED REPLA	\$3,706.98	91721400-80100	MACHINERY & EQUIPMENT	\$3,706.98
					Vendor Total:	\$7,106.98
ADVANCED SECURITY SYSTEMS	458930	MONTHLY ALARM SERVICES FOR 130	\$24.75	10021210-52180	SECURITY SERVICES	\$12.38
				91521400-52180	SECURITY SERVICES	\$12.37
					Vendor Total:	\$24.75
ALL IN ONE AUTO REPAIR & TOWING	63946	TOWING SERVICES	\$150.00	10020210-52100	CONTRACTED SERVICES	\$150.00
	63947	TOWING SERVICES	\$300.00	10020210-52100	CONTRACTED SERVICES	\$300.00
					Vendor Total:	\$450.00
ALL-GUARD ALARM SYSTEMS INC	A215040	MONTHLY MONITORING AT WWTP	\$85.90	84027225-52100	CONTRACTED SERVICES	\$85.90
					Vendor Total:	\$85.90
ALPHA ANALYTICAL LABORATORIES INC	9013813-UKIAH	MISC. LABORATORY WORK AS NEEDED	\$40.00	82027111-52100	CONTRACTED SERVICES	\$40.00
	9013611-UKIAH	MISC. LABORATORY WORK AS NEEDED	\$120.00	82027111-52100	CONTRACTED SERVICES	\$120.00
	9011435-UKIAH	MISC. LABORATORY WORK AS NEEDED	\$585.00	82027111-52100	CONTRACTED SERVICES	\$585.00
	9012657-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$165.00	84027225-52100	CONTRACTED SERVICES	\$165.00

List of Checks Presented for Approval on 2/7/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ALPHA ANALYTICAL LABORATORIES INC	9011732-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$177.00	84027225-52100	CONTRACTED SERVICES	\$177.00
	9012460-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$177.00	84027225-52100	CONTRACTED SERVICES	\$177.00
	9012853-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$177.00	84027225-52100	CONTRACTED SERVICES	\$177.00
	9013835-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$177.00	84027225-52100	CONTRACTED SERVICES	\$177.00
	9014291-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$177.00	84027225-52100	CONTRACTED SERVICES	\$177.00
	9013860-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$190.00	84027225-52100	CONTRACTED SERVICES	\$190.00
	9013085-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$255.00	84027225-52100	CONTRACTED SERVICES	\$255.00
	9013844-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$255.00	84027225-52100	CONTRACTED SERVICES	\$255.00
	90154-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$255.00	84027225-52100	CONTRACTED SERVICES	\$255.00
	9012970-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$291.00	84027225-52100	CONTRACTED SERVICES	\$291.00
	9011306-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$291.00	84027225-52100	CONTRACTED SERVICES	\$291.00
	9014405-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$291.00	84027225-52100	CONTRACTED SERVICES	\$291.00
	9012474-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$391.00	84027225-52100	CONTRACTED SERVICES	\$391.00
	9012221-UKIAHSTP	MISC. LABORATORY WORK AS NEEDED	\$694.00	84027225-52100	CONTRACTED SERVICES	\$694.00
	9013734-UKIAHSTP	MONTHLY WATER ANALYSIS JANUARY	\$1,235.00	84027225-52100	CONTRACTED SERVICES	\$1,235.00
Vendor Total:						\$5,943.00
ALPINE AWARDS	5532623	ADULT AND YOUTH T-SHIRTS	\$616.91	90000000-23256	SPECIAL EVENTS TRUST	\$616.91
					Vendor Total:	\$616.91
ALSCO-AMERICAN LINEN DIVISION	LSRO1116993	LAUNDRY SERVICES	\$271.03	20324100-52100	CONTRACTED SERVICES	\$271.03
	LSRO1119711	LAUNDRY SERVICES	\$271.03	20324100-52100	CONTRACTED SERVICES	\$271.03
	Vendor Total:					\$542.06
ALTEC INDUSTRIES INC	11096438	PARTS & MATERIALS AS NEEDED	\$92.66	80026400-56130	EXTERNAL SERVICES	\$92.66
					Vendor Total:	\$92.66
AMAZON CAPITAL SERVICES	1J7L-3LND-43XG	LASER JET PRINTER	\$502.70	73022600-54330	COMPUTER AND TECHNOLOGY	\$502.70
	1F61-7R6W-6KPY	DESKTOP MICROPHONE STANDS	\$37.18	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.18)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.07)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.18)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	1F61-7R6W-6KPY	DESKTOP MICROPHONE STANDS	\$37.18	90000000-23028	MEASURE Y DISTRICT TAX	(\$0.18)
				90000000-23013	STATE USE TAX LIABILITY	(\$2.69)
				69122700-54100	SUPPLIES	\$3.30
				69122700-54100	SUPPLIES	\$37.18
	1QCW-9LJ1-JK99	LABELS	\$91.00	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.45)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.14)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.45)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.45)
				90000000-23013	STATE USE TAX LIABILITY	(\$6.59)
				10022810-54100	SUPPLIES	\$8.08
				10022810-54100	SUPPLIES	\$91.00
	1LWV-T7DY-QFQC	WATER SEPERATORS	\$303.80	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$1.51)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.41)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.51)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.51)
				90000000-23013	STATE USE TAX LIABILITY	(\$22.02)
				84027221-54100	SUPPLIES	\$26.96
				84027221-54100	SUPPLIES	\$303.80
	1GMR-Y4TM-M71Y	WIRELESS HEADSET SYSTEM	\$535.41	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$2.67)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.70)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$2.67)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$2.67)
				90000000-23013	STATE USE TAX LIABILITY	(\$38.81)
				20513300-54100	SUPPLIES	\$47.52
				20513300-54100	SUPPLIES	\$535.41
	1D4H-7XV9-463M	STRONG STEEL HANGERS	\$61.98	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.08)

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	1D4H-7XV9-463M	STRONG STEEL HANGERS	\$61.98	90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.31)
				25321210-54102	SMALL TOOLS	\$2.44
				25321210-54102	SMALL TOOLS	\$30.99
				91621400-54102	SMALL TOOLS	\$2.44
				91621400-54102	SMALL TOOLS	\$30.99
				90000000-23013	STATE USE TAX LIABILITY	(\$4.49)
	1D4H-7XV9-LC97	AMERICAN FLAG	\$165.84	90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.11)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.46)
				90000000-23013	STATE USE TAX LIABILITY	(\$6.66)
				10021210-54100	SUPPLIES	\$3.62
				10021210-54100	SUPPLIES	\$82.92
				91521400-54100	SUPPLIES	\$3.61
				91521400-54100	SUPPLIES	\$82.92
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.94)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$3.76)
				25321210-54102	SMALL TOOLS	\$9.28
				25321210-54102	SMALL TOOLS	\$29.63
				25321210-54102	SMALL TOOLS	\$367.00
				91621400-54102	SMALL TOOLS	\$9.28
				91621400-54102	SMALL TOOLS	\$29.63
				91621400-54102	SMALL TOOLS	\$367.00
				90000000-23013	STATE USE TAX LIABILITY	(\$54.56)
	1QRQ-QLG7-RY4J	LASER JET PRO PRINTER	\$467.07	10013400-54100	SUPPLIES	\$467.07
	1XPX-JMY1-MG9F	VARIDesk - STAND UP DESK	\$538.93	10013400-54100	SUPPLIES	\$538.93
	1YMV-3XG1-R66F	SIT TO STAND MONITOR RISER	\$176.30	10022810-54100	SUPPLIES	\$176.30
	1D7J-VDWK-4QXW	LEGO BUILDING SETS, SPEAKER	\$808.83	10022831-54100	SUPPLIES	\$808.83
	1CMY-6GJF-66WJP	HP LASER JET PRINTER	\$502.70	10023320-54100	SUPPLIES	\$502.70
	1R16-DNY4-Q3XK	CREDIT/RETURN BINOCULAR	(\$60.67)	20513380-54100	SUPPLIES	(\$60.67)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	1MHR-MDWH-7CDH	HDMI ADAPTER	\$13.44	20913900-54100	SUPPLIES	\$13.44
	19JF-W3P7-F4N6	WALL CALENDAR	\$14.92	84027220-54100	SUPPLIES	\$14.92
	1Y4Q-CFYM-7RXV	HEADLAMPS	\$207.36	84027221-54100	SUPPLIES	\$207.36
	1Y4Q-CFYM-JWX6	METAL BLADES	\$301.78	84027221-54100	SUPPLIES	\$301.78
	1D7J-VDWK-GWNQ	AUTOMATIC PENCILS	\$17.14	91521400-54100	SUPPLIES	\$8.57
				91521400-54100	SUPPLIES	\$8.57
Vendor Total:						\$5,438.27
AMERICAN SOLUTIONS FOR BUSINESS	INV03970010	BUSINESS LICENSES APPLICATION	\$637.49	20513300-54100	SUPPLIES	\$637.49
Vendor Total:						\$637.49
AMWINS GROUP BENEFITS INC	5647132	FEB & MARCH 19 RETIREE HEALTH INSURANCE	\$3,110.76	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$3,110.76
Vendor Total:						\$3,110.76
ANDREW STRICKLIN	TR 1/23-25/19	TRAVEL REIMBURSEMENT	\$60.01	10024210-57100	LEARNING AND DEVELOPMENT	\$20.00
				82027110-57100	LEARNING AND DEVELOPMENT	\$20.00
				84027220-57100	LEARNING AND DEVELOPMENT	\$20.01
Vendor Total:						\$60.01
ANIXTER	4125877-00	ELECTRICAL EQUIPMENT AND SUPPLIES	\$197.61	80000000-12104	INVENTORY - PURCHASES	\$197.61
Vendor Total:						\$197.61
ARAMARK UNIFORM SERVICES	704213514	UNIFORM, MAT & TOWEL SVC	\$126.68	20822500-56300	BUILDING MAINT. & REPAIR	\$126.68
	704233537	UNIFORM, MAT & TOWEL SVC	\$126.68	20822500-56300	BUILDING MAINT. & REPAIR	\$126.68
	704201269	UNIFORM, MAT & TOWEL SVC	\$93.30	31122000-56300	BUILDING MAINT. & REPAIR	\$93.30
	704223476	UNIFORM, MAT & TOWEL SVC	\$93.30	31122000-56300	BUILDING MAINT. & REPAIR	\$93.30
	704213515	UNIFORM, MAT & TOWEL SVC	\$97.57	73022600-56300	BUILDING MAINT. & REPAIR	\$97.57
	704233538	UNIFORM, MAT & TOWEL SVC	\$97.57	73022600-56300	BUILDING MAINT. & REPAIR	\$97.57
	704201283	UNIFORM, MAT & TOWEL SVC	\$65.01	77725200-54100	SUPPLIES	\$65.01
	704213532	UNIFORM, MAT & TOWEL SVC	\$65.01	77725200-54100	SUPPLIES	\$65.01
	704223490	UNIFORM, MAT & TOWEL SVC	\$65.01	77725200-54100	SUPPLIES	\$65.01

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ARAMARK UNIFORM SERVICES	704233554	UNIFORM, MAT & TOWEL SVC	\$65.01	77725200-54100	SUPPLIES	\$65.01
					Vendor Total:	\$895.14
AT&T	3138 JAN 19	DSL FOR 911 REMOTE SUPPORT	\$85.84	20620231-55100	TELEPHONE	\$85.84
					Vendor Total:	\$85.84
B & B INDUSTRIAL SUPPLY INC	204604	MISC. MATERIALS AS NEEDED	\$53.22	82027111-56300	BUILDING MAINT. & REPAIR	\$53.22
	204500	MISC. MATERIALS AS NEEDED	\$324.50	10024620-54102	SMALL TOOLS	\$324.50
	204707	MISC. MATERIALS AS NEEDED	\$195.96	82027114-54102	SMALL TOOLS	\$195.96
					Vendor Total:	\$573.68
BAY AREA BARRICADE SERVICE INC	360386	SLOTTED CAPS	\$426.12	10024620-54127	PW - SIGN POSTS/SHEETING	\$426.12
	358864-IN	FIBERGLASS POSTS	\$508.49	10024620-54127	PW - SIGN POSTS/SHEETING	\$508.49
					Vendor Total:	\$934.61
BELKORP AG	493041	OIL AND FUEL FILTERS	\$11.57	10022100-56130	EXTERNAL SERVICES	\$11.57
	490613	V-BELT	\$53.30	10022100-56130	EXTERNAL SERVICES	\$53.30
	490609	V-BELT	\$107.43	10022100-56130	EXTERNAL SERVICES	\$107.43
	490611	V-BELTS	\$208.70	10022100-56130	EXTERNAL SERVICES	\$208.70
	490602	PLATE	\$484.62	10022100-56130	EXTERNAL SERVICES	\$484.62
	490623	BALL BEARINGS, WASHERS, SHAFT KEYS, BLOWER FAN	\$518.03	10022100-56130	EXTERNAL SERVICES	\$518.03
	490612	PLATE, HOSE, HOOK BOLT, KNOB	\$1,133.24	10022100-56130	EXTERNAL SERVICES	\$1,133.24
	490605	FILTER	\$44.99	10024620-56130	EXTERNAL SERVICES	\$44.99
					Vendor Total:	\$2,561.88
BEST BEST & KRIEGER LLP	828052	RDA LEGAL SERVICES AS NEEDED	\$96.72	10017200-52100	CONTRACTED SERVICES	\$96.72
	839817	RDA LEGAL SERVICES AS NEEDED	\$96.72	10017200-52100	CONTRACTED SERVICES	\$96.72
					Vendor Total:	\$193.44
BETTY R DAVIS	2645	REIMBURSEMENT - SEWER LATERAL REPLACEMENT	\$2,000.00	84427222-52100	CONTRACTED SERVICES	\$2,000.00
					Vendor Total:	\$2,000.00
BJ'S EMBROIDERY	12803	EMBROIDERED CAPS	\$495.16	82027110-54100	SUPPLIES	\$495.16
					Vendor Total:	\$495.16

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
BORIS PROKOP	UKIAH-2019-01	ASSIST EUD WITH REGULATORY & M	\$10,750.00	80026400-52100	CONTRACTED SERVICES	\$10,750.00
					Vendor Total:	\$10,750.00
BURLINGAME ENGINEERS INC	BER8135	EQUIPMENT PARTS	\$393.18	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$393.18
					Vendor Total:	\$393.18
CA ASSOCIATION FOR PROPERTY AND EVIDENCE	07383	ANNUAL MEMBERSHIP	\$45.00	10020210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$45.00
					Vendor Total:	\$45.00
CA POLICE CHIEFS ASSOC	154852	REGISTRATION - D MCQUEARY	\$625.00	10020210-57100	LEARNING AND DEVELOPMENT	\$625.00
					Vendor Total:	\$625.00
CALIFORNIA EMERGENCY SERVICES	300000275	MEMBERSHIP - T BARTOLOMEI	\$75.00	10012800-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$75.00
					Vendor Total:	\$75.00
CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS	200002640	REGISTRATION - K NORRIS, M HORGER	\$50.00	10013400-57100	LEARNING AND DEVELOPMENT	\$25.00
				20413500-57100	LEARNING AND DEVELOPMENT	\$25.00
					Vendor Total:	\$50.00
CANTEEN SERVICE	5975003903	WATER FILTRATION SERVICE POLIC	\$45.00	10020210-54100	SUPPLIES	\$22.50
				20620231-54100	SUPPLIES	\$22.50
					Vendor Total:	\$45.00
CHAMPION WIRE & CABLE	00284060	ELECTRICAL CABLES AND WIRES (N	\$9,271.86	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$42.98)
				80000000-12104	INVENTORY - PURCHASES	\$85.96
				80000000-12104	INVENTORY - PURCHASES	\$9,271.86
				90000000-23028	MEASURE Y DISTRICT TAX	(\$42.98)
					Vendor Total:	\$9,271.86
CINDY SAUERS	TR 1/15-17/19	TRAVEL REIMBURSEMENT	\$481.96	80026400-57100	LEARNING AND DEVELOPMENT	\$481.96
					Vendor Total:	\$481.96
COLE GOWAN	775500	REIMBURSEMENT - WTP CERTIFICATE	\$165.53	84027225-57100	LEARNING AND DEVELOPMENT	\$165.53
	TA 1/16-15/19	TRAVEL ADVANCE	\$340.00	84027225-57100	LEARNING AND DEVELOPMENT	\$340.00
					Vendor Total:	\$505.53

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
COMCAST	5488 FEB 19	INTERNET SERVICES	\$88.23	10021210-55100	TELEPHONE	\$44.11
				91521400-55100	TELEPHONE	\$44.12
	1067 FEB 19	INTERNET SERVICES	\$113.18	10021210-55100	TELEPHONE	\$56.59
				91521400-55100	TELEPHONE	\$56.59
				Vendor Total:		\$201.41
COOPER COMPLIANCE CORPORATION	1853	COMPLIANCE & REPORTING SERVICE	\$500.00	80026400-52100	CONTRACTED SERVICES	\$500.00
					Vendor Total:	
DAN BUFFALO	TR 1/24-25/19	TRAVEL REIMBURSEMENT	\$59.51	10013400-57100	LEARNING AND DEVELOPMENT	\$59.51
					Vendor Total:	
DANIEL STEEL & MACHINE INC	14792	LABOR AND MATERIALS	\$785.91	91521400-56130	EXTERNAL SERVICES	\$785.91
					Vendor Total:	
DAPHINE HARRIS	TR 1/7-11/19	TRAVEL REIMBURSEMENT	\$130.00	10013200-57100	LEARNING AND DEVELOPMENT	\$130.00
					Vendor Total:	
DAVID RAPPORT	6995	LEGAL SERVICES FOR FY 18/19	\$516.00	10017200-52100	CONTRACTED SERVICES	\$516.00
					Vendor Total:	
DAVID S WOODS	19-4614-U	SYNTHETIC LEATHER RECLINER PER	\$3,063.65	10021210-54100	SUPPLIES	\$1,531.82
				91521400-54100	SUPPLIES	\$1,531.83
				Vendor Total:		\$3,063.65
DENBESTE LANDSCAPE SUPPLIES	635036	MISC. LANDSCAPE SUPPLIES AS NEEDED	\$62.57	80026120-54100	SUPPLIES	\$62.57
					Vendor Total:	
EFAX CORPORATE	1197042	EFAX SERVICES	\$142.30	10012200-52100	CONTRACTED SERVICES	\$142.30
					Vendor Total:	
EFFICIENCY SERVICES GROUP LLC	2192	ADMIN OF EUD PUBLIC BENEFITS P	\$3,573.60	80626450-52137	PUBLIC BENEFITS PROGRAM MGMT	\$3,573.60
					Vendor Total:	
ENTENMANN-ROVIN CO	0141501-IN	UPD BADGES	\$86.95	10020210-54100	SUPPLIES	\$86.95
					Vendor Total:	
ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC	93588306	#110035 POPULATION OF 0 TO 25,	\$25,000.00	10024210-54320	SOFTWARE	\$6,250.00
				80026400-54320	SOFTWARE	\$6,250.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC	93588306	#110035 POPULATION OF 0 TO 25,	\$25,000.00	82027110-54320	SOFTWARE	\$6,250.00
				84027220-54320	SOFTWARE	\$6,250.00
				Vendor Total:		\$25,000.00
EPIC AVIATION LLC	7166204	JET-A FUEL	\$13,578.23	77725200-58401	AVIATION FUEL	\$13,578.23
	7165132	AVEGAS 100LL	\$30,358.92	77725200-58401	AVIATION FUEL	\$30,358.92
	Vendor Total:		\$43,937.15			
EVERGREEN JOB & SAFETY TRAINING INC	927	EDUCATIONAL/TRAINING SERVICES	\$2,263.12	80026110-52100	CONTRACTED SERVICES	\$1,131.56
				80026120-52100	CONTRACTED SERVICES	\$1,131.56
				Vendor Total:		\$2,263.12
FARWEST LINE SPECIALTIES LLC	271694	ELECTRICAL EQUIPMENT AND SUPPLIES	\$201.76	80026110-54102	SMALL TOOLS	\$100.88
				80026120-54102	SMALL TOOLS	\$100.88
				Vendor Total:		\$201.76
FBI-NAA CALIF-SACRAMENTO DIV	50533-2019	ANNUAL MEMBERSHIP- J WYATT	\$120.00	10020210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$120.00
				Vendor Total:		\$120.00
				FIRST RESPONDER SUPPORT NETWORK	0042	PEER SUPPORT TRAINING
Vendor Total:		\$750.00				
FLEETPRIDE	19308191	MISC. PARTS & MATERIALS AS NEEDED	\$44.78			
				Vendor Total:		\$44.78
				GCS ENVIRONMENTAL EQUIP SRVS	18867	MISC. PARTS & SUPPLIES AS NEED
Vendor Total:		\$580.40				
GEORGINA FETH-MICHEL	43	GINNY FETH-MICHEL - CAFR & FIN	\$11,700.00			
				Vendor Total:		\$11,700.00
				GHD INC	112851	TRANSPORTATION IMPROVEMENTS RE
112772	TRANSPORTATION IMPROVEMENTS RE	\$827.25	10024620-80230		INFRASTRUCTURE	\$827.25
Vendor Total:		\$1,058.25				
GI JOES ARMY-NAVY	148204	MISC. ITEMS AS NEEDED	\$52.22	80126100-80230	INFRASTRUCTURE	\$52.22
				Vendor Total:		\$52.22

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GOLDEN STATE EMERGENCY VEHICLE SERVICE INC	CIO15220	FILLER CAP	\$94.11	10021210-56130	EXTERNAL SERVICES	\$94.11
	CIO15221	SWITCH POD	\$116.51	10021210-56130	EXTERNAL SERVICES	\$116.51
	CIO5219	RECTANGULAR POCKET GALLON	\$160.81	10021210-56130	EXTERNAL SERVICES	\$160.81
	Vendor Total:					\$371.43
GRANICUS INC	107860	SOFTWARE & SERVICES AGREEMENT	\$206.00	10012500-54320	SOFTWARE	\$206.00
	108688	SOFTWARE & SERVICES AGREEMENT	\$206.00	10012500-54320	SOFTWARE	\$206.00
	Vendor Total:					\$412.00
GRANITE CONSTRUCTION COMPANY	1532360	MISC. ROCK & ROAD PATCH MATERIAL	\$131.47	82027114-54100	SUPPLIES	\$131.47
	Vendor Total:					\$131.47
GREG OWEN	TR 1/27-30/19	TRAVEL REIMBURSEMENT	\$106.58	77725200-57100	LEARNING AND DEVELOPMENT	\$106.58
	Vendor Total:					\$106.58
INTEGRITY SHRED	87032	SHREDDING SERVICES	\$28.50	10021210-54100	SUPPLIES	\$14.25
				91521400-54100	SUPPLIES	\$14.25
	Vendor Total:					\$28.50
INTERSTATE BATTERIES	330005090	BATTERIES	\$237.20	10020210-56130	EXTERNAL SERVICES	\$237.20
	380036268	BATTERIES	\$250.13	10021210-56130	EXTERNAL SERVICES	\$250.13
	Vendor Total:					\$487.33
INTERWEST CONSULTING GROUP INC	44372	ON-CALL BUILDING & PLAN CHECK	\$62.50	10023320-52100	CONTRACTED SERVICES	\$62.50
	43978	ON-CALL BUILDING & PLAN CHECK	\$2,995.00	10023320-52100	CONTRACTED SERVICES	\$2,995.00
	Vendor Total:					\$3,057.50
JENSEN PRECAST CORP	CD99001920	DI W/TRF FRAME, GRATE	\$775.81	10024224-54100	SUPPLIES	\$775.81
	Vendor Total:					\$775.81
JOHN'S LOCK & SAFE	9314	MISC. LOCK & KEY SERVICES AS N	\$7.81	80026220-54100	SUPPLIES	\$7.81
	Vendor Total:					\$7.81
LIEBERT CASSIDY WHITMORE	1472376	LEGAL SERVICES-PERSONNEL	\$205.00	10016100-52100	CONTRACTED SERVICES	\$205.00
	1472377	LEGAL SERVICES-PERSONNEL	\$364.00	10016100-52100	CONTRACTED SERVICES	\$364.00
	1472508	LEGAL SERVICES-PERSONNEL	\$5,148.00	10016100-52100	CONTRACTED SERVICES	\$5,148.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
LIEBERT CASSIDY WHITMORE	6959	REGISTRATION- S MANNION, E RAMIREZ, K CUMMINS, S BROWN	\$2,200.00	10013400-57100	LEARNING AND DEVELOPMENT	\$1,100.00
				10016100-57100	LEARNING AND DEVELOPMENT	\$1,100.00
				Vendor Total:		\$7,917.00
LORA SMITH	TR 1/21-22/19	TRAVEL REIMBURSEMENT	\$266.12	10013400-57100	LEARNING AND DEVELOPMENT	\$266.12
				Vendor Total:		\$266.12
LORELEI SCOTT	6415	AWARD PLAQUES	\$404.53	10021210-54167	EMPLOYEE DEVELOPMENT	\$202.32
				91521400-54167	EMPLOYEE DEVELOPMENT	\$202.21
	6420	4' X 8' ONE-SIDED ALUPANEL SIG	\$3,429.56	10021210-54100	SUPPLIES	\$1,714.78
				91521400-54100	SUPPLIES	\$1,714.78
				Vendor Total:		\$3,834.09
MATHESON TRI- GAS INC	19051025	OXYGEN & MISC. SUPPLIES AS NEEDED	\$99.25	80026210-54100	SUPPLIES	\$99.25
				Vendor Total:		\$99.25
MATT ANLIKER	TA 2/10 -15/19	TRAVEL ADVANCE	\$1,094.20	84027225-5700	LEARNING & DEVELOPMENT	\$1,094.20
				Vendor Total:		\$1,094.20
MEAD & HUNT INC	286801	LAND USE COMPATIBILITY TASK FO	\$1,745.85	10023100-52100	CONTRACTED SERVICES	\$1,745.85
				Vendor Total:		\$1,745.85
MENDOCINO COUNTY ENVIRONMENTAL HEALTH	EH36156	HAZARDOUS MATERIALS PERMIT	\$521.25	80026220-59101	FEES	\$521.25
	EH36061	HAZARDOUS MATERIAL PERMIT	\$996.75	80026220-59101	FEES	\$996.75
	Vendor Total:					\$1,518.00
NATIONAL METER & AUTOMATION	S1110084.001	WATER SUPPLY, GROUNDWATER, SEW	\$4,251.00	82000000-12104	INVENTORY - PURCHASES	\$4,251.00
				Vendor Total:		\$4,251.00
NFP NATIONAL ACCOUNT SERVICES INC	19-02 NFP	FEB 19 NFP INSURANCE	\$2,452.89	20700000-20523	P/R DEDUCT-LTD	\$2,448.48
				20700000-20512	REMIF LIFE	(\$316.22)
				20700000-20512	REMIF LIFE	\$35.63
				20700000-20512	REMIF LIFE	\$285.00
				Vendor Total:		\$2,452.89

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
NORTH COAST OPPORTUNITIES, INC	011819	IMPLEMENTING COMMUNITY FOCUS G	\$440.00	10022810-52100	CONTRACTED SERVICES	\$440.00
	15	CARING KITCHEN PROJECT YOUTH LOCKERS	\$550.00	63320210-59105	CONTRIBUTIONS TO OTHER AGENCY	\$550.00
					Vendor Total:	\$990.00
OCT WATER QUALITY ACADEMY	DV012219	REGISTRATION - M ANLIKER	\$950.00	84027220-57100	LEARNING AND DEVELOPMENT	\$950.00
					Vendor Total:	\$950.00
OLIN CORPORATION	2632333	LIQUID SODIUM HYPOCHLORITE 12	\$4,377.51	84027225-58202	CHEMICALS	\$4,377.51
					Vendor Total:	\$4,377.51
ONE TIME PAY VENDOR	DV012919	RECREATION REFUND - LISA WILSON	\$65.00	10022831-44915	RECREATION PROGRAM INCOME	\$65.00
					Vendor Total:	\$65.00
OPERATING ENGINEER PUBLIC& MISC EMPLOYEES	86138 JAN 19	JAN 19 HEALTH INSURANCE	\$1,540.00	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$1,540.00
					Vendor Total:	\$1,540.00
OREILLY AUTO PARTS	2707-104526	BRAKE PADS, ROTOR	\$137.71	10020210-56130	EXTERNAL SERVICES	\$137.71
	2707-103031	DISC PAD SET, BRAKE ROTOR	\$460.99	10020210-56130	EXTERNAL SERVICES	\$460.99
					Vendor Total:	\$598.70
OWEN EQUIPMENT COMPANY	00044399	BROOM	\$713.30	10024620-56130	EXTERNAL SERVICES	\$713.30
	00044592	FOOTAGE COUNTER	\$726.56	84027221-56130	EXTERNAL SERVICES	\$726.56
					Vendor Total:	\$1,439.86
PACE SUPPLY CORPORATION	025070331	OIL FILLED RADIATOR	\$12.89	82027111-56300	BUILDING MAINT. & REPAIR	\$12.89
	025053142-1	SOCKET PIPE	\$23.13	82027111-56300	BUILDING MAINT. & REPAIR	\$23.13
	025076215	PVC SOCKET	\$27.31	82027111-56300	BUILDING MAINT. & REPAIR	\$27.31
	025078610	VALVE	\$340.34	82027111-56300	BUILDING MAINT. & REPAIR	\$340.34
	025002662	STAINLESS SADDLE	\$425.56	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$425.56
	025069694-1	PLUMBING EQUIPMENT, FIXTURES,	\$110.44	82000000-12104	INVENTORY - PURCHASES	\$6.03
				82027114-54100	SUPPLIES	\$104.41
	025069694	PLUMBING EQUIPMENT, FIXTURES,	\$1,167.68	82000000-12104	INVENTORY - PURCHASES	\$1,134.92
				82027114-54100	SUPPLIES	\$32.76
					Vendor Total:	\$2,107.35

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PAYMENTUS GROUP INC	US19010041	CREDIT CARD PROCESSING SERVICE	\$3,087.00	20513300-52100	CONTRACTED SERVICES	\$3,087.00
					Vendor Total:	\$3,087.00
PETERSON CAT	PC060150190	LAMP	\$25.70	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.12)
				10024620-56130	EXTERNAL SERVICES	\$0.24
				10024620-56130	EXTERNAL SERVICES	\$25.70
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.12)
	PC060149810	GLASS	\$184.68	10024620-56130	EXTERNAL SERVICES	\$184.68
	PR270010094	SENSOR	\$169.28	84027225-56130	EXTERNAL SERVICES	\$0.40
				84027225-56130	EXTERNAL SERVICES	\$169.28
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.40)
					Vendor Total:	\$379.66
PETERSON TRUCKS INC	205781P	SENSOR TEMPERATURE	\$69.81	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.33)
				84027221-56130	EXTERNAL SERVICES	\$0.50
				84027221-56130	EXTERNAL SERVICES	\$69.81
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.17)
					Vendor Total:	\$69.81
PFM ASSET MANAGEMENT LLC	AUM-103490	FINANCIAL ADVISORY SERVICES	\$2,692.21	10015100-52100	CONTRACTED SERVICES	\$2,692.21
					Vendor Total:	\$2,692.21
PIERCE ARCHAIN	DV010719	INSTRUCTOR	\$112.00	10022850-52100	CONTRACTED SERVICES	\$112.00
					Vendor Total:	\$112.00
PITNEY BOWES INC	1010912589	POSTAGE MACHINE LEASE & SUPPLI	\$163.31	20513300-54101	POSTAGE	\$163.31
	1011058909	ITEM AZCG SENDPRO P1500 SERIES	\$7,572.47	10012200-54100	SUPPLIES	\$7,572.47
					Vendor Total:	\$7,735.78
POWER PARTNERS INC	98146	ELECTRICAL EQUIPMENT AND SUPPL	\$19,015.02	80000000-12104	INVENTORY - PURCHASES	\$19,015.02
					Vendor Total:	\$19,015.02
PRESS DEMOCRAT	2830682	EMPLOYMENT ADS	\$179.00	10016100-54162	ADVERTISING	\$179.00
	2830688	EMPLOYMENT ADS	\$179.00	10016100-54162	ADVERTISING	\$179.00
	2830732	EMPLOYMENT ADS	\$179.00	10016100-54162	ADVERTISING	\$179.00

List of Checks Presented for Approval on 2/7/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PRESS DEMOCRAT	2830689	EMPLOYMENT ADS	\$331.00	10016100-54162	ADVERTISING	\$331.00
					Vendor Total:	\$868.00
PUBLIC SAFETY TRAINING CONSULTANTS INC	21173	COMMUNICATIONS TRAINING WORKSHOP	\$330.00	20620232-57100	LEARNING AND DEVELOPMENT	\$330.00
					Vendor Total:	\$330.00
QUALITROL COMPANY LLC	20057919	ELECTRICAL EQUIPMENT AND SUPPL	\$3,584.00	80026210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$3,584.00
					Vendor Total:	\$3,584.00
QUILL CORPORATION	4673193	PRINT ROLL	\$83.28	20413500-54100	SUPPLIES	\$83.28
					Vendor Total:	\$83.28
REDWOOD COAST FUELS	2010125	CARDLOCK FUEL PURCHASES	\$7,609.44	10020210-56210	FUEL & FLUIDS	\$19.58
				10020210-56210	FUEL & FLUIDS	\$89.57
				10020210-56210	FUEL & FLUIDS	\$2,195.97
				10020224-56210	FUEL & FLUIDS	\$151.80
				10022100-56210	FUEL & FLUIDS	\$792.55
				10022810-56210	FUEL & FLUIDS	\$51.41
				10023320-56210	FUEL & FLUIDS	\$55.74
				10024620-56210	FUEL & FLUIDS	\$1,571.98
				20324100-56210	FUEL & FLUIDS	\$157.27
				20513382-56210	FUEL & FLUIDS	\$44.71
				80026400-56210	FUEL & FLUIDS	\$1,248.57
				82027111-56210	FUEL & FLUIDS	\$409.32
				82027114-56210	FUEL & FLUIDS	\$135.23
				82027114-56210	FUEL & FLUIDS	\$276.69
				84027221-56210	FUEL & FLUIDS	\$115.19
				84027221-56210	FUEL & FLUIDS	\$235.69
				84027225-56210	FUEL & FLUIDS	\$58.17
	0103260	CARDLOCK FUEL PURCHASES	\$463.75	20824300-56210	FUEL & FLUIDS	\$463.75
	0103287	CARDLOCK FUEL PURCHASES	\$730.00	77725200-56210	FUEL & FLUIDS	\$730.00
					Vendor Total:	\$8,803.19

List of Checks Presented for Approval on 2/7/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	19-2 HEALTHCOMP	FEB 19 REMIF MEDICAL, DENTAL & VISION INSURANCE	\$215,616.20	20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$473.20
				20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$2,305.00
				20700000-20524	NON-EMPLOYEE HEALTH INS.PREM	\$16,140.00
				20700000-20520	P/R DEDUCT.- MEDICAL INS	\$180,288.00
				20700000-20510	REMIF DENTAL	\$13,498.00
				20700000-20511	REMIF VISION	\$2,912.00
				Vendor Total:		
REDWOOD FORD	131408	ANTI-FREEZE	\$19.47	10020210-56130	EXTERNAL SERVICES	\$19.47
	131233	SPARK PLUG	\$20.34	10020210-56130	EXTERNAL SERVICES	\$20.34
	131218	FILTER ASSEMBLY	\$28.68	10020210-56130	EXTERNAL SERVICES	\$28.68
	131232	IGNITION WIRE	\$44.43	10020210-56130	EXTERNAL SERVICES	\$44.43
	131392	HOSE, WIRE ASSEMBLY	\$86.47	10020210-56130	EXTERNAL SERVICES	\$86.47
	131222	MOTOR ASSEMBLY	\$178.44	10020210-56130	EXTERNAL SERVICES	\$178.44
	131404	SHOCK ABSORBER	\$189.82	10020210-56130	EXTERNAL SERVICES	\$189.82
	131349	SOCKET ASSEMBLY	\$321.60	10020210-56130	EXTERNAL SERVICES	\$321.60
	131318	ELEMENT ASSEMBLY	\$19.12	10022100-56130	EXTERNAL SERVICES	\$19.12
	131409	HANDLE ASSEMBLY	\$32.58	20324100-56130	EXTERNAL SERVICES	\$32.58
	131439	FILTER	\$63.01	20324100-56130	EXTERNAL SERVICES	\$63.01
	131224	JOINT ASSEMBLY	\$90.52	80026400-56130	EXTERNAL SERVICES	\$90.52
	131245	BOOSTER ASSEMBLY	\$263.11	80026400-56130	EXTERNAL SERVICES	\$263.11
	131419	INDICATOR ASSEMBLY	\$37.78	82027114-56130	EXTERNAL SERVICES	\$37.78
	131250	TUBE, CLAMP	\$99.76	82027114-56130	EXTERNAL SERVICES	\$99.76
Vendor Total:			\$1,495.13			
REXEL USA INC	U346591	PUNCH DIAMETER	\$95.43	82027111-56300	BUILDING MAINT. & REPAIR	\$0.45
				82027111-56300	BUILDING MAINT. & REPAIR	\$95.43
				90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.45)

List of Checks Presented for Approval on 2/7/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REXEL USA INC	U357487	LIGHT BULBS	\$60.56	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.29)
				84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$0.29
				84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$60.56
				Vendor Total: -----		\$155.99
RICHARD THORNTON	0000004534	TELEPHONE PRODUCTS & SERVICES	\$59.33	10021210-56300	BUILDING MAINT. & REPAIR	\$29.67
				91521400-56300	BUILDING MAINT. & REPAIR	\$29.66
				Vendor Total: -----		\$59.33
RINO PACIFIC	CL25925	FUEL CARD CHARGES AS NEEDED	\$1,623.90	10021210-56210	FUEL & FLUIDS	\$811.95
				91521400-56210	FUEL & FLUIDS	\$811.95
	CL25782	FUEL CARD CHARGES AS NEEDED	\$668.14	82027114-56210	FUEL & FLUIDS	\$360.80
				84027221-56210	FUEL & FLUIDS	\$307.34
	Vendor Total: -----		\$2,292.04			
ROGINA WATER COMPANY	0380 DEC 18	WATER SERVICE - 1301 TALMAGE RD	\$23.88	10021210-55210	UTILITIES	\$11.94
				91521400-55210	UTILITIES	\$11.94
				Vendor Total: -----		\$23.88
SANTA ROSA UNIFORM & CAREER APPAREL INC	1402037	UNIFORM SUPPLIES	\$408.77	10020210-54100	SUPPLIES	\$408.77
	1410143	UNIFORM SUPPLIES	\$689.77	10020210-54100	SUPPLIES	\$689.77
	1410144	UNIFORM SUPPLIES	\$689.77	10020210-54100	SUPPLIES	\$689.77
	Vendor Total: -----		\$1,788.31			
SILVA SEPTIC INC	76871	PORTABLE RESTROOM RENTAL	\$185.09	10024620-54120	PW - SPECIAL SUPPLIES	\$185.09
				Vendor Total: -----		\$185.09
SNAP-ON INDUSTRIAL	ARV/38707698	GARAGE TOOLS	\$360.43	20324100-54102	SMALL TOOLS	\$360.43
	ARV/38707699	RUBBER ERASERS	\$100.45	20324100-54100	SUPPLIES	\$100.45
	Vendor Total: -----		\$460.88			
STAPLES CREDIT PLAN	7212170510-0-1	CALENDAR, DOCUMENT HOLDER	\$90.05	10012200-54100	SUPPLIES	\$8.19
				20413500-54100	SUPPLIES	\$10.64
				20513300-54100	SUPPLIES	\$71.22
	7211920617-0-1	GREEN PAPER, CLOROX WIPES, TISSUES	\$213.08	10013400-54100	SUPPLIES	\$213.08

List of Checks Presented for Approval on 2/7/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
STAPLES CREDIT PLAN	7212032286-0-1	MULTIPURPOSE PAPER	\$49.23	10021210-54100	SUPPLIES	\$24.61
				91521400-54100	SUPPLIES	\$24.62
	7212256377-0-1	BACK AND COLOR CARTRIDGE	\$153.81	10021210-54100	SUPPLIES	\$76.90
				91521400-54100	SUPPLIES	\$76.91
	7212256069-0-1	CARTRIDGE	\$153.81	10021210-54100	SUPPLIES	\$76.91
				91521400-54100	SUPPLIES	\$76.90
	7211444987-0-1	CALCULATOR	\$1.44	10024210-54100	SUPPLIES	\$1.44
	7211196709-0-1	BATTERY	\$4.31	10024210-54100	SUPPLIES	\$4.31
	7212170510-0-2	COPY PAPER	\$14.69	20513300-54100	SUPPLIES	\$14.69
	7212154711-0-1	FILE DRAWER, DIVIDERS	\$454.88	80026110-54100	SUPPLIES	\$454.88
7209809888-0-2.1	RETURN WHITEBOARD	(\$99.38)	84027225-54100	SUPPLIES	(\$99.38)	
Vendor Total:						\$1,035.92
STEPHANIE ABBA	MR DEC 18	MILEAGE REIMBURSEMENT	\$19.25	10021210-56130	EXTERNAL SERVICES	\$9.62
				91521400-56130	EXTERNAL SERVICES	\$9.63
	MR JAN 19	MILEAGE REIMBURSEMENT	\$24.16	10021210-56130	EXTERNAL SERVICES	\$12.08
				91521400-56130	EXTERNAL SERVICES	\$12.08
	MR NOV 18	MILEAGE REIMBURSEMENT	\$25.67	10021210-56130	EXTERNAL SERVICES	\$12.83
				91521400-56130	EXTERNAL SERVICES	\$12.84
Vendor Total:						\$69.08
SUSAN SCHMIRL	118936-4	PHOTOVALTAC REFUND	\$331.94	90100000-10421	UTILITY RECEIVABLES CLEARING	\$331.94
					Vendor Total:	
SYDNEY DEARBORN	P5316424	REIMBURSEMENT FOR MEDICAL INSURANCE	\$1,824.42	91500000-20561	ACCRUED SICK	\$1,824.42
					Vendor Total:	
TGIF REPAIRS INC	5806	PRINTER MAINTENANCE	\$586.39	10020210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$586.39
					Vendor Total:	
THATCHER COMPANY OF CALIFORNIA INC	258424.2	SODIUM BISULFITE	\$72.00	84027225-58202	CHEMICALS	\$72.00
					Vendor Total:	
THE COFFEE CRITIC INC	R20056	MISC. COFFEE SUPPLIES AS NEEDED	\$45.00	73022600-54100	SUPPLIES	\$45.00

List of Checks Presented for Approval on 2/7/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
THE COFFEE CRITIC INC	R20166	MISC. COFFEE SUPPLIES AS NEEDED	\$45.00	73022600-54100	SUPPLIES	\$45.00
					Vendor Total:	\$90.00
TOTAL COMPENSATION SYSTEMS, INC	6875	GASB 86 DISCLOSURE REPORT	\$1,760.00	10013400-52100	CONTRACTED SERVICES	\$1,760.00
					Vendor Total:	\$1,760.00
TRANSFORMER TECHNOLOGIES, LLC	24008	MISCELLANEOUS SERVICES, NO. 2	\$1,788.75	80026110-52100	CONTRACTED SERVICES	\$894.38
				80026120-52100	CONTRACTED SERVICES	\$894.37
					Vendor Total:	\$1,788.75
TUFTS POLYGRAPH & INVESTIGATION	2019-450(B)	POLYGRAPH & INVESTIGATION SERVICE	\$700.00	10016100-54161	BACKGROUND & PHYSICALS	\$700.00
					Vendor Total:	\$700.00
UKIAH AUTO PARTS	090781	EP GREASE	\$27.73	82027111-56300	BUILDING MAINT. & REPAIR	\$27.73
	089894	WEATHER CAP	\$15.78	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$15.78
	089893	FUEL PUMP SLENOID	\$30.62	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$30.62
	090175	FILTERS, BELT	\$116.06	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$116.06
	090374	RETAINER	\$11.71	10020210-56130	EXTERNAL SERVICES	\$11.71
	089501	OIL FILTER	\$15.44	10020210-56130	EXTERNAL SERVICES	\$15.44
	092561	FILTERS	\$29.80	10020210-56130	EXTERNAL SERVICES	\$29.80
	091823	HEADLIGHT BULB	\$45.16	10020210-56130	EXTERNAL SERVICES	\$45.16
	091768	FASTENERS	\$78.26	10020210-56130	EXTERNAL SERVICES	\$78.26
	091362	TIGHT SPOT FUNNEL	\$8.62	10021210-56130	EXTERNAL SERVICES	\$8.62
	091437	SPARK PLUG	\$7.88	10022100-56130	EXTERNAL SERVICES	\$7.88
	091334	OIL, AIR FILTERS	\$16.78	10022100-56130	EXTERNAL SERVICES	\$16.78
	SMT013119	2% DISCOUNT FROM STATEMENT	(\$15.00)	10024620-56130	EXTERNAL SERVICES	(\$15.00)
	092720	CONNECTOR	\$11.97	10024620-56130	EXTERNAL SERVICES	\$11.97
	090193	OIL FILTER	\$16.31	10024620-56130	EXTERNAL SERVICES	\$16.31
	091531	AIR FILTER	\$16.65	10024620-56130	EXTERNAL SERVICES	\$16.65
	093866	MUD FLAP	\$34.23	10024620-56130	EXTERNAL SERVICES	\$34.23
	093395	FILTER, ADAPTER	\$98.15	20822500-56130	EXTERNAL SERVICES	\$98.15

List of Checks Presented for Approval on 2/7/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
UKIAH AUTO PARTS	091368	FUSE	\$111.31	10020210-54201	PRISONER EXPENSE	\$111.31
	092463	IMPACT SOCKET	\$8.49	10024620-54102	SMALL TOOLS	\$8.49
	089677	GREASE GUN PISTOL - POOLS	\$21.76	10022100-54100	SUPPLIES	\$21.76
	093428	ADAPTER	\$10.78	20324100-54100	SUPPLIES	\$10.78
	089890	SOCKET	\$46.93	80026200-54100	SUPPLIES	\$46.93
	093269	GRINDING OIL	\$35.92	84027221-54100	SUPPLIES	\$35.92
	Vendor Total:					\$801.34
UKIAH TROPHIES & GIFTS	325624	EMBROIDERED SHIRTS	\$327.00	10022100-54100	SUPPLIES	\$327.00
	Vendor Total:					\$327.00
US BANK CORPORATE PAYMENT SERVICES	FEB 19	CAL CARD PURCHASES	\$1,373.02	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1.03
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1.03
				91521400-56130	EXTERNAL SERVICES	\$892.84
				10021210-57100	LEARNING AND DEVELOPMENT	\$58.78
				91521400-57100	LEARNING AND DEVELOPMENT	\$58.78
				10021210-54100	SUPPLIES	\$180.28
				91521400-54100	SUPPLIES	\$180.28
				Vendor Total:		
UTILITY TREE SERVICE INC	71S69118	MISCELLANEOUS SERVICES, NO. 2	\$5,622.00	80026110-52100	CONTRACTED SERVICES	\$5,622.00
	Vendor Total:					\$5,622.00
VAL U CHEM INC	250905	LIFT STATION DEGREASER	\$297.02	84027221-54100	SUPPLIES	\$297.02
	Vendor Total:					\$297.02
VITISYSTEMS INC	594675	LABORATORY TESTING	\$451.25	84027225-52100	CONTRACTED SERVICES	\$451.25
	Vendor Total:					\$451.25
VWR INTERNATIONAL INC	8085070513	SULFURIC ACID	\$48.15	84027225-54100	SUPPLIES	\$48.15
	8084995371	LABELING TAPE	\$115.23	84027225-54100	SUPPLIES	\$115.23
	Vendor Total:					\$163.38
WASTE MANAGEMENT	2754633-2561-1	GARAGE SERVICE	\$59.50	10021210-55210	UTILITIES	\$29.75
				91521400-55210	UTILITIES	\$29.75

List of Checks Presented for Approval on 2/7/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
WASTE MANAGEMENT	2754847-2561-7	GARAGE SERVICE	\$59.50	10021210-55210	UTILITIES	\$29.75
				91521400-55210	UTILITIES	\$29.75
				Vendor Total:		\$119.00
WESCO DISTRIBUTION INC	034886	ELECTRICAL EQUIPMENT AND SUPPL	\$141.81	80000000-12104	INVENTORY - PURCHASES	\$141.81
				Vendor Total:		\$141.81
WILLOW COUNTY WATER DIST	10010 JAN 19	WATER SERVICE - 1500 S STATE ST	\$24.06	10021210-55210	UTILITIES	\$12.03
				91521400-55210	UTILITIES	\$12.03
				Vendor Total:		\$24.06
WIPF CONSTRUCTION LLC	2583	CORPORATE YARD - FIRE VALVE	\$240.00	20824300-52180	SECURITY SERVICES	\$240.00
				Vendor Total:		\$240.00
WORLD OIL ENVIRONMENTAL SERVICES	i500-00406223	DISPOSAL OF MISC. PRODUCTS AS	\$65.00	20324100-52100	CONTRACTED SERVICES	\$65.00
				Vendor Total:		\$65.00
INVOICE TOTAL:						\$484,414.92

List of Checks Presented for Approval on 2/15/2019

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

 2-26-19  CR
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ADAMSON POLICE PRODUCTS	INV294075	SETINA #PK1138CGR11 - #6XL COA	\$693.30	10020210-80100	MACHINERY & EQUIPMENT	\$47.37
				10020210-80100	MACHINERY & EQUIPMENT	\$645.93
	INV290014	GB8DEDE - LEGACY GB SUPER-LED	\$736.44	10020210-80100	MACHINERY & EQUIPMENT	\$736.44
	INV290905	GB8DEDE - LEGACY GB SUPER-LED	\$2,204.18	10020210-80100	MACHINERY & EQUIPMENT	\$2,204.18
					Vendor Total:	\$3,633.92
ALHAMBRA NATIONAL WATER	5109554-020619	DRINKING WATER SERVICES	\$88.07	69122700-54100	SUPPLIES	\$22.55
				84027225-54100	SUPPLIES	\$65.52
					Vendor Total:	\$88.07
AMAZON CAPITAL SERVICES	19KJ-7HKC-7WVF	PAINTERS TAPE, DISINFECTING WIPES	\$35.22	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.09)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.06)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$0.09)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.09)
				90000000-23013	STATE USE TAX LIABILITY	(\$1.44)
				10022810-54100	SUPPLIES	\$1.77
				10022810-54100	SUPPLIES	\$35.22
	1GN1-CHY3-Q43T	LEGO SETS, APPLE IPAD	\$318.39	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$1.03)
				90000000-23252	DISTRICT USE TAX-LIBRARIES	(\$0.29)
				90000000-23237	DISTRICT USE TAX-MEASURE S	(\$1.03)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$1.03)
				90000000-23256	SPECIAL EVENTS TRUST	\$18.42
				90000000-23256	SPECIAL EVENTS TRUST	\$318.39
				90000000-23013	STATE USE TAX LIABILITY	(\$15.04)
	1TLX-MDLM-LK47	PAPER TOWELS	\$63.94	10022810-54100	SUPPLIES	\$63.94

List of Checks Presented for Approval on 2/15/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AMAZON CAPITAL SERVICES	19L7-1N9D-YHF6	LEVER AIRPOT, TABLECLOTH, RUBBER LEG TIPS	\$129.27	73022600-54100	SUPPLIES	\$129.27
	1G9R-Y4TM-MTDR	PUMP HOSE	\$20.64	77725200-54100	SUPPLIES	\$20.64
					Vendor Total:	\$567.46
ANTHONY JONATHAN PAULE	DV020819	2019 SUNDAYS IN THE PARK - "WE	\$2,000.00	90000000-23226	CONCERT SERIES	\$2,000.00
					Vendor Total:	\$2,000.00
ANTHONY MANDON	TA 2/28/19	TRAVEL ADVANCE	\$45.00	10024620-57100	LEARNING AND DEVELOPMENT	\$45.00
					Vendor Total:	\$45.00
ARROW FENCING	78111	FENCING AT MAIN ST VILLAGE	\$492.00	96995669-52100	CONTRACTED SERVICES	\$492.00
					Vendor Total:	\$492.00
AT&T	000012556933	FIBER INTERNET GATEWAY	\$3,054.12	20913900-55100	TELEPHONE	\$3,054.12
	1718 FEB 19	CC TERMINAL	\$171.52	77725200-55100	TELEPHONE	\$171.52
					Vendor Total:	\$3,225.64
BAY AREA BARRICADE SERVICE INC	0000410	FLOODED SIGNS	\$198.84	10024620-54120	PW - SPECIAL SUPPLIES	\$198.84
					Vendor Total:	\$198.84
BUSINESS MARKETERS GROUP	228089	TELECOMMUNICATION EQUIPMENT	\$98.56	20620231-56120	EQUIPMENT MAINTENANCE & REPAIR	\$98.56
					Vendor Total:	\$98.56
CA POLICE CHIEFS ASSOC	12138	REGISTRATION - S KAESER	\$99.00	10020210-57100	LEARNING AND DEVELOPMENT	\$99.00
					Vendor Total:	\$99.00
CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS	200002038	REGISTRATION- L MARTIN	\$570.00	20513300-57100	LEARNING AND DEVELOPMENT	\$570.00
					Vendor Total:	\$570.00
CAMERON A WEIST	M2018-027	BOND COUNSEL- SERIES 2018 WTR R	\$13,340.00	83013400-52100	CONTRACTED SERVICES	\$13,340.00
					Vendor Total:	\$13,340.00
CANDICE RASMASON	TA 2/25-3/1/19	TRAVEL ADVANCE	\$1,298.28	10013400-57100	LEARNING AND DEVELOPMENT	\$1,298.28
					Vendor Total:	\$1,298.28
CAROL GOLDBERG	DV020419	INSTRUCTOR	\$168.00	10022850-52100	CONTRACTED SERVICES	\$168.00
					Vendor Total:	\$168.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
CAROL MISSELDINE	116566-1	ENERGY REBATE	\$528.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$528.00
					Vendor Total:	\$528.00
CDW GOVERNMENT INC	QWJ6094	OFFICE MACHINES, EQUIPMENT, AN	\$11,364.75	80026110-54100	SUPPLIES	\$8,973.54
				80026120-54100	SUPPLIES	\$2,391.21
	QWR8484	OFFICE MACHINES, EQUIPMENT, AN	\$2,127.24	80026120-54100	SUPPLIES	\$2,127.24
					Vendor Total:	\$13,491.99
CONCUR TECHNOLOGIES INC	101300075807	CONCUR EXPENSE PAY SOFTWARE L	\$457.20	20413500-54320	SOFTWARE	\$457.20
					Vendor Total:	\$457.20
CONVERGENT COMPUTING	BILL53195	BOX MIGRATION	\$1,125.00	20913900-52100	CONTRACTED SERVICES	\$1,125.00
					Vendor Total:	\$1,125.00
DAVID RAPPORT	6994	LEGAL SERVICES FOR FY 18/19	\$23,102.69	10014000-52150	LEGAL SERVICES EXPENSES	\$1,114.63
				10014000-52150	LEGAL SERVICES EXPENSES	\$14,185.18
				20414000-52150	LEGAL SERVICES EXPENSES	\$58.67
				70014000-52150	LEGAL SERVICES SEXPENSES	\$108.30
				77714000-52150	LEGAL SERVICES EXPENSES	\$392.60
				80014000-52150	LEGAL SERVICES EXPENSES	\$1,067.70
				82014000-52150	LEGAL SERVICES EXPENSES	\$455.78
				83027330-52150	LEGAL SERVICES EXPENSES	\$5,338.51
				90214000-52150	LEGAL SERVICES EXPENSES	\$381.32
					Vendor Total:	\$23,102.69
DELL MARKETING LP	10295412920	OPTIPLEX 7060 TOWER	\$1,262.52	10013400-54330	COMPUTER AND TECHNOLOGY	\$1,262.52
					Vendor Total:	\$1,262.52
ENTENMANN-ROVIN CO	0141584-IN	YEARS OF SERVICE PINS	\$284.16	10016100-54167	EMPLOYEE DEVELOPMENT	\$284.16
					Vendor Total:	\$284.16

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FARWEST LINE SPECIALTIES LLC	266935	ELECTRICAL EQUIPMENT AND SUPPLIES	\$6,336.53	80026110-54102	SMALL TOOLS	\$3,466.53
				80026120-54102	SMALL TOOLS	\$2,870.00
				Vendor Total:		\$6,336.53
FASTENAL	CAUKA34086	ELECTRICAL EQUIPMENT AND SUPPLIES	\$7.92	10024620-54120	PW - SPECIAL SUPPLIES	\$7.92
					Vendor Total:	
FEDERAL TRAINING CENTER	SAC_112	TRAINING- A MANDON	\$425.00	10024620-57100	LEARNING AND DEVELOPMENT	\$425.00
	SAC_111	TRAINING- R HULBERT	\$425.00	82027114-57100	LEARNING AND DEVELOPMENT	\$425.00
	Vendor Total:		\$850.00			
FERGUSON ENTERPRISES INC #1423	6239751	14" G12HAP-107C DUO-CHK VALVE	\$6,083.69	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$6,083.69
					Vendor Total:	
FLIGHT LIGHT INC	0066545-IN	RISERS, COUPLINGS, BLUE GLASS, SOCKETS	\$904.87	77725200-56300	BUILDING MAINT. & REPAIR	\$904.87
					Vendor Total:	
FRIEDMANS HOME IMPROVEMENT	36591366	MISC. ITEMS AS NEEDED	(\$46.70)	20822500-56300	BUILDING MAINT. & REPAIR	(\$46.70)
	36578900	MISC. ITEMS AS NEEDED	\$82.42	20822500-56300	BUILDING MAINT. & REPAIR	\$82.42
	36591410	MISC. ITEMS AS NEEDED	\$114.69	20822500-56300	BUILDING MAINT. & REPAIR	\$114.69
	36500919	MISC. ITEMS AS NEEDED	\$120.42	20822500-56300	BUILDING MAINT. & REPAIR	\$120.42
	36581319	MISC. ITEMS AS NEEDED	\$277.51	20822500-56300	BUILDING MAINT. & REPAIR	\$277.51
	36590865	MISC. ITEMS AS NEEDED	\$341.79	20822500-56300	BUILDING MAINT. & REPAIR	\$92.47
				20822500-54102	SMALL TOOLS	\$249.32
	36576198	MISC. ITEMS AS NEEDED	\$5.75	73022600-56300	BUILDING MAINT. & REPAIR	\$5.75
	36593557	MISC. ITEMS AS NEEDED	\$5.05	77725200-56300	BUILDING MAINT. & REPAIR	\$5.05
	36590522	MISC. ITEMS AS NEEDED	\$133.79	77725200-56300	BUILDING MAINT. & REPAIR	\$133.79
	36572676	MISC. ITEMS AS NEEDED	\$134.99	77725200-56300	BUILDING MAINT. & REPAIR	\$134.99
	36573463	MISC. ITEMS AS NEEDED	\$13.14	82027111-56300	BUILDING MAINT. & REPAIR	\$13.14
	36592873	MISC. ITEMS AS NEEDED	\$21.34	82027111-56300	BUILDING MAINT. & REPAIR	\$21.34
	36576012	MISC. ITEMS AS NEEDED	\$2.22	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$2.22

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	36591345	MISC. ITEMS AS NEEDED	\$44.33	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$44.33
	36591350	MISC. ITEMS AS NEEDED	\$45.77	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$45.77
	36581555	MISC. ITEMS AS NEEDED	\$66.21	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$66.21
	36580066	MISC. ITEMS AS NEEDED	\$91.81	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$91.81
	36570553	MISC. ITEMS AS NEEDED	\$7.81	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$7.81
	36587355	MISC. ITEMS AS NEEDED	\$11.42	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$11.42
	36579781	MISC. ITEMS AS NEEDED	\$16.33	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$16.33
	36573530	MISC. ITEMS AS NEEDED	\$28.24	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$28.24
	36569658	MISC. ITEMS AS NEEDED	\$40.06	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$40.06
	36573305	MISC. ITEMS AS NEEDED	\$132.44	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$132.44
	36573526	MISC. ITEMS AS NEEDED	\$293.25	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$293.25
	36577929	MISC. ITEMS AS NEEDED	\$28.26	10020210-56130	EXTERNAL SERVICES	\$28.26
	36580777	MISC. ITEMS AS NEEDED	\$6.97	10021210-56130	EXTERNAL SERVICES	\$6.97
	36591474	MISC. ITEMS AS NEEDED	\$35.44	10021210-56130	EXTERNAL SERVICES	\$35.44
	36574745	MISC. ITEMS AS NEEDED	\$6.57	10024620-56130	EXTERNAL SERVICES	\$6.57
	36589779	MISC. ITEMS AS NEEDED	\$18.66	80026400-56130	EXTERNAL SERVICES	\$18.66
	36580459	MISC. ITEMS AS NEEDED	\$63.80	84027225-56504	FACILITY MAINTENANCE & REPAIR	\$63.80
	36590251	MISC. ITEMS AS NEEDED	\$106.82	84027225-56504	FACILITY MAINTENANCE & REPAIR	\$106.82
	36586870	MISC. ITEMS AS NEEDED	(\$21.23)	10024620-54120	PW - SPECIAL SUPPLIES	(\$21.23)
	36568763	MISC. ITEMS AS NEEDED	\$7.71	10024620-54120	PW - SPECIAL SUPPLIES	\$7.71
	36593237	MISC. ITEMS AS NEEDED	\$8.36	10024620-54120	PW - SPECIAL SUPPLIES	\$8.36
	36593008	MISC. ITEMS AS NEEDED	\$16.03	10024620-54120	PW - SPECIAL SUPPLIES	\$16.03
	36577918	MISC. ITEMS AS NEEDED	\$16.73	10024620-54120	PW - SPECIAL SUPPLIES	\$16.73
	36575082	MISC. ITEMS AS NEEDED	\$21.45	10024620-54120	PW - SPECIAL SUPPLIES	\$21.45

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	S221933	MISC. ITEMS AS NEEDED	\$22.96	10024620-54120	PW - SPECIAL SUPPLIES	\$22.96
	36586230	MISC. ITEMS AS NEEDED	\$24.45	10024620-54120	PW - SPECIAL SUPPLIES	\$24.45
	36592956	MISC. ITEMS AS NEEDED	\$26.43	10024620-54120	PW - SPECIAL SUPPLIES	\$26.43
	36573236	MISC. ITEMS AS NEEDED	\$26.81	10024620-54120	PW - SPECIAL SUPPLIES	\$26.81
	36569092	MISC. ITEMS AS NEEDED	\$30.22	10024620-54120	PW - SPECIAL SUPPLIES	\$30.22
	36586736	MISC. ITEMS AS NEEDED	\$31.85	10024620-54120	PW - SPECIAL SUPPLIES	\$31.85
	36584525	MISC. ITEMS AS NEEDED	\$67.28	10024620-54120	PW - SPECIAL SUPPLIES	\$67.28
	36580728	MISC. ITEMS AS NEEDED	\$92.26	10024620-54120	PW - SPECIAL SUPPLIES	\$92.26
	36570081	MISC. ITEMS AS NEEDED	\$196.19	10024620-54120	PW - SPECIAL SUPPLIES	\$196.19
	36584245	MISC. ITEMS AS NEEDED	\$459.15	10024620-54120	PW - SPECIAL SUPPLIES	\$459.15
	36593507	MISC. ITEMS AS NEEDED	\$208.40	10024620-54102	SMALL TOOLS	\$208.40
	36592378	MISC. ITEMS AS NEEDED	\$570.13	82027114-54102	SMALL TOOLS	\$570.13
	36579796	MISC. ITEMS AS NEEDED	\$21.30	84027225-54102	SMALL TOOLS	\$21.30
	36568174	MISC. ITEMS AS NEEDED	\$11.28	10022100-54100	SUPPLIES	\$11.28
	36590745	MISC. ITEMS AS NEEDED	\$19.98	10022100-54100	SUPPLIES	\$19.98
	36575635	MISC. ITEMS AS NEEDED	\$21.06	10022100-54100	SUPPLIES	\$21.06
	36586141	MISC. ITEMS AS NEEDED	\$23.24	10022100-54100	SUPPLIES	\$23.24
	36590957	MISC. ITEMS AS NEEDED	\$28.48	10022100-54100	SUPPLIES	\$28.48
	36569097	MISC. ITEMS AS NEEDED	\$35.28	10022100-54100	SUPPLIES	\$35.28
	36587533	MISC. ITEMS AS NEEDED	\$36.56	10022100-54100	SUPPLIES	\$36.56
	36575599	MISC. ITEMS AS NEEDED	\$47.00	10022100-54100	SUPPLIES	\$47.00
	36591800	MISC. ITEMS AS NEEDED	\$77.48	10022100-54100	SUPPLIES	\$77.48
	36592792	MISC. ITEMS AS NEEDED	\$78.41	10022100-54100	SUPPLIES	\$78.41
	36573894	MISC. ITEMS AS NEEDED	\$399.84	10022100-54100	SUPPLIES	\$399.84
	36572545	MISC. ITEMS AS NEEDED	\$58.10	10022831-54100	SUPPLIES	\$58.10
	36585390	MISC. ITEMS AS NEEDED	\$261.59	10023320-54100	SUPPLIES	\$261.59
	36580730	MISC. ITEMS AS NEEDED	(\$11.64)	20324100-54100	SUPPLIES	(\$11.64)
	36580772	MISC. ITEMS AS NEEDED	(\$11.64)	20324100-54100	SUPPLIES	(\$11.64)
	36580570	MISC. ITEMS AS NEEDED	\$11.64	20324100-54100	SUPPLIES	\$11.64

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	36580748	MISC. ITEMS AS NEEDED	\$11.64	20324100-54100	SUPPLIES	\$11.64
	36580519	MISC. ITEMS AS NEEDED	\$16.68	20324100-54100	SUPPLIES	\$16.68
	36581254	MISC. ITEMS AS NEEDED	\$56.62	20513380-54100	SUPPLIES	\$56.62
	36578915	MISC. ITEMS AS NEEDED	\$24.45	20824300-54100	SUPPLIES	\$24.45
	36576080	MISC. ITEMS AS NEEDED	\$34.69	69122700-54100	SUPPLIES	\$34.69
	36592899	MISC. ITEMS AS NEEDED	\$5.75	73022600-54100	SUPPLIES	\$5.75
	36579878	MISC. ITEMS AS NEEDED	\$25.05	73022600-54100	SUPPLIES	\$25.05
	36592409	MISC. ITEMS AS NEEDED	\$83.26	80026110-54100	SUPPLIES	\$83.26
	36591038	MISC. ITEMS AS NEEDED	(\$4.91)	80026120-54100	SUPPLIES	(\$4.91)
	36591237	MISC. ITEMS AS NEEDED	(\$4.91)	80026120-54100	SUPPLIES	(\$4.91)
	36574162	MISC. ITEMS AS NEEDED	\$3.83	80026120-54100	SUPPLIES	\$3.83
	36591240	MISC. ITEMS AS NEEDED	\$5.19	80026120-54100	SUPPLIES	\$5.19
	36591043	MISC. ITEMS AS NEEDED	\$5.82	80026120-54100	SUPPLIES	\$5.82
	36585754	MISC. ITEMS AS NEEDED	\$18.51	80026120-54100	SUPPLIES	\$18.51
	36578442	MISC. ITEMS AS NEEDED	\$28.18	80026120-54100	SUPPLIES	\$28.18
	36590817	MISC. ITEMS AS NEEDED	\$32.03	80026120-54100	SUPPLIES	\$32.03
	36590780	MISC. ITEMS AS NEEDED	\$43.52	80026120-54100	SUPPLIES	\$43.52
	36573044	MISC. ITEMS AS NEEDED	\$59.23	80026120-54100	SUPPLIES	\$59.23
	36580155	MISC. ITEMS AS NEEDED	\$62.53	80026120-54100	SUPPLIES	\$62.53
	36590200	MISC. ITEMS AS NEEDED	\$74.49	80026120-54100	SUPPLIES	\$74.49
	36574631	MISC. ITEMS AS NEEDED	\$77.07	80026120-54100	SUPPLIES	\$77.07
	36586441	MISC. ITEMS AS NEEDED	\$19.58	80026200-54100	SUPPLIES	\$19.58
	36570719	MISC. ITEMS AS NEEDED	\$7.31	80026210-54100	SUPPLIES	\$7.31
	36557583	MISC. ITEMS AS NEEDED	\$15.46	80026210-54100	SUPPLIES	\$15.46
	36569611	MISC. ITEMS AS NEEDED	\$37.83	80026210-54100	SUPPLIES	\$37.83
	36573117	MISC. ITEMS AS NEEDED	\$11.42	80026220-54100	SUPPLIES	\$11.42
	36572544	MISC. ITEMS AS NEEDED	\$60.51	80026220-54100	SUPPLIES	\$60.51
	36592001	MISC. ITEMS AS NEEDED	\$4.96	80026400-54100	SUPPLIES	\$4.96
	36591347	MISC. ITEMS AS NEEDED	(\$5.27)	82027111-54100	SUPPLIES	(\$5.27)

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
FRIEDMANS HOME IMPROVEMENT	36587537	MISC. ITEMS AS NEEDED	\$106.57	82027111-54100	SUPPLIES	\$106.57
	36568489	MISC. ITEMS AS NEEDED	\$188.64	82027111-54100	SUPPLIES	\$188.64
	36581327	MISC. ITEMS AS NEEDED	\$51.89	82027114-54100	SUPPLIES	\$51.89
	36579364	MISC. ITEMS AS NEEDED	\$52.39	82027114-54100	SUPPLIES	\$52.39
	36569256	MISC. ITEMS AS NEEDED	(\$32.71)	84027221-54100	SUPPLIES	(\$32.71)
	36568926	MISC. ITEMS AS NEEDED	\$32.71	84027221-54100	SUPPLIES	\$32.71
	36569258	MISC. ITEMS AS NEEDED	\$35.75	84027221-54100	SUPPLIES	\$35.75
	36590549	MISC. ITEMS AS NEEDED	\$121.61	84027221-54100	SUPPLIES	\$121.61
	36572446	MISC. ITEMS AS NEEDED	\$4.47	84027225-54100	SUPPLIES	\$4.47
Vendor Total:						\$6,535.58
GCR TIRES & SERVICES	851-44976	TIRES, TUBES REPAIRS & LABOR	\$983.53	10022100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$983.53
	851-44774	TIRES, TUBES REPAIRS & LABOR	\$1,009.32	10022100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,009.32
	851-44828	TIRES, TUBES REPAIRS & LABOR	\$860.49	10024620-56130	EXTERNAL SERVICES	\$860.49
	851-44915	TIRES, TUBES REPAIRS & LABOR	\$415.76	80026110-56130	EXTERNAL SERVICES	\$415.76
	851-44037	TIRES, TUBES REPAIRS & LABOR	\$181.46	80026400-56130	EXTERNAL SERVICES	\$181.46
Vendor Total:						\$3,450.56
GINA GRECO	DV010519	INSTRUCTOR	\$133.00	10022850-52100	CONTRACTED SERVICES	\$133.00
	DV013019	INSTRUCTOR	\$1,662.50	10022850-52100	CONTRACTED SERVICES	\$1,662.50
Vendor Total:						\$1,795.50
GOLDEN STATE EMERGENCY VEHICLE SERVICE INC	CIO15360	PICKHEAD AXE HANGER	\$507.04	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$507.04
Vendor Total:						\$507.04
GRANITE CONSTRUCTION COMPANY	1533620	MISC. ROCK & ROAD PATCH MATERIAL	\$327.94	20824300-54100	SUPPLIES	\$327.94
	1534251	MISC. ROCK & ROAD PATCH MATERIAL	\$668.28	20824300-54100	SUPPLIES	\$668.28
	1534934	MISC. ROCK & ROAD PATCH MATERIAL	\$136.04	84027221-54100	SUPPLIES	\$136.04
Vendor Total:						\$1,132.26
GRANITE CURLING CLUB OF CALIFORNIA	DV010619	INSTRUCTOR	\$100.80	10022850-52100	CONTRACTED SERVICES	\$100.80
Vendor Total:						\$100.80

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
H&M MARKETS LLC	730462	ICE RINK SUPPLIES	\$50.83	31422860-54100	SUPPLIES	\$50.83
					Vendor Total:	\$50.83
HACH COMPANY	11323647	NITRATE AND AMMONIA	\$608.55	84027225-54100	SUPPLIES	\$608.55
					Vendor Total:	\$608.55
HERBERT W LAWRENCE III	2019187	MOTION LIGHTS	\$815.04	10021210-56300	BUILDING MAINT. & REPAIR	\$407.52
				91521400-56300	BUILDING MAINT. & REPAIR	\$407.52
					Vendor Total:	\$815.04
HOME ENERGY ASSISTANCE PROGRAM	DV020819	UTILTIY REFUND	\$729.63	90100000-10421	UTILITY RECEIVABLES CLEARING	\$729.63
					Vendor Total:	\$729.63
HUBER TECHNOLOGY INC	CD10017838	DISPLAY PLICSCOM	\$288.52	84027225-54102	SMALL TOOLS	\$288.52
					Vendor Total:	\$288.52
INTEGRITY SHRED	90730	SHREDDING SERVICES	\$57.00	20513300-52100	CONTRACTED SERVICES	\$57.00
	90023	HARD DRIVE DESTRUCTION	\$1,215.00	20913900-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,215.00
					Vendor Total:	\$1,272.00
INTERNATIONAL ASSOC OF CHIEFS OF POLICE	0044135	MEMBERSHIP - J WYATT	\$150.00	10020210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$150.00
					Vendor Total:	\$150.00
INTERSTATE BATTERIES	380036421	BATTERIES	\$284.16	20324100-54102	SMALL TOOLS	\$284.16
					Vendor Total:	\$284.16
INTOXIMETERS	619027	#DOM-CAFST: ALCO-SENSOR FST CA	\$1,957.70	10020210-54201	PRISONER EXPENSE	\$1,957.70
					Vendor Total:	\$1,957.70
J & M LOCK	34828	DUPLICATE KEYS, REPAIRS & MISC	\$8.98	20822500-56300	BUILDING MAINT. & REPAIR	\$8.98
	34829	DUPLICATE KEYS, REPAIRS & MISC	\$14.45	20822500-56300	BUILDING MAINT. & REPAIR	\$14.45
	34801	DUPLICATE KEYS, REPAIRS & MISC	\$47.36	10020210-54100	SUPPLIES	\$47.36
					Vendor Total:	\$70.79
JACKIE PEREZ	TR 1/21-22/19	TRAVEL REIMBURSEMENT	\$218.08	10013400-57100	LEARNING AND DEVELOPMENT	\$218.08
					Vendor Total:	\$218.08
JAMES REESE	19808	JANITORIAL SERVICES	\$210.00	73022600-56300	BUILDING MAINT. & REPAIR	\$210.00
	19809	JANITORIAL SERVICES	\$420.00	73022600-56300	BUILDING MAINT. & REPAIR	\$420.00
					Vendor Total:	\$630.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
JOSHUA CAMPBELL	BA FY 18/19	BOOT ALLOWANCE	\$150.00	82027111-54100	SUPPLIES	\$150.00
					Vendor Total:	\$150.00
KEN FOWLER MOTORS INC	18686	MISC. AUTOMOTIVE PARTS AS NEEDED	\$43.99	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$43.99
					Vendor Total:	\$43.99
KIMBALL MIDWEST	6860363	TOOLS & SUPPLIES AS NEEDED	\$784.99	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$363.16
				20324100-54102	SMALL TOOLS	\$421.83
					Vendor Total:	\$784.99
LEAGUE OF CALIFORNIA CITIES	189542	MEMBERSHIP DUES	\$6,898.00	10012200-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$6,898.00
					Vendor Total:	\$6,898.00
LEGAL SHIELD	38295 FEB 19	FEB 19 PRE-PAID LEGAL SERVICE	\$155.40	20700000-20526	PREPAID LEGAL - AFLAC	\$155.40
					Vendor Total:	\$155.40
LIFE ASSIST	898638	MISC. EMS SUPPLIES AS NEEDED	\$128.56	10020210-54201	PRISONER EXPENSE	\$128.56
					Vendor Total:	\$128.56
LN CURTIS & SONS	INV254640	HP32501BK WOLFPACK WILDLAND HO	\$686.09	25321210-54102	SMALL TOOLS	\$343.05
				91621400-54102	SMALL TOOLS	\$343.04
					Vendor Total:	\$686.09
LS MITCHELL ARCHITECT INC	1039	ARCHITECTURE SVCS HASTING ROAD	\$1,718.75	80126100-80230	INFRASTRUCTURE	\$1,718.75
					Vendor Total:	\$1,718.75
MADISON HOUSE LLC	DV020819	2019 SUNDAYS IN THE PARK	\$4,500.00	90000000-23226	CONCERT SERIES	\$4,500.00
					Vendor Total:	\$4,500.00
MATHESON TRI-GAS INC	19079864	OXYGEN & MISC. SUPPLIES AS NEEDED	\$68.67	80026210-54100	SUPPLIES	\$68.67
					Vendor Total:	\$68.67
MELISSA MICHAEL	TA 2/27-3/1/19	TRAVEL ADVANCE	\$593.80	84027225-57100	LEARNING AND DEVELOPMENT	\$593.80
					Vendor Total:	\$593.80
MENDO MILL & LUMBER CO	115706/1	MISC. SUPPLIES AS NEEDED	\$10.60	10021210-56300	BUILDING MAINT. & REPAIR	\$5.30
				91521400-56300	BUILDING MAINT. & REPAIR	\$5.30
	115707/1	MISC. SUPPLIES AS NEEDED	\$15.89	10021210-56300	BUILDING MAINT. & REPAIR	\$7.95
				91521400-56300	BUILDING MAINT. & REPAIR	\$7.94
	114121/1	MISC. SUPPLIES AS NEEDED	\$168.58	10021210-56300	BUILDING MAINT. & REPAIR	\$84.29

List of Checks Presented for Approval on 2/15/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
MENDO MILL & LUMBER CO	114121/1	MISC. SUPPLIES AS NEEDED	\$168.58	91521400-56300	BUILDING MAINT. & REPAIR	\$84.29
	113709/1	MISC. SUPPLIES AS NEEDED	\$21.79	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$10.89
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$10.90
	115530/1	MISC. SUPPLIES AS NEEDED	\$12.35	10021210-54100	SUPPLIES	\$6.18
				91521400-54100	SUPPLIES	\$6.17
	115543/1	MISC. SUPPLIES AS NEEDED	\$42.31	10021210-54100	SUPPLIES	\$21.16
				91521400-54100	SUPPLIES	\$21.15
	Vendor Total:					\$271.52
MENDOCINO COLLEGE	DV020519	DONATION SOCCER FOR PARADE TRAFFIC CONTROL	\$500.00	90000000-23259	PARADE OF LIGHTS	\$500.00
					Vendor Total: \$500.00	
MENDOCINO COUNTY INFORMATION SERVICES DIVISION	201812-4	SLA/MAINTENANCE AGREEMENT FY 1	\$525.00	20620231-52100	CONTRACTED SERVICES	\$525.00
					Vendor Total: \$525.00	
MENDOCINO LAND TRUST INC	1034	GRANT APPLICATION & SUBMITTAL	\$3,440.00	25122290-52100	CONTRACTED SERVICES	\$3,440.00
					Vendor Total: \$3,440.00	
MILLVIEW COUNTY WATER DISTRICT	UVFA JAN 19	WATER SERVICES - LOVERS LANE	\$78.60	10021210-55210	UTILITIES	\$39.30
				91521400-55210	UTILITIES	\$39.30
				Vendor Total: \$78.60		
NCPA	006102-0219026	FEB 19 NCPA	\$584,639.00	80026440-58104	NCPA MANAGEMENT SERVICES	\$50,719.00
				80026440-58101	NCPA PLANT GENERATION	(\$40,148.00)
				80026440-58102	NCPA POWER PURCHASES	\$474,115.00
				80026440-58105	NCPA THIRD PARTY SALES	(\$6,228.00)
				80026440-58103	NCPA TRANSMISSION	\$106,181.00
				Vendor Total: \$584,639.00		
ONE TIME PAY VENDOR	DV020519	PD AWARDS DINNER PARTY	\$93.00	10020210-52100	CONTRACTED SERVICES	\$93.00
	120855-2	ENERGY REBATE - AMBER MUNOZ	\$100.00	80626450-52135	ENERGY CONSERVATION PROGRAM	\$100.00

List of Checks Presented for Approval on 2/15/2019

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	92104-9	UTILITY REFUND- 101 PROPERTY MANAGEMENT	\$19.88	94000000-10420	UTILITY RECEIVABLES	\$19.88
	119365-5	UTILITY REFUND - OLIVER MUELA	\$98.53	90100000-10421	UTILITY RECEIVABLES CLEARING	\$98.53
	117110-7	UTILITY REFUND - MICHAEL NOONEY	\$126.09	90100000-10421	UTILITY RECEIVABLES CLEARING	\$126.09
	Vendor Total:					\$437.50
ONLINE INFORMATION SRVS INC	909601	UTILITY EXCHANGE REPORTING FY	\$178.50	20513300-52100	CONTRACTED SERVICES	\$178.50
	Vendor Total:					\$178.50
PACE SUPPLY CORPORATION	025091731	FAN HEATER	\$31.72	20822500-56300	BUILDING MAINT. & REPAIR	\$31.72
	025086932	ADAPTER	\$21.79	82027111-56300	BUILDING MAINT. & REPAIR	\$21.79
	025082809-1	PIPE	\$25.92	82027111-56300	BUILDING MAINT. & REPAIR	\$25.92
	025082809	STAINLESS TEE, INTERNAL PIPE	\$42.99	82027111-56300	BUILDING MAINT. & REPAIR	\$42.99
	025084384	WELL-ON PRIMER, PIPE	\$43.74	82027111-56300	BUILDING MAINT. & REPAIR	\$43.74
	025081530	PIPE, VALVE, SOCKET, ADAPTER	\$430.36	82027111-56300	BUILDING MAINT. & REPAIR	\$430.36
	025075437	SOCKET	\$23.99	82027111-56120	EQUIPMENT MAINTENANCE & REPAIR	\$23.99
	025084193	ELECTRIC SUPPLIES	\$88.19	82027114-54100	SUPPLIES	\$88.19
Vendor Total:						\$708.70
PETERSON TRUCKS INC	206165P	SHOP TOWEL	\$62.93	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.30)
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.15)
				20324100-54100	SUPPLIES	\$0.45
				20324100-54100	SUPPLIES	\$62.93
	206209P	FILTER ASSEMBLY	\$181.39	90000000-20231	COUNTY MENTAL HEALTH .5%	(\$0.84)
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1.26
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$181.39
				90000000-23028	MEASURE Y DISTRICT TAX	(\$0.42)
	FC1901-A	FINANCE CHARGE - INV#204423P	\$0.14	10024620-56130	EXTERNAL SERVICES	\$0.14
	204423p	OIL FILTER	\$9.48	10024620-56130	EXTERNAL SERVICES	\$9.48
Vendor Total:						\$253.94
PG&E CO	1522-8 JAN 19	PACIFIC GAS & ELECTRIC	\$29.04	10021210-55210	UTILITIES	\$14.52

List of Checks Presented for Approval on 2/15/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PG&E CO	1522-8 JAN 19	PACIFIC GAS & ELECTRIC	\$29.04	91521400-55210	UTILITIES	\$14.52
	6124-2 JAN 19	PACIFIC GAS & ELECTRIC	\$942.52	10021210-55210	UTILITIES	\$471.26
				91521400-55210	UTILITIES	\$471.26
	7075-1 FEB 19	PACIFIC GAS & ELECTRIC	\$105.41	10022100-55210	UTILITIES	\$105.41
	0853-6 JAN 19	PACIFIC GAS & ELECTRIC	\$2,980.22	31122000-55210	UTILITIES	\$2,980.22
Vendor Total:						\$4,057.19
PUBLIC SERVICE DEPARTMENT	CITY JAN 19	CITY UTILITIES	\$83,129.35	80626450-52133	MONTHLY DISCOUNT PROGRAM	\$130.08
				90000000-23220	PUMPKINFEST (CC VENDOR PYTS)	\$5,356.02
				10012200-55210	UTILITIES	\$289.93
				10022100-55210	UTILITIES	\$6,317.19
				10022300-55210	UTILITIES	\$3,052.27
				10024214-55210	UTILITIES	\$677.25
				10024620-55210	UTILITIES	\$706.61
				20620231-55210	UTILITIES	\$56.45
				20822500-55210	UTILITIES	\$5,567.61
				20824300-55210	UTILITIES	\$1,859.37
				25024300-55210	UTILITIES	\$87.51
				64020213-55210	UTILITIES	\$478.04
				69122700-55210	UTILITIES	\$2,739.91
				72022400-55210	UTILITIES	\$1,306.26
				73022600-55210	UTILITIES	\$1,812.19
				77725200-55210	UTILITIES	\$3,110.68
				80026400-55210	UTILITIES	\$1,766.29
				80526150-55210	UTILITIES	\$9,086.50
				82027111-55210	UTILITIES	\$13,244.98
				84027221-55210	UTILITIES	\$76.56
				84027225-55210	UTILITIES	\$25,407.65
	81411-1 JAN 19	SEWER - S STATE ST	\$53.47	10021210-55210	UTILITIES	\$26.74
				91521400-55210	UTILITIES	\$26.73

List of Checks Presented for Approval on 2/15/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PUBLIC SERVICE DEPARTMENT	90558-8 JAN 19	SEWER - 141 LOVERS LN	\$79.87	10021210-55210	UTILITIES	\$39.93
				91521400-55210	UTILITIES	\$39.94
				Vendor Total:		\$83,262.69
R EMMETT JONES	JAN 19	MANAGEMENT ADVISORY SERVICES	\$375.00	10012100-52100	CONTRACTED SERVICES	\$375.00
				Vendor Total:		\$375.00
RAINBOW AGRICULTURAL SERVICES	16634/1	STRING TRIMMER	\$16.32	82027111-56300	BUILDING MAINT. & REPAIR	\$16.32
	16742/1	DOG WASH TOKEN - JACK	\$10.00	10020210-54100	SUPPLIES	\$10.00
	17211/1	K-9 FOOD - JACK	\$59.87	10020214-54100	SUPPLIES	\$59.87
	17392/1	CHAIN LOOP - POLE SAW	\$40.26	10022100-54100	SUPPLIES	\$40.26
	841577/1	CHAIN LOOP - BUCKET SAW	\$56.51	10022100-54100	SUPPLIES	\$56.51
	16850/1	RAIN GEAR	\$29.40	20513382-54100	SUPPLIES	\$29.40
	16781/1	RAIN GEAR	\$108.86	20513382-54100	SUPPLIES	\$108.86
	Vendor Total:		\$321.22			
RAY C STARKEY	16703	APPAREL - COMMUNITY PLANNING	\$59.88	10023320-54100	SUPPLIES	\$59.88
				Vendor Total:		\$59.88
REDWOOD COAST FUELS	2012978	CARDLOCK FUEL PURCHASES	\$19.70	20822500-56210	FUEL & FLUIDS	\$19.70
	0102538	CARDLOCK FUEL PURCHASES	\$344.28	20824300-56210	FUEL & FLUIDS	\$344.28
	2013299	CARDLOCK FUEL PURCHASES	\$64.35	20324100-58410	GARAGE LUBRICANTS & PARTS	\$64.35
Vendor Total:		\$428.33				
REDWOOD EMPIRE AIKIKAI	DV011719	INSTRUCTOR	\$44.00	10022850-52100	CONTRACTED SERVICES	\$44.00
				Vendor Total:		\$44.00
REDWOOD EMPIRE MUNICIPAL INSURANCE FUND	002150	WC AND LIABILITY PROGRAM	\$151,692.28	20216200-52522	LIABILITY & PROPERTY DEDUCT	\$39,062.53
				20112400-52525	WORKER'S COMP. EXPENSE	\$112,629.75
				Vendor Total:		\$151,692.28
REDWOOD TOXICOLOGY LAB INC	00169820191	DRUG SCREENING TESTING	\$12.10	10020210-52100	CONTRACTED SERVICES	\$12.10
				Vendor Total:		\$12.10

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Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REXEL USA INC	U400163	STAIN RELIEF GRIPS	\$149.98	20324100-54102	SMALL TOOLS	\$149.98
					Vendor Total:	\$149.98
RICHARD ANDERSON	2019-0204-1	AGREEMENT FOR PROF.SVC'S FOR W	\$4,900.00	20913900-52100	CONTRACTED SERVICES	\$4,900.00
					Vendor Total:	\$4,900.00
RICHARD THORNTON	0000010093	TELEPHONE PRODUCTS & SERVICES	\$105.00	20913900-52100	CONTRACTED SERVICES	\$105.00
					Vendor Total:	\$105.00
ROBERT HULBERT	TA 2/28/19	TRAVEL ADVANCE	\$45.00	82027114-57100	LEARNING AND DEVELOPMENT	\$45.00
					Vendor Total:	\$45.00
RR DONNELLEY	451653660	FINAL NOTICES, CONTINUOUS FORM	\$2,360.00	20513300-54100	SUPPLIES	\$2,360.00
					Vendor Total:	\$2,360.00
SAFETY-KLEEN CORPORATION	78336515	PARTS WASHER SERVICE AS NEEDED	\$440.94	20324100-52100	CONTRACTED SERVICES	\$440.94
					Vendor Total:	\$440.94
SARAH BROWN	TA 2/25-28/19	TRAVEL ADVANCE	\$460.23	10013400-57100	LEARNING AND DEVELOPMENT	\$460.23
					Vendor Total:	\$460.23
SEAN KAESER	TA 2/28/19	TRAVEL ADVANCE	\$45.00	10020210-57100	LEARNING AND DEVELOPMENT	\$45.00
					Vendor Total:	\$45.00
SEAN PAUL HIGGINS	TA 2/27-3/1/19	TRAVEL ADVANCE	\$593.80	84027225-57100	LEARNING AND DEVELOPMENT	\$593.80
					Vendor Total:	\$593.80
SHAMROCK SCIENTIFIC SPECIALTY SYSTEMS INC	406634	EVIDENCE LABELS	\$155.44	10020210-54201	PRISONER EXPENSE	\$155.44
					Vendor Total:	\$155.44
SNAP-ON INDUSTRIAL	ARV/38743179	GARAGE TOOLS	\$23.71	20324100-54102	SMALL TOOLS	\$23.71
	ARV/38730201	GARAGE TOOLS	\$75.69	20324100-54102	SMALL TOOLS	\$75.69
	ARV/38767686	S4 SPEEDER	\$164.44	80026120-54102	SMALL TOOLS	\$164.44
					Vendor Total:	\$263.84
SOLID WASTES SYSTEMS INC	648075	MISC. DUMP FEES	\$11.80	20822500-56300	BUILDING MAINT. & REPAIR	\$11.80
	647317	MISC. DUMP FEES	\$11.80	77725200-56300	BUILDING MAINT. & REPAIR	\$11.80
	648125	MISC. DUMP FEES	\$11.40	10024620-54120	PW - SPECIAL SUPPLIES	\$11.40
	0644621	MISC. DUMP FEES	\$18.24	10024620-54120	PW - SPECIAL SUPPLIES	\$18.24

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SOLID WASTES SYSTEMS INC	645377	MISC. DUMP FEES	\$22.80	10024620-54120	PW - SPECIAL SUPPLIES	\$22.80
	648118	MISC. DUMP FEES	\$22.80	10024620-54120	PW - SPECIAL SUPPLIES	\$22.80
	648863	MISC. DUMP FEES	\$24.50	10024620-54120	PW - SPECIAL SUPPLIES	\$24.50
	649750	MISC. DUMP FEES	\$34.20	10024620-54120	PW - SPECIAL SUPPLIES	\$34.20
	645708	MISC. DUMP FEES	\$34.71	10024620-54120	PW - SPECIAL SUPPLIES	\$34.71
					Vendor Total:	\$192.25
SYAR INDUSTRIES INC	720975	ASPHALT AS NEEDED	\$1,951.99	10024620-54128	PW - COLD PATCH MATERIAL	\$976.00
				82027114-54100	SUPPLIES	\$488.00
				84027221-54100	SUPPLIES	\$487.99
					Vendor Total:	\$1,951.99
TAQUERIA MICHOACAN & RESTURANT	100318	ELECTRIC STAFF WORK MEETING LUNCHEON	\$343.78	80026400-54100	SUPPLIES	\$343.78
					Vendor Total:	\$343.78
TELSTAR INSTRUMENTS INC	97329	TROUBLESHOOTING WELLS 4 & 9	\$10,400.00	82027111-52100	CONTRACTED SERVICES	\$10,400.00
					Vendor Total:	\$10,400.00
THATCHER COMPANY OF CALIFORNIA INC	259910	SODIUM BISULFITE	\$19,187.00	84027225-58202	CHEMICALS	\$19,187.00
					Vendor Total:	\$19,187.00
THE LYMAN GROUP, INC	5221173	PROPANE	\$49.43	20824300-56210	FUEL & FLUIDS	\$49.43
	5221302	PROPANE & THERMOMETER	\$23.95	84027225-56210	FUEL & FLUIDS	\$23.95
	5221914	PROPANE	\$39.88	10024620-54120	PW - SPECIAL SUPPLIES	\$39.88
					Vendor Total:	\$113.26
THE OKONITE COMPANY	82603	ELECTRICAL CABLES AND WIRES (N	\$21,086.91	80000000-12104	INVENTORY - PURCHASES	\$21,086.91
					Vendor Total:	\$21,086.91
THURSTON CHEVROLET TOYOTA SCION	213368	HINGE ASSEMBLY	\$75.85	10020210-56130	EXTERNAL SERVICES	\$75.85
					Vendor Total:	\$75.85
TIM HOLMES	U181201	SOLAR PARKING CANOPY	\$243.75	80100000-80230	INFRASTRUCTUR E	\$243.75
					Vendor Total:	\$243.75
TORI CARPENTER	TR 8/20-12/14/18	TRAVEL REIMBURSEMENT	\$445.69	10021210-57100	LEARNING AND DEVELOPMENT	\$222.85
				91521400-57100	LEARNING AND DEVELOPMENT	\$222.84
					Vendor Total:	\$445.69

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
TRACTOR SUPPLY CREDIT PLAN	100384776	GRASS & WEED KILLER	\$119.74	10021210-56300	BUILDING MAINT. & REPAIR	\$59.87
				91521400-56300	BUILDING MAINT. & REPAIR	\$59.87
	300300492	DEEP SOCKET, TOOL OIL	\$19.99	10024620-54102	SMALL TOOLS	\$19.99
	200271617	TOOLS FOR NEW ENGINE	\$48.98	25321210-54102	SMALL TOOLS	\$23.99
				91621400-54102	SMALL TOOLS	\$24.99
	100384656	RUBBER CASTER	\$27.21	84027221-54102	SMALL TOOLS	\$27.21
	200270168	PROPANE TORCH, BLOW GUN	\$74.00	84027221-54100	SUPPLIES	\$74.00
	200273898	FILTER, PIPE HARDWARE, COUPLING	\$182.51	84027221-54100	SUPPLIES	\$182.51
Vendor Total:						\$472.43
TRI AIR TESTING INC	123095	AIR ANALYSIS	\$195.01	10021210-56120	EQUIPMENT MAINTENANCE & REPAIR	\$97.51
				91521400-56120	EQUIPMENT MAINTENANCE & REPAIR	\$97.50
	Vendor Total:					\$195.01
TYLER TECHNOLOGIES INC	045-251013	REGISTRATION - K NORRIS L SMITH	\$1,900.00	10013400-57100	LEARNING AND DEVELOPMENT	\$1,900.00
	045-250433	DISASTER RECOVERY CONTRACT 3/2	\$15,249.01	20913900-54320	SOFTWARE	\$15,249.01
	Vendor Total:					\$17,149.01
UKIAH DAILY JOURNAL	2019-1643	2018 52- WEEKS SUBSCRIPTION RENEWAL	\$194.59	10012400-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$194.59
	Vendor Total:					\$194.59
UKIAH ROUND TREE GLASS	162001	CONCEALED CLOSURE	\$107.18	20822500-56300	BUILDING MAINT. & REPAIR	\$107.18
	Vendor Total:					\$107.18
UNITED SITE SERVICES	114-7985084	PORTABLE TOILET RENTAL	\$166.86	10022100-52100	CONTRACTED SERVICES	\$166.86
	114-7985085	PORTABLE TOILET RENTAL	\$166.86	10022100-52100	CONTRACTED SERVICES	\$166.86
	114-7985086	PORTABLE TOILET RENTAL	\$136.37	80026220-52100	CONTRACTED SERVICES	\$136.37
	Vendor Total:					\$470.09
USA BLUEBOOK	797208	PRESSURE REGULATOR	\$281.44	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$281.44
	Vendor Total:					\$281.44
VALLEY POWER SYSTEMS NORTH INC	J38188	EQUIPMENT MAINTENANCE	\$267.11	84027225-56130	EXTERNAL SERVICES	\$267.11
	Vendor Total:					\$267.11
VERGIL THOMAS MASSEY	95397	CHAINS	\$122.68	25321210-54102	SMALL TOOLS	\$61.34

List of Checks Presented for Approval on 2/15/2019

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
VERGIL THOMAS MASSEY	95397	CHAINS	\$122.68	91621400-54102	SMALL TOOLS	\$61.34
	95374	RIM SPROCKETS, TIPS, BANS	\$218.12	25321210-54102	SMALL TOOLS	\$109.06
				91621400-54102	SMALL TOOLS	\$109.06
					Vendor Total:	\$340.80
WATEREUSE ASSOCIATION	D20197335	RENEWAL OF WATEREUSE MEMBERSHIP	\$722.25	83027330-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$722.25
					Vendor Total:	\$722.25
WELLS FARGO BANK CORP TRUST	DV021319.1	ACCT 78937300 SEMI-ANNUAL WTP BOND PAYMENT	\$204,659.38	82227113-70102	BOND INTEREST PAYMENTS	\$204,659.38
	DV021319	ACCT 18927800 SEMI-ANNUAL WWTP BOND PAYMENT	\$3,523,198.56	84127226-70102	BOND INTEREST PAYMENTS	\$1,343,650.00
				84127226-70202	BOND PRINCIPAL PAYMENTS	\$2,180,000.00
				84100000-10260	CASH WITH FISCAL AGENT	(\$451.44)
					Vendor Total:	\$3,727,857.94
WINE COUNTRY BALANCE	7243	SERVICE - CALIBRATION	\$500.00	84027225-52100	CONTRACTED SERVICES	\$500.00
					Vendor Total:	\$500.00
WIPF CONSTRUCTION LLC	2666	DELIVERY OF VARIOUS MATERIALS	\$597.60	84027221-54100	SUPPLIES	\$597.60
					Vendor Total:	\$597.60
WQI	DV012219.1	REGISTRATION - M ICHAE	\$500.00	84027225-57100	LEARNING AND DEVELOPMENT	\$500.00
	DV012219	REGISTRATION - S HIGGINS	\$500.00	84027225-57100	LEARNING AND DEVELOPMENT	\$500.00
					Vendor Total:	\$1,000.00
XEROX CORP	095953297	COPIER LEASE-SEE ADD'L DESCRIP	\$186.73	69122700-52100	CONTRACTED SERVICES	\$186.73
	095953296	COPIER LEASE-SEE ADD'L DESCRIP	\$316.72	73022600-52100	CONTRACTED SERVICES	\$316.72
	095953292	COPIER LEASE-SEE ADD'L DESCRIP	\$386.44	10012200-54500	EQUIP RENTS AND LEASES	\$386.44
	095953293	XEROX CB070H COPIER LEASE	\$689.91	10012200-54500	EQUIP RENTS AND LEASES	\$689.91
	095953298	COPIER LEASE-SEE ADD'L DESCRIP	\$1,077.94	10012200-54500	EQUIP RENTS AND LEASES	\$1,077.94
					Vendor Total:	\$2,657.74
					INVOICE TOTAL:	\$4,764,242.98

List of Checks Presented for Approval on 2/22/2019

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

 3-4-19 
Signature

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AFLAC	354440	CANCER/LIFE/ACC INSURANCE	\$7,377.90	20700000-20527	SECTION 125 (CANCER & LIFE)	\$7,377.90
Vendor Total:						\$7,377.90
AFLAC GROUP INSURANCE	A113061900	MAR 19 AFLAC CRITICAL CARE	\$378.96	20700000-20538	AFLAC CRITICAL ILLNESS POLICY	\$378.96
Vendor Total:						\$378.96
ALLEN JAMES	DV021619	INSTRUCTOR	\$256.00	10022850-52100	CONTRACTED SERVICES	\$256.00
Vendor Total:						\$256.00
AMAZON CAPITAL SERVICES	1KGG-YLFT-RCWV	SCIENTIFIC CALCULATOR	\$54.50	80026400-54100	SUPPLIES	\$54.50
	1TNW-3RR4-YLLY	PRINTER INK	\$358.99	84027225-54100	SUPPLIES	\$358.99
Vendor Total:						\$413.49
ANIXTER	4107146-00	ELECTRICAL EQUIPMENT AND SUPPLIES	\$1,999.87	80526150-54100	SUPPLIES	\$1,999.87
Vendor Total:						\$1,999.87
AT&T	000012558413	T1 TO INTERNET FOR DOJ/CLETS	\$301.31	10020210-55100	TELEPHONE	\$150.65
				20620231-55100	TELEPHONE	\$150.66
	000012561508	TELEPHONE SERVICES	\$15.28	10021210-55100	TELEPHONE	\$7.64
				91521400-55100	TELEPHONE	\$7.64
	000012561507	TELEPHONE SERVICES	\$20.77	10021210-55100	TELEPHONE	\$10.38
				91521400-55100	TELEPHONE	\$10.39
	000012589233	T1 TO INTERNET	\$573.75	20913900-55100	TELEPHONE	\$573.75
	000012589630	TELEPHONE SERVICES	\$4,954.85	20913900-55100	TELEPHONE	\$4,954.85
Vendor Total:						\$5,865.96
AT&T MOBILITY	832056361X0 2142019	APN MODEMS	\$513.65	10020210-55100	TELEPHONE	\$513.65
	832118877X0 2142019	VOICE & DATA CELL PHONES	\$277.84	10022300-55100	TELEPHONE	\$51.24
				20620231-55100	TELEPHONE	\$14.48
				77725200-55100	TELEPHONE	\$39.10
				80026400-55100	TELEPHONE	\$86.46

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
AT&T MOBILITY	832118877X0 2142019	VOICE & DATA CELL PHONES	\$277.84	82027110-55100	TELEPHONE	\$14.48
				82027111-55100	TELEPHONE	\$15.14
				82027111-55100	TELEPHONE	\$27.98
				84027221-55100	TELEPHONE	\$28.96
	875108535X0 2142019	VOICE & DATA CELL PHONES	\$36.22	84027221-55100	TELEPHONE	\$36.22
	Vendor Total:					\$827.71
BELKORP AG	507306.CR	CREDIT/RETURN FILTER ELEMENTS	(\$64.42)	84027225-56130	EXTERNAL SERVICES	(\$64.42)
	SEPT 2018	TAX ADJUSTMENTS FOR SEPT 2018	\$25.63	84027225-56130	EXTERNAL SERVICES	\$25.63
	508266	FILTER	\$38.85	84027225-56130	EXTERNAL SERVICES	\$38.85
	507917	AIR FILTERS	\$69.94	84027225-56130	EXTERNAL SERVICES	\$69.94
	489077	BALL BEARINGS, BOLT, WASHERS, FAN, PULLEYS	\$513.29	84027225-56130	EXTERNAL SERVICES	\$513.29
	Vendor Total:					\$583.29
BURTON'S FIRE INC	S 43279	PHOS-CHEK #WD881- 55 55 GAL DRUM	\$1,144.43	10021210-54100	SUPPLIES	\$572.21
				91521400-54100	SUPPLIES	\$572.22
Vendor Total:					\$1,144.43	
CA PEACE OFFICERS ASSOC	138630	ANNUAL MEMBERSHIP- UPD	\$1,350.00	10020210-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$1,350.00
Vendor Total:					\$1,350.00	
CA RURAL WATER ASSOC	DV021519	REGISTRATION- J THIELE	\$495.00	82027110-57100	LEARNING AND DEVELOPMENT	\$495.00
	DV021519.1	REGISTRATION- S WHITE	\$495.00	82027110-57100	LEARNING AND DEVELOPMENT	\$495.00
Vendor Total:					\$990.00	
CALIFORNIA SOCIETY OF MUNICIPAL FINANCE OFFICERS	200002800	REGISTRATION- L MARTIN, D MACIAS	\$50.00	20513300-57100	LEARNING AND DEVELOPMENT	\$50.00
	200002840	REGISTRATION- M INGWELL, R CAMERON	\$50.00	20913900-57100	LEARNING AND DEVELOPMENT	\$50.00
Vendor Total:					\$100.00	
DANIEL STEEL & MACHINE INC	14814	CRANE SERVICES AS NEEDED AT WW	\$87.10	84027225-56300	BUILDING MAINT. & REPAIR	\$87.10
	14791	CRANE SERVICES AS NEEDED AT WW	\$95.81	84027225-56300	BUILDING MAINT. & REPAIR	\$95.81
Vendor Total:					\$182.91	

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
DAVID KIRCH	TA 3/3-7/19	TRAVEL ADVANCE	\$275.00	20324100-57100	LEARNING AND DEVELOPMENT	\$275.00
					Vendor Total:	\$275.00
DAVID MCQUEARY	TA 3/7-10/19	TRAVEL ADVANCE	\$817.46	10020210-57100	LEARNING AND DEVELOPMENT	\$817.46
					Vendor Total:	\$817.46
DEFATTE EQUIPMENT INC	17967	EQUIPMENT MAINTENANCE & REPAIR	\$96.66	82027111-56300	BUILDING MAINT. & REPAIR	\$96.66
					Vendor Total:	\$96.66
DEPARTMENT OF JUSTICE	353800	FINGERPRINTS	\$226.00	10020000-44420	FINGERPRINT FEES	\$226.00
					Vendor Total:	\$226.00
EDWARD BACON COMPANY INC	29962	BREAKER	\$1,061.53	82027114-54102	SMALL TOOLS	\$530.77
				84027221-54102	SMALL TOOLS	\$530.76
					Vendor Total:	\$1,061.53
ERICA RAMIREZ	TA 3/5-8/19	TRAVEL ADVANCE	\$100.00	10016100-57100	LEARNING AND DEVELOPMENT	\$100.00
					Vendor Total:	\$100.00
EUREKA OXYGEN CO	UB 5147	EQUIPMENT MAINTENANCE	\$168.80	20324100-56130	EXTERNAL SERVICES	\$168.80
	U 162170	EQUIPMENT MAINTENANCE	\$353.86	20324100-54100	SUPPLIES	\$353.86
					Vendor Total:	\$522.66
FASTENAL	CAUKA34166	MISC. SUPPLIES AS NEEDED	\$214.27	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$214.27
					Vendor Total:	\$214.27
FLIGHT LIGHT INC	0066545-IN	RISERS, COUPLINGS, BLUE GLASS, SOCKETS	\$994.87	77725200-56300	BUILDING MAINT. & REPAIR	\$994.87
					Vendor Total:	\$994.87
GCR TIRES & SERVICES	851-44976	TIRES, TUBES REPAIRS & LABOR	\$983.53	10022100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$983.53
	851-44774	TIRES, TUBES REPAIRS & LABOR	\$1,009.32	10022100-56120	EQUIPMENT MAINTENANCE & REPAIR	\$1,009.32
	851-44828	TIRES, TUBES REPAIRS & LABOR	\$860.49	10024620-56130	EXTERNAL SERVICES	\$860.49
	851-44915	TIRES, TUBES REPAIRS & LABOR	\$415.76	80026110-56130	EXTERNAL SERVICES	\$415.76
	851-44037	TIRES, TUBES REPAIRS & LABOR	\$181.46	80026400-56130	EXTERNAL SERVICES	\$181.46
					Vendor Total:	\$3,450.56
GEARY, SHEA, O'DONNELL, GRATTAN, & MITCHELL	45276.1	TRIAL COUNSEL IN UVSD VS. COU	\$281.55	84427222-52150	LEGAL SERVICES/EXPENSES	\$281.55

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail	
GEARY, SHEA, O'DONNELL, GRATTAN, & MITCHELL	45404	TRIAL COUNSEL IN UVSD VS. COU	\$1,728.00	84427222-52150	LEGAL SERVICES/EXPENSES \$1,728.00
				Vendor Total:	\$2,009.55
GHD INC	114386	RAIL TRAIL PHASE 3	\$53,012.38	51124210-80230	INFRASTRUCTURE \$53,012.38
				Vendor Total:	\$53,012.38
GINA GRECO	DV010519	INSTRUCTOR	\$133.00	10022850-52100	CONTRACTED SERVICES \$133.00
	DV013019	INSTRUCTOR	\$1,662.50	10022850-52100	CONTRACTED SERVICES \$1,662.50
				Vendor Total:	\$1,795.50
GLOBAL KNOWLEDGE TRAINING, LLC	22022049	COURSE: #4548L ICND1 V3.0 - IN	\$3,300.00	20913900-57100	LEARNING AND DEVELOPMENT \$3,300.00
				Vendor Total:	\$3,300.00
GRAINGER INC	9078379535	STRAINERS	\$81.39	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR \$81.39
				Vendor Total:	\$81.39
GRANITE CONSTRUCTION COMPANY	70369	Contract 1718085 retainage 11/08/2017 to	\$116,335.20	10000000-20150	AP CONTRACT RETAINAGE \$197.37
				10000000-20150	AP CONTRACT RETAINAGE \$3,584.30
				10000000-20150	AP CONTRACT RETAINAGE \$13,947.81
				10000000-20150	AP CONTRACT RETAINAGE \$16,748.15
				10000000-20150	AP CONTRACT RETAINAGE \$26,339.09
				25100000-20150	AP CONTRACT RETAINAGE \$77.21
				25100000-20150	AP CONTRACT RETAINAGE \$477.50
				25100000-20150	AP CONTRACT RETAINAGE \$765.29
				50800000-20150	AP CONTRACT RETAINAGE \$5,340.00
				50900000-20150	AP CONTRACT RETAINAGE \$1,400.00
				50900000-20150	AP CONTRACT RETAINAGE \$5,776.68
				50900000-20150	AP CONTRACT RETAINAGE \$16,913.92
				82200000-20150	AP CONTRACT RETAINAGE \$418.29
				82200000-20150	AP CONTRACT RETAINAGE \$425.33
				82200000-20150	AP CONTRACT RETAINAGE \$1,581.71
				83000000-20150	AP CONTRACT RETAINAGE \$1,072.43
				83000000-20150	AP CONTRACT RETAINAGE \$8,614.99

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
GRANITE CONSTRUCTION COMPANY	70369	Contract 1718085 retainage 11/08/2017 to	\$116,335.20	83000000-20150	AP CONTRACT RETAINAGE	\$10,661.63
				84000000-20150	AP CONTRACT RETAINAGE	\$530.65
				84000000-20150	AP CONTRACT RETAINAGE	\$643.05
				84000000-20150	AP CONTRACT RETAINAGE	\$819.80
	70401	CONTRACT 1718237 RETAINAGE 09/28/2018 to PRESENT	\$61,092.04	12000000-20150	AP CONTRACT RETAINAGE	\$24,544.98
				12000000-20150	AP CONTRACT RETAINAGE	\$36,547.06
	1538025	MISC. ROCK & ROAD PATCH MATERIAL	\$378.39	82027114-54100	SUPPLIES	\$138.49
				84027221-54100	SUPPLIES	\$105.17
				84027221-54100	SUPPLIES	\$134.73
	Vendor Total:					\$177,805.63
GREATER UKIAH CHAMBER OF COMMERCE	DV021419	VISIT UKIAH SHARE OF TRANSITION COORDINATOR	\$3,000.00	75012700-52100	CONTRACTED SERVICES	\$3,000.00
				Vendor Total: \$3,000.00		
HERC RENTALS INC	30576025-001	FORKLIFT CERTIFICATION TRAINING	\$4,650.00	10022810-57100	LEARNING AND DEVELOPMENT	\$258.33
				10024620-57100	LEARNING AND DEVELOPMENT	\$904.16
				20324100-57100	LEARNING AND DEVELOPMENT	\$516.67
				20413500-57100	LEARNING AND DEVELOPMENT	\$387.50
				20822500-57100	LEARNING AND DEVELOPMENT	\$258.33
				20913900-57100	LEARNING AND DEVELOPMENT	\$129.17
				77725200-57100	LEARNING AND DEVELOPMENT	\$258.33
				82027114-57100	LEARNING AND DEVELOPMENT	\$516.67
				84027221-57100	LEARNING AND DEVELOPMENT	\$516.67
				84027225-57100	LEARNING AND DEVELOPMENT	\$904.17
	30571287-001	RENTAL OR PURCHASE OF MISC. EQUIPMENT	\$963.24	20824300-54102	SMALL TOOLS	\$963.24
	Vendor Total:					\$5,613.24

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
IBEW, LOCAL 1245	19-02 IBEW	FEB 19 ELECTRIC UNIT UNION DUES	\$1,777.00	20700000-20509	P/R DEDUCT.- UNION DUES	\$1,777.00
					Vendor Total:	\$1,777.00
INFINITE SUN DESIGN & CONSTRUCTION INC	A21903	ARCHITECTURAL SVCS - S. FIRE STATION	\$7,811.00	91521400-80220	BUILDING IMPROVEMENTS	\$7,811.00
					Vendor Total:	\$7,811.00
INFOSEND INC	149476	FIRE SAFETY INSERTS	\$1,170.59	10021210-54100	SUPPLIES	\$585.29
				91521400-54100	SUPPLIES	\$585.30
					Vendor Total:	\$1,170.59
INTEGRITY SHRED	90414	SHREDDING SERVICES	\$57.00	10020210-54100	SUPPLIES	\$28.50
				20620231-54100	SUPPLIES	\$28.50
					Vendor Total:	\$57.00
INTERSTATE BATTERIES	380036472	BATTERIES	\$504.61	10021210-56130	EXTERNAL SERVICES	\$504.61
	380036569	BATTERIES	\$126.15	82027114-56130	EXTERNAL SERVICES	\$63.08
				84027221-56130	EXTERNAL SERVICES	\$63.07
	373117	BATTERIES	\$756.91	20324100-58510	REIMBURSABLE JOBS	\$756.91
					Vendor Total:	\$1,387.67
JAROD THIELE	TA 3/3-7/19	TRAVEL ADVANCE	\$375.00	20324100-57100	LEARNING AND DEVELOPMENT	\$375.00
					Vendor Total:	\$375.00
JOHNSON'S QUALITY TREE CARE AND LOGGING CO LLC	E4622	EMERGENCY TREE REMOVAL SMITH STREET	\$2,335.00	10024620-52100	CONTRACTED SERVICES	\$2,335.00
					Vendor Total:	\$2,335.00
JUSTIN WYATT	TA 3/6-9/19	TRAVEL ADVANCE	\$1,148.76	10020210-57100	LEARNING AND DEVELOPMENT	\$1,148.76
					Vendor Total:	\$1,148.76
KIPPI CUMMINS	TA 3/5-8/19	TRAVEL ADVANCE	\$100.00	10013400-57100	LEARNING AND DEVELOPMENT	\$100.00
					Vendor Total:	\$100.00
LAURENCE THOMPSON	DV021419	UPD AWARDS DINNER MUSIC	\$600.00	10020210-52100	CONTRACTED SERVICES	\$600.00
					Vendor Total:	\$600.00
LORELEI SCOTT	6432	UVFD VINYL GRAPHICS	\$299.41	10021210-56130	EXTERNAL SERVICES	\$299.41
	6431	UVFD VEHICLE GRAPHICS	\$455.00	10021210-56130	EXTERNAL SERVICES	\$227.50
				91521400-56130	EXTERNAL SERVICES	\$227.50

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
LORELEI SCOTT	6460	UVFD VINYL DESIGN	\$714.38	10021210-56130	EXTERNAL SERVICES	\$714.38
	6459	UVFA VINYL GRAPHICS	\$685.91	91521400-56130	EXTERNAL SERVICES	\$685.91
	Vendor Total:					\$2,154.70
LORY LIMBIRD	DV022119	REIMBURSEMENT-BIRTHDAY SUPPLIES	\$74.94	10016100-54167	EMPLOYEE DEVELOPMENT	\$74.94
	Vendor Total:					\$74.94
MATT KEIZER	DV021719	REIMBURSEMENT	\$20.00	10023320-56120	EQUIPMENT MAINTENANCE & REPAIR	\$20.00
	Vendor Total:					\$20.00
MELTON DESIGN GROUP INC	5405	VINEWOOD PARK IMPROVEMENTS	\$5,799.90	10022100-80220	BUILDING IMPROVEMENTS	\$5,799.90
	Vendor Total:					\$5,799.90
MENDOCINO COUNTY SHERIFF'S SEARCH AND RESCUE	DV020519	DONATION-ASSISTANCE ON PARADE TRAFFIC CONTROL	\$250.00	90000000-23259	PARADE OF LIGHTS	\$250.00
	Vendor Total:					\$250.00
MOORE ZAMORA INC	0000004534	IGNITER REPLACEMENT	\$59.33	10021210-56300	BUILDING MAINT. & REPAIR	\$29.67
				91521400-56300	BUILDING MAINT. & REPAIR	\$29.66
				Vendor Total:		\$59.33
MOTION INDUSTRIES INC	CA23-514038	BEARING, FITTING & MISC. ITEMS	\$320.83	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$320.83
	Vendor Total:					\$320.83
NANCY SKELLY	DV012219	INSTRUCTOR	\$576.00	10022850-52100	CONTRACTED SERVICES	\$576.00
	Vendor Total:					\$576.00
NATHANIEL HAYES	DV021519	INSTRUCTOR	\$938.50	10022850-52100	CONTRACTED SERVICES	\$938.50
	Vendor Total:					\$938.50
OCT WATER QUALITY ACADEMY	DV021519	REGISTRATION - S HIGGINS	\$390.00	84027225-57100	LEARNING AND DEVELOPMENT	\$390.00
	DV020419	REGISTRATION - R KRIKEN	\$950.00	84027225-57100	LEARNING AND DEVELOPMENT	\$950.00
	Vendor Total:					\$1,340.00
OLIN CORPORATION	2642852	LIQUID SODIUM HYPOCHLORITE 12.	\$3,998.62	84027225-58202	CHEMICALS	\$3,998.62
	Vendor Total:					\$3,998.62
ONE TIME PAY VENDOR	BSN3190040	CANCELLED BUSINESS LICENSE - KENNY GOLDING	\$40.00	10000000-41440	BUSINESS LICENSE TAX	\$36.00
				90000000-23002	STATE \$1 BUSINESS LICENSE FEE	\$4.00

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ONE TIME PAY VENDOR	B09480	RETURN OF DEPOSIT - MARK CHADWICK	\$300.00	10022100-46350	PLAZA RENTAL	\$300.00
	0012475	RECREATION REFUND - JONATHAN DAVIS	\$17.00	10022800-44915	RECREATION PROGRAM INCOME	\$17.00
	0012422	RECREATION REFUND - TARA APONTE	\$68.00	10022800-44915	RECREATION PROGRAM INCOME	\$68.00
	120418-9	UTILITY REFUND- BEVERLY SANDERS	\$5.07	90100000-10421	UTILITY RECEIVABLES CLEARING	\$5.07
	120421-3	UTILITY REFUND - BEVERLY SANDERS	\$7.41	90100000-10421	UTILITY RECEIVABLES CLEARING	\$7.41
	117912-6	UTILITY REFUND - MARIA MEDINA	\$17.08	90100000-10421	UTILITY RECEIVABLES CLEARING	\$17.08
	101207-9	UTILITY REFUND - ROBERT SHERWOOD	\$25.00	90100000-10421	UTILITY RECEIVABLES CLEARING	\$25.00
	116182-7	UTILITY REFUND - STEPHANIE HEATH	\$30.13	90100000-10421	UTILITY RECEIVABLES CLEARING	\$30.13
	116148-8	UTILITY REFUND - KENNETH LANGFORD	\$36.79	90100000-10421	UTILITY RECEIVABLES CLEARING	\$36.79
	116771-7	UTILITY REFUND - TIFFANNY DRAKE	\$57.45	90100000-10421	UTILITY RECEIVABLES CLEARING	\$57.45
	119421-6	UTILITY REFUND - JARED TITUS	\$85.54	90100000-10421	UTILITY RECEIVABLES CLEARING	\$85.54
	118837-4	UTILITY REFUND - ROSE BUTTERFIELD	\$104.09	90100000-10421	UTILITY RECEIVABLES CLEARING	\$104.09
	103341-4	UTILITY REFUND - ELLIOTT'S CHRISTMAS TREE	\$443.56	90100000-10421	UTILITY RECEIVABLES CLEARING	\$443.56
Vendor Total:						\$1,237.12
ONESOURCE DISTRIBUTORS LLC	S6031183.003	ELECTRIC SUPPLIES	\$71.40	80000000-12104	INVENTORY - PURCHASES	\$71.40
	S6031183.002	ELECTRIC SUPPLIES	\$94.05	80000000-12104	INVENTORY - PURCHASES	\$94.05
	S6011549.001	FIBERGLASS	\$155.56	80000000-12104	INVENTORY - PURCHASES	\$155.56
	S6036018.001	CONDUCTORS, SLEEVE TENSION	\$212.82	80000000-12104	INVENTORY - PURCHASES	\$212.82
	S6042084.003	ELECTRICAL EQUIPMENT AND SUPPL	\$481.23	80000000-12104	INVENTORY - PURCHASES	\$481.23
	S96017557.002	ANCHOR POWER INSTALL	\$639.18	80000000-12104	INVENTORY - PURCHASES	\$639.18
	S6042084.001	ELECTRICAL EQUIPMENT AND SUPPL	\$888.16	80000000-12104	INVENTORY - PURCHASES	\$888.16
	S6043182.001	ELECTRICAL EQUIPMENT AND SUPPL	\$1,450.07	80000000-12104	INVENTORY - PURCHASES	\$1,450.07
	S6042084.002	ELECTRICAL EQUIPMENT AND SUPPL	\$2,040.49	80000000-12104	INVENTORY - PURCHASES	\$2,040.49

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Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
ONESOURCE DISTRIBUTORS LLC	S6043182.002	ELECTRICAL EQUIPMENT AND SUPPL	\$2,612.93	80000000-12104	INVENTORY - PURCHASES	\$2,612.93
	S6010492.002	ELECTRICAL EQUIPMENT AND SUPPL	\$1,340.39	80026110-54100	SUPPLIES	\$1,340.39
	Vendor Total:					\$9,986.28
OPERATING ENGINEERS UNION	1902-1	FEB 19 PW UNION DUES	\$704.00	20700000-20509	P/R DEDUCT.- UNION DUES	\$704.00
	1902-1.1	FEB 19 MISC UNION DUES	\$1,767.00	20700000-20509	P/R DEDUCT.- UNION DUES	\$1,767.00
	Vendor Total:					\$2,471.00
OWEN EQUIPMENT COMPANY	00044093	ELG 150282-91 COMPLETE CONVEYO	\$11,620.96	10024620-56130	EXTERNAL SERVICES	\$11,620.96
	00044780	DIAL INDICATOR	\$86.61	84027221-56130	EXTERNAL SERVICES	\$86.61
	00044820	SWIVEL JOINT	\$552.28	84027221-56130	EXTERNAL SERVICES	\$552.28
	Vendor Total:					\$12,259.85
PACE SUPPLY CORPORATION	02108935	ADAPTER	\$27.58	82027111-56300	BUILDING MAINT. & REPAIR	\$27.58
	025112247	WTP SUPPLIES	\$66.76	82027111-56300	BUILDING MAINT. & REPAIR	\$66.76
	025094584-1	WWTP SUPPLIES	\$129.83	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$129.83
	025094584	WWTP SUPPLIES	\$185.56	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$185.56
	025103524	ELECTRIC SUPPLIES	\$208.80	80026110-54100	SUPPLIES	\$208.80
Vendor Total:					\$618.53	
PACIFIC REDWOOD MEDICAL GROUP INC	1522	EMPLOYMENT PHYSICALS & DOT	\$360.96	10021210-54161	BACKGROUND & PHYSICALS	\$180.48
				91521400-54161	BACKGROUND & PHYSICALS	\$180.48
	Vendor Total:					\$360.96
PAPA	DV021919	MEMBERSHIP DUES - J MEYER, R GIBSON. R RAUL	\$180.00	10022100-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$180.00
Vendor Total:					\$180.00	
PETERSON TRUCKS INC	206730P	WINDSHIELD WASHER	\$19.40	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$19.40
	206401P	BLADES	\$73.50	20324100-56112	EQUIPMENT PARTS FOR RESALE	\$73.50
	Vendor Total:					\$92.90
PG&E CO	6833-2 JAN 19	PACIFIC GAS & ELECTRIC	\$586.94	10021210-55210	UTILITIES	\$293.47
				91521400-55210	UTILITIES	\$293.47
	Vendor Total:					\$586.94

List of Checks Presented for Approval on 2/22/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
PITNEY BOWES INC	1011309654	POSTAGE MACHINE LEASE & SUPPLI	\$620.01	10012200-54100	SUPPLIES	\$620.01
					Vendor Total:	\$620.01
POLYDYNE INC	1321778	LIQUID POLY ALKYLAMINE	\$6,012.90	84027225-58202	CHEMICALS	\$6,012.90
	1324417	LIQUID POLY ALKYLAMINE	\$6,012.90	84027225-58202	CHEMICALS	\$6,012.90
	1321800	LIQUID POLY ALKYLAMINE	\$8,789.48	84027225-58202	CHEMICALS	\$8,789.48
					Vendor Total:	\$20,815.28
PRIME MARKET	DV021219	BUSINESS LICENSE REFUND	\$200.00	10000000-41440	BUSINESS LICENSE TAX	\$150.00
				31200000-41440	BUSINESS LICENSE TAX	\$50.00
					Vendor Total:	\$200.00
RAY A MORGAN COMPANY	2397745	COPIER LEASE & SERVICE	\$78.57	10021210-54100	SUPPLIES	\$39.29
				91521400-54100	SUPPLIES	\$39.28
					Vendor Total:	\$78.57
REDWOOD COAST FUELS	2013751	CARDLOCK FUEL PURCHASES	\$7,979.01	10020210-56210	FUEL & FLUIDS	\$19.26
				10020210-56210	FUEL & FLUIDS	\$72.03
				10020210-56210	FUEL & FLUIDS	\$2,392.06
				10020224-56210	FUEL & FLUIDS	\$200.50
				10022100-56210	FUEL & FLUIDS	\$937.39
				10022810-56210	FUEL & FLUIDS	\$52.97
				10024210-56210	FUEL & FLUIDS	\$22.17
				10024620-56210	FUEL & FLUIDS	\$1,303.20
				20324100-56210	FUEL & FLUIDS	\$154.61
				20513382-56210	FUEL & FLUIDS	\$24.12
				20822500-56210	FUEL & FLUIDS	\$101.82
				80026400-56210	FUEL & FLUIDS	\$1,367.21
				82027111-56210	FUEL & FLUIDS	\$337.71
				82027114-56210	FUEL & FLUIDS	\$22.17
				82027114-56210	FUEL & FLUIDS	\$155.00
				82027114-56210	FUEL & FLUIDS	\$298.94
				84027221-56210	FUEL & FLUIDS	\$22.17

List of Checks Presented for Approval on 2/22/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
REDWOOD COAST FUELS	2013751	CARDLOCK FUEL PURCHASES	\$7,979.01	84027221-56210	FUEL & FLUIDS	\$132.04
				84027221-56210	FUEL & FLUIDS	\$254.65
				84027225-56210	FUEL & FLUIDS	\$108.99
				Vendor Total:		\$7,979.01
REDWOOD TREE SERVICE STATIONS INC	JAN 19	CAR WASHES & INTERIOR CLEANING	\$149.00	10020210-56130	EXTERNAL SERVICES	\$124.00
				10024210-56130	EXTERNAL SERVICES	\$25.00
				Vendor Total:		\$149.00
REXEL USA INC	U469024	ELECTRICAL SENSOR	\$27.02	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$27.02
	U400132	ROLLER LIMIT SWITCH	\$72.48	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$72.48
	U434799	AWT LIGHTS	\$51.22	84027225-56504	FACILITY MAINTENANCE & REPAIR	\$51.22
				Vendor Total:		\$150.72
RICHARD SEANOR	TR 2/12/19	TRAVEL ADVANCE	\$15.00	10024224-57100	LEARNING AND DEVELOPMENT	\$15.00
				Vendor Total:		\$15.00
RINO PACIFIC	CL26094	FUEL CARD CHARGES AS NEEDED	\$1,334.05	10021210-56210	FUEL & FLUIDS	\$667.03
				91521400-56210	FUEL & FLUIDS	\$667.02
	CL26049	FUEL CARD CHARGES AS NEEDED	\$64.40	82027114-56210	FUEL & FLUIDS	\$34.78
				84027221-56210	FUEL & FLUIDS	\$29.62
	CL25949	FUEL CARD CHARGES AS NEEDED	\$600.03	82027114-56210	FUEL & FLUIDS	\$324.02
				84027221-56210	FUEL & FLUIDS	\$276.01
				Vendor Total:		\$1,998.48
ROBERT HULBERT	DV021419	REIMBURSEMENT FOR FUEL	\$22.01	82027114-56210	FUEL & FLUIDS	\$22.01
	DV021519	TRAVEL REIMBURSEMENT	\$1,309.50	82027114-57100	LEARNING AND DEVELOPMENT	\$1,309.50
				Vendor Total:		\$1,331.51
SAFETY 1ST	024620	RENEWAL - RECURRENT LICENSE	\$164.85	77725200-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$164.85
				Vendor Total:		\$164.85
SARAH BROWN	TA 3/5-8/19	TRAVEL ADVANCE	\$100.00	10013400-57100	LEARNING AND DEVELOPMENT	\$100.00

List of Checks Presented for Approval on 2/22/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
SARAH BROWN	TA 2/25-28/19	TRAVEL ADVANCE	\$960.23	10013400-57100	LEARNING AND DEVELOPMENT	\$960.23
					Vendor Total:	\$1,060.23
SCHAT'S BAKERY	JAN 19	BUDGET TRAINING/DEPT MTGS INV 35, 31, 13	\$82.00	10013200-57100	LEARNING AND DEVELOPMENT	\$10.50
				10013200-57100	LEARNING AND DEVELOPMENT	\$32.45
				10024210-57100	LEARNING AND DEVELOPMENT	\$39.05
	NOV 18	CITY MISC ORDERS INV 128, 90	\$158.23	10013200-57100	LEARNING AND DEVELOPMENT	\$10.76
				10013400-57100	LEARNING AND DEVELOPMENT	\$10.76
				20413500-57100	LEARNING AND DEVELOPMENT	\$10.76
				20513300-57100	LEARNING AND DEVELOPMENT	\$10.75
				20913900-57100	LEARNING AND DEVELOPMENT	\$10.75
				10022810-54100	SUPPLIES	\$104.45
	DEC 18	MAYORS RECEPTION INV 575	\$142.00	10010000-54100	SUPPLIES	\$142.00
	SEPT 18 CC.1	UVCC DUPLICATE PAYMENT	(\$564.29)	73022600-54100	SUPPLIES	(\$564.29)
	OCT 18 CC	CONFERENCE CENTER DISH INV 643	\$244.85	73022600-54100	SUPPLIES	\$244.85
	JAN 19 CC	UVCC CATERING INV 13, 423, 427	\$309.14	73022600-54100	SUPPLIES	\$309.14
					Vendor Total:	\$371.93
SHERI MANNION	TA 3/5-8/19	TRAVEL ADVANCE	\$100.00	10016100-57100	LEARNING AND DEVELOPMENT	\$100.00
					Vendor Total:	\$100.00
SILVA SEPTIC INC	77420	PORTABLE RESTROOM RENTAL	\$185.09	10021210-54100	SUPPLIES	\$92.54
				91521400-54100	SUPPLIES	\$92.55
					Vendor Total:	\$185.09
SONIC NET LLC	11664501	INTERNET SERVICES - UVFD	\$18.20	10021210-55100	TELEPHONE	\$9.10
				91521400-55100	TELEPHONE	\$9.10
					Vendor Total:	\$18.20
SPECTRA ASSOCIATES INC	29008-F	ARCHIVAL RECORD PAPER	\$230.50	10012500-54100	SUPPLIES	\$230.50
					Vendor Total:	\$230.50

List of Checks Presented for Approval on 2/22/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
STATE WATER RESOURCES CONTROL BOARD	DV21319	WTR RENEWAL - J THIELE	\$60.00	82027110-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$60.00
	DV021319	WTR RENEWAL - S WHITE	\$60.00	82027110-57300	MEMBERSHIPS & SUBSCRIPTIONS	\$60.00
Vendor Total:						\$120.00
STEVE MICHAEL BROWN	UKIAH RWP P4R4-001	MITIGATION & MONITORING PLAN F	\$14,985.00	83027330-80230	INFRASTRUCTURE	\$14,985.00
Vendor Total:						\$14,985.00
STEVEN ENGINEERING	2544764-00	WWTP SUPPLIES	\$669.16	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$669.16
Vendor Total:						\$669.16
THATCHER COMPANY OF CALIFORNIA INC	261860	CHLORINE PRODUCTS	\$9,380.59	84027225-58202	CHEMICALS	\$9,380.59
	261851	CHLORINE PRODUCTS	\$19,649.76	84027225-58202	CHEMICALS	\$19,649.76
Vendor Total:						\$29,030.35
THOMAS & ASSOCIATES	30564	GORMAN-RUPP #T4A3S-B /F; 4" SU	\$5,802.13	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$5,802.13
Vendor Total:						\$5,802.13
THRIFTY SUPPLY CO	2146916-01	GALV PIPES	\$31.67	82027111-56300	BUILDING MAINT. & REPAIR	\$31.67
Vendor Total:						\$31.67
UKIAH DAILY JOURNAL	0006272006	EMPLOYMENT ADVERTISING	\$549.22	10016100-54162	ADVERTISING	\$549.22
	0006268235	EMPLOYMENT ADVERTISING	\$622.58	10016100-54162	ADVERTISING	\$622.58
	0006286287	PUBLIC HEARING	\$104.36	10023100-52100	CONTRACTED SERVICES	\$104.36
	0006276759	PUBLIC HEARING	\$110.71	10023100-52100	CONTRACTED SERVICES	\$110.71
	0006279059	PUBLIC HEARING	\$115.48	10023100-52100	CONTRACTED SERVICES	\$115.48
	0006279045	PUBLIC HEARING	\$125.01	10023100-52100	CONTRACTED SERVICES	\$125.01
	0006276845	PUBLIC HEARING	\$193.33	10023100-52100	CONTRACTED SERVICES	\$193.33
	0006277163	LEGAL NOTICE PUBLICATION FY 18	\$439.80	10012500-52150	LEGAL SERVICES/EXPENSES	\$439.80
Vendor Total:						\$2,260.49
UNICOMM LLC	3900218	REGISTRATION - S RILEY	\$3,795.00	75012700-57100	LEARNING AND DEVELOPMENT	\$3,795.00
Vendor Total:						\$3,795.00
UPS	0000E19R54069	SHIPPING CHARGES	\$61.72	80026110-54100	SUPPLIES	\$61.72
Vendor Total:						\$61.72

List of Checks Presented for Approval on 2/22/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
US BANK EQUIPMENT FINANCE	377688361	COPYSTAR LEASE	\$119.64	10021210-54500	EQUIP RENTS AND LEASES	\$59.82
				91521400-54500	EQUIP RENTS AND LEASES	\$59.82
				Vendor Total:		\$119.64
US CELLULAR	0292920273	CELL PHONES	\$252.91	10024620-55100	TELEPHONE	\$29.38
				80026400-55100	TELEPHONE	\$19.39
				80026400-55100	TELEPHONE	\$69.60
				82027110-55100	TELEPHONE	\$13.19
				82027111-55100	TELEPHONE	\$88.76
				84027221-55100	TELEPHONE	\$13.19
				84027225-55100	TELEPHONE	\$19.40
				Vendor Total:		\$252.91
US POST OFFICE	BOX 2860 2019	ANNUAL PO BOX SERVICE	\$234.00	20513300-52100	CONTRACTED SERVICES	\$234.00
				Vendor Total:		\$234.00
USA BLUEBOOK	805847	SWING SAMPLER	\$205.94	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$205.94
	802479	MOUNT FLOWMETER	\$404.98	84027225-56120	EQUIPMENT MAINTENANCE & REPAIR	\$404.98
	Vendor Total:		\$610.92			
VERIZON WIRELESS	9823373363	UVFA CELLULAR PHONES	\$266.07	10021210-55100	TELEPHONE	\$133.04
				91521400-55100	TELEPHONE	\$133.03
				Vendor Total:		\$266.07
VITISYSTEMS INC	592222	LABORATORY TESTING	\$451.25	84027225-52100	CONTRACTED SERVICES	\$451.25
				Vendor Total:		\$451.25
WATEREUSE ASSOCIATION	DV21519	REGISTRATION - J THIELE	\$550.00	83027330-57100	LEARNING AND DEVELOPMENT	\$550.00
	DV021519	REGISTRATION - S WHITE	\$550.00	83027330-57100	LEARNING AND DEVELOPMENT	\$550.00
	Vendor Total:		\$1,100.00			
WERLE ENTERPRISE LLC	0093147	UVSD BILLING DOCUMENTS	\$849.71	20513300-54100	SUPPLIES	\$849.71
				Vendor Total:		\$849.71
XEROX CORP	095953295	COPIER LEASE-SEE ADD'L DESCRIP	\$222.31	10020210-54500	EQUIP RENTS AND LEASES	\$155.62
				20620231-54500	EQUIP RENTS AND LEASES	\$44.46

List of Checks Presented for Approval on 2/22/2019

Invoices

Vendor Name	Invoice #	Invoice Description	Invoice Amt	Account Detail and Allocation Detail		
XEROX CORP	095953295	COPIER LEASE-SEE ADD'L DESCRIP	\$222.31	64020213-54500	EQUIP RENTS AND LEASES	\$22.23
	095953294	COPIER LEASE-SEE ADD'L DESCRIP	\$437.93	10020210-54500	EQUIP RENTS AND LEASES	\$306.56
				20620231-54500	EQUIP RENTS AND LEASES	\$87.59
				64020213-54500	EQUIP RENTS AND LEASES	\$43.78
					Vendor Total:	\$660.24
					INVOICE TOTAL:	\$432,704.28



AGENDA SUMMARY REPORT

SUBJECT: Consideration of Awarding Bid for Purchase of One (1) 2020 Ford Explorer Interceptor in the Amount of \$41,575.65 from Redwood Ford.

DEPARTMENT: Fire

PREPARED BY: Seth Strader

ATTACHMENTS:

[Attachment 1 - Justification](#)

[Attachment 2 - RFB](#)

[Attachment 3 - Bid Tab](#)

Summary: Council will consider approving the purchase of one (1) 2020 Ford Explorer Interceptor from Redwood Ford in the amount of \$41,575.65.

Background: Replacement emergency response vehicles were included into the recently-adopted Five-Year Capital Improvement Plan. In preparation for the 18/19 Fiscal Year budget, staff prepared and presented, which was subsequently approved and adopted in the budget, a Vehicle & Heavy Equipment Request & Justification Form for the purchase of a new vehicle to replace existing 1999 Chevy Blazer 4X4. Please see Attachment 1 for a copy of the form.

Discussion: In February 2019, request for bid E37522 was issued for one (1) 2020 Ford Explorer Interceptor.

RECOMMENDED ACTION: Award the bid for one (1) 2020 Ford Explorer Interceptor to Redwood Ford in the amount of \$41,575.65.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: 10021210.80100.V3164: \$50,000.00

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Douglas Hutchison, Fire Chief ; Mary Horger, Procurement Manager; Dave Kirch, Fleet Maintenance Supervisor

Approved: _____


Sage Sangiacomo, City Manager

This model was chosen due to existing outfitting parts being on hand, saving future expense. The bid request was issued to Ford dealerships in the surrounding area. See Attachment 2 for a copy of the request for bid.

Three (3) bids were received. The lowest responsible bidder was Redwood Ford in the amount of \$41,575.65. Please see Attachment 3 for a copy of these bid results.

It is Staff's recommendation for Council to approve the purchase of one (1) 2020 Ford Explorer Interceptor in the amount of \$41,575.65 from Redwood Ford.



Vehicle & Heavy Equipment Request & Justification

FOR FISCAL YEAR: 2018/2019

ITEM: COMMAND/CHIEF OFFICER VEHICLE		ASSET USEFUL LIFE: 5-10 YEARS		ESTIMATED COST: \$50,000
SUBMITTED BY: ERIC SINGLETON, FIRE CAPTAIN				
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
FIRE AUTHORITY	CITY FIRE	V3164	10021210.80100	\$50,000.00
EXISTING VEHICLE OR EQUIPMENT REQUESTING TO BE REPLACED				
CITY EQUIPMENT #	YEAR	MODEL	VIN/SERIAL #	
U6515	1999	CHEVY 4X4 BLAZER	1GNDT13W6X2209361	
ESTIMATED LIFE IN MILEAGE/HOURS	CURRENT MILEAGE/HOURS	ORIGINAL PURCHASE PRICE		ESTIMATED SALVAGE/RESALE VALUE
100000 miles	104,000 MILES	\$26,700.00		\$700.00
CURRENT CONDITION: Fair. Intermittent non-operational dash gauge display.				
MAINTENANCE COSTS TO DATE		ADDITIONAL NEEDED REPAIRS ESTIMATE (IF APPLICABLE)		MEET CARB STANDARDS?
\$17,231.00		None.		Meets 2018 Standards.
ESTIMATED OUT-OF-SERVICE TIME			PARTS AVAILABILITY	
159 hours			SOME OEM PARTS ARE AVAILABLE	
PROPOSED VEHICLE OR HEAVY EQUIPMENT				
PROPOSED EQUIPMENT SPECIFICATIONS (ATTACH ADDITIONAL DOCUMENTATION IF NECESSARY): 2018 /2019 FORD EXPLORER, EXPEDITION OR F150 XL SUPER CREW OR EQUAL.				
EST. MILEAGE/HOURS PER YEAR		7,000 - 10,000 MILES		
JUSTIFICATION/USE/NEED: The vehicle will be used on a daily basis by the Ukiah Valley Fire Authority as a Command/Chief Officer vehicle. It will be assigned to the new permanent Fire Chief as a staff vehicle and to respond to emergency incidents as needed. It will provide a mobile incident command post with extensive communication capability.				
COST/BENEFIT ANALYSIS: Based on past history, use of the vehicles should extend well beyond the standard useful life of 5-10 year, to most likely 10-15 years. Based on this estimation, the cost for the vehicle alone will be approximately \$3,300 per year. The benefit it will provide is the necessary equipment needed for Fire Chief for proper response to emergency incidents. <i>Please see attached supplemental information.</i>				
OTHER INDIRECT BENEFITS: None.				
ALTERNATE SOLUTIONS EXPLORED: Continued use of existing vehicles is not recommended.				
ADDITIONAL COMMENTS: N/A				
REVIEWED & APPROVED BY:		SIGNATURE		DATE
DEPARTMENT HEAD				
FLEET MAINTENANCE SUPERVISOR				

MAINTENANCE COSTS - FIRE COMMAND VEHICLE V3164		
Year	Miles	Cost
2004/2005	37000	\$ 3,768.00
2005/2006	41830	\$ 3,044.00
2006/2007	52000	\$ 6,397.00
2007/2008	61900	\$ 4,946.00
2008/2009	77610	\$ 6,060.00
2009/2010	85100	\$ 1,496.00
2010/2011	90082	\$ 1,500.00
2011/2012	91960	\$ 891.00
2012/2013	98900	\$ 1,489.00
2013/2014	100000	\$ -
2014/2015	100398	\$ 849.00
2015/2016	100857	\$ -
TOTALS	100857	\$ 17,231.00

CITY OF UKIAH
EQUIPMENT SPECIFICATION #E37522
FOR ONE (1) NEW 2020 FORD EXPLORER INTERCEPTOR

The City of Ukiah invites bids for furnishing one (1) new 2020 Ford Explorer Interceptor

All deviations from these specifications shall be described in the bid proposal. There will be no trade-ins involved in this bid.

Bidder shall, as indicated on the Request for Bid form, state the total price for the new vehicle as specified (including any options and accessories), sales tax, destination charges and any other applicable fees or charges, FOB the City of Ukiah Corporation Yard 1320 Airport Road, Ukiah CA 95482

Only proposals from licensed dealers (new) will be considered. The City reserves the right to select and purchase a vehicle directly from the State of California Department of General Services.

Please contact Seth Strader at (707) 467-5719 or sstrader@cityofukiah.com if you have any questions regarding these specifications.

GENERAL INSTRUCTIONS TO BIDDERS

Each bidder shall attach to his bid a complete detailed description of the unit he proposes to furnish. All equipment catalogued as standard shall be furnished and included in the purchase price of the unit.

The total price shall include all equipment, accessories and optional items. In making its selection, the City will consider all factors relating to the vehicle including operating performance, operator comfort, safety, service and parts availability as well as cost.

The vehicle furnished under these specifications is to carry the standard warranty offered to the general public. A complete detailed description of the standard warranty shall be provided with the bid.

The City reserves the right to reject any or all bids and to determine which bid, in its opinion, will best serve the needs and requirements of the City.

The successful bidder shall supply the vehicle fully equipped and ready for service at the time of delivery. Dealer shall process registration and title transfer for exempt license plates to the Department of Motor Vehicles on behalf of the City of Ukiah.

2020 FORD EXPLORER INTERCEPTOR

General Specifications

- K8A – 4DR AWD POLICE
119.09" WB
- YZ – OXFORD WHITE
- F – CLTH BUCKETS/RR
- 6 – EBONY
- 500A – EQUIP GRP
- 99B – 3.3L V6 TIVCT
- 44U – 10SPD AUTO TRAN
- 17A - AUX CLIMATE CTL
- 17T - CARGO DOME LAMP
- 18D – GBL LOCK/UNLOCK
- 18X – 100 WATT SIREN
- 19K – H8 AGM BATTERY
- 425 – 50 STATE EMISS
- 47A – ENGINE IDLE
- 51T – SPT LAMP DR LED
- 52T – T/TOW CLASS III
- 55B – BLIND SPOT INFO
- 55F – KEYLESS – 4 FOB
- 64E – 18" ALUM WHLS
- 65U – INT UPGRADE PKG
CARPET FLR COV
SYNC 3
- 66A – FRONT HDLMP PKG
GRILL WIRING
- 66B – TAIL LAMP PKG
- 66C – REAR LIGHT PKG
- 67V – CONNECTOR KIT
- 76R – REVERSE SENSING
- 85D – FRT CNSL MT DEL
- 86T – RR TAILLAMP HSG
- 942 – DAYTIME RUN LMP
- 96T – RR SPLR TRFC LT
FLEX-FUEL
- 153 – FRT LICENSE BKT
SP FLT ACCT CR
FUEL CHARGE

Bid Tabulation

Request for Bid - E37522 - 2020 Ford Explorer Interceptor								
ITEM #	ITEM DESCRIPTION	QTY	Redwood Ford		Marin County Ford		Zumwalt Ford	
			UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL
1	New 2020 Ford Explorer Interceptor 4DR SUV per City of Ukiah Equipment Specification #E37522	1	\$ 38,151.00	\$ 38,151.00	\$ 39,228.75	\$ 39,190.00	\$ 40,385.00	\$ 40,470.00
	TAX			\$ 3,385.90		\$ 3,478.11		\$ 3,591.71
	Additional Fees (Tires, Filing, Doc, Shipping)			\$ 38.75		\$ 38.75		\$ 188.75
	GRAND TOTAL			\$ 41,575.65		\$ 42,706.86		\$ 44,250.46



AGENDA SUMMARY REPORT

SUBJECT: Council to Approve the Northern California Power Agency (NCPA) Non-Disclosure Agreement, Adopt Resolution No. 19-10 and Appoint the Electric Utility Program Coordinator as the Receiving Party Administrator.

DEPARTMENT: Electric Utility

PREPARED BY: Diann Lucchetti

ATTACHMENTS:

[2019-3-20 Attach. 1 NCPA_Amended_and_Restated_NDA_with_Intellectual_Property.pdf](#)

[2019-3-20 Attach. 2 Amended_Restated_NDA_Reso.pdf](#)

Summary: Staff will seek Council approval to adopt a Resolution approving the Northern California Power Agency (NCPA) Amended and Restated Non-Disclosure Agreement, authorize the City Manager to execute the necessary documents, and Appoint the Electric Utility Program Coordinator as the Receiving Party Administrator..

Background: As a signatory to the NCPA Joint Powers Agreement and various NCPA generation project and service agreements, the City receives a number of services from NCPA that require the creation and administration of a wide range of commercially sensitive data and information. Through its participation in NCPA services, the City is entitled to access this commercially sensitive data and information that pertains to the City's participation share of said services.

RECOMMENDED ACTION: Council to Approve the Northern California Power Agency (NCPA) Non-Disclosure Agreement, Adopt Resolution No. 19-10 and Appoint the Electric Utility Program Coordinator as the Receiving Party Administrator.

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: Sage Sangiacomo, City Manager, David Rapport, City Attorney

Approved: _____


Sage Sangiacomo, City Manager

Discussion: NCPA, acting under direction from the NCPA Commission, has collaborated with its members to create the attached Non-Disclosure Agreement (NDA), (Attachment 1). The NDA is a means for NCPA and its members to supplement their “cultures of compliance” by: (i) formally acknowledging the commercially sensitive nature of the data and information NCPA creates and manages, (ii) formally acknowledging the prohibition and restrictions on sharing commercially sensitive data and information with third parties under applicable law, and (iii) mutually agreeing to treat commercially sensitive data and information as “Confidential Information” to the extent allowed under law.

Staff recommends City Council to Approve the Northern California Power Agency (NCPA) Non-Disclosure Agreement (Attachment 1), Adopt Resolution No. 19-10 (Attachment 2), and Appoint the Electric Utility Program Coordinator as the Receiving Party Administrator.

The administrative role coordinates all communications between the City and NCPA relating to the City’s access to NCPA’s secured web service (i.e. Data Portal). This activity would involve requesting access for new users, modifying access privileges for existing users, or deactivating user accounts. The NDA (Attachment 1) contains two exhibits. Exhibit A is to be signed by each employee of the City that accesses the Data Portal directly. Exhibit B is to be signed by each employee of a consultant under contract with the City that receives NCPA Confidential Information, either directly or indirectly.

**NORTHERN CALIFORNIA POWER AGENCY
AMENDED AND RESTATED AGREEMENT REGARDING THE USE AND
NON-DISCLOSURE OF CONFIDENTIAL INFORMATION AND
LICENSE TO USE INTELLECTUAL PROPERTY**

The Northern California Power Agency (NCPA), a joint powers authority, and _____, a _____, a member or customer of NCPA ("Receiving Party"), hereby enter into this Amended and Restated Agreement Regarding the Use and Non-Disclosure of Confidential Information and License to Use Intellectual Property ("Agreement").

WHEREAS, pursuant to NCPA project power sale agreements, associated operating agreements, facility agreements, and other applicable services agreements (collectively referred to herein as "NCPA Agreements"), the Receiving Party, as a member or customer and in either case signatory to one or more NCPA Agreements, may be entitled to receive certain Confidential Information (as defined in Paragraph 2) from NCPA concerning the operations and settlements and have a license to use NCPA's Intellectual Property (as defined in Paragraph 7[a]);

WHEREAS, NCPA intends to provide data, including Confidential Information, to the Receiving Party primarily through its Data Portal or other electronic or physical media (the "Delivery Media");

WHEREAS, some of the Confidential Information provided includes data relating to the Receiving Party's operational and settlement activities, including bids and costs;

WHEREAS, the parties recognize that data designated as Confidential Information has the potential to be misused for unlawful market purposes;

WHEREAS, the parties have agreed to put procedures in place to prevent the use or disclosure of the Confidential Information in a manner that might be construed to violate federal or California law;

WHEREAS, NCPA has developed Intellectual Property including software for analyzing energy market data, developing bidding strategies and providing that information to the California Independent System Operator;

WHEREAS, Receiving Party may want to use Intellectual Property developed by NCPA to process data, create bids, create bidding strategies, communicate that information to the California Independent System Operator or other energy market applications; and

WHEREAS, NCPA provides a nonexclusive license to its members and customers to use Intellectual Property while they are members or customers of NCPA and operating under NCPA Agreements but does not sell, give or transfer Intellectual Property to anyone including members and customers.

THEREFORE, in consideration of the mutual covenants in this Agreement, NCPA and the Receiving Party: 1) hereby terminate any Northern California Power Agency Agreement Regarding the Use and Non-disclosure of Information for NCPA Projects Agreement as it is superseded by this Agreement, and 2) agree to contractual limits and protection concerning the

disclosure and use of the Confidential Information and the use, nondisclosure or reproduction of Intellectual Property, as follows:

1. Purpose, Scope and Definition. The purpose of this Agreement is to permit the Receiving Party to review and use the Confidential Information to which it is entitled pursuant to an applicable NCPA Agreement for any lawful purpose, subject to the restrictions on disclosure to Third Parties and uses set forth herein. In addition, this Agreement provides a license to the Receiving Party to use NCPA Intellectual Property only for its own internal use through NCPA Delivery Media as specifically provided by NCPA, subject to restrictions on disclosure, ownership rights, and reproduction but does not grant Receiving Party any rights to use Intellectual Property once Receiving Party is no longer a member or customer of NCPA.

2. Definition of Confidential Information. Confidential Information consists of commercially sensitive information, which may include, but is not limited to Intellectual Property, price, quantity, location or timing of electric industry marketing decisions, provided by NCPA to the Receiving Party, whether through any Delivery Media or otherwise, pertaining to the Receiving Party's operational or settlement activities. Except as otherwise provided in Paragraphs 4 and 5, Confidential Information includes but is not limited to:

- (a) All written materials marked "Confidential" or "Proprietary" or "Sensitive" or other words of similar import provided by NCPA to the Receiving Party;
- (b) All observations of equipment or data, including computer screens, and oral disclosures that are indicated as "Confidential" or "Proprietary" or "Sensitive" or other words of similar import at the time of the observation or the disclosure; and
- (c) Notes, copies printouts or summaries of or regarding the Confidential Information prepared by the Receiving Party or its employees, agents, consultants, attorneys or participants.

3. Non-Disclosure. Subject to Paragraph 4 below, the Receiving Party shall keep the Confidential Information in strict confidence and shall not disclose such information or otherwise make it available, in any form or manner, to any other person or entity (a "Third Party") other than its employees, agents, consultants, attorneys, or participants who are reasonably necessary to assist the Receiving Party with decisions regarding its interest in a NCPA Agreement. Employees, agents, consultants, attorneys and participants shall be classified as follows:

- (a) Designated Reviewers are persons authorized by the Receiving Party Administrator to access the Delivery Media. The Receiving Party shall cause any such Designated Reviewer who is an employee of the Receiving Party to execute Exhibit A to the Receiving Party's Agreement prior to such employee receiving or viewing Confidential Information through the Delivery Media. The Receiving Party shall cause any such Designated Reviewer who is a consultant of the Receiving Party to execute Exhibit B to the Receiving Party's Agreement prior to such consultant receiving or viewing Confidential Information through the Delivery Media.
- (b) Designated Recipients are persons who are not authorized to access the Delivery Media, but who are authorized to view Confidential Information from the Delivery Media as part of their work in assisting the Receiving Party with decisions regarding its interest in the NCPA Agreement. The Receiving Party shall cause any such

Designated Recipient who is an employee of the Receiving Party to review this Agreement and shall take such measures as it deems prudent to ensure that the Designated Recipient understands both the Receiving Party's and his or her responsibilities with regard thereto. The Receiving Party shall cause any such Designated Recipient who is a consultant to execute Exhibit B to this Agreement prior to such consultant receiving or viewing Confidential Information.

- (c) Decision Makers are persons who are members of the governing body, including, but not limited to, city council, governing board, and utility commissions, of the Receiving Party, executives of the Receiving Party or attorneys for the Receiving Party who are not authorized to access the Delivery Media but who may review reports and recommendations summarizing aggregated data that may be based on Confidential Information, in the course of making or approving decisions related to the Receiving Party's decisions about its NCPA Agreement interests. The Receiving Party shall take such measures as it deems prudent to ensure that Decision Makers understand the Receiving Party's and their responsibilities with regard thereto.

- (d) A copy of each executed Exhibit A and/or B shall be provided to NCPA.

It is the ongoing responsibility of the Receiving Party to ensure that: (i) each Exhibit A and Exhibit B is accurate; (ii) each Exhibit A and Exhibit B permits access only to a current Designated Reviewer or Designated Recipient of the Receiving Party; (iii) each Designated Recipient or Designated Reviewer receiving the Confidential Information understands the scope of permissible use; (iv) each new Exhibit A and Exhibit B, and any notice of cancellation of an Exhibit A or Exhibit B, is immediately submitted to NCPA; and (v) NCPA is immediately notified of any unauthorized access to NCPA's Delivery Media or other breach of this Agreement.

4. Use of Confidential Information.

- (a) It is understood and agreed by the Receiving Party that both parties have obligations under federal and California law to safeguard the Confidential Information against use or disclosure for purposes inconsistent with federal or California antitrust laws or for purposes of market manipulation.
- (b) The Receiving Party may use the Confidential Information received hereunder for any lawful purpose, provided that it does not disclose the Confidential Information to Third Parties other than Designated Reviewers, Designated Recipients, or Decision Makers as provided in Paragraph 3, and receives similar commitments as provided in Paragraph 3.
- (c) Receiving Party shall take all prudent measures to ensure that its Designated Reviewers, Designated Recipients and Decision Makers use the Confidential Information in compliance with this Agreement and with all laws and regulations, and safeguard its confidentiality.

5. Exceptions to Non-Disclosure. Notwithstanding Paragraph 2 above, a party to this Agreement shall not have breached any obligation under this Agreement if the Confidential Information is disclosed to a Third Party when the Confidential Information:

- (a) was in the public domain at the time of such disclosure or is subsequently made available to the public consistent with the terms of this Agreement; or
- (b) had been received by the Receiving Party prior to the time of disclosure through other means without restriction on its use, or had been independently developed by the Receiving Party without use of Confidential Information, as demonstrated through documentation; or
- (c) is subsequently disclosed to the Receiving Party by a Third Party without restriction on use imposed by the Third Party and without breach of any law, agreement or legal duty to the Third Party; or
- (d) subject to the provisions of Paragraph 4, is used or disclosed pursuant to statutory duty or an order, subpoena or other lawful process issued by a court or other governmental authority of competent jurisdiction; or
- (e) in the event that the Receiving Party is a federal, state, or local governmental entity and/or is subject to public records law or regulation including but not limited to the federal Freedom of Information Act (FOIA), U.S. Code Title 5, Section 552, as amended, or the California Public Records Act, California Government Code Sections 6250, *et seq.* and the information is disclosed pursuant to public records laws.

6. Notice of Pending Third Party Disclosure.

- (a) In the event that a court or other governmental authority of competent jurisdiction issues an order, subpoena or other lawful process requiring the disclosure of the Confidential Information, the Receiving Party shall notify NCPA immediately upon receipt thereof to allow NCPA to be involved in such proceeding for the purpose of safeguarding the Confidential Information.
- (b) In the event that the Receiving Party is a federal, state, or local governmental entity and/or is subject to public records law or regulation, including but not limited to the federal Freedom of Information Act (FOIA), U.S. Code Title 5, Section 552, as amended, or the California Public Records Act, California Governmental Code Sections 6250, *et seq.*, the Receiving Party shall: (i) notify NCPA immediately upon receipt of a request for public records that include all or part of the Confidential Information; and (ii) subject to sub-paragraph (c), treat the requested Confidential Information as exempt from disclosure.
- (c) The Receiving Party shall not be in violation of this Agreement if it complies with an order of a court or governmental authority, or a public records law or regulation, requiring disclosure of the Confidential Information, after: (i) NCPA has unsuccessfully sought to maintain the confidentiality of such information as provided herein; (ii) NCPA has notified the Receiving Party in writing within 10 days that it will take no action to maintain such confidentiality; or (iii) counsel for the Receiving Party has determined that disclosure is required under a public records law or regulation, the counsel for the Receiving Party has provided NCPA with three (3) business days written notice of such determination, and NCPA has not responded or sought an order restraining disclosure within such time period.

7. Intellectual Property.

- (a) Definition of Intellectual Property. Intellectual Property includes all NCPA trademarks, trade names, service marks, logos, copyrights, patents, trade secrets, software, processes, computer code and other intellectual property rights now or hereafter owned by NCPA or used by NCPA pursuant to a licensing agreement.
- (b) NCPA hereby grants to Receiving Party a nonexclusive, nontransferable and nonsublicensable license for its own internal use to use NCPA's Intellectual Property in conjunction with the services provided by NCPA as part of NCPA Agreements and in accordance with the guidelines provided by NCPA from time to time including but not limited to that Intellectual Property accessed through Delivery Media or other direct or indirect electronic means. Receiving Party agrees that NCPA shall retain ownership of all such Intellectual Property. Any and all use of NCPA's Intellectual Property by Receiving Party shall inure to the benefit of NCPA.
- (c) Receiving Party shall not copy, reproduce, distribute, display, modify, or create derivative works based upon all or any portion of the Intellectual Property in any medium, electronic or otherwise, without the express written consent of NCPA. In addition, Receiving Party shall not provide Intellectual Property to Third Parties or services to Third Parties using Intellectual Property.
- (d) Upon termination of this Agreement or any of the NCPA Agreements, Receiving Party shall cease using the Intellectual Property and shall not thereafter adopt, use or reverse engineer any colorable imitation of any Intellectual Property.

8. Cyber Security. Receiving Party shall notify NCPA no less than 24-hours after discovery of a potential compromise of Receiving Party's network, computers, applications or electronic systems in any way that Receiving Party determines could provide unauthorized access or negatively impact the confidentiality, integrity, or availability of NCPA systems.

9. Term. This Agreement shall remain in effect unless and until NCPA provides ten (10) days' prior written notice to the Receiving Party of its termination. Termination shall not extinguish any claim, liability or cause of action under this Agreement existing at the time of termination. In addition, Receiving Party acknowledges and agrees that NCPA may suspend and ultimately terminate Receiving Party's access to Confidential Information and/or Intellectual Property in connection with any material breaches or material violation of this Agreement that have not been cured by Receiving Party within thirty (30) days of written notice of such breach or violation.

10. Provisions Surviving Termination. The provisions of Paragraphs 2, 3, 4, 5, 6, 7 and 8 shall survive the termination of this Agreement for a period of five (5) years.

11. Destruction of Documents. Nothing in this Agreement shall prevent the Receiving Party from otherwise lawful destruction of documents or files containing Confidential Information in the ordinary course of business, provided that the method of destruction safeguards the Confidential Information.

12. Notices.

- (a) Administrator(s) for Data Portal Access. Receiving Party shall designate one (1) person to act as Administrator on its behalf, and shall provide the name, street address, telephone number, facsimile number and email address of such Administrator to NCPA's Representative designated under sub-paragraph (b) prior to Receiving Party being granted access to the Data Portal. Either party may change the identity of its Administrator or the address for notice to its Administrator by providing notice to the other.

The Receiving Party's Administrator shall administer access to the Delivery Media on behalf of Receiving Party's employees, agents, consultants, attorneys or participants, including but not limited to making requests for new user accounts, maintenance and administration of existing user accounts, and administration of digital security certificates. NCPA's Administrator shall administer on behalf of NCPA all such requests by Receiving Party's Administrator.

All communications, pursuant to this sub-paragraph, from Receiving Party's Administrator to NCPA's Administrator shall be in writing, via email, to the following address: dataportaladmin@ncpa.com.

- (b) Representatives and Addresses. All notices, requests, demands, and other communications required or permitted under this Agreement other than those between Administrators shall be in writing and shall be either: (i) delivered in person; (ii) sent by email; (iii) sent by U.S. certified mail, postage prepaid; or (iv) sent by overnight delivery; addressed as follows:

Receiving Party:

Entity Name: _____

Name of Contact (person or position): _____

Address: _____

Telephone: _____

Email: _____

NCPA:

Tony Zimmer
Assistant General Manager; Power Management
651 Commerce Drive
Roseville, CA 95678
Telephone: (916) 781-4229
Email: tony.zimmer@ncpa.com

and

Jane E. Luckhardt
NCPA General Counsel
651 Commerce Drive
Roseville, California 95678
Telephone: (916) 781-4268
Email: jane.luckhardt@ncpa.com

- (c) Changed Representatives and Addresses. A party hereto may from time to time change its representative or address for the purpose of notices to that party by notice specifying a new representative or address.
- (d) Effective Date of Notices. All notices and other communications required or permitted under this Agreement that are addressed as provided in this Paragraph 12 shall be effective upon delivery.

13. Complete Agreement; No Other Rights.

- (a) This Agreement contains the complete and exclusive agreement of the parties with respect to the subject matter thereof, and supersedes all discussions, negotiations, representations, warranties, commitments, offers, contracts, and writings prior to the date of this Agreement, with respect to its subject matter. No change to this Agreement shall be effective unless agreed to in writing by the parties hereto. Any conflict between the language of this Agreement and any mark, stamp, annotation or other language identifying something received hereunder as Confidential Information shall be resolved in favor of this Agreement.
- (b) This Agreement is not intended to create any right in or obligation of any party or Third Party other than those expressly stated herein.

14. No Warranties or Representations. Any Confidential Information disclosed by NCPA under this Agreement carries no warranty or representation of any kind, either express or implied. Any Intellectual Property used by Receiving Party contains no warranty or representation of any kind, either express or implied, and no warranty regarding functionality, lack of software bugs or glitches, timely resolution of any problems or shortcomings and no guarantees that any Intellectual Property will be accessible at all times. The Receiving Party shall not be entitled to rely on the accuracy, completeness or quality of the Confidential Information or Intellectual Property, even for the purpose stated in Paragraph 1.

15. Injunctive Relief. The Receiving Party agrees that, in addition to whatever other remedies may be available to NCPA under applicable law, NCPA shall be entitled to obtain injunctive relief with respect to any actual or threatened violation of this Agreement by the Receiving Party, its Designated Recipients or any Third Party to whom Receiving Party disclosed Confidential Information or had access to Intellectual Property. The Receiving Party agrees that it shall bear all costs and expenses, including reasonable attorneys' fees that may be incurred by NCPA in enforcing the provisions of this paragraph, only if NCPA prevails in the litigation.

16. Governing Law. This Agreement is made in the State of California and shall be governed by and interpreted in accordance with its laws.

17. Assignment. This Agreement shall be binding upon the parties, their successors, and assigns. The Receiving Party shall not assign this Agreement without NCPA's prior written consent.

18. Construction of Agreement. Ambiguities or uncertainties in the wording of this Agreement shall not be construed for or against any party, but shall be construed in the manner that most accurately reflects the parties' intent as of the date they executed this Agreement.

19. Signature Authority. Each person signing below warrants that he or she has been duly authorized by the party for whom he or she signs to execute this Agreement on behalf of that party.

20. Counterparts. This Agreement may be executed in two or more counterparts, all of which shall be considered one and the same Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives as of the date set forth above.

NORTHERN CALIFORNIA POWER AGENCY

By: _____

Name: Randy Howard

Title: General Manager

Date:

RECEIVING PARTY:

By: _____

Name:

Title:

Date:

EXHIBIT A

**INDIVIDUAL AGREEMENT TO BE BOUND BY NCPA'S AMENDED AND
RESTATED AGREEMENT REGARDING THE USE AND NON-DISCLOSURE OF
CONFIDENTIAL INFORMATION AND LICENSE TO USE INTELLECTUAL PROPERTY**

The undersigned, _____ (print or type name), employed as _____ (title) by the Receiving Party, _____, hereby acknowledges that he or she in his/her official capacity has received a copy of the NORTHERN CALIFORNIA POWER AGENCY AMENDED AND RESTATED AGREEMENT REGARDING THE USE AND NON-DISCLOSURE OF CONFIDENTIAL INFORMATION AND LICENSE TO USE INTELLECTUAL PROPERTY ("Agreement") in which the Receiving Party, _____, has an entitlement interest, dated _____ between the Northern California Power Agency and the Receiving Party designated therein ("Agreement").

1. The undersigned hereby acknowledges that the undersigned has read the Agreement and understands the importance of maintaining the confidentiality of Confidential Information (as defined in Paragraph 2 of the Agreement), the provisions of the Agreement relating to such confidentiality, and the limitations on the use of Confidential Information.
2. The undersigned hereby acknowledges that the undersigned has read the Agreement and understands the terms of the nonexclusive license to use Intellectual Property (defined in Paragraph 7(a) of the Agreement), and agrees to the limit the use of Intellectual property to uses allowed under NCPA Agreements and this Agreement including but not limited to limitations on term, disclosure and reproduction or reuse.

In consideration thereof, the undersigned agrees to be bound by all of the provisions of the Agreement.

Dated: _____

Signed: _____

By: _____

Telephone: _____

Email: _____

EXHIBIT B

CONSULTANT STATEMENT TO BE BOUND BY NCPA'S AMENDED AND RESTATED AGREEMENT REGARDING THE USE AND NON-DISCLOSURE OF CONFIDENTIAL INFORMATION AND LICENSE TO USE INTELLECTUAL PROPERTY

Name of Consulting Entity: _____

Type of business and state in which business organization is formed (e.g. a California corporation): _____

Located at:
(address of Consulting Entity): _____

Has been engaged to provide technical support and analysis to the following entity:

Consulting Entity hereby acknowledges that it has received a copy of the NORTHERN CALIFORNIA POWER AGENCY AMENDED AND RESTATED AGREEMENT REGARDING THE USE AND NON-DISCLOSURE OF CONFIDENTIAL INFORMATION AND LICENSE TO USE INTELLECTUAL PROPERTY ("Agreement") in which the Receiving Party, _____, has an entitlement interest, dated _____ between the Northern California Power Agency and the Receiving Party designated therein ("Agreement"). Consulting Entity hereby acknowledges and agrees that in order to access Confidential Information (as defined in the Agreement), Consulting Entity must comply with the provisions of the Agreement, and it agrees to do so. Furthermore, Consulting Entity hereby acknowledges and agrees that in order to access Intellectual Property, Consulting Entity must abide by the limitations to the term, disclosure and reproduction or reuse of Intellectual Property, and agrees to restrict the use of Intellectual property to uses allowed under NCPA Agreements and this Agreement.

Consulting Entity acknowledges and agrees that its review of Confidential Information and use of Intellectual Property is solely for the purpose of providing consultancy services to the Receiving Party and that its use of Confidential Information and Intellectual Property shall be limited to the same. To the extent that Consulting Entity provides technical support and analysis to parties who are not party to this Agreement, Consulting Entity agrees that disclosure of Confidential Information or Intellectual Property to such parties is prohibited by the terms and conditions of the Agreement.

The undersigned agrees that he or she is authorized by the Consulting Entity to execute this Consultant Statement to the Agreement.

Dated: _____

Consulting Entity: _____

By: _____

Print Name: _____

Telephone: _____

Email: _____

RESOLUTION 19-10

**RESOLUTION OF THE NORTHERN CALIFORNIA POWER AGENCY
AMENDED AND RESTATED AGREEMENT REGARDING THE USE AND NON-
DISCLOSURE OF CONFIDENTIAL INFORMATION AND LICENSE TO USE INTELLECTUAL
PROPERTY**

(reference Staff Report #113:19)

WHEREAS, pursuant to Commission Resolution 13-42, adopted on March 21, 2013, Northern California Power Agency (NCPA) implemented the Agreement Regarding the Use and Non-Disclosure of Information for NCPA Projects (NDA) to establish a process and requirements used to protect certain commercially sensitive information (Confidential Information) that may be released by NCPA, and to ensure that parties who may receive such Confidential Information use and manage such information properly; and

WHEREAS, the NDA was developed at a time when the primary software tool used by NCPA to distribute Confidential Information was the NCPA Data Portal, and as such, many of the provisions contained within the NDA specifically refer to use of the NCPA Data Portal for such purpose; and

WHEREAS, NCPA has developed a number of additional software tools and applications through which NCPA may distribute Confidential Information (e.g., NCPA Connect), and NCPA staff now believe it is necessary to revise the NDA to generalize references contained in the NDA regarding the types of electronic media NCPA may use for such purpose; and

WHEREAS, NCPA has developed a number of software tools and applications (Intellectual Property) that NCPA allows its Members and Customers to use to conduct their business activities; and

WHEREAS, to ensure NCPA's Intellectual Property is protected, NCPA staff believe the NDA should also be revised to clarify that while NCPA may provide a nonexclusive license to its Members and Customers for use of NCPA's Intellectual Property, in doing so NCPA is not selling, giving or transferring such Intellectual Property to anyone, including its Members and Customers; and

WHEREAS, to address the items described herein, NCPA staff have developed an Amended and Restated Agreement Regarding the Use and Non-Disclosure of Confidential Information and License to Use Intellectual Property (Amended and Restated NDA) to replace the existing NDA; and

WHEREAS, the Amended and Restated NDA includes language that is inclusive of all electronic media through which NCPA may distribute Confidential Information, and includes provisions to manage and protect the use of NCPA's Intellectual Property; and

WHEREAS, work associated with developing the Amended and Restated NDA was undertaken pursuant to approved NCPA budget categories, and costs associated with this effort are allocated in accordance with approved cost allocation methodologies as described in the NCPA annual budget; and

WHEREAS, this activity would not result in a direct or reasonably foreseeable indirect change in the physical environment and is therefore not a "project" for purposes of Section 21065 the California Environmental Quality Act. No environmental review is necessary; and

NOW, THEREFORE BE IT RESOLVED, that the Commission of the Northern California Power Agency adopts and approves the Amended and Restated Agreement Regarding the Use and Non-Disclosure of Confidential Information and License to Use Intellectual Property, including any non-substantive modifications approved by NCPA's General Counsel, and authorizes the General Manager of NCPA, acting on behalf of NCPA, to execute the Amended and Restated Agreement Regarding the Use and Non-Disclosure of Confidential Information and License to Use Intellectual Property upon execution by a Member or Customer.

PASSED and ADOPTED by the City of Ukiah Council on March 20, 2019 by the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Maureen Mulheren, Mayor

Kristine Lawler, City Clerk

	<u>Vote</u>	<u>Abstained</u>	<u>Absent</u>
Alameda	_____	_____	_____
San Francisco BART	_____	_____	_____
Biggs	_____	_____	_____
Gridley	_____	_____	_____
Healdsburg	_____	_____	_____
Lodi	_____	_____	_____
Lompoc	_____	_____	_____
Palo Alto	_____	_____	_____
Port of Oakland	_____	_____	_____
Redding	_____	_____	_____
Roseville	_____	_____	_____
Santa Clara	_____	_____	_____
Shasta Lake	_____	_____	_____
Truckee Donner	_____	_____	_____
Ukiah	_____	_____	_____
Plumas-Sierra	_____	_____	_____

ROGER FRITH
CHAIR

ATTEST:

CARY A. PADGETT
ASSISTANT SECRETARY



AGENDA SUMMARY REPORT

SUBJECT: Renew and Continue Resolution 2019-8 for a Proclamation of a Local Emergency Related to the 2019 Winter Storm Event

DEPARTMENT: Administration

PREPARED BY: Tami Bartolomei

ATTACHMENTS:

[Attachment 1 Local Emergency City of Ukiah.pdf](#)

[Attachment 2 Resolution 2019-08.pdf](#)

[Attachment 3 - RESOLUTION Renewal and Continuing of a Proclamation.pdf](#)

Summary: Council will consider approval to renew and continue the Local Emergency Resolution No. 2019-8 declaring a local emergency related to the 2019 winter storm events.

Background: On February 27, 2019, the City Manager/Emergency Director, under the authority in Ukiah City Code Section (5125 (Ordinance No. 995, §1), proclaimed the existence of a local emergency as a result of conditions created by the severe winter storm affecting the City of Ukiah (Attachment 1).

On March 6, 2019 City Council agreed with the City Manager/Emergency Director and ratified and adopted Resolution No. 2019-8 (Attachment 2).

RECOMMENDED ACTION: Approve the renewal and continuation of the Local Emergency Resolution No. 2019-8 declaring a local emergency related to the 2019 winter storm event.

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: Sage Sangiacomo, City Manager and David Rapport, City Attorney

Approved: _____


Sage Sangiacomo, City Manager

Discussion: Although heavy rainfall has stopped, soils are saturated, heavy run-off continues, and conditions at the City's Waste Water Treatment Plant continue to be at risk. State and Federal recovery agencies, California Office of Emergency Services, and FEMA visited the City of Ukiah on March 7, 2019, and completed a preliminary damage assessment summary. The total cost of this assessment was estimated at \$1,588,000. Included in these costs were equipment use and staff response costs to the disaster emergency, and damages to both the Waste Water Treatment Plant and Water Treatment Plant.

Renewal and continuing a Local Emergency Resolution Proclamation issuance must take place every 14 days until terminated. Staff is recommending Council approve renewing and continuing Resolution No. 2019-08 (Attachment 3) because of the potential risks that still exist.

RESOLUTION PROCLAIMING EXISTENCE OF A LOCAL EMERGENCY

WHEREAS, Ukiah City Code Section 5125 (Ordinance No. 995, §1) empowers the Director of Emergency Services to proclaim the existence or threatened existence of a local emergency when said city is affected or likely to be affected by a public calamity and the City Council is not in session: and

WHEREAS, on February 21, 2019, the Governor of California proclaimed that the atmospheric river system that has swept across California has created conditions producing a State of Emergency in counties throughout the state; and

WHEREAS, the County of Mendocino proclaimed a Local Emergency on February 26, 2019, due to the severe winter storms commencing on February 25, 2019; and

WHEREAS, the Director of Emergency Services of the City of Ukiah does hereby find that conditions of extreme peril to the safety of persons and property have arisen within the City, caused by the severe winter storms which began to impact the City on February 25, 2019; and

WHEREAS, on the February 26, 2019, heavy rains from the winter storm have produced inflows to the City's Wastewater Treatment Plant that exceed the secondary effluent storage capacity of the plant's percolation ponds; and

WHEREAS, these conditions are likely to be beyond the control of the services, personnel, equipment, and facilities of the City; and

WHEREAS, the City Council of the City of Ukiah is not in session (and cannot immediately be called into session);

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that a local emergency now exists throughout the City of Ukiah.

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said local emergency the powers, functions, and duties of the emergency organization of this City shall be those prescribed by state law and ordinances and resolutions of this City, and that this emergency proclamation shall expire in 7 days after issuance unless confirmed and ratified by City Council of the City of Ukiah.

Dated: 2-27-19 By: Sage Squire
Director of Emergency Services

Print Name Sage Squire
Address 300 Seminar, Ave.

RESOLUTION NO. 2019-08**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH RATIFYING FEBRUARY 27, 2019, PROCLAMATION OF A LOCAL EMERGENCY****WHEREAS:**

1. On February 27, 2019, under the authority in Ukiah City Code Section 5125 (Ordinance No. 995, §1), the Director of Emergency Services proclaimed the existence of a local emergency as a result of conditions created by the severe winter storm affecting the City of Ukiah ("City") beginning February 25th and conditions still exists. A true and correct copy of the Resolution Proclaiming Existence of a Local Emergency is attached hereto as Exhibit A and incorporated herein by this reference; and
2. While heavy rainfall has temporarily stopped, soils are saturated, heavy run-off continues, conditions at the City's Wastewater Treatment Plant continue to risk a breach of the holding ponds, and additional rainfall is predicted, all of which threaten to continue or create local emergency conditions; and
3. The City Council has reviewed Exhibit A and concurs with the findings in the Proclamation; and
4. The City Council will review this declaration at its next regular meeting, occurring not more than 14 days from the date the Resolution Proclaiming Existence of a Local Emergency is ratified by this resolution;

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby ratifies the proclamation of a "local emergency" by the Director of Emergency Services and proclaims and orders that said local emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council. The City Council shall review the need for continuing the local emergency at least once every 14 days until its termination is proclaimed by the City Council.

BE IT FURTHER RESOLVED that the City Council hereby proclaims and orders that during the existence of a local emergency, the powers, functions, and duties of the Director of Emergency Services and the emergency organization of the City shall be those prescribed by (1) state law, (2) City ordinances and resolutions adopted by the City Council and (3) the City Operational Area Emergency Plan, as approved by the City Council.

BE IT FURTHER RESOLVED that a copy of this declaration shall be forwarded to the County of Mendocino Office of Emergency Services (OES) with a request that OES forward the Resolution to California Office of Emergency Services Director, Mark Ghilarducci for concurrence of a local emergency.

PASSED AND ADOPTED this 6th day of March 2019, by the following roll call vote:

AYES: Councilmembers Orozco, Brown, Scalmanini, Crane, and Mayor Mulheren
NOES: None
ABSENT: None
ABSTAIN: None


Maureen Mulheren, Mayor

ATTEST:


Kristine Lawler, City Clerk

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH RENEWAL
AND CONTINUING OF A PROCLAMATION OF A LOCAL EMERGENCY FOR
THE CITY OF UKIAH**

WHEREAS:

1. On February 27, 2019, under the authority in Ukiah City Code Section 5125 (Ordinance No. 995, §1), the Director of Emergency Services ("Director") proclaimed the existence of a local emergency as a result of conditions created by the severe winter storm affecting the City of Ukiah ("City"); and

2. On March 6, 2019, City Council adopted Resolution 2019-8 ratifying the Director's February 27, 2019 proclamation of a "local emergency" and proclaimed and ordered that said local emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council.

3. While heavy rainfall has temporarily stopped, soils are saturated, heavy run-off continues, conditions at the City's Wastewater Treatment Plant continue to be at risk, all of which threaten to continue or create local emergency conditions; and

4. The City Council will review this declaration at its next regular meeting, occurring not more than 14 days from the date this resolution is adopted;

NOW, THEREFORE, BE IT RESOLVED that the local emergency continues to exist and shall be deemed to continue until it is further reviewed by the City Council at its regular meeting on April 3, 2019.

BE IT FURTHER RESOLVED that the City Council hereby proclaims and orders that during the existence of a local emergency, the powers, functions, and duties of the Director of Emergency Services and the emergency organization of the City shall be those prescribed by (1) state law, (2) City ordinances and resolutions adopted by the City Council and (3) the City Operational Area Emergency Plan, as approved by the City Council.

BE IT FURTHER RESOLVED that a copy of this declaration shall be forwarded to the County of Mendocino Office of Emergency Services (OES) with a request that OES forward the Resolution to California Office of Emergency Services Director, Mark Ghilarducci for concurrence of a local emergency.

PASSED AND ADOPTED this 20th day of March 2019, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Maureen Mulheren, Mayor

ATTEST:

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Report to the City Council of the Contract Expenditure with Schweitzer Engineering Laboratories for Design and Engineering Services of a Radio Data Link Transfer Trip Scheme for the Lake Mendocino Hydro Power Plant in the Amount of \$20,000.00.

DEPARTMENT: Electric Utility

PREPARED BY: Cindy Sauers

ATTACHMENTS:

[Attachment 1 - SEL Engineering Services C #1819181.pdf](#)

Summary: Council will receive a report for the contract expenditure of \$20,000.00 for field testing, design, and calibration of a radio data link transfer trip scheme for the Lake Mendocino Hydro Plant.

Background: Pursuant to the requirements of Section 1522 of the Municipal Code, Staff is reporting to City Council the expenditure for design and engineering services for a transfer trip radio data link system in an amount not to exceed \$20,000 to Schweitzer Engineering Laboratories (SEL).

Up to fifteen percent of Ukiah's energy is generated at the City's hydroelectric power plant. This energy is totally green, renewable and carbon free. That is a critical asset to our customers, particularly during the hot summer months with higher energy costs.

In July and early August of 2018, during the Mendocino Complex fire, the communication link between the

RECOMMENDED ACTION: Receive report to the City Council of the Contract Expenditure with Schweitzer Engineering Laboratories for design and engineering services of a radio data link transfer trip scheme for the Lake Mendocino Hydro Power Plant in the amount of \$20,000.00.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: \$200,000: FY 18/19: 80126100.80230.18042

PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Mary Horger, Procurement Manager and Seth Strader, Buyer

Approved: _____

Sage Sangiacomo
Sage Sangiacomo, City Manager

Orchard Substation and the Hydro Plant was interrupted due to failed equipment, resulting in over two weeks of non-operation. This vital communication link is used to control the operation of the Plant in relation to the Substation. Should the City experience an event at the Substation that would require the Hydro Plant to be shut down, the communication line sends a signal to switch the Plant off line. The transfer trip scheme, installed in the mid-1980s, has been the source of multiple outages. The Electric Utility Department (EUD) is proposing a redundant, primary radio system to accomplish the transfer trip.

The City Electrical Utility currently uses Schweitzer Engineering Laboratories (SEL) equipment throughout the system for control, protection and monitoring and has standardized on SEL radios for transmitting data between facilities including the Substation and Hydro Plant. In order to provide Staff with consistent, seamless integration between existing SEL equipment, the SEL radio network has been selected. The radio system will become the EUD's primary transfer trip path. The existing 25-pair copper data line will act as a back-up, providing redundancy, and will be evaluated for upgrading to fiber optic cable in the future.

Discussion: After significant engineering review, Staff standardized on SEL controllers and radios to be used in field equipment such as capacitor banks and reclosers. This equipment uses the same programming logic that is used in the Substation and is known by the Utility Technicians. In an effort to be consistent, the EUD has specified SEL radio equipment for the transfer trip. This contract will use time and material rates to perform feasibility studies and provide a design for this critical communication infrastructure. See Attachment 1 for contract.

AGREEMENT FOR
PROFESSIONAL CONSULTING SERVICES

This Agreement, made and entered into this 4th day of March 2019 ("Effective Date"), by and between CITY OF UKIAH, CALIFORNIA, hereinafter referred to as "City" and SEL Engineering Services, Inc., a corporation, organized and in good standing under the laws of the state of New York, hereinafter referred to as "Consultant".

RECITALS

This Agreement is predicated on the following facts:

- a. City requires consulting services related to performing a 12KV Bus and Feeder Restoration Logic Review.
- 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 "A", 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

- 1.1 DESCRIPTION OF PROJECT
- 1.2 The Project is described in detail in the attached Scope-of-Work (Attachment "A").
- 2.1 SCOPE OF SERVICES
- 2.2 As set forth in Attachment "A".
- 2.3. 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.
- 3.1 CONDUCT OF WORK
- 3.2 Time of Completion. Consultant shall commence performance of services as required by the Scope-of-Work upon execution of this Agreement and receipt of a Notice to Proceed thereafter from City and shall complete such services within four weeks from receipt of the Notice to Proceed. Consultant shall complete undisputed work to the City's reasonable satisfaction.
- 4.1 COMPENSATION FOR SERVICES
- 4.2 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 \$20,000. 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 B, 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 B. Consultant shall complete the Scope of Work for the not-to-exceed guaranteed maximum. Should additional time and/or expenses be needed due to circumstances not reasonably foreseeable to and beyond the reasonable control of Consultant which would cause the compensation amount to exceed the guaranteed maximum, Consultant may request and the Parties shall discuss an increase in compensation. If they agree, the changes shall be memorialized in an amendment to this Agreement.

- 4.3 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 "A" and not additional time to complete those activities than the parties anticipated on the date they entered this Agreement, unless such additional time is approved via an amendment to this Agreement between the Parties.
- 4.4 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.
- 4.5 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 within thirty (30) days of the date of Consultant's invoice is given to the City. The invoices shall provide a description of each item of work performed, the time expended to perform each task, the hourly billing rate 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.

5.1 ASSURANCES OF CONSULTANT

- 5.2 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.

- 5.3 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.

6.1 INDEMNIFICATION AND INSURANCE

- 6.2 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 00 01 10 01 or 20 10 04 13.
2. ISO Form No. CA 20 48 10 13 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: \$2,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage including operations, products and completed operations, \$4,000,000 annual aggregate.
2. Errors and Omissions liability: \$1,000,000 per occurrence.

C. Deductibles and Self-Insured Retentions

Consultant shall be solely responsible for deductibles and/or self-insured retentions.

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 the Consultant, products and ongoing 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. 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 one year from date of final approved invoice for this project.

3. 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 an insurer 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. The Certificates

for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The Certificates will be provided on the applicable ACORD forms, provided the form is modified to require notice to City of any reduction or termination of coverage not later than 30 days prior to said reduction or termination. In the case of a claim, the City reserves the right to require complete, certified copies of all applicable insurance policies, at that 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 subcontractor 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.

- 6.3 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 directly 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 negligence, willful misconduct or defects in design by the City or arising from the 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.

To the extent allowed by California law, and except for claims against the City by third parties for which Consultant has provided insurance or has agreed to indemnify the City, Consultant shall not be liable to the City or its insurers for any loss or damage for an amount exceeding twice the price of this Agreement and any such liability shall terminate upon the expiration of the warranty period. No claim, regardless of form, arising from this Agreement, except for claims by third parties against the City for which the Consultant has agreed to indemnify the City or for which the City is covered as an additional insured by Consultant's insurance policy, may be brought by City more than one (1) year from the date such claim accrues. In no event, whether as a result of breach of contract, warranty, tort (including negligence), strict liability or otherwise, shall Consultant be liable for any special, consequential, incidental, liquidated or punitive damages, including without limitation any loss of profit or revenues, loss of use of products or associated equipment, damage to associated equipment, cost of capital, cost of substitute products, facilities, services or replacement power, downtime costs.

7.1 CONTRACT PROVISIONS

- 7.2 Ownership of Work. All documents furnished to Consultant by City under this Agreement

are owned and are the property of the City. Deliverables are identified in the Scope-of-Work, Attachment "A". 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. The report prepared for the City by the Consultant under this Agreement shall become the City's property. Consultant retains all of its intellectual property rights with regard to any novel ideas or recommendations provided to the City.

- 7.3 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.
- 7.4 Entire Agreement. This Agreement plus its Attachment(s) and executed Amendments set forth the entire understanding between the parties.
- 7.5 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.
- 7.6 Modification. No modification of this Agreement is valid unless made with the agreement of both parties in writing.
- 7.7 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.
- 7.8 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.
- 7.9 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 with the understanding that the non-terminating party will be given at least 30 days to cure the breach, if able to do so, 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 and paid for Work Product 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 damages City may incur as a result of Consultant's breach of contract to the extent allowed herein.
- 7.10 Execution of Agreement. This Agreement may be executed in duplicate originals, each bearing the original signature of the parties. Alternatively, this Agreement may be executed and delivered by facsimile or other electronic transmission, and in more than one counterpart, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. When executed using either alternative, the executed agreement shall be deemed an original admissible as evidence in any

administrative or judicial proceeding to prove the terms and content of this Agreement.

- 7.11 Warranty. Consultant shall perform services in a manner consistent with the degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Consultant shall reperform (or, at Consultant's option, pay a third party to reperform) any defective services at no cost upon receipt of notice detailing the defect(s) within one (1) year of performance of the original services.

8.0 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:

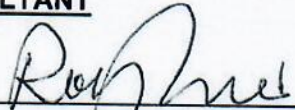
CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT
300 SEMINARY AVENUE
UKIAH, CALIFORNIA 95482-5400
FAX:
Email:

SEL ENGINEERING SERVICES, INC.
Contracts and Risk
2350 NE Hopkins Court
Pullman, WA 99163
FAX: 509-332-7990
Email: selcontracts@selinc.com

9.0 SIGNATURES

IN WITNESS WHEREOF, the parties have executed this Agreement the Effective Date:

CONSULTANT

BY: 

3/5/2019
DATE

PRINT NAME

SEL ES VAC BM

Title

11-3408916 (SEL ES INC. Disregard Entity Number)
91-1196408 (Parent EIN used to file taxes)
IRS IDN Number

CITY OF UKIAH

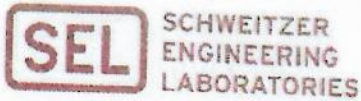
BY: 
SAGE SANGIACOMO
CITY MANAGER

3-14-19
DATE

ATTEST

CITY CLERK

DATE



SEL Engineering Services, Inc.

QUOTATION NUMBER: 018777.002.00 Rev.2

Customer	SEL Engineering Services, Inc. (SEL ES)
Mel Grandi	2/21/2019
City of Ukiah	Hoan Cai
411 E. Clay Street	hoan_cai@selinc.com
Ukiah, CA 95482	Tel: 509-336-7063
Email: mgrandi@cityofukiah.com	Fax: 707-452-1050

Sales Representative Contact Information

Josh Barklow, P.E.
Sales Representative
Matzinger-Keegan, Inc. (MKI)
Office: 916.226.6642
Cell: 925.586.9611
Email: josh@mkireps.com

Quote Details

Description	City of Ukiah would like to review an existing DTT scheme to help them determine replacement options and provide engineering guidance and programming. City of Ukiah will purchase the hardware SEL ES specifies separately. This is a small system that trips off their hydro plant when the breaker that feeds its line is tripped.
Scope of Work/ SEL ES Deliverables	This quotation includes the following items, the service will be provided on a Time and Expense (T&E) basis: - Review existing DTT scheme documentation and settings files. - Review these findings with the customer and determine action items to take place. - Support engineering and development of SEL equipment design/configuration for a working DTT scheme. - DTT Scheme Review and Recommendation Report will cover following topic as minimal: - Feasibility - Material list/quote - Settings and programming - Technical supervision for installation - Two report review cycles will be included - Revision 0 will be Issued for Review and Discussion - Revision 1 will be Issued for Final This also includes project management/administration costs. One review meeting will be scheduled over Webex. Revision 0 of the DTT Scheme Review and Recommendation Report will be issued 1 week prior than the review meeting.
Clarifications or Exceptions	Customer will provide all drawings, documentation and settings files to SEL ES for review. A review session will be held that details all the findings by SEL ES. At this point SEL ES and the customer will decide how to proceed further and with what recommendations provided by SEL. If there are items out of scope or the chosen recommendation requires more budget than originally

Confidentiality Notice: The information contained in this query is privileged and confidential information and is intended solely for the use of the individual or entity to whom it is addressed. If you are not the intended recipient or the person responsible for delivering the material to the intended recipient, you are hereby notified that any dissemination, disclosure, copying, or distribution of this communication is strictly prohibited. If you received this communication in error, please notify us immediately by telephone and destroy this material accordingly.

Time and Expense Work

SEL Engineering Services, Inc. (SEL ES) will perform this project on an actual time and expense (T&E) basis, unless the Customer and SEL ES agree on other arrangements. The party identifying a potential change in scope will request the change of scope to the other in writing (fax, email, or letter). SEL ES will identify any budget or schedule impact and submit it for approval. SEL ES will proceed with the work as soon as SEL ES receives written approval, in accordance with established contract provisions.

Work performed on an actual T&E basis will be in accordance with the schedule of charges shown in the T&E Rate Tables (below), **unless specifically modified in this proposal.**

T&E Rate Tables (U.S.)

Role	Weekday (per hour)	Weekday Overtime (per hour)	Saturday (per hour)	Sunday/ Holiday (per hour)	Travel (per hour)	Travel Expenses
Consultant	\$250	\$375	\$375	\$500	\$250	Actual
Principal Engineer	\$181	\$271.50	\$271.50	\$362	\$181	Actual
Senior Engineer	\$170	\$255	\$255	\$340	\$170	Actual
Project Engineer III	\$150	\$225	\$225	\$300	\$150	Actual
Project Engineer II Project Manager II-III	\$140	\$210	\$210	\$280	\$140	Actual
Project Engineer I Project Manager I Senior Specialist Senior Designer	\$130	\$195	\$195	\$260	\$130	Actual
Specialist II-III	\$116	\$174	\$174	\$232	\$116	Actual
Associate Project Engineer Associate Project Manager	\$112	\$168	\$168	\$224	\$112	Actual
Technician II-III Specialist I Designer IV Project Coordinator	\$107	\$160.50	\$160.50	\$214	\$107	Actual
Technician I Designer I-III	\$86	\$129	\$129	\$172	\$86	Actual
Associate Technician Engineering Intern Drafter I-II Senior Project Administrator	\$74	\$111	\$111	\$148	\$74	Actual
Administrative	\$64	\$96	\$96	\$128	\$64	Actual

Cybersecurity and Networking T&E Rates						
Role	Weekday (per hour)	Weekday Overtime (per hour)	Saturday (per hour)	Sunday/ Holiday (per hour)	Travel (per hour)	Travel Expenses
Security Engineer	\$200	\$300	\$300	\$400	\$200	Actual
Senior Security Specialist	\$185	\$277.50	\$277.50	\$370	\$185	Actual
Security Specialist	\$175	\$262.50	\$262.50	\$350	\$175	Actual

For projects in the U.S., all quoted prices are exclusive of any sales, use, value-added, or similar taxes, which will be added, if applicable, at the statutory rate(s) at the time of invoicing.

For projects in Canada, all quoted prices are exclusive of any sales, use, GST, HST, PST, value-added, or similar taxes.

For projects in countries other than the U.S. or Canada, quoted prices do not include any VAT, sales tax, or use tax. Quoted prices are the net amounts to be paid to SEL ES exclusive of such taxes, which will be added, if applicable, at the current rate(s) at the time of invoicing.

The following details apply to the T&E Rate Tables:

- The Customer is to reimburse SEL ES for actual travel expenses such as airline tickets, meals, lodging, rental car, parking, and fuel (where applicable). Airline tickets are at the coach rate to the commercial airport nearest the work site; business rates apply for international travel.
- The T&E rate is the charge per person, per hour. Typical working hours are 8 a.m. to 6 p.m., Monday through Friday. Lunch shall be up to 60 minutes with two 15-minute breaks each day. Onsite work outside of typical working hours shall be agreed upon between the Customer and SEL ES in advance and be subject to additional charges.
- Overtime is defined as time in excess of 8 hours per day or any hours worked Saturday or Sunday. Overtime will be billed at the rates shown in the T&E Rate Tables (above).
- For safety reasons, SEL ES service personnel will not plan to work more than 10 hours per day. Should job requirements dictate work hours in excess of 10 hours per day, SEL ES and the Customer must review the requirements and agree on an appropriate plan that addresses safety concerns and the reasonableness of the hardship that the excessive hours place on SEL ES personnel.
- Time spent by SEL ES personnel on site while waiting standby, training, or traveling to and from the site will be considered billable time.
- Onsite T&E invoices will include billable project administration and project management time not performed on site.
- The hourly rates quoted include the use of personal computers loaded with Microsoft Office, Lotus Notes, MATLAB, Mathcad, AutoCAD, MicroStation, and SEL software used in the preparation, documentation, and processing of settings for SEL products.
- SEL ES does not bill for long-distance telephone, fax, low-volume copying, and document shipping charges.
- Hourly rates are valid for work performed within one year of the proposal date.
- Holidays observed for U.S. Offices include: New Year's Day (observed), Memorial Day, Independence Day (observed), Labor Day, Thanksgiving Day, Thanksgiving Friday, and Christmas Day (observed).



AGENDA SUMMARY REPORT

SUBJECT: Approval of the purchase of a new 2019 Durango SXT RWD from Thurston Chrysler Dodge Jeep Ram in the amount of \$28,526.44

DEPARTMENT: Community Development

PREPARED BY: Seth Strader

ATTACHMENTS:

[Attachment 1 - Bid Request](#)

[Attachment 2 - Bid Tab](#)

Summary: Council will consider approving the purchase of a new 2019 Durango SXT RWD from Thurston Chrysler Dodge Jeep Ram in the amount of \$28,526.44.

Background: The Community Development Department, Building Services Division, is requesting approval to purchase a new vehicle for the Community Development Department. To be responsive to the needs of customers, providing building inspection services five days per week and assisting the owner-builder community complete their projects more quickly, Staff in the Building Division have been using one of the City's shared staff vehicles nearly 100% of the time. This is causing the shared vehicle to not be available to other City staff for travel and training purposes.

This would be a second vehicle for the Department and is requested both to keep up with current demand for services and to plan for the future. Building Services Staff intend to partner for building inspection services with

RECOMMENDED ACTION: Approve the purchase of a new 2019 Durango SXT RWD from Thurston Chrysler Dodge Jeep Ram in the amount of \$28,526.44.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: 10023320.51110- \$61,653.01 & 10023320.52100- \$45,776.39

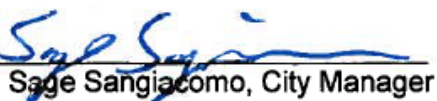
PROPOSED BUDGET AMOUNT: 10023320.80100- \$29,000.00

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Dave Kirch, Fleet Maintenance Supervisor, Mary Horger, Procurement Manager, and Matt Keizer, Building Official

Approved: _____


Sage Sangiacomo, City Manager

neighboring jurisdictions for coverage. This will increase economies of scale for the Division and assist neighboring small cities.

Discussion: Staff requested quotes from vendors for a 2019 Dodge Durango SXT RWD SUV or equivalent (please see Attachment 1 for a copy of the bid request). Bids were due on Feb 26, 2019.

Four (4) bids were received. The lowest responsible bidder was Thurston Chrysler Dodge Jeep Ram in the amount of \$28,526.44 due to 5% local preference. Please see Attachment 2 for a copy of these bid results.

The funding for this purchase is coming from savings in both salary and contracted services (3rd party plan checks) in the Building Division. Staff will be submitting a Budget Transfer in the amount of \$7,500.00 from Building Division regular salaries account 10023320.51110 and \$21,500.00 from Building Division Contracted Services 10023320.52100 to the Building Inspection Operation account 10023100. 80100. This does not require Council approval, and can be approved by the City Manager, since the transfer is all within the same fund and have been authorized by Council.

Staff recommends approval of the purchase.

**CITY OF UKIAH
EQUIPMENT SPECIFICATION E37455
NEW 2019 DODGE DURANGO SXT RWD
OR EQUIVALENT**

The City of Ukiah invites bids for furnishing one (1) new 2019 Dodge Durango SXT RWD or equivalent.

The following specifications shall be considered minimum; however, bidders who feel they can supply a comparable vehicle that does not fully meet the detailed specifications are encouraged to submit bids. All deviations from these specifications shall be described in the bid proposal. There will be no trade-ins involved in this bid.

Bidder shall, as indicated on the Request for Bid form, state the total price for the new vehicle as specified (including any options and accessories), sales tax, destination charges and any other applicable fees or charges, FOB the City of Ukiah Corporation Yard, 1320 Airport Road, Ukiah, CA 95482.

Only proposals from licensed dealers (new) will be considered. The City reserves the right to select and purchase a vehicle directly from the State of California Department of General Services.

Please contact Seth Strader at (707) 467-5719 or sstrader@cityofukiah.com if you have any questions regarding these specifications.

GENERAL INSTRUCTIONS TO BIDDERS

Each bidder shall attach to his bid a complete detailed description of the unit he proposes to furnish. All equipment catalogued as standard shall be furnished and included in the purchase price of the unit.

The total price shall include all equipment, accessories and optional items. In making its selection, the City will consider all factors relating to the vehicle including operating performance, operator comfort, safety, service and parts availability as well as cost.

The vehicle furnished under these specifications is to carry the standard warranty offered to the general public. A complete detailed description of the standard warranty shall be provided with the bid.

The City reserves the right to reject any or all bids and to determine which bid, in its opinion, will best serve the needs and requirements of the City.

The successful bidder shall supply the vehicle fully equipped and ready for service at the time of delivery. Dealer shall process registration and title transfer for exempt license plates to the Department of Motor Vehicles on behalf of the City of Ukiah.

NEW 2019 DODGE DURANGO SXT RWD OR EQUIVALENT

General Specifications

- ENGINE – 3.6L V6
- TRANSMISSION – 8-Spd Automatic
- PAINT – White
- SEATS/UPHOLSTRY- Black
- RADIO - AM/FM Stereo, Bluetooth phone connection
- Dual Climate Control
- Integrated Back-up camera
- Day Running Lights
- 50 State Emission
- Power Equipment Group
- Cruise Control
- All-Weather Floor Liner's (Front, Rear and Cargo)
- MANUALS- ALL Service Manuals

Bid Tabulation

Request for Bid - E37455 - Building Inspector Vehicle										
ITEM #	ITEM DESCRIPTION	QTY	Elk Grove Autogroup		Thurston		Redwood Ford		Platinum Chevrolet	
			UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL
1	New 2019 Dodge Durango SXT RWD per City of Ukiah spec #E37455	1	\$ 25,385.00	\$ 25,385.00	\$ 26,165.50	\$ 26,165.50		\$ -	\$ 33,700.00	\$ 33,700.00
2	New 2020 Ford Explorer RWD per City of Ukiah spec #E37455	1		\$ -		\$ -	\$ 29,529.00	\$ 29,529.00		\$ -
				\$ -		\$ -		\$ -		\$ -
				\$ -		\$ -		\$ -		\$ -
				\$ -		\$ -		\$ -		\$ -
	SUBTOTAL			\$ 25,385.00		\$ 26,165.50		\$ 29,529.00		\$ 33,700.00
	TAX			\$ 2,252.92		\$ 2,322.19		\$ 2,620.70		\$ 2,990.88
	Additional Fees (Tires, Filing, Doc, Shipping)			\$ 358.75		\$ 38.75		\$ 38.75		
	GRAND TOTAL			\$ 27,996.67		\$ 28,526.44		\$ 32,188.45		\$ 36,690.88
LESS 5% FOR LOCAL PREFERENCE:						\$ 1,426.32		\$ 1,609.42		
NEW TOTAL						\$ 27,100.12		\$ 30,579.03		



AGENDA SUMMARY REPORT

SUBJECT: Receive Report on the Status of the 2014-2019 Housing Element Plan and Implementation Progress; and Provide Additional Direction as Necessary.

DEPARTMENT: Community Development

PREPARED BY: Craig Schlatter

ATTACHMENTS:

[Attachment 1- Housing-Element-Annual-Progress-Report-Form-2018 City of Ukiah.pdf](#)

[Attachment 2- 2018 HCD income limits \(4-26-18\)- Mendocino County.pdf](#)

Summary: Council will receive a report on the status of the City's 2014-2019 Housing Element Plan and implementation progress and provide additional direction as necessary.

Background: AB 879 was one of a number of housing bills passed by the State legislature in 2017. AB 879 amended Govt. Code Section 65400 (a) (2) to require, in part, that the City's Community Development Department provide an annual report to the City Council, Office of Planning and Research, and California Department of Housing and Community Development (HCD) by April 1 of each year and that this report is to 1) include additional data as described in the amended code and 2) be completed on new forms developed by HCD.

Staff has completed the 2018 Housing Element Annual Progress Report (Attachment 1), describing both the progress the City has made in meeting its share of regional housing needs and progress towards program implementation goals outlined in the City's 2014-2019 Housing Element. Included in the Annual Progress Report (APR) is additional reporting data as required in HCD's new APR form and AB 879.

RECOMMENDED ACTION: Receive report and provide additional direction as necessary.

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

Discussion: A summary of the City's 2018 Housing Element APR is below.

Regional housing needs- the City's 2014-2019 share of the regional housing needs for Mendocino County was 45 new housing units for 2014-2019. This was to consist of, at a minimum, 11 in the "very low-income" category, or those households with median incomes less than 50% of the Mendocino County Area Median Income (AMI), 7 in the "low-income" category, with median incomes less than 80% AMI, 7 in the "moderate-income" category, with median incomes less than 120% AMI, and 20 in the "above moderate-income" category, with median incomes greater than 120% AMI. Units serving extremely low-income households, those households with incomes less than 30% AMI, are included within the very low-income unit numbers. See Attachment 2 for a chart that outlines how these various income categories relate to gross ("before taxes") household income by household size.

Table B of the APR depicts the City's progress towards its Regional Housing Needs Allocation (RHNA). The total number of new permitted housing units within the City of Ukiah for the period 06/30/2014 - 12/31/2018 (The 2014-2019 planning period spans a period from 06/30/14 - 06/30/19.) totaled 145. This number consisted of 68 very low-income units, 10 low-income units, 35 moderate-income units, and 32 above moderate-income units. In 2018 alone, there were 88 new permitted housing units. The City has thus met and exceeded its RHNA housing production goals for the 2014-2019 planning cycle.

The number of new housing units in the 2014-2019 planning cycle was greater than the combined total number of units from the two previous RHNA planning cycles. Analyzing only the number of units for low- and moderate-income households, which prior to the passage of such recent housing bills as SB 35 was the primary RHNA housing production benchmark, a total of 113 new units were permitted in 2014-2018, compared to 22 in the 2009-2014 planning cycle and 31 in the 2004-2009 planning cycle. Summarizing, a total of 53 low- and moderate-income units were produced during the 10-year period from 2004 to 2014 compared to 113 low and moderate-income units completed in the four-year period from 2014 to 2018.

Program implementation status- Table D of the City's APR shows the status of implementation on programs adopted by the City in its 2014-2019 Housing Element. A majority of the programs have either been completed or are currently being implemented. Other programs have been revised or de-prioritized. The 2019-2027 Housing Element update will be a good opportunity to further revise these goals to be reflective of the City's housing plan and current/future objectives.

Additional information now required to be reported to HCD is contained in Tables A and A2. Table C is not applicable because the City met its share of the regional housing need and was thus not required to rezone sites to accommodate a shortfall. Tables E and F are also not applicable because the City did not provide a commercial development bonus for any project nor did it rehabilitate, preserve, and/or acquire units for alternative adequate sites.

Staff recommends that Council receive the report and provide any additional direction as necessary.

Please Start Here

General Information	
Jurisdiction Name	Ukiah
Reporting Calendar Year	2018
Contact Information	
First Name	Craig
Last Name	Schlatter
Title	Director of Community Development
Email	cschlatter@cityofukiah.com
Phone	(707) 463-6219
Mailing Address	
Street Address	<u>300 Seminary Ave.</u>
City	Ukiah
Zipcode	95482

Submittal Instructions
Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs: 1. Online Annual Progress Reporting System (Preferred) - This enters your information directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. <i>Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.</i> 2. Email - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

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Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

[illegible]

[illegible]

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2									3	4
Income Level		RHNA Allocation by Income Level	2014	2015	2016	2017	2018	2019				Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	11		31			37					68	
	Non-Deed Restricted												
Low	Deed Restricted	7		10								10	
	Non-Deed Restricted												
Moderate	Deed Restricted	7										35	
	Non-Deed Restricted						35						
Above Moderate		20		5	7	4	16					32	
Total RHNA		45											
Total Units				46	7	4	88					145	

Note: units serving extremely low-income households are included in the very low-income permitted units totals
Cells in grey contain auto-calculation formulas

Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-1.a- Develop and implement a residential rehabilitation program with an emphasis on improving safety, comfort and energy efficiency.	Promote rehabilitation.	Ongoing, as funding is available	The City had started a residential rehabilitation program with CDBG PI funds, but due to the City having an open economic development grant and current CDBG PI expenditure requirements, all the PI has been spent on open grant activities. The City may pursue funding for a rehabilitation program in 2020.
H-1.b Work with the City Public Utility Department to potentially expand the City's Energy Efficiency Public Benefits Fund.	Energy efficiency improvements.	Ongoing	Funds are available through the Public Utility Department to subsidize a portion of electricity costs for low-income families. The Electric Utility may also have some funding for energy efficiency education. Additionally, the City has developed a rebate program for those affordable housing developers that achieve energy efficiency savings above Title 24 standards.
H-1.c Provide informational materials to the public regarding sustainable and green building materials.	Educate public on sustainability and green building.	Completed	Green Building Resource Center created in the Ukiah Civic Center. In 2016, the City conducted a workshop to educate local contractors about pertinent Code updates, including the Green Building Code.
H-1.d Consider measures that would preserve/conserve existing mobile home parks, such as a mobile home rehabilitation program, conversion to ownership program, infrastructure improvement incentives, rent stabilization, etc.	Preservation of mobile home parks	Completed and ongoing	A rent stabilization ordinance was adopted by the City Council in 2011. The City continues to enforce rent stabilization.
H-1.e Develop an At-Risk Units Program.	Maintain existing affordable housing stock.	Ongoing	In response to the demand for more housing, the City created a local Housing Trust Fund in 2017- the Ukiah Housing Trust Fund (UHTF). The UHTF released its first NOFA in 2018 but prioritized the production of housing units. Staff is analyzing if future UHTF funding may be utilized to establish an at-risk units program.
H-1.f Work closely with the Ukiah Police Department and local apartment complex managers to keep housing safe. Consider funding mechanisms for increasing public safety.	Encourage safe housing.	Completed and ongoing	The Ukiah Police Department reviews all housing project applications as a part of the Department's referral process and regularly makes comments. Comments often are derived from the UPD's Crime Prevention Through Environmental Design strategy.
H-1.g Refer all proposed General Plan amendments to the appropriate military offices for review and comment. Revise the planning permit application form to include this step of referral.	Improve project referral process.	Ongoing	No general plan amendments have been received.
H-2.a Provide copies of the inventory of vacant and underdeveloped land for public distribution.	Educate the public.	Completed	This was completed in 2014 in conjunction with the 2014-2019 Housing Element update. An inventory of vacant and underdeveloped land is available on the City's website with paper copies available at the Community Development Department public counter.
H-2.b Work with public transit providers and developers to encourage housing development located close to public transit facilities.	Provide education on benefits of locating housing near public transit facilities.	Completed and ongoing	The City's General Plan encourages infill residential growth, and this typically occurs within a half mile of public transit. Recent projects approved by Planning Commission were less than a half mile from transit routes.
H-2.c Provide reduced planning permit application fees for residential second dwelling units.	Encourage the development of condominium and cooperative living projects.	Completed	The City Council adopted an accessory dwelling unit (ADU) ordinance in 2017, making development of ADUs a ministerial or by-right process in residential zoning districts, subject only to the securing of a building permit. Consequently, there are no planning permit application fees for ADUs.
H-2.d Review the zoning code and determine if any constraints to condominium developments and cooperative living projects exist, and if so, work to eliminate the constraints.	Encourage the development of condominium and cooperative living projects.	Ongoing	Community Development staff performed reviews in 2017 and 2018. One of the primary constraints for new housing development, especially multi-unit housing such as in condominium developments and cooperative living projects, is that the City is mostly built-out with few remaining acres for larger scale housing projects. In 2019, especially through the process of updating of the City's Housing Element, Staff intends to explore this issue more fully. Potential ideas include reducing setbacks and off-street parking requirements and/or making certain housing types by-right, as exists with 1-4 unit projects in the Downtown Zoning Code.
H-2.e As staff and resources permit, assist the Staff of the Buddy Eller Homeless Shelter facility to resolve any neighborhood compatibility issues that arise.	Address and identify solutions to potential incompatibility issues.	Completed (no longer applicable as originally written)	The Buddy Eller Homeless Shelter closed in 2014. In 2017, the City approved a Major Use Permit for a permanent homeless facility and temporary winter shelter, and in 2018 the winter shelter opened. No complaints were received in 2018 for this new winter shelter. Additionally, to resolve any neighborhood compatibility issues with future homeless facilities, Community Development staff is currently working on an update to the Homeless Facilities definition in the zoning code. This is expected to be developed, with recommendations presented to Planning Commission and the City Council, in 2019.
H-2.f The zoning code shall be amended to allow homeless facilities without the requirement for a Use Permit in the Homeless Shelter Overlay Zone. The zoning code shall require a Site Development Permit and facility management plan, and reasonable site development standards for homeless facilities.	Support an adequate number or type of homeless facilities to support the homeless population.	Completed	The City adopted a Homeless Shelter Overlay Zone in 2015. As stated in H-2.e above, the City approved a permanent homeless facility and temporary winter shelter in 2017. In 2018, the City also approved a second facility with services primarily serving the homeless. Neither the homeless facility/winter shelter approved in 2017 or the homeless services facility approved in 2018 were located within the Overlay Zone.
H-2.g Do not permit the conversion of rental units to condominium units unless the City's amount of rental units is sufficiently adequate.	Retain the rental housing stock.	Ongoing	There have been no rental unit-to-condominium conversions proposed in the last six years.
H-2.h Do not permit the conversion of single family residential homes to professional offices unless the City's amount of residential units is sufficiently adequate.	Retain total housing stock.	Completed	No conversions of single family homes to professional offices were approved in 2014-2018. Additionally, two offices were approved to be converted into two residential units in 2014-15.

H-2.i Adopt an Inclusionary Housing Ordinance by 2013 that requires below-market rate housing to be included as part of residential projects.	Increase the supply of affordable housing.	De-prioritized due to RHNA housing production numbers and housing market considerations	At the start of the 2014-2019 Housing Element planning cycle, there had been very few housing starts overall in the City of Ukiah for the past several years. This was especially the case for market-rate housing, which in Ukiah tends to be units with rents affordable to households in the "moderate" or "above moderate" income group. Studies have shown that when a lack of developer demand exists for housing development, adopting ordinances such as an inclusionary housing ordinance can have the unintended consequence of further restricting housing development. Noting this trend, the City instead has sought ways to incentivize the development of housing for all economic segments of the community. Through a proactive approach with local and regionally-based housing developers, staff in both the City Manager's Office and Community Development Department met with and engaged developers in pursuing housing development projects. In 2017, the City's Community Development Department shifted to a priority of the delivery of exceptional customer service, streamlining the building and planning permit process and improving responsiveness on building inspections. Also in 2017, the City Council adopted a two-part housing strategy to address the need for housing in the community, creating the City's first Housing Trust Fund. A NOFA was released in 2018, and the initial funding allocation of \$500,000 was over-subscribed with three applications submitted for the maximum funding amount. As depicted in housing production numbers reported in Table B, this approach appears to be working. 37 housing units affordable to households in the "very low-income" category were permitted in 2018, the most affordable units permitted in any single year within the past 10 years. If all three housing applications submitted in response to the 2018 NOFA eventually are constructed, approximately 150 new affordable housing units would be created.
H-2.j Adopt minimum standards for inclusionary housing units.	Increase the supply of affordable housing.	De-prioritized due to RHNA housing production numbers and housing market considerations	Status is the same as in H-2.i above.
H-2.k Prepare a Nexus Study by 2014 to determine if a nexus can be established requiring the developers of large residential and commercial projects to construct needed affordable housing units on site or in another appropriately zoned location near the place of employment/pay impact fee	Generate local source of affordable housing funds.	Completed	The study was not completed but affordable housing funds were generated through the re-use of former RDA affordable housing successor funds to create the Ukiah Housing Trust Fund. Through funding for housing trust funds in new state bills, additional funds may be raised in the future.
H-2.l Identify and meet with nonprofit builders who specialize in building housing for extremely low-income households.	Develop partnerships with affordable housing developers.	Completed	As noted elsewhere in this Program Implementation Status report, the City has been proactive in identifying and meeting with nonprofit developers specializing in building housing for extremely low-income households.
H-2.m Work in conjunction with other agencies to jointly develop and implement a program that is designed to address the needs of the extremely low income households in the City.	Increase the supply of affordable housing.	Ongoing	The City continues to engage with housing stakeholders towards addressing the needs of extremely low income households in the City.
H-2.n Amend the zoning ordinance to be consistent with Senate Bill 2.	Streamline transitional housing projects.	Completed	In 2015, the City adopted a Homeless Shelter overlay zone through Ordinance 1161.
H-2.o Post sites inventory map and housing development in commercial zones on website and provide hard copies at the counter.	Provide education.	Completed	These lists were completed in 2014 and are posted on the City's website.
H-2.p Conduct a roundtable meeting with nonprofit housing sponsors and developers.	Provide opportunities for the creation of more affordable housing.	Completed	The City did not host a roundtable meeting, but City staff did meet with multiple housing stakeholders, both for-profit and non-profit, to solicit input towards the development of its 2017 Housing Strategy. Additionally, as stated elsewhere in this report, the City has been proactive in engaging with housing sponsors and developers in discussions regarding creation of additional housing units.
H-2.q Update inventory of vacant and underutilized parcels.	Provide education to the public and potential developers.	Completed and ongoing	The inventory was updated in 2012, 2013, and 2016-17. Another update is expected to be completed in 2019.
H-2.r Facilitate the consolidation of smaller multi-family parcels.	Provide opportunities for the creation of more affordable housing.	Ongoing	As part of its 2017 Housing Strategy, City staff is analyzing zoning districts and opportunities for consolidation of smaller multi-family parcels. This work is expected to conclude during the 2019-2027 Housing Element update process.
H-3.a Special Needs Rental Housing: Support applications to State and federal agencies such as HCD, State Treasurer's Office, HUD and USDA for affordable rental housing financing to provide shelter for very low-income families and special needs households.	Support funding applications for special needs housing projects.	Ongoing	A project with 37 units of special needs rental housing was issued a building permit in 2018 (noted in Table A2). The City's Building Division has been responsive in providing additional inspections when needed.
H-3.b Increase housing opportunities for persons with disabilities consistent with the fair housing and disability laws, and encourage physical access to and within residential units and areas during the development review process.	Increase housing opportunities for persons with disabilities.	Completed	The Building Division is included in development review and provides comments on ensuring housing developments are designed to include physical accessibility features.
H-3.c Review zoning code to remove regulatory constraints to special needs housing projects.	Eliminate regulatory constraints to special needs housing.	Completed	Preliminary work completed in 2011. No constraints have been identified. A project with 37 units of special needs rental housing was issued a building permit in 2018 (noted in Table A2).
H-3.d Continue to assist farmworker housing stakeholders through technical assistance.	Increase supply of farmworker housing.	Ongoing	City Housing and Planning Services Staff continued to actively participate in the Mendocino County Housing Action Team in 2018. Staff also continued to collaborate with farmworker housing stakeholders towards potential housing solutions.
H-3.e Amend the zoning code to define and allow Single Room Occupancy (SRO) developments in the Medium Density (R-2) and High Density (R-3) zoning districts.	Remove constraints to SRO housing.	Ongoing	Zoning code has not yet been amended. This program will be analyzed for possible inclusion in the 2019-2027 Housing Element Update.

Table E									
Commercial Development Bonus Approved pursuant to GC Section 65915.7									
Project Identifier				Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
1				2				3	4
APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID ⁺	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
Summary Row: Start Data Entry Below									

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction	Ukiah	
Reporting Period	2018	(Jan. 1 - Dec. 31)

Note: + Optional field
Cells in grey contain auto-calculation formulas

Table F									
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)(2)									
This table is optional. Jurisdictions may list (for informational purposes only) units that do not count toward RHNA, but were substantially rehabilitated, acquired or preserved. To enter units in this table as progress toward RHNA, please contact HCD at APR@hcd.ca.gov. HCD will provide a password to unlock the grey fields. Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in Government Code section 65583.1(c)(2).									
Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1 ⁺
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Total Units by Income									

Jurisdiction	Ukiah	
Reporting Year	2018	(Jan. 1 - Dec. 31)

Entitled Units Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	30
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	35
Above Moderate		1
Total Units		66

Note: units serving extremely low-income households are included in the very low-income permitted units totals

Submitted Applications Summary	
Total Housing Applications Submitted:	17
Number of Proposed Units in All Applications Received:	82
Total Housing Units Approved:	82
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas

County	Income Category	Number of Persons in Household							
		1	2	3	4	5	6	7	8

Last page instructs how to use income limits to determine applicant eligibility and calculate affordable housing cost and rent

Lake County 4-Person Area Median Income: \$59,900	Extremely Low	12600	16460	20780	25100	29420	33740	37140	39550
	Very Low Income	21000	24000	27000	29950	32350	34750	37150	39550
	Low Income	33550	38350	43150	47900	51750	55600	59400	63250
	Median Income	41950	47900	53900	59900	64700	69500	74300	79050
	Moderate Income	50350	57500	64700	71900	77650	83400	89150	94900

Lassen County 4-Person Area Median Income: \$69,400	Extremely Low	14600	16650	20780	25100	29420	33740	38060	42380
	Very Low Income	24300	27800	31250	34700	37500	40300	43050	45850
	Low Income	38850	44400	49950	55500	59950	64400	68850	73300
	Median Income	48600	55500	62450	69400	74950	80500	86050	91600
	Moderate Income	58300	66650	74950	83300	89950	96650	103300	109950

Los Angeles County 4-Person Area Median Income: \$69,300	Extremely Low	20350	23250	26150	29050	31400	33740	38060	42380
	Very Low Income	33950	38800	43650	48450	52350	56250	60100	64000
	Low Income	54250	62000	69750	77500	83700	89900	96100	102300
	Median Income	48500	55450	62350	69300	74850	80400	85950	91500
	Moderate Income	58200	66500	74850	83150	89800	96450	103100	109750

Madera County 4-Person Area Median Income: \$59,900	Extremely Low	12600	16460	20780	25100	29420	33740	37140	39550
	Very Low Income	21000	24000	27000	29950	32350	34750	37150	39550
	Low Income	33550	38350	43150	47900	51750	55600	59400	63250
	Median Income	41950	47900	53900	59900	64700	69500	74300	79050
	Moderate Income	50350	57500	64700	71900	77650	83400	89150	94900

Marin County 4-Person Area Median Income: \$118,400	Extremely Low	30800	35200	39600	44000	47550	51050	54600	58100
	Very Low Income	51350	58650	66000	73300	79200	85050	90900	96800
	Low Income	82200	93950	105700	117400	126800	136200	145600	155000
	Median Income	82900	94700	106550	118400	127850	137350	146800	156300
	Moderate Income	99450	113700	127900	142100	153450	164850	176200	187550

Mariposa County 4-Person Area Median Income: \$65,500	Extremely Low	13800	16460	20780	25100	29420	33740	38060	42380
	Very Low Income	22950	26200	29500	32750	35400	38000	40650	43250
	Low Income	36700	41950	47200	52400	56600	60800	65000	69200
	Median Income	45850	52400	58950	65500	70750	76000	81200	86450
	Moderate Income	55000	62900	70750	78600	84900	91200	97450	103750

Mendocino County 4-Person Area Median Income: \$60,600	Extremely Low	12800	16460	20780	25100	29420	33740	37600	40200
	Very Low Income	21350	24400	27450	30450	32900	35350	37800	40200
	Low Income	34100	39000	43850	48700	52600	56500	60400	64300
	Median Income	42400	48500	54550	60600	65450	70300	75150	80000
	Moderate Income	50900	58150	65450	72700	78500	84350	90150	95950

Merced County 4-Person Area Median Income: \$59,900	Extremely Low	12600	16460	20780	25100	29420	33740	37140	39550
	Very Low Income	21000	24000	27000	29950	32350	34750	37150	39550
	Low Income	33550	38350	43150	47900	51750	55600	59400	63250
	Median Income	41950	47900	53900	59900	64700	69500	74300	79050
	Moderate Income	50350	57500	64700	71900	77650	83400	89150	94900



AGENDA SUMMARY REPORT

SUBJECT: Adoption of Resolution Confirming that Wetlands Park is Closed to the General Public and Shall Remain in its Natural Condition.

DEPARTMENT: Economic Development

PREPARED BY: Traci Boyl

ATTACHMENTS:

[Attachment 1_Ordinance 1156 Amending Div 1 Chapter 12 Section 1965](#)

[Attachment 2 Wetlands Park Resolution_032019.pdf](#)

Summary: This report recommends confirming that Wetlands Park is closed to the public and shall remain in its natural condition.

Background: The City Manager's Office has received reports that Wetland Park's natural condition is being damaged due to public use. The reports have cited incidences of pedestrian traffic, vehicle traffic, overnight campers, and litter on Wetlands Park.

Discussion: The City Council, at its regular meeting on December 17, 2014, adopted the provisions of Ordinance No. 1156, which established Wetlands Park as a City Park, which ordinance became effective on January 16, 2015. (A copy of Ordinance 1156 is attached as Attachment 1.) The ordinance added subsection P to Ukiah City Code Section 1965, which established the .79 acre parcel that the City Successor Agency acquired from Costco and subsequently conveyed to the City as a City park. In addition to establishing the park,

RECOMMENDED ACTION: Adopt a resolution confirming that Wetlands Park is closed to the general public and shall remain in its natural condition.

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: Shannon Riley, Deputy City Manager and David Rapport, City Attorney

Approved: _____


Sage Sangiacomo, City Manager

Subsection P provides that Wetlands Park is not be subject to Ukiah City Code Sections 1966, and shall remain in its natural condition until a management plan is adopted by the City Council. Ukiah City Code Section 1966 establishes the days and hours when other City parks are open to the general public.

By excluding Wetlands Park from Ukiah City Code Section 1966, the City Council established that Wetlands Park shall remain closed to the general public in furtherance of the City Council's declared intent to preserve Wetlands Park in its undisturbed natural condition, until the City Council adopts a management plan for Wetlands Park. Subsection P further provides that other rules and regulations than those prescribed in Division 1, Chapter 12 of the Ukiah City Code, governing Parks and Recreation Facilities in the City, shall also apply to the Wetlands Park, if such rules are adopted by resolution of the City Council.

To assist in the enforcement of Subsection P, staff recommends that the City Council adopt the resolution attached as Attachment 2, declaring that Wetlands Park is closed to the general public and that members of the public shall not enter or remain on or in Wetlands Park. The resolution authorizes the placement of signs providing notice that the park is closed to the public and authorizes the erection of a fence or other barrier to public access.

ORDINANCE NO. 1156**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH AMENDING SECTION 1965 IN DIVISION 1, CHAPTER 12 OF THE UKIAH CITY CODE, , ENTITLED "PARKS AND RECREATION FACILITIES"**

The City of Ukiah of the City of Ukiah hereby ordains as follows.

SECTION 1

Section 1965 in Division 1, Chapter 12 of the Ukiah City Code is hereby amended to read as follows.

§1965 FACILITIES

The following described parcels of land are parks and recreation facilities of the city and shall be known by the names indicated:

- A. Todd Grove Municipal Park: Bounded by Walnut, Live Oak Avenue, and Park Boulevard;
- B. Giorno Park: Situated next to Anton Stadium and lying between Giorno Avenue and Park Boulevard;
- C. Carpenter Park: Bounded by Clay Street and Main Street;
- D. McGarvey Park: Bounded by Stephenson, Bush, Dora, and Clay Streets;
- E. Oak Manor Park: Bounded by Oak Manor Drive, Gobbi, and Gibson Streets;
- F. Seminary Avenue: Bounded by Oak and State Streets;
- G. Vinewood Park: Situated between Elm and Pine Streets;
- H. Municipal golf course: Situated along Live Oak Avenue and Park Boulevard;
- I. Gardner Pocket Park: Situated within parking lot A;
- J. Alex R. Thomas, Jr., Plaza: Bounded by State, School, and Clay Streets;
- K. Observatory Park: Situated between Observatory Avenue and Luce Avenue;
- L. Orchard Park: Bounded by Orchard Avenue and Cindee Drive;
- M. Riverside Park: Situated at the east end of Gobbi Street and bordered on the east by the Russian River;

- N. City View Trail: Situated on the city owned property above the Ukiah municipal golf course in the lower western hills. The 1.5 mile looped trail begins and ends at a point in Low Gap Regional Park;
- O. Ukiah skatepark on a portion of the city owned property known as Mendocino County assessor's parcel number 001-020-09 adjoining the county regional park on Low Gap Road, which is improved with a skatepark.
- P. Wetlands Park on Lot 3 (Exhibit A) as depicted and described in the _____ map on file with the Mendocino County Recorder at _____. The Wetlands Park shall not be subject to Ukiah City Code Sections 1966 and shall remain in its natural condition, until a management plan is adopted by the City Council. Other rules and regulations than those prescribed in this Chapter shall also apply, if such rules are adopted by resolution of the City Council.

SECTION 2

Nothing in this Article shall limit or preclude the enforcement of other applicable laws.

SECTION 3

This Ordinance shall become effective 30 days after its adoption or upon the City acquiring ownership of the lands comprising the Wetlands Park, whichever occurs last and shall be published as required by law.

Introduced by title only on December 3, 2014 by the following roll call vote:

AYES: Councilmembers Mulheren, Doble, Brown, Scalmanini, and Mayor Crane
NOES: None
ABSTAIN: None
ABSENT: None

Adopted on December 17, 2014, by the following roll call vote:

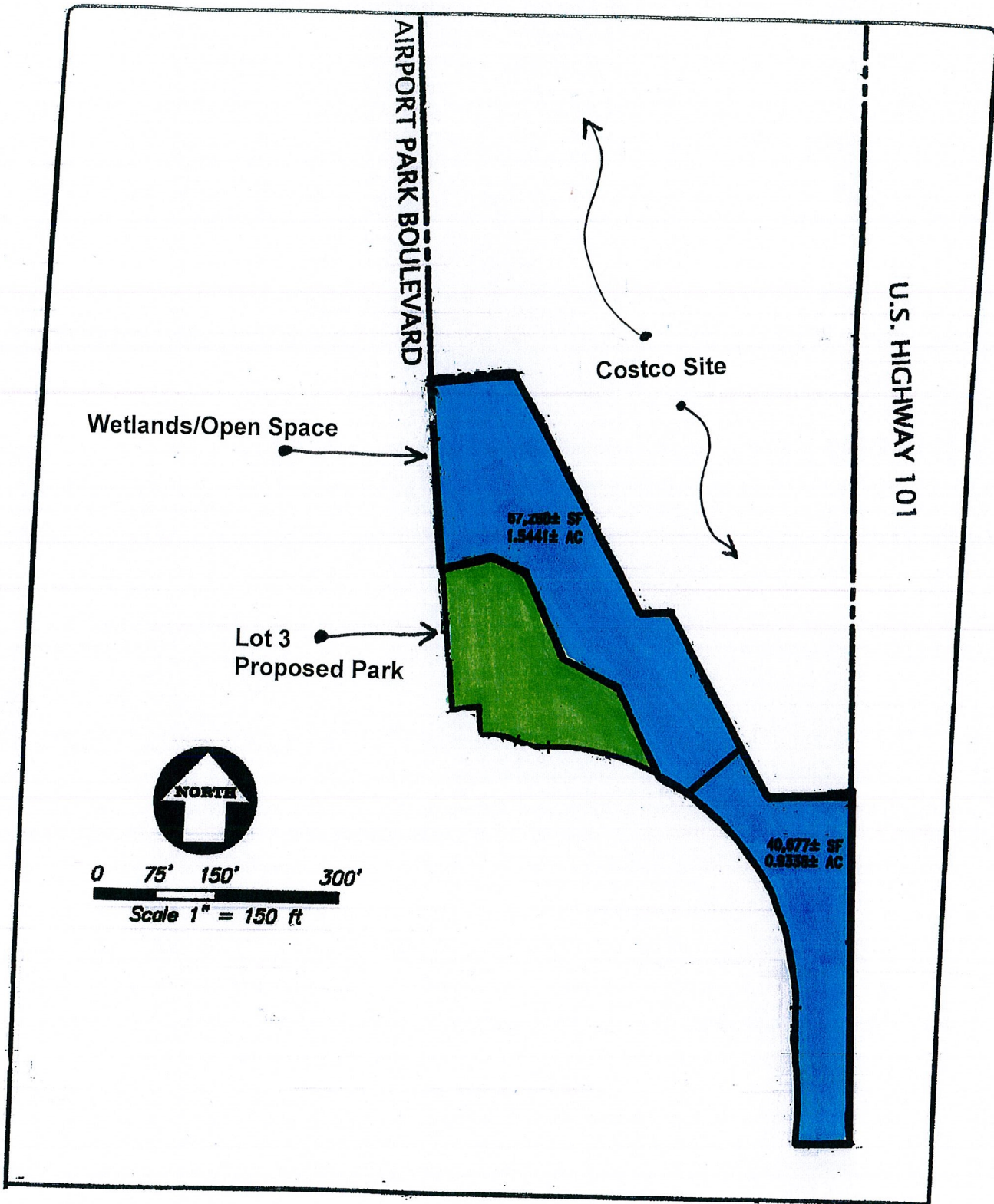
AYES: Councilmembers Mulheren, Doble, Brown, Scalmanini, and Mayor Crane
NOES: None
ABSTAIN: None
ABSENT: None


Douglas F. Crane, Mayor

ATTEST:


Kristine Lawler, City Clerk

EXHIBIT A



RESOLUTION NO. 2019-**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH CONFIRMING THAT WETLANDS PARK IS CLOSED TO THE GENERAL PUBLIC AND SHALL REMAIN IN ITS NATURAL CONDITION****WHEREAS:**

1. The City Council at its regular meeting on December 17, 2014, adopted the provisions of Ordinance No. 1156 which established Wetlands Park as a City Park, which ordinance became effective on January 16, 2015; and

2. Ordinance No. 1156 added subsection P to Ukiah City Code Section 1965, establishing Lot 3 as described in the Grant Deed from the Successor Agency for the City of Ukiah to the City of Ukiah, dated August 31, 2017, recorded with the Mendocino County Recorder on August 31, 2017, by Document No. 2017-11657, a true and correct copy of which is attached hereto as Exhibit A; and

3. Subsection P to Ukiah City Code Section 1965 established Lot 3 as Wetlands Park and provides that Wetlands Park shall not be subject to Ukiah City Code Sections 1966 and shall remain in its natural condition, until a management plan is adopted by the City Council; and

4. Ukiah City Code Section 1966 establishes the days and hours when other City parks are open to the general public; and

5. By excluding Wetlands Park from Ukiah City Code Section 1966, the City Council established that Wetlands Park shall remain closed to the general public in furtherance of the City Council's declared intent to preserve Wetlands Park in its undisturbed natural condition, until the City Council adopts a management plan for Wetlands Park; and

6. Subsection P further provides that other rules and regulations than those prescribed in Division 1, Chapter 12 of the Ukiah City Code, governing Parks and Recreation Facilities in the City of Ukiah, shall also apply, if such rules are adopted by resolution of the City Council; and

7. The City Council seeks to clarify that Wetlands Park is closed to the general public and that members of the public shall not enter or remain on or in Wetlands Park, until the City Council adopts the management plan referenced in Subsection P;

NOW, THEREFORE, IT IS HEREBY RESOLVED, that Wetlands Park is closed to the general public and that it shall constitute a violation of Ukiah City Code Section 1965.P for any member of the general public to enter upon or remain in Wetlands Park and any such violation shall be subject to the penalties prescribed in Ukiah City Code Section 2001.

IT IS FURTHER RESOLVED that signs are hereby authorized to be placed in conspicuous locations at the boundary of Wetlands Park providing notice that the park is closed to the general public and barriers to public access are hereby authorized to be installed.

PASSED AND ADOPTED this 20th day of March, 2019, by the following roll call vote:

AYES:

NOES:

ABSENT:
ABSTAIN:

Maureen Mulheren, Mayor

ATTEST:

Kristine Lawler, City Clerk

RECORDING REQUESTED BY

City of Ukiah

AND WHEN RECORDED MAIL TO:

City of Ukiah
 City Clerk
 300 Seminary Avenue
 Ukiah, CA. 95482

CONFORMED COPY

Copy of Document Recorded on
 08/31/2017 03:12:19 PM
 as 2017-11657
 Mendocino County Clerk-Recorder

Space Above This Line for Recorder's Use Only

No fee pursuant to Gov. Code Sec. 6103

GRANT DEED

The Undersigned Grantor(s) Declare(s): DOCUMENTARY TRANSFER TAX \$____; CITY TRANSFER TAX \$____;
 SURVEY MONUMENT FEE \$____

[] computed on the consideration or full value of property conveyed, OR
 [] computed on the consideration or full value less value of liens and/or encumbrances remaining at time of sale,
 [] unincorporated area; [] City of _____, and

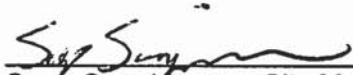
FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, **City of Ukiah Successor Agency for Dissolved Ukiah Redevelopment Agency, a public body**

hereby GRANTS to **City of Ukiah Successor Agency for Dissolved Ukiah Redevelopment Agency, a public body**

the following described property in the **City of Ukiah**, County of **Mendocino**, State of California:

Lot 3 as described in the attached Exhibit "A" and as shown on the attached Exhibit "B".

City of Ukiah Successor Agency for Dissolved Ukiah Redevelopment Agency, a public body



Sage Sangiacomo, City Manager

Dated: 8-31-17

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by the Grant Deed dated AUGUST 31, 2017 from the City of Ukiah Successor Agency for Dissolved Ukiah Redevelopment Agency, a public body, to the City of Ukiah Successor Agency for Dissolved Ukiah Redevelopment Agency, a public body, is hereby accepted by order of the undersigned officer on behalf of the City of Ukiah Successor Agency for Dissolved Ukiah Redevelopment Agency pursuant to authority conferred by resolution of said Successor Agency adopted on December 5, 2012, and the Grantee consents to recordation thereof by its duly authorized officer.

This document is presented for recordation by the City of Ukiah Successor Agency for Dissolved Ukiah Redevelopment Agency pursuant to Section 27281 of the Government Code.

By: Sage Sangiacomo
Sage Sangiacomo, City Manager

Date: 8-31-17

ACKNOWLEDGMENT

A notary public or other office 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.

State of California)

County of MENDOCINO)

On AUGUST 31, 2017, before me, KRISTINE LAWLER,

Notary Public, personally appeared Sage Sangiacomo, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Kristine Lawler
Signature of Notary Public



Place Notary Seal Above

EXHIBIT "A"
**LANDS OF CITY OF UKIAH, SUCCESSOR AGENCY FOR DISSOLVED UKIAH
 REDEVELOPMENT AGENCY, A PUBLIC BODY**

LOT 3

REAL PROPERTY SITUATE IN THE CITY OF UKIAH, COUNTY OF MENDOCINO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

BEING A PORTION OF PARCEL 1 AS SHOWN ON THAT PARCEL MAP M.S. 04-51 RECORDED OCTOBER 2, 2006 IN MAPS, DRAWER 74 AT PAGES 4 THROUGH 6, OFFICIAL RECORDS OF MENDOCINO COUNTY, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WESTERLY LINE OF SAID PARCEL 1, SAID POINT BEING THE SOUTHERLY TERMINUS OF THE COURSE SHOWN AS NORTH 07°31'49" WEST, 316.07 FEET ON SAID PARCEL MAP M.S. 04-51;

THENCE ALONG SAID WESTERLY LINE, NORTH 07°31'49" WEST A DISTANCE OF 166.00 FEET;

THENCE NORTH 75°04'25" EAST A DISTANCE OF 62.00 FEET;

THENCE SOUTH 68°33'19" EAST A DISTANCE OF 49.00 FEET;

THENCE SOUTH 28°10'29" EAST A DISTANCE OF 115.00 FEET;

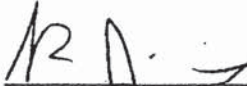
THENCE SOUTH 67°15'27" EAST A DISTANCE OF 75.00 FEET;

THENCE SOUTH 30°05'23" EAST A DISTANCE OF 119.00 FEET TO A POINT ON THE SOUTHERLY BOUNDARY OF SAID PARCEL 1, SAID POINT ALSO BEING THE BEGINNING OF A NON-TANGENT CURVE TO THE LEFT, THE CENTER OF WHICH BEARS SOUTH 25°04'17" WEST;

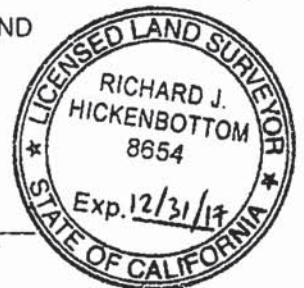
THENCE ALONG SAID SOUTHERLY BOUNDARY THE FOLLOWING FIVE (5) COURSES:

- 1) THENCE ALONG THE ARC OF SAID CURVE HAVING A RADIUS OF 314.00 FEET, THROUGH A CENTRAL ANGLE OF 27°11'17" FOR AN ARC LENGTH OF 149.00 FEET TO A POINT OF REVERSE CURVATURE;
- 2) THENCE ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A RADIUS OF 100.00 FEET, THROUGH A CENTRAL ANGLE OF 23°14'32" FOR AN ARC LENGTH OF 40.57 FEET TO A POINT OF REVERSE CURVATURE;
- 3) THENCE ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A RADIUS OF 100.00 FEET, THROUGH A CENTRAL ANGLE OF 27°03'26" FOR AN ARC LENGTH OF 47.22 FEET;
- 4) THENCE NORTH 05°55'53" WEST A DISTANCE OF 33.00 FEET;
- 5) THENCE SOUTH 82°28'11" WEST A DISTANCE OF 33.00 FEET TO THE POINT OF BEGINNING.

ALL AS SHOWN ON PAGE 3 OF 3 ON THE ATTACHED PLAT MADE A PART HEREOF AND CONTAINING 0.7963 ACRES OF LAND, MORE OR LESS.


 RICHARD J. HICKENBOTTOM, PLS 8654
 LICENSE EXPIRES: 12/31/17

8/11/17
 DATE





0 125' 250' 500'

Scale 1" = 250 ft

LEGEND

	EXISTING PROPERTY LINE
	EXISTING PROPERTY LINE TO BE REMOVED
	PROPOSED PROPERTY LINE
SF	SQUARE FEET
AC	ACRES

AIRPORT PARK BOULEVARD
(70' WIDE)

U.S. HIGHWAY 101

LOT F8
CA2 D64
PG21

LOT G3
CA2 D64
PG21

LOT F10
CA2 D64
PG21

LOT G2
CA2 D64
PG21

LOT 1
666,421± SF
15.2989± AC
SEE SHEET 2

LOT F11
CA2 D64
PG21

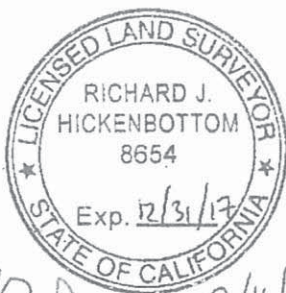
LOT G1
CA2 D64
PG21

LOT 2
67,260± SF
1.5441± AC
SEE SHEET 3

PARCEL 1
D74 PG04

LOT 3
34,688± SF
0.7963± AC
SEE SHEET 3

LOT 4
40,677± SF
0.9338± AC
SEE SHEET 3



12/31/17 *8/11/17*

Z:\2009\A09614-1\Survey\A09614-1-PD.dwg 5/7/2013 10:51:50 AM PDT



KIER & WRIGHT
CIVIL ENGINEERS & SURVEYORS, INC.
2850 Collier Canyon Road Phone (925) 245-8788
Livermore, California 94551 Fax (925) 245-8796

EXHIBIT "B"

OVERALL

UKIAH, MENDOCINO COUNTY, CALIFORNIA

SCALE	1" = 250'
DATE	10/22/13
BY	AB
JOB NO.	A09614-1
SHEET	1 OF 3



0 100' 200' 400'

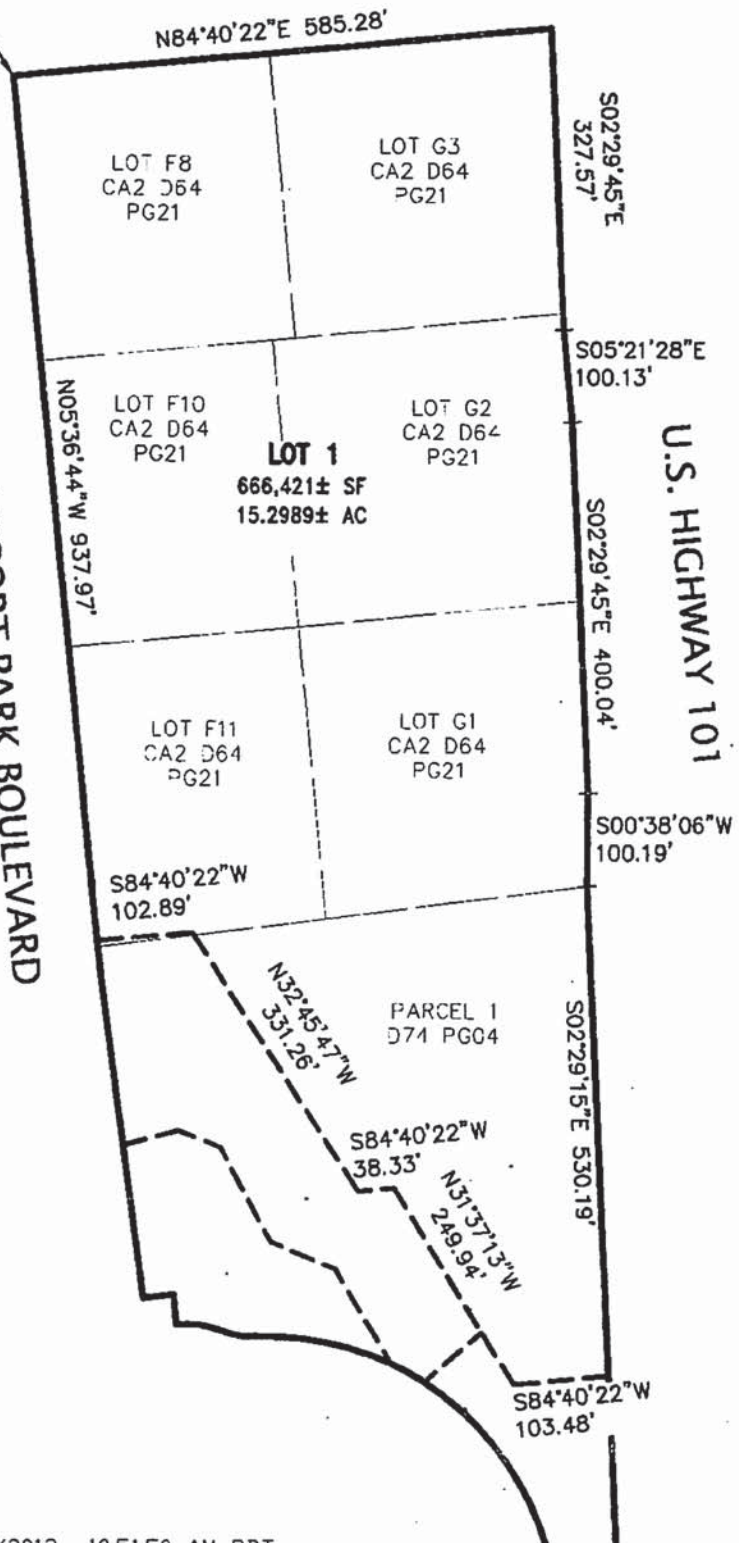
Scale 1" = 200 ft

LEGEND

	EXISTING PROPERTY LINE
	EXISTING PROPERTY LINE TO BE REMOVED
	PROPOSED PROPERTY LINE
SF	SQUARE FEET
AC	ACRES
P.O.B.	POINT OF BEGINNING

P.O.B.
LOT 1

AIRPORT PARK BOULEVARD
(70' WIDE)



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KIER & WRIGHT

CIVIL ENGINEERS & SURVEYORS, INC.

2850 Collier Canyon Road Phone (925) 245-8788
Livermore, California 94551 Fax (925) 245-8796

EXHIBIT "B"

LOT 1

UKIAH, MENDOCINO COUNTY, CALIFORNIA

SCALE 1" = 200'

DATE 10/22/13

BY AB

JOB NO. A09614-1

SHEET 2 OF 3

LOT G2
CA2 D64 PG21

LOT F11
CA2 D64
PG21

LOT G1
CA2 D64
PG21

U.S. HIGHWAY 101

PARCEL 1
D74 PG04

LOT 2
67,260± SF
1.5441± AC

LOT 3

LOT 4
40,677± SF
0.9338± AC

CURVE TABLE			
CURVE	RADIUS	DELTA	LENGTH
C1	314.00	7°39'50"	42.00
C2	314.00	27°11'17"	149.00
C3	100.00	23°14'32"	40.57
C4	100.00	27°03'26"	47.22



0 75' 150' 300'

Scale 1" = 150 ft

LEGEND

	EXISTING PROPERTY LINE
	EXISTING PROPERTY LINE TO BE REMOVED
	PROPOSED PROPERTY LINE
SF	SQUARE FEET
AC	ACRES
(R)	RADIAL BEARING
P.O.B.	POINT OF BEGINNING

LINE TABLE		
LINE	LENGTH	BEARING
L1	62.00	N75°04'25"E
L2	49.00	S66°33'19"E
L3	75.00	S67°15'27"E
L4	119.00	S30°05'23"E
L5	83.00	N49°21'45"E
L6	33.00	N05°55'53"W
L7	33.00	S82°28'11"W

Z:\2009\A09614-1\Survey\A09614-1-PD.dwg 5/7/2013 10:51:50 AM PDT



KIER & WRIGHT

CIVIL ENGINEERS & SURVEYORS, INC.

2850 Collier Canyon Road Phone (925) 245-8788

Livermore, California 94551 Fax (925) 245-8796

EXHIBIT "B"

LOTS 2, 3 & 4

UKIAH, MENDOCINO COUNTY, CALIFORNIA

SCALE 1" = 150'

DATE	10/22/13
------	----------

BY AB

JOB NO. A09614-1

SHEET 3 OF 3



AGENDA SUMMARY REPORT

SUBJECT: Adopt Plans and Specifications for Spec. No. 19-03 Gobbi Street Underground Project District #3 to Install Underground Substructures for the Removal of Overhead Utilities on East Gobbi Street Between State Street and Orchard Avenue, Marshall, and 600 Block of Leslie Streets; Approve an Interfund Loan Agreement Between Fund 800 (Electric Operating Fund) and 805 (Street Lighting Fund); and Approve Budget Amendment in the Amount of \$900,000.

DEPARTMENT: Electric Utility

PREPARED BY: Cindy Sauers

ATTACHMENTS:

[Attachment 1 Spec 19-03 - Gobbi Street Undergrounding Project.pdf](#)

[Attachment 2 Gobbi UG Drawings.pdf](#)

[Attachment 3 - Resolution Establishing Interfund Advance.pdf](#)

Summary: Staff will seek Council approval to adopt plans and specifications for Gobbi Street Underground Project.

Background: On December 6, 2017, the Ukiah City Council approved Gobbi Street Underground District #3, a City improvement project that directs the Electric Utility Department, along with AT&T and Comcast, to

RECOMMENDED ACTION: Adopt plans and specifications for Spec. No. 19-03 Gobbi Street Underground Project District #3 to install underground substructures for the removal of overhead utilities on East Gobbi Street between State Street and Orchard Avenue, Marshall, and 600 Block of Leslie Streets; Approve an interfund loan agreement between Fund 800 (Electric Operating Fund) and 805 (Street Lighting Fund); and Approve budget amendment in the amount of \$900,000.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: \$600,000: 80126100.80230.18045

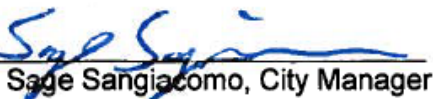
PROPOSED BUDGET AMOUNT: REVENUE: \$695,000, 80126120.44825.18045; APPROPRIATIONS: \$1,295,000, 80126120.80230.18045; \$200,000, 805 Streetlight Fund: 80526120.80230.18045

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Mary Horger, Procurement Manager

Approved:


Sage Sangiacomo, City Manager

underground the overhead facilities along Gobbi Street from State Street to Orchard Avenue, including Marshall Street and Leslie Street in Ukiah, California.

This project will install electric, phone and cable substructures (conduits and vaults) from State Street to Orchard Avenue, Marshall Street and the 600 Block of Leslie Street. The new conduit system will connect to existing underground facilities that are already in place between the North Coast Railroad Authority east to Orchard Avenue. The connection between the new and old duct system will provide a pathway for phone, cable and electric utilities to underground the overhead facilities. See Attachments 1 and 2 for project specification and drawings.

Since this project is comprised of joint (shared) trenches for the utilities, the cost for some portions of the project will be divided according to space occupied, trench length and number of utilities, whereas if only one utility occupies the trench, that utility will pay the entire cost to install substructures.

A project of this scope requires significant coordination with other utilities as well as with customers. In order to provide exceptional customer service and keep outages to a minimum, parallel overhead and underground services must be in place while the removal of the overhead facilities are managed. This is completed in a staged approach with EUD being the first to transfer City electric customers to the new underground system; then Comcast and AT&T will move their customers to the underground system and remove utility poles.

It is anticipated that the project will be completed in summer 2020.

Discussion: Engineering's estimated cost for this project is \$1,444,400 (\$1,274,400 for undergrounding plus \$170,000 for street lighting). Of the \$1,444,400, approximately \$600,000 will be paid by the Electric Utility, \$200,000 from the streetlight fund and the balance, approximately \$674,400, being reimbursed by AT&T and Comcast. Funds for the underground portion of the project are included in the Electric Utility Department's 2019/20 budget.

Further, fund 805 (Street Lighting) will need to borrow from the electric operations fund, 800, for its share of the project. Per the City's debt management policy, an interfund long-term loan (advance) requires Council approval through resolution, Attachment #3. Finance recommends a five-year repayment plan at an annual variable interest rate using the LAIF Annual Average Yield, e.g. 2017-18 was 1.376%.

CITY OF UKIAH
MENDOCINO COUNTY, CALIFORNIA

**SPECIAL PROVISIONS
FOR
GOBBI STREET UNDERGROUNDING PROJECT
STATE STREET TO ORCHARD AVENUE**

SPECIFICATION NO. 19-03

CITY OF UKIAH
DEPARTMENT OF ELECTRIC UTILITY
300 SEMINARY AVENUE
Ukiah, California 95482-5400

Bids Open:

**_____ , _____ , _____
2:00 p.m.
Office of City Clerk**

CITY OF UKIAH
MENDOCINO COUNTY, CALIFORNIA

CITY COUNCIL:

MAUREEN MULHEREN – MAYOR
DOUGLAS CRANE – VICE-MAYOR
JIM BROWN – COUNCIL MEMBER
STEVE SCALMANINI – COUNCIL MEMBER
JUAN OROZCO – COUNCIL MEMBER

SAGE SANGIACOMO – CITY MANAGER
MEL GRANDI – DIRECTOR OF ELECTRIC UTILITY

MARY HORGER – PROCUREMENT MANAGER

KRISTINE LAWLER – CITY CLERK

R. ALLEN CARTER - CITY TREASURER

CITY OF UKIAH
DEPARTMENT OF ELECTRIC UTILITY
MARCH 2019

NOTICE TO BIDDERS

INSTRUCTIONS TO BIDDERS	1
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GENERAL CONDITIONS

SECTION 1. PROPOSAL REQUIREMENTS AND GENERAL CONDITIONS	2
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- 1-01. Definitions
- 1-02. Examinations of Plans, Special Provisions and Site of Work
- 1-03. Proposal
- 1-04. Withdrawal of Bids
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317 2527	JUNCTION BOX COVER INSTALLATION DETAIL
317 2431	PEDESTAL BOX PAD INSTALLATION
317 3001	PEDESTAL SPEC
503 0101	STREETLIGHT WIRING (6 SHEETS)
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922 5402	TRANSFORMER BOX PAD
922 5405	PEDESTAL BOX PAD
922 5406	PADMOUNT SWITCH BOX PAD
922 5679-2	UKIAH 504LA EX RING
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922 5701	UKIAH 48 EX RING
922 5703	UKIAH 48 H-20 COVER
922 5764	UKIAH 48
326 1503	BUMPER POST
C401	RAIL TRAIL CROSSING
	AT&T BOX SPECIFICATION
	AT&T UG SPECIFICATIONS (8 SHEETS).
	COMCAST VAULT AND SUBSTRUCTURE SPECIFICATIONS (9 SHEETS)

DRAFT

CITY OF UKIAH, MENDOCINO COUNTY, CALIFORNIA
NOTICE TO BIDDERS FOR GOBBI STREET UNDERGROUNDING PROJECT–SPECIFICATION NO. 19-03

NOTICE IS HEREBY GIVEN that sealed standard proposals for GOBBI STREET UNDERGROUNDING PROJECT will be received at the Office of the City Clerk, Ukiah Civic Center, 300 Seminary Avenue, Ukiah California until 2:00 p.m. on , , 20 , at which time, or as soon thereafter as possible, they will be publicly opened and read. Bids shall be addressed to the City Clerk and shall be endorsed "GOBBI STREET UNDERGROUNDING PROJECT". Bids are required for the entire work described herein. No fax bids will be accepted.

ESTIMATE OF QUANTITIES

Item No.	Description	Quantity	Unit
1.	Excavate, trench, backfill and compaction (12"x36" Trench)	1592	LF
2.	Excavate, trench, backfill and compaction (18"x36" Trench)	95	LF
3.	Excavate, trench, backfill and compaction (18"x48" Trench)	1207	LF
4.	Excavate, trench, backfill and compaction (24"x48" Trench)	20	LF
5.	Excavate, trench, backfill and compaction (24"x 59" Trench)	2227	LF
6.	Excavate, trench, backfill and compaction (24"x75" to 80" Trench)	85	LF
7.	Excavate, trench, backfill and compaction (30"x48" Trench)	64	LF
8.	Excavate, trench, backfill and compaction (30"x59" Off-Street Trench)	32	LF
9.	Excavate, trench, backfill and compaction (30"x60" to 89" Trench)	987	LF
10.	Remove and replace asphalt concrete (12" Trench)	1412	SF
11.	Remove and replace asphalt concrete (18" Trench)	1962	SF
12.	Remove and replace asphalt concrete (24" Trench)	2965	SF
13.	Remove and replace asphalt concrete (30" Trench)	2607	SF
14.	1" PVC SCH 40 Conduit (COMCAST) including installation	997	FT
15.	2" PVC SCH 40 Conduit (COMCAST) including installation	10944	FT
16.	3" PVC SCH 40 Conduit (COMCAST) including installation	35	FT
17.	2" PVC SCHE 40 Conduit (AT&T) including installation	1084	FT
18.	4" PVC SCH 40 Conduit (AT&T) including installation	16098	FT
19.	2" PVC SCH 40 Conduit including installation (ELECTRIC)	808	FT
20.	3" PVC SCH 40 Conduit including installation (ELECTRIC)	1614	FT
21.	4" PVC SCH 40 Conduit including installation (ELECTRIC)	4198	FT
22.	6" PVC SCH 40 Conduit including installation (ELECTRIC)	3226	FT

23.	Sidewalk removal and replacement for installation of Electric, Cable & AT&T Vaults and Boxes	675	SF
24.	Curb and Gutter Removal and Replacement for installation of Electric, Cable & AT&T Vaults and Boxes	15	LF
25.	Excavate, backfill, compact and install Cable Service Vaults B48 (Comcast)	12	EA
26.	Excavate, backfill, compact and install Cable Service Vaults N36 (Comcast)	8	EA
27.	Excavate, backfill, compact and install Cable Service Vaults N30 (Comcast)	12	EA
28.	Excavate, backfill, compact and install Service Vaults 24X36X30AT (AT&T)	25	EA
29.	Excavate, backfill, compact and install Service Vaults 30X60X48AT (AT&T)	4	EA
30.	Excavate, backfill, compact and install Service Vaults 48X78X48AT (AT&T)	6	EA
31.	Excavate, backfill, compact and install Concrete Vault (City to Provide Vault 48)	2	EA
32.	Excavate, backfill, compaction and install Pedestal Box Pad (City to Provide)	3	EA
33.	Excavate, backfill, compaction and install Transformer Box Pad (City to Provide)	2	EA
34.	Excavate, backfill, compaction and install Padmount Switch Box Pad (City to Provide)	1	EA
35.	Excavate, backfill, compaction and install Secondary Service Box(City to Provide)	19	EA
36.	Driveway, sidewalk AC removal and replacement behind right-a-way along Leslie and Marshall Streets	815	SF
37.	Landscape removal and replacement-Gobbi, Leslie, Marshall Streets and Orchard Avenue	1	LS
38.	Lane Striping	1400	FT
39.	Traffic Loop Repair	2	LS
40.	1" HDPE conduit including installation	2115	FT
41.	Streetlight foundations including removal and replacement of sidewalk and installation of streetlight standard and luminaire (City to Provide Standard and Luminaire)	22	EA
42.	Install streetlight junction boxes and make electric connections. (City to Provide)	23	EA
43.	#8 AWG THWN including installation	6750	FT
44.	#12 AWG THWN including installation	5000	FT
45.	Bore and Jack 12" Steel Casing (Electric)	14	FT
46.	Bore and Jack 16" Steel Casing (AT&T and CATV)	14	FT

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 Mary Horger, Procurement Manager at (707) 463-6233 or by email at mhorger@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 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 his 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 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: _____

Kristine Lawler, City Clerk, City of Ukiah, California

PUBLISH TWO TIMES:

INSTRUCTIONS TO BIDDERS

GOBBI STREET UNDERGROUNDING 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 one-hundred (100) calendar 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:

Mary Horger, Procurement Manager
Fax: (707) 313-3621
Email: mhorger@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 will be on East Gobbi, Marshall and Leslie Streets between State Street and Orchard Avenue Street, located in, Ukiah, California.

All work is anticipated to be performed during regular work hours.

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 (submitted on or after March 1, 2015) 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 (awarded on or after April 1, 2015) 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.

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. 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.

3-08. 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-erectments 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 guarantied 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.

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 Pubic 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.

(1)

(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. Location and Scope of Work. All of the work to be performed will be on East Gobbi, Marshall and Leslie Streets between State Street and Orchard Avenue Street, Ukiah, California.

Work required, and to be more clearly defined in this specification under Section 13. Construction Details:

Trench, backfill, compact and install underground conduits for electric, AT&T and Comcast. Install vault(s), boxes, secondary service boxes for electric, AT&T and Comcast. Install electric box pads for switch, transformer and pedestal(s) (installed by Contractor, provide by City) for underground duct system. Bore and jack two (2) steel casings under NWRR for electric, AT&T and Comcast and install streetlight foundations, streetlight standards, luminaires and streetlight junction boxes (provided by City), conduit system by horizontal directional drilling (boring), streetlight conductor, as specified, on Gobbi, Marshall and Leslie Street between State Street and Orchard Avenue.

The Contractor should familiarize himself with the local conditions of the project sites. 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.

12-02. Examination of Site. The Contractor should familiarize himself with the local conditions of the project sites, and shall be responsible for having acquired full knowledge of the job and all problems affecting it. 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, (707) 463-6233.

12-03. 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

12-04. Arrangement of Plans. Plans delineating the scope of work are provided and indexed per Appendix "A" List of Drawings.

12-05. Standard Specifications and Standard Plans. The Standard Specifications and Standard Plans of the California State Department of Transportation, May 2006, are hereby made a part of these Special Provisions and are hereinafter referred to as "California Standard Specifications" and "California Standard Plans."

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

Department of Transportation – The Ukiah City Council.

Director of Public Works – The City of Ukiah Director of Public Works.

Engineer – The Engineer, designated by the City Council, acting either directly or through properly authorized agents, such agents acting within the scope of the particular duties entrusted to them.

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
2. (City) Project Plans
3. City Standard Plans and Details
4. California Standard Plans
5. California Standard Specifications

12-06. 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.

12-07. Permits. The Contractor shall provide, procure, and pay for all permits required to complete this work.

12-08. Temporary Facilities. All temporary facilities are the responsibility of the Contractor. 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 work.

12-09. Public Convenience and Safety. The Contractor shall conduct operations so as to cause the least possible obstruction and inconvenience to the 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 until all work is completed.

12-10. 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.

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. He shall replace promptly and at his own expense any materials and/or workmanship which fail during this warranty period.

12-12. Utilities. No water, sewer or electrical services will be provided by the City. It is the contractor's sole responsibility to arrange such services as necessary.

12-13. Preconstruction Conference. A preconstruction conference will be held before any work will be allowed to commence. This meeting will cover inspection, schedule for work, 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.

12-14. 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 this project.

12-15. Notification of Underground Service Alert (USA). The Contractor shall notify Underground Service Alert (USA) two (2) working days prior to any excavation.

USA dial (toll free) 1-800-227-2600

SECTION 13 - CONSTRUCTION DETAILS

13-01. General. Contractor shall be responsible for furnishing all labor, materials, equipment, tools and incidentals necessary for trenching, backfilling and compacting, bore and jack two (2) steel casing, provide and install conduits forelectric, ATT and Comcast. Install vault(s), box pads and secondary service boxes (furnished by City), install cable vaults and AT&T boxes, blacktopping, sidewalk, curb and gutter removal and replacement. Install streetlight foundations, streetlight standards, luminaires and streetlight junction boxes (provided by City), conduit system by horizontal directional drilling (boring), streetlight conductor, as specified, and other incidental and related work, all as shown on the plans and specifications for the Gobbi Street Undergrounding Project. Location of the work will be on East Gobbi, Marshall and Leslie Streets between State Street and Orchard Avenue Ukiah, California, as more specifically in the construction drawings defined in Appendix "A".

WHERE INTERRUPTION OF ELECTRIC SERVICE WILL RESULT DURING THE INSTALLATION OF A SECONDARY SERVICE JUNCTION BOX, TRANSFORMER BOX PAD, AND PRIMARY PEDESTAL BOX PAD THE CONTRACTOR SHALL COORDIANTE THIS WORK WITH CITY OF UKIAH ELECTRIC UTILITY DEPARTMENT (UEUD). UEUD WILL TURN OFF POWER TO EQUIPMENT AND ASSIST THE CONTRACTOR WITH THE INSTALLATION OF CONDUITS INTO EQUIPMENT. CUSTOMER SERVICE OUTAGE TIME SHALL BE CUT TO A MINIMUN AND SHALL NOT EXCEED ONE WORK DAY.

13-02. Materials. Materials shall be new and of merchantable grade, free from defect. Contractor shall be responsible for providing any and all materials necessary for the completion of the project, which include, but are not limited to, all conduits, conduit sweeps and conduit fittings. Conduit sizes shall be as specified on the plans. PVC conduit, elbows and sweeps shall meet NEMA TC-2, TC-3 and UL 651 (Conduit) and 514b (Fittings) specifications for type Sch 40 and Sch 80. Rigid steel conduit at all riser pole locations shall be U.L. 6 listed and meet ANSI C80.1 specifications. The ¾" NPT threads (ANSI B1.20.1) shall be full cut and hot galvanized after cutting. All elbows and sweeps shall be minimum 48" radius for 6" conduit, minimum 36" radius for 4" conduit and minimum 24" for 2" conduit. Long line couplings shall be used. Five degrees angle couplings, flexible adapters and PVC flexible couplings shall not be used. Standard type duct spacers which proved for a 2" air space between conduits shall be throughout the project on electric duct system. All conduits shall be proved in a manner acceptable to the Electric Utility Department. Conduit shall be free of dirt, rocks or other obstructions which could prevent, hinder or harm the installation of electric cable. Mule Tape must be installed in each conduit. The open end of all conduits must be protected in such a manner that it prohibits dirt and debris from entering. The ends of all stub conduit shall be securely capped. Below ground at capped location, one Greenlee Unimarker electronic marker shall be placed for each type of conduit using the uniform color code. Insulated bonding bushings will be required on metal conduit. No substitutions shall be permitted from the original specifications unless bidder obtains prior written approval.

13-03. Quantities. The preliminary estimate of the quantities of work to be done and materials to be furnished shown in the proposal are approximate only, being given as a basis for the comparison of bids. The City of Ukiah does not expressly or by implication agree that the actual amount of work will correspond therewith, but reserves the right to increase or decrease the amount of any class or portion of work or to omit portions of the work that may be deemed necessary or expedient by the City.

Upon completion of successful bid, the Contractor shall furnish to the Engineer a cost break-down for each contract lump sum item.

The contractor shall determine the quantities of the items required to complete all work shown on the plans. Such quantities and their values (including labor, equipment and materials) shall be included in the cost break-down submitted to the Engineer for approval. The sum of the quantity units times the unit price shall equal the contract quantities and values used in the cost break-down submitted for approval. Unbalancing of the unit prices will not be allowed.

Overhead, profit, bond premium, temporary construction facilities, and other such items shall be included in each individual unit listed in the cost break-down, however, costs for traffic control system shall not be included.

No adjustment of the compensation will be made in the contract lump sum prices paid for various work items due to any differences between quantities shown in the cost break-down furnished by the Contractor and the quantities required to complete the work as shown on the plans and as specified in these Special Provisions.

The cost break-down shall be submitted to the Engineer within 10 working days after the contract has been approved. The cost break-down shall be approved by the Engineer, in writing, before any partial payments for the items of work will be made. The approved cost break-down will be used to determine partial payments during the progress of the work and as the basis of calculating the adjustment of compensation for the item(s) of work due to the changes ordered by the Engineer. When an ordered change increases or decreases the quantities of an approved cost break-down, the adjustment in the compensation will be determined in the same manner specified for increases and decreases in the quantity of a contract item of work in accordance with increases and decreases in the quantity of a contract item of work in accordance with the Contractor bid price.

Additions or deletions in the quantity of work as set forth in these specifications and accompanying drawings for lump sum items may be ordered by the Engineer after the contract price has been adjusted accordingly to the satisfaction of both the Contractor and the City of Ukiah, and they have been accepted in writing by the Engineer.

13-04. Payment. Payment will be at the unit price bid and will be compensation in full for all labor, materials, equipment, tools, including any and all incidentals.

13-05. Primary Junction Boxes, Transformer, Switch and Pedestal Box Pads. Primary Junction Boxes, Transformer, Switch and Pedestal Box Pads shall be provided by the City and installed by the Contractor. Primary Junction Box grade shall be equal to or slightly (maximum 0.5") above adjacent grade. Asphaltic vault sealant shall be installed between the junction box cover and the extension ring (if used) and between the extension ring (if used) and the junction box. Bottom of the primary junction box excavation shall be compacted to 90% compaction prior to installation of drain rock and junction box. Where "term-a duct" conduit ends are not installed in the vault, bell ends shall be installed on the conduit ends and grouted in flush with the vault surface. Grounding shall be installed per Ukiah Electric Utility Department specifications at each primary junction box and primary pedestal location. Primary Pedestals shall be installed per Ukiah Electric Utility Department specifications.

13-06. Streetlight Specifications, Material and Installation. The streetlight system shall be installed in accordance with these specifications including applicable drawings, which are part of these specifications, and the drawings(s) for the specific project. Streetlight standards, luminaires, (provided by City) shall be installed in accordance with the manufacturer's published installation procedures unless otherwise noted on the plans. A streetlight junction box (provided by City) shall be placed adjacent to each streetlight standard.

Standards shall not be placed on foundations until at least seven (7) days after placement of the foundation concrete. Standards shall be installed plumb (vertical). Shimmiing is not acceptable. Adjustments shall be made with the double nut arrangement. Grouting mortar, non-shrink, non-metallic grouting mortar such as Masterflow 713 Grout (manufactured by Master Builders Division of Martin Marietta, Corp.) or an approved equal shall be mixed and placed as recommended by the manufacturer. Grout Mortar shall be placed between the base of the standard and the foundation. It shall be solidly packed a minimum of three (3) inches under the standard as measured from the outside edge of the base plate and be struck vertical with the outside edge of the base plate to the top of the foundation. The thickness of the grouting mortar shall be a minimum of one (1) inch, i.e. the distance between the base plate and the foundation shall be one (1) inch minimum.

Concrete shall be ready-mixed in accordance with ASTM 94 and shall be sufficiently mixed to ensure complete uniformity of the batch. The concrete shall have a minimum compressive strength of 4000 PSI at twenty-eight (28) days. Absolute water-cement ratio shall not exceed 0.45. Slump shall not exceed four (4) inches without the approval of the City. Maximum normal coarse aggregate size shall not exceed one (1) inch. A minimum of six (6) bags of cement per yard of mix shall be used. Cement shall be Portland Cement Type II in accordance with ASTM C150, unless otherwise specified on the plans. Fine aggregate shall be in accordance with ASTM C33, with the exception that only natural sand shall be accepted. Coarse aggregate shall consist of clean, durable, hard-crushed stone, gravel, or a proper combination thereof, in accordance with ASTM C33. Only natural materials shall be accepted. Water for mixing and curing concrete shall be potable and free from injurious amounts of any substance that may be detrimental to concrete or anchor bolts. No additives shall be used in concrete without the written approval of the City. Chlorides shall not be used in concrete mix.

The Contractor, unless otherwise instructed, shall be required to make a set of compressive test specimens, each set consisting of four (4) compressive test cylinders made in accordance with ASTM C31. One set of compressive test specimens shall be made from each truck load (batch). Testing of the cylinders shall be handled by the Contractor through a qualified testing laboratory and the cost of testing

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shall be borne by the Contractor. Contractor shall require the laboratory to send the compressive test reports to the City of Ukiah, Electric Utility Department (UEUD). One sample shall be tested at seven (7) days and two (2) at twenty-eight (28) days. One cylinder shall be held for a 45-day break in the event of a low break. The Contractor shall identify low break test. The Contractor shall maintain a record identifying the location of all streetlight foundations poured from each truck load. A copy of these records shall be forwarded to the Ukiah Electric Utility Department.

Connection to the power source (point of interconnection) at padmount transformers, secondary boxes or other source will be made by the Ukiah Electric Utility Department. Only authorized City of Ukiah employees shall be permitted access to City owned/maintained electrical equipment. The contractor shall provide and install all conductors and make all electric connections up to the point of interconnection. Fuseholders, insulating boots, fuses shall be provide by the City. The contractor shall coordinate work at the point of interconnection with the Ukiah Electric Utility Department - call (707)467-5775.

All conductor junction connectors shall be properly sized for the number and size of conductors to be connected and shall be separable without cutting the conductors. Wire nuts and splitbolt connectors are acceptable types of connectors. All conductor junction connections shall be capable of satisfactory operation under continuous submersion in water. The Dryconn™ silicone-filled wire connector Type KB - Aqua/Blue from King Innovation™ is an acceptable product. Other connectors may be waterproofed with the following product: The 3M™ Scotch® Scotchseal Compound #2229.

Ground electrodes shall be one-piece lengths of galvanized steel rod or copper clad steel rod not less than 5/8 inches in diameter and 8 ft. in length. One (1) #6 AWG solid bare copper conductor shall be used to connect the ground electrode to the grounding screw in the standard. The #6 copper conductor shall be continuous through the grounding screw in the standard and of sufficient length to reach a minimum of 1.5 ft. outside the standard through the handhole for connection to the grounding (equipment bonding) conductors. The ground electrode shall be connected to the ground rod using a ground rod clamp. Acceptable ground rod clamps are "Joslyn J8492AB" or "Blackburn JAB58H".

Conductors shall be stranded THWN copper of the gauge shown on the plans. Wire sizes shall be based on American Wire Gauge (AWG). The conductor diameter shall not be less than 98% of the specified AWG diameter. Provide sufficient conductors in each standard to permit bringing the fuses and connectors outside of the standard through the handhole (minimum 1.5 ft.)

Conductors shall be color coded as follows:

- Green - equipment grounding conductor;
- White - neutral for 120 volt systems;
- Gray - neutral for 277 volt systems;
- Black - the energized conductor for 120 volt systems and one of the energized conductors for 208 and 240 volt systems, and;
- Red - the other energized conductor for 208 and 240 volt systems
- Brown – the energized conductor for 277 volt systems.

The contractor shall furnish all labor, materials, tools, and equipment to install the streetlight conduit system using the horizontal direction drilling (boring) method. Work includes, but not limited to, proper installation, testing, restoration of underground utilities and environmental protection and restoration. All directional drilling operations shall be performed by a qualified directional drilling company who has at least three (3) years' experience involving work of a similar nature. The company must have installed a minimum of 25,000 linear feet of pipe using directional drilling operations or supply a list of project references, prior to job commencement. The contractor shall submit specifications on directional drilling equipment to be used to ensure that the equipment will be adequate to complete the project. Equipment list is to include but not be limited to: drilling rig, mud system, mud motors (if applicable), down-hole tools, guidance system, and rig safety systems. Include calibration records for guidance equipment. Submit any specifications for any drilling fluid additives that might be used.

The contractor shall expose all sewer laterals before boring operations commence.

Conduit size to be 1" HDPE. High Density Polyethylene (HDPE) conduits shall be smoothwall schedule 40, meeting NEMA TC7 and ANSI D1248 specifications. Color shall be gray. Conduits shall be equipped with SILICORE®

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inner lining or approved equivalent system for ease of installing conductor. Conduits shall be continuous i.e. couplings or fuse joints are not permitted. Couplings are permitted immediately adjacent to streetlight foundations, junction boxes and/or power sources for connection of a PVC schedule 40 elbow to the HDPE conduit. Such coupling shall be of the compression type.

All materials are subject to approval by the City of Ukiah, Electric Utility Department prior to installation. Material submittals, for approval, shall be forwarded to the Ukiah Electric Utility Department.

13-07. Bonding and Grounding Bonding and grounding shall conform to Ukiah Electric Utility Department specification, 314 1007 and 314 1008.

13-08. Maintaining Traffic The Contractor shall notify local authorities of the Contractor's intent to begin work at least 5 days before work is begun. The Contractor shall cooperate with local authorities relative to handling traffic through the area and shall make all arrangements relative to keeping the working area clear of parked vehicles.

Lane closures shall conform to the provisions in the section of these special provisions entitled "Traffic Control".

Payment – Full compensation for conforming to the requirements of this section shall be considered as included in the prices paid for the various contract items of work involved and no additional compensation will be allowed therefore.

13-09. Dust Control and Watering Dust control and watering shall conform to the provisions in Sections 10 "Dust Control" and 17 "Watering" of the California Standard Specifications and these Special Provisions.

The Contractor at their expense shall provide their own water for dust control and project construction.

Necessary precautions to prevent dust nuisance shall be taken during all phases of construction, on non-working days, and to final acceptance of the work.

Payment for dust control and watering shall be considered as included in the various items of work and no additional compensation will be allowed therefore.

13-10. Traffic Control Traffic control shall conform to Section 12 "Construction Area Traffic Control Devices" of the California Standard Specifications and these Special Provisions. Attention is particularly directed to the "MANUAL OF TRAFFIC CONTROLS FOR CONSTRUCTION AND MAINTENANCE WORK ZONES" published by Caltrans. Nothing in these Specifications is to be construed as to reduce the minimum standards set in said manual.

Traffic shall be maintained at all times as provided in these Special Provisions except as otherwise approved by the Engineer.

The Contractor will be required to keep all residents and businesses notified of the work schedule as it affects their access.

The Contractor shall maintain contact with the Ukiah Electric Utility Department dispatch office regarding start and completion of the following:

- Construction activity that may impede emergency vehicles, school buses, etc.
- Construction activity such as trenches or other excavation that prohibit access.
- Construction activity that removes a fire hydrant from service.

The Contractor shall provide the name and telephone number of a person directly responsible for the construction activity to the Ukiah Police and Fire Departments and Life Medical Paramedic Ambulance Service

The City will furnish "No Parking" signs which shall be posted by the Contractor.

The Contractor shall be responsible for supplying, installing and maintaining such fences, barriers, lights, signs and

flaggers as are necessary to give adequate warning to the public at all times that the road or street is under construction and of any dangerous conditions to be encountered as a result thereof.

All traffic control equipment shall be removed when it is no longer required.

Upon request, the Contractor shall submit to the Engineer a sketch showing the proposed signing and barricading to be used in the project.

All existing warning, regulatory, and information signs shall be maintained in a visible location during all phases of the construction by the Contractor.

If it becomes necessary for the City of Ukiah to replace or place additional barricades in order to provide adequate safety to the public, the Contractor will be charged \$1 per barricade per day or portion thereof plus the cost of placement and removal. The Contractor will also be charged for replacement of damaged City barricades. The Contractor shall furnish and place barricades within 3 working days. No removal charge will be made if the Contractor returns City barricades to the Municipal Service Center.

Full compensation for furnishing all labor, materials, tools, equipment and incidentals for doing all work involved in furnishing and placing barricades, warning devices, and for flaggers as may be required by the Engineer shall be considered as included in the price paid for the various items of work, and no additional compensation will be allowed therefore.

13-11. Protection of Existing Facilities Protection of existing facilities shall conform to all the applicable provisions in Section 8-1.10 "Utility and Non-Highway Facilities" and Section 15 "Existing Highway Facilities" of the California Standard Specifications and these Special Provisions.

All known obstructions to the work are indicated on the plans. However, the City cannot guarantee the accuracy of this information. The Contractor will be held responsible for the maintenance and protection of or damage to existing facilities, structures, obstructions and all underground facilities shown on the Plans or brought to the Contractor's attention during the course of the work.

The Contractor shall notify owner agencies for locations of utilities or facilities prior to excavation.

The owning utility shall be immediately notified of any damage which is caused by the operations of the Contractor to any facility, utility or structure. At the owning utility's discretion, repairs shall be made by the Contractor at the owning utility's direction or by the utility, all to the satisfaction of the Engineer.

13-12. Removal Methods Removal of existing improvements shall conform to Section 15-2 "Miscellaneous Highway Facilities" of the California Standard Specifications, these Special Provisions and as shown on the Plans.

All portions of existing concrete to be removed shall be removed in a smooth, neat, vertical plane. Where expansion, contraction or construction joints are not present, the concrete shall be saw cut to a minimum depth of 1-1/2 inches. If an expansion, contraction or construction joint is within 3 feet of the concrete to be removed, the concrete shall be removed to that joint.

Prior to final paving, all portions of existing pavement to be removed shall be cut on a neat, straight line. Pavement removed outside the removal line shall be cut parallel to and at right angles to the removal line. The face of the cut shall be smooth and shall not overhang the removal area. Drop hammers are not allowed. Jackhammers may be used if the cuts are overlapped and meet the above criteria. Where edges of remaining pavement are raised by the removal method used, they shall be flattened with a mechanical tamper prior to setting frames or replacing pavement.

Where an excavation leaves less than 2 feet of pavement adjacent to the gutter, the remaining pavement shall be removed and replaced.

All removed material, unless otherwise specified, shall become the property of the Contractor and shall be disposed of outside of the right-of-way.

Payment for removal and disposal of existing improvements shall be in accordance with Section 15-2.07 "Payment" of the California Standard Specifications.

13-13. Vacuum Excavation All pothole work to expose existing utilities shall be done by vacuum excavation methods. The preferred method of excavation shall be by high pressure air. Use of water fluid for excavation shall only be by permission of the City Engineer. Maximum dimension of the pothole shall be 12 inches by 12 inches. All excavation material shall be removed and disposed of by the contractor. Backfill material shall be Class 2 aggregate base compacted to 90% relative compaction. Prior to paving, the pothole shall be cut to provide a clean vertical edge to pave against. The final dimension of the pothole prior to paving shall be 12 inches by 12 inches maximum. The asphalt concrete shall be a ½ inch mix having a depth of 4 inches.

All pothole work shall comply with the Traffic Control provisions of these specifications.

Full compensation for furnishing all labor, materials, tools, equipment and incidentals for doing the work involved in performing the pothole operation shall be considered as included in the price paid for the various items of work, and no additional compensation will be allowed therefore.

13-14. Pipe and Structure Excavation, Backfill and Compaction Excavation and backfill for pipe, manholes and miscellaneous structures shall conform to the provisions in Section 19.3 "Structure Excavation and Backfill" of the California Standard Specifications, and these Special Provisions.

Pavement and concrete removal shall conform to Section 13-11 "Removal Methods" of these Special Provisions.

All excavation shall be made to the lines and grades shown on the Plans. Trench edges shall be no closer than 1 foot to the toe of the gutter unless otherwise approved by the Engineer. Where mud, peat or any unstable or objectionable material is encountered at or within 6 inches of the bottom of any excavation, such material shall be removed to a depth of at least 12 inches below the established grade and the trench brought to grade by placing a suitable material thoroughly compacted in place, all as approved by the Engineer.

Trench width, bedding and backfill for pipe shall conform to "Pipe Bedding and Backfill Requirements", as shown on plans.

Ponding or jetting of backfill is not allowed unless specifically shown on the Plans.

Trench backfill shall attain a relative compaction of 90 percent around conduit duct bank and 95 percent within 30" of finish grade. Backfill compaction within the structural section shall be as shown on the Plans. Structural backfill around all structures and manholes shall attain a relative compaction of 92 percent. The Contractor shall be responsible for scheduling compaction testing per City requirements (required every 50 lineal feet of trench). The cost for compaction testing shall be included in the total bid cost.

Backfill in street areas shall be brought to subgrade and the existing surfacing shall be replaced with the structural section shown on the Plans.

Trench backfill shall be accomplished as soon as possible after the pipe has been installed.

The Contractor shall conduct the construction operations so that trench backfill at all intersections is sufficiently adequate to allow 2-way traffic in both directions during all phases of construction unless otherwise specified.

Payment for pipe and structure excavation and backfill shall be considered as included in the price paid for the various items of work requiring excavation and backfill and no additional compensation will be allowed therefore.

13-15. Excavation Safety Excavation Safety shall conform to the provisions in Sections 5-1.02A "Trench Excavation Safety Plans" and 7-1.01E "Trench Safety" of the California Standard Specifications and these Special Provisions.

In making excavations for the project, the Contractor shall be fully responsible for providing and installing adequate sheeting, shoring and bracing as may be necessary as a precaution against slides or cave-ins and to fully protect all existing improvements of any kind from damage.

The Contractor shall obtain a permit from the Division of Industrial Safety and shall submit a copy of the approved permit to the Engineer prior to the start of any excavation greater than 5 foot in depth. The cost of the permit shall be included in the total bid cost. If the shoring and bracing plan varies from the shoring system standards

established by the Construction Safety Orders, the plan shall be prepared by a registered civil or structural engineer.

The criteria given by the California Department of Industrial Relations are MINIMA for the conditions shown thereon. In addition to shoring the excavation as specified, it shall be the Contractor's responsibility to provide any and all additional shoring required to support the sides of the excavation against the effects of loads which may exceed those derived by using the criteria set forth by said governing agency. The Contractor shall be solely responsible for any damages which may result from failure to provide adequate shoring to support the excavations under any or all of the conditions of loading which may exist or which may arise during the construction project.

The contract price paid per lump sum for excavation safety shall include full compensation for furnishing all labor, materials, permits and equipment and for doing all work involved as specified under these Special Provisions and no additional compensation will be allowed therefore.

13-16. Sprinklers and Landscaping All sprinkler systems, landscaping, sod or turf shall be reinstalled to its original condition.

13-17. Clean-Up Clean-up shall conform to the provisions in Section 22 "Finishing Roadway" of the California Standard Specifications and these Special Provisions.

Upon completion of the work, and prior to requesting final inspection, the work area shall be thoroughly cleaned of all rubbish, construction forms, stakes, excess material, and equipment, and all portions of the work shall be left in a neat and orderly condition. The final inspection will not be made until this has been accomplished.

Full compensation for clean-up shall be considered as included in the price paid for the various contract items of work requiring finishing, and no additional compensation will be allowed therefore.

13-18. Aggregate Base Aggregate base shall be Class 2 and shall conform to the provisions of Section 26 "Aggregate Bases" of the California Standard Specifications and these Special Provisions.

Aggregate grading shall be 3/4" maximum unless otherwise approved by the Engineer. The Contractor shall submit current gradation, R-value, sand equivalent, and durability index test results as requested by the Engineer.

Aggregate base shall not be placed until the subgrade has been approved by the Engineer. In lieu of the placement requirements specified in Section 26, aggregate base material shall be placed upon prepared subgrade in a uniform windrow or layer, and after placing, the material shall be graded, compacted and watered in accordance with the requirements of Section 26-1.05 "Compaction" of the California Standard Specifications and the construction plans. Motor graders may be used for the aforementioned grading.

Aggregate base shall be compacted as specified in the Standard Specifications to a relative compaction of 95 percent.

Finished grade shall be within 0.05 feet of plan grade.

The contract price paid per ton of aggregate base shall include full compensation for furnishing all labor, materials, tools and equipment and for doing all work involved in placing, compacting and watering aggregate base as shown on the plans and as specified in these Special Provisions, and no additional compensation will be allowed therefore.

13-19. Asphalt Concrete Asphalt concrete shall be 1/2-inch maximum, medium grade, Type A and shall conform to these Special Provisions and the following sections of the Standard Specifications:

- 39-1 General
- 39-2 Materials
- 39-3 Storing, Proportioning and Mixing Materials
- 39-4.01 Subgrade
- 39-4.02 Prime Coat and Paint Binder

Paving asphalt shall be PG64-16 conforming to the latest published provisions in Section 92, "Asphalts," of the California Standard Specifications. Asphalt Concrete pavement shall be placed at a minimum compacted thickness

as shown on the Plans. Asphalt Concrete pavement shall be placed in lifts; the surface lift shall not exceed a compacted thickness of two (2) inches, initial spreading of asphalt shall be at a mix temperature not less than 250 degrees F. Breakdown compaction shall be completed before the temperature of the mix drops below 200 degrees F. (See Caltrans Std. Spec Section 39-6.01).

Binder Coat (tack coat) shall be Type SS-1, conforming to provisions of the American Asphalt institute Specifications and California Standard Specifications, Section 94, "Asphaltic Emulsions." All articles apply except Article 94-1.07, "Measurement."

Measurement: Asphalt concrete will be measured by the ton as determined by the Public Weighmaster Certificates. Duplicate load slips shall be furnished to the Engineer by and at the sole expense of the Contractor. Where the Contractor has performed unauthorized grinding, the Contractor shall backfill with asphalt concrete to the original subgrade plane shown on the Plans at the Contractor's expense. The Engineer shall calculate the excess quantity of asphalt concrete necessary to backfill to the original subgrade plane and this quantity will be deducted from the total asphalt concrete tonnage installed."

13-20. Asphalt Concrete Trench Paving. Asphalt concrete and the placing thereof shall conform to the requirements of Section 39, "Asphalt Concrete," of the California Standard Specifications, and these Special Provisions.

Final asphalt concrete trench paving shall be 0.45' to 12" outside either side of the trench width.

Asphalts: Temporary paving on all trenches shall be hot mix asphalt concrete installed a minimum 2" thick **placed each day** over the work.

The amount of asphalt binder to be mixed with the aggregate will be specified by the Engineer at the time of paving. A different asphalt binder content may be specified for each lift and each location.

General Requirements: The Contractor shall provide compaction of backfill and base material as the job progresses, each day. Temporary paving will be placed over the work, each day, leaving not more than 25 feet unpaved. This temporary paving shall be removed for final trench paving. The balance of the trench shall be covered with skid resistant steel plates (with a coefficient of friction of 0.35 or greater per CTM342), capable of sustaining normal (H20) traffic loads without shifting or bouncing, and shall be secured per Caltrans requirements. Hot Mix asphalt concrete shall be placed and compacted around all edges of steel plates with a sufficient width and gradual slope in order to provide a smooth transition to existing pavement.

Finished asphalt trench paving shall be even, smooth riding and have an appearance that is compatible to the surrounding surface, unless proper written approval has been provided by the Engineer.

The Engineer may require additional paving beyond the minimum dimensions shown in STD. 220 (36" beyond the trench wall), or as shown on the plans, where records indicate that the existing pavement or structural section is as shown on the plans.

Payment: Full compensation for furnishing and installing temporary and permanent trench paving shall be considered as included in the prices paid for the pipe items and no additional allowance will be made therefor.

13-21. Curbs, Sidewalks and Miscellaneous Concrete Curb, gutter, sidewalk, driveways, alley approaches and any other miscellaneous concrete structures shall be constructed as shown on the plans, and applicable City of Ukiah Standard Plans, and shall conform to the provisions in Section 73 "Concrete Curbs and Sidewalks" of the California Standard Specifications and these Special Provisions.

a.) **Earthwork:** Earthwork shall conform to the plans and Section 13-12 of these Special Provisions.

The area between the right-of-way line and the back of sidewalk shall be graded to 1/4-inch per foot and sufficient compactive effort and moisture shall be applied to this area to prevent settlement. Voids shall be filled with topsoil, not sand. Water service or other boxes and facilities shall be adjusted to grade.

b.) **Curb, gutter, and sidewalk:** Curb, gutter and sidewalk shall be of monolithic construction. Construction joints shall be edged and shall conform to the proposed scoring pattern.

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Expansion joint material shall be installed to the full depth of the concrete at locations shown on the plans and as designated by the Engineer.

Side inlet catch basin and drop inlet catch basin concrete may be placed against neat excavation of undisturbed earth.

Concrete retaining walls shall be formed with plywood and all exposed edges shall be edged. After the back form has been removed, the void shall be backfilled to grade with clean native top soil.

- c.) Commercial curb, gutter, and sidewalk: Commercial curb, gutter and sidewalk shall be of monolithic construction. Construction joints shall be edged and shall conform to the existing scoring pattern. Curb, gutter and sidewalk shall be constructed per City of Ukiah Standard Plan.

- d.) Concrete: Portland cement concrete shall be Class "B" conforming to Section 90 "Portland Cement Concrete" of the Standard Specifications with a minimum compressive strength of 2500 psi at 28 days.

All concrete used shall be mixed completely in a truck mixer, commonly known in the industry as "transit-mixed concrete".

- e.) Forms: Forming requirements shall conform to the provisions in Section 73-1.04 "Forms" of the California Standard Specifications. If clean neat lines can be cut, the Contractor may pour against undisturbed earth with prior approval by the Engineer. If any sloughing or caving of material occurs, both front and back forms may be required.

Forms shall be true to lines and grades as shown on the plans.

Forms previously used shall be thoroughly cleaned before re-use. Before concrete is placed within any form, all inside surfaces of the forms shall be thoroughly coated with an approved oil.

All forms shall be free of any foreign material previous to placing concrete.

- f.) Concrete Reinforcement: Mesh and reinforcing steel shall conform to the provisions in Section 52-1.02 "Materials" of the California Standard Specifications.

All reinforcing steel shall be accurately placed as shown on the plans.

All reinforcement shall be cleaned of dirt, rust, grease, loose scale and any other substance that may prevent concrete bonding. All reinforcement shall be securely positioned and supported so as to maintain the proper position during placement of concrete.

- g.) Concrete Placement: Concrete shall not be placed without approval of the Engineer. Placing concrete without notifying the Engineer may be reason for rejection of the work.

Prior to placing concrete, the subgrade and inside face of the forms shall be thoroughly wetted as the Engineer may direct.

Concrete shall not be deposited when it appears likely that the air temperature may fall below 40°F during the placing of concrete or within the following 24 hours, unless special approval has been received from the Engineer prior to placing of concrete. Concrete which, in the opinion of the Engineer, has been damaged by freezing shall be removed and replaced.

Monolithic curb, gutter and sidewalk or median curb and gutter may be placed with extrusion machinery. The machinery shall be approved by the Engineer prior to use.

The Contractor shall install bench mark monuments as shown on the plans. The City of Ukiah will furnish the bench mark monuments without cost to the Contractor.

If the plans do not call for sidewalk, side inlet catch basins shall be constructed with a 3-foot by 5-foot

section unless otherwise indicated on the plans.

- h.) **Finishing:** After steel troweling, the concrete surfaces shall be given a fine hair broom finish. Brooming on sidewalk shall be transverse to the length of curb.

All exposed concrete surfaces shall be finished unless otherwise directed by the Engineer.

Score marks and weakened plane joints shall be located as shown on the plans and as directed by the Engineer.

- i.) **Cure:** Concrete cure shall be accomplished by either the water, pigmented curing compound or waterproof membrane method and shall conform to the provisions in Section 90-7 "Curing Concrete" of the California Standard Specifications. White pigmented curing compound shall not be used on exposed surfaces.

- j.) **Tolerances:** Dimensional tolerances for concrete work are listed below. Work done outside of these tolerances will be rejected by the Engineer.

Curb, gutter, sidewalk thickness: Up to 1/4-inch below specified thickness.

Flow line: Puddles shall not exceed 1/4-inch in depth, 6 inches in width or 10 feet in length. Grinding in excess of 1/2-inch and the use of epoxy fillers are not acceptable.

Sidewalk crossfall: Total crossfall on 5-foot sidewalks shall be within 1/2-inch of design.

Catch basins: The opening shall be a full 8 inches across the face of the catch basin with the top properly aligned within 3 inches of the base.

- k.) **Payment:** Curb and gutter, sidewalk, street sign posts, driveways and mowstrips shall be paid for under the various contract items and shall include full compensation for furnishing all labor, materials, including the cast-iron frames and grates, adjusting facilities within the sidewalk to grade, grading and adjustments at the back of walk, removal of existing facilities, tools and equipment, and for doing all work involved in their construction as shown on the plans and as specified under these Special Provisions, and no additional compensation will be allowed therefore.

13-22. Soil and Groundwater Disposal.

13-22 (A) General: Bidder's attention is directed to the fact that the proposed project is located in an area that contains no known subsurface petroleum hydrocarbon contamination.

The contractor shall maintain awareness of potential signs of soil and groundwater contamination throughout the project limits and shall notify the City immediately upon discovery. Conditions indicative of contamination may be either visual (staining in soil, sheen on water surface) or olfactory (petroleum hydrocarbon odors.)

Upon the discovery of suspected contaminated materials, the Contractor shall immediately provide 40-hour OSHA-HAZWOPER certified workers in the contaminated area. The Contractor shall also provide a field Site Safety Officer that is also an 8-hour OSHA-HAZWOPER Supervisor trained to directly oversee the contaminated materials removal and handling operation. All workers in this circumstance must have their initial and annual renewal refresher training, medical clearance and personal protection equipment in accordance with 8CCR Section 5192.

13-22 (B) Soil: None of the excavated material shall be disposed of on the work site. All material excavated from trenches in the project area shall be the property of the Contractor. Prior to disposal of any excess material from the work site, the Contractor shall submit to the Engineer written authorization for such disposal and entry permission signed by the approved disposal site. Contractor shall comply with all disposal regulations such as City, County, and/or State permits and license, as may be required.

13-22 (C) Water: Groundwater may be encountered during the course of excavation. If it is encountered, the Contractor shall immediately notify the City. The Contractor shall **remove all water** which accumulates in the excavation during the progress of work until the pipe or other structures are installed and until backfilling has progressed to a sufficient height to anchor the work against possible flotation or leakage. At all times, the

Contractor shall have a minimum of 2 working pumps available for immediate use at all times.

Water accumulated in excavations shall be discharged to the sanitary sewer under the supervision of City staff. Said water shall be disposed of in a manner as to cause no injury to public or private property, or be a menace to public health. Sediment shall be removed from any water to be disposed of, prior to discharge, by placing the pump inlet hose into a sump filled with clean gravel, or a perforated bucket filled with clean gravel. The outlet of the pump shall have a filter sock installed to retain residual sediment.

If any odor, sheen or other visual discrepancy is noted during excavation or discharge, stop pumping and immediately notify the Engineer. Pumped groundwater will not be allowed into any watercourse or storm drain system.

Contractor shall be responsible for constructing, operating and maintaining all necessary features to complete the work including furnishing, installing and maintaining all pumping and other equipment required to dewater any trenches containing water as may be encountered during performance of the work. Dewatering plan for each occurrence shall be approved by the Engineer prior to implementation. At the permanent conclusion of dewatering operations, all dewatering equipment shall be removed from the job site.

Payment: Full compensation for disposal of all excavated material and trenchwater, including, but not limited to, transportation costs and soil disposal fees and providing all necessary equipment and labor (including back-up pumping equipment) shall be considered as included in the contract prices paid for various contract items of work and no additional compensation will be allowed therefor. The City will pay discharge fees for the necessary disposal of trenchwater.

13-23. Traffic Stripes and Pavement Markings Traffic stripes and pavement markings shall conform to the applicable provisions of Section 84, "Traffic Stripes and Pavement Markings," of the California Standard Specifications, City of Ukiah Standards, and these Special Provisions and shall be placed at the locations shown on the plans.

Stripes and pavement markings shall be thermoplastic.

Existing stripes and pavement markings which are damaged by the work shall be replaced. Replaced sections shall match existing sections. Patching is not acceptable in lieu of complete replacement.

Payment: **Traffic Stripes and Pavement Markings** shall be paid for at the contract lump sum price, which price shall include full compensation for furnishing all equipment, tools, and labor, and doing all the work involved, as herein specified, including

- removal of existing striping and markings,
- furnishing all paint and glass beads,
- thermoplastic pavement marking material,
- tape,
- eradication of existing and temporary traffic stripes,
- temporary traffic stripes and pavement markings,
- replacement of damaged stripes and markings,

and doing all the work involved as herein specified and no additional allowance will be made therefore.

13-24. Signal, Lighting and Electrical Systems All work shall meet the requirements of Section 86-1.02 "Regulations and Code" of the California Standard Specifications.

13-25. Maintaining Existing Systems The Contractor shall maintain existing signal and lighting systems in accordance with Section 86-1.05 "Maintaining Existing and Temporary Electrical Systems" and these Special Provisions.

Prior to disconnecting traffic loops, temporary traffic cameras are to be installed at the Gobbi St. and State St. intersection and the Gobbi St. and Orchard Ave. intersection for any approach that is affected by cut traffic loops to keep signal performance at the optimum operational level for the duration of the project. Upon completion, new traffic loops shall be installed following the Cal Trans standard for each cut location. Three locations are

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anticipated.

13-26. Boring and Jacking. Installation of bore and jack facilities shall be constructed in accordance with the details shown on the plans and as specified in these Special Provisions.

Unless otherwise specified, the methods and equipment used in jacking casing shall be optional with the Contractor, provided that the proposed method is approved by the Engineer. Such approval, however, shall in no way relieve the Contractor of the responsibility for making a satisfactory installation meeting the criteria set forth herein. Only workers experienced in jacking operations shall be used in performing the work.

The Contractor shall confirm location of all existing utilities within and adjacent to the proposed location of the bored and jacked casing by potholing prior to excavating the boring/jacking and receiving pits. Where a utility goes through a boring or receiving pit it shall be adequately supported and protected. The Contractor shall be aware that underground utilities such as electrical, gas, sewer, and water lines may exist near the drill path.

Contractor shall have all materials and equipment on site prior to beginning bore and jack operations.

The drilling shall be performed only with equipment adequate for the length and diameter of the bore.

The leading section of casing shall be equipped with a jacking head securely anchored thereto to prevent any wobble or variation in alignment during the jacking operation.

Casing shall be jacked true to line and grade and the Contractor shall modify the jacking operation to correct any deviation.

The driving ends of the casing shall be properly protected against spalling and other damage, and intermediate joints shall be similarly protected by the installation of sufficient bearing shims to properly distribute the jacking stresses. Any section of the casing showing signs of failure shall be removed and replaced with a new section that is adequate to carry the loads imposed upon it.

Excavation of boring and receiving pits shall be the minimum size necessary to complete the work. The excavations for the boring or jacking operations shall be adequately shored to ensure against ground movement in the vicinity of the jack supports. Boring and receiving pits shall be kept dry at all times.

Excavation shall be made in excess of the outer dimensions of the casing being jacked unless approved the Engineer. Every effort shall be made to avoid any loss of earth outside the jacking head. Excavated material shall be removed from the casing as excavation progresses, and no accumulation of such material within the casing will be permitted.

Steel casing shall be in accordance with ASTM A53, Grade B or STTM A139, Grade B with minimum yield strength of 35,000 psi. The minimum casing inside diameter shall be at 26 and 12 inches, and the minimum casing wall thickness shall be 0.375 inch. The joints of sections of casing to be jacked shall be welded with a continuous circumferential weld. It shall be the Contractor's responsibility to provide stress transfer across the joints that are capable of resisting the jacking forces involved. Welding shall be performed by a certified welder with a least three years experience in continuous circumferential welds.

The electric conduits to be installed in the casing shall be PVC Sch 40 meeting NEMA TC-2, TC-3 and UL 651 (Conduit) and 514b (Fittings) specifications. Payment for the installation of conduits shall be included in the lump sum cost for Bore and Jack.

The ATT and Comcast conduits to be installed in the casing shall be PVC Sch 40 meeting NEMA TC-2, TC-3 and UL 651 (Conduit) and 514b (Fittings) specifications. Payment for the installation of conduits shall be included in the lump sum cost for Bore and Jack.

Contact grouting shall commence immediately once the casing is installed and the auger boring equipment has been removed from the tunnel. The Contractor shall inject the approved eight sack sand slurry grout mix through the 2-inch treaded steel grout ports in such a manner as to completely fill all voids outside the casing pipe resulting from the boring or jacking operation. The 2-inch ports shall be regularly spaced at 10 feet on center alternating at 30 degrees from plumb each side of the vertical centerline. Longitudinal spacing between the grout connections may be decreased to provide more frequent grouting, but in no case shall the spacing specified be exceeded.

Grout pressure shall be controlled a 5-psi so as to avoid deformation of the steel casing and avoid movement of the surrounding ground. In subsequent order, each port shall be connected and pumped to 5-psi or until grout is exposed in subsequent open port. If pressure exceeds 5-psi the pump hose will be moved to the next open port. Each group port shall be closed with a cast-iron threaded plug prior to moving on to the next grout port. This process shall be repeated until every grout port has been closed. Grout pressure shall be monitored and controlled by the pump operator who is positioned so that all gauges on the pump are clearly visible.

The electric conduits shall be band together with a ½" stainless steel band placed at 5 foot intervals. The electric conduit duct bank shall be slid into the case as one unit.

The annular space between the casing and the conduit duct bank shall be filled with sand. Sand for backfill in the annular space shall be clean and 100% shall pass through a No. 30 sieve. The Contractor shall furnish sand, equipment, hoses, valves, and fittings for filling the annular space between the casing and the electric duct bank. Sand shall be conveyed by air through a hose and deposited by air pressure in its final position. The sand shall be free of lumps to flow unimpeded sand to completely fill all voids. In general, sand backfill will be considered completed when no more sand can be forced into the annular space. The Contractor shall document the volume of sand backfill placed. The Contractor shall protect and preserve the interior surfaces of the steel casing from damage. The last 18" of the case shall be sealed with concrete pumped in from a 2" hole at the top of the case.

After jacking equipment and excavated materials from boring and jacking operations have been removed from the jacking pit, the Contractor shall remove all loose and disturbed materials below pipe grade to undisturbed earth. Backfill for boring pits and trench shall be Class 2 aggregate base ¾" maximum conforming to Section 26 "Aggregate Base," of the California Standard Specifications except for payment. No separate measurement or payment will be made for aggregate base used to backfill bore pits. Backfill for boring pits shall be compacted to not less than 90 percent relative compaction, except that when placed under roadbed, relative compaction shall not be less than 95 percent within three feet of finished grade, as determined by California Test 216 and 231. Trench paving of boring pits will be measured and paid for under contract item "Trench Paving".

The Contractor shall apply for an underground classification for the jack and bore operation from Department of Industrial Relations, Mining and Tunneling Unit, 2211 Park Towne Circle, Sacramento, CA 95825, Telephone: 916-574-2540.

The provisions in this section will not relieve the Contractor from his responsibility to provide such additional devices or take such measures as may be necessary to comply with the provisions in Section 7-1.09, "Public Safety," of the California Standard Specifications.

Measurement. Bore and Jack will be measured by lump sum.

Payment. Bore and jack will be measured and paid for at the contract lump sum price, which price shall include full compensation for furnishing all labor, materials, tools, equipment, and doing all work involved, including, as specified herein:

- Potholing,
- Excavation,
- Keeping the pits dry,
- Disposal of contaminated soil and groundwater in conformance with these Special Provisions,
- Shoring,
- Steel casing,
- Pipe welding,
- Fittings,
- Contact grouting,
- Concrete end seal,
- Backfilling the annular space with sand,
- Backfill,
- Compaction,
- Removing loose material from pits,
- Disposal,
- Necessary permits,

And any other work required for boring and jacking not specifically enumerated on the plans or in these specifications and no additional compensation will be allowed.

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)
 - 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)
 - Filled out completely per instruction
- **Worker's Compensation Certificate** (Page)
 - Filled out completely per instruction
- **Certification of Non-Discrimination in Employment** (Page)
 - Filled out completely per instruction
- **List of Proposed Subcontractors** (Page)
 - Filled out completely per instruction
- **Statement of Experience** (Page)
- **Signature of Bidder** (Page)
 - Filled out completely per instruction
 - Authorized signature provided
- **Bidder's Bond** (Page)
 - Filled out completely per instruction
- **Non-Collusion Affidavit** (Page)
 - Filled out completely per instruction
 - Notarized
- **Addenda Issued**
 - Signed and Returned

**CITY OF UKIAH
MENDOCINO COUNTY, CALIFORNIA**

PROPOSAL

**FOR
GOBBI STREET UNDERGROUNDING PROJECT**

Specification No. 19-03

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 #:

19-03

PROJECT NAME:

GOBBI STREET UNDERGROUNDING PROJECT

ITEM #	DESCRIPTION	UNIT OF MEASURE	QUANTITY	UNIT PRICE	TOTAL
1	Excavate, trench, backfill and compaction (12" x 36" trench)	LF	1592	\$ _____	\$ _____
2	Excavate, trench, backfill and compaction (18" x 36" trench)	LF	95	\$ _____	\$ _____
3	Excavate, trench, backfill and compaction (18" x 48" street)	LF	1207	\$ _____	\$ _____
4	Excavate, trench, backfill and compaction (24" x 48" trench)	LF	20	\$ _____	\$ _____
5	Excavate, trench, backfill and compaction (24" x 59" trench)	LF	2227	\$ _____	\$ _____
6	Excavate, trench, backfill and compaction (24" x 75" to 80" trench)	LF	85	\$ _____	\$ _____
7	Excavate, trench, backfill and compaction (30" x 48" trench)	LF	64	\$ _____	\$ _____
8	Excavate, trench, backfill and compaction (30" x 59" trench)	LF	32	\$ _____	\$ _____
9	Excavate, trench, backfill and compaction (30" x 61" to 89" trench)	LF	987	\$ _____	\$ _____
10	Remove and replace asphalt concrete (12" trench)	SF	1412	\$ _____	\$ _____
11	Remove and replace asphalt concrete (18" trench)	SF	1962	\$ _____	\$ _____
12	Remove and replace asphalt concrete (24" trench)	SF	2965	\$ _____	\$ _____
13	Remove and replace asphalt concrete (30" trench)	SF	2607	\$ _____	\$ _____
14	1" PVC Sch 40 Conduit (Comcast) including installation	FT	997	\$ _____	\$ _____
15	2" PVC Sch 40 Conduit (Comcast) including installation	FT	10,944	\$ _____	\$ _____
16	3" PVC Sch 40 Conduit (Comcast) including installation	FT	35	\$ _____	\$ _____
17	2" PVC Sch 40 Conduit (AT&T) including installation	FT	1084	\$ _____	\$ _____

18	4" PVC Sch 40 Conduit (AT&T) including installation	FT	16,098	\$ _____	\$ _____
19	2" PVC Sch 40 Conduit (Electric) including installation	FT	808	\$ _____	\$ _____
20	3" PVC Sch 40 Conduit (Electric) including installation	FT	1614	\$ _____	\$ _____
21	4" PVC Sch 40 Conduit (Electric) including installation	FT	4158	\$ _____	\$ _____
22	6" PVC Sch 40 Conduit (Electric) including installation	FT	3226	\$ _____	\$ _____
23	Sidewalk removal and replacement for installation of electric, cable & AT&T vaults and boxes	SF	675	\$ _____	\$ _____
24	Curb and gutter removal and replacement for installation of electric, cable & AT&T vaults and boxes	LF	15	\$ _____	\$ _____
25	Excavate, backfill, compaction and install cable service vault (B48)	EA	12	\$ _____	\$ _____
26	Excavate, backfill, compaction and install cable service vault (N36)	EA	8	\$ _____	\$ _____
27	Excavate, backfill, compaction and install cable service vault (N30)	EA	12	\$ _____	\$ _____
28	Excavate, backfill, compaction and install AT&T service BOX (24 X 36 X 30 AT)	EA	25	\$ _____	\$ _____
29	Excavate, backfill, compaction and install AT&T service BOX (30 X 60 X 48 AT)	EA	4	\$ _____	\$ _____
30	Excavate, backfill, compaction and install Pedestal Box Pad (City to Provide)	EA	6	\$ _____	\$ _____
31	Excavate, backfill, compaction and install Concrete Vault (City to Provide Vault 48)	EA	2	\$ _____	\$ _____
32	Excavate, backfill, compaction and install Pedestal Box Pad (City to Provide)	EA	3	\$ _____	\$ _____
33	Excavate, backfill, compaction and install Transformer Box Pad (City to Provide)	EA	2	\$ _____	\$ _____
34	Excavate, backfill, compaction and install Padmount Switch Box Pad (City to Provide)	EA	1	\$ _____	\$ _____
35	Excavate, backfill, compaction and install Secondary Service Box (City to Provide)	EA	19	\$ _____	\$ _____
36	Driveway, sidewalk, AC removal and replacement behind right-of-way along Leslie and Marshall Streets (residential and commercial property)	SF	815	\$ _____	\$ _____
37	Landscape removal and replacement on Gobbi, Marshall, Leslie Streets and Orchard Avenue	LS	1	\$ _____	\$ _____

38	Lane striping	FT	1400	\$ _____	\$ _____
39	Traffic Loop Repair	LS	2	\$ _____	\$ _____
40	1" HDPE conduit including installation	FT	2115	\$ _____	\$ _____
41	Streetlight foundations including sidewalk removal and replacement and streetlight standard and luminaire installation	EA	22	\$ _____	\$ _____
42	Install streetlight junction boxes and make electric connections.	EA	23	\$ _____	\$ _____
43	#8 AWG copper conductor including installation	FT	6750	\$ _____	\$ _____
44	#12 AWG conductor including installation	FT	5000	\$ _____	\$ _____
45	Bore and jack 12" steel casing (Electric) including installation	LF	14	\$ _____	\$ _____
46	Bore and jack 16" steel casing (AT&T and Comcast) including installation	LF	14	\$ _____	\$ _____
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.

GOBBI STREET UNDERGROUNDING 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 _____, 200_____

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

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.

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 <<DATE OF BID OPENING>> for GOBBI STREET UNDERGROUNDING PROJECT, SPECIFICATION 19-03.

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 with his or her bid.

To City Council, City of Ukiah:

The undersigned in submitting a bid for performing SPEC. 19-03, GOBBI STREET UNDERGROUNDING 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

GOBBI STREET UNDERGROUNDING PROJECT

Specification No. 19-03

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 one-hundred (100) calendar 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)

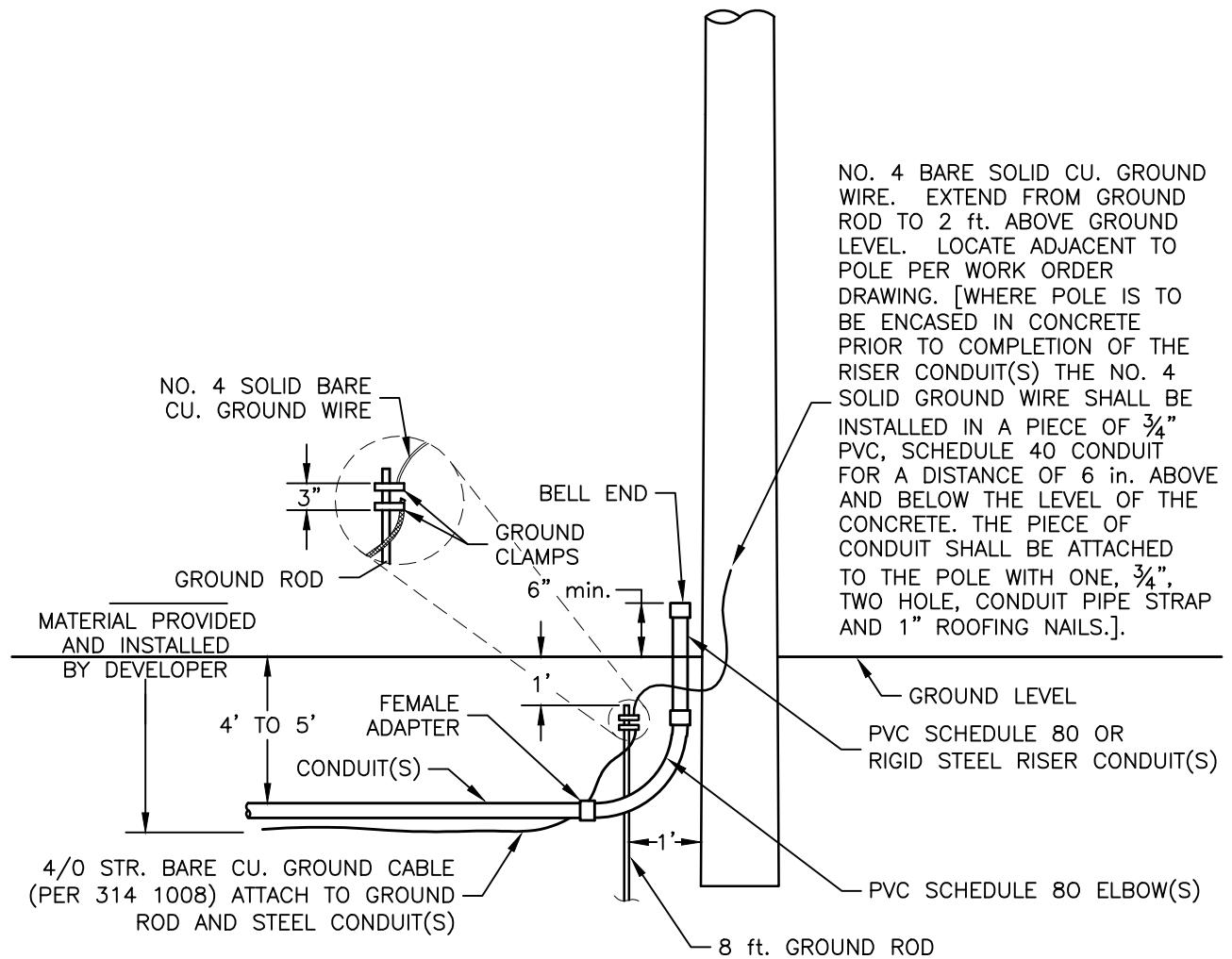
Principal

_____(Seal)

BY: _____(Seal)

_____(Seal)

Surety



NOTE:

1. ALL 90 DEGREE RISER ELBOW(S) TO HAVE 36 INCH RADIUS (OR AS SPECIFIED).
2. DEVELOPER TO PROVIDE SUFFICIENT PULL LINE IN EACH CONDUIT TO REACH THE REQUIRED LEVEL ON THE POLE.
3. LOCATION, SIZE AND NUMBER OF RISER CONDUIT(S) AT POLE SHALL BE PER CITY OF UKIAH SPECIFICATIONS AND WORK ORDER DRAWING.

Drawing name: C:\Users\Afappdata\local\Temp\AcPublish_39624\Riser Conduit U Molding Grounding 311 2011.dwg Plotted: Feb 12, 2019 -

No.	REVISIONS	DATE	BY	CK'D	APP'D

CITY OF UKIAH

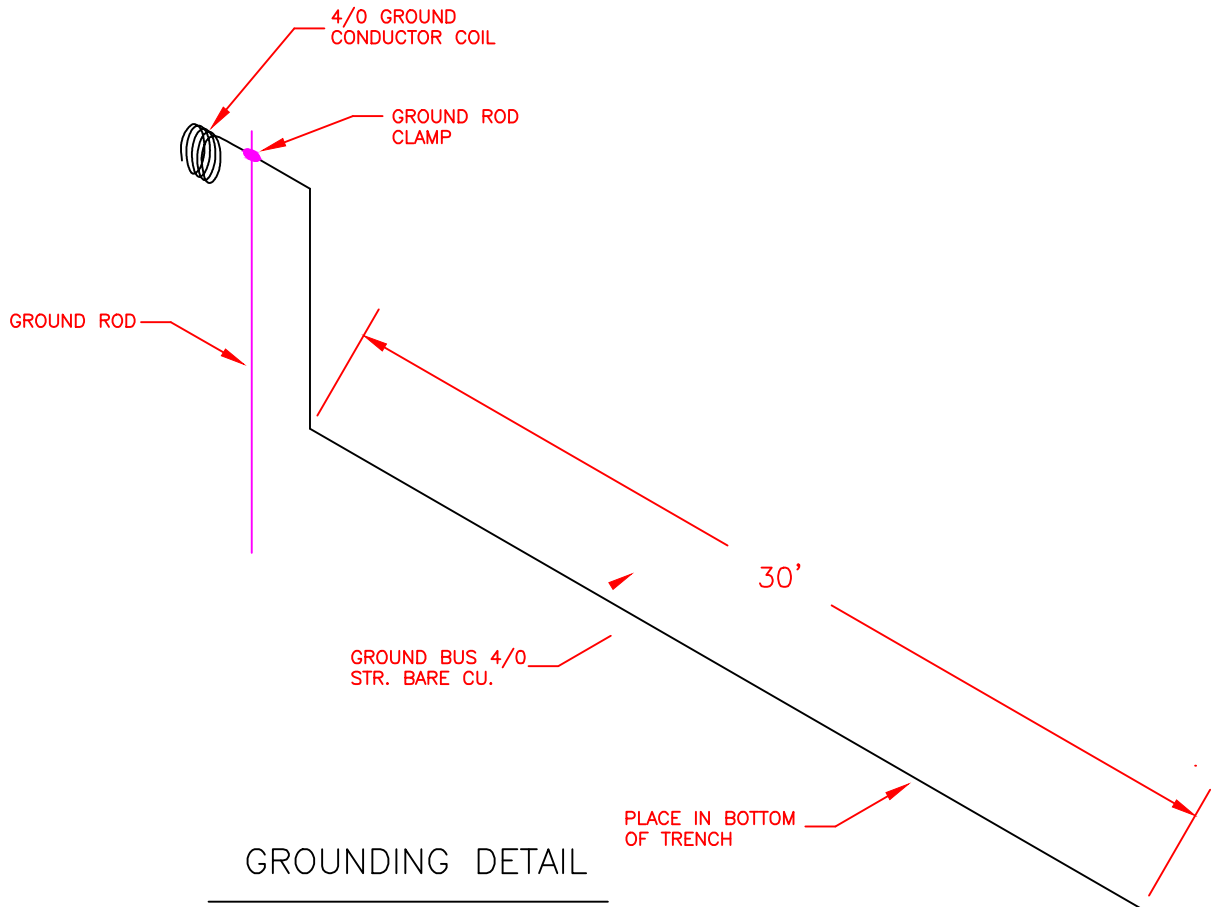
ELECTRIC UTILITY DEPARTMENT

CONSTRUCTION STANDARD
PRIMARY RISER CONDUIT(S) INSTALLATION
GENERAL INFORMATION DETAIL
FOR "U" MOLDING RISER(S)

282

8FEB19	AMS	AMS			SHEET 1 OF 1
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION

311 2011



GROUNDING DETAIL

NOTE:

1. A COIL OF GROUND CONDUCTOR SHALL BE LEFT BEYOND THE GROUND ROD CLAMP ATTACHMENT. THE LENGTH OF GROUND CONDUCTOR NEEDED AT EACH TYPE OF EQUIPMENT LOCATION IS AS FOLLOWS:

MODULE ENCLOSURE	— 6 ft.
TRANSFORMER	— 6 ft.
VAULT	— 16 ft.
SWITCH	— 18 ft.
2. WHERE GROUND BUS IS TO BE INSTALLED AT PRIMARY VAULT LOCATIONS, THE GROUND ROD SHALL BE DRIVEN OUTSIDE OF THE PRIMARY VAULT. THE COIL OF GROUND CONDUCTOR SHALL BE PLACED INSIDE THE VAULT THROUGH A SEALED OPENING IN THE VAULT (SIDE).
3. THE GROUND ROD SHALL BE GALVANIZED STEEL OR COPPER CLAD STEEL NOT LESS THAN 5/8" IN DIAMETER AND 8 ft. IN LENGTH.
4. A GROUND ROD CLAMP SHALL BE USED TO CONNECT THE GROUND CONDUCTOR TO THE GROUND ROD. THE GROUND ROD CLAMP SHALL BE A 3/4", #8- 1/0 STR COPPER CLAMP, JOSLYN CAT. NO. J8493AB OR APPROVED EQUAL.

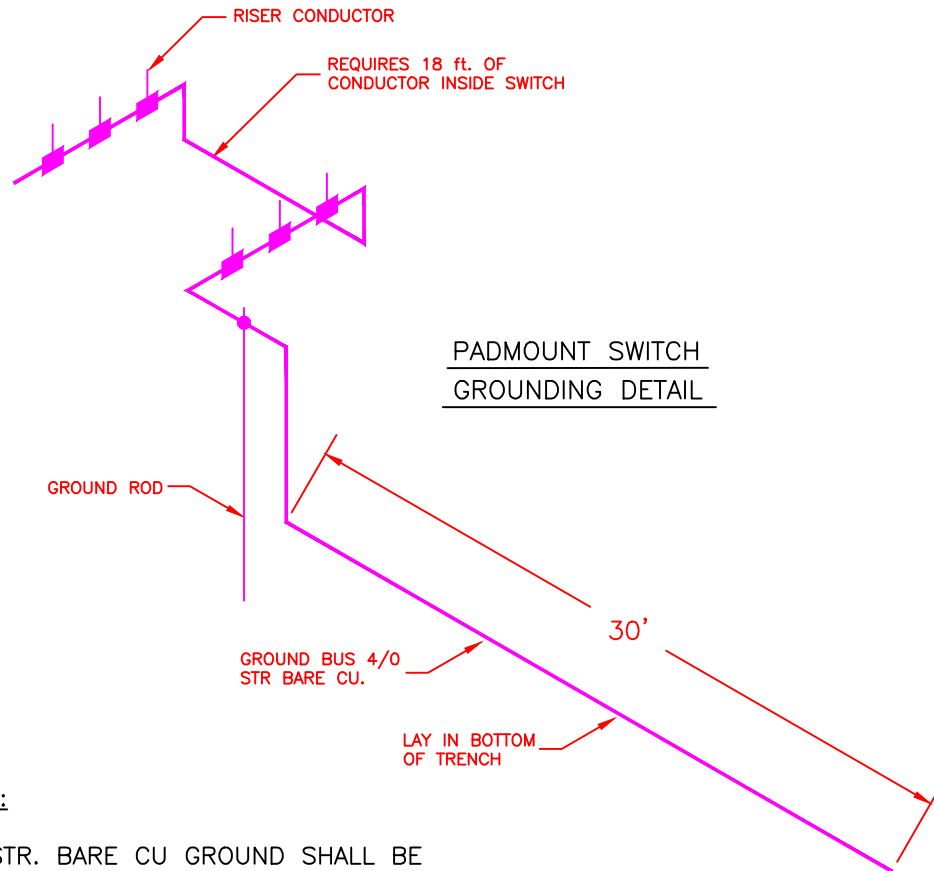
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CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

CONSTRUCTION STANDARD

PADMOUNT EQUIPMENT GROUNDING

30APR12	AMS	AMS			SHEET 1 OF 1	GR314 1008
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	



NOTES:

1. 4/0 STR. BARE CU GROUND SHALL BE ONE CONTINUOUS PIECE.
2. GROUND BUS SHALL BE INSTALLED AT THE BOTTOM OF THE TRENCH.
3. LAY 4/0 STR CU GROUND BUS IN BOTTOM OF VAULT PERIMETER AS SHOWN, SEE SHEET 1.
4. RISER CONDUCTOR SIZE TO BE:
 - a. 4/0 STR BARE CU FOR PRIMARY CABLE LARGER THAN 2/0.
 - b. #2 STR BARE CU FOR PRIMARY CABLE 2/0 AND SMALLER.
5. 4/0 STR BARE CU RISER CONDUCTOR TO BE TAPPED WITH #2 STR BARE CU TO GROUND THE 600 AMP MODULES.
6. GROUND BUS AND GROUND ROD INSTALLED AT TRANSFORMER SITES TO RISE IN THE SECONDARY PULL SECTION.
7. GROUND BUS AND GROUND ROD INSTALLED AT SWITCH SITES SHALL RISE IN THE PRIMARY PULL SECTION AT ONE SIDE OF THE SWITCH AND THEN THE GROUND BUS SHALL CONTINUE TO THE PRIMARY PULL SECTION AT THE OPPOSITE SIDE OF THE SWITCH.

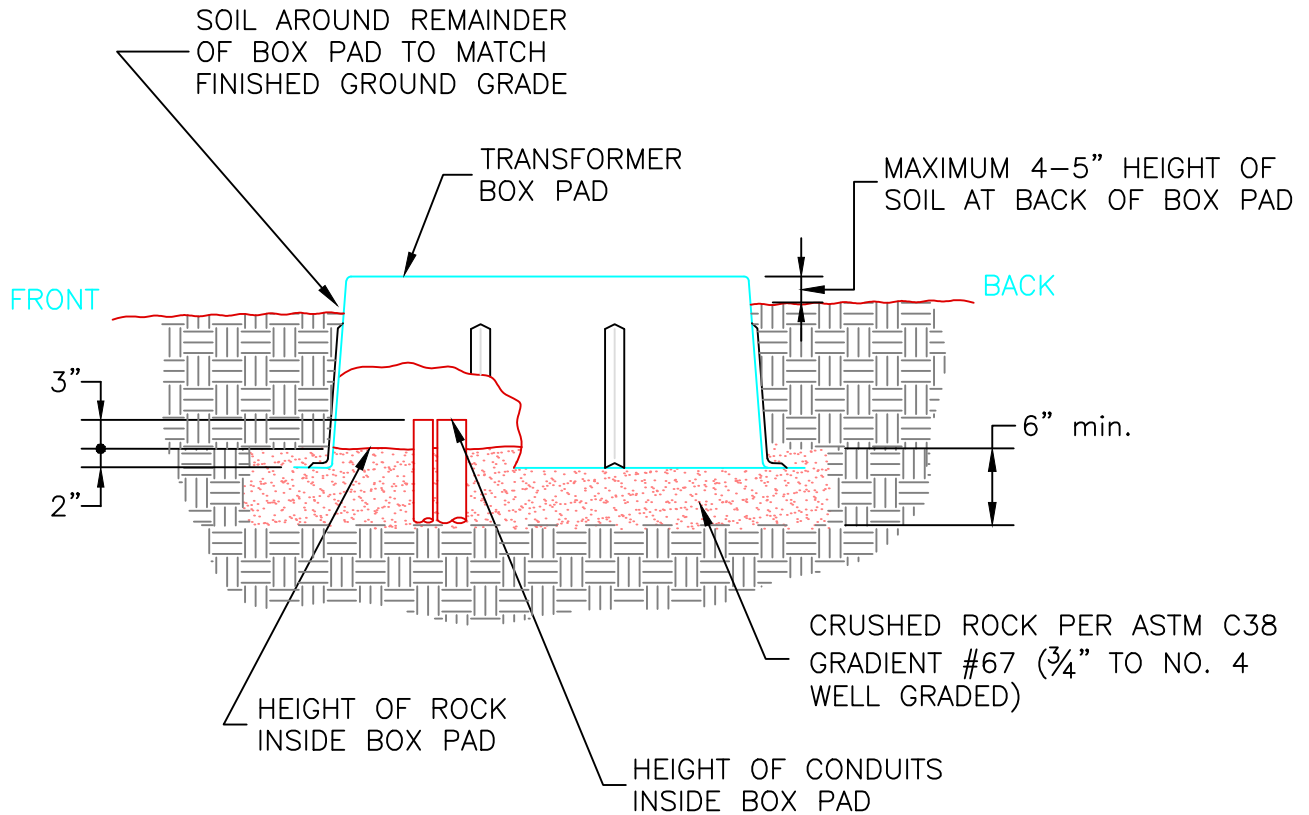
Drawing name: C:\Documents and Settings\AI Smatsky\local settings\temp\AcPublish_7340\Equipment Grounding 314 1007-2.dwg Plotted: Feb 16,2011 - 2:18pm

No.	REVISIONS	DATE	BY	CK'D	APP'D
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CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

CONSTRUCTION STANDARD
VAULT AND PADMOUNT
EQUIPMENT GROUNDING

04JAN11	AMS	AMS			SHEET 2 OF 2	314 1007
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	

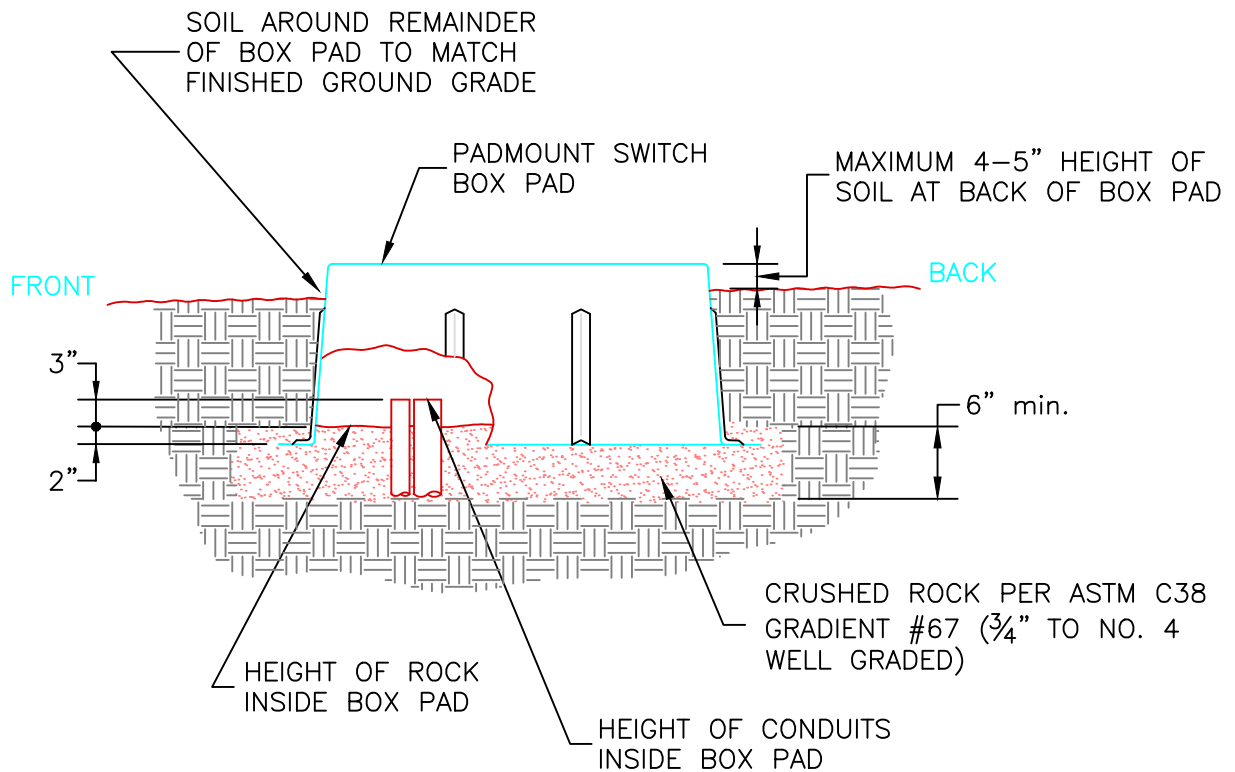


NOTES:

1. TRANSFORMER BOX PAD SHALL BE LEVEL.
2. TRANSFORMER SITE TO BE COMPACTED TO 90% COMPACTION (HYDRO-HAMMER IS NOT TO BE USED AROUND BOX PAD).
3. GROUND CONDUCTOR PER UEUD SPEC. 314 1008.

Drawing name: C:\Users\A\pappdata\local\temp\AcPublish_31412\Transformer box pad and conduit detail 317 2425-4.dwg Plotted: Mar 05,2019 - 1:04pm

No.				REVISIONS	DATE	BY	CK'D	APP'D
CITY OF UKIAH				CONSTRUCTION STANDARD				
ELECTRIC UTILITY DEPARTMENT				FIBERGLASS TRANSFORMER BOX PAD CONDUIT AND BOX PAD INSTALLATION DETAIL				
21OCT10	AMS	AMS	<i>Ams</i>	SHEET 4 OF 5		317 2425		
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION			

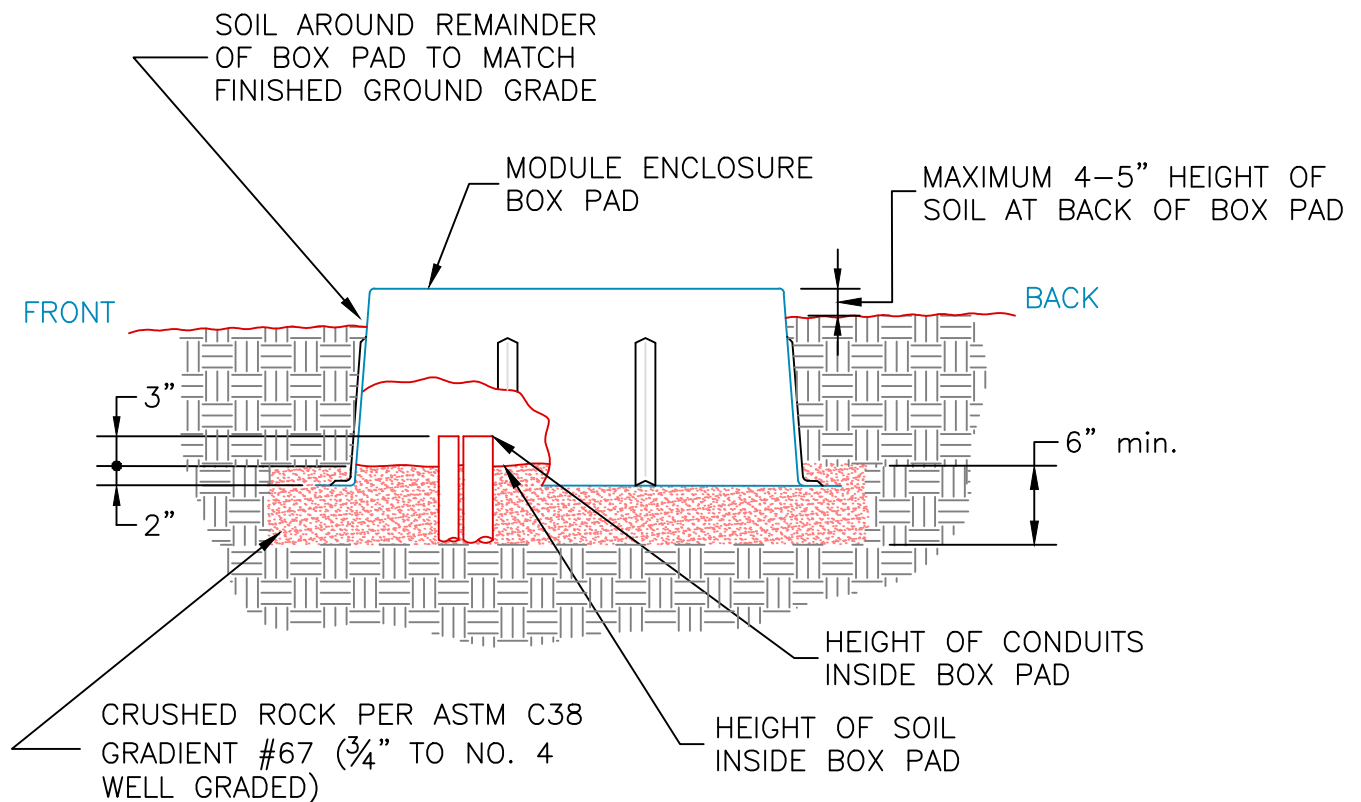


NOTES:

1. PADMOUNT SWITCH BOX PAD SHALL BE LEVEL.
2. PADMOUNT SWITCH SITE TO BE COMPACTED TO 90% COMPACTION (HYDRO-HAMMER IS NOT TO BE USED AROUND BOX PAD).

Drawing name: C:\Documents and Settings\AI Smatsky\local settings\temp\AcPublish_7340\Padmount Switch Box Pad Location Detail 317 2426-4.dwg Plotted: Feb 16,2011 - 2:20pm

No.				REVISIONS	DATE	BY	CK'D	APP'D
CITY OF UKIAH				CONSTRUCTION STANDARD				
ELECTRIC UTILITY DEPARTMENT				PADMOUNT SWITCH BOX PAD CONDUIT AND BOX PAD INSTALLATION DETAIL				
29DEC10	AMS	AMS			SHEET 4 OF 5	317 2426		
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION			

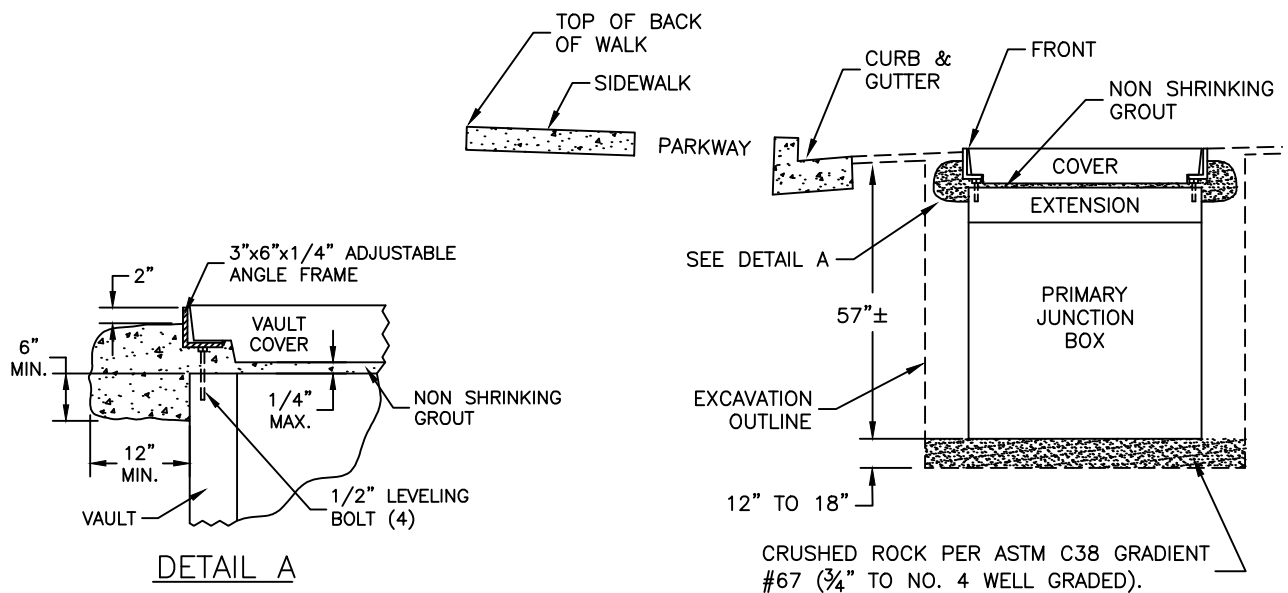


NOTES:

1. MODULE ENCLOSURE BOX PAD SHALL BE LEVEL.
2. MODULE ENCLOSURE BOX PAD SITE TO BE COMPACTED TO 90% COMPACTION (HYDRO-HAMMER IS NOT TO BE USED AROUND BOX PAD).

CITY OF UKIAH ELECTRIC UTILITY DEPARTMENT				CONSTRUCTION STANDARD MODULE ENCLOSURE BOX PAD CONDUIT AND BOX PAD INSTALLATION DETAIL		
4AUG12	AMS	AMS		No.	REVISIONS	DATE BY CK'D APP'D
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	

317 2431



GROUT NOTES:

1. ADJUST ANGLE IRON FRAME TO PROPER GRADE WITH ADJUSTMENT BOLTS (4) LOCATED IN CORNERS OF FRAME AND IN SUCH WAY THAT CONCRETE LID IS FIRMLY SEATED IN THE FRAME THROUGHOUT, I.E. NO ROCKING OF COVER.
2. FILL VOID BETWEEN ADJUSTED FRAME AND VAULT WITH NON SHRINKING GROUT PER DETAIL A. CONCRETE APRON SHALL BE INSTALLED COMPLETELY AROUND THE ENTIRE VAULT.
3. CONCRETE SHALL BE READY-MIXED (TRANSIT-MIXED CONCRETE) AND SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 2500 PSI AT 28 DAYS.

GENERAL NOTES:

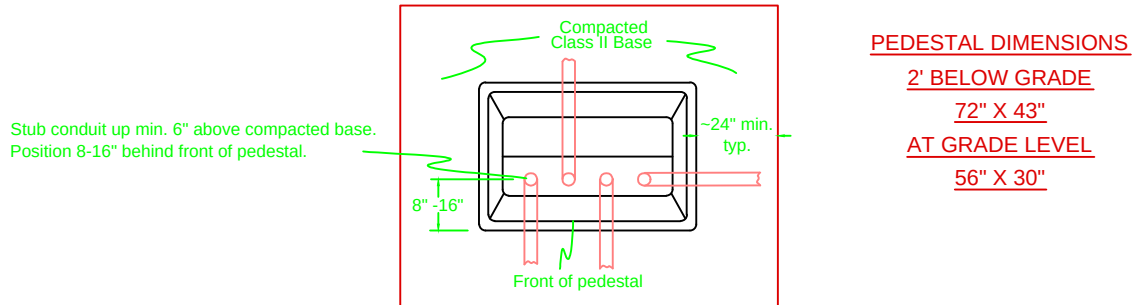
1. PRIMARY JUNCTION BOX, EXTENSION AND COVER SHALL BE PER CITY OF UKIAH SPECIFICATION.
2. PRIMARY JUNCTION BOX GRADE, FROM FRONT TO BACK, SHALL BE NO MORE THAT 1/4" ABOVE ADJACENT PAVEMENT.
3. BOTTOM OF PRIMARY JUNCTION BOX EXCAVATION SHALL BE COMPACTED TO 90% COMPACTION PRIOR TO INSTALLATION OF DRAIN ROCK AND BOX.
4. HYDRO HAMMER IS NOT TO BE USED AROUND VAULT OR SUBSTRUCTURES.
5. ASPHALTIC PRIMARY JUNCTION BOX SEALANT TO BE INSTALLED BETWEEN THE EXTENSION RING AND THE JUNCTION BOX.
6. INSTALL GROUND IN JUNCTION BOX PER 314 1007. GROUND WIRE TAIL IN VAULT SHALL BE A MINIMUM OF 16 ft. LONG.

Drawing name: C:\Users\A\appdata\local\temp\AcPublish_22668\504 Vault H2O Cover Install Detail -317 2527.dwg Plotted: Mar 29,2018 - 9:35am

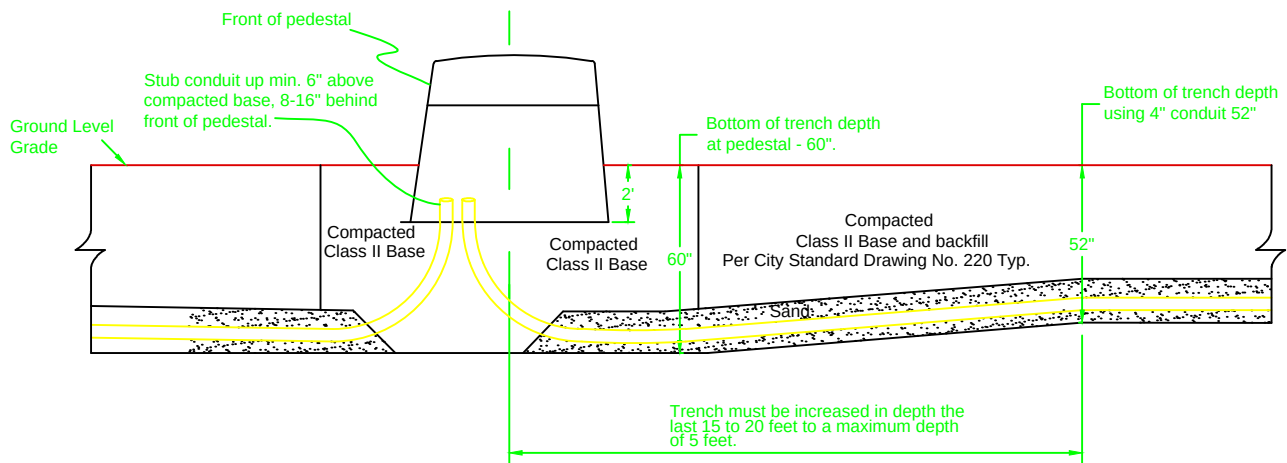
No.	REVISIONS	DATE	BY	CK'D	APP'D
CITY OF UKIAH ELECTRIC UTILITY DEPARTMENT CONSTRUCTION STANDARD PRIMARY JUNCTION BOX WITH H2O COVER INSTALLATION DETAIL					
21OCT17	AMS	AMS			
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION
					317 2527

TYPICAL DEAD FRONT JUNCTION PEDESTAL INSTALLATION

PLAN VIEW



END PROFILE VIEW



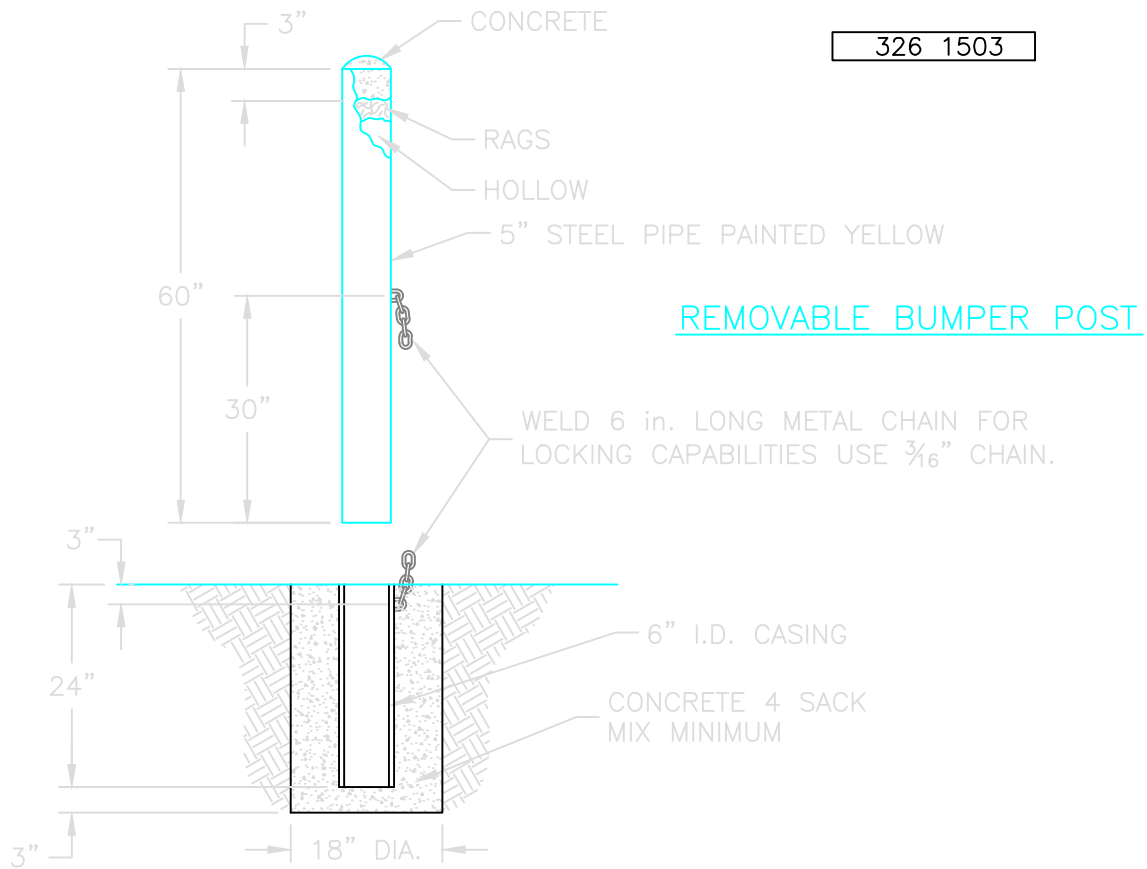
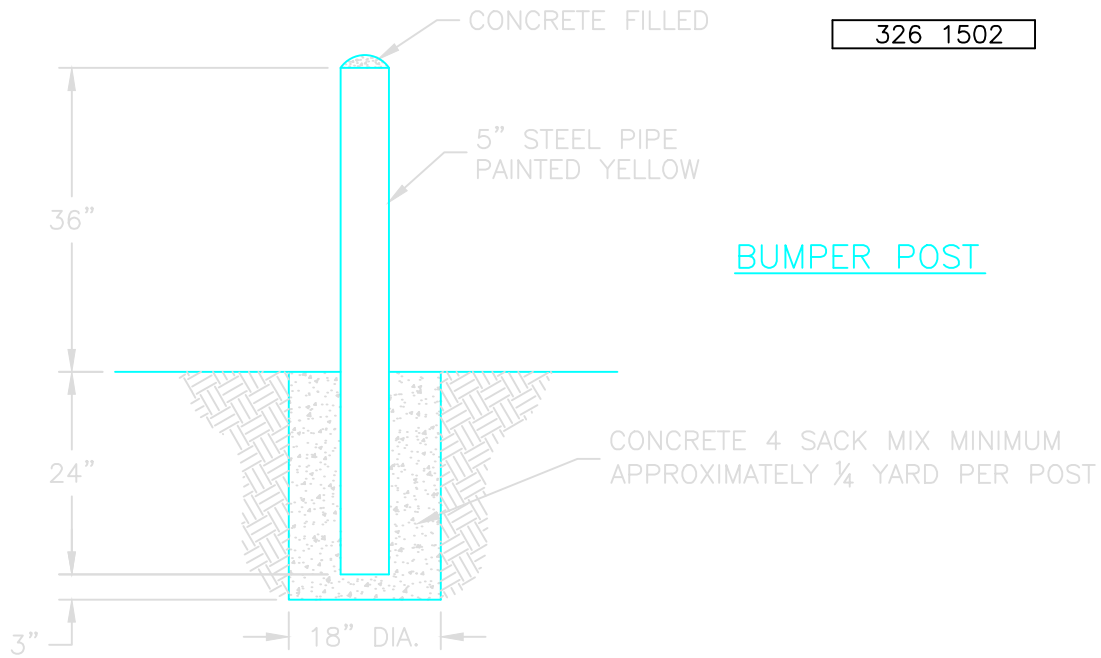
No.	REVISIONS	DATE	BY	CKD	APPD
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CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

ENGINEERING STANDARD
PEDESTAL INSTALLATION

13JAN11	PA	PA			SHEET 1 OF 1
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION

317 3001



Drawing name: C:\Users\ANDocuments\AutoCAD Files\City of Ukiah\Ukiah OH UG Eng Specs\Underground Spec\Bumper Post Spec 3261502-3.dwg Plotted: Oct 21, 2014 - 10:07am

No.	REVISIONS	DATE	BY	CK'D	APP'D
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CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

CONSTRUCTION STANDARD
BUMPER POST DETAILS

18MAR11	RT	AMS			SHEET 1 OF 1
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION

LEGEND:

SEE SPECIFICATIONS FOR ACCEPTABLE MATERIALS.

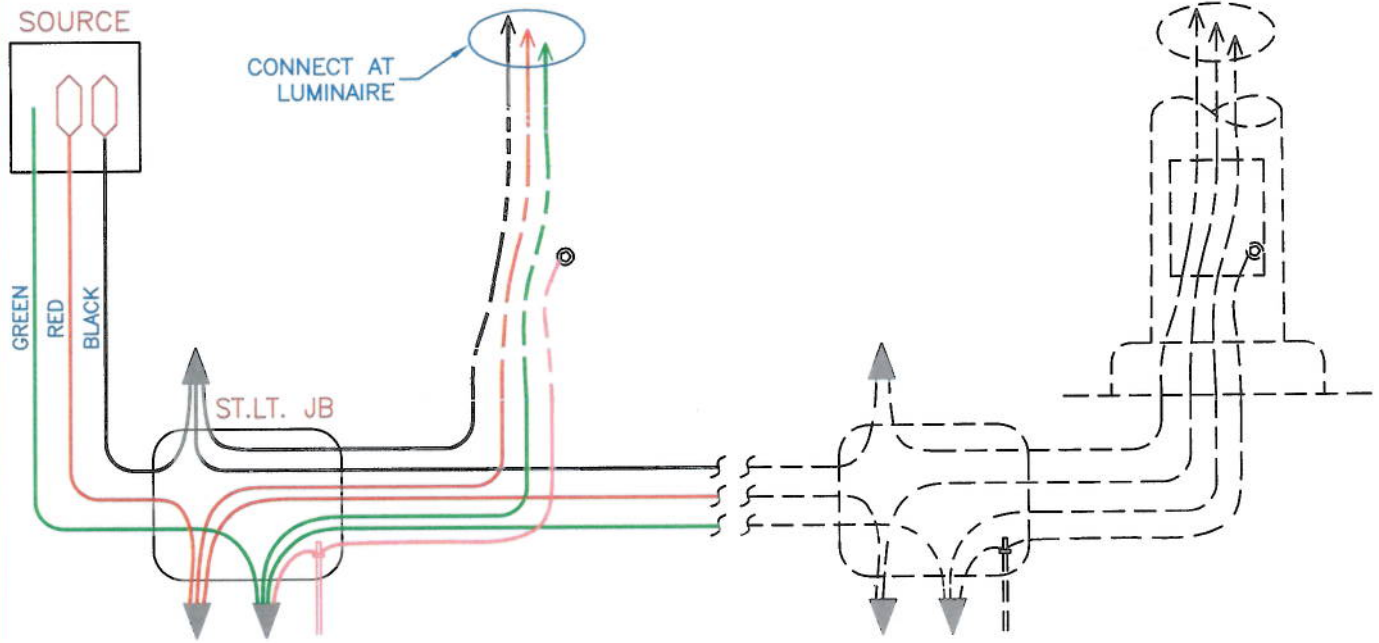
	GROUND ELECTRODE
	CONDUCTOR CONNECTOR
	IN-LINE FUSE WITH INSULATING BOOTS
	SOURCE
	STREETLIGHT JB
	STREETLIGHT
	FUSE

NOTES:

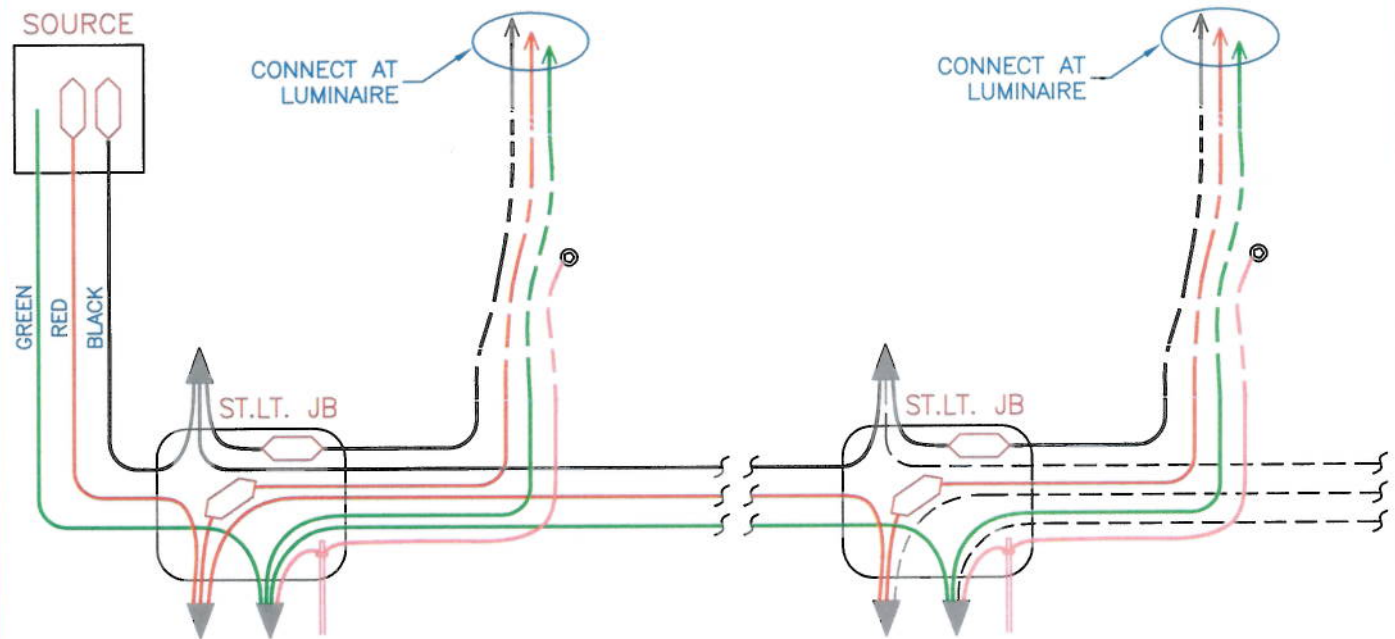
1. FUSES SHALL BE MIDGET FAST ACTING.
2. FUSE SIZE SHALL BE PER THE FUSING TABLE OR AS SHOWN ON THE JOB SPECIFIC DRAWINGS.
3. PROTECTION AT THE SOURCE GENERALLY WILL BE FUSE(S) UNLESS OTHERWISE NOTED ON THE JOB SPECIFIC DRAWINGS. A CIRCUIT BREAKER, WITH APPROPRIATE ENCLOSURE, MAY BE UTILIZED IN-LIEU OF FUSES.

Drawing name: C:\Users\sozzoli\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\6HCK1Q3W\Streetlight Spec 503 0101 sheet 1 thru 6.dwg Plotted: Nov 20, 2014 10:11am

1							
No.	REVISIONS			DATE	BY	CK'D	APP'D
CITY OF UKIAH				CONSTRUCTION STANDARD			
ELECTRIC UTILITY DEPARTMENT				STREETLIGHT WIRING			
				LEGEND			
06NOV14	RT	AMS		SHEET 1 OF 6		503 0101	
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION		



MAXIMUM TWO LIGHTS PER SOURCE



THREE OR MORE LIGHTS PER SOURCE

Drawing name: C:\Users\sbozzoli\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\6HCK1Q3W\Streetlight Spec 503 0101 sheet 1 thru 6.dwg Plotted on: Nov. 20, 2014 10:12am

No.	REVISIONS	DATE	BY	CK'D	APP'D
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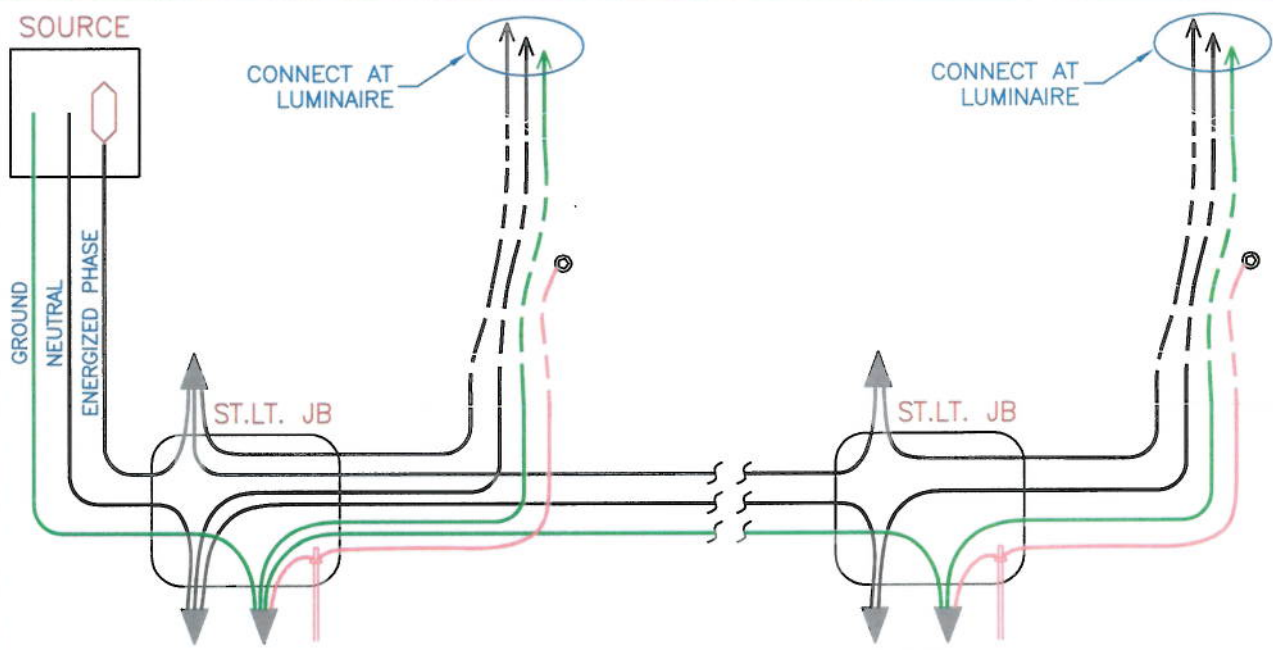
CITY OF UKIAH

ELECTRIC UTILITY DEPARTMENT

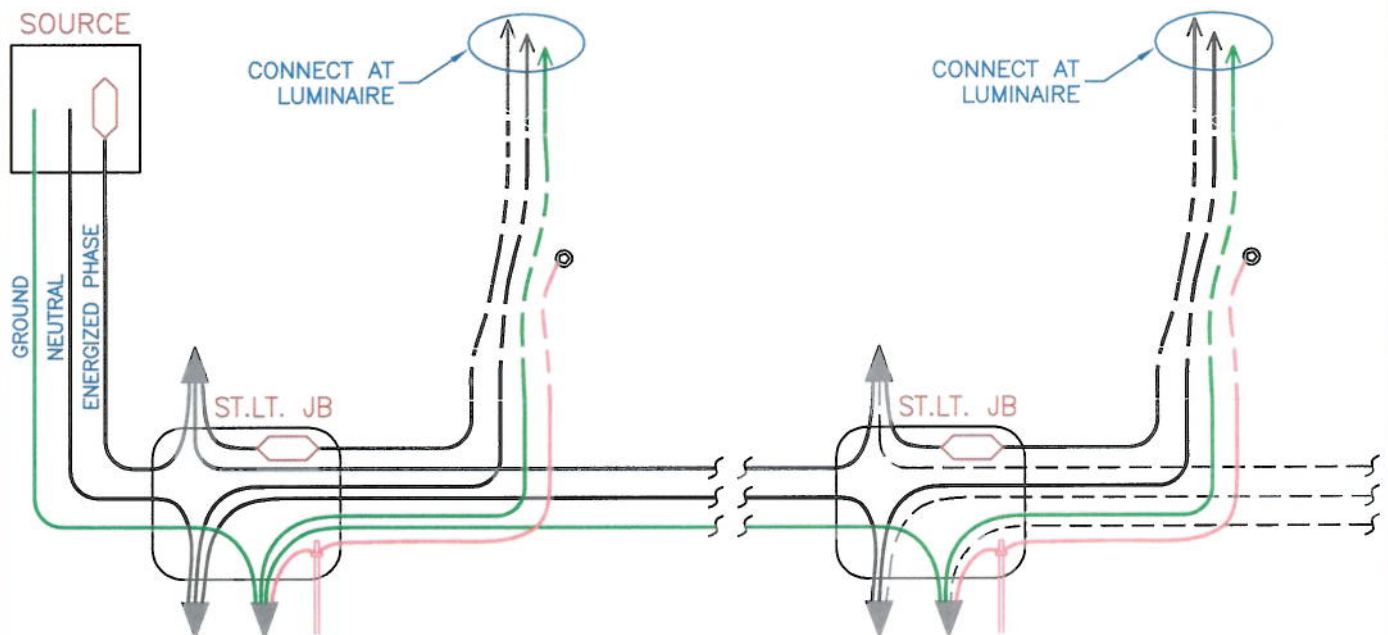
CONSTRUCTION STANDARD
STREETLIGHT WIRING
DIAGRAM
208 OR 240 VOLT SYSTEM

292

06NOV14	RT	AMS			SHEET 3 OF 6	503 0101
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	



TWO LIGHTS PER SOURCE



THREE OR MORE LIGHTS PER SOURCE

VOLTAGE	ENERGIZED PHASE	NEUTRAL	GROUND
120V	BLACK	WHITE	GREEN
277V	BROWN	GRAY	GREEN

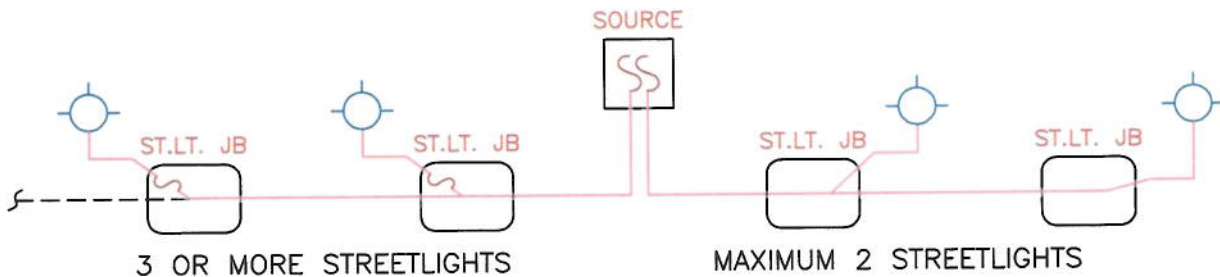
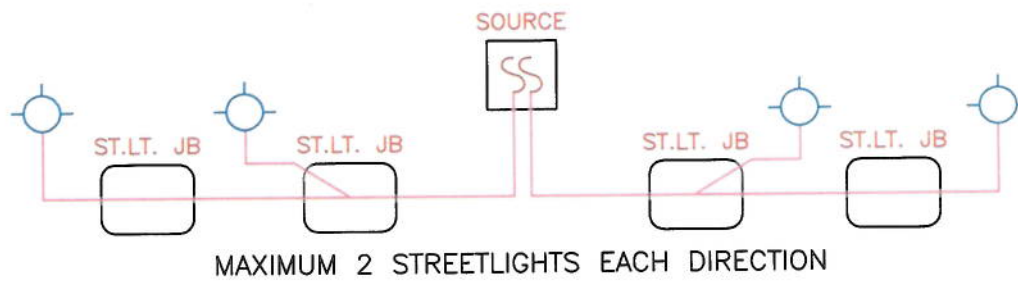
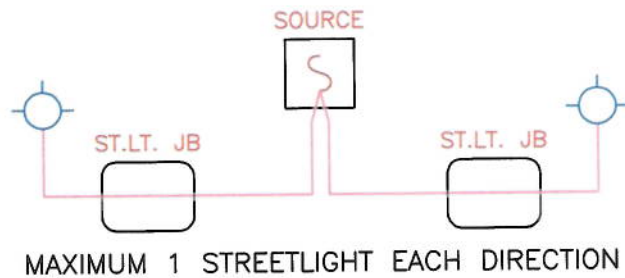
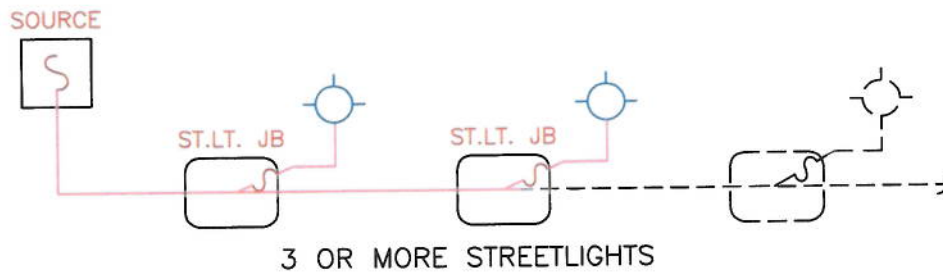
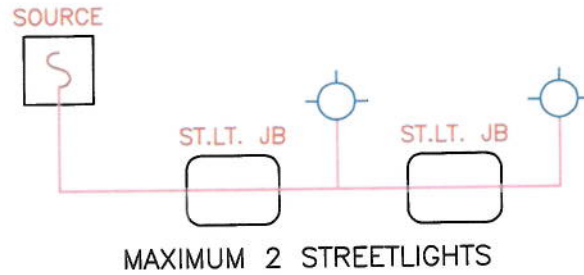
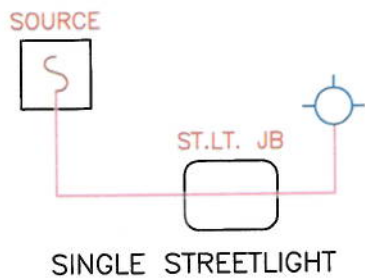
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No.	REVISIONS	DATE	BY	CK'D	APP'D
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CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

CONSTRUCTION STANDARD
STREETLIGHT WIRING
DIAGRAM
120 OR 277 VOLT SYSTEM

06NOV14	RT	AMS			SHEET 2 OF 6	503 0101
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	



Drawing name: C:\Users\sbozzoli\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\6HCK1Q3W\Streetlight Spec 503 0101 sheet 1 thru 6.dwg Plotted on: Nov. 20, 2014 - 10:12am

No.	REVISIONS	DATE	BY	CK'D	APP'D
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CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

CONSTRUCTION STANDARD
STREETLIGHT WIRING
SINGLE LINE DIAGRAM

06NOV14	RT	AMS			SHEET 4 OF 6	503 0101
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	

STREETLIGHT FUSING TABLE

LAMP SIZE (WATTS)	NUMBER OF STREETLIGHTS AND OPERATING CURRENT PER STREETLIGHT	OPERATING VOLTS			
		120	208	240	277
70	SINGLE STREETLIGHT	3	3	3	3
	TWO STREETLIGHTS	5	3	3	3
	OPERATING AMPERE	0.95	0.55	0.48	0.41
100	SINGLE STREETLIGHT	3	3	3	3
	TWO STREETLIGHTS	5	3	3	3
	OPERATING AMPERE	1.22	0.70	0.61	0.53
150	SINGLE STREETLIGHT	5	3	3	3
	TWO STREETLIGHTS	7.5	5	5	5
	OPERATING AMPERE	1.80	1.04	0.90	0.77
250	SINGLE STREETLIGHT	7.5	5	3	3
	TWO STREETLIGHTS	15	7.5	7.5	5
	OPERATING AMPERE	2.70	1.56	1.35	1.17
106	SINGLE STREETLIGHT	3	3	3	3
	TWO STREETLIGHTS	3	3	3	3
	OPERATING AMPERE	.88	.51	.44	.38

ACCEPTABLE FUSE SIZES: 3, 5, 7.5, 10, 15, 20 AND 30 AMPERE.

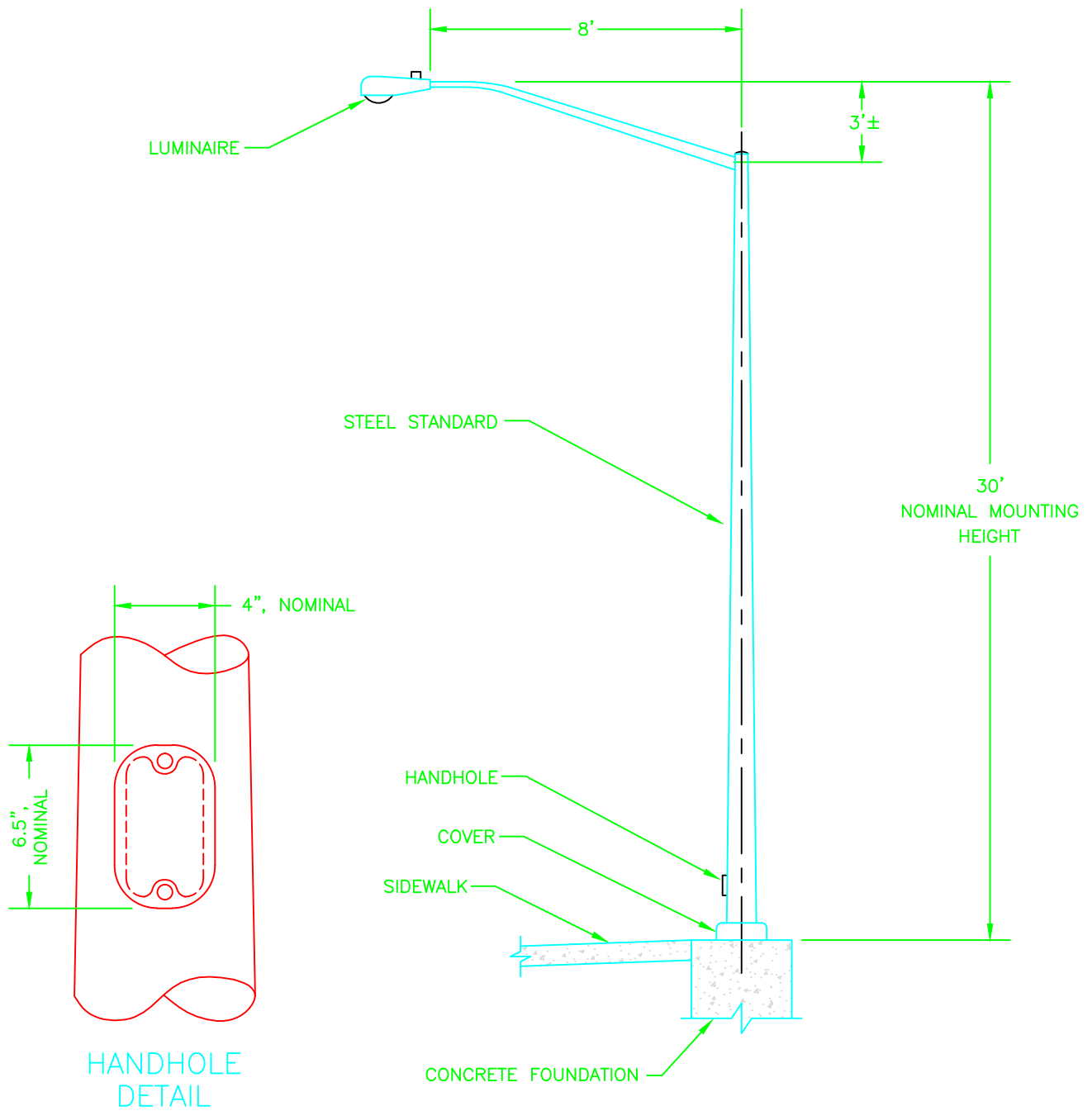
TO CALCULATE THE FUSE SIZE TO SUPPLY 3 OR MORE LIGHTS IN THE SAME STRING,
USE THE FOLLOWING FORMULA:

$$S = 2 * N * A$$

WHERE: S = FUSE SIZE (ROUND UP TO NEAREST SIZE)
N = NUMBER OF LIGHTS IN THE STRING
A = OPERATING AMPERES PER LIGHT FROM THE TABLE ABOVE

Drawing name: C:\Users\sbozzoli\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\6HCK1Q3W\Streetlight Spec 503 0101 sheet 1 thru 6.dwg Plotted: Nov 20,2014 - 10:12am

CITY OF UKIAH ELECTRIC UTILITY DEPARTMENT				CONSTRUCTION STANDARD STREETLIGHT WIRING FUSING TABLE				295
06NOV14	RT	AMS			SHEET 6 OF 6	503 0101		
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION			



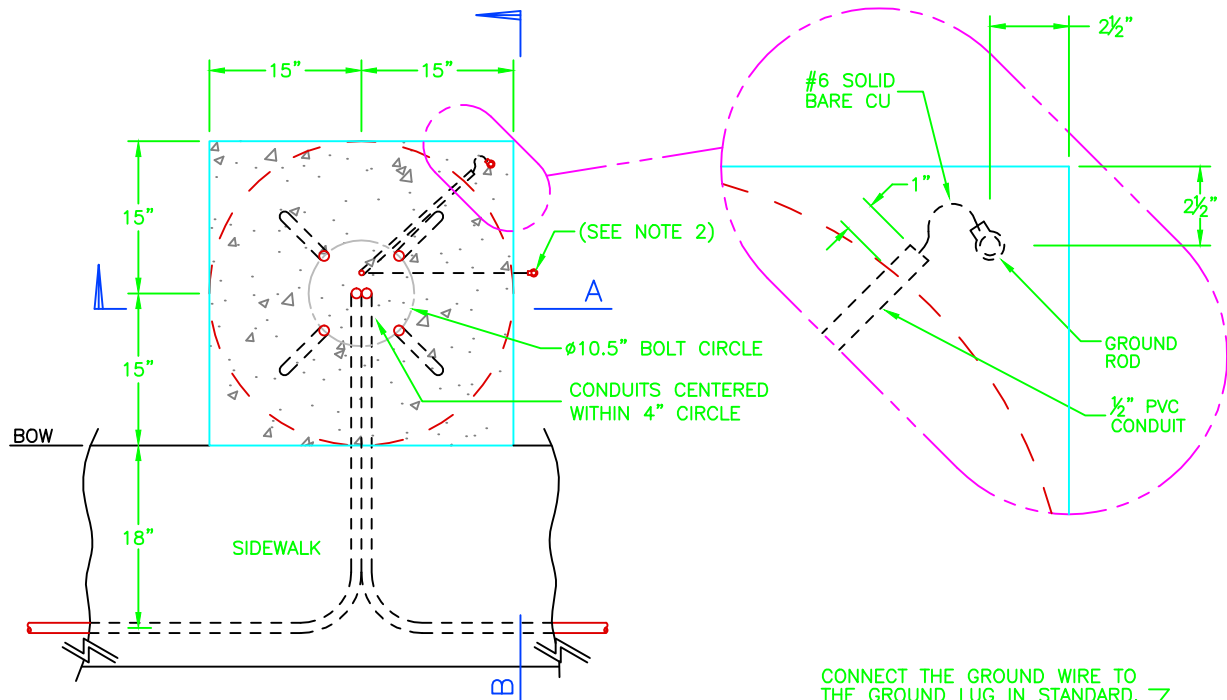
Drawing name: C:\Users\ANDocuments\AutoCAD Files\City of Ukiah\Ukiah OH UG Eng Specs\Streetlights\504 0201-1 St Light Spec BOW.dwg Plotted: Mar 03,2019 - 12:11pm

No.	REVISIONS	DATE	BY	CK'D	APP'D
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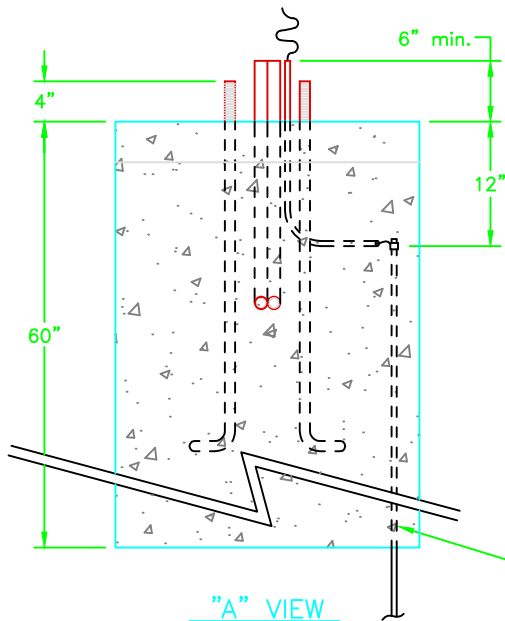
CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

CONSTRUCTION STANDARD
30' STEEL STREETLIGHT

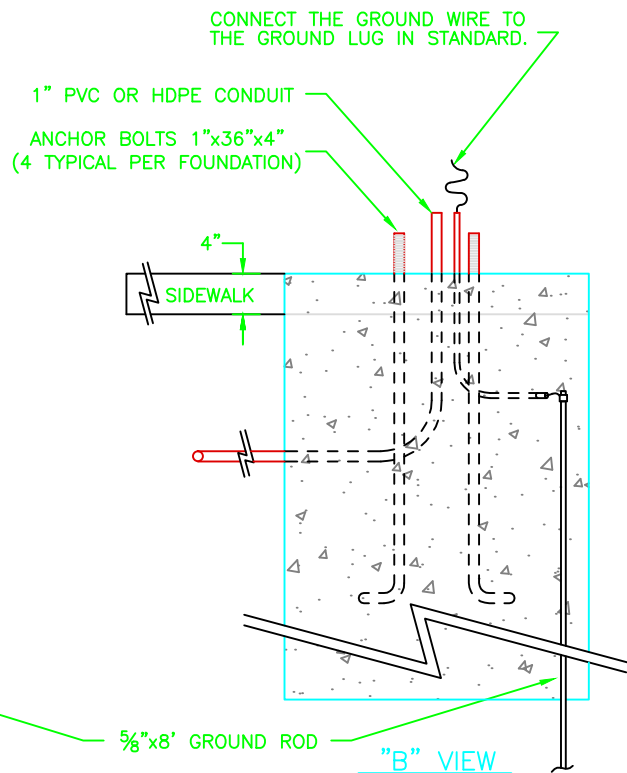
03FEB19	RT	<i>Ams</i>	<i>Ams</i>		SHEET 1 OF 3	504 0201
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	



TOP VIEW



"A" VIEW



"B" VIEW

NOTES:

1. 25.5 CUBIC FEET OF CONCRETE REQUIRED.
2. ALTERNATE GROUND ROD LOCATION. SIDE OF FOUNDATION OPPOSITE THE PROPERTY LINE.

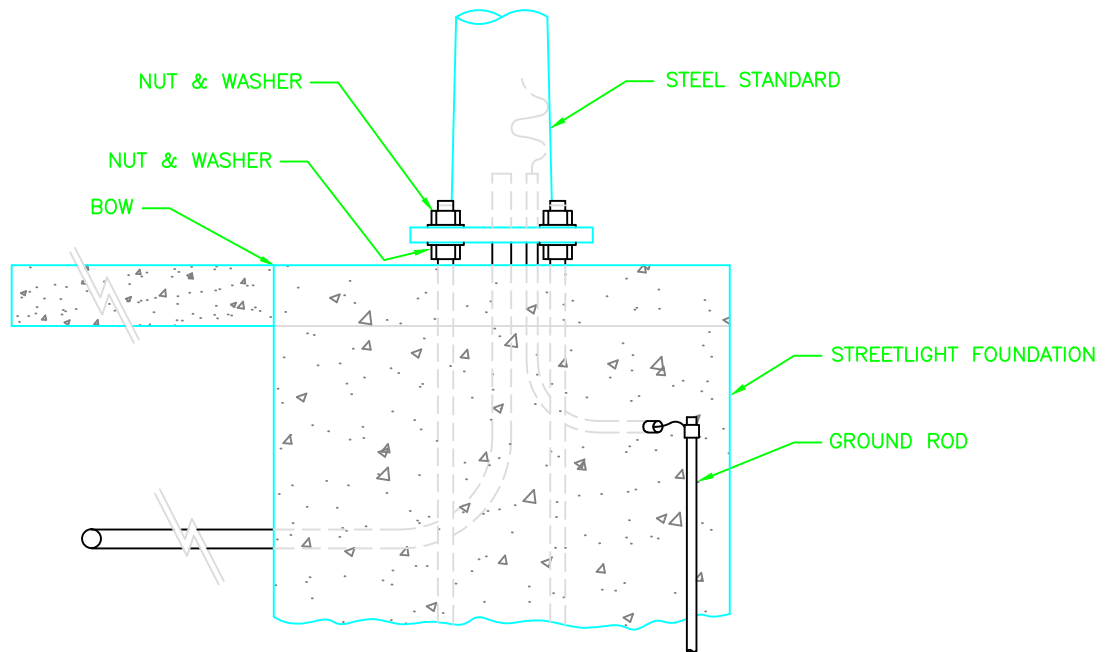
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No.	REVISIONS	DATE	BY	CK'D	APP'D

CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

CONSTRUCTION STANDARD
30' STEEL STREETLIGHT
FOUNDATION DETAIL

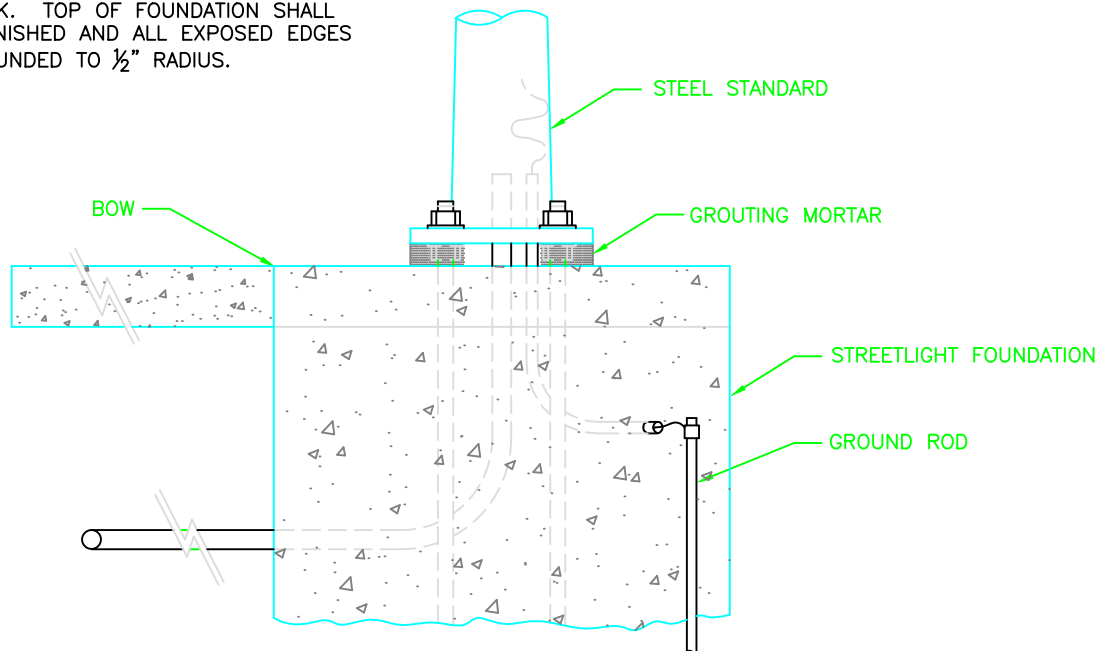
03FEB19	RT	Ams	Ams		SHEET 2 OF 3	504 0201
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	



LEVELING DETAIL

NOTE:

FOUNDATION TO BE LEVEL AND FLUSH WITH BACK OF WALK. TOP OF FOUNDATION SHALL BE BROOM FINISHED AND ALL EXPOSED EDGES SHALL BE ROUNDED TO $\frac{1}{2}$ " RADIUS.



GROUTING DETAIL

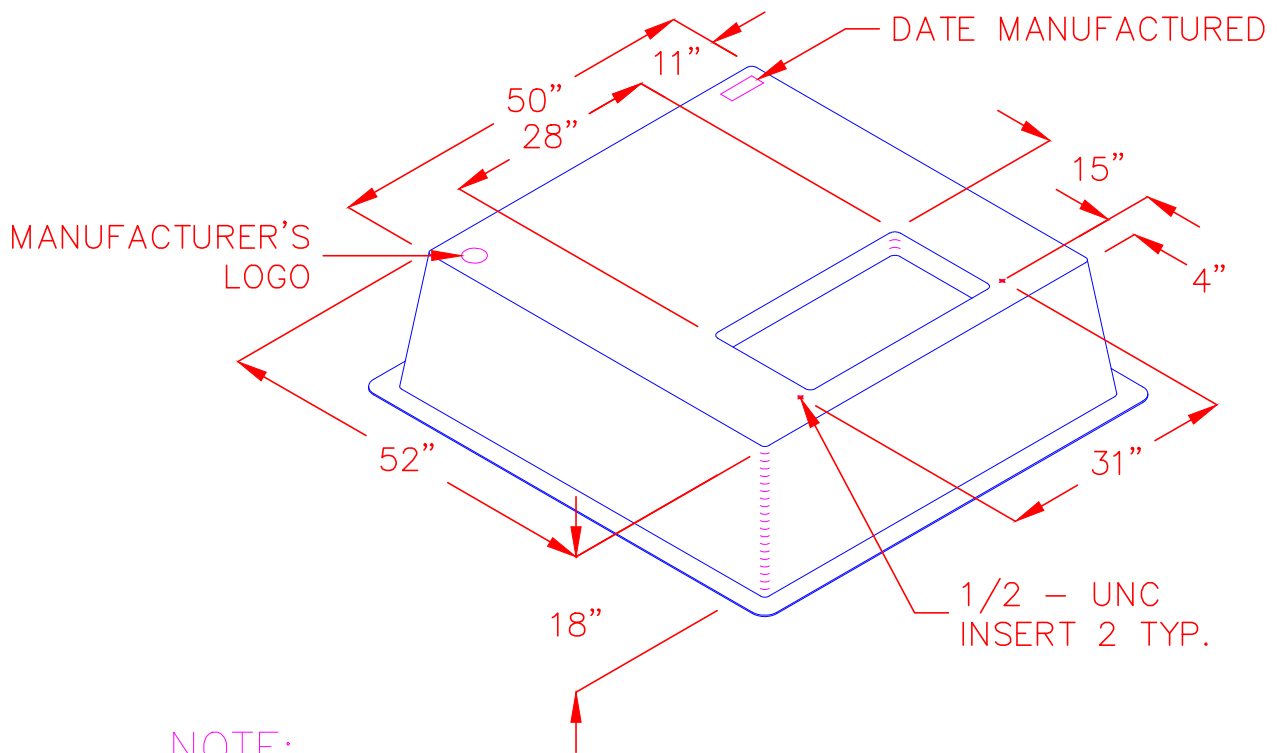
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No.	REVISIONS	DATE	BY	CK'D	APP'D
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CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

CONSTRUCTION STANDARD
30' STEEL STREETLIGHT
STANDARD INSTALLATION DETAIL

03NOV19	RT	<i>Ams</i>	<i>Ams</i>		SHEET 3 OF 3	504 0201
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	



NOTE:

1. MANUFACTURER REFERENCE: JENSEN
PRECAST NO 50X52X18 CODE M360002

CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

ENGINEERING STANDARD

TRANSFORMER BOX PAD

02JULY12

AMS

AMS

DATE

DRAWN

DESIGNED

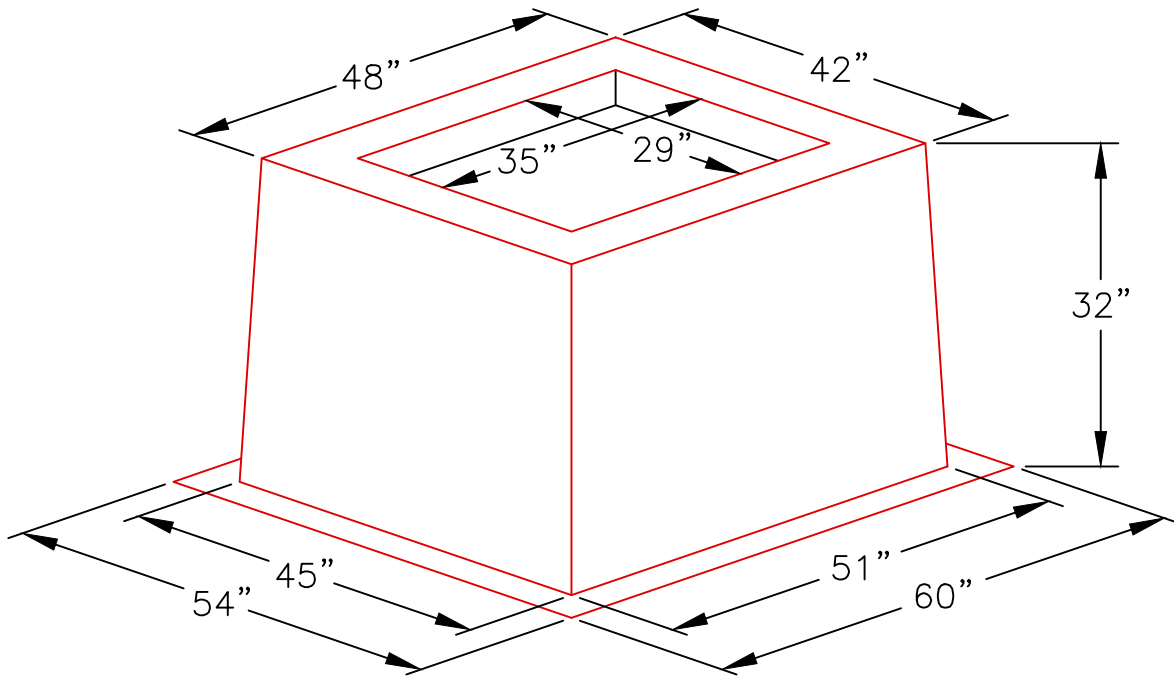
CHECKED

APPROVAL

SHEET 1 OF 1

REVISION

922 5402



NOTE:
 1. MANUFACTURER REFERENCE: PROGLASS, INC. NO. TX484232 FOR MALTON ENCLOSURE.

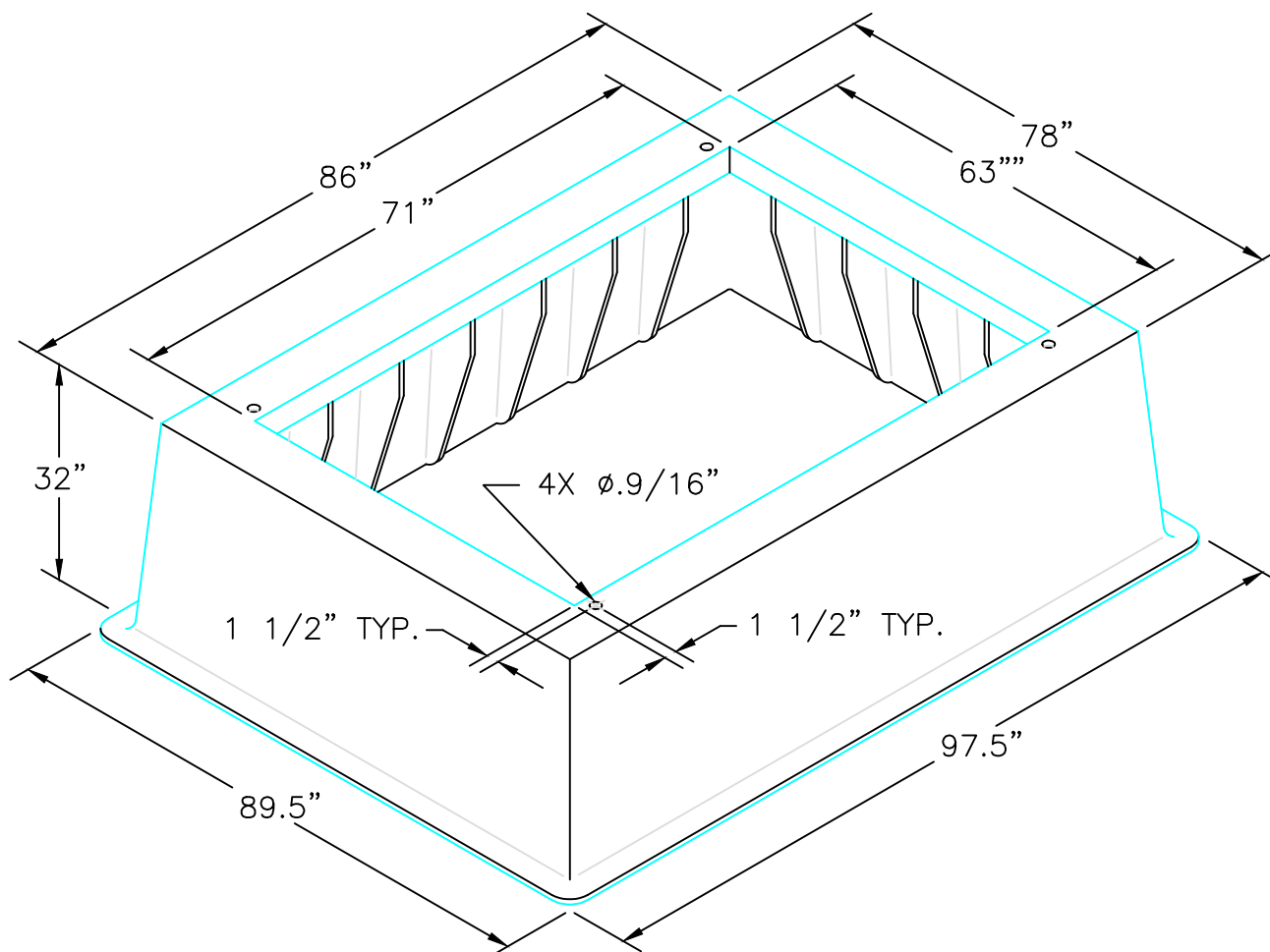
M:\DATA\CAD\STANDARD\SPEC\0922\5405.DWG

CITY OF UKIAH
 ELECTRIC UTILITY DEPARTMENT

ENGINEERING STANDARD

MODULE ENCLOSURE BOX PAD

7JULY12	AMS	AMS			SHEET 1 OF 1	PD922 5405
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	



NOTES:

1. PAD SHALL HAVE A MINIMUM LOAD RATING OF 4000 LB.
2. MANUFACTURER REFERENCE: PROGLASS, INC. NO. SG867832

M:\DATA\CAD\STANDARD\SPEC\0922\5406.DWG

CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

ENGINEERING STANDARD

PADMOUNTED SWITCH BOX PAD

29DEC10

AMS

AMS

DATE

DRAWN

DESIGNED

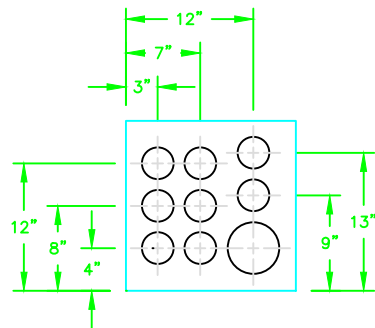
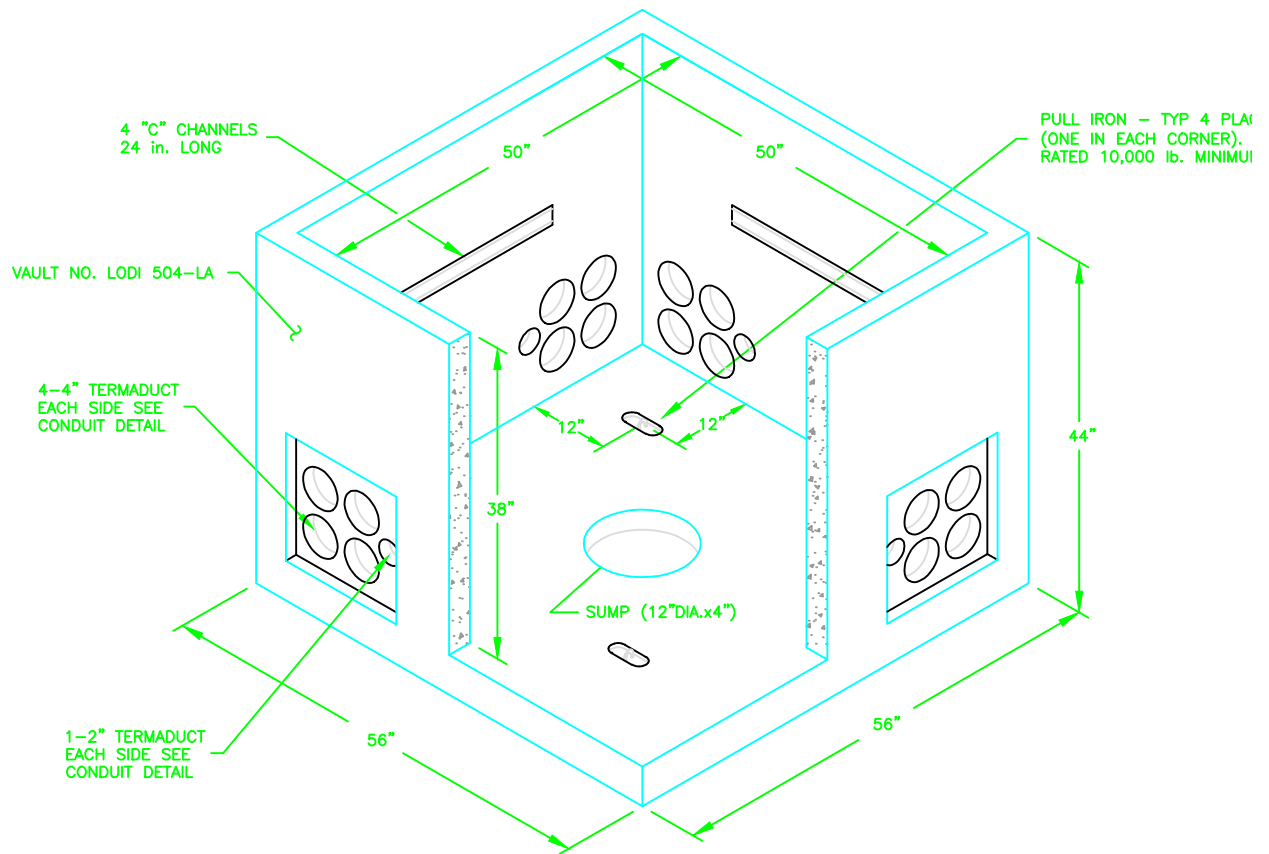
CHECKED

APPROVAL

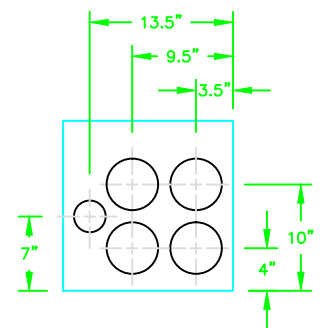
SHEET 1 OF 1

REVISION

922 5406



ALTERNATE CONDUIT DETAIL
8-2" AND 1-4"



STANDARD CONDUIT DETAIL
1-2" AND 4-4"

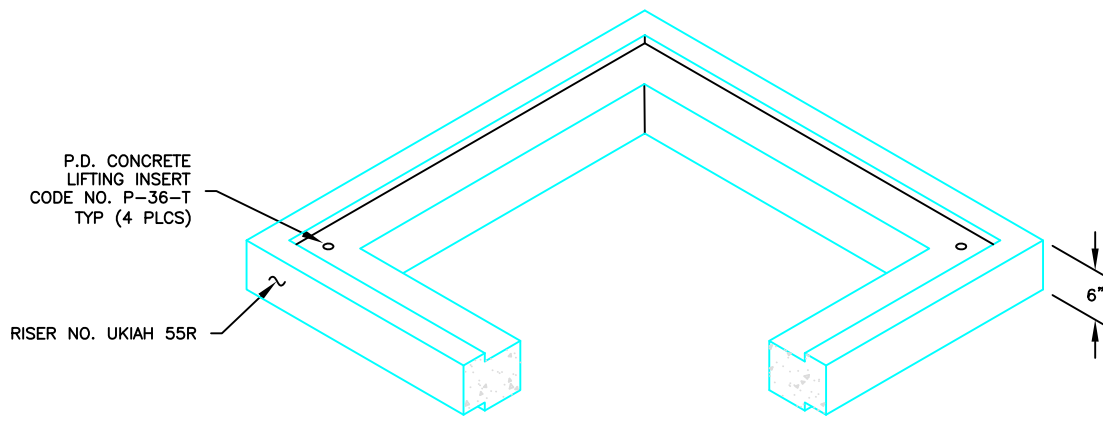
No.	REVISIONS	DATE	BY	CKD

CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

ENGINEERING STANDARD

PRIMARY VAULT
UKIAH 504-LA

28DEC10	AMS	AMS			SHEET 2 OF 2	922 56 302
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	



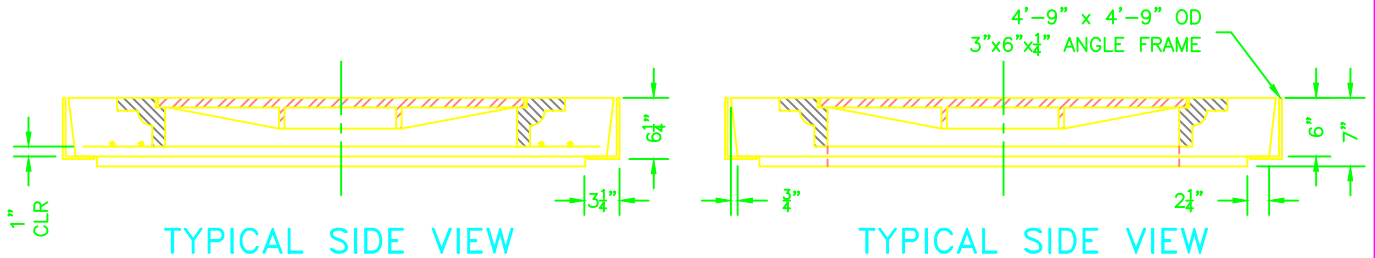
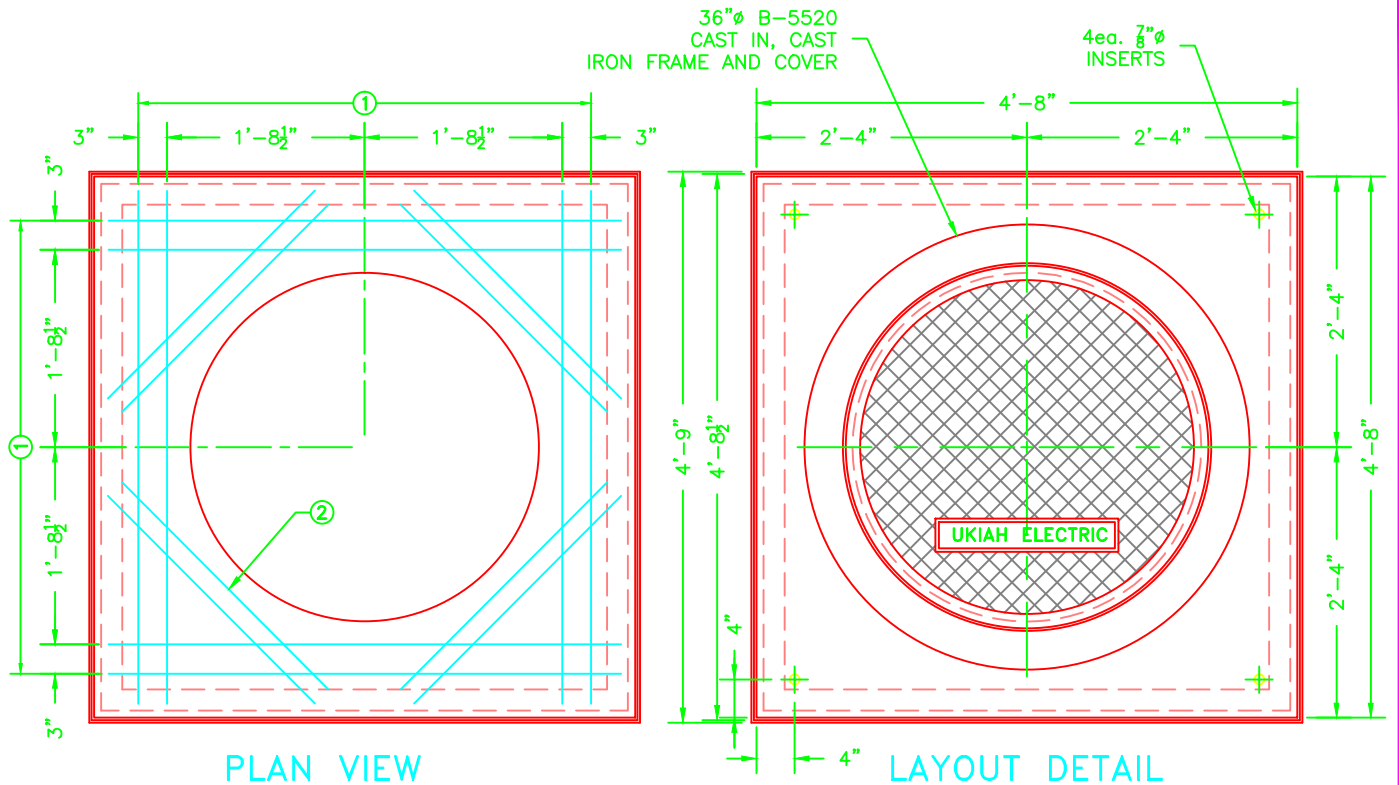
Drawing name: C:\Documents and Settings\AI Smatsky\AutoCAD Files\City of Ukiah\Ukiah OH UG Eng Specs\Engineering Standards\Underground\UKIAH 504LA ex ring 922 5680.dwg Plotted: Mar 24,2011 - 12:44pm

CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

CONSTRUCTION STANDARD
PRIMARY VAULT – ACCESSORY RING
UKIAH 504–LA

303

21OCT10	RF	AMS			SHEET 1 OF 1	922 5680
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	



GENERAL NOTES:

1. CONCRETE: $f'_c = 5,500$ psi ULTIMATE COMPRESSIVE STRENGTH IN 28 DAYS.
2. REINFORCEMENT: A. REBAR: ASTM A706, GRADE 60
B. STRENGTH $F_y = 60,000$ psi.
3. ALL CONCRETE JOINTS TO BE SEALED USING APPROVED JOINT SEALANT UNLESS OTHERWISE NOTED.
4. STRUCTURE DESIGNED FOR TRAFFIC H-20 LOADING PER ASTM C-857. (16,000 lb. WHEEL LOAD)
5. COVER TO BE AN A-1454 BOLT DOWN, MARKED "UKIAH ELECTRIC" WITH "PENTAHEAD" SECURITY BOLT. (TYPICAL) (3)

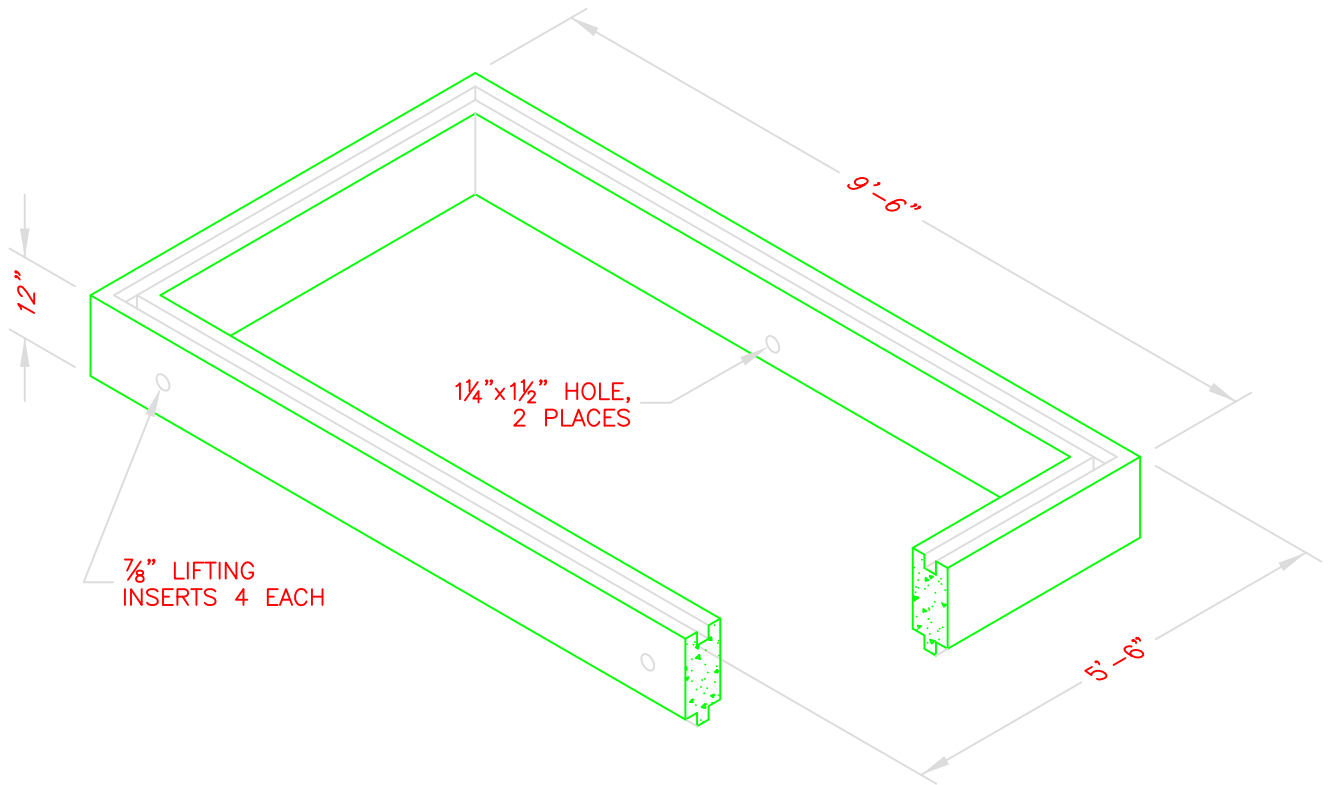
UNIT WEIGHT: 1.300#
(WITHOUT COVER)

		A		C		B	
		17		20			
②	8	5	2'-6"	STR			21#
①	8	6	4'-5"	STR			53#
MARK	QTY	SIZE	LENGTH	TYPE	A	B	C
				WEIGHT			

CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

ENGINEERING STANDARD
PRIMARY VAULT – FULL TRAFFIC
UKIAH – 504

1/11/11	RT	AMS		SHEET 1 OF 1	922 5683
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	
				REVISION	



Drawing name: C:\Documents and Settings\AI Smatsky\AutoCAD Files\City of Ukiah\Ukiah OH UG Eng Specs\Engineering Standards\Underground\UKIAH 48 Ex Ring 922 5701.dwg Plotted: Mar 03,2011 - 3:42pm

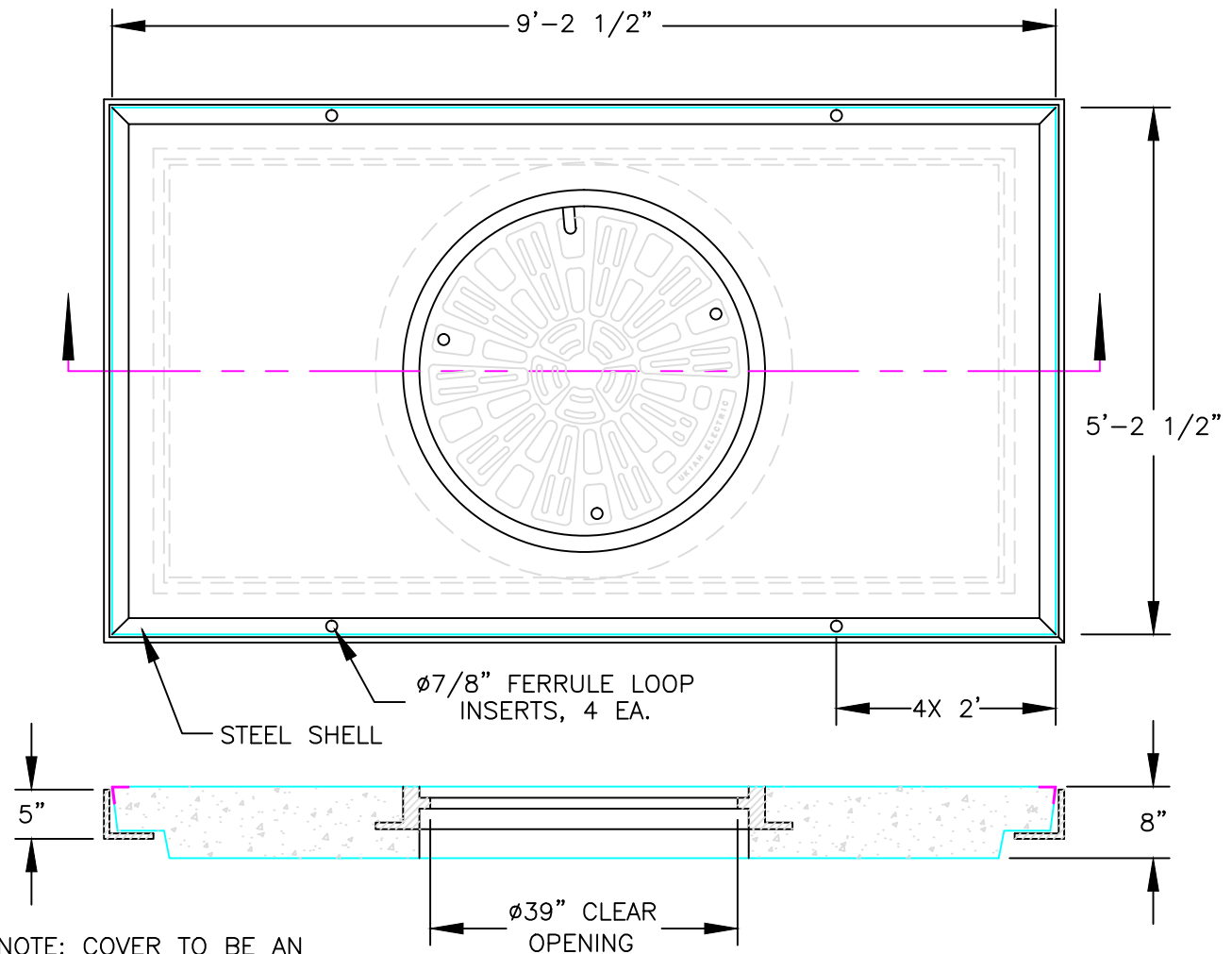
No.	REVISIONS	DATE	BY	CK'D	APP'D

CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

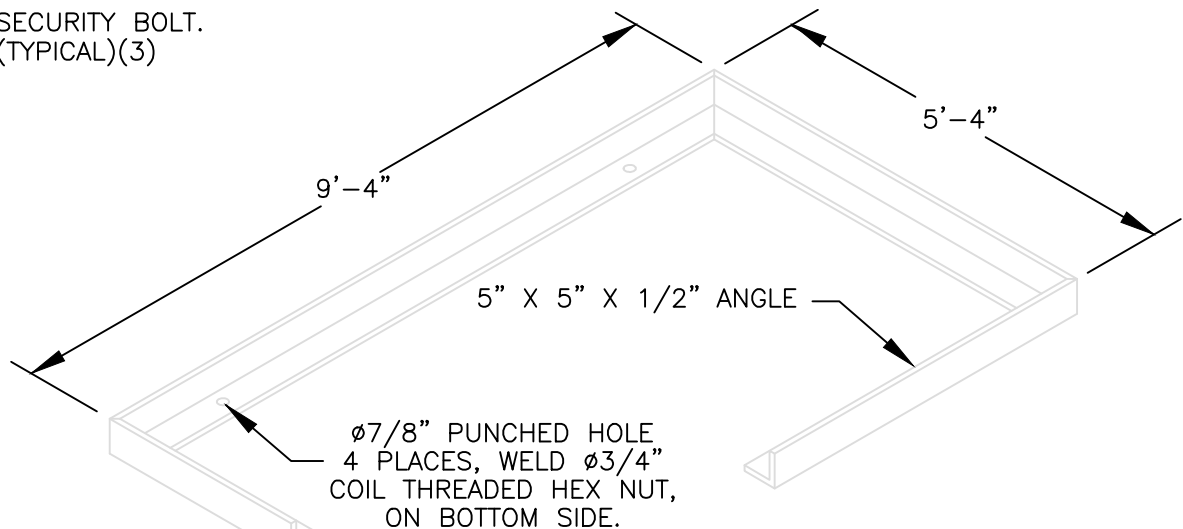
CONSTRUCTION STANDARD

12" EXTENSION RING — FULL TRAFFIC
UKIAH — 48 **305**

02OCT10	RF	AMS			SHEET 1 OF 1	922 5701
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	



NOTE: COVER TO BE AN A-1454 BOLT DOWN, MARKED "UKIAH ELECTRIC" WITH "PENTAHEAD" SECURITY BOLT. (TYPICAL)(3)

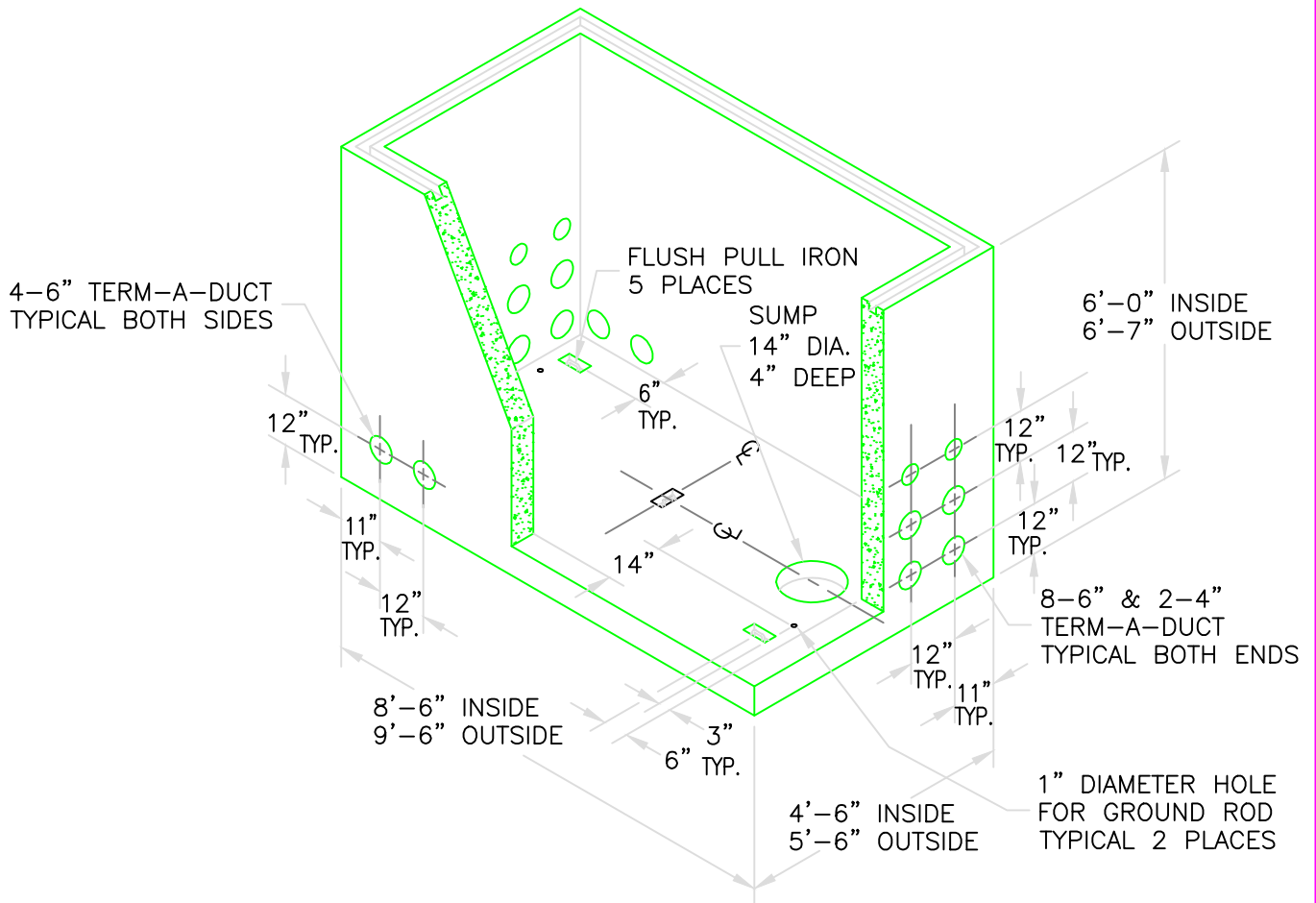


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CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

ENGINEERING STANDARD
CONCRETE COVER – HEAVY FULL TRAFFIC
UKIAH – 48

28DEC10	AMS	AMS			SHEET 1 OF 1	922 5703
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	



NOTE:

PULL IRON TO BE RATED
10,000 LBS. MIN.

Drawing name: C:\Documents and Settings\AI Smatsky\local settings\temp\AcPublish_10248\UKIAH 48 922 5764.dwg Plotted on: Feb 01, 2011 - 1:02pm

CITY OF UKIAH

ELECTRIC UTILITY DEPARTMENT

ENGINEERING STANDARD

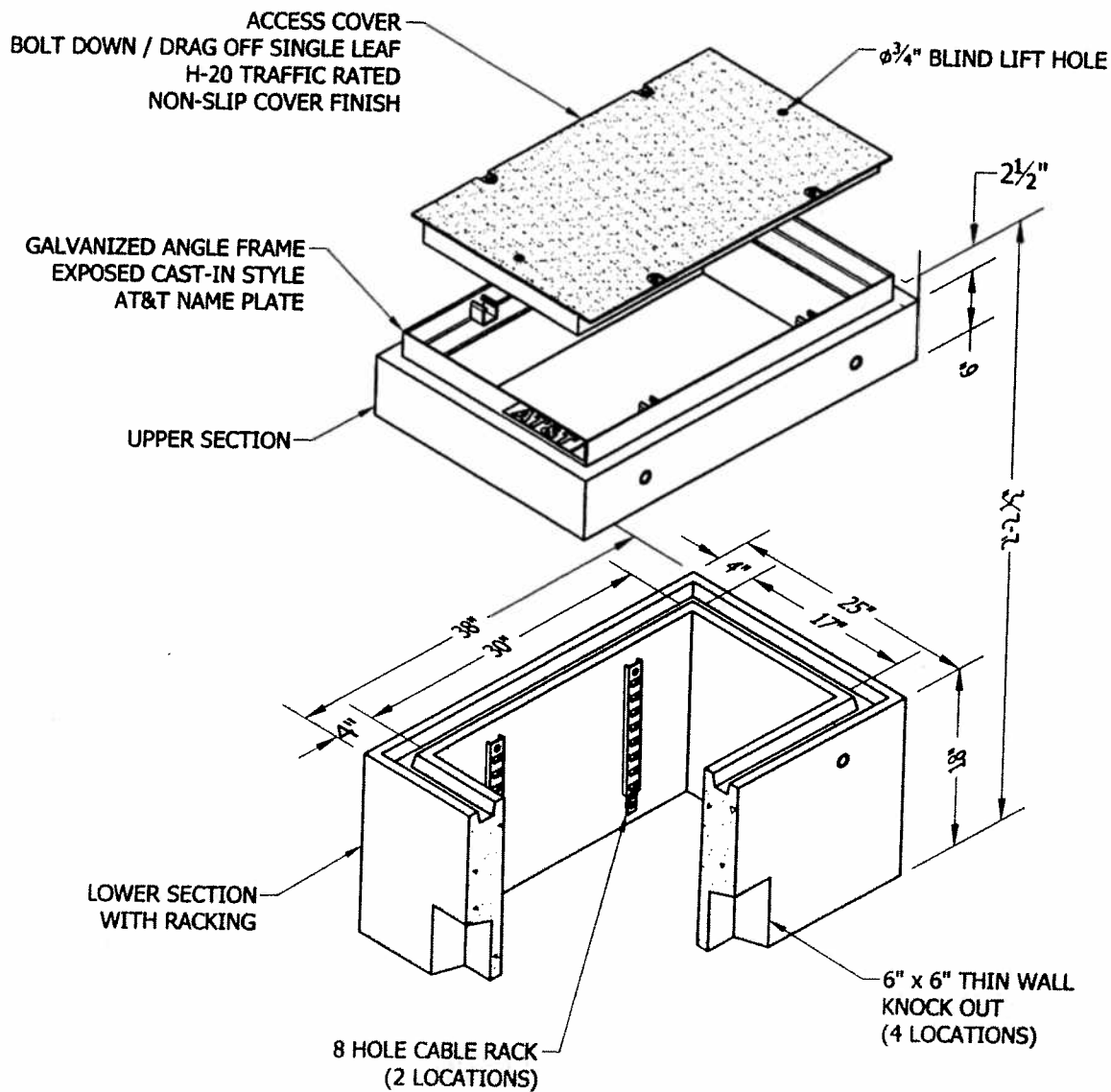
PRIMARY VAULT — FULL TRAFFIC
UKIAH — 48

28DEC10	AMS	AMS			SHEET 1 OF 1	922 5764
DATE	DRAWN	DESIGNED	CHECKED	APPROVAL	REVISION	

MATERIAL LIST

AT&T PID: 301179750

PART NUM	DESCRIPTION	WEIGHT (LBS)
P8173018AT	17"x30"x18" LOWER SECTION - AT&T	642
CA1730C06AT	17"x30"x6" UPPER SECTION	279
	BOLTDOWN / DRAG OFF ALL GRIP STEEL COVER- AT&T	83



CUSTOMER SERVICE
Order and Delivery assistance
800 843-9569

JENSEN
PRECAST

JENSENPRECAST.COM

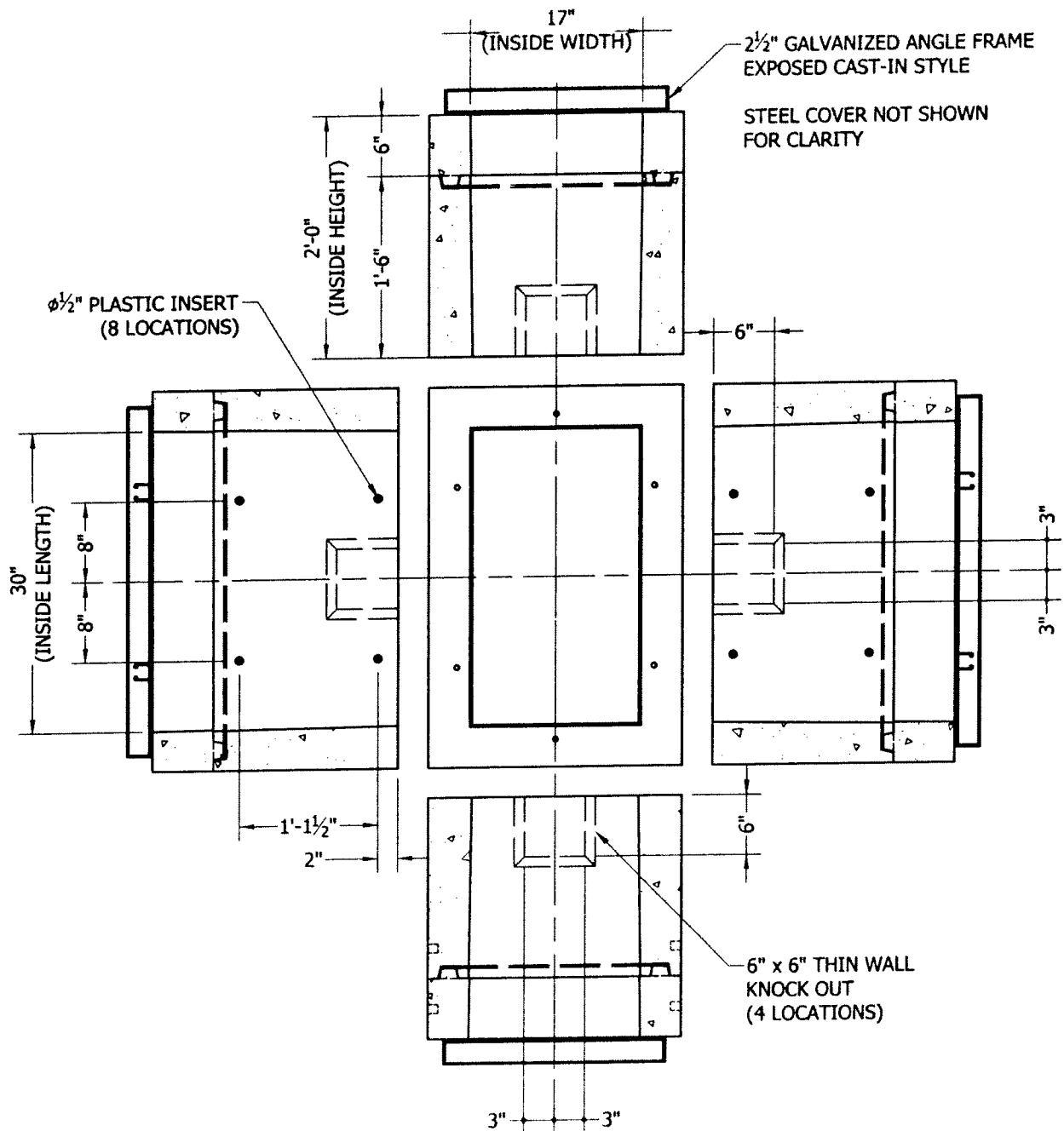
17"x30"x24"
AT&T SPLICE BOX
TRAFFIC RATED DRAG OFF
NON-SLIP COVER

ISSUE DATE: 07/11/2012

AGENCY SERIES:

PART #:

K173024AT



**INSIDE FOLD OUT
DETAILED VIEW**

CUSTOMER SERVICE
Order and Delivery assistance
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JENSEN
PRECAST

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17"x30"x24"
AT&T SPLICE BOX
TRAFFIC RATED DRAG OFF
NON-SLIP COVER

ISSUE DATE: 07/11/2012
AGENCY SERIES:
PART #: K173024AT

MATERIAL LIST

PART NUM	DESCRIPTION	WEIGHT (LBS)
PB2436AT	2'-0" x 3'-0" x 24" LOWER SECTION - AT&T	1021
CA2436C06AT	2'-0" x 3'-0" x 6" UPPER SECTION - AT&T	343
	BOLT DOWN / DRAG OFF NON-SLIP STEEL COVER - TRAFFIC	160

AT&T PID: 301179768

ACCESS COVER
BOLT DOWN / DRAG OFF SINGLE LEAF
H-20 TRAFFIC RATED
NON-SLIP COVER FINISH

GALVANIZED ANGLE FRAME
EXPOSED CAST-IN STYLE
AT&T NAME PLATE

UPPER SECTION

LOWER SECTION
WITH RACKING

4.35"/4.5" STEPPED
DUCT TERMINATOR
(8 LOCATIONS)

8 HOLE CABLE RACK
(2 LOCATIONS)

6" x 6" THIN WALL
KNOCK OUT
(4 LOCATIONS)

CUSTOMER SERVICE
Order and Delivery assistance
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JENSEN
PRECAST

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2'-0"x3'-0"x2'-6"
AT&T SPLICE BOX
TRAFFIC RATED DRAG OFF
NON-SLIP COVER

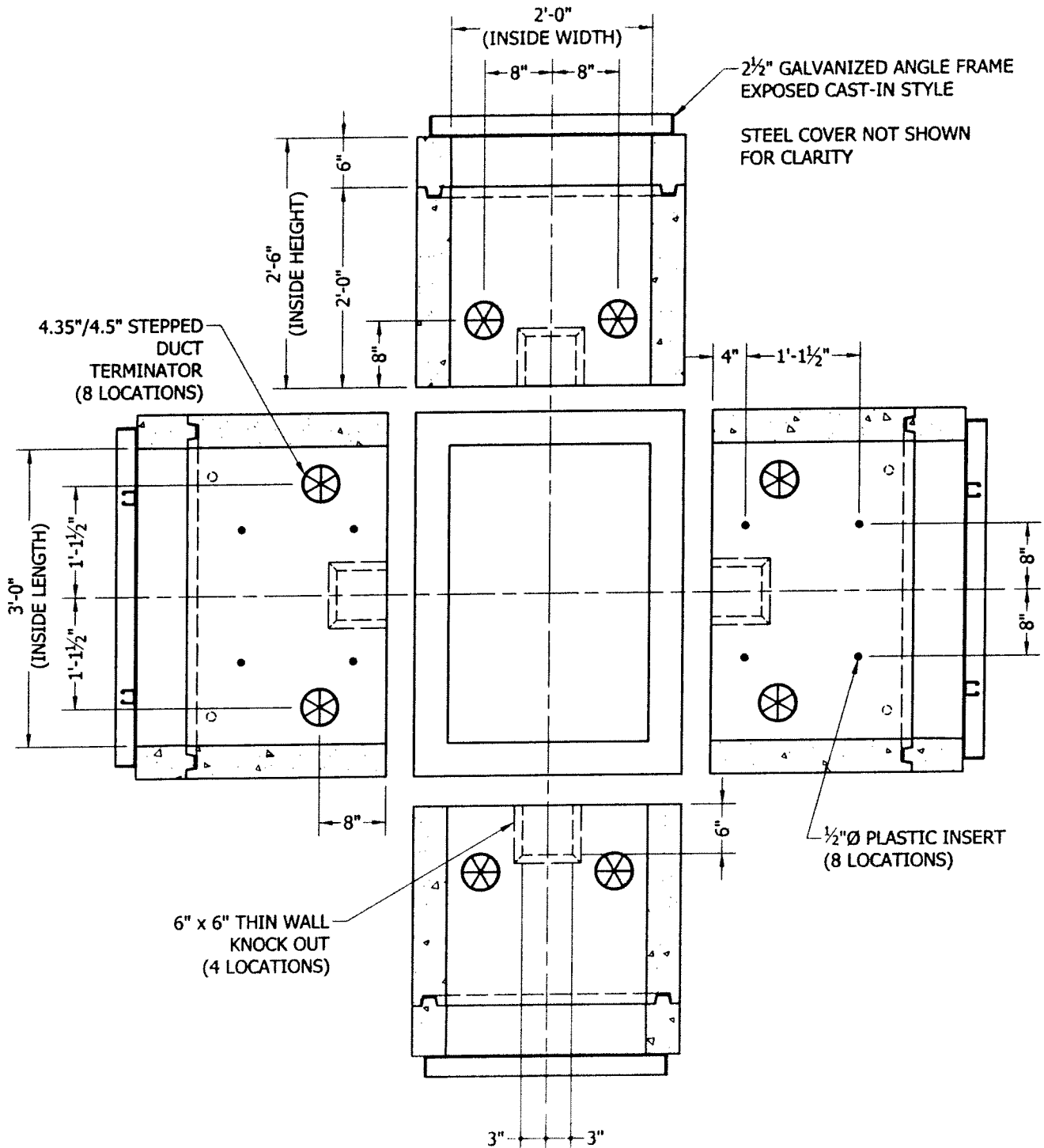
ISSUE DATE:

07/11/2012

AGENCY SERIES:

PART #:

K243630AT



INSIDE FOLD OUT
DETAILED VIEW

CUSTOMER SERVICE
Order and Delivery assistance
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JENSEN
PRECAST

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2'-0"x3'-0"x2'-6"
AT&T SPLICE BOX
TRAFFIC RATED DRAG OFF
NON-SLIP COVER

ISSUE DATE: 07/11/2012
AGENCY SERIES:
PART #:
K243630AT

MATERIAL LIST

AT&T PID: 000600072

PART NUM	DESCRIPTION	WEIGHT (LBS)
PB35AT48	3'-0" x 5'-0" x 4'-0" BASE WITH RACKING - AT&T	5214
CA35ATINS	TORSION HINGED NON-SLIP STEEL COVER - TRAFFIC RATED	445

ACCESS COVER
TORSION HINGED DOUBLE LEAF
H-20 TRAFFIC RATED (NON IMPACT)
NON-SLIP COVER FINISH
ADJUSTABLE SKIRTED STYLE FRAME
AT&T NAME PLATE

BASE SECTION
WITH RACKING

4.35"/4.5" STEPPED
DUCT TERMINATOR
(16 LOCATIONS)

Ø7/8" PULL IRON
STRESS RELIEVED,
GALVANIZED
(4 LOCATIONS)

18 HOLE CABLE RACK
(4 LOCATIONS)

Ø12" x 2" SUMP

CUSTOMER SERVICE
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JENSEN
PRECAST

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3'-0"x5'-0"x4'-0"
AT&T SUB-SURFACE ENCLOSURE
TRAFFIC RATED HINGED
NON-SLIP COVER

ISSUE DATE:

07/11/2012

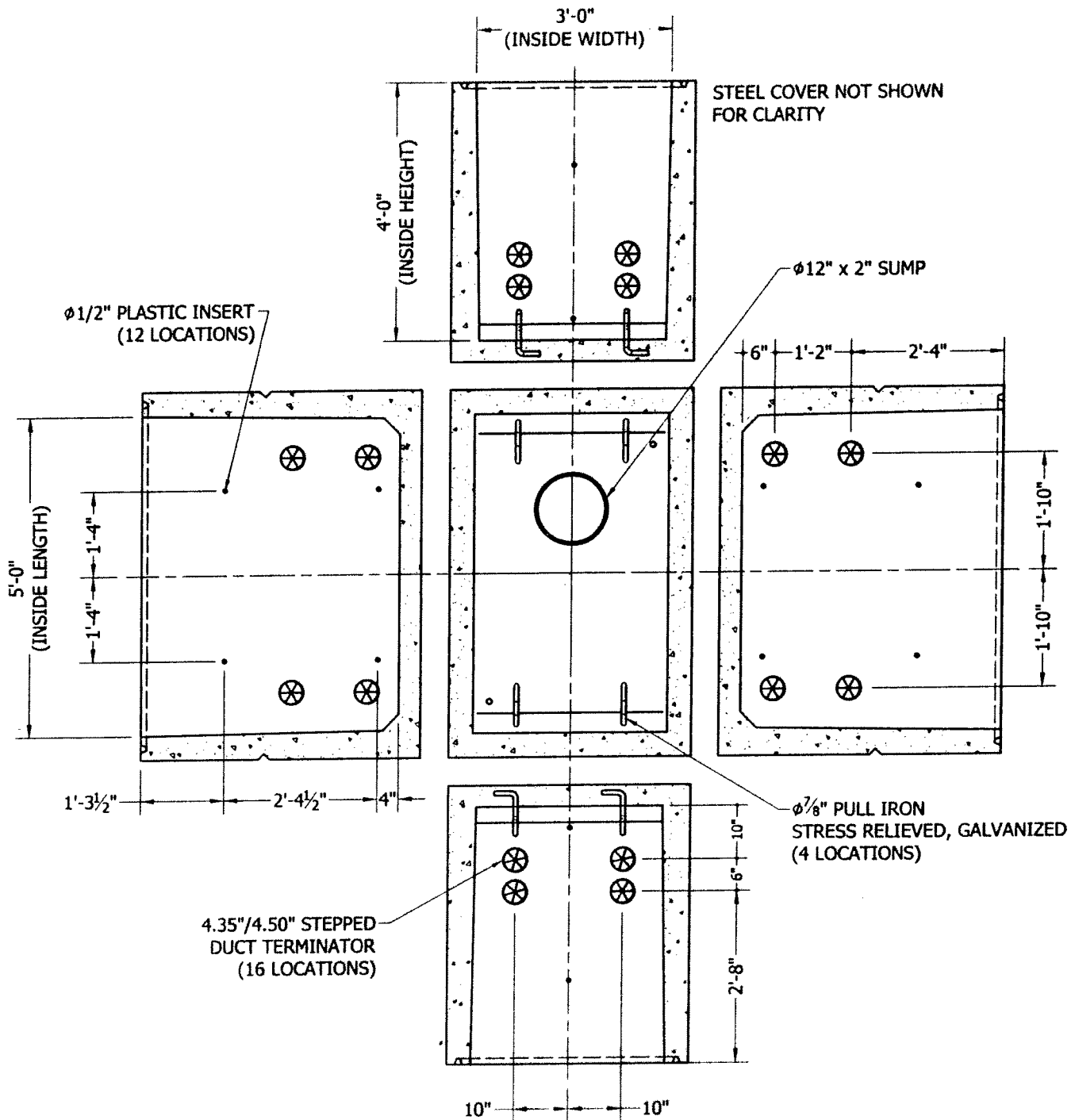
AGENCY SERIES:

PTS-3660

PART #:

K35T48AT

K35T48AT SHT1 C.DWG



**INSIDE FOLD OUT
DETAILED VIEW**

CUSTOMER SERVICE
Order and Delivery assistance
800 843-9569

JENSEN
PRECAST

JENSENPRECAST.COM

3'-0" x 5'-0" x 4'-0"
AT&T SUB-SURFACE ENCLOSURE
TRAFFIC RATED HINGED
NON-SLIP COVER

ISSUE DATE: 07/11/2012
AGENCY SERIES: PTS-3660
PART #: K35T48AT

MATERIAL LIST

PART NUM	DESCRIPTION	WEIGHT (LBS)
PB466AT	4'-0" x 6'-6" x 4'-0" BASE WITH RACKING - AT&T	9823
CA466ATINS	TORSION HINGED NON-SLIP STEEL COVER - TRAFFIC RATED	710

AT&T PID: 000600304

ACCESS COVER
TORSION HINGED DOUBLE LEAF
H-20 TRAFFIC RATED (NON IMPACT)
NON-SLIP COVER FINISH
ADJUSTABLE SKIRTED STYLE FRAME
AT&T NAME PLATE

22 HOLE CABLE RACK
(8 LOCATIONS)

BASE SECTION
WITH RACKING

4.35"/4.5" STEPPED
DUCT
TERMINATOR
(20 LOCATIONS)

Ø7/8" PULL IRON
STRESS RELIEVED, GALVANIZED
(4 LOCATIONS)

12"Ø x 4" SUMP

12½" x 24" TERMINATOR PAN
(8 LOCATIONS)

CUSTOMER SERVICE
Order and Delivery assistance
800 843-9569

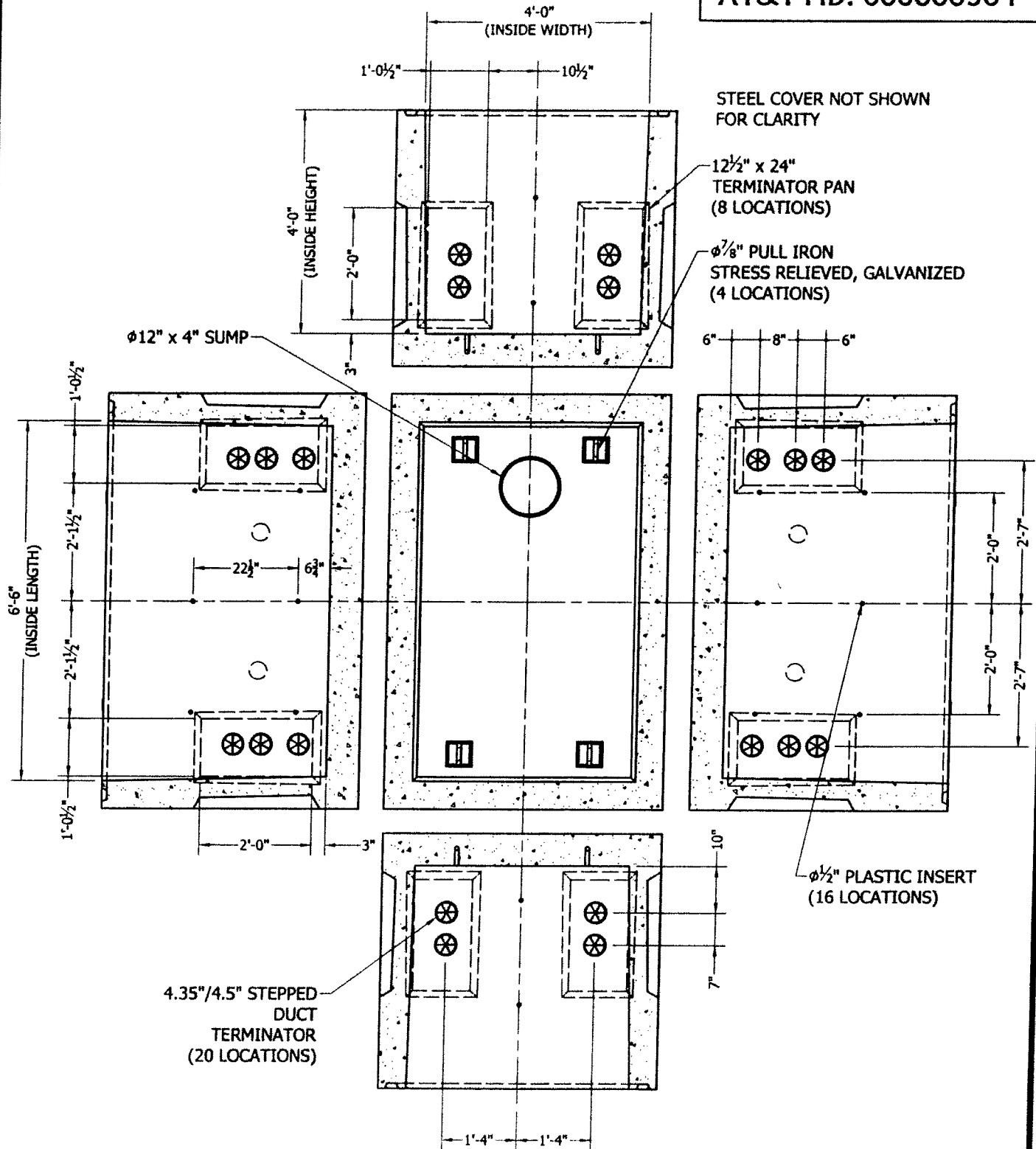
JENSEN
PRECAST

JENSENPRECAST.COM

4'-0"x6'-6"x4'-0"
AT&T SUB-SURFACE ENCLOSURE
TRAFFIC RATED HINGED
NON-SLIP COVER

ISSUE DATE: 07/11/2012
AGENCY SERIES: PTS-4878
PART #: K466DTATT

AT&T PID: 000600304



CUSTOMER SERVICE
Order and Delivery assistance
800 843-9589

JENSEN
PRECAST

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4'-0"x6'-6"x4'-0"
AT&T SUB-SURFACE ENCLOSURE
TRAFFIC RATED HINGED
NON-SLIP COVER

**INSIDE FOLD OUT
DETAILED VIEW**

ISSUE DATE: 07/11/2012
AGENCY SERIES: PTS-4878
PART #: K466DTATT



AT&T

Specifications

Trenching

Conduit

Boxes

A Guide for California Residential Property Owners in a Municipal Underground District

This guide consists of AT&T California specifications and diagrams for trenching and underground support structure and other make ready work performed by property owners and their agents as required by AT&T for conversion of its aerial communication facilities on residential private property. Any deviation from the specifications provided in this document must be approved by the local AT&T Engineer.

TABLE OF CONTENTS

General Information on Underground Districts.....	3
General Construction Requirements	3
Trenching.....	4
Conduit.....	5
Pull Boxes	6
Pull Box Diagram.....	7
Bonding and Grounding	8

General Information on Underground Districts

Your local municipality has passed an ordinance in your neighborhood for the conversion of aerial communication and power facilities to underground facilities. The area to be converted from aerial to underground facilities is referred to as the “District”.

AT&T’s California Public Utility Commission Tariff Schedule A2 defines responsibilities for both the property owner and AT&T to convert the communication facilities on private property as described below.

The property owner is responsible for the trenching and underground supporting structure (conduit and pull boxes) between the public way and the building on your private property.

AT&T is responsible for converting the existing aerial service wire or cable to underground using the supporting structure provided by the property owner.

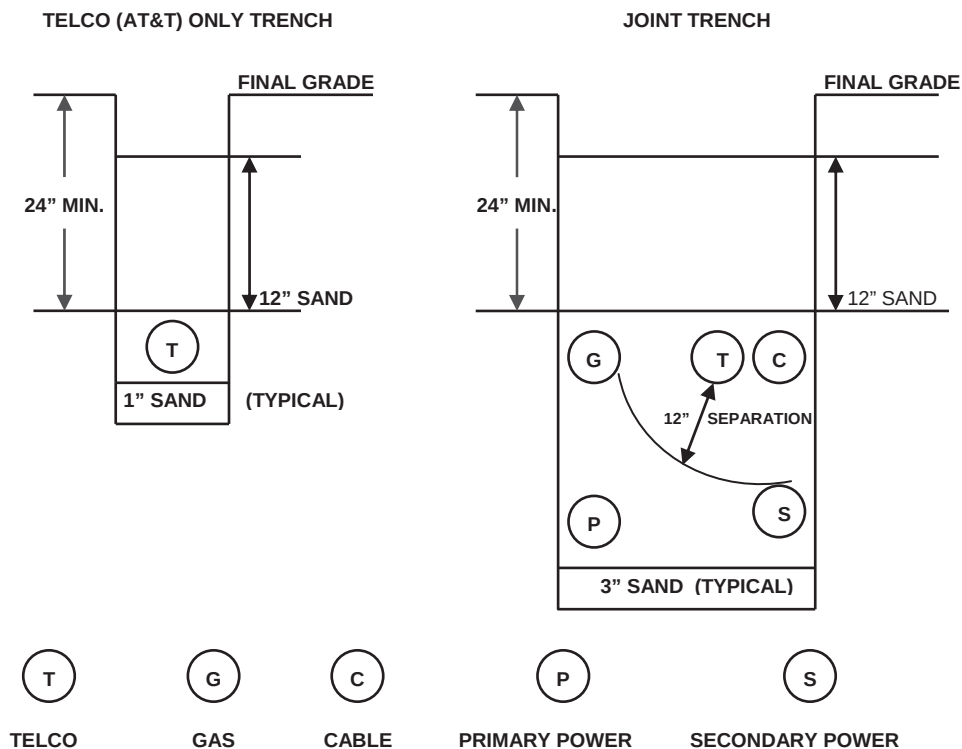
The trench work on the private property must be completed prior to the start of construction scheduled for your neighborhood street.

General Construction Requirements

- 4. Construct trench and place substructures according to AT&T plans and specifications.**
- 5. Request and get authorization for any design change from the AT&T engineer or AT&T inspector prior to implementing the change.**
- 6. Call [insert phone no.] for questions or information regarding the requirements in this Guide.**
- 7. All trenching and conduit work must be completed on your private property before the scheduled date for conversion of facilities on your neighborhood street.**

Trenching

1. The trench route from the telephone box on your house to the boundary of the street at your property line will be determined by AT&T.
2. Minimum radial clearance from all other trench occupants, except CATV, must be no less than 12 inches. A minimum 24" of coverage (dirt backfill) over the conduit is required within 5' of your property line (trench depth should be 27"). A minimum of 18" of coverage is acceptable for the remainder of the trench.
3. There may be no more than two 90 degree bends or a combination of bends that exceed 180 degrees total. If this requirement can not be met, then a minimum size 11" x 17" pull box must be installed in the conduit run in lieu of the bend. Consult with the AT&T engineer if necessary.



Conduit

Conduit placed for AT&T must be for its exclusive use. AT&T will not occupy the same conduit with other utilities or foreign cable/communication systems. AT&T may refuse to occupy conduit that deviates from our plans and specifications.

The property owner is responsible for repairing or resolving any problems with the conduit they have installed that prevents AT&T from pulling its wire through the conduit using normal installation methods. Conduit must be rodded, cleared, and roped prior to AT&T pulling in wire.

Material Requirements

1. Two inch (2") conduit must be type PTS 66/DB 120 rigid plastic or Schedule 40.
 - Minimum sweep for 2" conduit is a two ft 90 degree radius
 - Maximum of two (2) 90 degree bends
 - Install one quarter inch (1/4") plastic rope pull line, No. 12 pull wire, or weather proof pull tape
2. Rigid steel, condulets, plumber's fittings, flexible tubing, or water and gas pipes are not acceptable materials.

Installation Requirements

1. Minimum trench coverage for conduit is detailed under Trenching.
2. Conduit must be terminated into the ends or sides of the box. Conduit may not enter the bottom of the box.
3. Conduits at the house must be plugged by the property owner to provide a seal against water intrusion.
4. Use a temporary universal plug to keep conduit free of debris. Cap all stubbed conduit. Stake conduit at property line for AT&T tie-in.

Pull Boxes

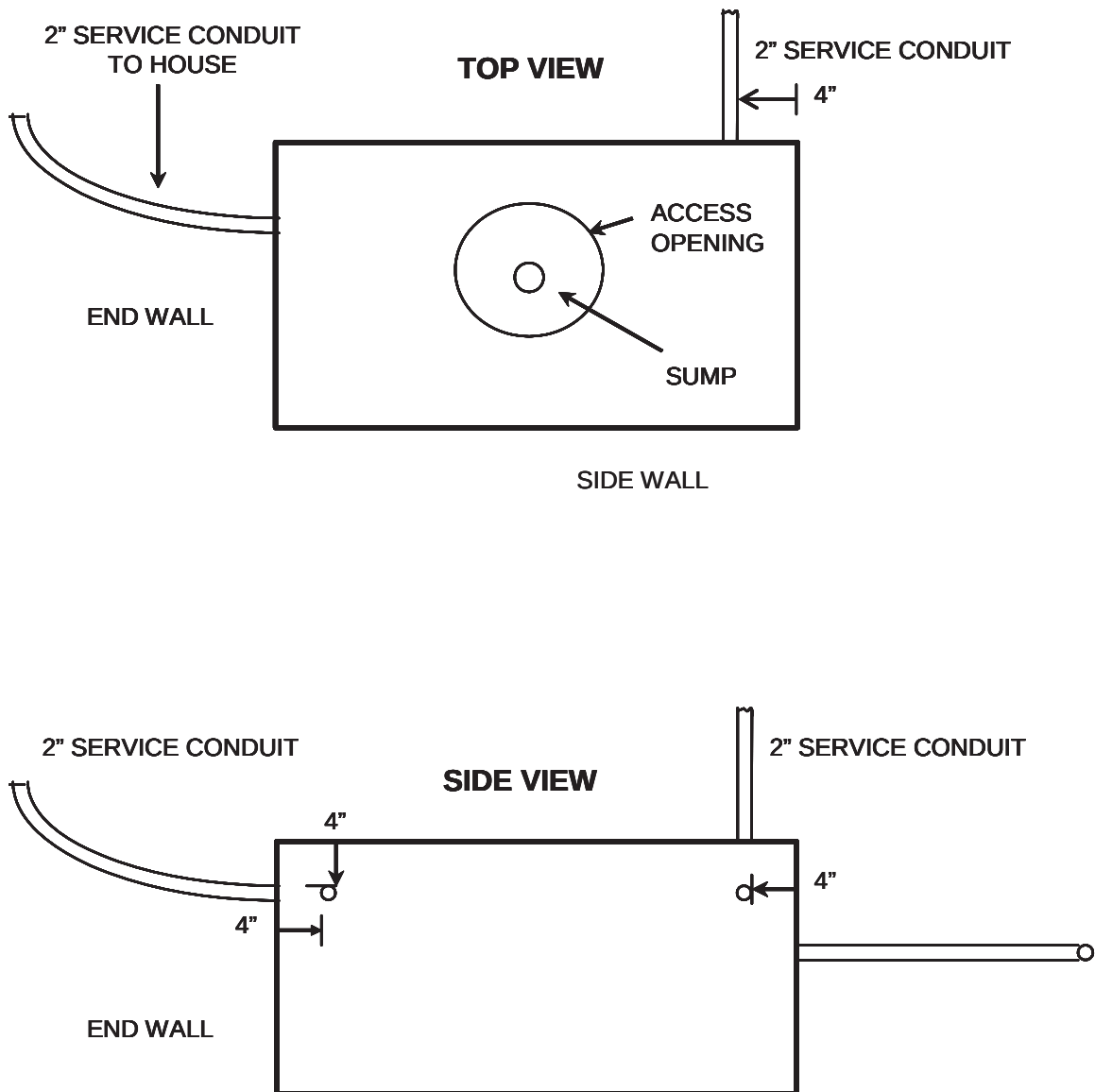
Material Specifications

All pull boxes that will be owned and maintained by the property owner must be approved for use by AT&T. You may purchase from any manufacturer that meets AT&T's specifications for boxes. Boxes placed on private property and owned by the property owner must have a generic telephone emblem on the lid. The use of AT&T's name or logo is not permitted on a property owner's box. The pull box must be for AT&T's exclusive use. AT&T will not install its facilities in any box that is also being used by other utilities.

Installation Specifications for Boxes

1. Boxes must be installed at the final grade of the property.
2. A pull box for drainage and to prevent water from entering your house is required on your property at the property line when the conduit to the telephone box on your house is below sidewalk elevation or when your house is more than 2% down grade from the street elevation.
3. A minimum of six inches (6") of compacted sand, graded level is required under all pull boxes. Equip each box with sump hole and crushed rock for drainage.
4. Conduit must terminate at the end wall or side wall of a pull box. Entry through the bottom of a box is not acceptable.
5. All conduits entering knockouts in a plastic or polymer box must be cut within one inch (1") flush with the inside of the wall and sealed. Bush ends on conduit to remove sharp edges. All joints must be mortared and all unused ports and openings sealed. Use cement mortar, water plug cement or other approved prepared mortars.

CONDUIT TERMINATIONS IN PULL BOXES



DO NOT INSTALL SERVICE CONDUITS INTO THE BOTTOM OF THE BOX

Bonding and Grounding

Bonding and grounding requirements must meet the National Electrical Code. Grounding Options are listed in the order of preference.

- 1. #10 copper ground wire to Electrical Power Service Grounding Electrode, Service Grounding Electrode Conductor or Service Panel**
- 2. #10 copper ground wire to a Concrete-Encased Electrode meeting the requirements of the NEC (UFER Ground)**
- 3. #10 copper ground wire to a Ground Ring meeting the requirements of the NEC or to the metal frame of the building which is effectively grounded.**

KEYNOTES

1.

(N) 24" WIDE x 8' LONG "CONTINENTAL STYLE" CROSSWALK PER REVISED CALTRANS STANDARD PLAN A24F (STRIPED TO AVOID WHEELPATH, LAYOUT TO BE APPROVED BY THE ENGINEER).

2.

(N) 6" WHITE LINE STRIPING PER DETAIL 39.

3.

(N) 4" YELLOW DIAGONAL STRIPING (STRIPES @ 5' OC).

4.

(N) CONC ADA RAMP PER DETAIL 10' WIDE OPENING W/ 10' WIDE x 3' DEEP DETECTABLE WARNING PER DETAIL

5.

(N) AC TRAIL SECTION PER DETAIL

6.

(N) LIMIT LINE PER CALTRANS STANDARD PLAN A24E.

7.

(N) RAISED CONC REFUGE ISLAND W/ STANDARD CURB PER DETAIL

8.

(N) CONC SIDEWALK 10' WIDE x 10.5' DEEP PER DETAIL WITH 10' WIDE x 3' DEEP DETECTABLE WARNING PER DETAIL

9.

(N) CONC ADA RAMP PER DETAIL 10' WIDE OPENING W/ 10' WIDE x 3' DEEP DETECTABLE WARING PER DETAIL

10.

(N) "ROAD XING" MARKINGS PER CA-MUTCD LETTERS 4' TALL, WORDS SPACED 5' APART.

11.

(N) YIELD LINE PER CALTRANS STANDARD PLAN A24E.

12.

(N) CURB & GUTTER PER DETAIL

13.

MATCH (E) SIDEWALK.

14.

(E) PLANTER BOX TO REMAIN & BE PROTECTED.

15.

(N) 4" WIDE YELLOW MEDIAN STRIPING PER DETAIL 29.

16.

(N) "YIELD TO PEDESTRIANS" SIGN TYPE R1-5a.

17.

(N) "NO MOTOR VEHICLES SIGN TYPE R5-3.

18.

(N) "BICYCLE ROUTE" SIGN TYPE D11-1 W/ "SUPPLEMENTAL DIRECTIONAL" SIGN TYPE M6-1 UNDERNEATH.

19.

(N) "BICYCLE & PED CROSSING" SIGN TYPE W11-15 W/ "TRAIL XING" SIGN TYPE W11-15P UNDERNEATH (FYG COLOR).

20.

(N) "KEEP RIGHT" SIGN TYPE R4-7.

21.

SAWCUT LINE.

22.

18" MIN PATCH PAVING ADJACENT TO PLANNED IMPROVEMENTS.

23.

(N) 5.5' WIDE X 3' DEEP DETECTABLE WARNING PER DETAIL

20

C503

25

C503

11

C501

10

C501

101

C501

25

C503

22

C503

25

C503

SEE SHEET C101 FOR TRAIL IMPROVEMENTS

The diagram illustrates the proposed intersection improvements for Gobbi Street, Railroad Tracks, and Village Circle. Key features include:
 - **GOBBI STREET**: A multi-lane road with proposed crosswalks, sidewalks, and various traffic signs (e.g., 'STOP', 'Yield to Pedestrians', 'Bicycle & Ped Crossing').
 - **RAILROAD TRACKS**: A set of tracks running parallel to Gobbi Street, with a 'Future Trail' indicated.
 - **VILLAGE CIRCLE**: A circular driveway or intersection area.
 - **Infrastructure**: Includes existing power poles, utility poles, and a telecom manhole.
 - **Markings**: Various pavement markings such as 'ROAD XING', 'YIELD LINE', and 'KEEP RIGHT'.
 - **Signage**: Numerous signs are specified, including 'STOP' (R1-1), 'Yield to Pedestrians' (R1-5a), 'No Motor Vehicles' (R5-3), 'Bicycle Route' (D11-1), 'Bicycle & Ped Crossing' (W11-15), and 'Keep Right' (R4-7).
 - **Dimensions**: Various measurements are provided for setbacks, widths, and distances.
 - **Notes**: A note states 'REMOVE ALL EXISTING STRIPING AND MARKINGS WITHIN LIMITS OF PLANNED IMPROVEMENTS'.
 - **Scale and Orientation**: A scale bar indicates 1" = 10', and a north arrow is present.
 - **Callouts**: Numerous numbered callouts (1-23) point to specific details defined in the keynotes.

Reuse of Documents This document and the ideas and designs incorporated herein, as an instrument of professional service, is the property of GHD Inc. and shall not be reused in whole or in part for any other project without GHD Inc.'s written authorization. © GHD Inc. 2014						PROFESSIONAL ENGINEER ANDREW J. KILPATRICK NO. C69126 CIVIL STATE OF CALIFORNIA 6/21/2014 GHD GHD INC. 718 Third Street Eureka California 95501 USA T 1 707 443 8326 F 1 707 444 8330 W www.ghd.com	Drawn KPT	Designer PRT	Client CITY OF UKIAH Project NORTHWESTERN PACIFIC RAIL TRAIL PROJECT - PH 1 Title GOBBI STREET INTERSECTION IMPROVEMENT PLAN Contract No. 8410167											
							Drafting Check PRT	Design Check JS												
							Approved (Project Director) BS													
							Date 6-27-14													
No	Revision	Note: * indicates signatures on original issue of drawing or last revision of drawing				Drawn	Job Manager	Project Director	Date	Scale 1" = 10'		Original Size		This Drawing shall not be used for Construction unless Signed and Sealed For Construction		Ansi D Drawing No: C401		Sheet 24 of 38	Rev:	324

Plot Date: 29 June 2014 - 11:33 AM Plotted by: Jakob Schillinger Cad File No: G:\02502 City of Ukiah\8410167 Ukiah NWP Rail Trail Phs1\06-CAD\Sheets\8410167-24_C401.dwg

GENERAL ENGINEERING SPECIFICATIONS

ALL SUBSTRUCTURE LAYOUT AND DESIGN COMPLETED BY OUTSIDE PERSONNEL MUST BE ***REVIEWED AND APPROVED*** BY CABLECOM OF CALIFORNIA, INC ENGINEERING PERSONNEL ***30 DAYS PRIOR TO CONSTRUCTION START***. ALL SUBSTRUCTURE DRAWINGS OR COMPOSITES SHALL BE TO SCALE (PREFERABLY 1" = 100') AND ***SHALL INDICATE TRENCH ROUTE AND FOOTAGE***. DRAWINGS MUST BE COMPLETED TO COMCAST CORP. CABLE STANDARDS USING COMCAST CORP. CABLE SYMBOLS AS INDICATED ON ATTACHED SHEET.

TRENCHING SPECIFICATIONS

ALL MAINLINE CONDUIT (2" CONDUIT INSTALLED IN PUBLIC RIGHT OF WAYS, STREETS OR DRIVEWAYS) SHALL BE INSTALLED AT A ***MINIMUM DEPTH OF 24" BELOW FINISHED GRADE***.

SERVICE CONDUIT INSTALLED ON PRIVATE PROPERTY IN DIRT OR PLANTER AREAS MUST HAVE A ***MINIMUM COVER DEPTH OF 12" BELOW FINISHED GRADE***.

CONDUITS SHOULD BE PROTECTED WITH A ***MINIMUM OF 3" OF SAND IN THE BASE*** OF THE TRENCH AND CONDUIT SHOULD BE ***COVERED WITH A MINIMUM OF 3" OF SAND*** PRIOR TO INTERMEDIATE BACKFILL. ALL TRENCHES MUST BE ***COMPACTED TO A MINIMUM OF 95 PERCENT***.

COMCAST CORP. CABLE PREWIRE SPECIFICATIONS

THE NATIONAL ELECTRIC CODE, AS IT PERTAINS TO THE CLASSIFICATION AND LABELING OF ALL CATV WIRE USED IN COMMERCIAL AND RESIDENTIAL STRUCTURES IS AS FOLLOWS:

CATVP - TO BE USED IN AIR HANDLING SPACES (PLENUMS)

CATVR - TO BE USED IN RISER SHAFTS (ANY VERTICAL PASSAGEWAY)

CATVX - TO BE USED AS WIRING IN RESIDENTIAL OR COMMERCIAL BUILDING AREAS OTHER THAN THOSE LISTED ABOVE.

THE CABLE THAT CURRENTLY MEETS COMCAST CORP. SPECIFICATIONS IS **RG6** AND IS MANUFACTURED BY COMMSCOPE. THIS CABLE CAN BE PURCHASED THROUGH COMCAST CORP.

DIFFERENT VENDORS MAY OFFER AN EQUIVALENT TYPE OF WIRE, BUT IF YOU USE CABLE OTHER THAN COMMSCOPE CONTACT THE CONSTRUCTION COORDINATOR FOR THIS AREA FOR APPROVAL. NAME AND NUMBER ARE ON THE THIRD PAGE OF THIS LETTER.

PLEASE NOTE: SERVICE LEADS ARE NOT TO EXCEED 150'

FOR SERVICE LEADS OVER 150' USE **RG11** OR CALL FOR INSTRUCTIONS

COMCAST CORP. RESERVES THE RIGHT TO REFUSE ANY WIRING THAT DOES NOT MEET OUR SPECIFICATIONS. THIS INCLUDES THE TYPE OF WIRE AND THE METHOD OF WIRING.
NO LOOP SYSTEMS!

PLEASE SEE ATTACHED RECOMMENDED WIRING EXAMPLES

CONDUIT SPECIFICATIONS CONTINUED

ANY CONDUIT DESIGNATED FOR FIBER MUST ENTER PEDESTALS THROUGH THE BOTTOM AND EXTEND 4" INTO THE INSIDE. ALL CONDUITS WILL BE PLUGGED WITH CONDUIT CAPS IMMEDIATELY AFTER INSTALLATION AND PRIOR TO BACKFILL.

ALL CONDUIT DESIGNATED FOR FIBER SHALL BE MANDREL PROOFED WITH WALL TO WALL MEASUREMENTS USING MEASURING TAPE OF CONDUIT RUNS.

UPON COMPLETION OF CONDUIT INSTALLATION, A 1/8" POLYPROPYLENE **PULL ROPE MUST BE INSTALLED** IN ALL CONDUITS TO ENSURE CONTINUITY.

ANY QUESTIONS OR NEED FOR ADDITIONAL INFORMATION REGARDING THE ABOVE MENTIONED SPECIFICATIONS MAY BE OBTAINED THROUGH CABLECOM OF CALIFORNIA INC.'S ENGINEERING OFFICE DURING NORMAL WORK HOURS AT (707) 590-6012.

CONDUIT SWEEP SPECIFICATIONS – NO SUBSTITUTIONS

4" PVC SCHEDULE 40, BOE 90 DEGREE, MINIMUM 60" RADIUS SWEEP. MANUFACTURED SWEEPS ARE TO BE AVOIDED IN 4" RUNS WITH EXCEPTIONS APPROVED BY CABLECOM OF CALIFORNIA INC.'S INSPECTOR IN ADVANCE. **NO 45 OR 90-DEGREE BENDS SHALL BE USED ENTERING OR EXITING BOXES.**

CABLECOM OF CALIFORNIA INC WILL ALLOW INSTALLATION WITH A MINIMAL BEND/SWEEP 4" CONDUITS (FIBER OPTIC) PROVIDED THAT:

1. SWEEP OR BEND RADIUS IS 60" **MINIMUM OR GREATER.**
2. SWEEP OR BEND ARC IS **NOT MORE THAN 45 DEGREES** (PREFERABLY 11 OR 22 DEGREES).
3. THERE ARE **NEVER MORE THAN FIVE (5) 90 DEGREE BEND OR SWEEP'S** IN ANY CONTINUOUS CONDUIT RUN.
4. ANY AND ALL MANUFACTURED BENDS ARE **STEEL OR CONCRETED** TO THE INSIDE OF THE SWEEP TO PROTECT AGAINST BURNING THROUGH THE PIECE.
5. MANUFACTURED BENDS ARE USED **ONLY** WHEN NECESSARY.

CableCom of California Inc. ■ 825 Chadbourne Rd. ■ Fairfield, Ca. 94534 ■
 Phone (877) 230-3010 Fax (877) 230-2770
 Contractor_For_Comcast@CableComLLC.Net

6. CONDUITS ARE STRAIGHT FOR A DISTANCE **NOT LESS THAN 10'** IN OR OUT OF A VAULT, BOX OR PEDESTAL AND **LINE UP FOR STRAIGHT THROUGH PULLING.**

2" PVC SCHEDULE 40 BOE 90 DEGREE, MINIMUM 24" RADIUS SWEEP.
THERE SHALL BE NO MORE THAN FOUR (4) 90-DEGREE SWEEPS ALLOWED **PER CONDUIT RUN.**

2" PVC SCHEDULE 40 BOE 45 DEGREE, MINIMUM 24" RADIUS SWEEP.
THERE SHALL BE NO MORE THAN FOUR (4) SWEEPS OF ANY KIND ALLOWED **PER CONDUIT RUN.**

1" PVC SCHEDULE 40 BOE 90 DEGREE, MINIMUM 18" RADIUS SWEEP.
THERE SHALL BE NO MORE THAN FOUR (4) SWEEPS OF ANY KIND ALLOWED **PER CONDUIT RUN.**

RECOMMENDED CONDUIT SUPPLIES

VIKOMATIC
11290 POINT EAST DR. STE 230
RANCHO CORDOVA, CA
(916) 635-9273

UNDERGROUND CABLE TV CONSTRUCTION SPECIFICATIONS (CONT.)

BOX SPECIFICATIONS

CHRISTY FIBERLYTE "FL SERIES" MARKED CABLE TV. EACH BOX INSTALLATION SHALL INCLUDE A FIBERLYTE CONCRETE OR IRON LID (TRAFFIC AREAS), AN A FIBERLYTE BOX, EACH RATED FOR INCIDENTAL TRAFFIC.

BOX SIZES ARE AS FOLLOWS:

B-30	13" X 24"	ROUGH DIMENSIONS	13" X 24" X 18"
B-36	17" X 30"	ROUGH DIMENSIONS	17" X 30" X 18"
B-48	48" X 30"	ROUGH DIMENSIONS	48" X 30" X 12"

CABLECOM OF CALIFORNIA INC. RESERVES THE OPTION TO SUBSTITUTE A CHRISTY CONCRETE B-30 BOX IN PLACE OF A FIBERLYTE FL-30, DEPENDING ON NEED.

CableCom of California Inc. ■ 825 Chadbourne Rd. ■ Fairfield, Ca. 94534 ■
Phone (877) 230-3010 Fax (877) 230-2770
Contractor_For_Comcast@CableComLLC.Net

DESIGNATES 8' GROUND ROD PLACEMENT

GROUND ROD INSTALLATION

IN MDU PROJECTS GROUNDING AT THE TERMINATION POINT OR BACKBOARD LOCATIONS IS THE RESPONSIBILITY OF THE DEVELOPER. A 5/8" BY 8' GROUND ROD (PROVIDED BY CABLECOM OF CALIFORNIA INC. UPON REQUEST) IS TO BE INSTALLED FOR COMCAST GROUNDING PURPOSE. IF A GROUND ROD CAN NOT BE PLACED THEN ANOTHER MEANS OF COMPATIBLE GROUNDING NEEDS TO BE PROVIDED BY THE DEVELOPER. GROUNDING WITH IN SUB DIVISIONS (SFU) WILL BE THE RESPONSIBILITY OF CABLECOM OF CALIFORNIA INC.

SUBSTRUCTURE INSPECTIONS

INSPECTIONS ARE REQUIRED ON ALL CONDUIT AND BOX INSTALLATION COMPLETED BY DEVELOPER. ALL DEVELOPER OR CONTRACTOR INSTALLED SUBSTRUCTURE MUST BE INSPECTED DURING NORMAL WORKING HOURS (7:00 AM TO 3:00 PM) BY A CABLECOM OF CALIFORNIA INC. CONSTRUCTION INSPECTOR PRIOR TO BACKFILL AND MUST BE SIGNED OFF AS APPROVED ON A DAILY BASIS. 24 HOUR NOTICE IS REQUIRED FOR ALL INSPECTIONS. ALL BOX INSTALLATIONS REQUIRE INSPECTION AND APPROVAL. DEVELOPER IS RESPONSIBLE FOR COST OF ALL INSPECTION TIME. FAILURE TO COMPLY WILL RESULT IN A FORMAL COMPLAINT BEING FILED WITH THE BUILDING INSPECTOR. THIS COMPLAINT WILL REQUEST THAT THE JOB BE SHUT DOWN UNTIL COMPLAINT IS MADE.

TRENCH SPECIFICATIONS - PEDESTAL & BOX ROUGH DIMINSIONS

COMCAST CORPS. SYMBOL PEDESTALS

TV-CPH-1230 12" X 30" X 6"



TV-CPH-1730 17" X 30" X 6"

BOX ROUGH DIMENSIONS

B-30 13" X 24" X 18"



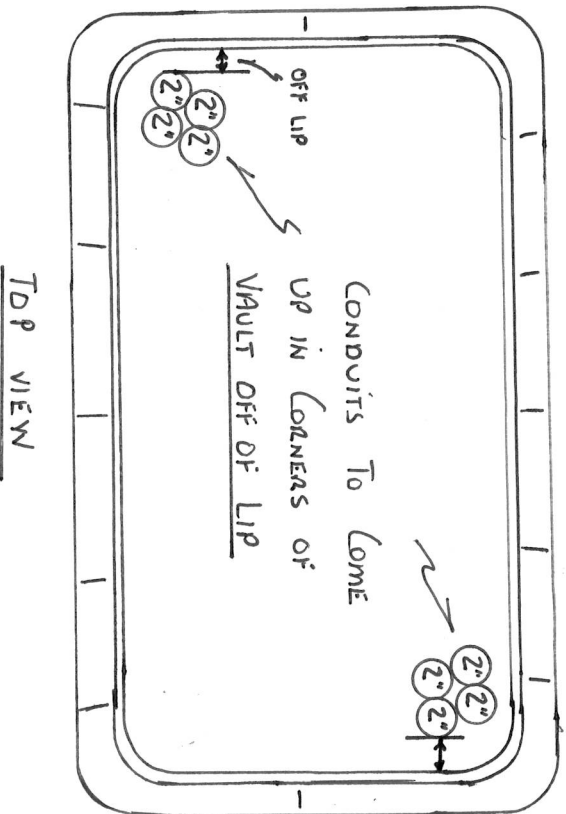
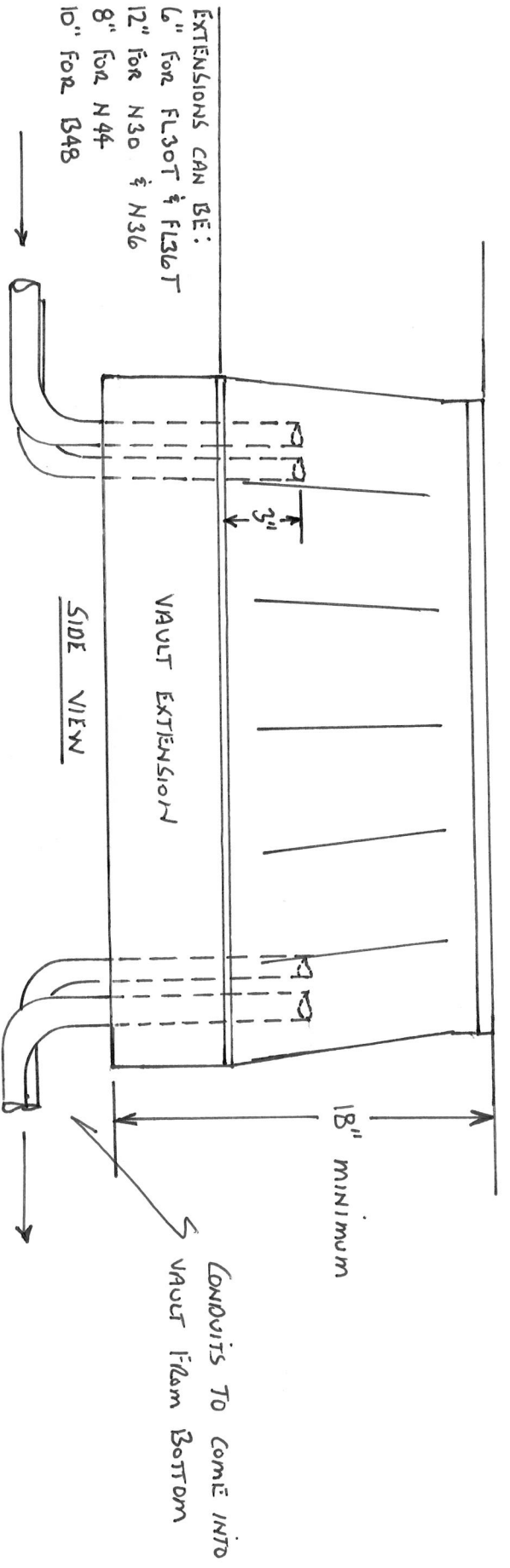
B-36 17" X 30" X 18"



B-48 48" X 30" X 12"

COMCAST VAULT INSTALLATION DETAIL

333



NOTE: FL VAULTS TO BE PLACED IN DIRT
 N VAULTS TO BE PLACED IN CONCRETE
 ANY VAULT PLACED IN TRAVEL WAY NEEDS TO BE TRAFFIC RATED WITH A TRAFFIC RATED LID WITH BOLT DOWN

Christy Concrete Products


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Utility and Valve

Electrical and Telephone

Traffic Utilities & Traffic Valves

Drainage

WOOD

MAG

Pks, Vaults, & Catch Basins

Miscellaneous

Cross Reference Guide

Installation Procedures

Polymer Products

Fibrelyte Boxes

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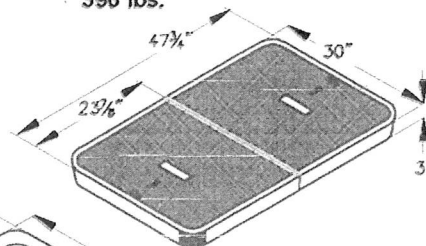


ChristySales@oldcastleprecast.com

REINFORCED CONCRETE LID

No. B48D2

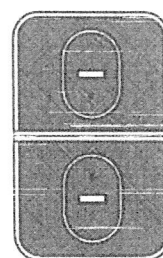
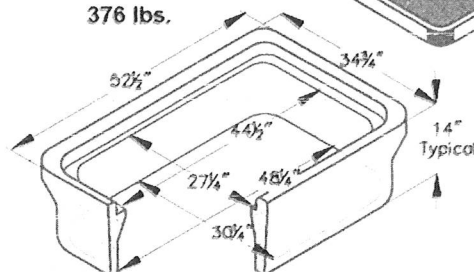
396 lbs.



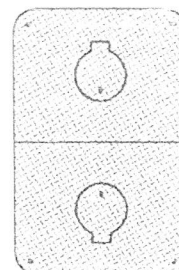
UTILITY BOX

No. B48BOX

376 lbs.



B48M2



B48-62G

A high density reinforced concrete box with non-setting shoulders positioned to maintain grade and facilitate back filling. Approximate dimensions and weight shown.

Ordering Code	Item	Approx. Shipping Weight	Description
B48BOX*	BOX	376	B48 Utility Box (30 1/4" x 48 1/4") - 3 per pallet
B48D2	LID	396	2 pc. Reinforced concrete
B48M2	LID	321	2 pc. Reinforced concrete with two 10" x 16" oval, concrete reading lids
B48-62D	COVER	155	2 pc. Steel checker plate
B48-62G	COVER	154	2 pc. Steel checker plate with two 10" round, self-closing, reading lid
B48X10	EXTENSION	288	10" Reinforced concrete - 3 per pallet
B48SL	SLAB	406	Reinforced concrete (36" x 53")
* Will not accept bolt down lids (see Electrical V48" Box)			
Galvanizing available on a steel covers.			



MADERA/TRACY/ROSEVILLE/PHOENIX
Phone: (800) 486-7070 Fax: (800) 486-6804
© 2008 Oldcastle Precast, Inc.

B48 BOX

File Name: B48_ISO

Issue Date: January 2009

www.oldcastleprecast.com

B48 UTILITY BOX
30-1/4" x 48-1/4"
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GOBBI & STATE STREET UNDERGROUND PROJECT

CONSTRUCTION RESPONSIBILITIES

A. CONTRACTOR TO FURNISH AND/OR INSTALL:

- All trenching, backfill and compaction per City Specifications, AT&T requirement and Comcast Specifications.
- The contractor shall backfill around all conduit(s) with clean sand to a minimum of 3 in. above the level of the conduit(s).
- All conduit, see Conduit Table A.
- Remove and replace existing asphalt concrete and sidewalk as required to install conduits and related equipment.
- All conduit stubs for future electric, phone and cable.
- Prove and install pull line (Mule Tape) in all conduit (electric, phone and cable).
- Exact grade and location for:
 - All pad-mounted Equipment
 - Primary vaults, pedestals and box pads
 - CATV vaults and boxes
 - AT&T boxes
 - Secondary electric boxes
- Excavation, backfill and compaction for primary vaults, including installation of 12" to 18" of drain rock below vault. Hydro hammer is not to be used around substructures. City of Ukiah to inspect primary junction box upon project backfill completion. Box to be set level and flush with adjacent paving.
- Primary vault (installation only). Primary vault to be Ukiah 48 with 12" riser and H-20 cover. Primary vault to be installed per City of Ukiah Specification 317 2527.
- Padmount transformer box pad (installation only). Padmount transformer box pad to be installed per City of Ukiah Specification 922 5402 & 317 2425(4).
- Primary Pedestal enclosure box (installation only). Pedestal enclosure box to be installed per City of Ukiah Specification 922 5405 & 317 2431.
- Padmount switch box pad (installation only). Padmount switch box pad to be installed per City of Ukiah Specification 922 5406 & 317 2426(4).
- Grounding per Electrical Construction Standard 314 1007 at each primary vault, primary junction box, primary switch and grounding per Electrical Construction Standard 314 1008 at each transformer pad, primary pedestal enclosure, primary riser and each location otherwise noted on plans.
- CATV SERVICE VAULTS - shall be N30, N36 & B48 (w/ 10" extension) per Comcast Specifications. Service box shall be Oldcastle Precast and marked CABLE TV. The cover shall be a reinforced concrete lid. Conduit entry and service box placement shall meet Comcast Specifications.
- AT&T SERVICE BOXES - shall be Jensen Precast K243630AT with H-20 traffic rated non-skid covers or approved equal.
- Signage along Gobbi Street indicating that all businesses are open at each end of the project and all intersections. Signage must be approved by the City of Ukiah Electric Utility Department.
- Streetlight standards and luminaires (installation only) in accordance with the manufacturer's published installation procedures and City of Ukiah Streetlight Specification 504 0201-1.2 & 3. Contractor shall verify all streetlight locations with the City of Ukiah Electric Utility Department prior to construction.
- Removal and replacement of sidewalk for the installation of all concrete foundations. Sidewalk that is to be removed must be cut at score lines, curb and gutter shall not be removed.
- All streetlight conductor. Conductor shall be stranded THWN copper; #8 AWG from power source to streetlight junction box or streetlight junction box to streetlight junction box and #12 AWG from streetlight junction box to streetlight luminaire.
- All electrical connections for streetlights except at power sources in accordance with City of Ukiah Electric Construction Standard 503 0101. Fuse holders and fuses to be provided by the City.
- Ground rod in each streetlight junction box per City of Ukiah Electric Construction Standard 503 0101. Ground rod shall be 5/8 inches in diameter and 8' ft in length either galvanized steel rod or copper clad steel.
- Streetlight junction boxes (installation only) at each streetlight location per streetlight drawing.
- Bumper posts per City of Ukiah Specification 326 1503.

B. CITY OF UKIAH TO SUPPLY THE FOLLOWING MATERIALS AND SERVICES:

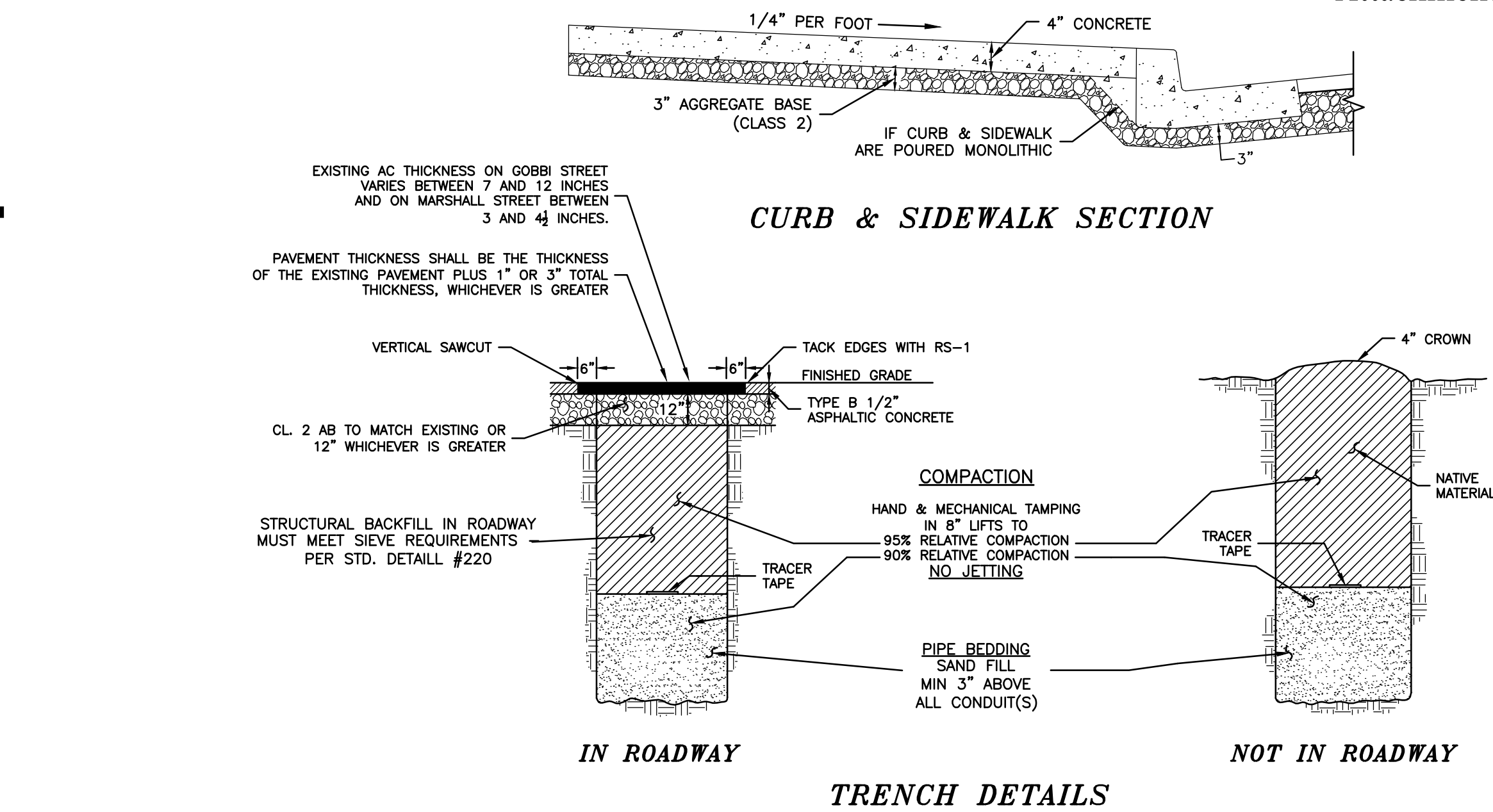
- Primary cable, primary cable terminations and associated equipment.
- Inspection of all electrical substructures prior to backfill.
- Padmount primary switch(s) box pad(s) (material only).
- Primary vault(s) (two (2)) (material only).
- Padmount transformer box pad(s) (material only).
- Primary pedestal enclosure box pad(s) (material only).
- Padmount switch (material only).
- Secondary services boxes (material only).
- Streetlight standards, luminaires, streetlight junction boxes, fuse holders and fuses (material only).
- Stand-off brackets, as required.

CONDUIT TABLE A					
		Size	Electric	Cable TV	Phone
Conduit in Trench ¹	Minimum Radius 90° Elbows	1"	18"	18"	-
		2"	24"	24"	24"
		3"	36"	24"	-
		4"	36"	-	24"
		6"	48"	-	-
	Conduit Type	All	PVC 40 ²	PVC 40	PVC 40
	Fittings Type	All	TC-3 Long Line Couplings		
	Standards	All	NEMA TC-2 UL 651 UL 514B		
	Color	All	Gray	White	Gray or White
	Marking	All		"CATV" Every 5'	
Streetlight Boring Conduit ³	Conduit Type	1"	HDPE Smoothwall Sch 40	N/A	N/A
	Standards	All	NEMA TC 7 ANSI D1248	N/A	N/A
	Color	All	Gray	N/A	N/A

1. Conduits shall be joined using a medium body, clear, electrical conduit PVC solvent cement approved by the UEUD.
2. Risers locations to be schedule 80 elbows and conduit. Conduit shall be stubbed 6" above ground level and mounted per spec 311 2007.
3. Conduit shall be installed by horizontal directional drilling (boring). Conduit shall be equipped with SILICORE® inner lining or approved equivalent system for ease of installing conductor. Conduit shall be continuous - couplings or joints are not permitted except couplings may be used immediately adjacent to streetlight foundations, junction boxes and /or power sources for connection of a schedule 40 elbow to the HDPE conduit. Couplings shall be of the compression type.

CONSTRUCTION NOTES:

- Electrical substructures (conduit, grounding) shall be inspected by the UEUD for proper installation prior to backfill of any excavation. You may call the UEUD at (707) 467-5775 to schedule inspection. The Contractor shall notify the UEUD 48 hours in advance of any inspection to be performed outside of the normal workday (Monday through Thursday). Contractor shall pay all overtime premiums associated with inspections outside of the normal workday.
- All conduit shall be proved in a manner acceptable to the UEUD. Conduit shall be free of dirt, rocks or other obstructions which could prevent, hinder or harm the installation of electric cable.
- Trench depth and location may have to be adjusted slightly in the field to avoid existing facilities.
- Contractor to be responsible for condition of all substructures (for example, trench settlement, damaged substructures, etc.) until one year after the date of completion of project.
- The contractor shall do no excavating until all utility agencies have been given the opportunity to mark their facilities in the field.
- Maximum deflection of a 20' section of conduit shall be 5" unless pre-made bends are used.
- The contractor shall pothole all underground utilities locations to determine exact depth prior to trenching.
- All trenches shall be backfilled and compacted per City Specifications.
- Standard interlocking conduit spacers that provide a separation of 2" (min) between conduit shall be used, where specified. Spacers shall be spaced 5' a part (max.) or where conduit transitions are made.
- Mule Tape shall be installed in all conduits (electric, phone & cable). The open end of all conduits must be protected in a manner that prohibits dirt or debris from entering.
- The ends of all stub conduits shall be securely capped. Below ground at capped location, one Greenlee Unimarker electronic marking device shall be placed for each type of conduit using the uniform color code.
- All landscape shall be returned to its original condition.
- The City of Ukiah Electric Utility Department will assist the contractor with the installation of all conduit into energized equipment (vaults, pads or boxes). Customer service outage time should be held to a minimum and shall not exceed one working day.
- No lane closures permitted during the PM peak hours - 4:30 PM to 5:30 AM.
- Contractor shall notify all business owners within the construction zone of proposed work schedule at the start of project.
- Contractor shall notify all business owners 48 hours in advance of any construction or disruption of traffic flow impacting the property and of any driveway closures.
- Existing utilities are shown in approximate locations based on available records. Service laterals are not indicated. However it is the Contractor's responsibility to determine actual vertical and horizontal alignments of any and all utilities in the vicinity of the work area prior to any work being performed and shall adjust the depth of the new utilities to clear as directed by the Engineer. The City of Ukiah and the Engineer assume no responsibility for underground obstructions that may be encountered.
- AC pavement thickness varies throughout the project:
 - Gobbi St. between State St. and NWPRR - 7" to 12" thick,
 - Marshall St. - 3" to 4 1/2" thick and
 - Gobbi St. east of NWPRR - 7" to 9" thick.
- Any damages to City or other utilities caused by project operations shall be the contractor's responsibility.
- Caution shall be exercised when digging within the dripline of any tree. Roots larger than 2 inches shall not be cut without permission from the Engineer. In the event that a tree root larger than 2 inches needs to be removed, the root pruning shall be performed by a City approved licensed arborist only. Contact the city Public Works Department for a list of approved arborists.
- Contractor shall protect and preserve City survey monuments. If not possible contractor shall coordinate 10 days in advance with City of Ukiah for referencing of existing monuments prior to work in the area. If monument(s) are disturbed contractor shall reconstruct per City Standards.
- The contractor shall replace curb and gutter at contractor's expense where excavation disturbs supporting soil under the curb and gutter per special provisions.
- The contractor shall remove and replace sidewalk and concrete planter strips to the nearest transverse score mark on both sides as required by the Engineer for conduit installations. The cost of concrete removal and replacement for utility installations shall be considered included in the various utility items of work.



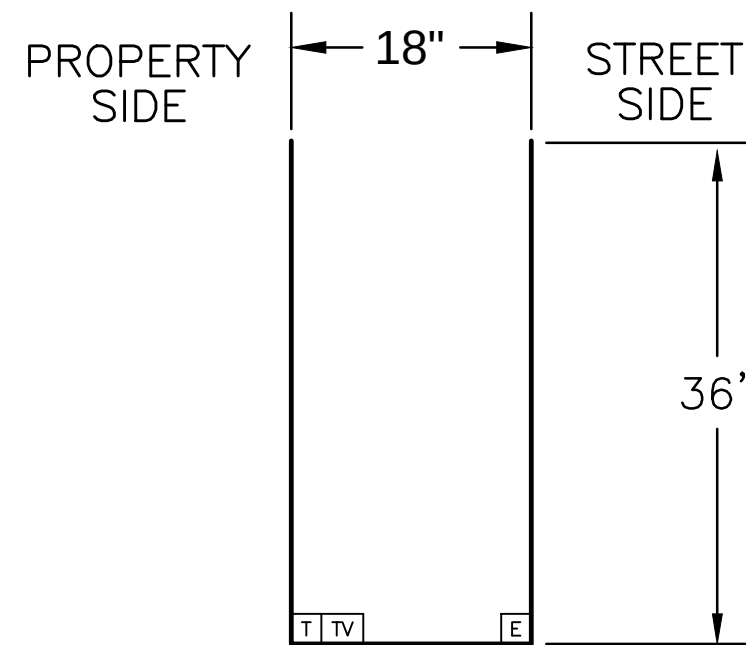
IN ROADWAY

NOT IN ROADWAY

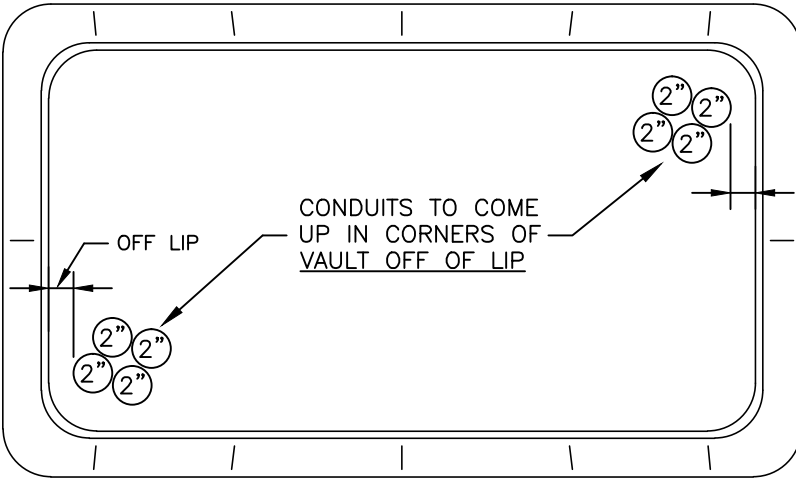
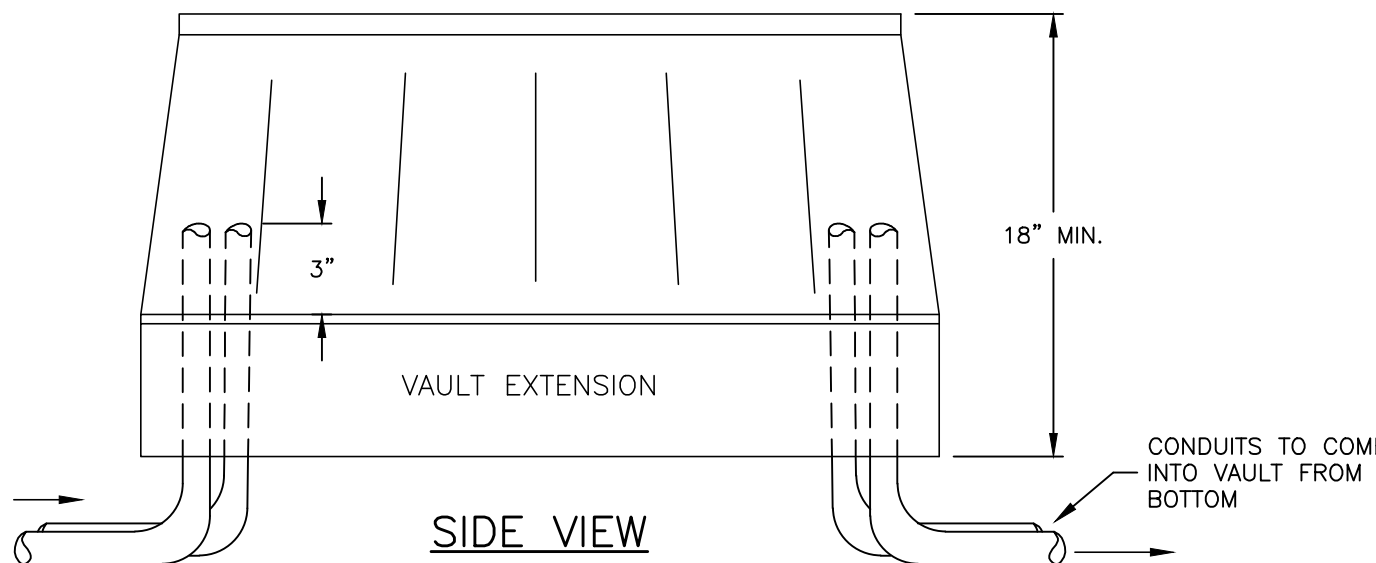
TRENCH DETAILS

TRENCH SPECIFICATIONS

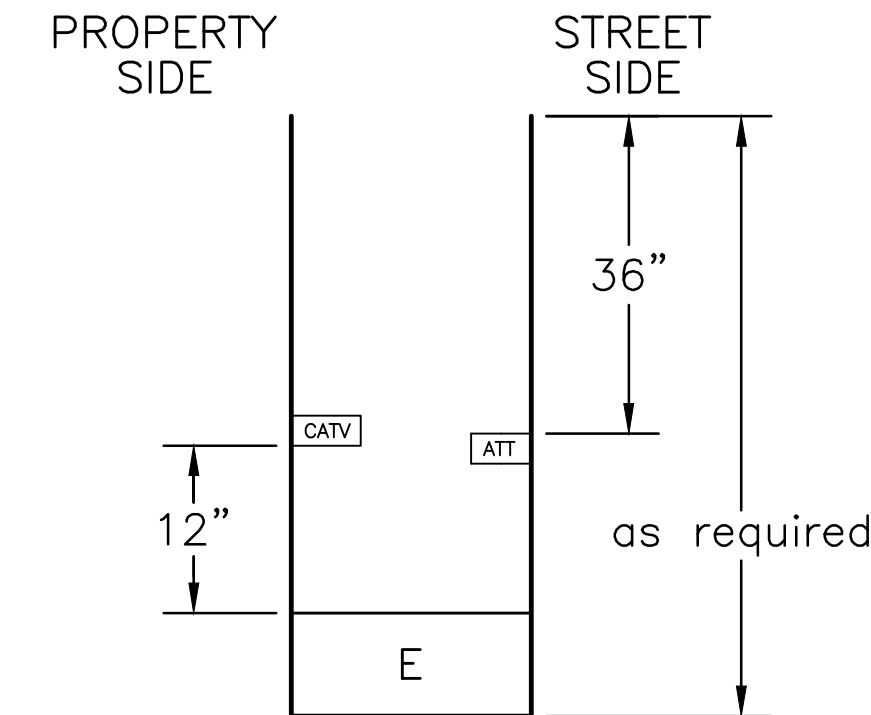
- CONFORM TO THESE SPECIFICATIONS AND REQUIREMENTS OF THE CITY ENGINEER.
- COMPACTION: CONFORM TO SECTION 19-5, "COMPACTION" OF CALTRANS STANDARD SPECIFICATIONS, THESE PLANS, AND REQUIREMENTS OF THE CITY ENGINEER. CONTRACTOR TO PROVIDE INDEPENDENT MATERIALS AND COMPACTION TESTING.
- AGGREGATE SUBBASE: CLASS 3. CONFORM TO SECTION 25, "AGGREGATE SUBBASES", OF CALTRANS STANDARD SPECIFICATIONS. SUBJECT TO CITY ENGINEER'S INSPECTION AND APPROVAL, REUSE EXISTING SURFACING AND AGGREGATE BASE. CRUSH A.C. PAVEMENT FOR REUSE AS REQUIRED. IF EXISTING MATERIAL IS INSUFFICIENT IN QUALITY OR QUANTITY USE CLASS 2 AGGREGATE SUBBASE.
- AGGREGATE BASE: CLASS 2, CONFORM TO SECTION 26, "AGGREGATE BASES", OF CALTRANS STANDARD SPECIFICATIONS.
- ASPHALT CONCRETE: TYPE B. CONFORM TO SECTION 39, "ASPHALT CONCRETE", OF CALTRANS STANDARD SPECIFICATIONS.
- FOG SEAL COAT: CONFORM TO SECTION 37, "BITUMINOUS SEALS", OF CALTRANS STANDARD SPECIFICATIONS.
- CONCRETE: CLASS B. CONFORM TO SECTION 90, "PORTLAND CEMENT CONCRETE", OF CALTRANS STANDARD SPECIFICATIONS.
- TRAFFIC STRIPES: CONFORM TO SECTION 84, "TRAFFIC STRIPES AND PAVEMENT MARKINGS", OF CALTRANS STANDARD SPECIFICATIONS.
- ANY SIDEWALK REMOVAL AND REPLACEMENT SHALL BE DONE TO SCORE LINES.



TRENCH DETAIL



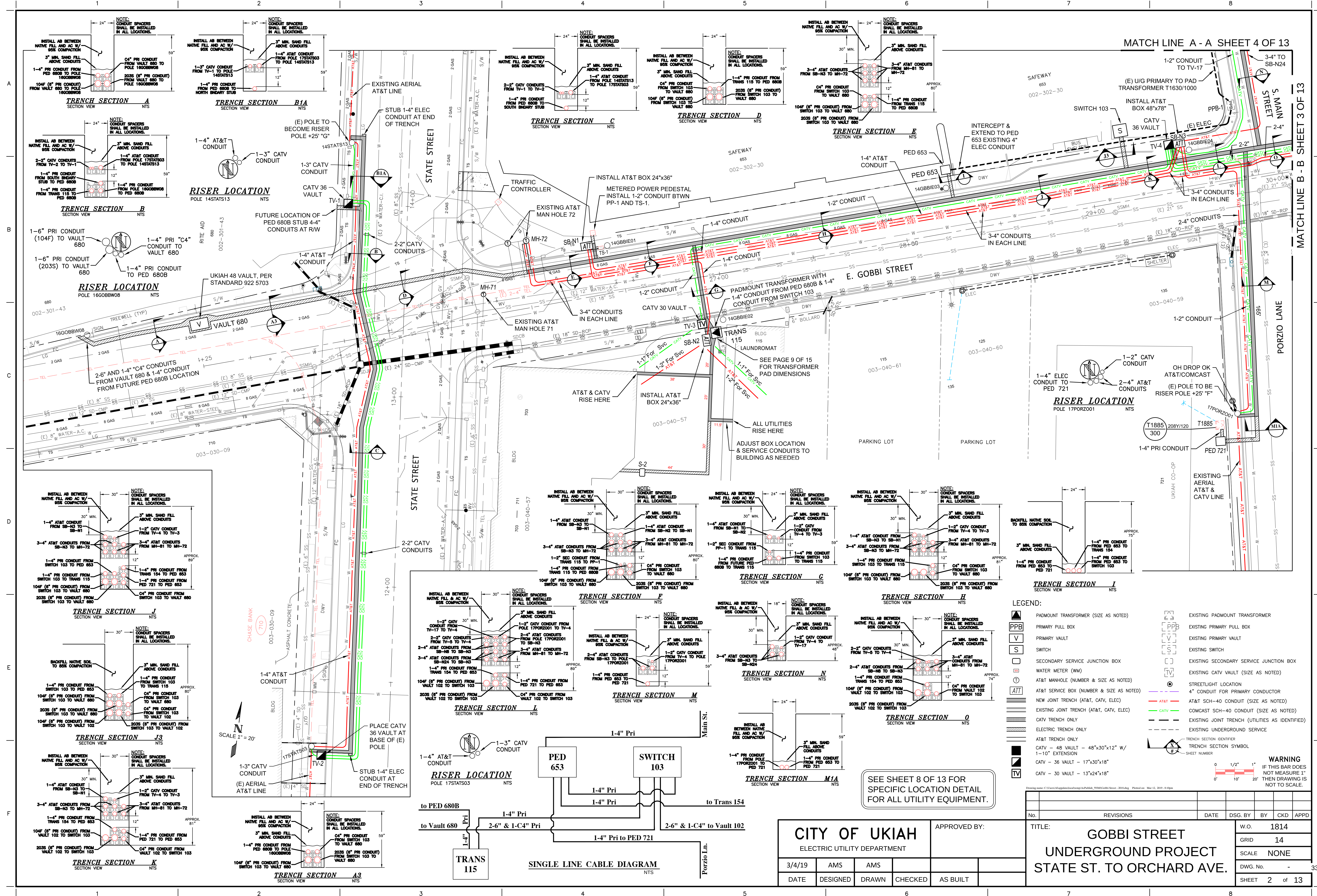
COMCAST VAULT INSTALLATION DETAIL



STANDARD JOINT TRENCH DETAIL



CITY OF UKIAH ELECTRIC UTILITY DEPARTMENT				APPROVED BY:		TITLE: GOBBI STREET UNDERGROUND PROJECT STATE ST. TO ORCHARD AVE.		W.O. 1814	
								GRID 14	
SCALE NONE									
DWG. No. -									
SHEET 1 of 13									
3/4/19	AMS	AMS							
DATE	DESIGNED	DRAWN	CHECKED	AS BUILT					



MATCH LINE A - A SHEET 4 OF 13

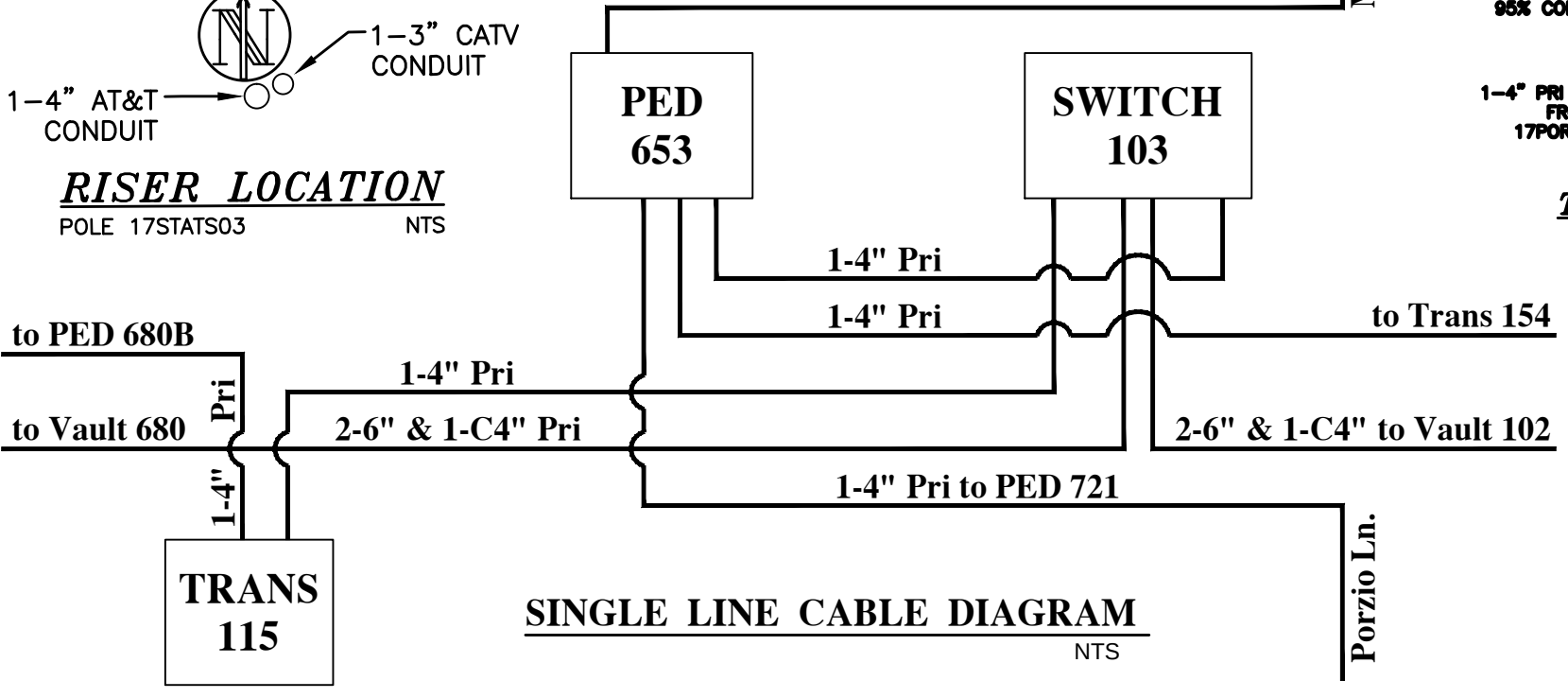
MATCH LINE B - B SHEET 3 OF 13

LEGEND:

	PADMOUNT TRANSFORMER (SIZE AS NOTED)		EXISTING PADMOUNT TRANSFORMER
	PRIMARY PULL BOX		EXISTING PRIMARY PULL BOX
	PRIMARY VAULT		EXISTING PRIMARY VAULT
	SWITCH		EXISTING SWITCH
	SECONDARY SERVICE JUNCTION BOX		EXISTING SECONDARY SERVICE JUNCTION BOX
	WATER METER (WM)		EXISTING CATV VAULT (SIZE AS NOTED)
	AT&T MANHOLE (NUMBER & SIZE AS NOTED)		STREETLIGHT LOCATION
	AT&T SERVICE BOX (NUMBER & SIZE AS NOTED)		4\"/>
	NEW JOINT TRENCH (AT&T, CATV, ELEC)		AT&T SCH-40 CONDUIT (SIZE AS NOTED)
	EXISTING JOINT TRENCH (AT&T, CATV, ELEC)		COMCAST SCH-40 CONDUIT (SIZE AS NOTED)
	CATV TRENCH ONLY		EXISTING JOINT TRENCH (UTILITIES AS IDENTIFIED)
	ELECTRIC TRENCH ONLY		EXISTING UNDERGROUND SERVICE
	AT&T TRENCH ONLY		TRENCH SECTION IDENTIFIER
	CATV - 48\"/>		TRENCH SECTION SYMBOL
	CATV - 36\"/>		SHEET NUMBER
	CATV - 30\"/>		

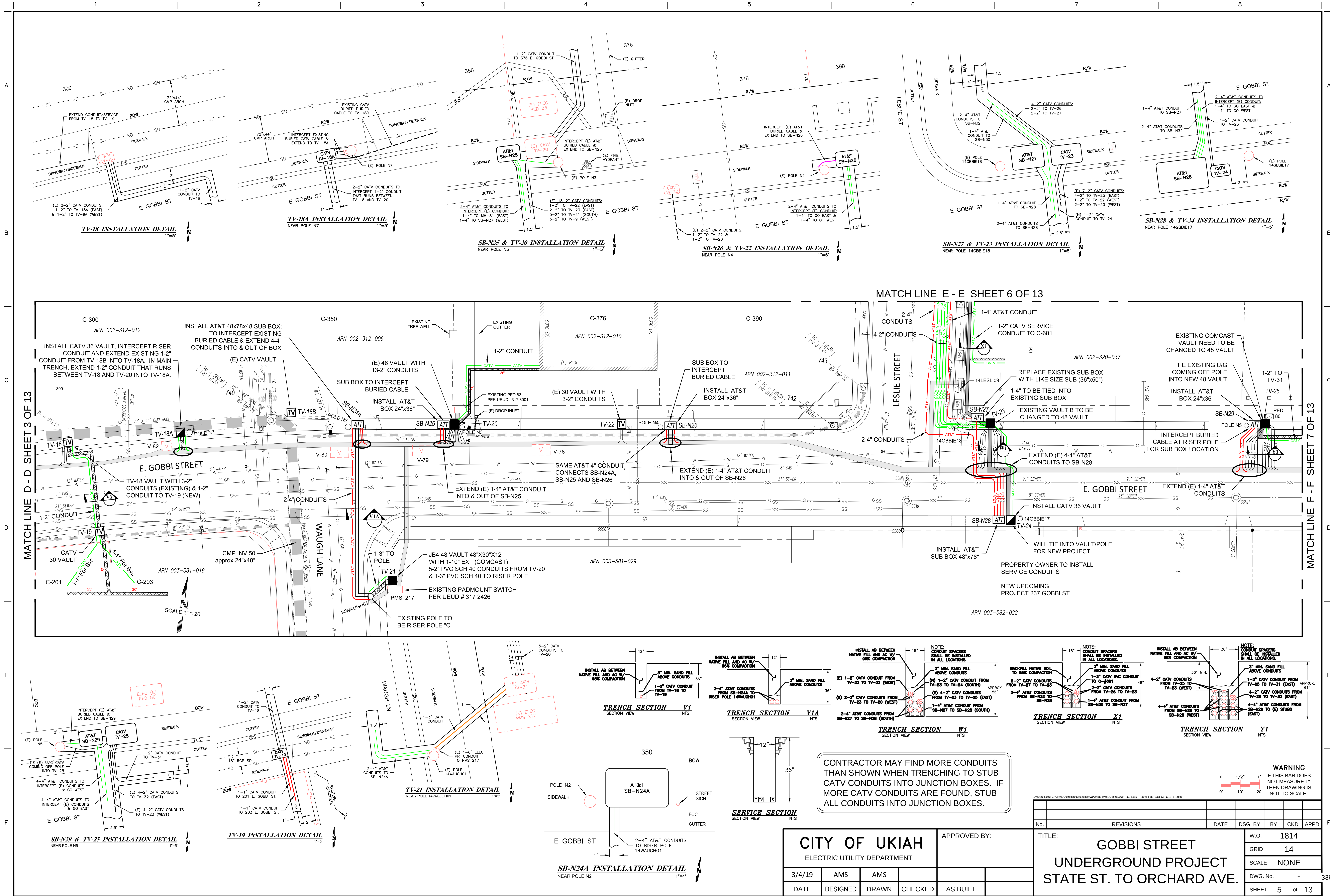
WARNING
IF THIS BAR DOES NOT MEASURE 1\"/>

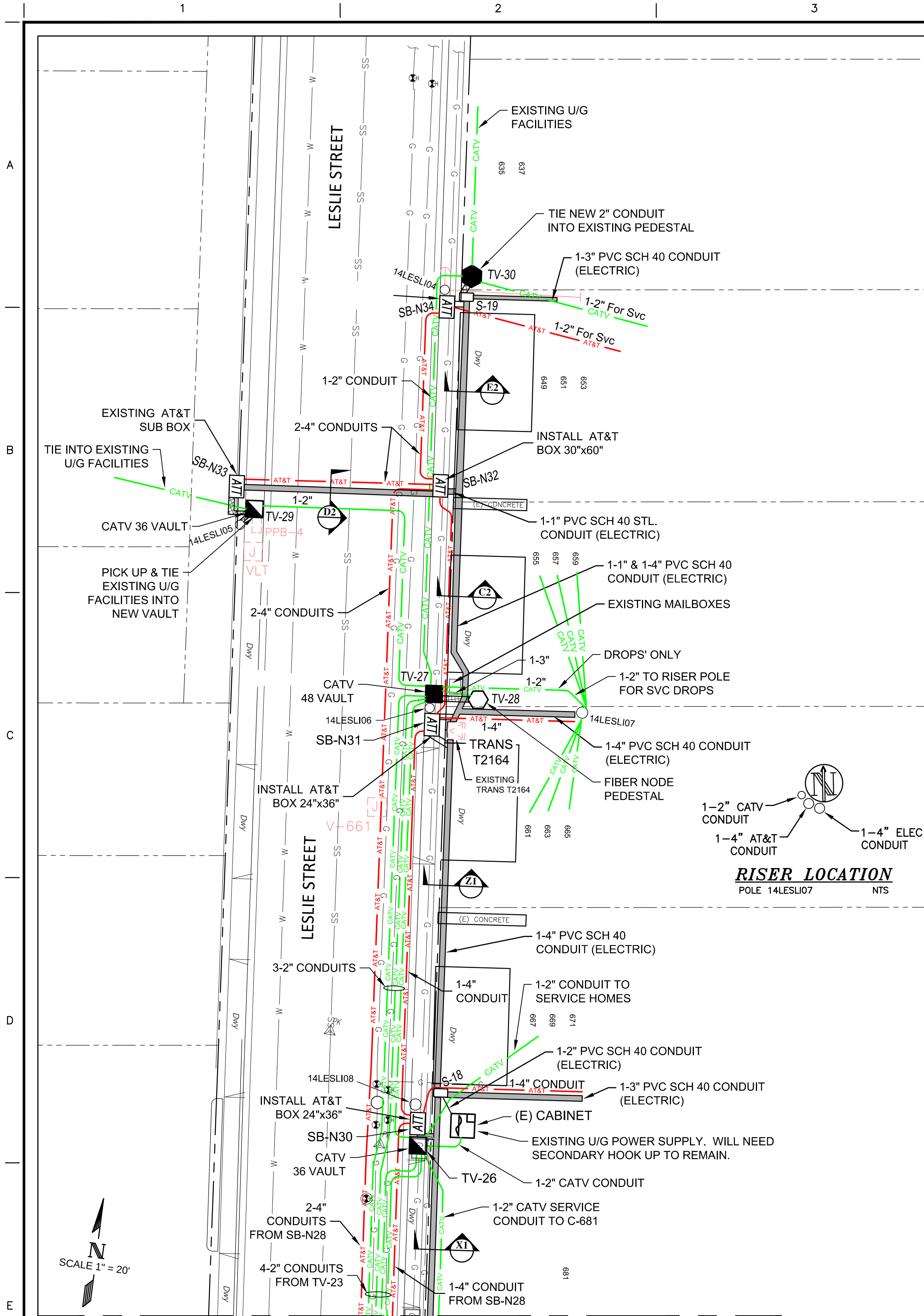
SEE SHEET 8 OF 13 FOR SPECIFIC LOCATION DETAIL FOR ALL UTILITY EQUIPMENT.



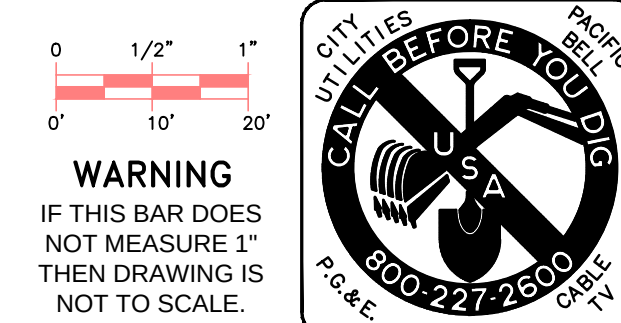
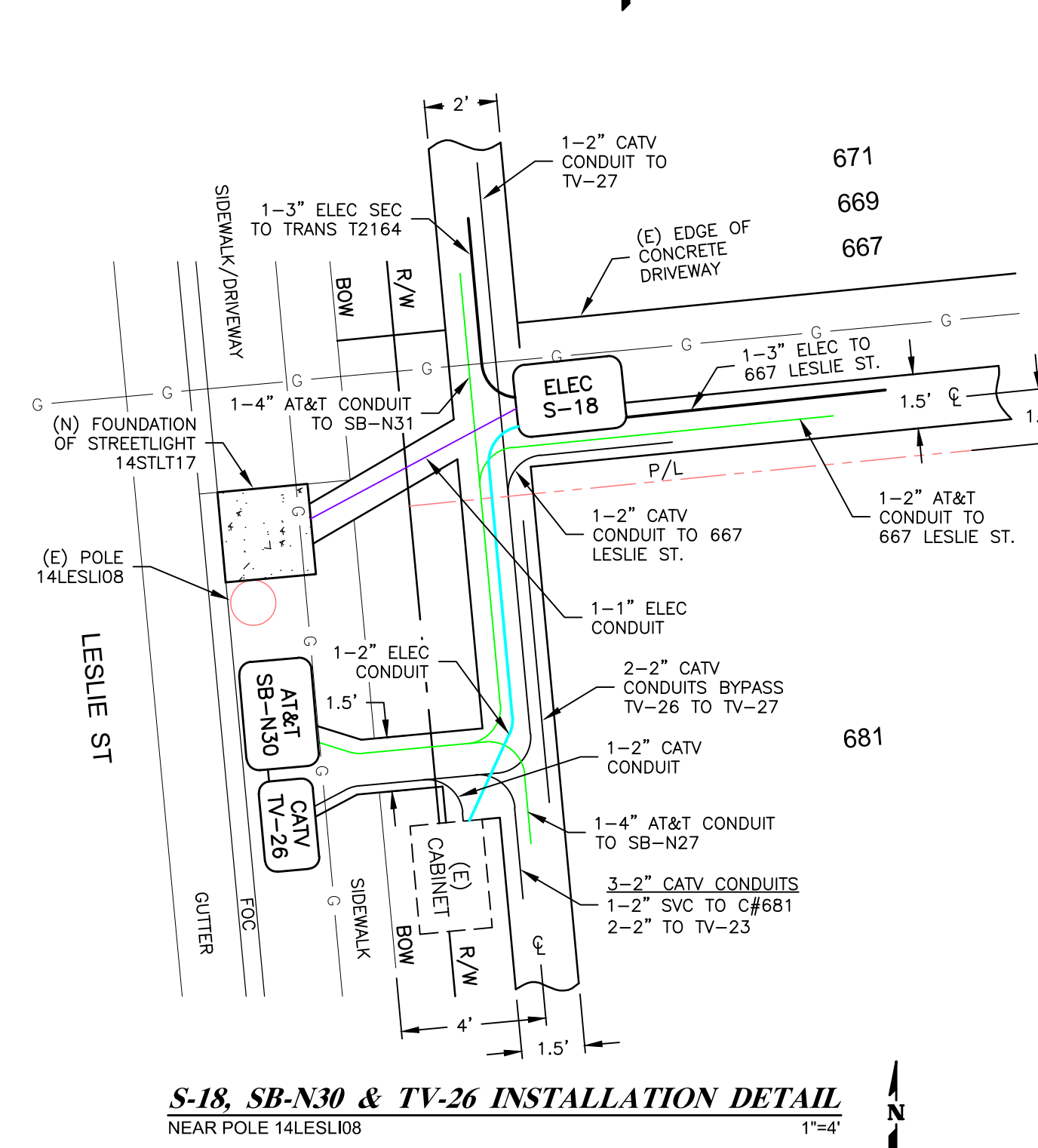
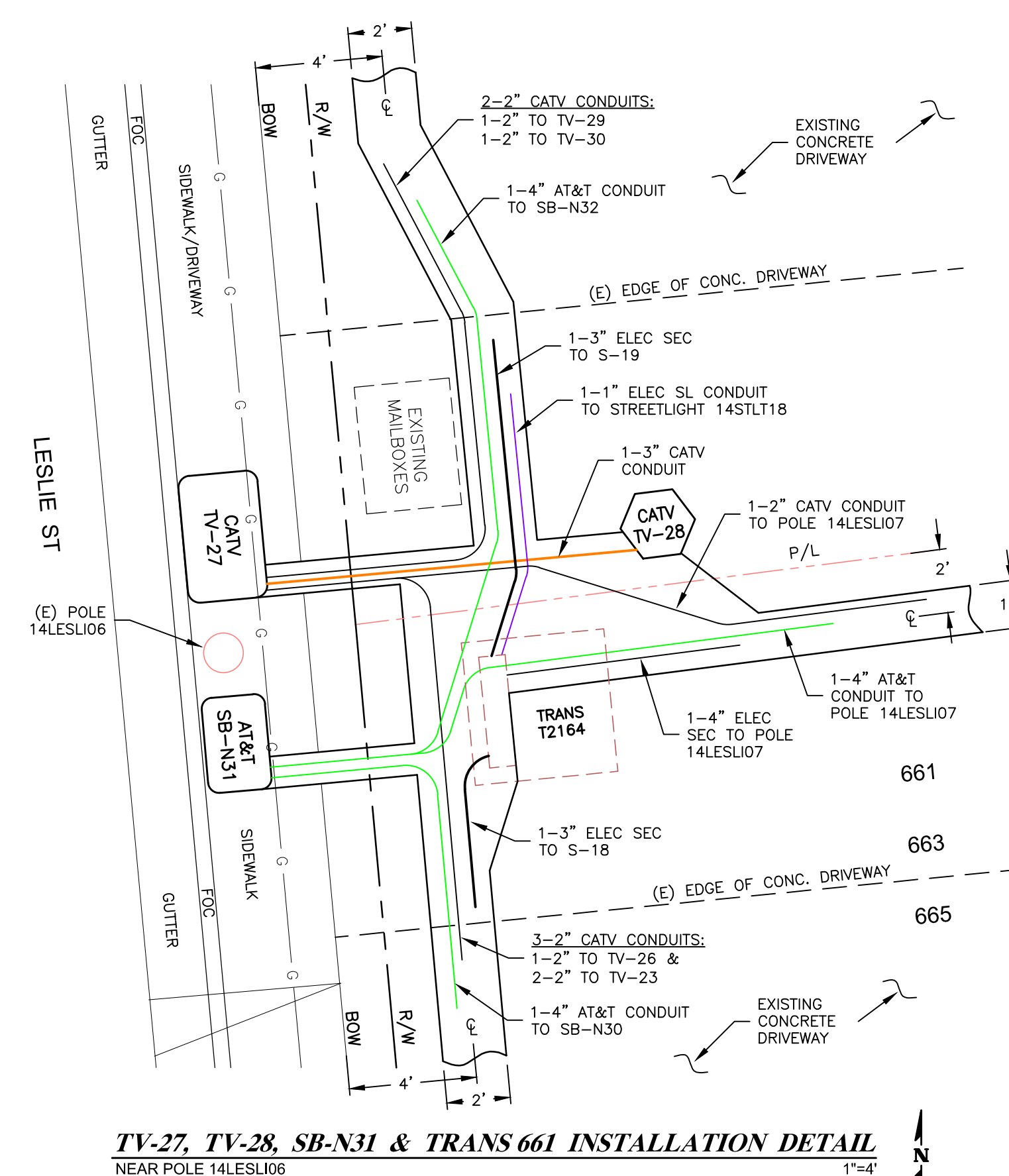
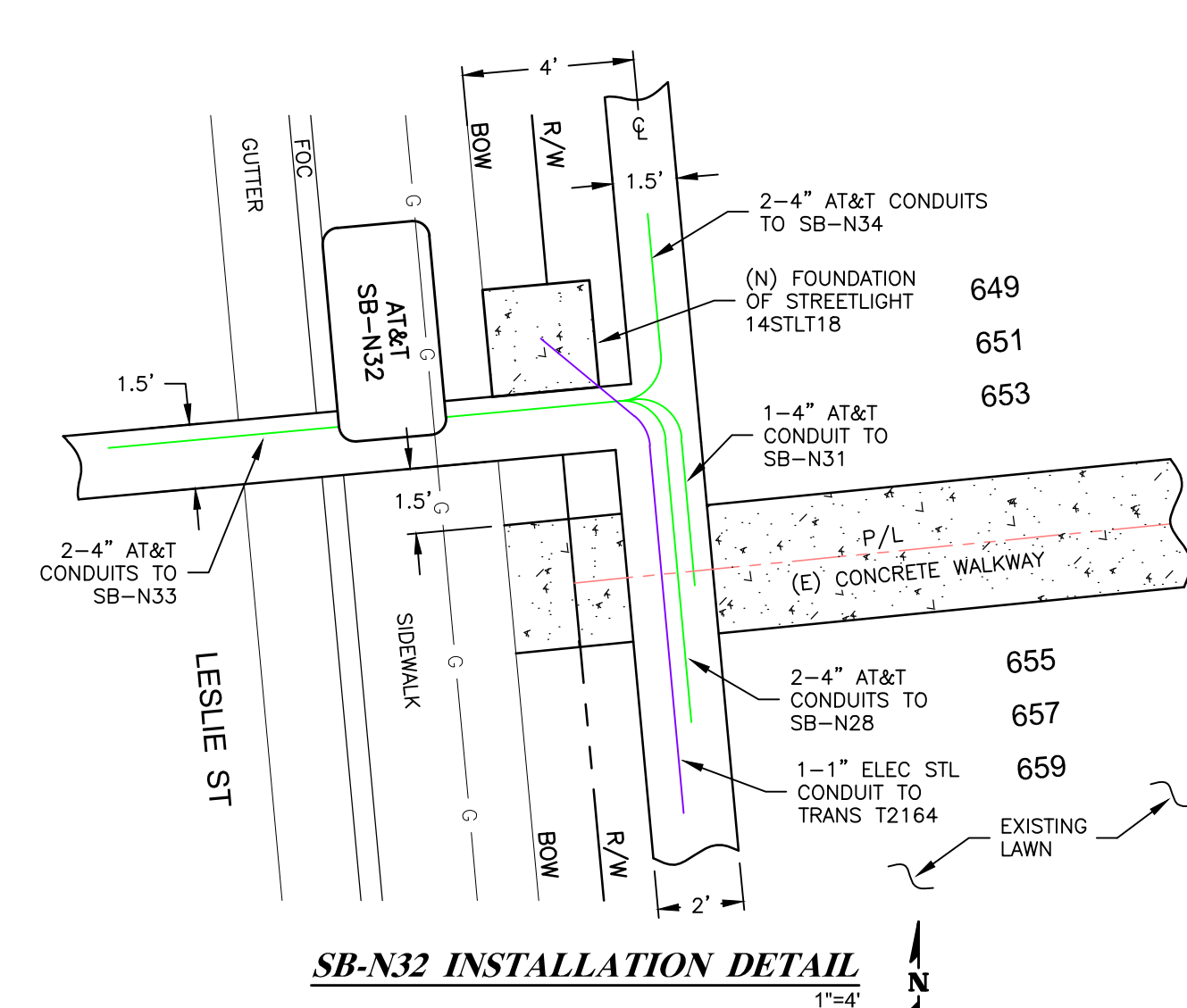
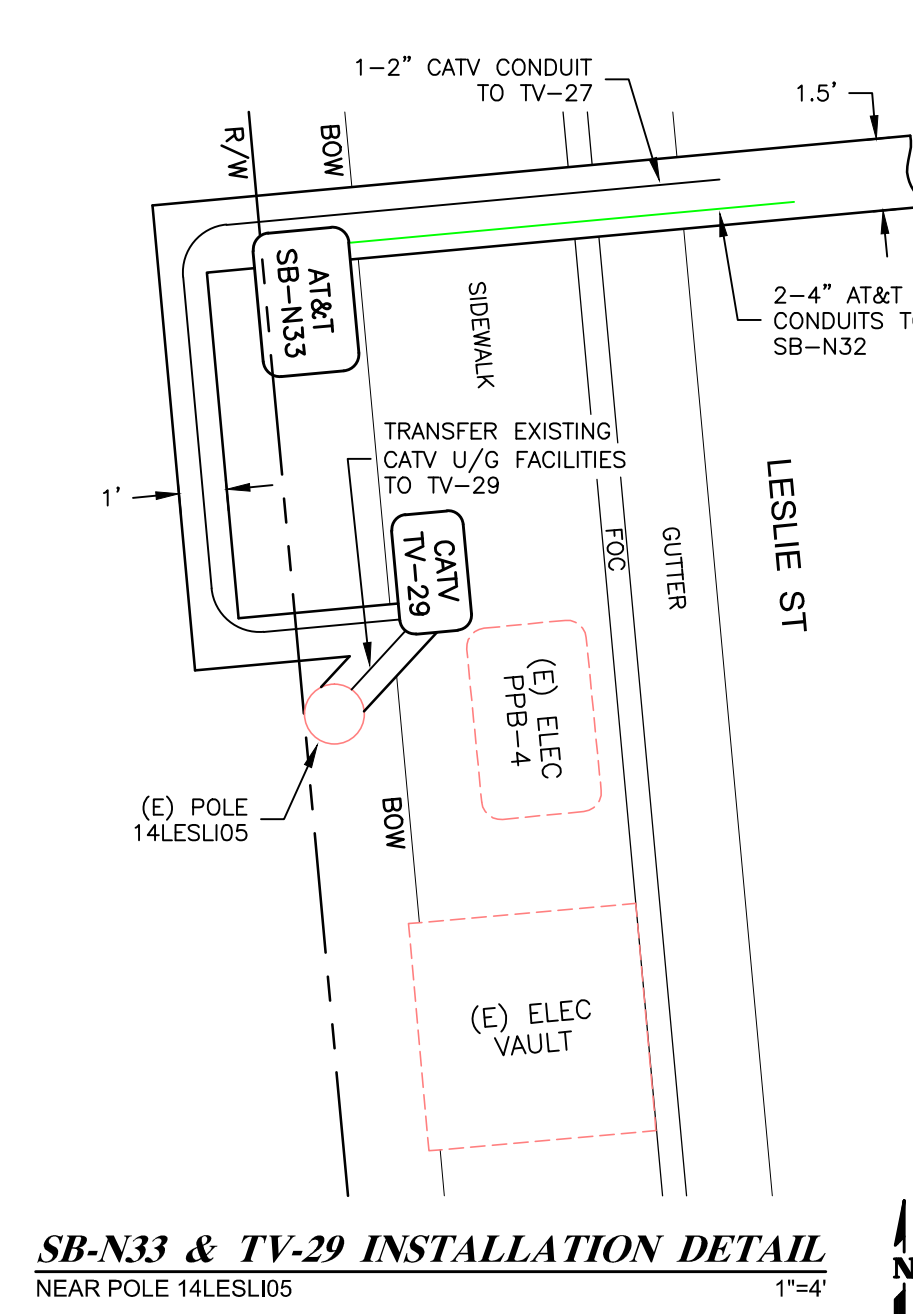
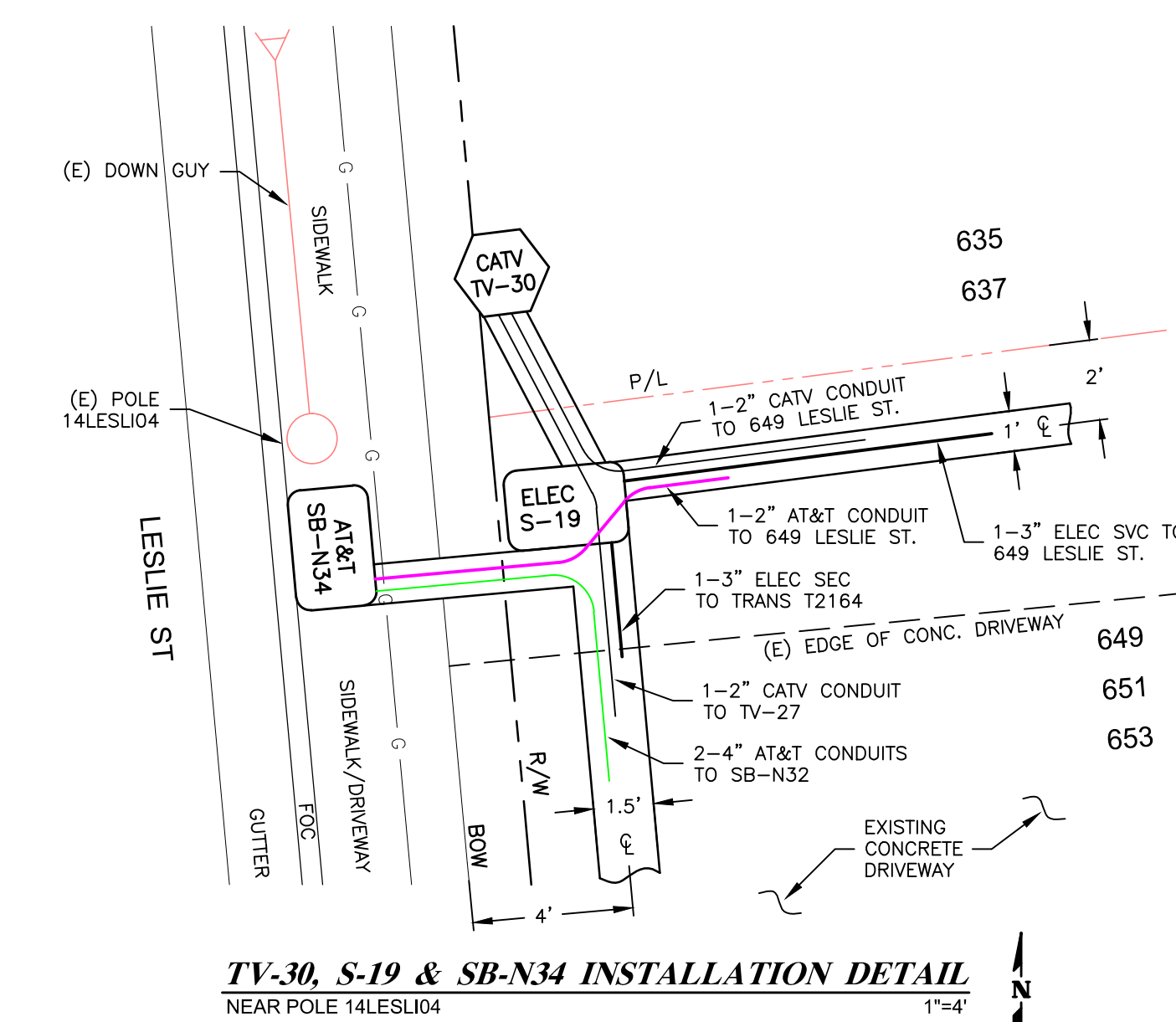
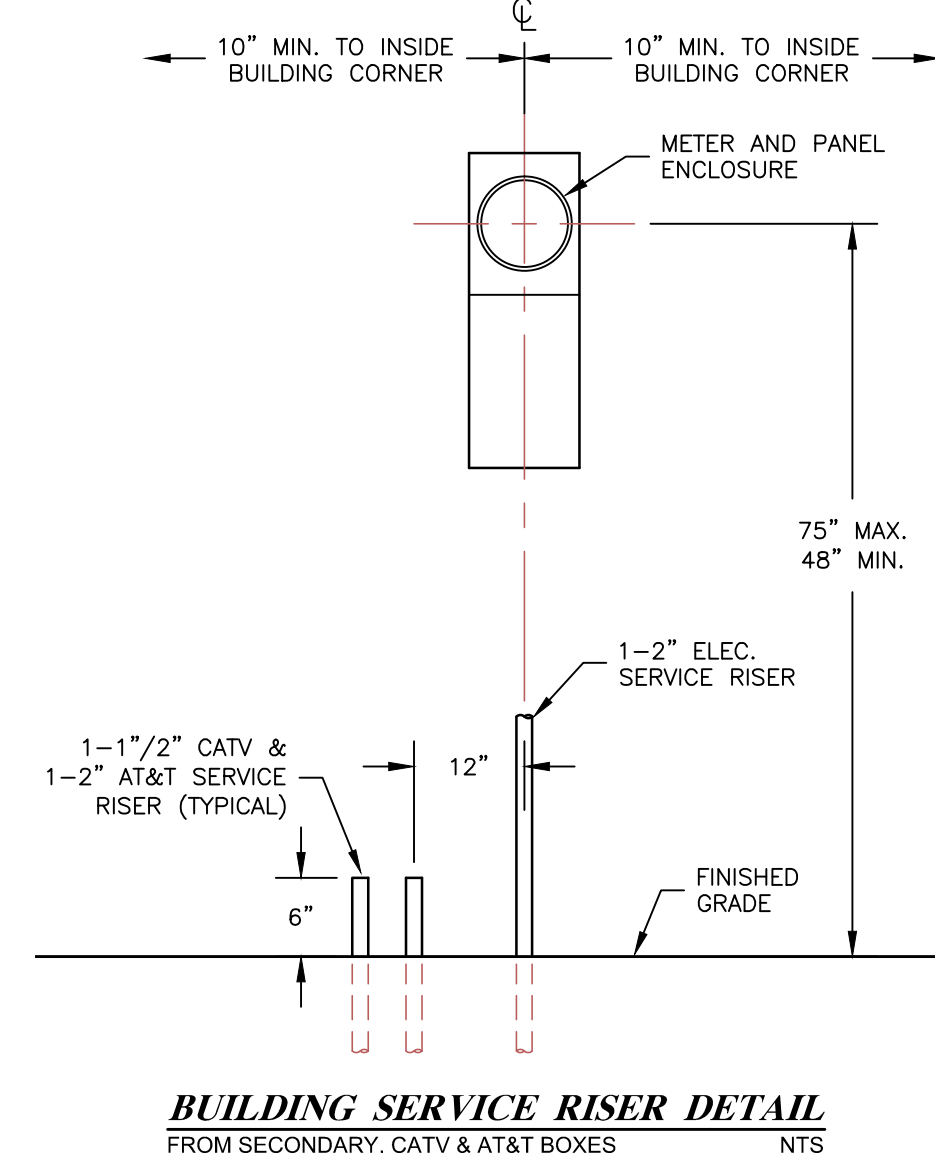
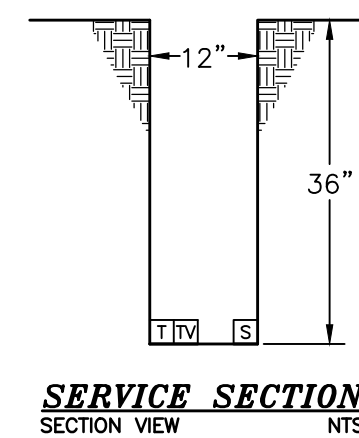
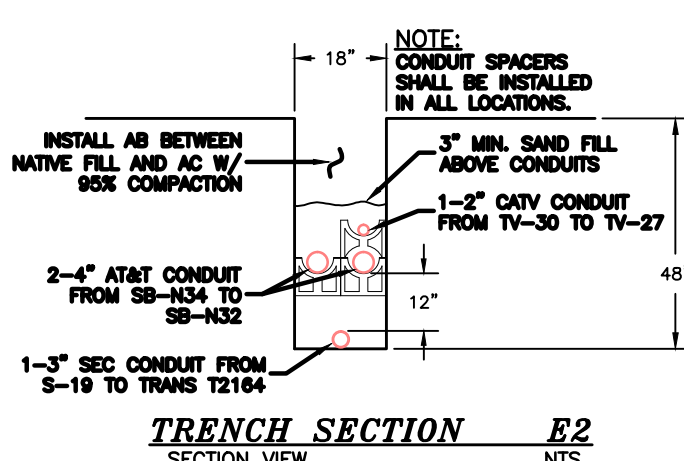
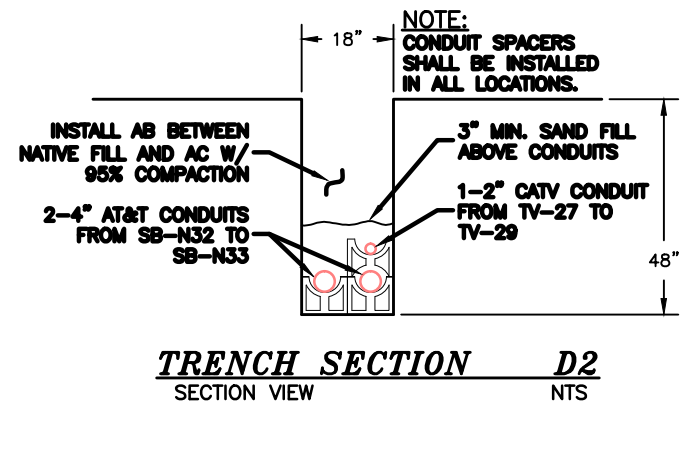
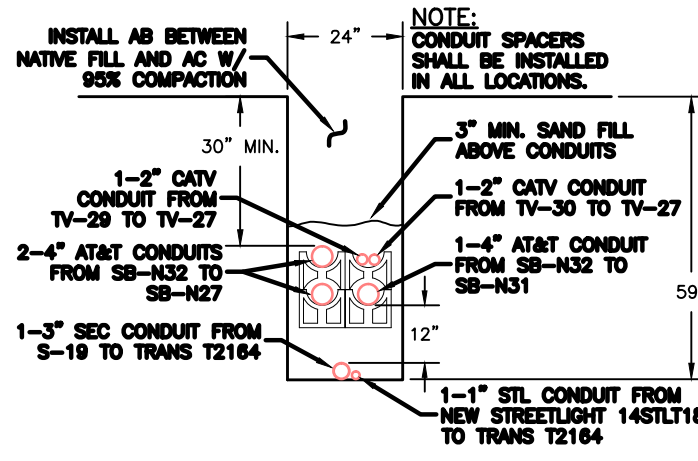
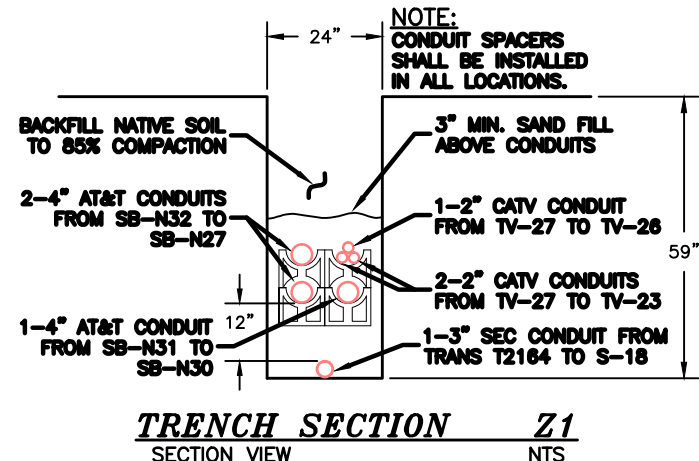
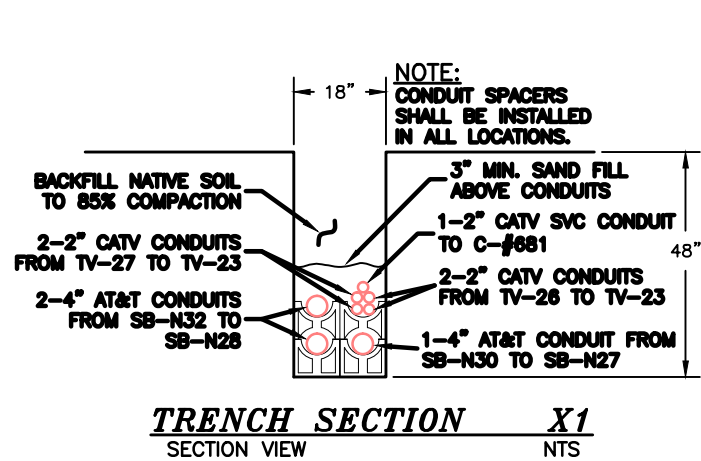
CITY OF UKIAH				APPROVED BY:	
ELECTRIC UTILITY DEPARTMENT					
3/4/19	AMS	AMS			
DATE	DESIGNED	DRAWN	CHECKED	AS BUILT	

TITLE: GOBBI STREET UNDERGROUND PROJECT STATE ST. TO ORCHARD AVE.				W.O. 1814	
				GRID 14	
				SCALE NONE	
				DWG. No. -	
				SHEET 2 of 13	



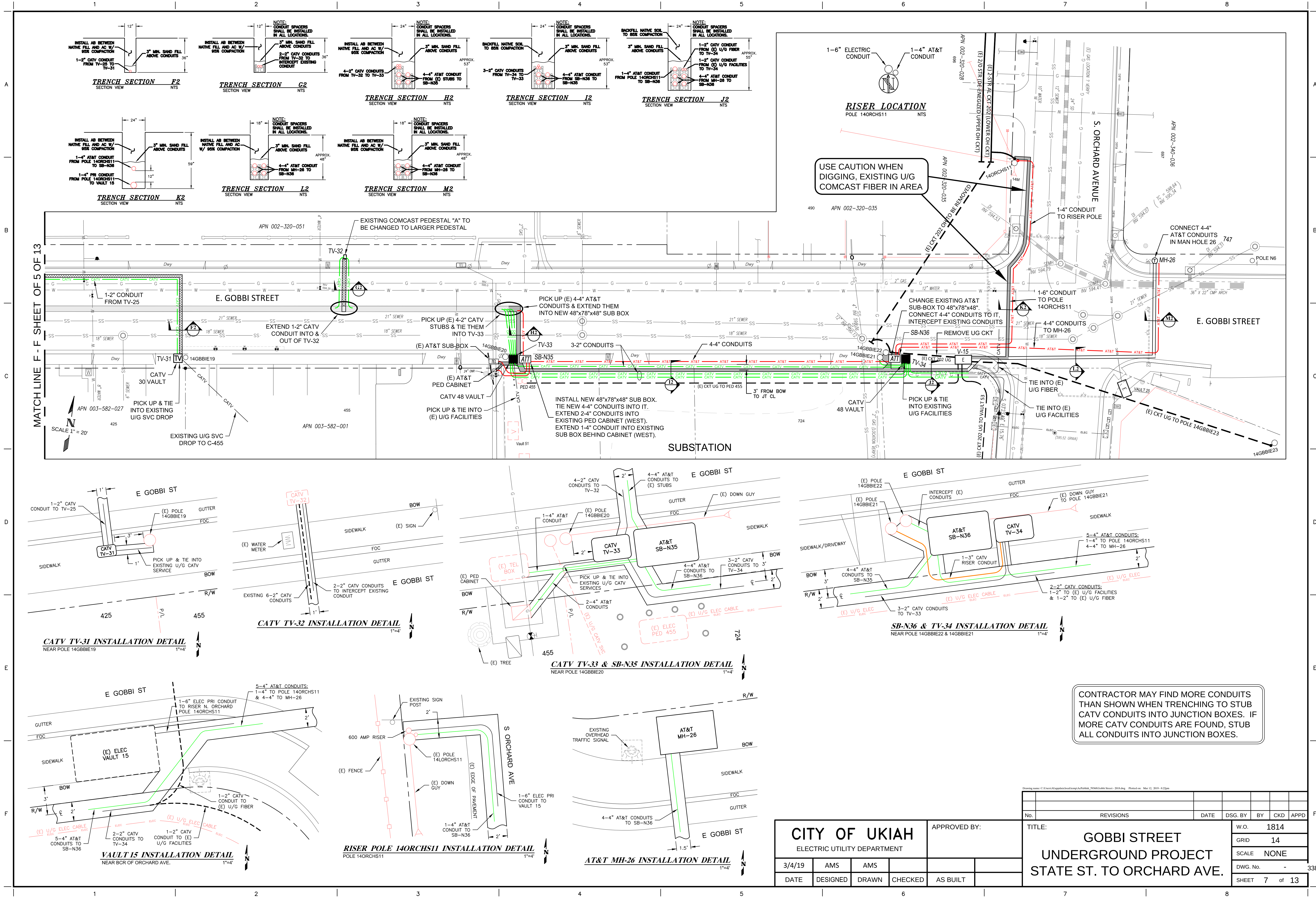


MATCH LINE E - E SHEET 5 OF 13



CITY OF UKIAH				APPROVED BY:	
ELECTRIC UTILITY DEPARTMENT					
3/4/19	AMS	AMS			
DATE	DESIGNED	DRAWN	CHECKED	AS BUILT	

No.	REVISIONS	DATE	DSG. BY	BY	CKD	APPD
TITLE: GOBBI STREET UNDERGROUND PROJECT STATE ST. TO ORCHARD AVE.						
W.O. 1814			GRID 14			
SCALE NONE			DWG. No. -			
SHEET 6			of 13			



CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

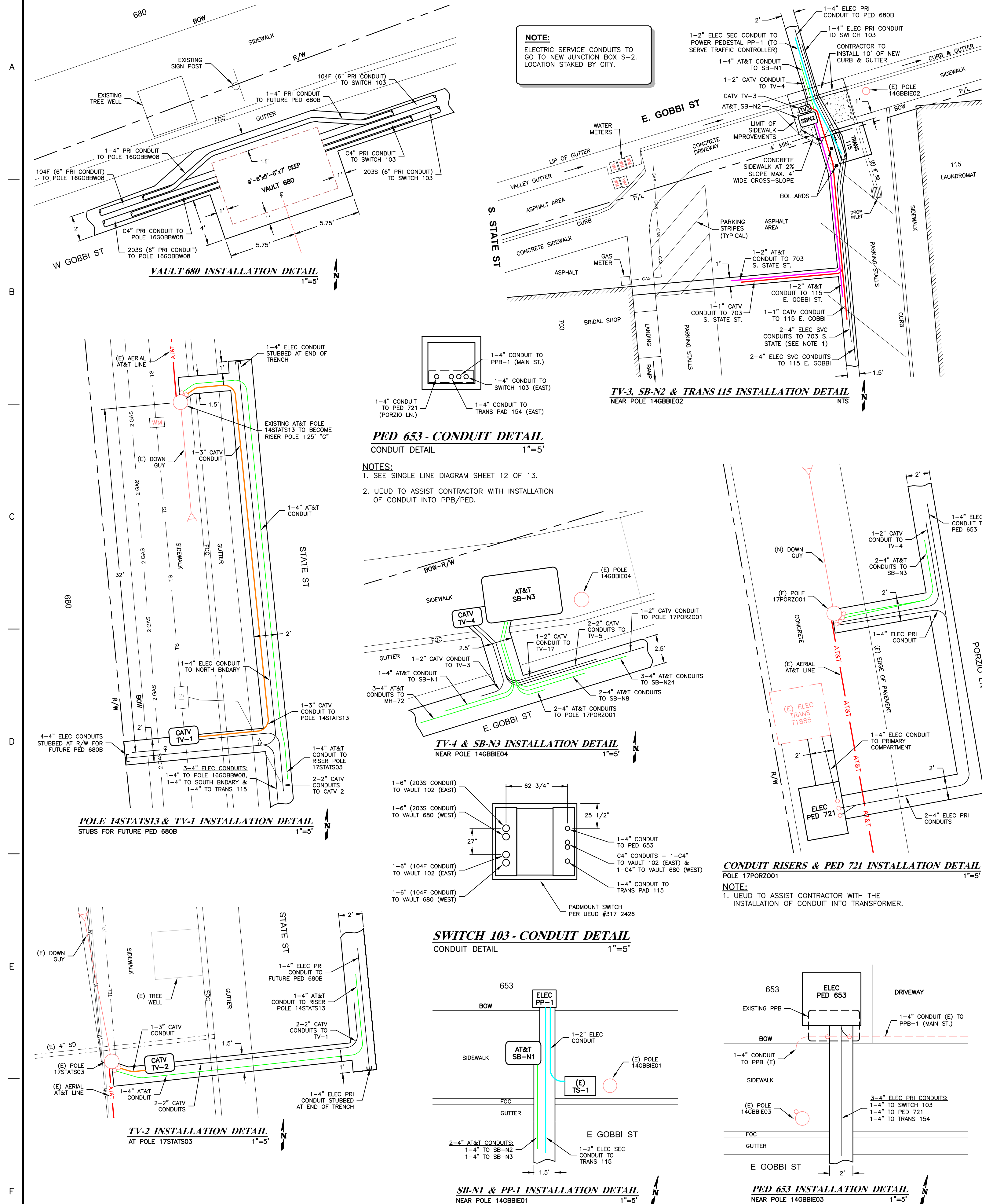
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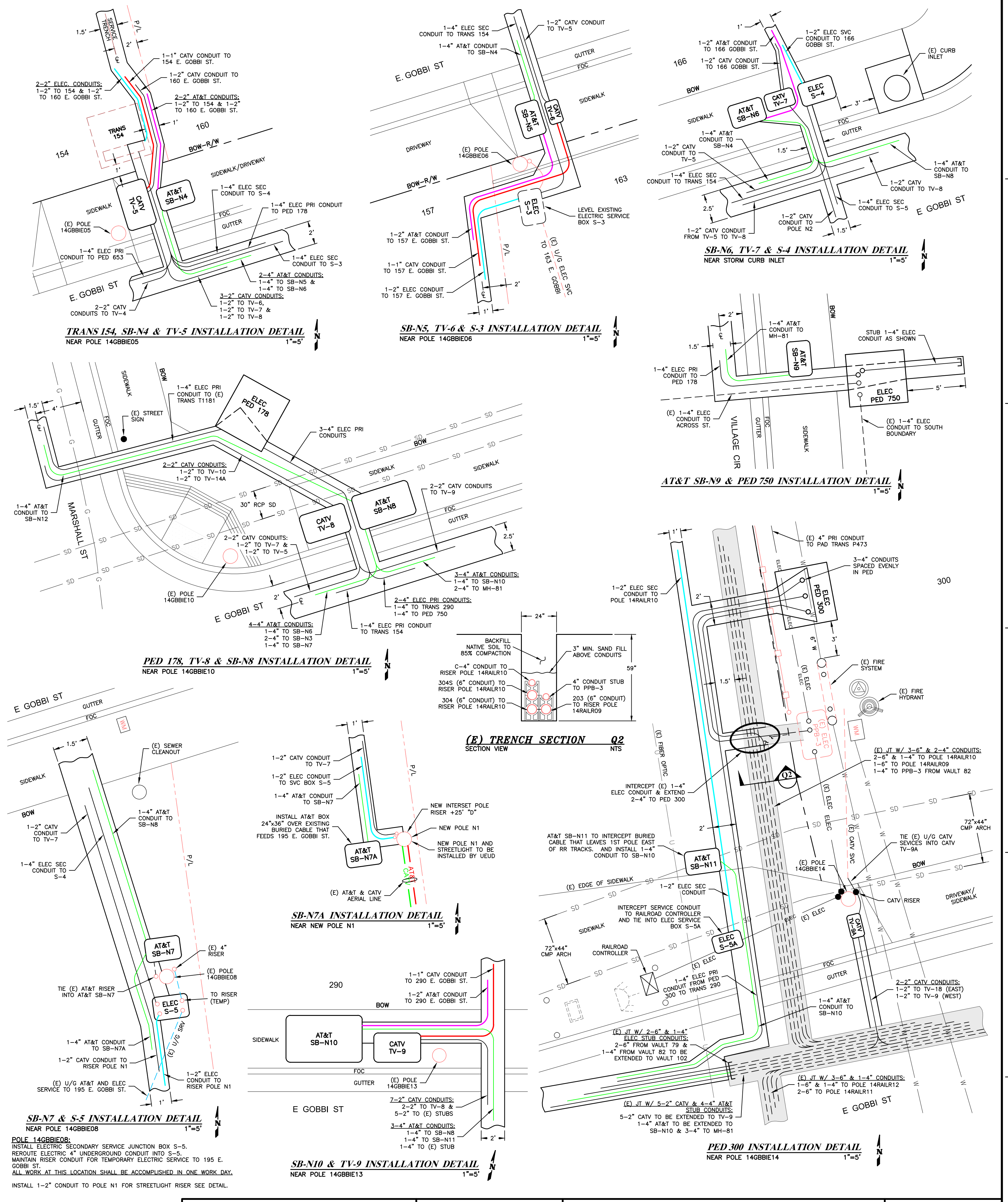
**GOBBI STREET
UNDERGROUND PROJECT
STATE ST. TO ORCHARD AVE.**

No.	REVISIONS	DATE	DSG. BY	BY	CKD	APPD
W.O.	1814					
GRID	14					
SCALE	NONE					
DWG. No.	-					
SHEET	7	of 13				

DETAILS FROM SHEET 2



DETAILS FROM SHEET 3



CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

APPROVED BY:

TITLE: **GOBBI STREET**
UNDERGROUND PROJECT
STATE ST. TO ORCHARD AVE.

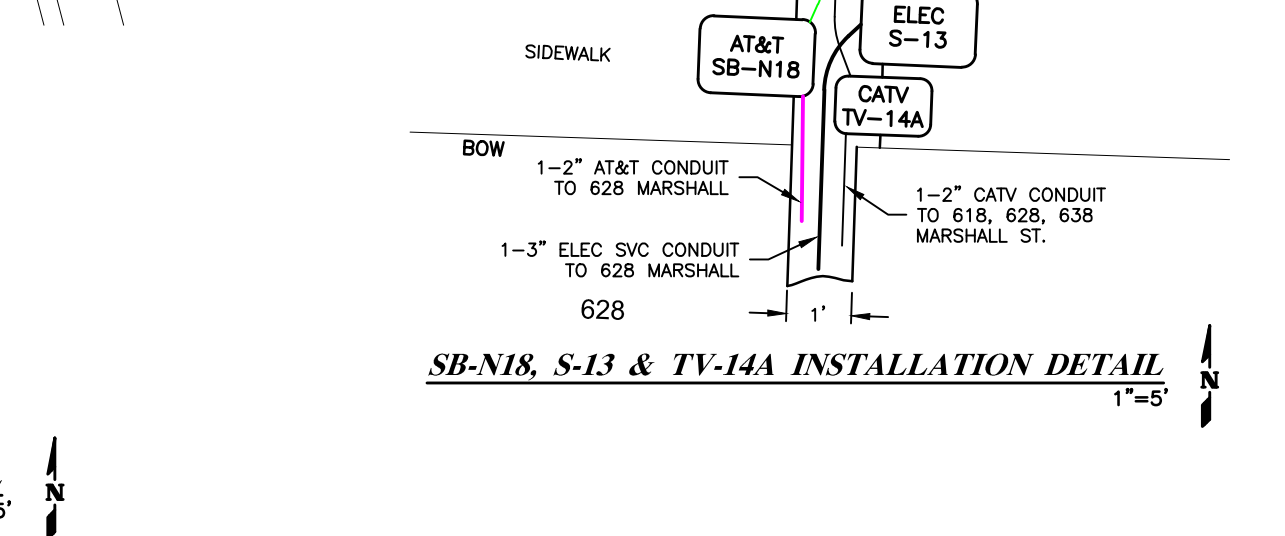
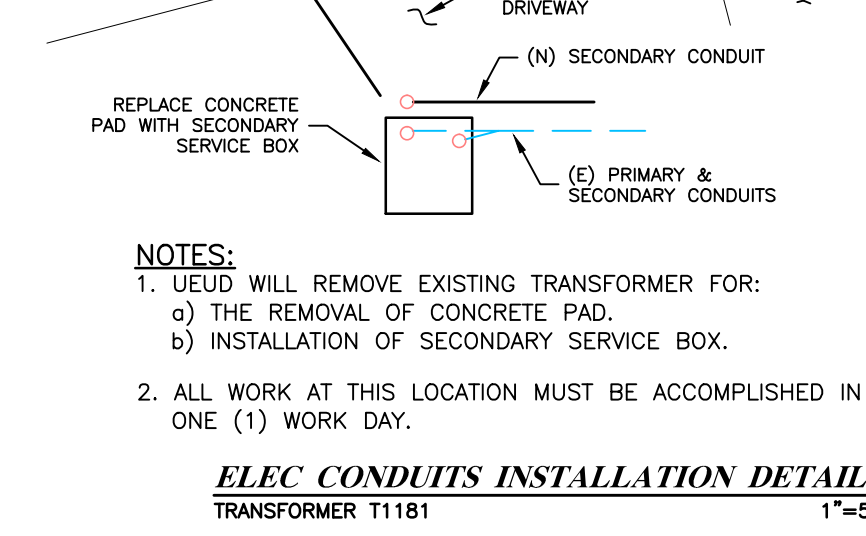
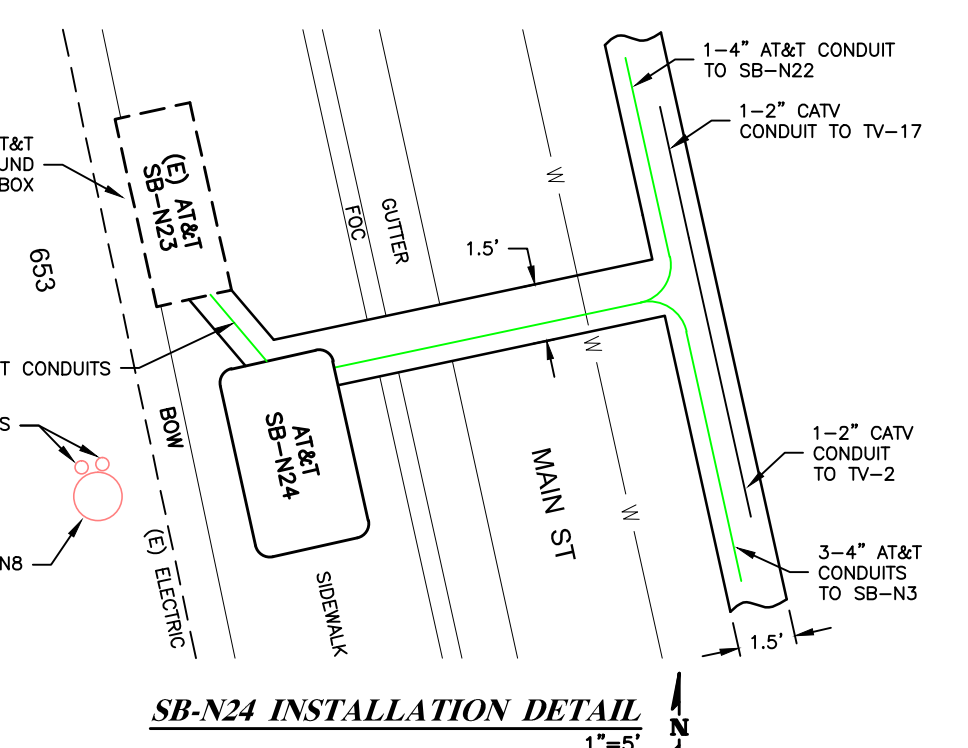
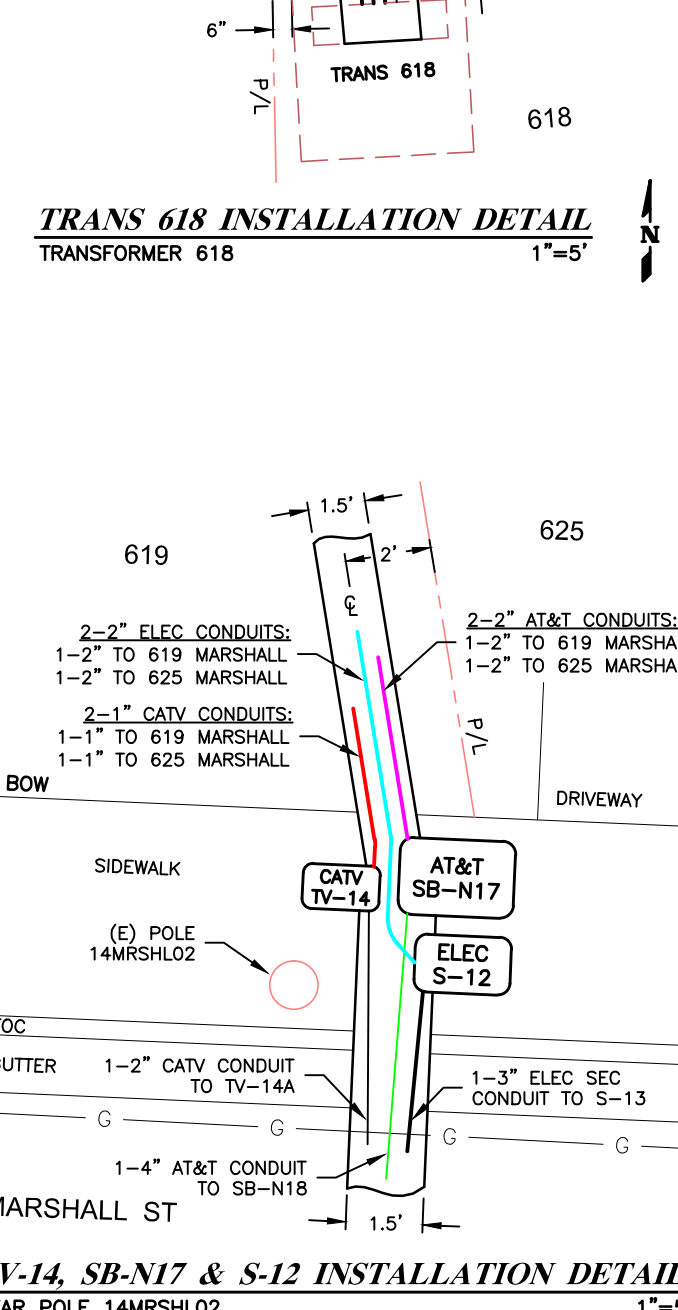
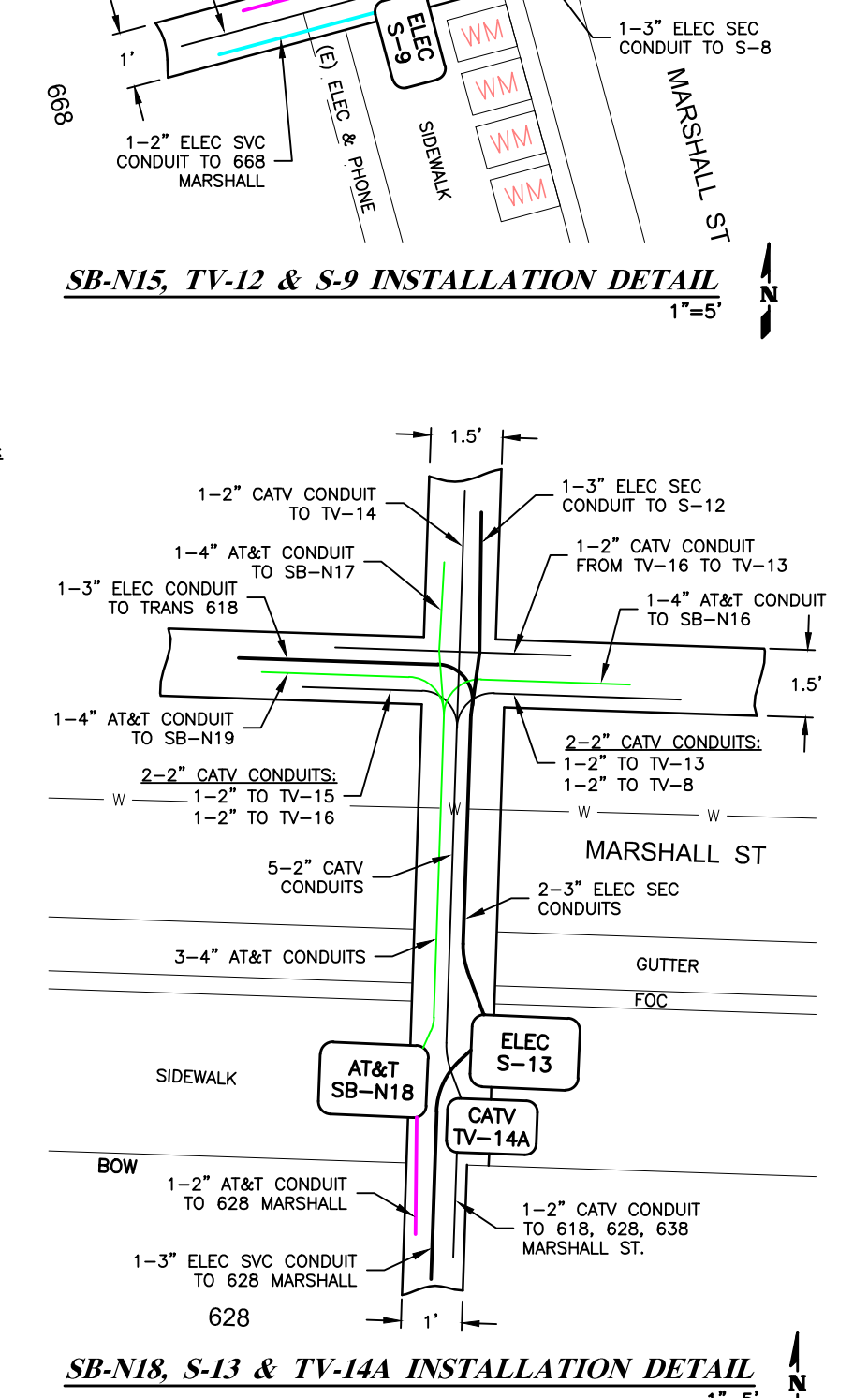
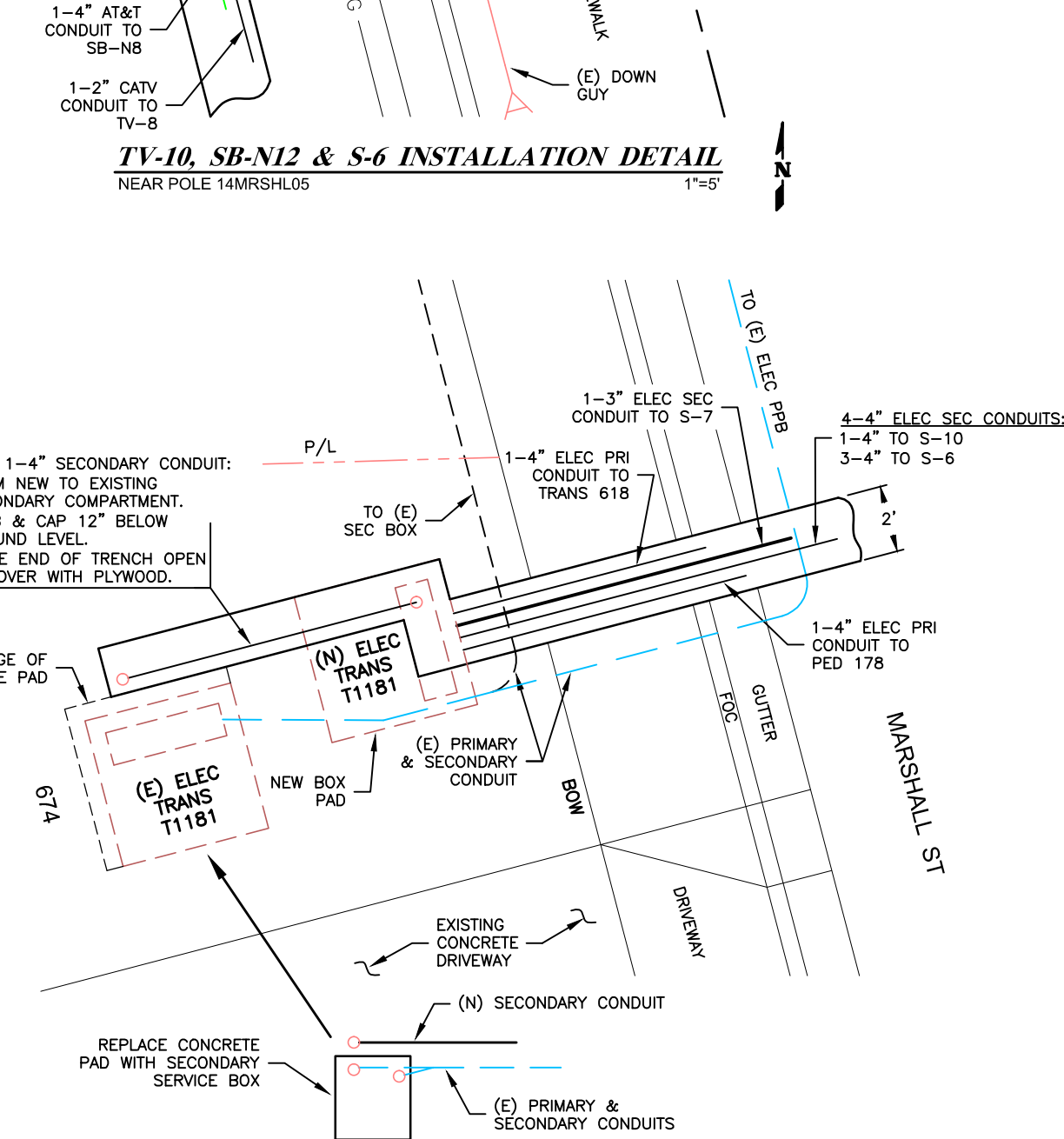
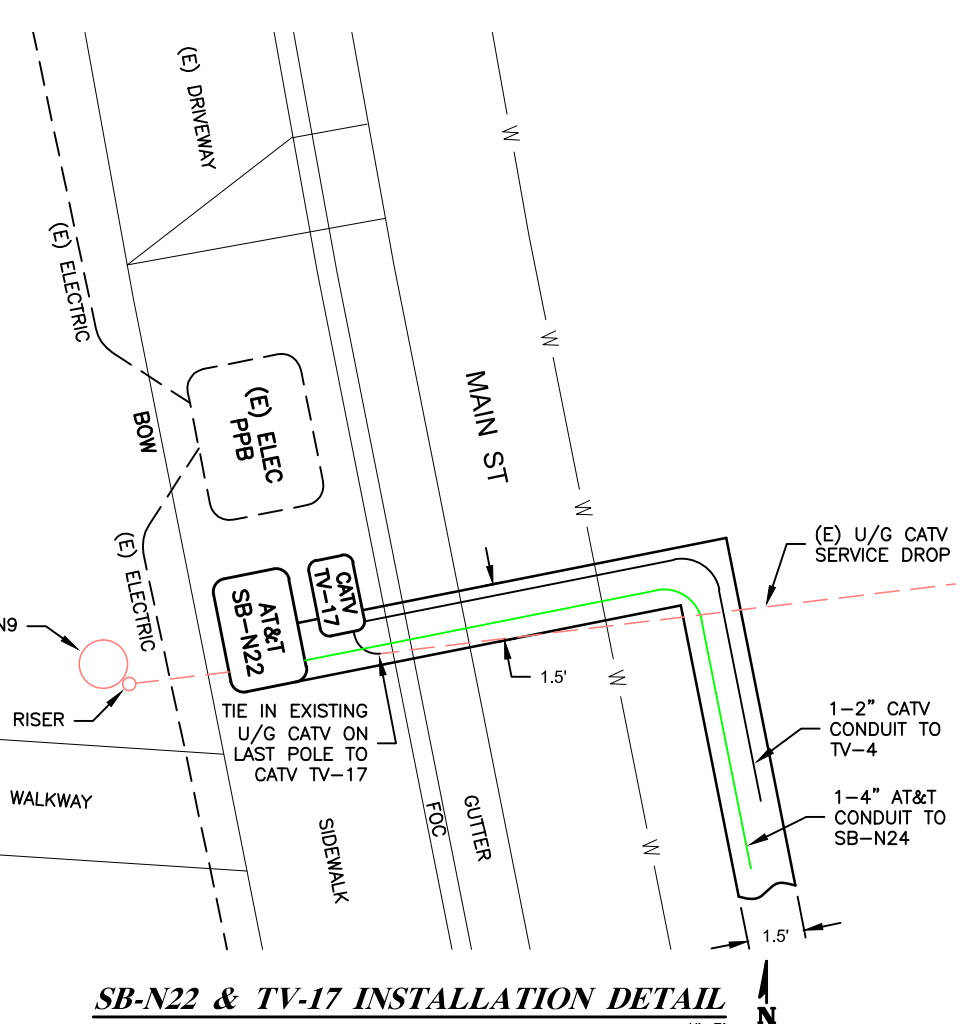
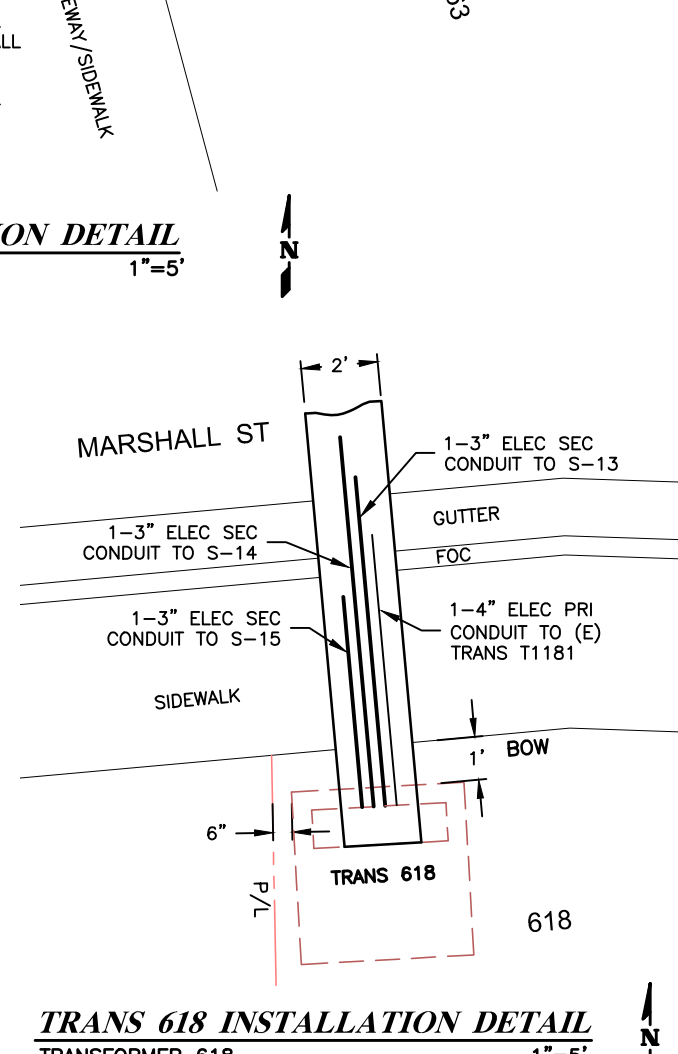
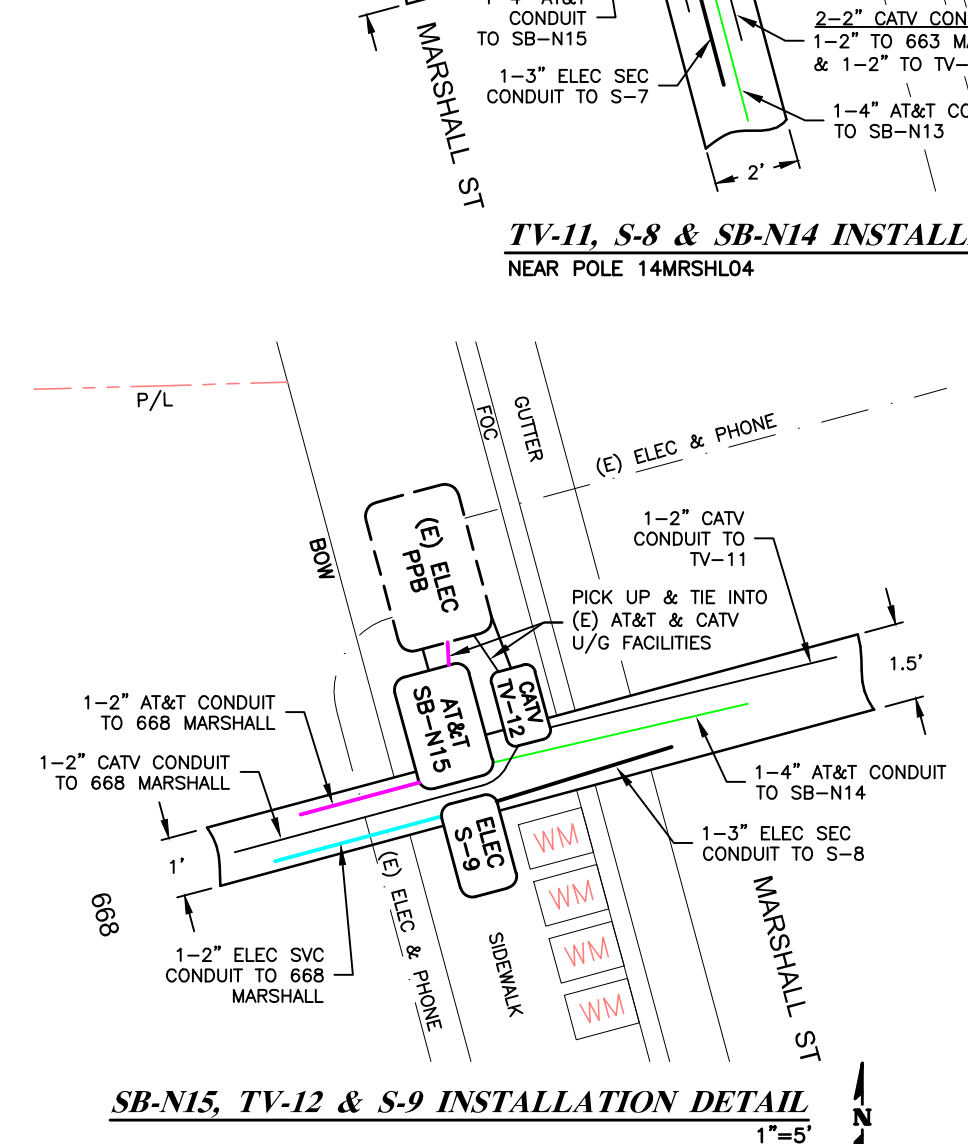
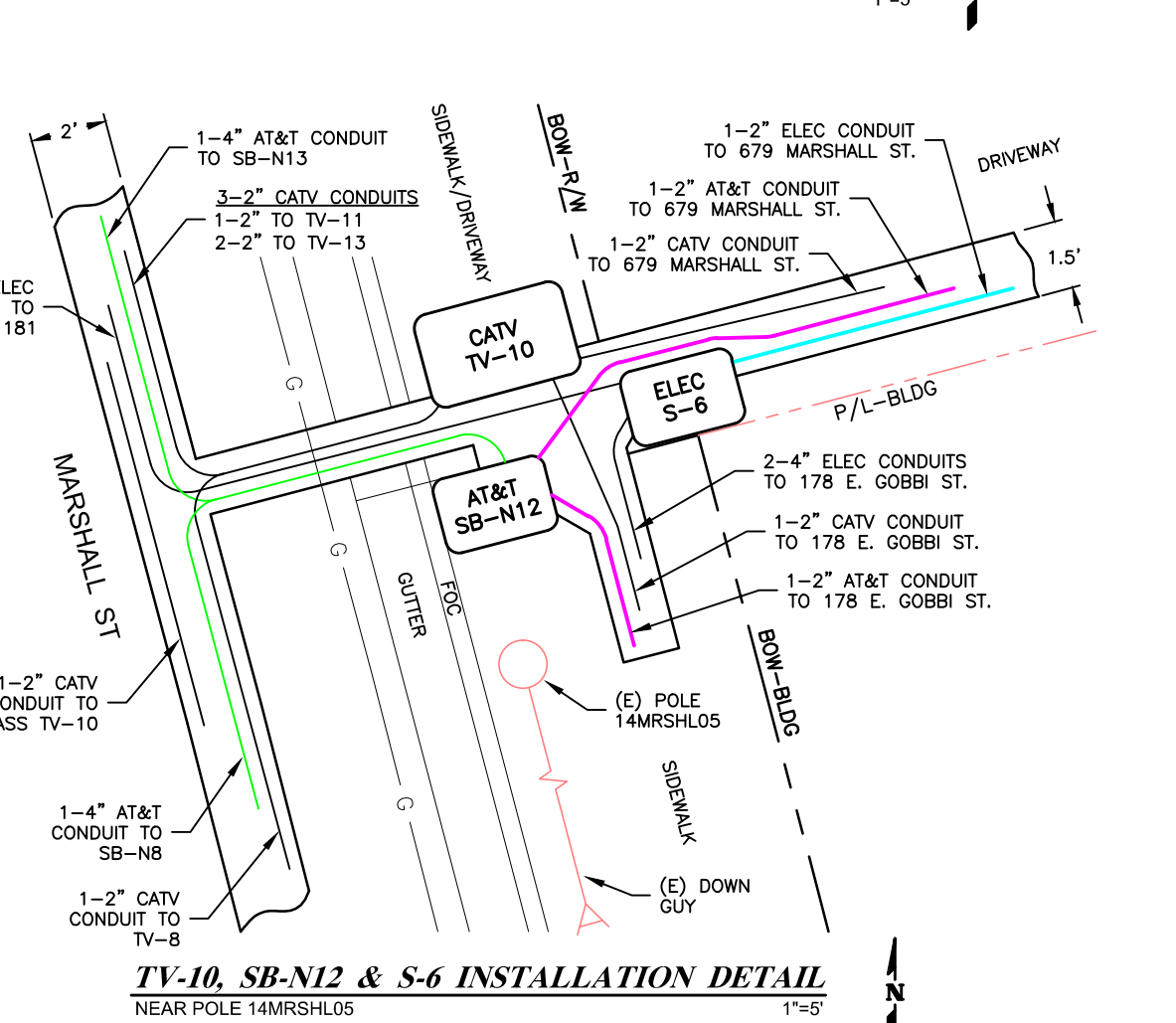
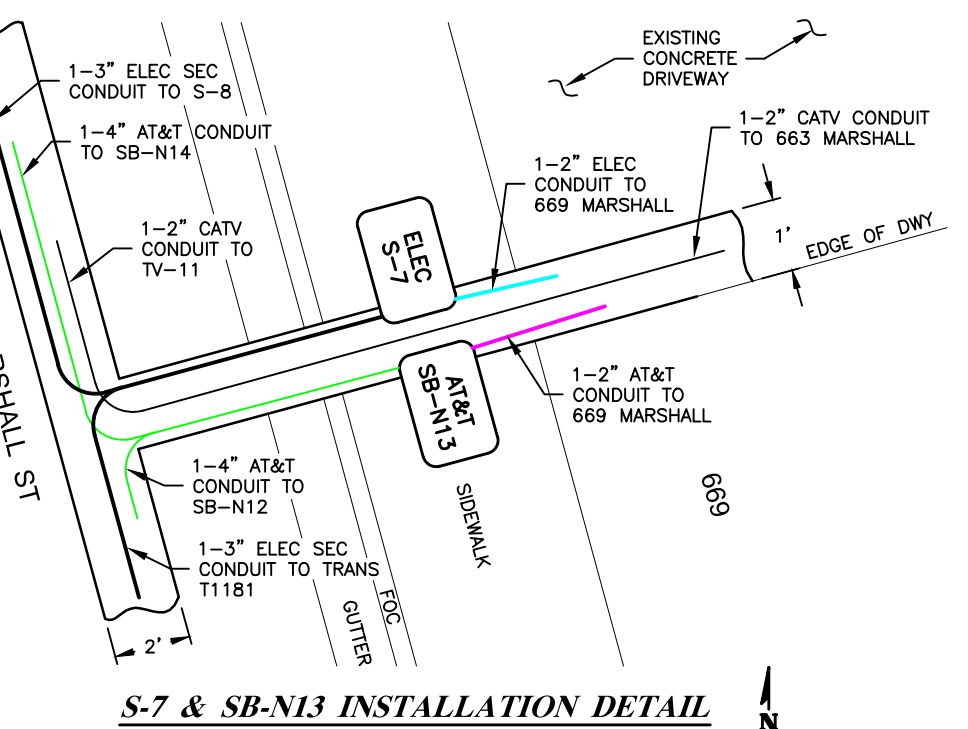
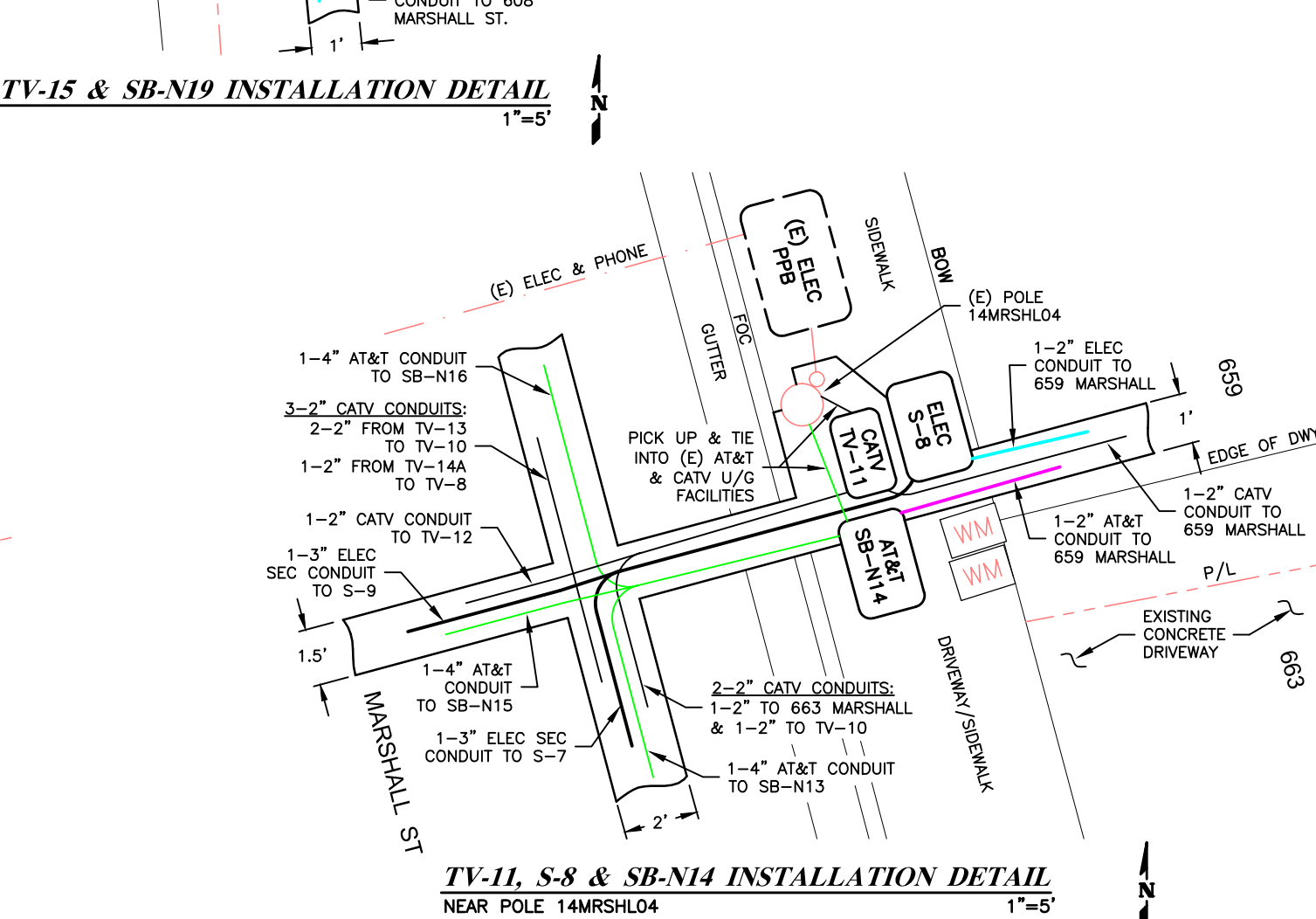
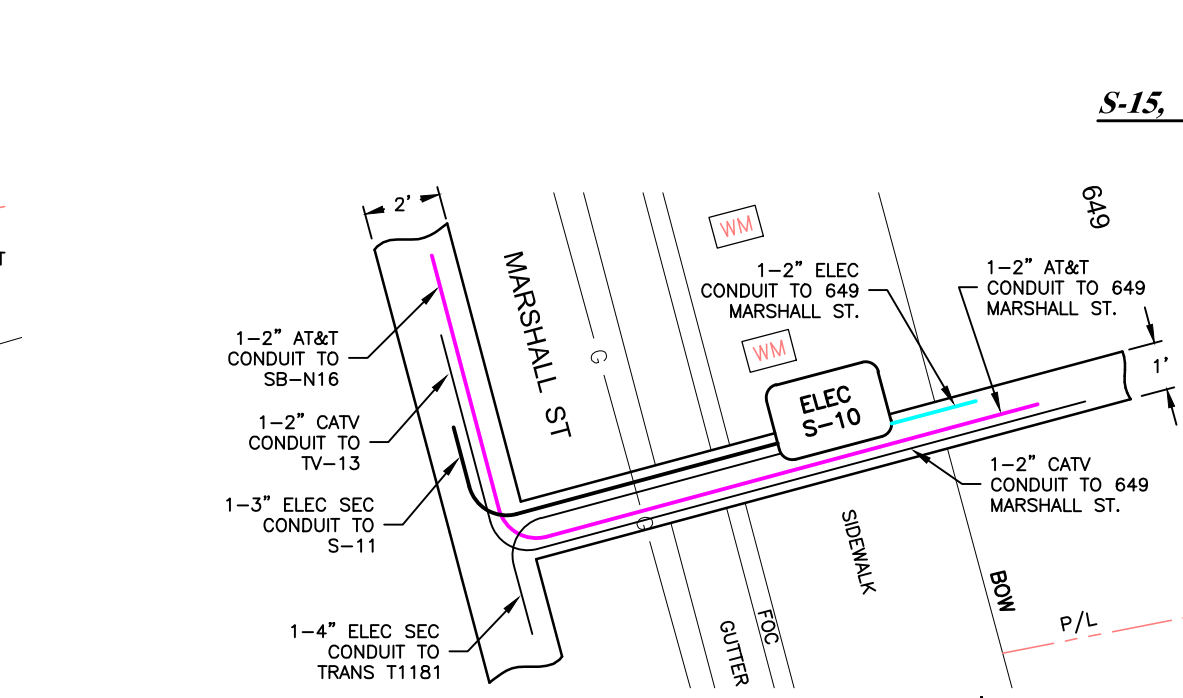
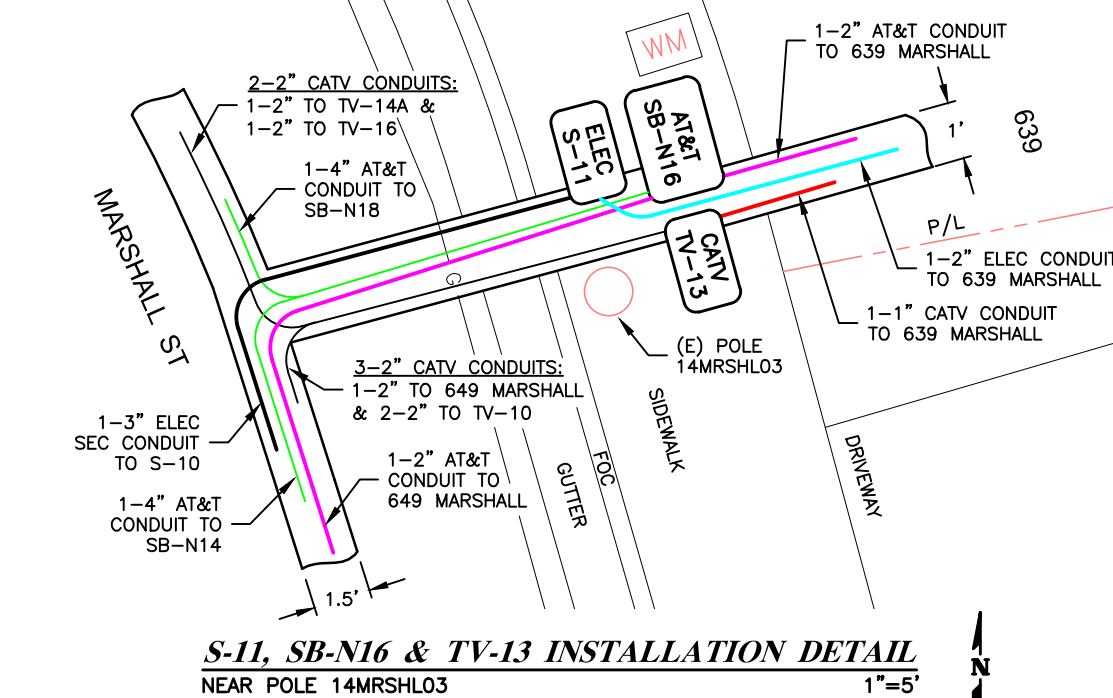
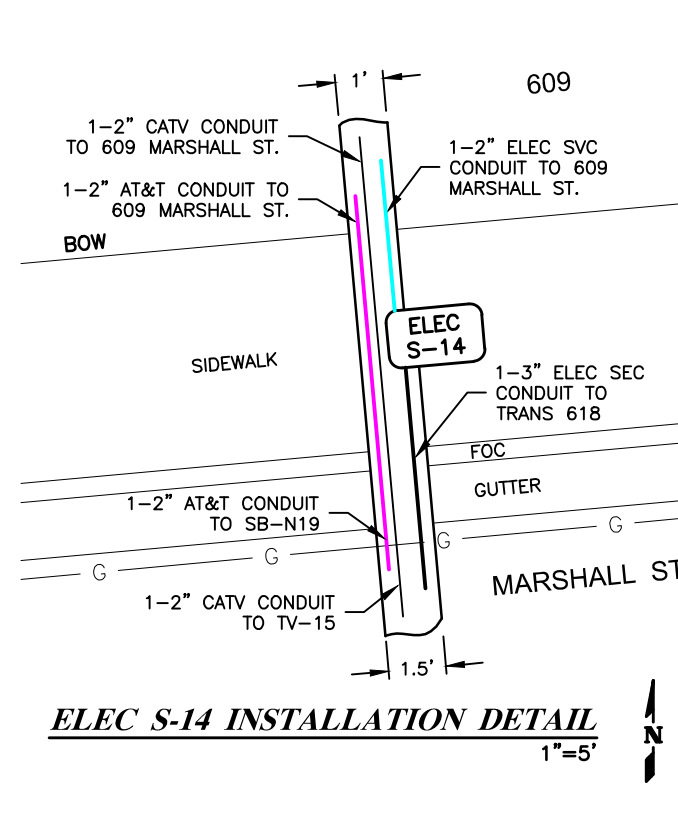
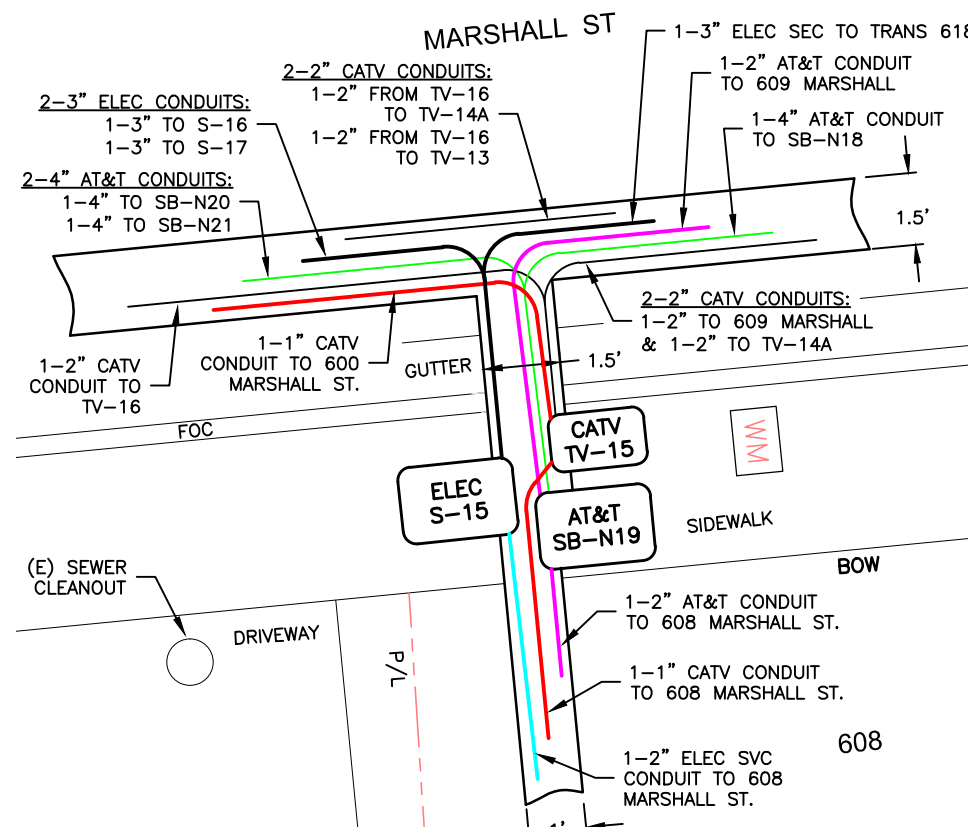
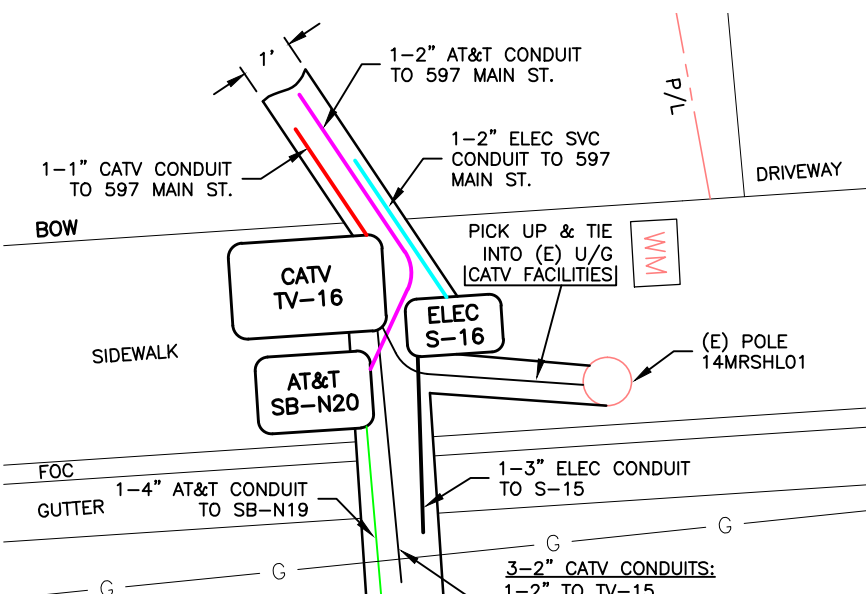
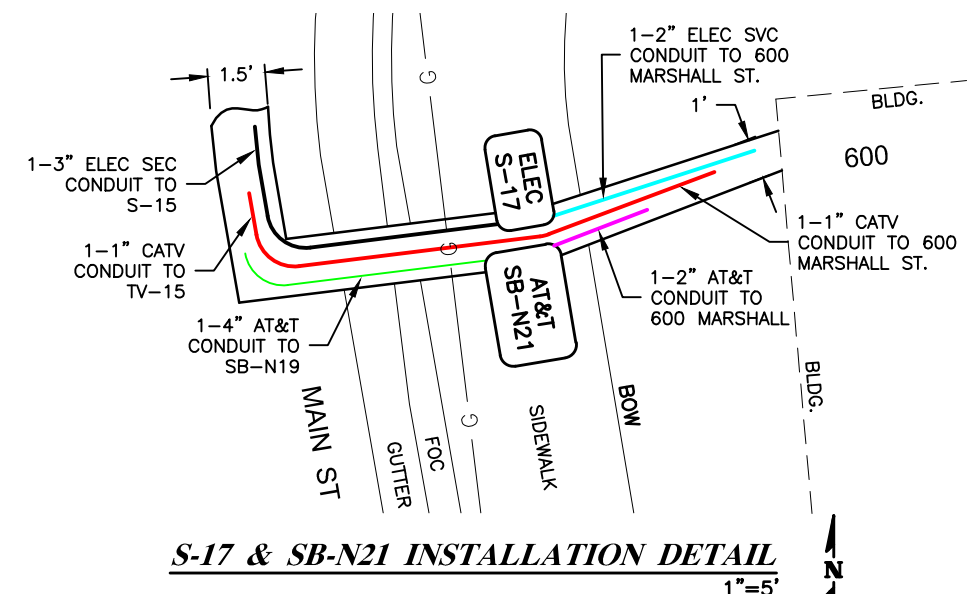
W.O. 1814
GRID 14
SCALE NONE
DWG. No. -
SHEET 8 of 13

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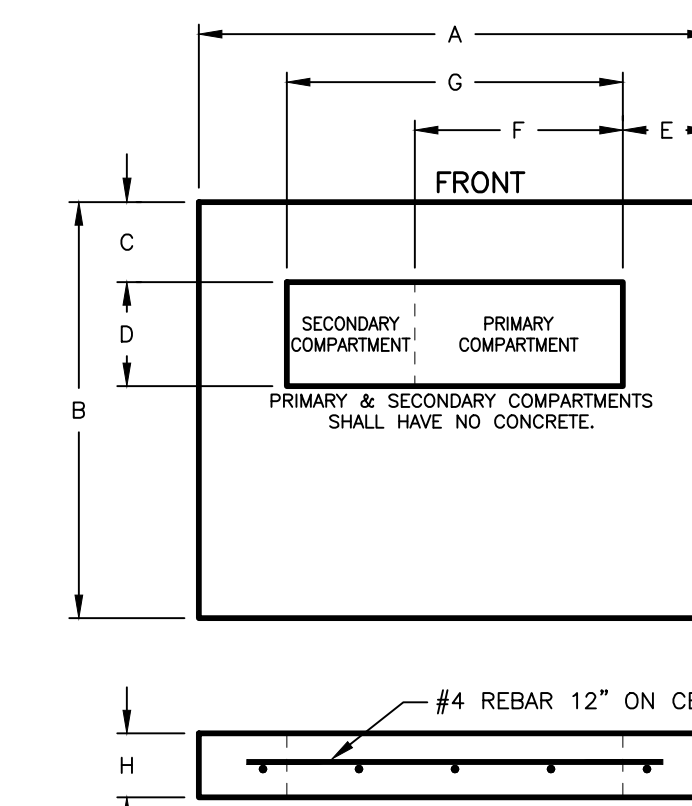
NO.	REVISIONS	DATE	DSG. BY	BY	CKD	APPD

3/4/19	AMS	AMS		
DATE	DESIGNED	DRAWN	CHECKED	AS BUILT

DETAILS FROM SHEET 4



DETAIL FROM SHEET 2



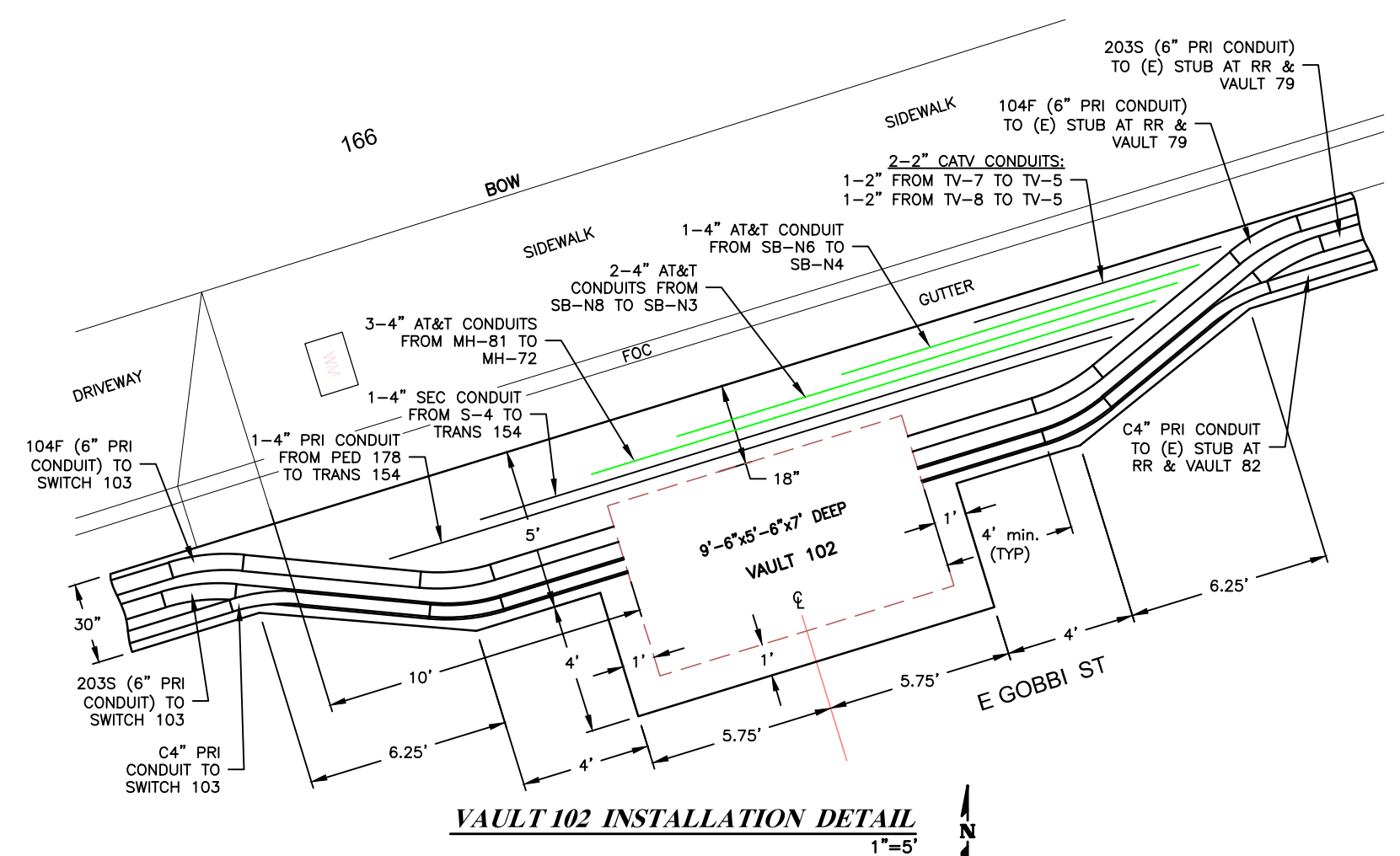
TRANSFORMER PAD DIMENSIONS IN INCHES		
TABLE 1		
DIMENSION	TRANS 115	
A	66	
B	66	
C	10	
D	14	
E	11	
F	29	
G	45	
H	6	
FACE FRONT	W	
N=North, S=South E=East, W=West		

NOTES:

1. TRANSFORMER PAD(S) TO BE INSPECTED BY ELECTRIC UTILITY DEPARTMENT, PRIOR TO POURING. CALL (707) 467-5775 TO SCHEDULE THE TRANSFORMER PAD INSPECTION.
2. TRANSFORMER PAD(S) TO BE COMPACTED TO 90% COMPACTION. ALL BACKFILL AT TRANSFORMER PAD SITE(S) TO BE 1 FT. LIFTS. CONTRACTOR IS RESPONSIBLE FOR COMPACTION TESTING. COORDINATE COMPACTION TESTING WITH ELECTRIC UTILITY DEPARTMENT AT (707) 467-5775.
3. PAD GRADE(S) TO BE EQUAL TO OR ABOVE ADJACENT CURBING OR PAD(S) TO BE 3 IN. ABOVE ADJACENT PAVEMENT.
4. FACE TRANSFORMER PAD(S) AS NOTED.
5. SCREENING AROUND TRANSFORMER(S) MUST BE APPROVED BY THE ELECTRIC UTILITY DEPARTMENT IN WRITING.
6. 8 FT. OF CLEAR WORKING SPACE MUST BE MAINTAINED IN FRONT OF THE TRANSFORMER(S).
7. TRANSFORMER PAD(S) TO BE LEVEL.
8. SPRINKLER SYSTEM IN VICINITY OF ELECTRICAL EQUIPMENT TO CONSIST OF BUBBLE TYPE ONLY, I.E. NO WATER SPRAY ON ELECTRICAL EQUIPMENT.
9. CONCRETE: PORTLAND CEMENT CONCRETE SHALL BE CLASS "B" CONFORMING TO SECTION 90 OF THE STATE OF CALIFORNIA, STANDARD SPECIFICATIONS WITH A MINIMUM COMPRESSIVE STRENGTH OF 2500 PSI AT 28 DAYS.
10. UNLESS OTHERWISE NOTED, CENTER SECONDARY CONDUIT(S) IN THE SECONDARY COMPARTMENT.
11. CENTER PRIMARY CONDUIT IN PRIMARY COMPARTMENT.
12. CONDUITS AT TRANSFORMER PAD(S) ARE TO BE STUBBED 2 IN. ABOVE PAD LEVEL.
13. SEE TABLE 1 FOR TRANSFORMER PAD DIMENSIONS.

CONCRETE PAD FOR 3 PHASE 12KV PADMOUNTED TRANSFORMER
TRANSFORMER 115 NTS

DETAIL FROM SHEET 3



VAULT 102 INSTALLATION DETAIL

WARNING
IF THIS BAR DOES NOT MEASURE 1" THEN DRAWING IS NOT TO SCALE.



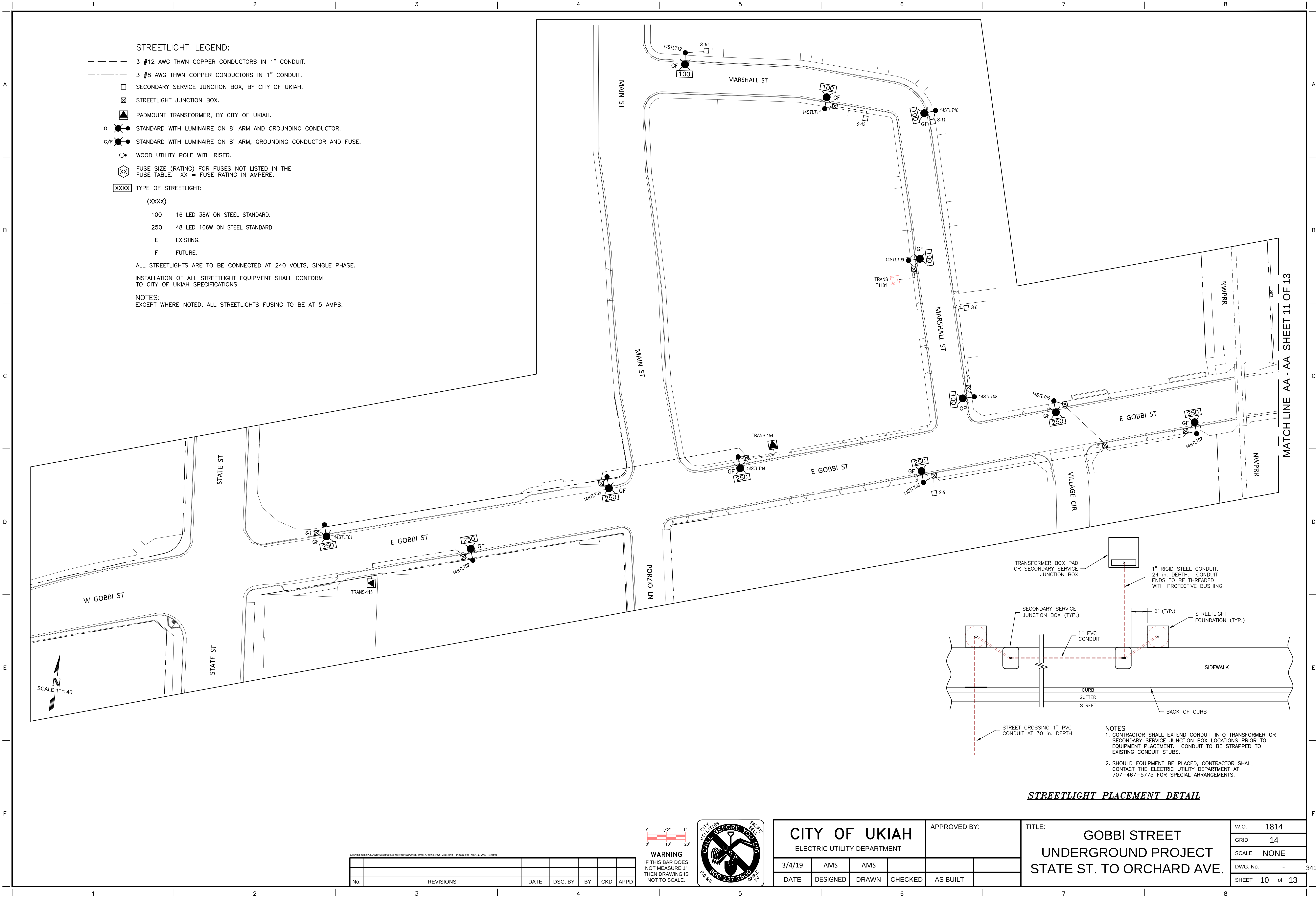
CITY OF UKIAH
ELECTRIC UTILITY DEPARTMENT

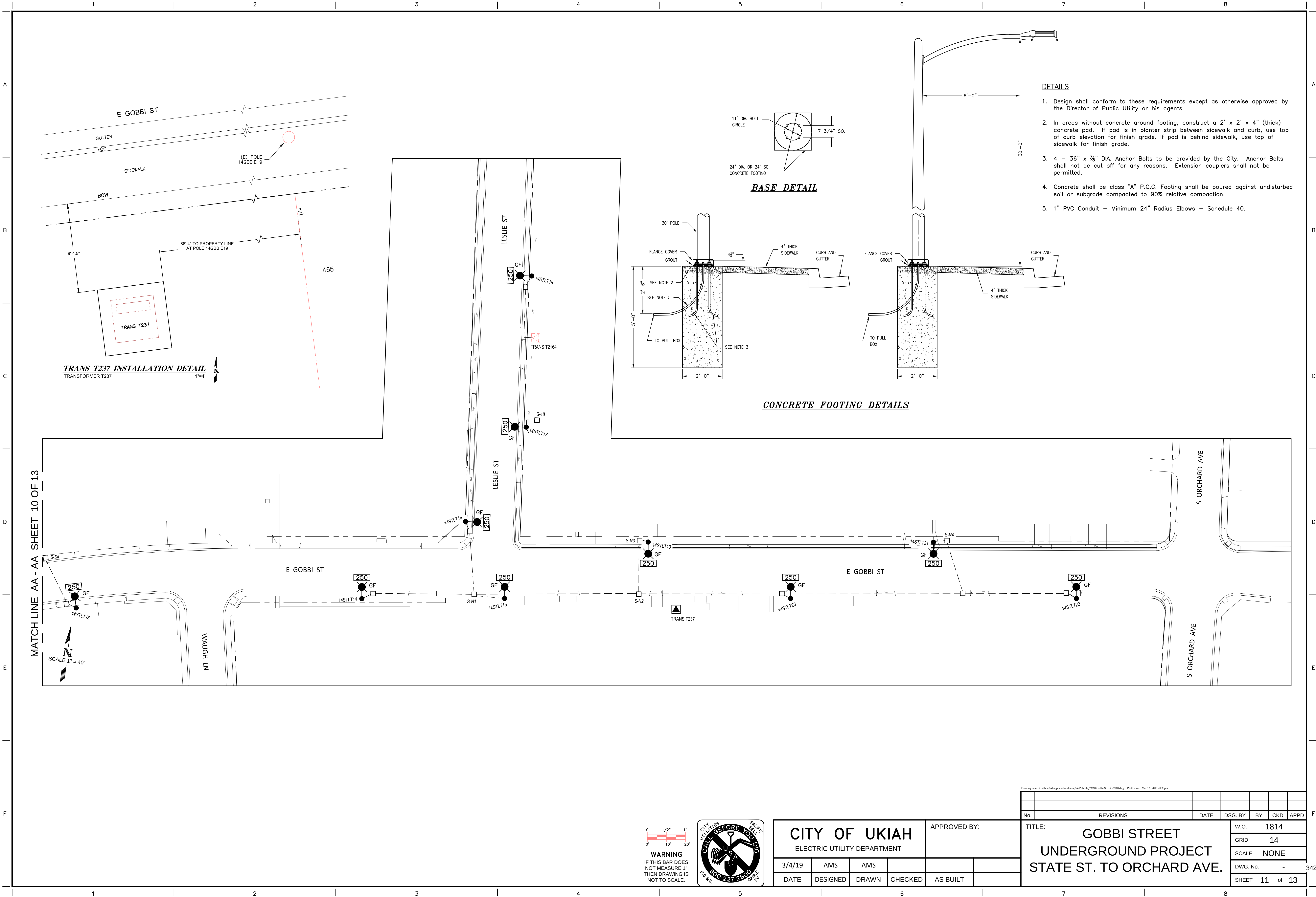
3/4/19 AMS AMS
DATE DESIGNED DRAWN CHECKED

APPROVED BY:

TITLE: GOBBI STREET
UNDERGROUND PROJECT
STATE ST. TO ORCHARD AVE.

W.O. 1814
GRID 14
SCALE NONE
DWG. No. -
SHEET 9 of 13





TRANS T237 INSTALLATION DETAIL
TRANSFORMER T237
1"=4'

BASE DETAIL

CONCRETE FOOTING DETAILS

DETAILS

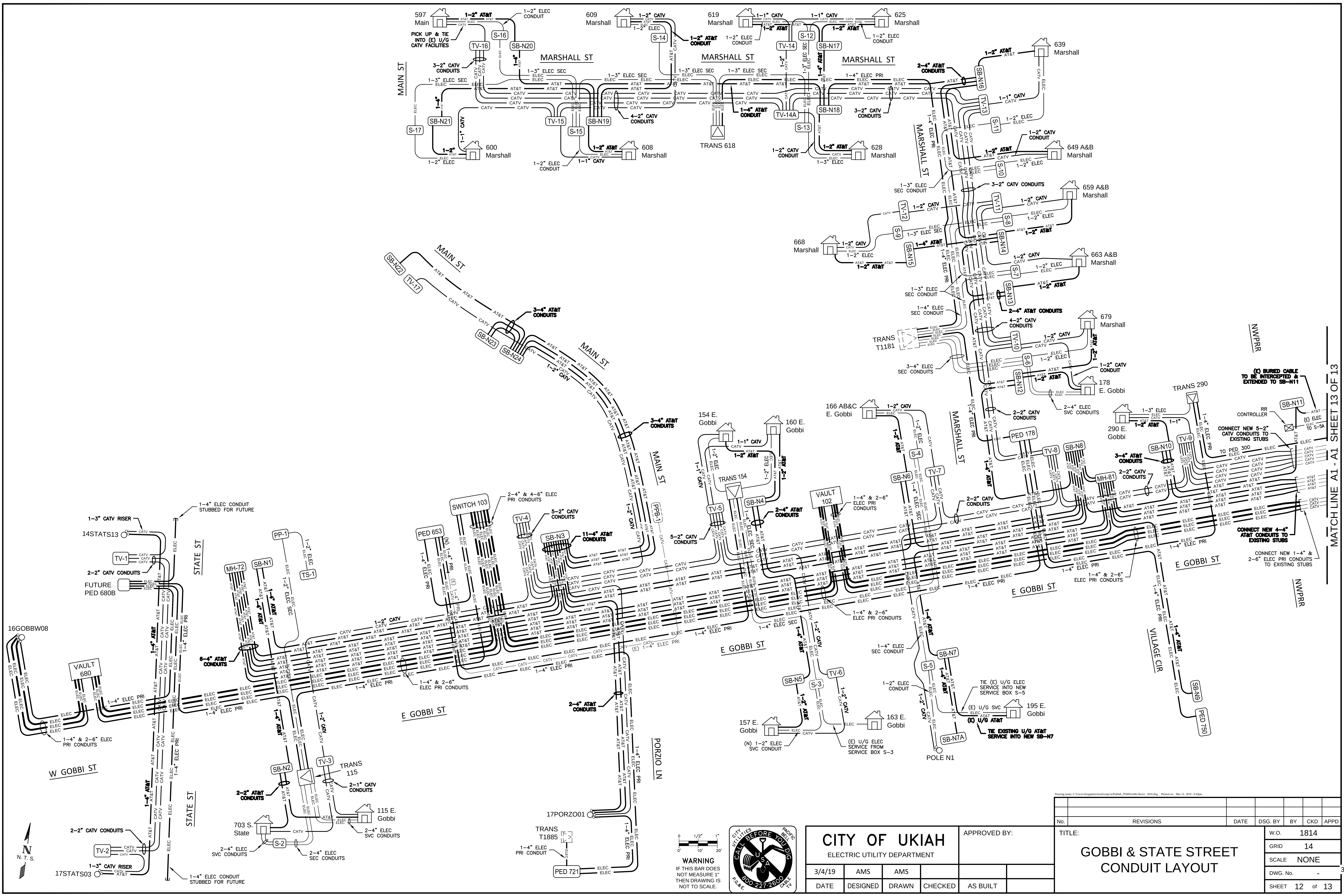
1. Design shall conform to these requirements except as otherwise approved by the Director of Public Utility or his agents.
2. In areas without concrete around footing, construct a 2' x 2' x 4" (thick) concrete pad. If pad is in planter strip between sidewalk and curb, use top of curb elevation for finish grade. If pad is behind sidewalk, use top of sidewalk for finish grade.
3. 4 - 36" x 7/8" DIA. Anchor Bolts to be provided by the City. Anchor Bolts shall not be cut off for any reasons. Extension couplers shall not be permitted.
4. Concrete shall be class "A" P.C.C. Footing shall be poured against undisturbed soil or subgrade compacted to 90% relative compaction.
5. 1" PVC Conduit - Minimum 24" Radius Elbows - Schedule 40.

0 1/2" 1"
0' 10' 20'
WARNING
IF THIS BAR DOES
NOT MEASURE 1"
THEN DRAWING IS
NOT TO SCALE.



CITY OF UKIAH				APPROVED BY:	
ELECTRIC UTILITY DEPARTMENT					
3/4/19	AMS	AMS			
DATE	DESIGNED	DRAWN	CHECKED	AS BUILT	

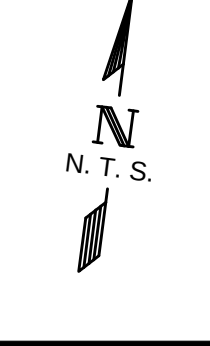
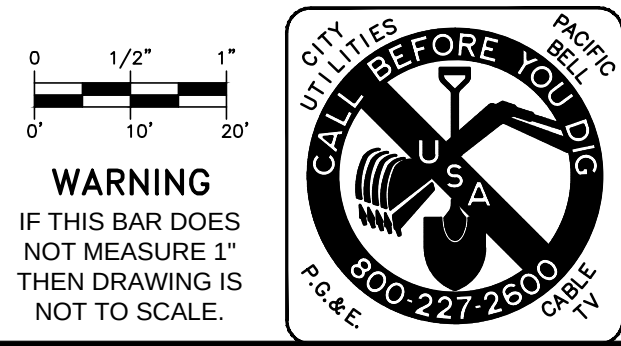
No.						DATE	DSG. BY	BY	CKD	APPD
REVISIONS										
TITLE:						GOBBI STREET				W.O. 1814
						UNDERGROUND PROJECT				GRID 14
						STATE ST. TO ORCHARD AVE.				SCALE NONE
										DWG. No. -
										SHEET 11 of 13



MATCH LINE A1 - A1 SHEET 13 OF 13

REVISIONS						DATE	DSG. BY	BY	CKD	APPD
No.										
TITLE:						GOBBI & STATE STREET CONDUIT LAYOUT				
W.O.						1814				
GRID						14				
SCALE						NONE				
DWG. No.						-				
SHEET						12 of 13				

CITY OF UKIAH						APPROVED BY:	
ELECTRIC UTILITY DEPARTMENT							
3/4/19	AMS	AMS					
DATE	DESIGNED	DRAWN	CHECKED	AS BUILT			



RESOLUTION NO.____(2019)**A RESOLUTION OF THE COUNCIL OF THE CITY OF UKIAH ESTABLISHING AN
INTERFUND LOAN (ADVANCE) BETWEEN THE ELECTRIC FUND (800) AND
STREET LIGHTING FUND (805) FOR THE GOBBI STREET UNDERGROUND
PROJECT, SPEC NO. 19-09, MUNIS PROJECT NO. 18045**

WHEREAS, the City's debt management policy (2017) allows for long-term (greater than one year) interfund borrowing to finance high-priority needs and at a reduced interest cost compared to external borrowing;

THEREFORE, BE IT RESOLVED by the City Council of the City of Ukiah that the Electric Fund (800) is approved and authorized to advance the Street Lighting Fund (805) \$200,000.00 with details and terms outline in Exhibit A attached.

The foregoing Resolution was passed and adopted at a regular meeting of the City Council on the 20th day of March, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

MAUREEN MULHEREN, Mayor

ATTEST:

KRSTINE LAWLER, City Clerk

EXHIBIT A**INTERFUND NOTE**
(Advance To/From)**DESCRIPTION:**

Funding for the Gobbi Street underground project, Spec No. 19-03, Munis project no. 18045

ADVANCE AMOUNT:**\$200,000.00****FUNDS:**Lending fund (Advance to)
ELECTRIC FUND (800)Borrowing fund (Advance from)
STREET LIGHTING FUND (805)**REPAYMENT TERMS:**

Origination date: March 20, 2019
 Maturity: March 19, 2024 (5 years)
 Interest rate: Variable, based on LAIF Average Annual Yield tables beginning 2017/18 (1.376%)

AMORTIZATION SCHEDULE:**INTERFUND ADVANCE AMORTIZATION SCHEDULE**

ENTER VALUES					LOAN SUMMARY				
Advance amount		\$200,000.00			Scheduled payment		\$41,666.24		
Initial annual interest rate ¹		1.376%			Scheduled number of payments		5		
Advance period in years		5			Actual number of payments		5		
Number of payments per year		1			Total early payments		\$0.00		
Start date of loan		3/20/2019			Total estimated interest		\$8,331.21		
Optional extra payments		\$0.00			LENDER FUND		ELECTRIC FUND (800)		

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULED PAYMENT	EXTRA PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
1	3/19/2020	\$200,000.00	\$41,666.24	\$0.00	\$41,666.24	\$38,914.24	\$2,752.00	\$161,085.76	\$2,752.00
2	3/19/2021	\$161,085.76	\$41,666.24	\$0.00	\$41,666.24	\$39,449.70	\$2,216.54	\$121,636.05	\$4,968.54
3	3/19/2022	\$121,636.05	\$41,666.24	\$0.00	\$41,666.24	\$39,992.53	\$1,673.71	\$81,643.52	\$6,642.25
4	3/19/2023	\$81,643.52	\$41,666.24	\$0.00	\$41,666.24	\$40,542.83	\$1,123.41	\$41,100.70	\$7,765.67
5	3/19/2024	\$41,100.70	\$41,666.24	\$0.00	\$41,100.70	\$40,535.15	\$565.55	\$0.00	\$8,331.21

SPECIAL NOTES:

- Interest rate is variable based on LAIF Average Annual Yield tables beginning with fiscal year 2017-18. Actual interest rate beginning for payment no. 2, due March 19, 2021, will be based on the LAIF Average Annual Yield for fiscal year 2018-19.



AGENDA SUMMARY REPORT

SUBJECT: Introduction and Adoption of Urgency Ordinance to Adopt Aesthetic Guidelines for Wireless Telecommunication Facilities in the City of Ukiah.

DEPARTMENT: Community Development

PREPARED BY: Darcy Vaughn

ATTACHMENTS:

[Attachment 1 Wireless Guidelines Urgency Ordinance.pdf](#)

Summary: The City Council will consider introducing and adopting an urgency ordinance (“Urgency Ordinance”) authorizing the Council to adopt and amend by resolution aesthetic guidelines for wireless telecommunications facilities in the City of Ukiah.

Background: The purpose and intent of the Urgency Ordinance and guidelines is to comply with a Federal Communications Commission (FCC) ruling that requires cities and counties to provide a uniform and comprehensive set of aesthetic guidelines for the development and maintenance of wireless communications facilities and other infrastructure deployments in order to exercise their discretion to regulate the aesthetics of these deployments.

The need for this Urgency Ordinance was prompted by the adoption of regulations (“Regulations”), effective January 14, 2019, implementing a Declaratory Ruling and Third Report and Order (“FCC 18-133”) by the Federal Communications Commission regarding small wireless deployment and interpreting the requirements

RECOMMENDED ACTION: Introduce and adopt an urgency ordinance of the City Council of the City of Ukiah adding Article 9 to Chapter 2 of Division 2 of the Ukiah City Code regarding the adoption of aesthetic guidelines for wireless telecommunications facilities.

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:

Approved:


Sage Sangiacomo, City Manager

imposed on local governments by the Telecommunications Act of 1996. The regulations published in 83 Federal Register at 51867 give local governments that wish to enforce aesthetic requirements on small cell wireless facilities until April 15, 2019, to adopt them. Any aesthetic standard adopted by cities must be: “(1) reasonable; (2) no more burdensome than those applied to other types of infrastructure deployments; and (3) objective and published in advance.” If the City does not have aesthetic guidelines for small cell wireless facilities in place by April 15, 2019, the City may lose the opportunity to enforce any aesthetic requirements that will protect the public health, safety, and welfare.

Discussion: The Urgency Ordinance (Attachment 1) authorizes the City Council to adopt and, when needed, amend by resolution aesthetic guidelines for infrastructure deployments in the City. A resolution adopting the guidelines will be proposed to the City Council at its April 3, 2019, regular meeting, to meet the April 15 deadline imposed by the FCC in Regulations. The draft guidelines are currently being reviewed by the Community Development, Public Safety, Public Works and Electric departments.

The guidelines are intended to protect and promote public health, safety, community welfare, zoning integrity and the aesthetic quality of the City of Ukiah, and to minimize the potential adverse aesthetic impacts of wireless communications facilities, in conformity with goals and policies of the General Plan, while providing for the communications needs of residents, business, visitors and government within the City. These guidelines are being developed to protect and preserve viewscapes, protect gateways, and create attractive public places and buildings per the General Plan's Community Design Element.

ORDINANCE NO. _____**URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH ADDING ARTICLE 9 TO CHAPTER 2 OF DIVISION 2 OF THE UKIAH CITY CODE**

The City Council of the City of Ukiah hereby ordains as follows:

SECTION ONE

Article 9, entitled: Wireless Telecommunication Facilities, is hereby added to Chapter 2 of Division 2 of the Ukiah City Code and shall read as follows.

ARTICLE 9. WIRELESS TELECOMMUNICATION FACILITIES**§2390 PROMULGATION OF AESTHETIC GUIDELINES FOR DEPLOYMENTS OF WIRELESS TELECOMMUNICATIONS FACILITIES IN THE CITY OF UKIAH**

Aesthetic guidelines for wireless telecommunications facilities shall be adopted and amended by the City Council by resolution. The first such resolution shall be adopted and become effective prior to April 15, 2019.

SECTION TWO. URGENCY ORDINANCE

This ordinance is hereby declared to be necessary for the immediate preservation of the public peace, health, and safety and will take effect and be in force upon its adoption by a fourth-fifths (4/5) vote of the members of the Ukiah City Council. The facts constituting the urgency are as follows:

1. On September 26, 2018, the Federal Communications Commission adopted a Declaratory Ruling and Third Report and Order ("FCC 18-133") regarding small wireless deployment and interpreting the requirements imposed on local governments by the Telecommunications Act of 1996. Regulations published in the Federal Register implementing the Declaratory Ruling became effective on January 14, 2019.
2. The Regulations require local agencies that wish to enforce aesthetic requirements on small cell wireless facilities to adopt such requirements by April 15, 2019. Any aesthetic standard adopted by cities must be: "(1) reasonable; (2) no more burdensome than those applied to other types of infrastructure deployments; and (3) objective and published in advance."
3. If the City does not have aesthetic guidelines for small cell wireless facilities in place by April 15, 2019, the City may lose the opportunity to enforce aesthetic requirements that will protect the public health, safety, and welfare.

SECTION THREE. FINDINGS. CITY COUNCIL AUTHORITY TO ADOPT ORDINANCE.

1. This Ordinance deals with the adoption of aesthetic guidelines for deployment of small cell wireless facilities. It will enact only minor changes in land use regulations, and its adoption will not allow for the development of any new or expanded wireless telecommunication facilities

anywhere other than where they were previously allowed under existing federal, state and local law.

2. California Government Code § 65853 states that a zoning ordinance or an amendment to a zoning ordinance, in which the ordinance or amendment changes any property from one zone to another or imposes, removes, or modifies any regulation listed in Government Code § 65850, must be subject to a public hearing and recommendations by the Planning Commission prior to introduction of the ordinance by the City Council.

3. The regulations listed in Government Code § 65850 are as follows:

- (a) Regulate the use of buildings, structures, and land as between industry, business, residences, open space, including agriculture, recreation, enjoyment of scenic beauty, use of natural resources, and other purposes.
- (b) Regulate signs and billboards.
- (c) Regulate all of the following:
 - (1) The location, height, bulk, number of stories, and size of buildings and structures.
 - (2) The size and use of lots, yards, courts, and other open spaces.
 - (3) The percentage of a lot which may be occupied by a building or structure.
 - (4) The intensity of land use.
- (d) Establish requirements for off-street parking and loading.
- (e) Establish and maintain building setback lines.
- (f) Create civic districts around civic centers, public parks, public buildings, or public grounds, and establish regulations for those civic districts.

6. Because the proposed Ordinance does not regulate any category of regulation enumerated in Government Code § 65850, the introduction and adoption of this Ordinance does not first require a public hearing before and recommendations from the Planning Commission.

SECTION FOUR

1. CEQA COMPLIANCE. The adoption of this Ordinance is not subject to CEQA pursuant to Sections 15060(c)(2) and 15061(b)(3) of the State CEQA Guidelines, because it will not result in a direct or reasonably foreseeable indirect physical change in the environment and because there is no possibility that it may have a significant effect on the environment. In addition, wireless facilities themselves are exempt from CEQA pursuant to State CEQA Guidelines Section 15305, which exempts minor encroachment permits, and Section 15303, which exempts the installation of small equipment and facilities in a small structure.

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.

Introduced and Adopted on March 20, 2019, by the following roll call vote:

AYES:

NOES:

ABSENT:
ABSTAIN:

Maureen Mulheren, Mayor

ATTEST:

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Award of Contract for Professional Planning Services for a General Plan Update, Environmental Impact Report, and Other Advanced Planning Services to Mintier Harnish Planning Consultants

DEPARTMENT: Finance

PREPARED BY: Mary Horger

ATTACHMENTS:

[Attachment 1 - Request for Proposals.pdf](#)

[Attachment 2 - Mintier Harnish Proposal.pdf](#)

[Attachment 3 - Proposed Draft Agreement.pdf](#)

Summary: Staff is recommending the award of a contract to Mintier Harnish Planning Consultants for professional planning services for a general plan update, environmental impact report, and other advanced planning services.

Background: The existing General Plan was comprehensively updated and adopted in 1996 and encompasses a time frame from 1996 to 2016. Since 1996, the Housing Element has been updated regularly as required by State law, with the current version having been adopted in March 2016. Besides a minor amendment completed to the Circulation and Transportation Element in 2004, none of the other elements have been comprehensively revised since 1996.

RECOMMENDED ACTION: Approve award of contract to Mintier Harnish Planning Consultants, for professional planning services including the General Plan Update and Environmental Impact Report and other advanced planning services.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: \$30,000 - Contracted services, 10023100.52108; \$15,000 - Contracted services, 10023100.52100

PROPOSED BUDGET AMOUNT: \$470,340 - General Plan Update revenue and special fees, 10023100.44830.18146; \$420,340 - Contracted services-GPU, 10023100.52108.18146; \$50,000 - Contract services 10023100.52100

FINANCING SOURCE: \$470,340 - General Plan Update and special fees revenues

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Craig Schlatter, Community Development Director

Approved:


Sage Sangiacomo, City Manager

The General Plan update is envisioned as a major rewrite of the Land Use Element, Circulation Element, Economic Development Element, and Safety Element (particularly to include Climate Change) and a minor update of the remaining elements, including any consolidation necessary for producing a streamlined General Plan. The Environmental Justice Element is also expected to be integrated into the elements or developed as a stand-alone element. Ultimately, a goal of this update is to produce a General Plan that is accessible and implementable.

The consultant will also prepare and coordinate the programmatic Environmental Impact Report (EIR), which is necessary for certification of the City's General Plan.

The hiring of an outside firm is necessary to accomplish these tasks and other advanced planning assistance that may be needed in the future. For the General Plan Update, Staff in the Community Development Department expects to assume responsibilities for public notification, scheduling of meetings, website maintenance, and parts of the community engagement/public outreach process. Staff also anticipates assisting the consultant in the writing and preparation of sections of the General Plan update. For the Housing Element Update, Staff may need assistance navigating the additional regulatory requirements from the 2017 housing package and performing other related research.

Discussion: The Purchasing Department released a Request for Proposals (RFP) on February 4, 2019, with proposals due by 5:00 p.m. on March 1, 2019. Please see Attachment 1 for a copy of the RFP. Proposals were posted on the City's website, distributed to a list of firms, and issued to a RFP publishing website.

Proposals were received from two (2) consultants: Mintier Harnish Planning Consultants and EMC Planning Group.

An evaluation team consisting of City staff reviewed the proposals received. Scoring was based on clarity of the submittal and responsiveness to the RFP; qualifications, competence, technical ability and relevant experience of specific personnel identified by the consultant; quality of consultant's related work experience, experience with similar projects; and project approach. As a result of the evaluation, the top rated firm was Mintier Harnish, scoring 95 out of 100 Points, followed by EMC Planning Group, with a score of 79. Please see Attachment 2 for a copy of the proposal from Mintier Harnish.

Mintier Harnish is proposing to perform the General Plan Update and EIR for \$420,340, with an additional \$12,275 proposed for support for City Staff as needed for the Ukiah Housing Element. The amount proposed is in line with the approximately \$400,000 that the City has allocated for the project through FY 2018-19. It is expected that an additional \$20,000 - \$30,000 will be generated from building permit activity over the next two years to fund the full cost of the General Plan Update and EIR. An additional \$12,275 is proposed for other advanced planning services as needed.

The California Department of Housing and Community Development is expected to soon release a Notice of Funding Availability to all local governments undertaking projects, including general plan, housing element, and zoning code updates, that may increase the opportunities for affordable housing. The City may qualify for up to \$125,000 that could be used for the housing element and general plan updates, plus other zoning and/or streamlining and process improvements to improve opportunities for affordable housing.

It is Staff's recommendation to award the contract (draft agreement included as Attachment 3) to Mintier Harnish Planning Consultants for professional planning services for a general plan update, environmental impact report, and other related advanced planning services, in the total amount of \$444,890. This consists of \$420,340 for the General Plan Update and associated EIR, \$12,275 for Housing Element support services, and \$12,275 for other advanced planning services as needed.



REQUEST FOR CONSULTANT PROPOSALS

FOR

PROFESSIONAL PLANNING SERVICES
FOR A GENERAL PLAN UPDATE AND ENVIRONMENTAL
IMPACT REPORT AND OTHER RELATED ADVANCED
PLANNING SERVICES

City of Ukiah
300 Seminary Ave.
Ukiah, CA 95482

Issue Date: February 4, 2019

Deadline for Submissions: 5:00 p.m., March 1, 2019

CITY OF UKIAH
REQUEST FOR PROPOSAL
PROFESSIONAL PLANNING SERVICES
FOR A GENERAL PLAN UPDATE AND ENVIRONMENTAL IMPACT REPORT
AND OTHER RELATED ADVANCED PLANNING SERVICES

I. INTRODUCTION AND BACKGROUND

The City of Ukiah, California was incorporated in 1876 and is the largest city and county seat in Mendocino County. Ukiah is a full service city, providing its own municipal electricity services, sewer/water services, a municipal airport, and fire and police services. Located two hours north of the Golden Gate Bridge along the Highway 101 corridor and near the east/west intersection of Highway 20, Ukiah is strategically situated for attracting and expanding businesses.

Ukiah is in the midst of an expansion in development and building activity. Tourism has also significantly increased, with visitor spending up nearly 50% since 2010. Although the 2010 Census pegged the population of Ukiah at 16,075 permanent residents, the City's weekday population swells to approximately 35,000, which is likely due to Ukiah being the employment, business, education, and shopping hub for much of Mendocino and Lake Counties. This increase in growth is occurring at a time when Ukiah, which encompasses an area of 4.67 square miles, is mostly built out. Although little annexation has occurred over the last 25 years, municipal services provided by the City are largely utilized in Mendocino County unincorporated areas within Ukiah's Sphere of Influence.

The City of Ukiah is governed by five (5) Councilmembers elected at large, one of whom serves as Mayor. The City Council appoints the City Manager who implements policy set by the City Council. The City's Planning Commission, appointed by City Councilmembers, is comprised of five (5) Planning Commissioners and acts as a recommending body to the City Council.

The City Council and City Staff pride themselves on the high quality delivery of services to residents. This is accomplished in part through shared values adopted by City Council and Staff that reflect commitment to the Ukiah community. The City of Ukiah's core values are professionalism, service, teamwork, innovation, and safety.

Current General Plan: The existing General Plan was comprehensively updated and adopted in 1996 and encompasses a time frame from 1996 – 2016. Since 1996, the Housing Element has been updated regularly as required by State law, with the current version having been adopted in March 2016. Besides a minor amendment completed to the Circulation and Transportation Element in 2004, none of the other elements have been comprehensively revised since 1996.

The current General Plan is comprised of 13 elements:

- Open Space and Conservation Element
- Noise Element
- Safety Element
- Energy Element
- Airport Element
- Parks and Recreation Element

- Historic and Archeological Resources Element
- Community Facilities and Services Element
- Circulation and Transportation Element
- Housing Element
- Community Design Element
- Economic Development Element
- Land Use Element

The General Plan update is envisioned as a rewrite of the majority of the elements, including any consolidation necessary for producing a streamlined General Plan. Ultimately, a goal of this update is to produce a General Plan that is accessible and implementable.

The City also anticipates needing assistance for the research and preparation of its Housing Element, which must be certified by the California Department of Housing and Community Development (HCD) no later than 120 days after August 15, 2019. The Housing Element update is to encompass the additional requirements from the 2017 housing package and reflect the latest Regional Housing Needs Allocation (RHNA) requirements provided by the Mendocino County of Governments (MCOG).

Staff in the Community Development Department will assume the responsibilities for public notification, scheduling of meetings, website maintenance, and public outreach. City Staff also anticipates assisting the consultant in the writing and preparation of sections of the General Plan update. For the Housing Element update, City Staff will lead in the preparation of the update with consultant assistance on research and data mining.

II. SCOPE OF WORK

The scope of work includes an update of the 1996 City of Ukiah General Plan, including a rewrite of a majority of the elements and preparation of an environmental impact report for the updated General Plan. The scope also includes assistance to Community Development Department Staff in updating the City's Housing Element and other related advance planning services as needed.

The City is interested in applying its resources wisely and in a cost-effective manner. The City also recognizes that although all elements of the general plan are important, including optional elements, not all need to be addressed in a general plan. The City is prepared to minimize or eliminate some of the discretionary elements and will work with the consultant to identify the elements in question.

Community engagement and outreach: It is in the interest of the City of Ukiah to have a robust, inclusive, and informative community engagement program. It is also in the interest of the City to have Staff and community volunteers be involved in community engagement activities. The role of the consulting team will be to organize and arrange content for the community workshops and assist Staff in organizing and facilitating meetings. The consultant will also serve as a resource to Staff, as well as monitor the direction and outcome of the public review process and incorporate the input into the updated General Plan.

The community engagement process for the General Plan update is anticipated to include at least three categories of workshops open to the public: 1) an introductory workshop/visioning session, 2) a workshop held midway through the update process that will serve to report the consultant's findings to date and present alternative recommendations, and 3) a workshop/hearing to present the preferred alternative(s). Each category of workshops will include public meetings focused on one or more groups, such as the general public, Planning Commissioners, City Councilmembers, etc. The number of meetings to be held

within each workshop category to engage broad public comment will be determined based on input from City Staff and the consultant's recommendation, as well as the overall budget remaining for the project.

III. SCOPE OF SERVICES

All services shall be provided in accordance with the City's draft professional services agreement, a sample of which is provided for as Attachment 1. Services to be provided by the selected consultant include the following:

1. Establish one individual who will serve as consultant's project manager and point of contact for all services performed under contract.
2. Work as an extension of City Community Development Department Staff. Maintain an open dialogue with Staff and work closely with the City review team to update existing goals and policies from the 1996 General Plan.
3. Research and prepare reports; and facilitate meetings and workshops with City Staff, Planning Commissioners, City Councilmembers, and the public to gather input, collaboratively explore ideas, and present findings.
4. Provide a Draft Environmental Impact Report (EIR), Final EIR and all supporting documents necessary to comply with the requirements of the California Environmental Quality Act.
5. Document current conditions, establish goals for the City's future, and recommend means for achieving those goals within the appropriate elements of the General Plan.
6. Provide consistency with the State Office of Planning and Research 2017 General Plan Guidelines.
7. Integrate all documents and elements to provide internal consistency in content and appearance. Eliminate redundancy between elements as much as possible.
8. Advise changes to the City's zoning regulations to comply with any changes to the Land Use Element.
9. After receiving comments from City Staff, incorporate revisions and prepare revised draft Plan(s).
10. Present the final draft General Plan Update and draft EIR at a public hearing before the Planning Commission for their recommendation to the City Council and at a public hearing before the City Council for their consideration of approval as required for Plan adoption.

IV. SCHEDULE

Proposals Released:	February 4, 2019
Proposals Due:	5:00 p.m., March 1, 2019
Initial Proposal Evaluation Completed:	March 5, 2019
Interviews (if necessary):	March 6, 7, 8, 2019
City Council Award:	March 20, 2019
Contract Execution:	March 26, 2019

V. BUDGET

The City has allocated approximately \$400,000 for the General Plan update, including the associated EIR, and would like to accomplish the work within this budget if practicable. Under Item VI.C of the proposal, consultant should address the project's budgetary parameters and optional tasks. Creative approaches that use existing resources, limit less critical technical studies, and potentially utilize City Staff for some tasks or processes are encouraged. Consultants may propose optional approaches or tasks that the City could consider to better or more cost effectively achieve its goals.

Additional services, including assistance with the update of the Housing Element, will receive appropriations through the Community Development Department's normal budgetary process.

VI. REQUIRED PROPOSAL CONTENTS

The City welcomes a response to the RFP in that best expresses the qualifications of the respondent. In general, lengthy or overly complex responses are discouraged. To demonstrate its qualifications, ability to perform the services described in this RFP, and its proposed methodology for performing these services, the consultant shall submit proposals containing the following information, as described below.

A. Qualifications

- Identify by name and position the proposed Project Manager and include a detailed resume for this individual. If the Project Manager is different from the person who will be the actual key contact with City Staff, identify this person and include a detailed resume.
- List the name, position, brief resume, and proposed responsibilities for all other key personnel. Indicate their present assignments and availability. Include alternate personnel that would be used if the persons identified as key personnel are not available at the time a specific project issue arises.
- Describe any special resources the project team may bring to the Project, such as specific recent experience working on related projects and recent experience on City of Ukiah or other local (Mendocino County) projects.

B. Experience

- List and briefly describe the five (5) most recent similar projects by the proposed project team. Each description shall include:
 - o The name of the client and a contact name, address, and telephone number/email address.
 - o The scope of the consultant's involvement in the project.
 - o The month/year the project started and the month/year it was completed.
 - o The total value of the services provided.
 - o The key personnel involved and the sub-consultants employed.

Sub-consultants should identify at least three (3) recent projects of a similar nature as references.

- Briefly summarize any litigation (and outcomes) within the last seven years that the firm has been involved in concerning a general plan, specific elements of a general plan, or the adequacy of CEQA documentation prepared by the firm or proposed subcontractors.
- Include a sample Land Use Element and an element of your choosing, completed within the last five years. Preference will be given to firms that have completed General Plan updates per the 2017 Office of Planning and Research Guidelines.
- Include a sample Housing Element, completed in the last five years. Preference will be given to firms that have completed a Housing Element in 2018-2019 after the new requirements passed by the State legislature related to the 2017 housing bills had been enacted.

C. Project Approach

Briefly describe the project team's proposed technical and management approach to the project. Include the following information:

- A description of the project team's organization, methodology, and approach required to conduct this project.
- A description of the process of the flow of communications between firm team members and City Staff.
- The firm's approach to cost control, schedules and ensuring deliverables are met by established milestones/timelines, and quality.
- Any assumptions or limitations as to technical study scope or process (number of meetings to be conducted and attended, types and number of technical studies needed, etc.).

D. Cost Proposal – *Separately sealed*: Provide a separately sealed and labeled fee proposal based on time and materials, with a "not-to-exceed" maximum cost for all work identified in the scope of services.

- Identify the expected hours by job classification. Include the work of all sub-consultants in computations.
- Provide a current hourly rate schedule, and list positions.
- Include an estimated budget for reimbursable expenses, if any. Include any contingency for unforeseen expenses and detail what items would be covered by this contingency budget.
- Suggest any modifications that the City could make to the scope of work or scope of services that would allow the project to be accomplished more cost effectively.

VII. PROPOSAL EVALUATION

Consultant proposals will be evaluated based upon firm qualifications and qualifications of key personnel, experience, project approach, cost, and responsiveness to RFP criteria. Preferential consideration will be given to firms as described in Item VI.B above. Proposals will be evaluated by a committee comprising

City of Ukiah Staff, and after review of the proposals, the evaluation committee may choose to interview up to three top-ranked firms.

City Staff will negotiate a contract with the top-ranked firm based on the scope of work and scope of services described herein, and the cost proposal submitted by the consultant. In the event the City and the top-ranked consultant are unable to reach a mutually satisfactory agreement for any reason, the City reserves the right to terminate negotiations with the top-ranked firm and to commence negotiations with the second-ranked firm.

The City Council will consider the recommendation of the consultant evaluation committee and the negotiated contract, and make a decision regarding award of the contract during a regularly scheduled meeting that is open to the public. Provided the City Council approves the contract, the selected firm should be ready to immediately begin implementation of services described in the scope of work.

VIII. INSURANCE REQUIREMENTS

Once the successful consultant has been notified of the contract award, they will be required to submit insurance certificates as specified in the requirements provided as Attachment 2.

IX. INQUIRIES

Inquiries concerning this request for proposal must be made in writing via email to:

Mary Horger
Procurement Manager
City of Ukiah
Email: mhorger@cityofukiah.com

X. CITY BUSINESS LICENSE

A City of Ukiah Business License is required for work performed in the City of Ukiah. For information on how to apply for a license and associated fees, please go to the City's website at www.cityofukiah.com/businesses/business-licenses/

XI. CITY OF UKIAH RIGHT OF REFUSAL

The City of Ukiah reserves the right to accept or reject any or all proposals based solely on its analysis of the proposals received including the cost thereof.

XII. PROPOSAL SUBMITTAL

All proposals in response to this RFP are due no later than 5:00 p.m. on Friday, March 1, 2019. Five (5) copies of the proposals are required, and are to be delivered to: City of Ukiah, 300 Seminary Avenue, Ukiah, CA 95482. Attention: Mary Horger, Procurement Manager.

AGREEMENT FOR
PROFESSIONAL CONSULTING SERVICES

This Agreement, made and entered into this _____ day of _____, 2008 ("Effective Date"), by and between CITY OF UKIAH, CALIFORNIA, hereinafter referred to as "City" and _____, a _____ [sole proprietorship, corporation, partnership, limited partnership, limited liability company, etc.] organized and in good standing under the laws of the state of _____, hereinafter referred to as "Consultant".

RECITALS

This Agreement is predicated on the following facts:

- a. City requires consulting services related to _____.
- 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 "A", 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 "A").

2.0 SCOPE OF SERVICES

- 2.1 As set forth in Attachment "A".
- 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 within _____ from receipt of the Notice to Proceed. 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 \$-----. 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 B,

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 B. 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 "A" 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 from ----- to -----.

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 subcontractor 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 CONTRACT PROVISIONS

- 7.1 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 "A". 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.
- 7.2 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.
- 7.3 Entire Agreement. This Agreement plus its Attachment(s) and executed Amendments set forth the entire understanding between the parties.
- 7.4 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.
- 7.5 Modification. No modification of this Agreement is valid unless made with the agreement of both parties in writing.
- 7.6 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.
- 7.7 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.
- 7.8 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.

7.9 Execution of Agreement. This Agreement may be executed in duplicate originals, each bearing the original signature of the parties. Alternatively, this Agreement may be executed and delivered by facsimile or other electronic transmission, and in more than one counterpart, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. When executed using either alternative, the executed agreement shall be deemed an original admissible as evidence in any administrative or judicial proceeding to prove the terms and content of this Agreement.

8.0 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 _____
 DEPT. OF _____
 300 SEMINARY AVENUE _____
 UKIAH, CALIFORNIA 95482-5400

9.0 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

CITY MANAGER

ATTEST

 CITY CLERK

 Date



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

PURCHASING DEPARTMENT
411 West Clay Street, Ukiah CA 95482
(707) 463-6233
mhorger@cityofukiah.com



**Request for Proposals -
Professional Planning Services for a General Plan Update and Environmental Impact Report
and Other Related Advanced Planning Services**

Addendum No. 1
February 13, 2019

The following is Addendum No. 1 to the Request for Proposal – Professional Planning Services for a General Plan Update and Environmental Impact Report and Other Related Advanced Planning Services.

IF YOU SUBMIT A PROPOSAL, ACKNOWLEDGMENT OF THIS ADDENDUM MUST BE SHOWN ON THIS ADDENDUM. IN ADDITION, THIS SIGNED ACKNOWLEDGMENT MUST BE SUBMITTED WITH YOUR PROPOSAL, OR IT MAY BE DEEMED AS NON-RESPONSIVE.

This Addendum is hereby made part of the Request for Proposals documents to the same extent as though it were originally included therein.

I. The following are questions asked, and their corresponding responses:

Q1. How many firms received the RFP?

Answer: A notice of the RFP's release was sent to six (6) firms, but all were directed, if interested, to go to the City's website at www.cityofukiah.com/purchasing to register as a document holder and download the documents from there.

Q2. We realize that Ukiah is a small city with limited funding streams, but we are concerned about meeting the requested \$400,000 budget. A typical GP traffic report alone can cost \$75,000 or more. Are there any technical reports that have already been completed, or do you see a way that the scope of technical reports can be limited, to keep those costs as a relatively small component of the budget? We would typically include traffic, noise, and water supply at a minimum, and usually like to include economics as well.

Answer: Sections I and II of the Request for Proposals have been revised and included with this Addendum. The City has completed technical reports on water supply and traffic/circulation. Please refer to the Box link for access to these reports: <https://cityofukiah.box.com/v/RFPProfPlngSvc-AdditionalDocs>

Q3. Also related to cost, is there a timeframe (i.e. number of fiscal years) over which the City foresees budgeting the \$400,000, and could that be extended to increase funding?

Answer: A percentage of the fee for each issued building permit is allocated to a fund for the general plan update. Over the last 10-15 years, this has generally resulted in \$20,000 - \$30,000 per year in revenues to the fund. Approximately \$400,000 is currently available for the entirety of the general plan update and associated EIR and would be utilized over the period of fiscal years necessary to complete the update. The City would prefer to complete the general plan update in two years or less if possible. An additional \$20,000 - \$30,000 should be available during that time period if needed. Please also note that because the housing element is on its own certification cycle, budgeting for the updating of the housing element will occur separately from the general plan update.

Q4. Is the housing element on a four-year cycle at this point?

Answer: The current housing element was certified in 2016 and was a four-year cycle- 2015-2019. The City has been informed by the Mendocino Council of Governments (MCOG) and HCD that the next housing element cycle is to be eight years, from August 2019 to August 2027.

Q5. We've noted 7 optional elements in the current GP. If the optional elements are eliminated, are there portions of those that remain important and that the City would want to incorporate into one of the required elements? Note that now there is also a requirement for an Environmental Justice element or EJ policies integrated into other elements.

Answer: See revised Sections I and II included with this Addendum. The City anticipates major rewrites of the Land Use Element, Circulation Element, Economic Development Element, and Safety Element (particularly to include Climate Change) and minor updates of the remaining elements, including any consolidation necessary for producing a streamlined General Plan. Consolidating statutory requirements into a few functional elements should result in a more concise general plan.

Q6. Would the City prefer to start from the 1996 elements, or to start completely new? If starting from the 1996 elements, are there usable digital files available?

Answer: The City prefers to start from the 1996 elements and will make available usable digital files to the selected consultant. PDFs of the 1996 elements can be found online on the City's website: www.cityofukiah.com/documents-and-maps.

Q7. Workshops tend to be one of the most expensive efforts in a process like this. Is the City open to consolidating these, or at least scheduling different audiences on back-to-back dates to minimize travel and set-up time?

Answer: The City is open to consolidating workshops and/or any other more cost effective methods for community engagement. Please see Sections II and V. The City also anticipates assisting the selected firm with the community engagement effort, as described in Section II- *Community engagement and outreach*- and as needed throughout the general plan update.

All other terms and conditions remain in full force and effect.



Mary V. Horger
Procurement Manager

ACKNOWLEDGMENT

I hereby acknowledge that I have received this Addendum No. 1 and have reviewed and considered it before submitting my proposal.

Signed: _____

Date: _____

Company Name: _____



REQUEST FOR CONSULTANT PROPOSALS

FOR

PROFESSIONAL PLANNING SERVICES
FOR A GENERAL PLAN UPDATE AND ENVIRONMENTAL
IMPACT REPORT AND OTHER RELATED ADVANCED
PLANNING SERVICES

City of Ukiah
Community Development Director
300 Seminary Ave.
Ukiah, CA 95482
(707) 463-6219

Issue Date: February 4, 2019

Deadline for Submissions: March 1, 2019

CITY OF UKIAH
REQUEST FOR PROPOSAL
PROFESSIONAL PLANNING SERVICES
FOR A GENERAL PLAN UPDATE AND ENVIRONMENTAL IMPACT REPORT
AND OTHER RELATED ADVANCED PLANNING SERVICES

I. INTRODUCTION AND BACKGROUND

The City of Ukiah, California was incorporated in 1876 and is the largest city and county seat in Mendocino County. Ukiah is a full service city, providing its own municipal electricity services, sewer/water services, a municipal airport, and fire and police services. Located two hours north of the Golden Gate Bridge along the Highway 101 corridor and near the east/west intersection of Highway 20, Ukiah is strategically situated for attracting and expanding businesses.

Ukiah is in the midst of an expansion in development and building activity. Tourism has also significantly increased, with visitor spending up nearly 50% since 2010. Although the 2010 Census pegged the population of Ukiah at 16,075 permanent residents, the City's weekday population swells to approximately 35,000, which is likely due to Ukiah being the employment, business, education, and shopping hub for much of Mendocino and Lake Counties. This increase in growth is occurring at a time when Ukiah, which encompasses an area of 4.67 square miles, is mostly built out. Although little annexation has occurred over the last 25 years, municipal services provided by the City are largely utilized in Mendocino County unincorporated areas within Ukiah's Sphere of Influence.

The City of Ukiah is governed by five (5) Councilmembers elected at large, one of whom serves as Mayor. The City Council appoints the City Manager who implements policy set by the City Council. The City's Planning Commission, appointed by City Councilmembers, is comprised of five (5) Planning Commissioners and acts as a recommending body to the City Council.

The City Council and City Staff pride themselves on the high quality delivery of services to residents. This is accomplished in part through shared values adopted by City Council and Staff that reflect commitment to the Ukiah community. The City of Ukiah's core values are professionalism, service, teamwork, innovation, and safety.

Current General Plan: The existing General Plan was comprehensively updated and adopted in 1996 and encompasses a time frame from 1996 – 2016. Since 1996, the Housing Element has been updated regularly as required by State law, with the current version having been adopted in March 2016. Besides a minor amendment completed to the Circulation and Transportation Element in 2004, none of the other elements have been comprehensively revised since 1996.

The current General Plan is comprised of 13 elements:

- Open Space and Conservation Element
- Noise Element
- Safety Element
- Energy Element
- Airport Element
- Parks and Recreation Element

- Historic and Archeological Resources Element
- Community Facilities and Services Element
- Circulation and Transportation Element
- Housing Element
- Community Design Element
- Economic Development Element
- Land Use Element

The General Plan update is envisioned as a major rewrite of the Land Use Element, Circulation Element, Economic Development Element, and Safety Element (particularly to include Climate Change) and a The General Plan update is envisioned as a minor rewrite update of the majority of the remaining elements, including any consolidation necessary for producing a streamlined General Plan. The Environmental Justice Element should be integrated into the elements or developed as a stand-alone element, whichever is more cost effective. -Ultimately, a goal of this update is to produce a General Plan that is accessible and implementable.

The City also anticipates needing assistance on other advanced planning services and for the research and preparation of its Housing Element, which must be certified by the California Department of Housing and Community Development (HCD) no later than 120 days after August 15, 2019. The Housing Element update is to encompass the additional requirements from the 2017 housing package and reflect the latest Regional Housing Needs Allocation (RHNA) requirements provided by the Mendocino County Council of Governments (MCOG). Other advanced planning services may include assistance in annexation, sphere of influence updating, and municipal service review, preparation of CEQA documents, etc.

Staff in the Community Development Department will assume the responsibilities for public notification, scheduling of meetings, website maintenance, and public outreach. City Staff also anticipates assisting the consultant in the writing and preparation of sections of the General Plan update. For the Housing Element update, City Staff will lead in the preparation of the update with consultant assistance on research and data mining.

II. SCOPE OF WORK

The scope of work includes an update of the 1996 City of Ukiah General Plan, including a minor update to rewrite of a majority of the elements and major rewrite of certain elements described in Section I and above and preparation of an environmental impact report for the updated General Plan. The scope also includes assistance to Community Development Department Staff in updating the City's Housing Element and other related advance planning services as needed.

The City is interested in applying its resources wisely and in a cost-effective manner. The City also recognizes that although all elements of the general plan are important, including optional elements, not all need to be addressed in a general plan. The City is prepared to minimize or eliminate some of the discretionary elements and will work with the consultant to identify the elements in question.

Community engagement and outreach: It is in the interest of the City of Ukiah to have a robust, inclusive, and informative community engagement program. It is also in the interest of the City to have Staff and community volunteers be involved in community engagement activities. The role of the consulting team will be to organize and arrange content for the community workshops and assist Staff in organizing and facilitating meetings. The consultant will also serve as a resource to Staff, as well as monitor the direction and outcome of the public review process and incorporate the input into the updated General Plan.

The community engagement process for the General Plan update is anticipated to include at least three categories of workshops open to the public: 1) an introductory workshop/visioning session, 2) a workshop held midway through the update process that will serve to report the consultant's findings to date and present alternative recommendations, and 3) a workshop/hearing to present the preferred alternative(s). Each category of workshops will include public meetings focused on one or more groups, such as the general public, Planning Commissioners, City Councilmembers, etc. The number of meetings to be held within each workshop category to engage broad public comment will be determined based on input from City Staff and the consultant's recommendation, as well as the overall budget remaining for the project.

III. SCOPE OF SERVICES

All services shall be provided in accordance with the City's draft professional services agreement, a sample of which is provided for as Attachment 1. Services to be provided by the selected consultant include the following:

1. Establish one individual who will serve as consultant's project manager and point of contact for all services performed under contract.
2. Work as an extension of City Community Development Department Staff. Maintain an open dialogue with Staff and work closely with the City review team to update existing goals and policies from the 1996 General Plan.
3. Research and prepare reports; and facilitate meetings and workshops with City Staff, Planning Commissioners, City Councilmembers, and the public to gather input, collaboratively explore ideas, and present findings.
4. Provide a Draft Environmental Impact Report (EIR), Final EIR and all supporting documents necessary to comply with the requirements of the California Environmental Quality Act.
5. Document current conditions, establish goals for the City's future, and recommend means for achieving those goals within the appropriate elements of the General Plan.
6. Provide consistency with the State Office of Planning and Research 2017 General Plan Guidelines.
7. Integrate all documents and elements to provide internal consistency in content and appearance. Eliminate redundancy between elements as much as possible.
8. Advise changes to the City's zoning regulations to comply with any changes to the Land Use Element.
9. After receiving comments from City Staff, incorporate revisions and prepare revised draft Plan(s).
10. Present the final draft General Plan Update and draft EIR at a public hearing before the Planning Commission for their recommendation to the City Council and at a public hearing before the City Council for their consideration of approval as required for Plan adoption.

IV. SCHEDULE

Proposals Released:	February 4, 2019
Proposals Due:	5:00 p.m., March 1, 2019
Initial Proposal Evaluation Completed:	March 5, 2019
Interviews (if necessary):	March 6, 7, 8, 2019
City Council Award:	March 20, 2019
Contract Execution:	March 26, 2019

V. BUDGET

The City has allocated approximately \$400,000 for the General Plan update, including the associated EIR, and would like to accomplish the work within this budget if practicable. Under Item VI.C of the proposal, consultant should address the project's budgetary parameters and optional tasks. Creative approaches that use existing resources, limit less critical technical studies, and potentially utilize City Staff for some tasks or processes are encouraged. Consultants may propose optional approaches or tasks that the City could consider to better or more cost effectively achieve its goals.

Additional services, including assistance with the update of the Housing Element, will receive appropriations through the Community Development Department's normal budgetary process.

VI. REQUIRED PROPOSAL CONTENTS

The City welcomes a response to the RFP in that best expresses the qualifications of the respondent. In general, lengthy or overly complex responses are discouraged. To demonstrate its qualifications, ability to perform the services described in this RFP, and its proposed methodology for performing these services, the consultant shall submit proposals containing the following information, as described below.

A. Qualifications

- Identify by name and position the proposed Project Manager and include a detailed resume for this individual. If the Project Manager is different from the person who will be the actual key contact with City Staff, identify this person and include a detailed resume.
- List the name, position, brief resume, and proposed responsibilities for all other key personnel. Indicate their present assignments and availability. Include alternate personnel that would be used if the persons identified as key personnel are not available at the time a specific project issue arises.
- Describe any special resources the project team may bring to the Project, such as specific recent experience working on related projects and recent experience on City of Ukiah or other local (Mendocino County) projects.

B. Experience

- List and briefly describe the five (5) most recent similar projects by the proposed project team. Each description shall include:
 - The name of the client and a contact name, address, and telephone number/email address.
 - The scope of the consultant's involvement in the project.
 - The month/year the project started and the month/year it was completed.
 - The total value of the services provided.

- The key personnel involved and the sub-consultants employed.

Sub-consultants should identify at least three (3) recent projects of a similar nature as references.

- Briefly summarize any litigation (and outcomes) within the last seven years that the firm has been involved in concerning a general plan, specific elements of a general plan, or the adequacy of CEQA documentation prepared by the firm or proposed subcontractors.
- Include a sample Land Use Element and an element of your choosing, completed within the last five years. Preference will be given to firms that have completed General Plan updates per the 2017 Office of Planning and Research Guidelines.
- Include a sample Housing Element, completed in the last five years. Preference will be given to firms that have completed a Housing Element in 2018-2019 after the new requirements passed by the State legislature related to the 2017 housing bills had been enacted.

C. Project Approach

Briefly describe the project team's proposed technical and management approach to the project. Include the following information:

- A description of the project team's organization, methodology, and approach required to conduct this project.
- A description of the process of the flow of communications between firm team members and City Staff.
- The firm's approach to cost control, schedules and ensuring deliverables are met by established milestones/timelines, and quality.
- Any assumptions or limitations as to technical study scope or process (number of meetings to be conducted and attended, types and number of technical studies needed, etc.).

D. Cost Proposal – *Separately sealed*: Provide a separately sealed and labeled fee proposal based on time and materials, with a "not-to-exceed" maximum cost for all work identified in the scope of services.

- Identify the expected hours by job classification. Include the work of all sub-consultants in computations.
- Provide a current hourly rate schedule, and list positions.
- Include an estimated budget for reimbursable expenses, if any. Include any contingency for unforeseen expenses and detail what items would be covered by this contingency budget.
- Suggest any modifications that the City could make to the scope of work or scope of services that would allow the project to be accomplished more cost effectively.

VII. PROPOSAL EVALUATION

Consultant proposals will be evaluated based upon firm qualifications and qualifications of key personnel, experience, project approach, cost, and responsiveness to RFP criteria. Preferential consideration will be given to firms as described in Item VI.B above. Proposals will be evaluated by a committee comprising City of Ukiah Staff, and after review of the proposals, the evaluation committee may choose to interview up to three top-ranked firms.

City Staff will negotiate a contract with the top-ranked firm based on the scope of work and scope of services described herein, and the cost proposal submitted by the consultant. In the event the City and the top-ranked consultant are unable to reach a mutually satisfactory agreement for any reason, the City reserves the right to terminate negotiations with the top-ranked firm and to commence negotiations with the second-ranked firm.

The City Council will consider the recommendation of the consultant evaluation committee and the negotiated contract, and make a decision regarding award of the contract during a regularly scheduled meeting that is open to the public. Provided the City Council approves the contract, the selected firm should be ready to immediately begin implementation of services described in the scope of work.

VIII. INSURANCE REQUIREMENTS

Once the successful consultant has been notified of the contract award, they will be required to submit insurance certificates as specified in the requirements provided as Attachment 2.

IX. INQUIRIES

Inquiries concerning this request for proposal must be made in writing via email to:

Mary Horger
Procurement Manager
City of Ukiah
Email: mhorger@cityofukiah.com

X. CITY BUSINESS LICENSE

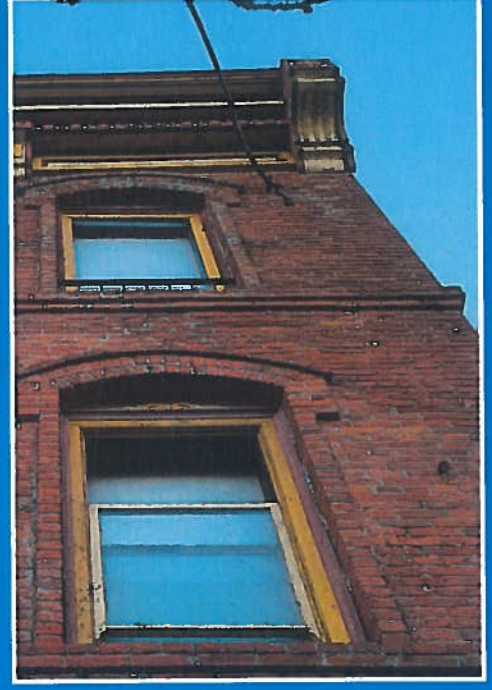
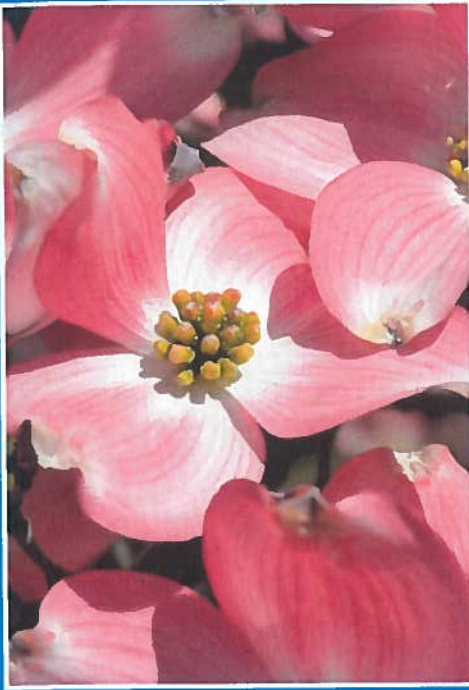
A City of Ukiah Business License is required for work performed in the City of Ukiah. For information on how to apply for a license and associated fees, please go to the City's website at www.cityofukiah.com/businesses/business-licenses/

XI. CITY OF UKIAH RIGHT OF REFUSAL

The City of Ukiah reserves the right to accept or reject any or all proposals based solely on its analysis of the proposals received including the cost thereof.

XII. PROPOSAL SUBMITTAL

All proposals in response to this RFP are due no later than 5:00 p.m. on Friday, March 1, 2019. Five (5) copies of the proposals are required, and are to be delivered to: City of Ukiah, 300 Seminary Avenue, Ukiah, CA 95482. Attention: Mary Horger, Procurement Manager.



City of Ukiah General Plan Update and Environmental Impact Report Proposal for Services

March 1, 2019

Submitted to:
City of Ukiah
300 Seminary Avenue
Ukiah, CA 95482
(707) 463-6200

Submitted by:
mintierharnish
Planning Tomorrow Today
1415 20th Street
Sacramento, CA 95811

In association with:
Rincon Consultants, Inc.
GHD

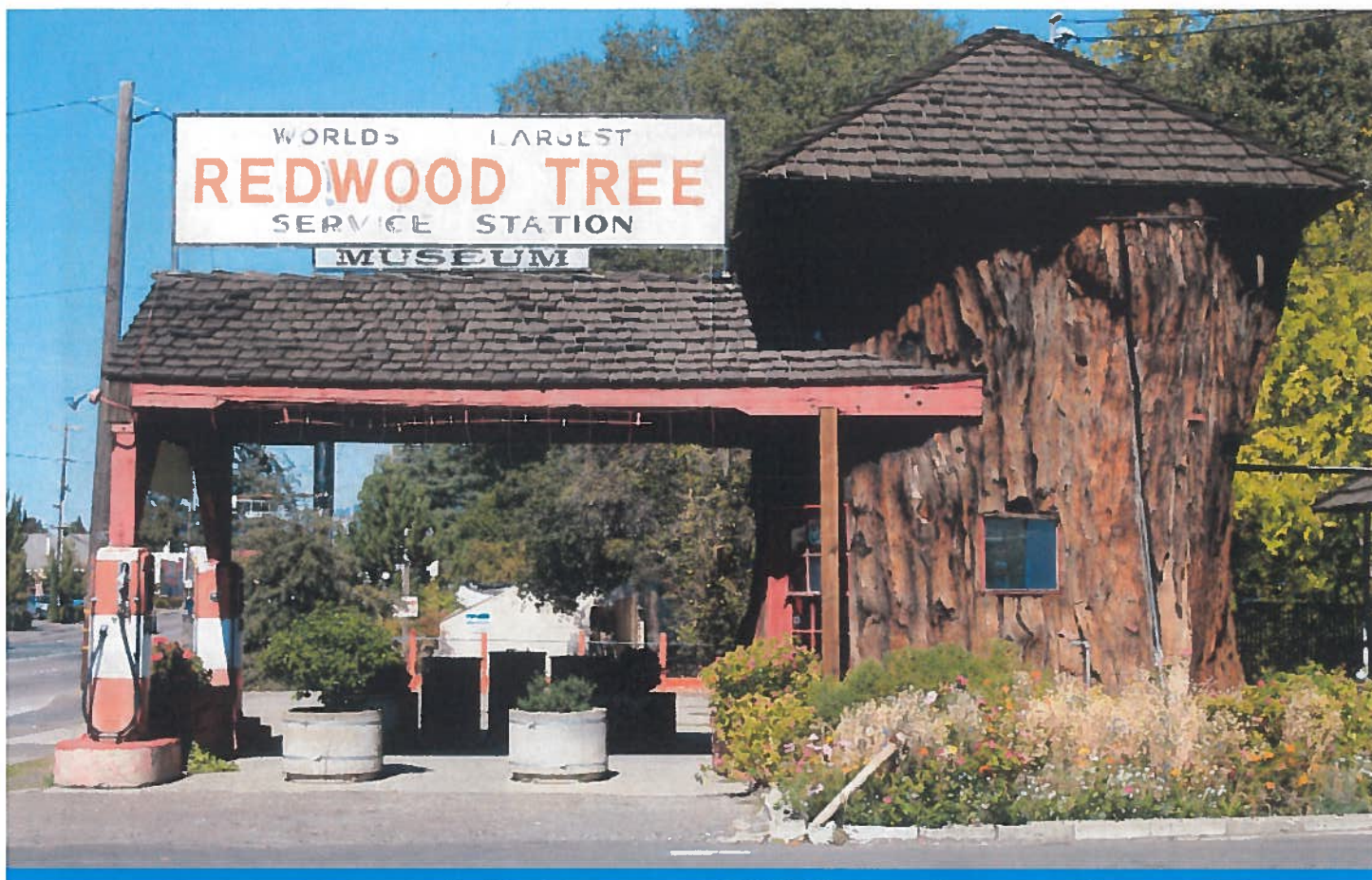


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March 1, 2019

City of Ukiah
300 Seminary Avenue
Ukiah, CA 95482

Attn: Mary Horger, Procurement Manager

RE: Proposal to Prepare the City of Ukiah General Plan Update

Dear Ms. Horger and Selection Committee:

Mintier Harnish and our team are pleased to submit this proposal to assist the City of Ukiah with the preparation of its General Plan Update. In response to your request for proposals, the City will likely receive responses from several qualified firms. As part of your review and selection of a team for this important project, we feel there are several key factors that distinguish our team from all others.

Mintier Harnish is a consulting firm specializing in the preparation of general plans. Our mission as a firm is to help public agencies, residents, businesses, and other stakeholders plan their communities and improve their quality of life through community involvement, innovation, technical expertise, and policy leadership. Since our founding in 1985, we have successfully completed over 60 general plans in California. Within California, we are a leader in preparing implementable plans for the future.

I will be the Project Advisor for the Project. I have been a planner since 1970 and have participated in the preparation of over 20 general plans. **Rick Rust**, AICP, GISP, will be the Project Director. Rick brings over 35 years of planning experience and has prepared over 30 general and comprehensive plan updates. **Brent Gibbons**, AICP, will be the day-to-day Project Manager.

General Plan Experience and Innovation. First and foremost, Mintier Harnish is a small business comprised of professional planners focused on the general plan and zoning practice in California. As part of this work, we constantly stay abreast of the latest State laws and planning trends and have developed tools designed to help communities update existing general plans to meet current regulations and contemporary planning practice. We also incorporate appropriate technologies into our plans by providing informative websites, online engagement tools that reach all parts of the community, and interactive electronic planning documents. We see each of our general plan updates as an opportunity to innovate and improve upon the practice. When it comes to successful general plan and zoning code updates, no other firm can match our quality or experience.

Community Engagement. A key aspect of our team is our belief in the public participation process and the vital role it serves in the successful development and implementation of a general plan. While community workshops are a key part of our community engagement program, we offer a broad range of opportunities for participation in the General Plan Update process. As our scope of work demonstrates, the success of our engagement is rooted in a process that provides a range of engagement types that are carried out at each step in the process. Whether it is attending an innovative open house, stakeholder interviews, or submitting ideas from the comfort of home, our outreach methods strive to gain the broadest engagement possible. This active and transparent engagement will produce a final product that provides a valuable guide to achieve the community's vision for a sustainable future.

Funding Support. To support the City's efforts in developing a new Housing Element, Mintier Harnish will assist the City in submitting an application for SB-2 Funding to offset a majority of the costs of the Housing Element and to apply funding to updating other elements as they relate to the production of housing. SB-2 funding has a maximum reward of \$125,000 for small localities with less than 60,000 in population. We have assisted other clients in successfully gaining funding under various State grant programs.

Accessibility. Developing a great plan is important but developing a great plan that is easy to use, easy to access, easy to understand, and easy to maintain is critical. Our approach includes tools designed to make the general plan an integral part of the community's future. Our online public engagement tools make community input and feedback seamless. Our existing conditions and trends workbook and online story maps make access to information easy. It is this type of accessibility, from plan development through plan implementation, that makes our plans unique and successful.

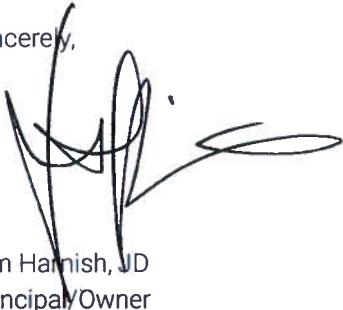
An Excellent Team. Our teaming partners have been selected to bring the perfect mix of expertise and experience needed for this project. We know they are a great match for this project based on our years of experience working with each team and their key staff members.

- **Rincon Consultants, Inc.** will develop the Program EIR and assist with analysis and policy development on a range of issues, including greenhouse gas emissions and climate change adaptation. Rincon brings extensive experience preparing general plans and related environmental impact reports (Town of Windsor and City of Novato), environmental analysis (e.g., acoustic studies), and climate action plans for communities throughout California.
- **GHD** will provide all required transportation and mobility services for the project. GHD is recognized as a local, regional, and national expert in multimodal transportation planning and in addressing SB 743 implementation (vehicle miles traveled threshold).

Work Style. As part of this effort, we will be working closely with City staff, the community, Planning Commission, and City Council. To have an effective, stress-free, and enjoyable process, you need a team that is great to work with. The Mintier Harnish team has a very approachable, collegial, and comfortable work style with our clients. We are not ideological or stylistic. We bring great process experience and tailor it to the needs and personality of each individual client and community. We develop close, collaborative working relationships with each of our clients that last well beyond the completion of a project. We strongly urge you to confirm this with our references.

As owner of Mintier Harnish, I am authorized to bind the firm contractually on this project. Please contact me if you have any questions at 916-446-0522 or Jim@mintierharnish.com. I look forward to the opportunity to present this proposal and our team to you in person.

Sincerely,



Jim Harnish, JD
Principal/Owner

PROJECT UNDERSTANDING, APPROACH, AND MANAGEMENT

Project Understanding

The City has made their expectations for the General Plan Update quite clear. The Request for Proposals details the key issues to be addressed as well as expectations for the proposal contents. Based on this direction, we understand the Project must address the following considerations:

1. Produce a **General Plan** that

- Is innovative and contemporary
- Easy to understand and use
- Relevant to the community
- Articulates the community vision, principles, and policies clearly and concisely

2. Include **Robust Community Engagement** that

- Enables any interested persons to fully participate in the visioning and decision-making process
- Includes at least three Community Workshops
- Provides a broad range of alternatives
- Is led by City staff

3. Comply with **State Planning Law** by

- Following the 2017 Office of Planning and Research General Plan Guidelines
- Addressing all new requirements
 - Complete streets
 - Flood protection
 - Adaptation
 - Disadvantaged Unincorporated Communities
 - Environmental justice

4. Assist with the **Housing Element Update** by

- Providing technical support to City staff
- Conducting focused research
- Supporting HCD review

5. Focus on **Consultant Staff Collaboration** by

- Working as an extension of City staff
- Providing the technical support to City staff
- Assuring full and timely staff input and direction

6. Emphasize **Effective Project Management** through

- Regular communication
- Regular status reports
- Being detail-oriented and fastidious
- Completing the project on time and within budget

Project Approach

Technology and innovation are accelerating at an increasingly rapid pace. As the City embarks on the update of its 23-year old General Plan, the key questions facing the City are: "What is our vision for the future, and how will we influence change to achieve that vision?" Based on our understanding of the City's expectations and needs for the General Plan Update, we have organized our approach around nine actions:



7 Review

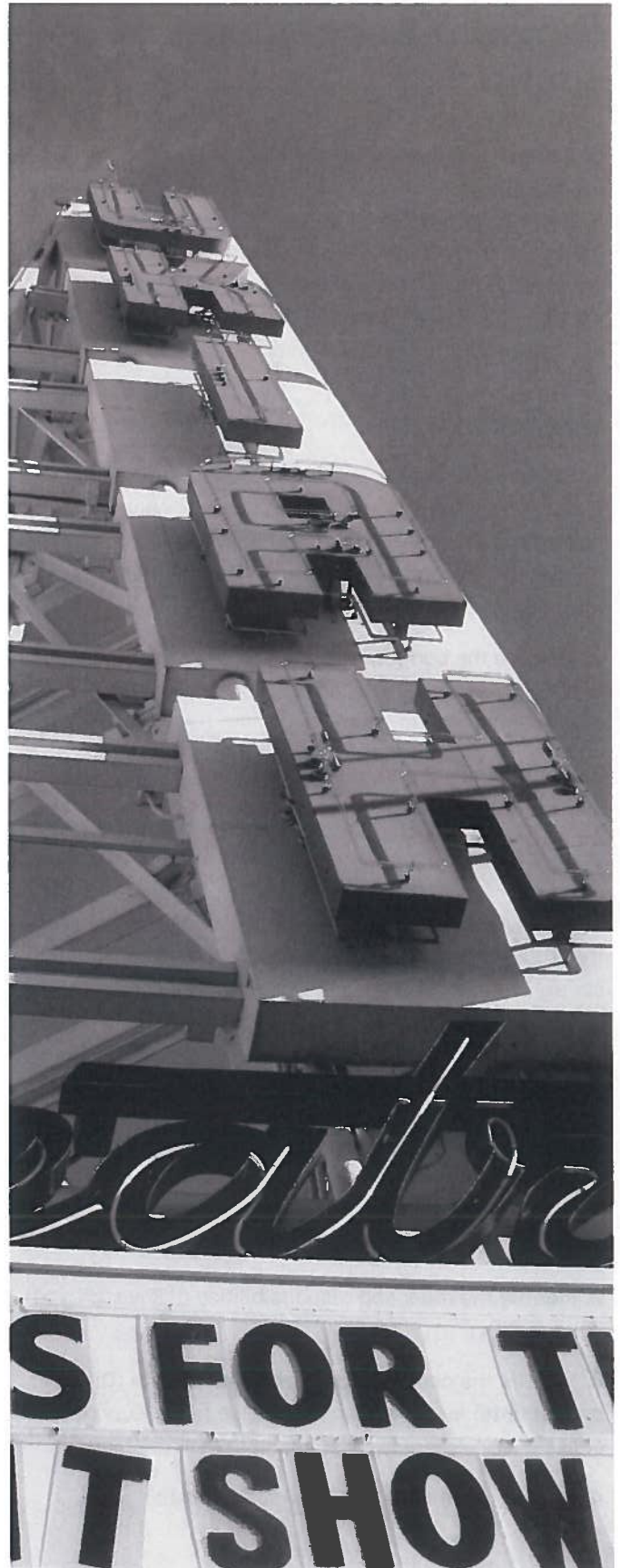
- Facilitate a thorough review of the General Plan by staff, the community, and decision-makers
- Make sure the meaning and implications of the new General Plan are clearly understood by all
- Make revisions as necessary to address any concerns or uncertainties

8 Evaluate

- Conduct a thorough evaluation of the potential environmental effects of the new General Plan
- Solicit public input on that evaluation
- Respond to all relevant comments
- Recommend changes to the General Plan based on those comments

9 Adopt

- Help the City adopt the General Plan
- Facilitate Planning Commission and City Council public hearings
- Prepare final documents



Project Management

We take project management seriously. Effective project management can make the difference in the success of a comprehensive general plan update. Ineffective project management can doom the project. While project management may not be as creative or rewarding as public outreach or policy development, it is every bit as essential to the success of a major planning project. There are three components to effective project management: clear objectives, organized approach, and proven tools.

Objectives

- 1. Stay on schedule.** It is very easy for a general plan update that includes extensive community engagement, dozens of meetings, broad community involvement, numerous City staff, and a large consultant team to quickly fall behind schedule.
- 2. Manage the budget.** Again, a multitude of participants, unanticipated demands, and additional meetings all can contribute to budget creep.
- 3. Frequent client communication.** Perhaps the single most important component of effective project management is regular communication between the Consultant and City staff.
- 4. Quality control.** We strive to produce results that are of the highest quality, internally consistent, and completely satisfy our clients.

Approach

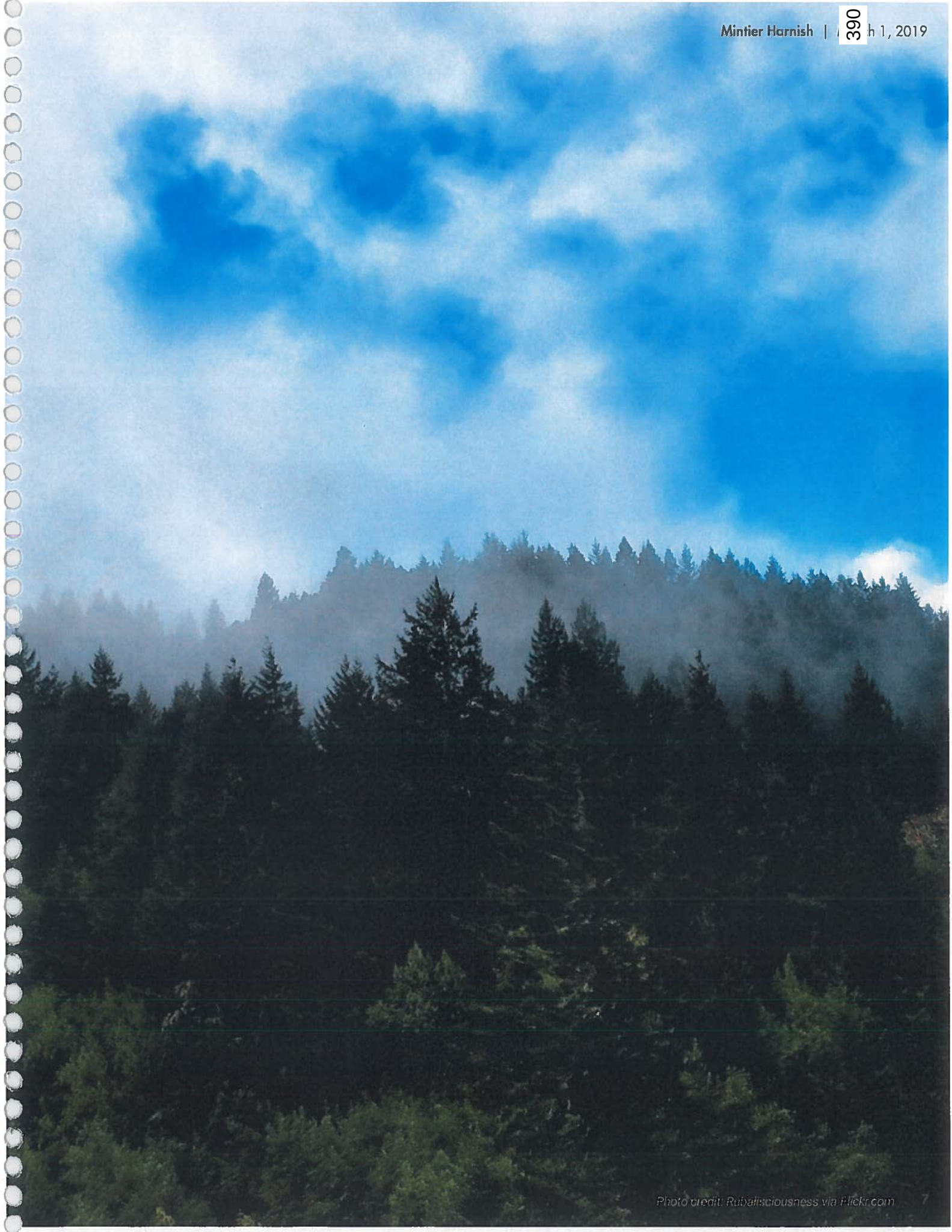
- 1. Facilitate a kick-off meeting** with City staff and the consultant team to discuss the work scope, schedule, budget, and communication protocols. This meeting will include representatives from every City department likely to have a role or interest in the General Plan Update.
- 2. Identify the roles and responsibilities** of key staff and consultants.
- 3. Identify the core project management team (City and consultants)** and establish a schedule for reoccurring check-in conference calls and face-to-face meetings.
- 4. Provide monthly progress/status reports.**

Tools and Procedures

- 1. Standardized file naming protocols**
- 2. Consistent e-mail subject line project naming**
- 3. Email communication protocols**
- 4. Standardized document format and style guide**
- 5. Conference call agendas and action minutes**
- 6. Data requests for information**
- 7. Document review checklists**
- 8. General plan audit**
- 9. General plan agency consultation checklist**
- 10. Community Workshop guides/checklists**

Redundant Capabilities

For this project, Rick Rust, AICP, GISP, will be the Project Director and Brent Gibbons, AICP, will be the Project Manager. For all of our projects, we use this dual management setup so that both Rick and Brent will be up to speed on all aspects of the project at all times, optimizing the City's ability to work with Mintier Harnish when convenient to the City. While Brent will be the City's go-to person for the project, Rick will provide the City with access to our team when needed. This management team will coordinate closely with the rest of the project team to provide timely guidance on the successful completion of the General Plan Update.







QUALIFICATIONS

At Mintier Harnish, we assemble our project teams based on staff expertise, relevant experience, and the unique needs of each project. We have selected a highly-experienced team of planners and technical specialists for the City of Ukiah General Plan Update. We have had the pleasure to work with these firms on a number of recent projects, and we feel confident that this team will provide the excellence and performance the City needs to complete this project on time, on budget, and with results that will surpass the City's expectations.

Mintier Harnish

Mintier Harnish will be the project lead and will be responsible for overall project management, community engagement, existing conditions analysis, alternatives, policy development, and oversight and quality control for all work products.

Mintier Harnish is a consulting firm specializing in the preparation of general plans. Our mission as a firm is to help public agencies, residents, businesses, and other stakeholders plan their communities and improve their quality of life through solid research, community involvement, innovation, and policy leadership. Since our founding in 1985, we have prepared over 60 general plans and provided a range of planning services to more than 150 public agencies, law firms, and other organizations. We are a leader in preparing implementable plans for the future that solve community policy issues. Our nine-person staff includes planning experts, each with his/her own unique mixture of education, training, and experience. We are all dedicated to providing the highest quality service to our clients.

General plan updates are the core of what we do. We take pride in our ability to lead multi-disciplinary teams in evaluating and solving complex planning problems. We have prepared general plans, all of which include Existing Conditions Reports, for large and small cities, towns, urban and rural communities, and counties. We also teach city and county planners how to prepare their own general plans through our three-day Do-It Yourself General Plan™ training course.

Jim Harnish, JD, be the Project Advisor for the Project. Jim has been a planner since 1970 and has participated in the preparation of over 20 general plans. **Rick Rust, AICP, GISP**, will be the Project Director. Rick brings over 35 years of planning experience and has prepared over 30 general and comprehensive plan updates. **Brent Gibbons, AICP**, will be the day-to-day Project Manager. Brent has or is currently managing several general plan and zoning code updates for Mintier Harnish.

Rincon Consultants, Inc.

Rincon Consultants, Inc. will lead all technical studies related to greenhouse gas emissions reduction, climate change adaptation, air quality, and noise; assist with community workshop facilitation; and prepare the Program Environmental Impact Report.

Rincon Consultants, Inc. (Rincon) is a multi-disciplinary environmental sciences, planning, and engineering consulting firm that provides quality professional services to government and industry. Established in 1994, Rincon has grown to a firm of over 250 professionals located in 13 California offices. Our professionals are experienced in urban, land use, and

environmental planning; regulatory compliance; biological resource evaluation and habitat enhancement; soil evaluation and remediation; and related studies including problem-solving services in geology, hydrology, and waste management. Our approach to projects is focused on well-designed solutions that respond to the specific needs of our clients in a cost-effective manner.

Rincon provides land use planning and environmental science services that we have categorized into six core areas: Environmental and Land Use Planning, Biological Resources Assessment and Regulatory Compliance, Environmental Site Assessment and Remediation, Water Resources, Cultural Resources, and Sustainability Services. We also have a GIS and Graphics group to enhance our documents and support our data analyses for projects addressing issues in the six aforementioned areas of expertise.

Rincon has been providing planning services for programs and projects throughout California since the firm's inception. Our team of certified urban planners, development impact technical specialists, and LEED-certified professionals work collaboratively to improve outcomes and ameliorate projects. Our expertise in CEQA and NEPA complement our award-winning regional and municipal long-range planning experience. Our body of work includes specific specialties in preparing CEQA documents (typically Environmental Impact Reports) for broad programs such as General Plans, Specific Plans, and facilities master plans. Most of these projects involve comprehensive analysis of a broad range of impact issues and development of programmatic mitigation measures required to minimize adverse effects. Our documents and the mitigation requirements provided are structured to streamline future CEQA analysis at the project-level. Our planning team is supported by a strong team of technical specialists who are trained in a variety of environmental analysis areas including noise, air quality, greenhouse gases, biological resources, cultural and historic resources, and site assessment and remediation.

Matt Maddox, MESM, AICP, Senior Program Manager with Rincon, will be the Task Manager for the Program EIR and assist in policy development.

GHD

GHD will provide all required transportation and mobility services for the project. GHD is recognized as a local, regional, and national expert in multimodal transportation planning and in addressing SB 743 implementation (vehicle miles traveled threshold).

Established in 1928, GHD Inc. is a wholly-owned subsidiary; a privately-held international engineering firm owned by our people and operating across five continents. Our people offer decades of knowledge, as well as a deep understanding of the challenges facing businesses and communities today. Globally, we employ more than 9,000 people in 200 offices and have delivered projects in more than 90 countries. In North America, our resources include 4,000 people with more than 130 locations across the region. Our business model is to work internationally and deliver locally. Put simply, we work where our clients work. Our services include:

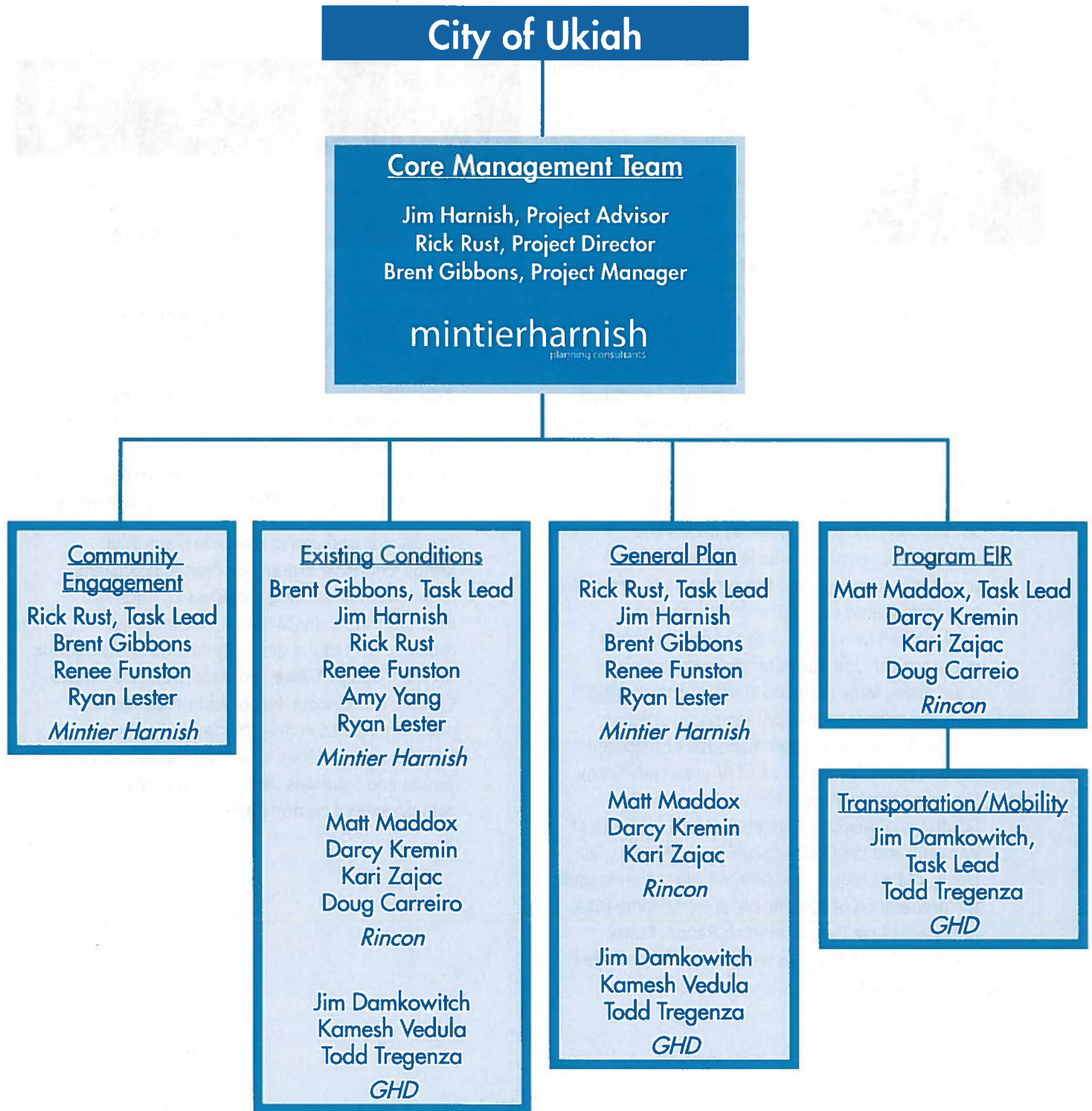
- Transportation Planning/Design
- Civil Engineering
- Traffic Engineering
- Geographic Information Systems
- Geo-Spatial Information Sciences
- Complete Streets/Streetscape Design
- Landscape Architecture/Wayfinding
- Roundabout Planning/Design
- Construction Management
- Land/Construction Surveying

GHD specializes in the development of performance metrics that support multi-modal objectives and the notion of performance-based planning and programming. GHD is currently under contract with Caltrans to assist in the update of the Statewide Highway Safety Program.

Per SB 743 related to transportation planning and CEQA reform, key staff of GHD have been monitoring the Office of Planning and Research (OPR) and city/county agencies to address concerns regarding SB 743's implications to current plans, programs, and guidelines. GHD has been on the forefront on preparing for implementation of SB 743. Task Leader Jim Damkowitch of GHD has been working with technical working groups, presenting at conferences, and hosting workshops to address the key issues and implications associated with the proposed changes to the CEQA significance criteria. Additionally, GHD has been directly monitoring and participating in developing the VMT alternative metrics, their potential effects to planning studies and impact analysis, and the required modifications to standards and methodologies that agencies must address.

Jim Damkowitch, MS, Senior Transportation Planner with GHD, will be the Task Manager for all mobility-related issues, including complete streets and SB 743 implementation.

Project Team Organization



Team Staffing Mintier Harnish



Jim Harnish, JD
Project Advisor

Jim is the Principal and owner of Mintier Harnish. He has been a planner and project manager since 1970. He is also an attorney with extensive experience in land use and CEQA. He has managed public agencies and private consulting firms. He specializes in project management for general plans, specific plans, and large private planning projects; CEQA compliance and environmental document peer review; zoning and regulatory ordinance preparation; and public outreach and consensus building. Jim's broad experience, in both the public and private sector, in land use planning, regulatory codes and ordinances, permit processing, environmental analysis, toxics and hazardous materials, wetlands and endangered species, and legal analysis enables him to bring a wealth of experience to every project. Jim has extensive experience in supervising large planning staffs and managing interdisciplinary consultant teams on complex planning projects. He has managed or prepared general plans for the Cities of Alturas, Galt, Gilroy, Hayward, Healdsburg, Millbrae, Sacramento, South San Francisco, Wheatland, and the Town of Windsor, and the Counties of Fresno, Modoc, San Benito, San Joaquin, and Merced. He has managed the preparation of specific plans for Millbrae PDA, Southwest Live Oak, Gold Rush Ranch, Sutter Creek, and the Mountain House New Town in San Joaquin County.



Rick Rust, AICP, GISP
Project Director

Rick Rust, AICP, GISP, Principal Planner with Mintier Harnish, will be the Project Director. Rick has more than 35 years of experience in the management and preparation of general and comprehensive plans, housing elements, specific plans, zoning codes, and environmental compliance documents. His work is based on a comprehensive set of skills in community planning, urban design, economic development, environmental compliance, and community engagement. He also has an extensive background in the application of GIS technologies to planning.

For general and comprehensive plans, Rick brings extensive experience managing dozens of successful planning projects in California and nationwide. In California, this includes management of the general plan and EIR programs for the Cities of Tulare, Stockton, San Luis Obispo, Oxnard, and Lincoln. Nationwide, Rick has led planning studies in over 25 states. This mix of experience gives Rick insight into a wide range of issues and solutions developed in consultation with dozens of communities.

Team Staffing Mintier Harnish



Brent Gibbons, AICP
Project Manager

Brent will be the day-to-day Project Manager for the General Plan and Unified Development Code Update. Brent has been

a planner in both the public and private sectors. He specializes in zoning code interpretation and preparation, urban design, site design, community engagement, land use planning, public policy, and geographic information systems. Prior to working with Mintier Harnish, Brent served as a Planner for both Madera County and the City of Turlock. His experience includes permit processing, formation of community/area plans, and project management, as well as zoning ordinance development.

Brent is currently the Project Manager for the Pleasant Hill General Plan Update, Los Gatos General Plan Update, Gilroy General Plan Update, and Sierra County General Plan Update, as well as three comprehensive zoning code updates (Merced County, and the Cities of Gilroy, Santa Clara, and Folsom). Brent has extensive experience in General Plan policy formation and drafting zoning code objective and development standards. Brent's comprehensive understanding of the planning process from both sides of the planning spectrum has proven beneficial during the formation of general plans and zoning code updates.



Renée Funston
Associate

Renée Funston is an Associate Planner specializing in community outreach and housing. Renée provides support for a variety of

projects, including general plans, housing element updates, and other planning efforts. Renée has done extensive research for general plan background reports on a range of topics including land use, public facilities and services, and housing. Renée has also analyzed assets, constraints, and opportunities for various communities, including the Cities of Millbrae and Isleton, and Ventura County.

Renée provides project management for the City of Millbrae General Plan Update and Priority Development Area Specific Plan. With this project, she was instrumental in organizing a four-day planning and design charrette in downtown Millbrae. Renée coordinated communication, materials production, and file sharing for the team of eight consulting firms, led publicity efforts, arranged walking tours, prepared presentations for workshops and public hearings, and wrote a summary report of public input.

Team Staffing Mintier Harnish



Amy Yang
Associate

Amy is an Associate Planner who specializes in community development, scenario planning, community engagement, community health planning and health care accessibility, as well as geographic information systems.

At Mintier Harnish, Amy performs GIS analysis for a variety of projects, including preparing the RTP/SCS for MCAG and StanCOG in compliance with SB 375. She has been integral to the analysis of land use alternatives and development of the Policy Document for the Union City General Plan Update. Amy has also carried out disadvantaged communities analyses for projects in compliance with SB 1000. Prior to working for Mintier Harnish, Amy was based in New York City, working on health care access, waterfront access, public space activation, and community engagement.



Ryan Lester
Planner

Ryan is a Planner with an eye for design. A skilled user of industry-standard graphic design software, Ryan specializes in preparing accessible, user-friendly materials that present planning concepts to the public in concise, easy-to-understand, and engaging ways. Beyond research and writing, he designs branding, builds project websites, produces digestible engagement materials and infographics, and constructs Bang the Table/EngagementHQ project sites for a variety of projects. In five years with Mintier Harnish, Ryan has worked on General Plans for the Cities of Folsom, Gilroy, Kerman, Millbrae, Rohnert Park, Sacramento, and Union City, the Towns of Los Gatos, Truckee, and Windsor, and Fresno and Ventura Counties.

Team Staffing Rincon Consultants, Inc.



Matt Maddox, MESM, AICP
Task Manager

Matt serves as a Senior Program Manager within Rincon's Environmental Science and Planning Group and the Sustainable Consulting Group. In this capacity, he is involved in a wide range of urban planning and land use studies, sustainable design review, air quality and greenhouse gas analysis, CEQA/NEPA environmental documentation, as well as community involvement and permitting activities. Matt has a strong background in environmental management, policy, and environmental planning. He has contributed to successful environmental and planning projects ranging from general plans to focused inner city redevelopment studies, to sustainable design review and documentation for compliance with environmental regulations, to greenhouse gas emissions analysis for industrial facilities. Matt has developed a focus in the area of urban planning, sustainable design, and greenhouse gas analysis.



Doug Carreiro
GIS Analyst

Doug Carreiro is a GIS Analyst with professional experience utilizing GIS, GPS, and graphics production in industries including agriculture, education, insurance, and environmental consulting.

His expertise includes geospatial

analysis, cartography, GPS data processing, Python GIS tool scripting, graphic design and has extensive ESRI ArcGIS and QGIS software experience. He has previously worked as a GIS Specialist for Agrilogic Insurance Services LLC and Carreiro & Sons Farms, as well as a GIS Research Junior Associate and GIS Help Desk Manager at University of California, Santa Barbara.



Darcy G. Kremin, AICP
Environmental Planning
Practice Leader

Darcy Kremin is Rincon's Environmental Planning Practice Leader with over 20 years of planning and California Environmental Quality Act (CEQA)

and National Environmental Policy Act (NEPA) experience for nonprofit, private, and public sector clients. Ms. Kremin has managed large projects for public utilities, including water and energy transmission, and dozens of development projects for cities and counties. She also has experience with various public and charter school projects.



Kari Zajac
Associate
Environmental Planner

Kari Zajac is an Associate Planner with Rincon Consultant's Environmental Science and Planning Group. She has a strong background in environmental

science, through earning her B.S. in Wildlife, Conservation, and Fisheries Biology from UC Davis. This is complemented by her interdisciplinary training and Master's Degree from the Bren School of Environmental Science & Management where she learned to consider economic, business, scientific, and political perspectives when solving environmental problems. Kari has experience in CEQA/NEPA compliance and permitting working as an Environmental Planner/Regulatory Specialist.



Team Staffing GHD



Jim Damkowitch
Task Manager

Jim has 29 years of experience in regional multimodal transportation planning, congestion management, multidisciplinary corridor

studies, transit studies, active transportation studies, operational analyses, transportation and air quality modeling, and performance measure applications. Jim has managed General Plan Circulation Element updates and Regional Transportation Plan/Sustainable Community Strategy updates throughout the state. Jim specializes in the development of multimodal performance measures for purposes of alternatives selection and prioritization including performance metrics for state and federal congestion management programs and sustainable community strategies under SB 375. He has managed traffic studies for state highway infrastructure improvement projects (PSR/PA-ED Phases), traffic impact fee programs, travel demand modeling, air quality modeling and transportation operational studies for a variety of clients including Caltrans, MPO's and various cities and counties in California. He has served on state and regional planning committees and conference panels for transportation-air quality conformity, performance measurement and SB 743 respectively.



Kamesh Vedula, PE, TE
Principal
Project Manager

Kamesh Vedula has over 15 years in the disciplines of transportation engineering, planning, and modelling. His present roles include Principal-in-Charge, Business

Development, Project Manager, and Transportation Operations Leader, depending on project needs. He oversees the workload balance of the transportation planning/engineering group and coordinates with other groups and regions to level staff resources. He is a specialist of Intersection Control Evaluation (ICE) and has completed several ICE projects within a majority of Caltrans Districts, and conducted ICE analysis training classes in Caltrans District 11 and Headquarters. His project management experience includes PSR-PDS, PA/ED, ICE studies, roundabout planning/design, advanced roundabout operations analysis/design, complete streets studies, corridor studies, traffic impact studies, and traffic safety studies. Kamesh oversees daily operations including team meetings, scheduling, invoicing, and client coordination through active communication. He contributes to business development through conference attendance, positioning with clients and strategic teaming partners, preparation of qualifications and proposals, and interviews for projects.

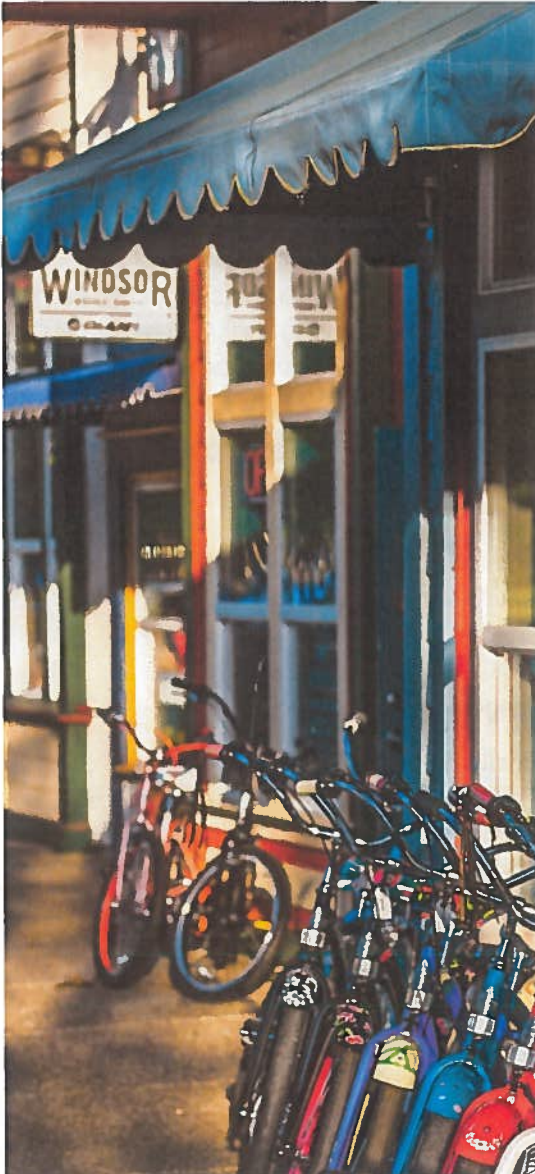


Todd Tregenza, AICP
Senior Transportation Planner

Todd Tregenza has 11 years of professional experience in various areas of transportation consulting with an emphasis on transportation planning projects. He has assisted dozens of agencies on short and long-range planning efforts, including the development of travel demand models, general plan circulation elements, specific plans and master plans, corridor studies, capital improvement programs, nexus and fee studies, transportation operational analysis, and impact analyses. His experience spans public and private sector work for a broad range of projects

that require circulation, safety, and operational analysis from a transportation perspective. Todd also has extensive experience as an on-call transportation planner for local agencies, assisting in the preparation of transportation studies and grant applications, performing peer reviews of impact studies, and developing CEQA impact analyses for development projects of all sizes.

PROJECT EXPERIENCE AND REFERENCES



Windsor General Plan Update

Client: Town of Windsor

Contact: Kenneth MacNab, Community Development Director
Community Development Department
9291 Old Redwood Highway, P.O. Box 100
Windsor, California 95492
(707) 838-5313
kmacnab@townofwindsor.com

Scope of Responsibilities: Lead consultant responsible for every aspect of the General Plan Update, including community engagement, existing conditions, visioning, alternatives, policy document, Program EIR, and adoption.

Project Start Date: April 30, 2014

Project End Date: April 30, 2018

Contract Amount: \$851,732

Key Personnel: Jim Harnish, Brent Gibbons

Subcontractors: UrbanGreen; Rincon Consultants, Inc.; Applied Development Economics; W-Trans

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Gilroy General Plan and Zoning Code Update

Client: City of Gilroy

Contact: Stan Ketchum, Senior Planner
7351 Rosanna Street
Gilroy, California 95020
(408) 846-0566
stan.ketchum@ci.gilroy.ca.us

Scope of Responsibilities: Lead consultant responsible for every aspect of the General Plan and Zoning Code Updates, including community engagement, citizens advisory committee, existing conditions, visioning, alternatives, policy document, zoning code, Program EIR, and adoption.

Project Start Date: September 23, 2008

Project End Date: Currently in progress

Contract Amount: \$2,460,279

Key Personnel: Jim Harnish, Brent Gibbons, Ryan Lester

Subcontractors: AKEL Engineering Group, Inc.; Applied Development Economics; EMC Planning Group, Inc.; Hexagon Transportation Consultants, Inc.; Illingworth & Rodkins, Inc.; Ingram Group; Jacobson & Wack; MindMixer; UrbanGreen

Rohnert Park General Plan Update

Client: City of Rohnert Park

Contact: Jeffrey Beiswenger, Planning Manager
130 Avram Avenue
Rohnert Park, California 94928
(707) 588-2253
jbeiswenger@rpcity.org

Scope of Responsibilities: Lead consultant responsible for every aspect of the General Plan Update, including community engagement, existing conditions, visioning, alternatives, policy document, Program EIR, and adoption.

Project Start Date: March 27, 2018

Project End Date: Currently in progress

Contract Amount: \$1,052,651

Key Personnel: Rick Rust, Jim Harnish, Amy Yang

Subcontractors: Wallace Roberts and Todd, Inc. (WRT); Fehr and Peers; Applied Development Economics; Rincon Consultants, Inc.; Sonoma State University; UrbanGreen



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Los Gatos General Plan Update

Client: City of Los Gatos

Contact: Jennifer Armer, Senior Planner
110 E. Main Street
Los Gatos, California 95030
(408) 399-5706
jarmer@losgatosca.gov

Scope of Responsibilities: Lead consultant responsible for every aspect of the General Plan Update, including community engagement, citizens advisory committee, existing conditions, visioning, alternatives, policy document, Program EIR, and adoption.

Project Start Date: July 9, 2018

Project End Date: Currently in progress

Contract Amount: \$1,174,975

Key Personnel: Rick Rust, Jim Harnish, Brent Gibbons, Renee Funston, Ryan Lester

Subcontractors: Wallace Roberts and Todd, Inc. (WRT); Applied Development Economics; Fehr and Peers; Rincon Consultants, Inc.; UrbanGreen

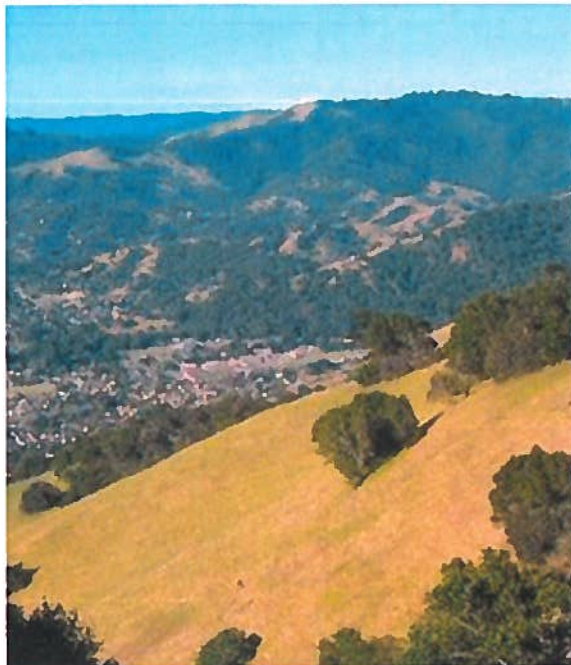


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Kerman General Plan Update

Client: City of Kerman

Contact: Olivia Pimentel, Assistant Planner
850 South Madera Avenue
Kerman, California 93630
(707) 588-2253
opimentel@cityofkerman.org

Scope of Responsibilities: Lead consultant responsible for every aspect of the General Plan Update including existing conditions, policy document, Program EIR, and adoption.

Project Start Date: March 6, 2018

Project End Date: Currently in progress

Contract Amount: \$349,905

Key Personnel: Rick Rust, Jim Harnish, Renee Funston, Ryan Lester

Subcontractors: Rincon Consultants, Inc.; Applied Development Economics

Novato General Plan Technical Studies and EIR

Client: City of Novato

Contact: Steve Marshall, Planning Manager
922 Machin Avenue
Novato, California 94945
(415) 899-8942
smarshall@novato.org

Scope of Responsibilities: Rincon is currently preparing the General Plan EIR for the City of Novato. Rincon's scope of work includes preparing a noise technical study, a traffic study, and a Program EIR. Rincon will also lead a public scoping meeting, prepare all CEQA noticing and provide staff support at public hearings.

Project Start Date: October 2017

Project End Date: Currently in progress

Contract Amount: \$284,265

Key Personnel: Matt Maddox, Kari Zajac



Calabasas 2030 General Plan and Development Code Update and EIR

Client: City of Calabasas

Contact: Tom Bartlett, AICP, City Planner
100 Civic Center Way
Calabasas, California 91302
(818) 878-4225
tbartlett@ci.calabasas.ca.us

Scope of Responsibilities: Rincon completed the 2030 General Plan Update and EIR for the City of Calabasas. GIS and graphics design capabilities were an important component of the work program for this study as the environmental consultant needed to use, update, and create new layers within the City's existing GIS database. In 2010, the report received the Compass Blueprint Achievement for Visionary Planning for Sustainability from the Southern California Association of Governments.

Project Start Date: November 2006

Project End Date: December 2009

Contract Amount: \$90,621

Key Personnel: Matt Maddox



Rancho Mirage General Plan Update and EIR

Client: City of Rancho Mirage

Contact: Jeremy Gleim, AICP, Development Services Director
69825 Highway 111
Rancho Mirage, California 92270
(760) 328-2266
jeremyg@ranchomirageca.gov

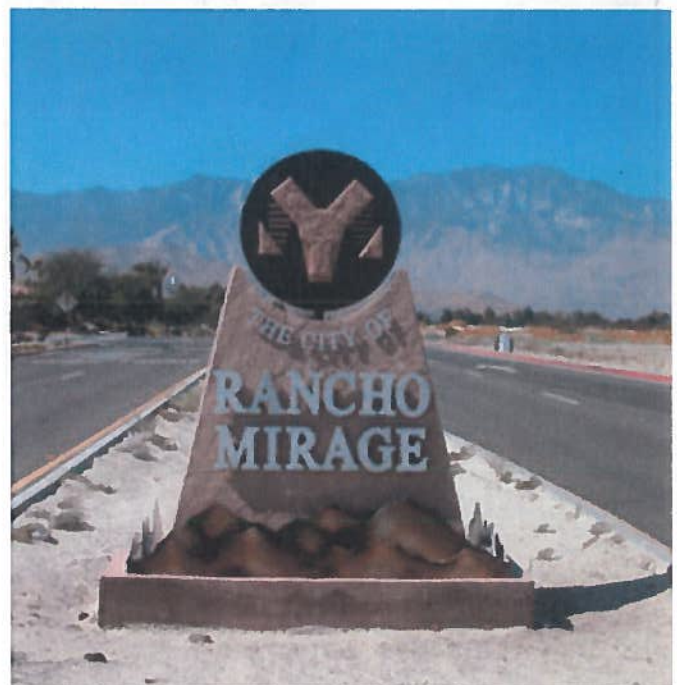
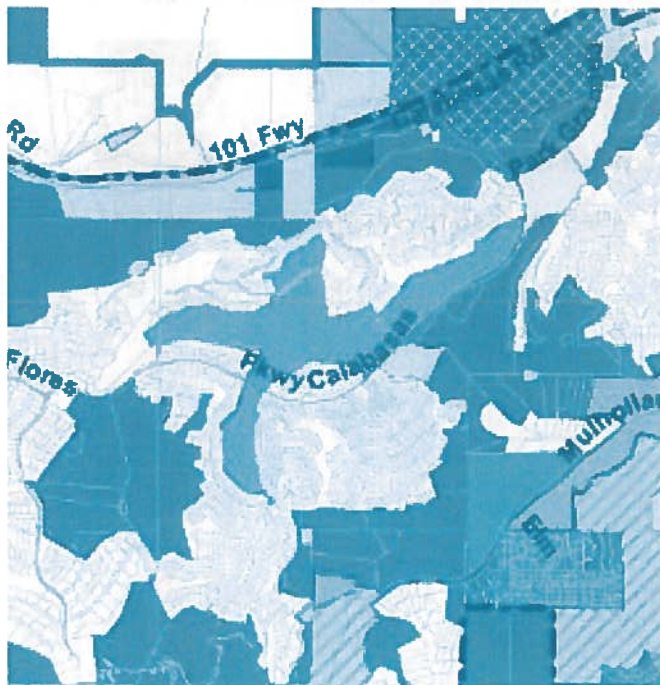
Scope of Responsibilities: Rincon assisted the City of Rancho Mirage with a General Plan Update. The General Plan Update is a "technical" update to ensure compliance with recently adopted State laws, and to modernize the look, organization and user friendliness of the General Plan.

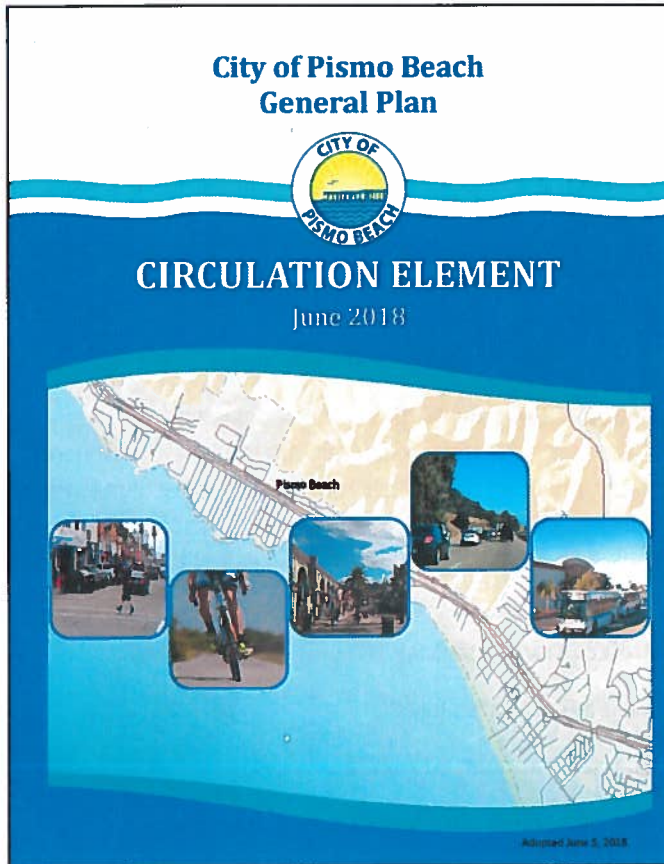
Project Start Date: May 2016

Project End Date: July 2017

Contract Amount: \$274,322

Key Personnel: Matt Maddox, Lexi Journey





Pismo Beach Circulation Element Update

Client: City of Pismo Beach

Contact: Jeff Winklepleck,
Community Development Director
760 Mattie Road
Pismo Beach, California 93449
(805) 773-4658
jwinklepleck@pismobeach.org

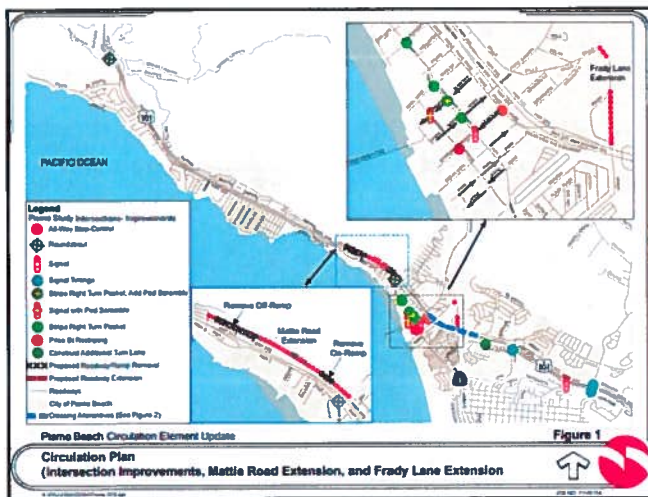
Scope of Responsibilities: The City retained GHD to assess the prior transportation studies and process an update to their Circulation Element. The Circulation Element update responsibilities included the preparation of the Circulation Element goals, policies, transportation improvements, and roadway and intersection standards and classifications. GHD was critical in assisting the City in updating the Circulation Element to include multimodal policies and improvements related to active transportation, consistent with SB 743 and AB 1358, the "Complete Streets Act", while also retaining the sensitivity of the City's historical character and seasonal beachgoer travel patterns. GHD assisted the City in creating policies and plans that would promote active transportation modes and connectivity throughout the City, and implementation measures that include innovative and emerging transportation technology. GHD worked with the City to develop the Circulation Plan, Bicycle Facilities Plan, and Pedestrian Facilities Plan.

Project Start Date: 2017

Project End Date: 2018

Contract Amount: \$127,358

Key Personnel: Martin Inouye, Rosanna Southern



City of San Luis Obispo General Plan Update and EIR

Client: City of San Luis Obispo

Contact: Jake Hudson, Transportation Manager
919 Palm Street
San Luis Obispo, California 93401
(805) 781-7255
jhudson@slocity.org

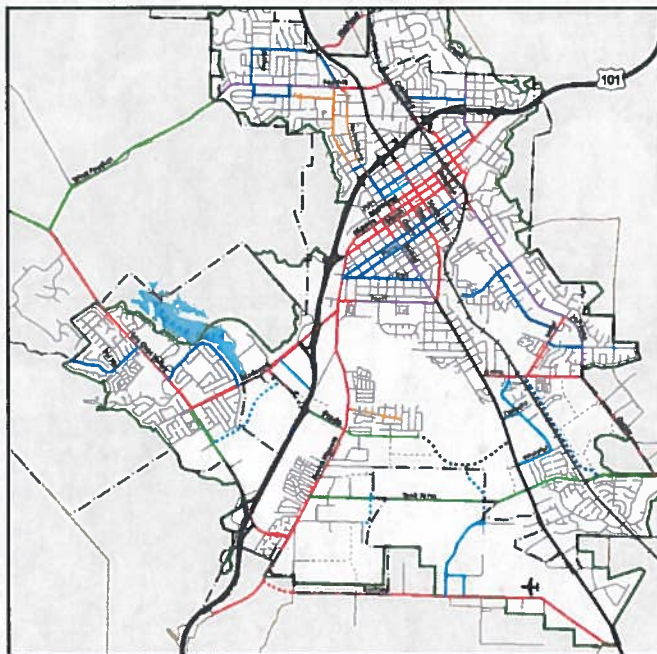
Scope of Responsibilities: Jim managed the traffic analysis of the City of San Luis Obispo General Plan Circulation Element update and EIR. Jim's team developed an existing conditions analysis of the City's transportation system covering all modes of transportation services. In coordination with the City and the land use update consultants, Jim's team developed traffic forecasts and analyses of future traffic conditions for up to three future land use alternatives using the City's travel demand model. Jim's team also assisted in the traffic/circulation portion of the General Plan EIR.

Project Start Date: March 2012

Project End Date: September 2014

Contract Amount: \$198,675

Key Personnel: Jim Damkowitz



MCAG 2018 Regional Transportation Plan/Sustainable Communities Strategy and EIR

Client: Merced County Association of Governments

Contact: Matt Fell, Transportation Planning Manager
369 West 18th Street
Merced, California 95340
(209) 723-3153 x 128
matt.fell@mcagov.org

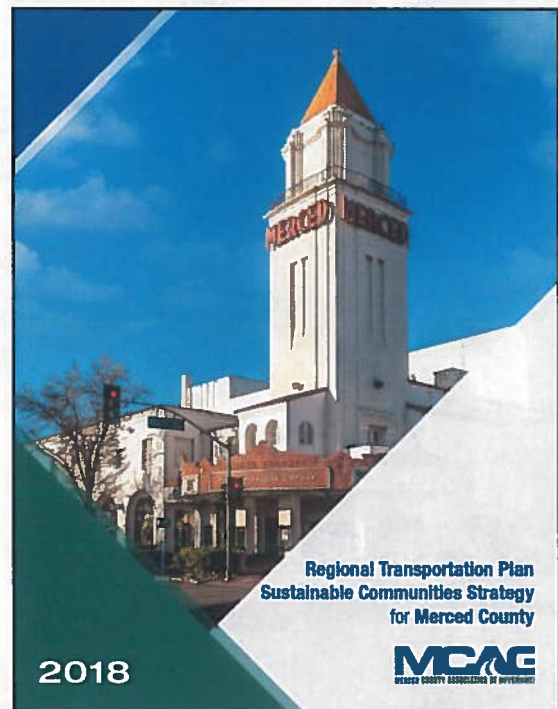
Scope of Responsibilities: Jim is managed the comprehensive update to MCAG's Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS) per SB 375. This entailed the following tasks: updated the demographic and revenue projections for Merced County; developed a financially constrained Tier I CIP list; developed and refined MCAG's RTP/SCS performance measures; generated travel forecasts for each land use scenario; and developed a comparative analysis of each land use scenario.

Project Start Date: June 2017

Project End Date: August 2018

Contract Amount: \$174,144

Key Personnel: Jim Damkowitz



Litigation Experience

Mintier Harnish has not been involved in any litigation of any kind in the last seven years.

Work Samples

The following work samples, as requested, have been bound and included separately:

1. City of Folsom Land Use Element
2. City of Hayward Community Health and Quality of Life Element
3. Town of Windsor Housing Element





WORK PROGRAM

This General Plan Update work program outlines a series of logical phases and tasks, with information from each step creating the foundation for the next step. Our approach allows City staff, Planning Commission, City Council, and the public ample opportunity to review, comment, and provide input and direction on the information developed in each phase. It also helps to keep the community informed and intimately involved in the development of the General Plan, which leads to a higher level of acceptance, support, and successful implementation.

Phase 1: Initiation

During this phase, the Consultants will work with City staff to lay the foundation for the General Plan Update, including establishing communication protocols, identifying roles and responsibilities, developing tools to be used throughout the Update, and establishing the groundwork for community engagement. To encourage efficient use of time, Tasks 1.1 through 1.3 will occur over consecutive days.

Task 1.1: General Plan Update Start-up Seminar

The Consultants and City staff will hold a kick-off meeting at the outset of the General Plan Update. This meeting will provide an opportunity to discuss ideas and expectations for the project, confirm roles and responsibilities, refine the work program and schedule, establish communication protocols, and meet with key City department staff. We will also discuss the community engagement strategy with City staff to ensure that a diverse group of community members

and organizations participate in the General Plan Update process in a meaningful way using the project's online presence, innovative graphics, and multiple means of providing input.

Following this meeting, the Consultants will tour the city with City staff to examine key issue and opportunity sites that will be addressed in the General Plan Update program.

Task 1.2: Stakeholder Interviews

The Consultants will spend one day conducting one-on-one and small-group interviews with key stakeholders and community groups to solicit input on issues and expectations for the General Plan Update. We will develop the list of interviewees in consultation with City staff, which could include elected and appointed officials, City department heads, community and business leaders, environmental groups, senior and other special needs representatives, developers and real estate brokers, business owners, transportation advocates, and other interest groups.

Task 1.3: Community Study Session (Community Workshop #1)

The Consultants will facilitate a Community Study Session with the City Council, Planning Commission, other City commissions and committees, City staff, and interested community members. This study session will provide a common understanding of the need for and purpose of the General Plan Update, the key steps in the process, community engagement opportunities, new State requirements, and contemporary planning issues. We will also facilitate an open dialog to define

the Planning Area for the Update, to gain input on the major planning issues and opportunities facing Ukiah, and to conduct a visioning exercise to help envision Ukiah in 2040.

Task 1.4: Community Engagement Program

The Consultants will organize and implement the community engagement program. The purpose of this program is to inform the community about the General Plan Update, provide information relevant to the project, publish reports and meeting agendas as they become available, and enable interested community members an opportunity to participate in the project on-line. As part of this outreach program, we will develop and use the following engagement components:

- **Branding and Project Logo.** The Consultants will work with City staff to develop an overall brand for the General Plan Update. This will be carried through all materials, the project website, and presentations to build enthusiasm about the project and ensure that this effort is distinct in the minds of the public and other stakeholders. As part of this effort, we will develop three branding options for the City's selection.
- **Project Website.** The Consultants will design, develop, and maintain a project website during the Update project. We will build the website on a user-friendly platform that allows quick and easy updates to the site. In addition to serving as an important public outreach and information tool, the website will provide an administrative record of the project. It will include all meeting announcements/materials, draft and final documents, and meeting summaries. Once the site is live, we will prepare press releases, email blasts, use City social media accounts, and other outreach methods to drive traffic to the site.
- **EngagementHQ.** As part of the project website, the Consultants will set up an EngagementHQ online engagement platform to give the community an easy method to provide input on the Update project anytime, anywhere. EngagementHQ is an online tool that provides a suite of listening, information, analysis, reporting, and relationship management features that enables the Consultants to mix and match precisely the right online tools for effective community engagement. We will regularly update the EngagementHQ site with new questions, surveys, and opinion polls. If desired, we will also train City staff to administer the site, so it can be maintained beyond the General Plan Update project as an ongoing forum for general civic engagement. The EngagementHQ platform has been used successfully on several general plan projects to engage the community. Click the following link to view examples:
 Los Gatos General Plan:
www.engage.losgatos2040.com
 Rohnert Park General Plan:
www.engage.envisionrp.com
 Truckee General Plan:
www.truckee2040.com
- **Social Media.** As part of the Update process, the Consultants will provide content for social media posts that City staff can publish on the City of Ukiah's social media accounts as well as other social media feeds at key points in the Update process.
- **Email Blasts.** Within the first month of the project, the Consultants will develop a template for email blasts that is consistent with the overall project brand. We will work with the City to develop a project-specific email contact list and/or use the City's existing e-notifier to send regular email announcements.
- **Press Releases.** Prior to every community workshop and document release, the Consultants will prepare and distribute news releases to inform media outlets serving the community about upcoming meetings and ensure accurate coverage that sets realistic expectations for what the General Plan does and does NOT do.
- **City Hall Displays.** The Consultants will periodically provide materials for City staff to display at City Hall. These displays will provide timely information on the Update process, provide posters on current developments, and provide opportunities for interactive displays designed to gain community input.
- **Pop-Up Events.** The Consultants will work with City staff to develop interactive materials that can be used by City staff and community volunteers at various community events (such as the Ukiah Farmers Market), providing a great way to educate the community about the Update and to gain their input at key stages of the Update project.



The "Mad Libs" Vision Game was successfully implemented during the Founders Day Celebration in Rohnert Park. City staff and Consultants put together a pop-up booth at the event where over 100 families participated to share their vision of the future.

Task 1.5: Newsletter #1: General Plan Update Overview

The Consultants will prepare a newsletter that describes what a general plan is, how and why it is being updated, the project schedule, and how the community can participate. We will use the newsletter to promote the online engagement and opportunities in the Update process.

Task 1.6: Existing Data Collection and Compilation

Knowledge of existing conditions within Ukiah will give the Consultants, and the community, a more thorough understanding of what has changed since the last General Plan was prepared and what the trends are that will be shaping the community's future. At the beginning of the Update process, and prior to initiation of public engagement, the Consultants will prepare a Request for Information (RFI), which will list the data items typically collected from a community. The Consultant team will take the first run at collecting this information from online resources. Following this step, the Consultants will provide the RFI to the City. The items requested (including native format files, whenever possible) typically include the following:

- Applicable plans, studies, and analysis documents that currently exist within the various departments in the City that pertain to the General Plan. Documents may include, but are not limited to:
 - Existing General Plan (1996)
 - Specific Plans
 - Transportation plans and traffic data
 - Hazard mitigation plan
 - Parks, open space, trails and recreation plans
- Municipal Code
- Any other pertinent information, documents, plans, and other items identified by City staff
- Applicable plans, studies, and analysis documents concerning infrastructure and utilities

The Consultants will use and rely upon these existing resources during the development of the General Plan and EIR. The information collected from the City and other entities will be supplemented with data collected by the Consultant team as described in Phase 2.

Task 1.7: Assemble GIS Data and Prepare Base Map

The Consultants will work with the City to obtain existing City and County GIS data and review City mapping protocol and requirements. We will prepare basemaps for reports and display presentation, including establishing a uniform legend and title block for use on all project maps. We will develop all GIS data and mapping prepared for the General Plan Update consistent with City protocols and data formats to ensure easy integration into the City's information system. At the conclusion of the project, we will provide to the City all original data as well as project specific data layers modified or created by the Consultants as part of this project.

Deliverables:

- Kick-off Meeting Summary (digital version)
- Stakeholder interviews summary (digital version)
- Community Study Session Materials
- Community Study Session Summary (digital version)
- Request for Information (digital version)
- GIS Basemaps (digital version)
- Project Logo (digital version)

- Project Website and Engagement HQ Site Setup
- Newsletter #1; General Plan Update Overview (100 hard copies and digital version on website)

Phase 2: Existing Conditions and Trends

Some general plan update programs include an existing conditions background report at the onset of the update which eventually serves as the project description and setting for the environmental impact report (EIR). The background report tends to be lengthy and voluminous in nature and the data can become outdated by the time the EIR is prepared. Our approach to documenting and describing existing conditions and trends is to focus on the topics of importance to the community and to communicate key information and facts on these topics in a way that is succinct, graphically-oriented, engaging, and encourages dialogue with the community.

To address the need to 1) get succinct information on existing conditions and trends to the community early in the process and to 2) keep the detailed existing conditions data current for the EIR, the Consultants propose dividing the existing conditions reporting into two components. The first component will be the preparation of an Existing Conditions and Trends Workbook that will summarize key topics that are critical to public engagement on issues and alternatives development. The Workbook will require initial data collection and research to provide the high-level summary (see Task 2.2). The second segment of the existing conditions task will include a more detailed discussion on each specified topic at a level appropriate to support the environmental analysis. This portion of the work will take place in Phase 5: Environmental Review, as part of the development of the Administrative Draft EIR.

Task 2.1: Existing Conditions and Trends Data Development and Evaluation

The Consultants will collect, research, and assess existing conditions and trends for the following topics. As described earlier, a summary of key information will be presented in the Existing Conditions and Trends Workbook (Task 2.2) while the full data assessment will be included in the EIR under Phase 5.

Land Use. The Consultants will analyze the existing General Plan land uses and other adopted plans that affect development in Ukiah. We will map and analyze existing

land uses based on available GIS and/or Assessor's data and identify opportunities and constraints for future development and reuse. We will also describe regional planning efforts affecting the city.

The Consultants will also assess the community character of Ukiah neighborhoods and districts and the design characteristics of each. This will include an understanding of architectural patterns, community gateways, and major geographic features that define the character of Ukiah.

Population, Employment, and Housing. The Consultants will collect and assess historical, current, and projected population, employment, and housing characteristics in the Planning Area. We will work with the Mendocino Council of Governments (MCOG) to obtain the most current demographic and housing data, including U.S. Census data, and data available from the California Department of Finance.

Circulation and Transportation. The Consultants will compile data and information on roadway segments, transit services, and bicycle and pedestrian facilities. We will prepare a detailed description accompanied with maps and graphics illustrating the roadway system, bicycle and pedestrian facilities, peak hour traffic counts, and transit routes and stops. We will use available Census and travel survey data (i.e., Journey to Work Data) to describe the travel behavior of Ukiah residents and employees, as well as, Federal, State, regional, and local regulations pertaining to multi-modal circulation in Ukiah. Further details on the data collection and traffic analysis to be conducted is included under Task 5.3.



Biological Resources. The Consultants will compile data on sensitive habitats, principal vegetation cover types, and special-status and endangered species. This will include primary source material from the local and regional habitat plans, supplemented with limited windshield surveys and review of existing biology studies completed of the city.

Cultural Resources. The Consultants will compile data on historic structures and locations and conduct an archaeological sensitivity analyses for both prehistoric and historic sites using records maintained at the regional information center and published in research papers. We will ensure that appropriate individuals are contacted with the surrounding Native American Tribes to ensure sensitive cultural resources area documented appropriately. This assessment will include identification of areas for the protection of cultural resources consistent with recent State mandates (SB 18).

Public Facilities, Services, and Infrastructure. The Consultant will compile data on infrastructure, resources, services, and facilities related to the following: water supply and delivery, wastewater collection and disposal, stormwater drainage, solid waste and recycling, energy and telecommunications, law enforcement, fire protection, health care, schools and education, and government services. For each topical area described, the Consultants will identify planned facility improvements and estimate future demands based on projected development compared to available capacity and planned improvements, identifying potential facility and/or service shortfalls. We will also assess if the General Plan must include information related to recent State mandates that

require cities to identify service needs for unincorporated disadvantaged communities (SB 244).

Noise. The Consultants will review existing noise data, including recent EIRs and studies, and summarize existing noise environment in Ukiah (i.e., major roadways and highways, stationary noise sources and activities). We will also document existing noise-sensitive areas and sites. The Consultants will also summarize current information on ground vibration. As part of the General Plan (Phase 4) and EIR (Phase 5) components, we will also update existing noise contours based on the data collected during the noise monitoring survey and traffic data developed/collected.

Air Quality. The Consultants will compile data on existing air quality conditions within Ukiah and the nearby vicinity. This will specifically include the location of existing sensitive receptors and emission sources, existing mass emissions, ambient air quality concentration data from the most applicable monitoring station(s), attainment designations, and natural factors that relate to the transport and dispersion of air pollutants. This summary will include applicable Federal, State, and local regulations, as well as thresholds of significance recommended by the Mendocino County Air Quality Management District and rules for required compliance.

Safety and Hazards (including geology). The Consultants will compile data on existing natural and manmade hazards. As part of this evaluation, the Consultants will summarize the geological environment and associated hazards. This section will address Seismic Hazard Zones (i.e., Seismic Hazards Mapping Act of 1990 and the



Alquist-Priolo Earthquake Fault Zoning Act of 1972) and soil strength properties. The Consultants will describe major creeks, streams, and drainages, and will summarize the latest FEMA floodplain mapping to illustrate potential safety and development constraints. We will summarize urban and wildland fire risks, fire hazard risk areas, and fire protection resources. The Consultants will also summarize major users and producers of hazardous materials within or adjacent to the city.

Hydrology and Water Quality. The Consultants will summarize sources of groundwater and surface water, water consumption rates, measures used to conserve water, and renewable water facilities and resources. This section will document potential pollution sources, areas susceptible to water quality degradation, and source issues and capacity constraints.

Task 2.2: Existing Conditions and Trends Workbook

The Consultants will prepare an Existing Conditions and Trends Workbook. The Consultants will write the Workbook in an engaging way to tell a thought-provoking story of Ukiah – where it has been, where it is today, and the trends that will shape its future. The Workbook will be highly-graphical and will use infographics, charts, maps, and photographs combined with storytelling techniques. While the content will largely depend on the direction provided by City staff, decision-makers, and the community during the initial outreach efforts, the Consultants assume the workbook will cover, at a minimum, the following topics:

- Purpose of the General Plan Update
- Location and geographic boundary descriptions, including the regional setting, Planning Area, Sphere of Influence, and city limits
- A description of the city's history, including a graphic timeline of significant events, places, and people in Ukiah's past
- A description of what has changed since Ukiah last updated its General Plan, including local trends as well as national and global trends that have shaped our lives and will continue to shape the future (e.g., online shopping, social networking, car-sharing, self-driving cars, sustainable community initiatives)
- A snapshot of current conditions and trends, including a demographic profile, housing characteristics, economic and market conditions,

transportation infrastructure and travel patterns, community character description, and population and development trends

- A description of quality of life characteristics, including parks and open space, arts and culture, and public realm improvements that have made Ukiah an exceptional place to live

This task includes preparation of an initial outline, an administrative draft for staff review, and a final draft that incorporates edits following one round of review by City staff. The Consultants will use the Workbook, along with the Ukiah Story Maps developed in Task 2.3, to help shape the discussion about policy options and land use choices.

Task 2.3: Ukiah Story Maps

"Where are areas with flood potential?" "What are the allowed land uses near my house?" "Where are the bike lanes in the community?"

These are examples of common questions that community members could have related to the proximity of geographic features. To allow community members to get answers to these questions, the Consultants propose to develop an online map book for the city using Story Maps by ESRI. While maps and geography play a key role, the Story Map will be a mix of maps, graphics, and text that will summarize the information from the Existing Conditions and Trends Workbook in an exciting and accessible format.



Task 2.4: Newsletter #2: Existing Conditions and Trends

The Consultants will prepare a two-page newsletter that promotes the information available in the Existing Conditions and Trends Workbook and Ukiah Story Maps component. The newsletter will be used to promote use of these documents (which will be available on the project website) and online engagement opportunities.

Task 2.5: General Plan Audit

The Consultants will work with City staff to evaluate the 1996 General Plan to determine what works, what does not work, and where the plan is not providing adequate or current guidance. This will be done using our proprietary

General Plan Evaluation Tool. Our General Plan Evaluation Tool will provide insights on the existing General Plan's clarity; linkages to other plans; progress in achieving desired outcomes; and whether goals, policies, and actions should be carried forward, modified, or removed. This audit will also look at the additions needed to address changes in State law, the 2017 OPR General Plan Guidelines, and contemporary planning practice and content. The results of this review will be documented in a General Plan Audit Report.

Task 2.6: Consultant/Staff Work Session

The Consultants will facilitate a work session with City staff to review the results of the research conducted to date and work on the preparation of a draft vision and guiding principles based on inputs from Community Workshop #1. The Consultants will review and discuss the results of the General Plan Audit and the organization and content of the updated General Plan (including proposed element structure and consolidation). The Consultants will also identify and discuss potential focus areas for land use change and, if appropriate, tour these areas.

Task 2.7: City Council/Planning Commission Joint Study Session

The Consultants and City staff will facilitate a joint study session with the City Council and Planning Commission to discuss progress on the project, the General Plan Audit process and key findings, the proposed General Plan organization, and possible areas for land use changes. At this Study Session, we will also present a draft Vision Statement and Guiding Principles. Input on these

components will be important in guiding development of alternatives in Phase 3.

Deliverables:

- Existing Conditions and Trends Workbook (digital version)
- Ukiah Plan Story Maps (digital version)
- General Plan Audit Report (digital version)
- Newsletter #2: Existing Conditions and Trends (100 hard copies, digital version)
- Study Session Materials
- Final Vision and Guiding Principles (digital version)

Phase 3: Alternative Choices

During this phase, the Consultants will facilitate dialogue with the community and decision-makers to establish community priorities for future growth and change. We will use the results of the Existing Conditions and Trends Workbook, Ukiah Story Maps, Community Workshop #1, input from EngagementHQ exercises, the General Plan Audit, and the Vision and Guiding Principles to develop land use and policy alternatives that will be reviewed with the community, Planning Commission, and City Council. Out of this dialogue we expect to emerge with a consensus on future growth and change.

Task 3.1: Growth and Policy Alternatives

Based on the initial direction from the City Council and Planning Commission, the Consultants will prepare issue and opportunity area maps and a potential development



areas map that will form a framework for the discussion of land use alternatives. We will also prepare a list of key policy alternatives for discussion.

Task 3.2: Consultant/Staff Work Session

The Consultants and City staff will have a work session to refine the growth and policy alternatives for discussion at Community Workshop #2.

Task 3.3: Community Workshop #2: Developing Growth and Policy Alternatives

The Consultants will assist City staff to organize and facilitate a Community Workshop to present the Consultant's findings to date and to present initial growth and policy alternatives. Following a presentation of the alternatives, the Consultants and City staff will facilitate breakout sessions with community members organized around development opportunity sites and policy options. Using maps, graphics, and three-dimensional building blocks, community members will provide their ideas about growth and change. We might ask participants the following questions:

- What is your big idea for the future development of each area?
- Which types of development and uses should be part of this area's future?
- How should each area be connected to the rest of the city? What's the best way to get in, out, and around here? Would changes need to be made to make this area more accessible?
- Are there other areas of the city you would like to see reimaged? How would you like to see them change?

The Consultants and City staff will then use the results of Community Workshop #2 to refine the Alternatives for presentation at a joint study session of the City Council and Planning Commission.

Task 3.4: City Council/Planning Commission Joint Study Session

The Consultants will assist City staff to facilitate a joint study session of the City Council and Planning Commission to present the results of Community Workshop #2 and discuss the Consultant and City staff recommendations. We will ask the City Council to provide direction on their preferred alternative.

Deliverables:

- Draft Growth and Policy Alternatives (digital version)
- Community Workshop #2 materials (display boards, maps, handouts)
- Community Workshop #2 Summary (digital version)
- Study Session Materials
- Preferred Growth and Policy Alternatives (digital version)

Phase 4: Preparing the General Plan

Preparing the General Plan is the most enduring part of the Update process. The goals, policies, and implementation programs will serve as the City's blueprint for growth and development for the next 20-plus years. It memorializes all the decisions and directions made to this point in the update process and acts as the guide for how the City and community can achieve the vision for the future. We will craft the General Plan as an effective tool for staff implementation and it will be a highly-graphic, engaging plan that is easy for everyone in the community to understand.

Task 4.1: Administrative Draft General Plan

The Consultants and City staff will prepare an Administrative Review Draft General Plan. The Consultants will format the General Plan to be attractive, contemporary, and user-friendly, using extensive photos, illustrations, and maps. The plan will address the State-mandated topics, including land use, circulation, conservation, open space, safety, noise, and environmental justice, as well as optional elements and topics (e.g., public facilities and services, cultural and historic resources, economic development, parks and recreation, airport, energy, and other topics of local concern). We will address all the requirements of State law, such as complete streets, flood risk reduction, adaptation, and resiliency using the 2017 OPR General Plan Guidelines as a guide. The Plan will reflect best practices for addressing contemporary planning issues, such as retail trends, transportation technology, and community health.

The General Plan organization will be determined with City staff, Planning Commission, and City Council as part of Tasks 2.6 and 2.7. Cross-cutting topics, such as climate change/sustainability and healthy communities could be addressed either as themes addressed throughout the General Plan or separate, standalone elements. The

General Plan will include a matrix or similar tool to illustrate that proposed elements are fully integrated and internally consistent.

The Consultants will prepare a comprehensive implementation strategy that includes discrete, tangible actions the City will undertake to implement the goals and policies. The implementation strategy will include an updated economic development strategy. The Consultants will also review current implementation ordinances/regulations and include recommendations as a part of the implementation programs for ordinance revisions needed to maintain consistency with the General Plan.

Housing Element. We will assist staff with updating the Housing Element to address the 2017 housing package, MCOG RHNA allocation, and assist the City in coordinating with HCD on their review and certification of the updated Housing Element. We will then integrate the Housing Element into the General Plan upon preparation of the final documents. Support for this effort is itemized separately on the sealed, enclosed cost estimate.

Task 4.2: Prepare Land Use and Circulation Diagrams

The Consultants will prepare an updated land use diagram as part of the Administrative Draft General Plan. We will discuss options for streamlining the land use designations and graphic design options for making the land use diagram user-friendly. Based on the distribution of land uses on the Land Use Diagram, the Consultants will develop and prepare a Draft Circulation Diagram. We will review existing roadway classifications and work with staff to develop a concise set of roadway classifications that fit the needs of the City and that address new State regulations related to multi-modal transportation. The classifications and diagram will indicate the distribution, location, and standards for county roadways. If desired by the City, the classifications could also expand upon the functional classifications to consider street context and non-auto travel modes.

Task 4.3: Preliminary Public Review Draft General Plan

Following City staff review, the Consultants will revise the Administrative Draft General Plan and prepare a Preliminary Public Review Draft General Plan for review by the community, Planning Commission, and City Council. This step of reviewing the Preliminary Public Review Draft General Plan with advisory bodies and decision-makers

is important to ensure the Draft Plan meets expectations before conducting the CEQA analysis.

Task 4.4: Newsletter #3: Draft General Plan

The Consultants will prepare a newsletter summarizing the Preliminary Public Review Draft General Plan and advertising the upcoming Community Workshop #3, Planning Commission, and City Council meetings.

Task 4.5: Community Workshop #3

The Consultants will assist City staff in facilitating Community Workshop #3 to present the Preliminary Public Review Draft General Plan. We will include several informational stations that highlight key General Plan topics and the changes proposed as part of the Update. We will use this opportunity to inform the community about the General Plan contents, solicit their input, and help them understand their opportunities for expressing their opinions to the City.

Task 4.6: Planning Commission Study Session: Preliminary Public Review Draft General Plan

The Consultants will assist City staff in facilitating a study session with the Planning Commission to review and confirm the Preliminary Public Review Draft General Plan. We will summarize the results of the Community Workshop and EngagementHQ. The Planning Commission will recommend any revisions or adjustments to the General Plan to the City Council.

Task 4.7: City Council Study Session: Preliminary Public Review Draft General Plan

The Consultants will assist City staff in facilitating a study session with the City Council to review and confirm the Preliminary Public Review Draft General Plan. We will summarize the results of the Community Workshop and EngagementHQ, as well as the Planning Commission recommendations. The City Council will provide direction on revisions or adjustments to the General Plan prior to the Consultants conducting the CEQA analysis.

Task 4.8: Public Review Draft General Plan

Based on direction from the City Council, the Consultants will prepare the Public Review Draft General Plan for publication and environmental review.

Task 4.9: General Plan Consultation and Referrals

State law requires consultation with a variety of Federal, State, regional, and local agencies whenever a jurisdiction updates or amends its general plan (e.g., Native American Tribes, Military Branches, water agencies). These statutes are located throughout the Government Code and have varying requirements for when draft and final documents must be submitted and how long agencies have to review and provide comments. We maintain a checklist of agency consultation requirements that we will use to ensure the City provides the Public Review Draft General Plan to the appropriate agencies.

Deliverables:

- Administrative Draft General Plan (electronic versions)
- Preliminary Public Review Draft General Plan (10 hard copies, electronic versions)
- Newsletter #3: Draft General Plan (100 hard copies, digital version)
- Community Workshop #3 materials (display boards, maps, handouts)
- Community Workshop #3 Summary (digital version)
- Summary of Community EngagementHQ Input (electronic versions)
- Public Review Draft General Plan (10 hard copies, electronic versions)

Phase 5: Environmental Review

Based on review of the City's request for proposals (RFP) and our experience preparing General Plan EIRs, we recommend the preparation of a programmatic environmental impact report (EIR) to comply with the California Environmental Quality Act (CEQA). Use of a programmatic EIR provides the City with the opportunity to consider broad policy alternatives and programwide mitigation measures and greater flexibility to address environmental issues and/or cumulative impacts on a comprehensive basis.

Once an EIR has been certified, subsequent activities within the program, such as a development application consistent with the General Plan, may be evaluated to determine its consistency with the Program EIR. This comparison will directly support the decision as to what, if

any, additional CEQA documentation needs to be prepared. If the EIR addresses the program's effects as specifically and comprehensively as possible, many subsequent activities could be found to be consistent with the EIR mitigation parameters and additional environmental documentation may not be required (CEQA Guidelines Section 15168(c)). In such a scenario, the EIR serves a valuable first-tier environmental analysis that will assist in streamlining and possibly exempting future projects from CEQA. The Program EIR will evaluate the potential physical impacts of the General Plan's goals, policies, and programs. While we will strive to prepare a self-mitigating general plan, many General Plan EIRs reveal additional policy direction that can be folded back into the elements, thereby streamlining future actions consistent with the General Plan.

Task 5.1 Notice of Preparation

The Consultants will develop a preliminary project description and prepare a draft Notice of Preparation (NOP) pursuant to the CEQA Guidelines for City staff to review. The NOP is geared toward other public agencies, but it also intended to inform the broader public of the pending environmental review. The Consultants will make any necessary changes to the NOP and provide an electronic copy to City staff for signatures, publication, and distribution. The Consultants will distribute the NOP to the State Clearinghouse and distribute the NOP to the County Clerk/Registrar Recorder and the City's list of local interested parties, commencing a 30-day public review period.

Task 5.2: Scoping Meeting

The Consultants will conduct a public scoping meeting during the 30-day NOP period to provide an overview of the Program EIR process and obtain input on the EIR scope of work. The scoping process may also help in framing possible alternatives that would avoid potential significant environmental impacts. Ideally, this meeting can be held in conjunction with a draft General Plan rollout meeting, underscoring the value of reviewing both the draft plan and the incumbent environmental analysis together. The scoping meeting will include an oral presentation supported with graphic information and will be designed to stimulate input and comments from attendees pertaining to the scope of the EIR. The Consultants assume that the scoping meeting location identification, invitation, logistics, and other noticing will be arranged by City staff.

The scoping meeting details would also be included in the NOP itself. The Consultants will summarize input gathered during the scoping meeting as well as all written input received during the 30-day NOP review period. The Consultants assume that City staff will be the point of contact responsible for gathering public comments outside of the scoping meeting.

Task 5.3: Administrative Draft Program EIR

The Consultants will prepare an Administrative Draft EIR that will address each topic in accordance with the CEQA Guidelines. Upon completion, printed copies and electronic versions of the administrative draft document will be delivered to City staff for review and comment. The Administrative Draft EIR will include the following sections:

- Executive Summary
- Introduction
- Project Description
- Environmental Setting
- Discussion of Existing Conditions, Environmental Impacts, Mitigation Measures, and Cumulative Impacts
- Effects Found Not to be Significant
- Other CEQA-Mandated Sections
- References and Organizations/Persons Consulted

The project description, to be developed closely with the City and General Plan team, will contain the City's primary objectives for the General Plan, a description of the plan's jurisdictional boundaries, and existing conditions. It will present proposed land uses, infrastructure concepts, policies, programs, and development regulations. Phasing information will also be included, if available. The information will be described in text, tabular, and graphic forms (maps and diagrams).

The Consultants typically orient analyses around clear impact statements that are separately highlighted in the text. This allows a more precise statement of the specific issue at hand and sets the stage for the technical discussion that follows. If the impact level warrants mitigation measures, they are indexed to and immediately follow the numbered impact in question. We have found that such an approach focuses the analysis and becomes clearer for the public and decision-makers to follow. Each topical section will include:

- a. Existing environmental conditions and pertinent regulatory policies;
- b. Thresholds of significance;
- c. A description of environmental changes that would result from implementation of the general plan and whether those changes would be significant;
- d. Mitigation measures to reduce or avoid the potentially significant impacts;
- e. A conclusion as to whether significant impacts would remain after implementation of mitigation measures; and
- f. A discussion of cumulative impacts.



Technical Studies: Transportation

Evaluating Current General Plan and Existing Conditions. The Consultants will cover key topics including existing roadway facilities, safety, traffic level-of-service at key intersections and roadway segments, current General Plan, and the operative legislative framework under which this Transportation and Mobility Element update will be developed (i.e., SB 743, AB 32, AB 1358, etc.). The Consultants will describe the current status and future needs of the following countywide sub-systems:

- Roadways, including roadways of all functional classifications and designations;
- Transit services, including local and regional services;
- Railway facilities;
- Bikeway facilities, Class I – IV;
- Pedestrian facilities;
- Goods movement – truck, rail, and air freight; and
- Aviation facilities.

Traffic Count Inventory Evaluation and Data Collection. The Consultants will consolidate all existing traffic count data and stratify this data by count source, facility type, and age of count. Existing traffic count data bases from the Highway Performance Monitoring System (HPMS), published data from Caltrans, City, MCOG, and City/MCOG travel demand model validation counts will be examined for applicability. In coordination with the City, the Consultants will identify new data collection needs that, when combined with the “usable existing counts,” can properly reflect the existing condition of the City’s transportation infrastructure.

CEQA Analysis. The Consultants will work with the City to develop significance criteria to evaluate the transportation system. The Consultants will develop future daily traffic forecasts at up to 25 roadway segments for the General Plan. GHD will work with the City to develop Level of Service (LOS) thresholds to conduct the daily roadway travel forecasts for the 25 segments and develop vehicle miles traveled estimates for the greenhouse gas assessment in compliance with the 2017 Office of Planning and Research (OPR) General Plan Guidelines and Senate Bill 743.

The Consultants will use the City’s model to evaluate the General Plan and two project alternatives using VMT estimates, including citywide VMT, home-based VMT, and employment-based VMT. The Consultants will also use the MCOG model to examine full trip lengths for all internal-external (I-X) and external-internal (X-I) trip lengths. The Consultants will produce 25 daily roadway segments traffic forecasts for the preferred alternative from locations where previous counts were collected. The Consultants will also identify the major transportation infrastructure necessary to address the deficiencies identified through modeling.

Issues to be analyzed in a programmatic framework will include:

- Aesthetics
- Agriculture/Forestry Resources
- Air Quality
- Biological Resources
- Cultural Resources
- Energy
- Geology and Soils
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use and Planning
- Mineral Resources
- Noise
- Population and Housing
- Public Services
- Recreation
- Transportation and Traffic
- Tribal Resources
- Utilities and Service Systems
- Wildfire

Approaches to the impact analysis for the Program EIR will be discussed with City staff and will be consistent with the assumptions and methodologies used in recent EIRs in the city to the extent possible. In general, the impact analysis will focus on the issues present in the Planning Area and likely to be affected or impacted by the General Plan Update. Some issues may not require a detailed analysis relative to other issues because they do not occur in Ukiah or would be unaffected by the project. For such issue areas, the analysis will be contained in the "Effects Found Not to be Significant" section of the Program EIR.

Alternatives Analysis. A range of alternatives will be considered in the Program EIR. State CEQA Guidelines require consideration of the "No Project" Alternative. For purposes of this Program EIR, the No Project Alternative would be a continuation of the existing General Plan without any updates or additions. In addition to the "No-Project" Alternative, the Consultants will consider other

alternatives (such as alternative land use scenarios) that were developed during the General Plan Update. Evaluation of alternatives will be in less detail than that for the proposed project, though the analysis will provide decision-makers and the public adequate information to decide between alternatives. This section will also identify the "environmentally superior alternative." If the "No Project" Alternative is determined to be environmentally superior, the ADPEIR will identify the environmentally superior alternative among the remaining scenarios.

Climate Adaptation and Resiliency. As required by SB 379, the Consultants will address climate adaptation in the General Plan. We will create a short, easily digestible "state of the science" about historic and future climate hazards, such as flooding and drought, extreme heat events, and wildfire. Using this climate-related hazard data, the Consultants will first prepare a vulnerability assessment describing the potential impacts of climate change on vulnerable physical assets (e.g., properties and buildings, transportation systems, open space and ecosystem areas) and populations. Then we will define adaptation and resilience strategies and actions for the General Plan. These policies will be integrated throughout the plan to ensure resiliency is considered in all aspects of planning.

Adaptation and Resilience Strategy. The Consultants will develop a set of policies and actions guided by the Vulnerability Assessment that will improve resiliency and reduce or eliminate risks from natural hazards in Ukiah. The Consultants will ensure resilience policies and strategies are fully integrated into the General Plan with emphasis on land use, circulation, and safety in a way that is effective and implementable.

The Adaptation and Resilience Strategy will include suggested projects, programs, and funding sources for natural hazard mitigation and response, and will directly tie to the forthcoming Mendocino County Local Hazard Mitigation Plan and Emergency Operations Plan. The strategy will be developed in coordination with City staff, including the Public Works and Community Development Department, local emergency response providers, and elected officials.

Cumulative Impacts. The document will evaluate cumulative impacts based on planning documents for the Planning Area. The contribution of the proposed project to the overall cumulative impact will also be estimated and discussed.

Other CEQA Sections. The ADPEIR will provide, in addition to the sections discussed above, all other required CEQA sections, including areas of known controversy, growth inducement effects, and significant unavoidable impacts.

Task 5.4: Staff Review/Screen Check Draft Program EIR

The Consultants will incorporate City staff input into the ADPEIR and provide City staff with digital versions of the ADPEIR in both Word and PDF formats. City staff will conduct one review of the ADPEIR and provide consolidated comments and edits. The Consultants will incorporate appropriate revisions and prepare a Screen Check Draft Program EIR. We will provide the Screen Check version in a digital format.

Task 5.5: Draft Program EIR

After the City has reviewed the Administrative Draft EIR, the Consultants will meet with City Staff to review the City's comments and strategize on how best to address important issues (e.g., future streamlining, SB 743, and project specific analysis). Following this meeting with City staff, the Consultants will respond to City comments on the Administrative Draft EIR.

After addressing the City's comments, the Consultants will provide the requisite number of printed copies of the Draft EIR to City staff for distribution and a PDF file optimized for web posting and public noticing. The Consultants have budget for 35 paper copies. The Consultant will oversee the submittal of the EIR to the State Clearinghouse for the 45-day public review period and will prepare for posting a Notice of Availability with the Mendocino County Clerk's office. The Consultants will be responsible for mailing the Notice of Availability to the County Clerk, responsible and local agencies, stakeholders, and a newspaper of general circulation.

Deliverables:

- Draft and Final Notice of Preparation (digital version and submittal of copies of the NOP with the State Clearinghouse)
- Scoping Meeting Materials
- Administrative Draft Program EIR (2 hard copies and 10 CD copies to the City)
- Screen Check Draft Program EIR (digital version)
- Draft Program EIR (10 hard copies and 10 CD copies sent to the City and 15 hard copies of the

Executive Summary and 15 CD copies of the Draft Program EIR submitted to the State Clearinghouse, NOA submitted to the County Clerk)

Phase 6: Certification of the Final Program EIR and Adoption of the General Plan

During this phase of the Project, the consultants will prepare the final documents and facilitate Public Hearings, certification of the FPEIR, and adoption of the General Plan.

Task 6.1: Response to Comments

Within three weeks of receipt of all comment letters on the Draft Program EIR, the Consultants will submit a draft Response to Comments to City staff for review. The Response to Comments document will include a list of commenters, comment letters, responses to comments, and any added or revised text of the Draft Program EIR that may be necessary. All responses will include reasoned analysis and, as necessary, will include additional analysis. The final version of the Response to Comments will be incorporated as an appendix to the Final Program EIR.

The scope and budget assume a level of effort that would include 100 hours of staff time for this task. This assumes receipt of approximately 15 to 25 comment letters. If the number of comment letters and the effort to prepare responses is greater than anticipated, the Consultants will notify City staff immediately and discuss options to amend our scope of work and budget as necessary. Following receipt of City staff comments, the Consultants will finalize the Response to Comments.

Task 6.2: Mitigation, Monitoring, and Reporting Program

Concurrent with the Response to Comments, the Consultants will prepare a Mitigation Monitoring and Reporting Plan (MMRP), which will be included in the Final Program EIR. The MMRP will be provided in a format designed for use by planners, environmental monitors, or code enforcement officers. Essentially, this plan will take the form of a detailed table that describes:

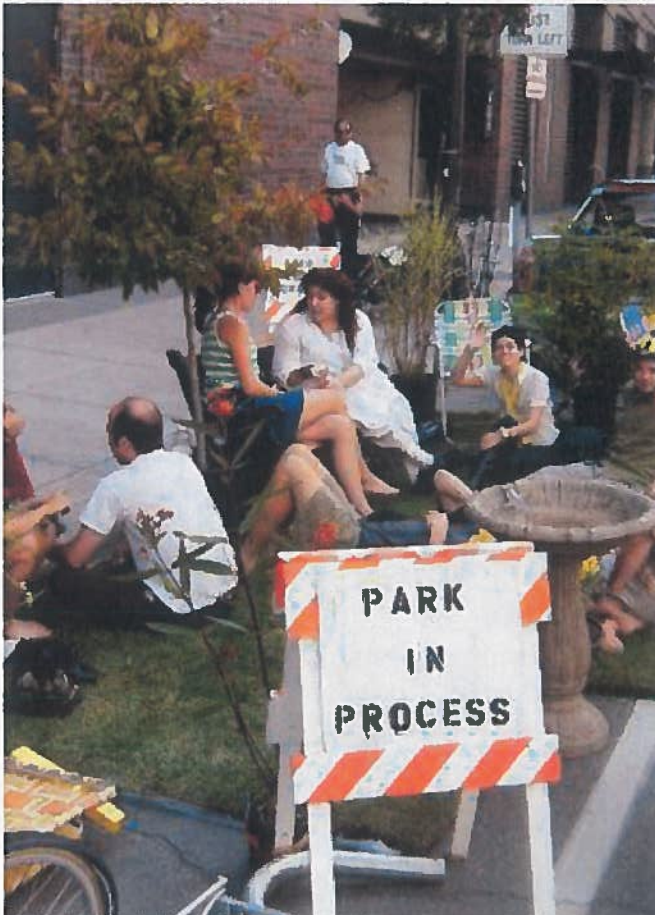
- Persons/agencies responsible for monitoring compliance with each condition

- Timing when monitoring must occur
- Frequency of monitoring
- Criteria to be used to determine compliance with conditions

The final version of the MMRP will be incorporated as an appendix to the Final Program EIR.

Task 6.3: Final Program EIR

The Consultants will complete the Final Program EIR after the review period has closed and all comments submitted during that period have been received. The Final Program EIR will include corrections to the Draft Program EIR (if warranted), comments received, and responses. The Consultants will prepare a Screen Check Final Program EIR for City staff review and confirmation followed by a Final Program EIR after incorporating comments from City staff. The Consultants will produce print and digital copies of the Final Program EIR. Within one day of Final Program EIR certification and project approval, the Consultants will submit the draft Notice of Determination (NOD) to City staff for delivery to the County Clerk and/or State Clearinghouse.



Task 6.4: Planning Commission Hearing

The Consultants will attend a public hearing with the Planning Commission to review the Draft General Plan and Final Program EIR. The Planning Commission will consider the comments made during the public hearing and make recommendations to the City Council.

Task 6.5: City Council Hearings (2)

The Consultants will attend two public hearings with the City Council to review the Draft 2040 General Plan and Final Program EIR. At these hearings, the City Council will consider the Planning Commission recommendations and the comments made at the Planning Commission public hearing. After the hearings, the City Council will direct the Consultants to incorporate their recommendations and prepare the Final General Plan and Final Program EIR.

Task 6.6: Final General Plan Documents

Following public review of the Draft General Plan, the Consultants will prepare the Final General Plan for adoption.

Task 6.7: City Council Adoption Hearing

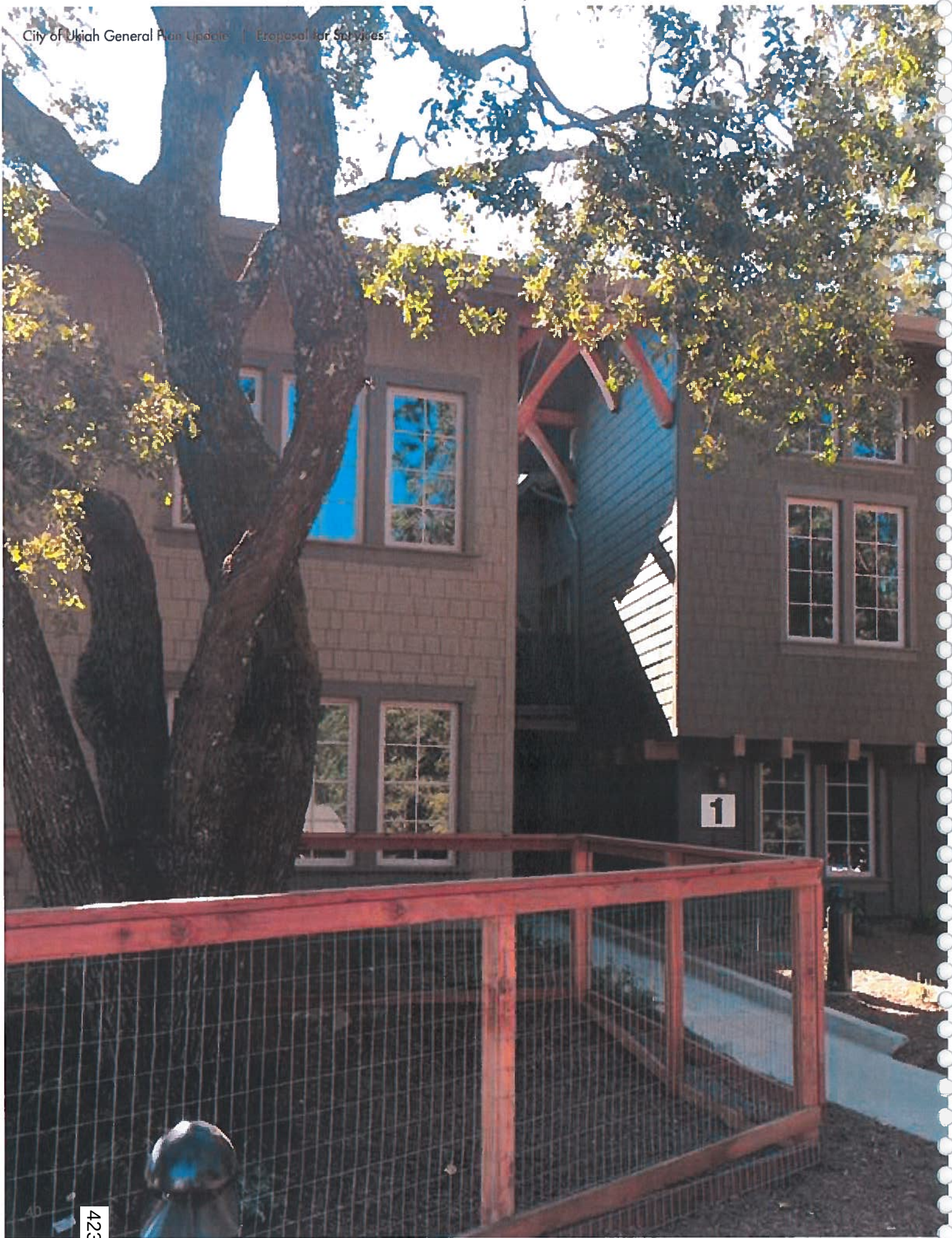
The Consultants will attend one hearing with the City Council for certification of the Final Program EIR and adoption of the Final 2040 General Plan.

Deliverables:

- Response to Comments (digital version)
- Mitigation, Monitoring, and Reporting Program (digital version)
- Final Program EIR (10 hard copies and 15 CD copies to the City)
- Tracking of comments and recommendations (all meetings, digital versions)
- Final 2040 General Plan (digital version, 1 unbound hard copy for reproduction)
- Compilation CD with all milestone documents, data, and GIS files (3 CDs)

Task 6.8: Zoning Review

The Consultants will provide the City with a memorandum summarizing the portions of the City's zoning regulations that will require an update for conformance with the General Plan Land Use Element.





SCHEDULE

A schedule is provided on the following page that assumes completion of a Draft General Plan by April 2021. If selected for the project, and based on the final work program, we will prepare a detailed schedule that includes more specific time periods for milestone completion, internal review times, and meetings. We will then use this schedule as a key project management tool to assure timely completion of the General Plan.



Phase	2019												2020								2021				
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Phase 1: Initiation																									
Phase 2: Existing Conditions and Trends																									
Phase 3: Alternative Choices																									
Phase 4: Preparing the General Plan																									
Phase 5: Environmental Review																									
Phase 6: Certification and Adoption																									

Kick-Off Meeting																									
Stakeholder Interviews																									
Community Workshop																									
Community Engagement Program																									
Project Logo																									
Project Website/EngagementHQ																									
Newsletters																									
GIS Data/Basemap																									
Existing Conditions and Trends Workbook																									
Ukiah Story Maps																									
General Plan Audit																									
Consultant/Staff Work Session																									
Vision and Guiding Principles																									
Joint Study Session																									
Administrative Draft General Plan																									
Land Use and Circulation Diagrams																									
Preliminary Draft General Plan																									
Public Review Draft General Plan																									
Planning Commission Study Session																									
City Council Study Session																									
Notice of Preparation																									
Scoping Meeting																									
Administrative Draft PEIR																									
Screencheck Draft PEIR																									
Draft PEIR																									
Response to Comments																									
Mitigation, Monitoring, and Reporting Program																									
Final PEIR																									
Planning Commission Hearing																									

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BUDGET

As requested in the RFP, we have included our budget in a separately-sealed envelope.





DETAILED RESUMES

We have included detailed resumes on the following pages.

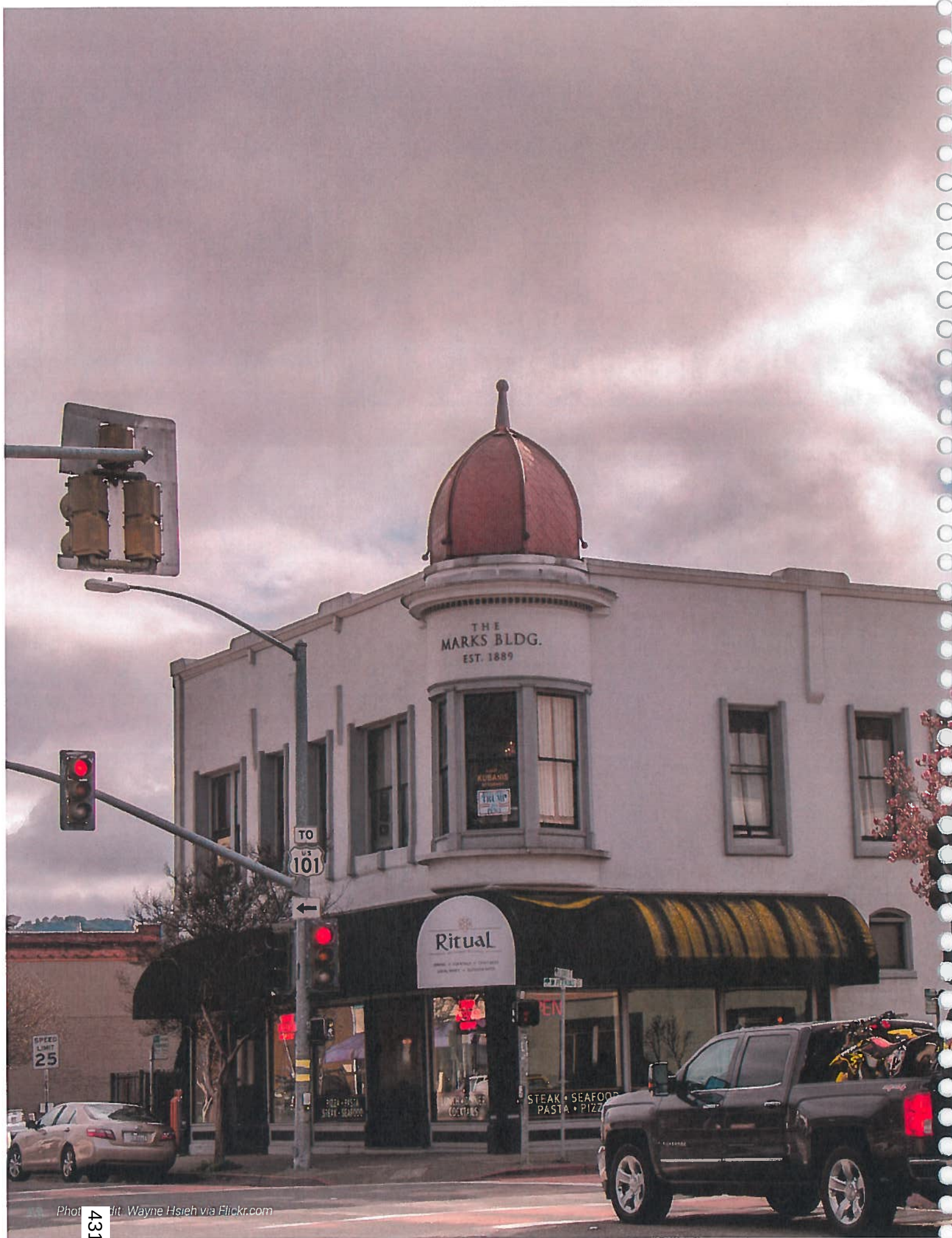


Photo by Wayne Hsieh via Flickr.com



EDUCATION

Juris Doctor
McGeorge School of Law,
University of the Pacific

Bachelor of Arts, History
University of California, Davis

CERTIFICATIONS/ AFFILIATIONS

California State Bar Association
(Bar No. 99326)

American Planning Association

Urban Land Institute

EXPERIENCE

Mintier Harnish
Principal/Owner

City of South San Francisco
Chief Planner

Sugnet & Associates
Vice President

City of Folsom
Community Development Director

City of Sacramento
Environmental Coordinator

Balfrey & Abbott
Attorney

Mintier Harnish & Associates
Partner

Sacramento Area Council of Governments
Planner

County of Sacramento
Planner

PROJECTS

General plans for over 14 cities and
counties throughout California

Environmental impact reports for over
100 general plans and other projects

Zoning and subdivision ordinance
revisions for several cities and counties

jim@mintierharnish.com

JIM HARNISH, JD

PRINCIPAL/OWNER

Jim Harnish is the Principal/Owner of Mintier Harnish. He has been a planner and project manager since 1970. He is also an attorney with extensive experience in land use and CEQA. He has managed public agencies and private consulting firms. He specializes in project management for general plans, specific plans, and large private planning projects; CEQA compliance and environmental document peer review; zoning and regulatory ordinance preparation; and public outreach and consensus building.

Jim is currently principal-in-charge of general plan updates for the cities of Folsom, Gilroy, Millbrae, Union City, and Windsor, and the counties of Fresno, Sierra, and Ventura and zoning code updates for the city of Gilroy and the counties of Fresno, Merced, and Ventura.

Jim's broad experience, in both the public and private sector, in land use planning, regulatory codes and ordinances, permit processing, environmental analysis, toxics and hazardous materials, wetlands and endangered species, and legal analysis enables him to bring a wealth of experience to every project.

Jim has extensive experience in supervising large planning staffs and managing interdisciplinary consultant teams on complex planning projects. Jim has managed or prepared general plans for the cities of Alturas, Galt, Gilroy, Hayward, Healdsburg, Millbrae, Sacramento, South San Francisco, Wheatland, and Windsor and the counties of Calaveras, Fresno, Merced, Modoc, San Benito, and San Joaquin.

He has managed the preparation of specific plans for Southwest Live Oak, the Mountain House New Town in San Joaquin County, and the Gold Rush Ranch in Sutter Creek. He also assisted Genentech with the preparation and approval of its South San Francisco Campus Master Plan and EIR. Jim has also prepared zoning ordinance updates for several communities, including Kern, Merced, Sierra, and San Joaquin Counties and the Cities of Folsom, Santa Rosa, and South San Francisco.

Jim has been principal-in-charge of several regional planning projects in the San Joaquin Valley, including the San Joaquin Valley Blueprint implementation project, which included the Valley Planners Toolkit. He also managed the Metro Rural Loop Study for the Fresno Council of Governments and is currently principal-in-charge for the San Joaquin Valley Greenprint II program.

Jim has managed the preparation of or conducted critical third party review of numerous EIRs and negative declarations. As Environmental Coordinator for the City of Sacramento, he led the restructuring of the City's environmental review procedures. He has worked extensively with State and Federal regulatory agencies in creating and negotiating Habitat Conservation Plans (Coalinga), 404 permits, and wetland mitigation plans.



EDUCATION

Bachelor of Science, Environmental Sciences, UC Riverside, 1983

Masters of Urban and Regional Planning, California Polytechnic University, Pomona, 1990

CERTIFICATIONS/ AFFILIATIONS

American Institute of Certified Planners

Geographic Information Systems Professional

EXPERIENCE

Matrix Design Group, Inc.
Vice President

BRW / URS
Planning Director

Jones & Stokes
Associate Principal

Chambers Group
Planning Director

TRW
Socioeconomics Analyst

City of Norco
Planning Technician

PROJECTS

General plans for cities and counties throughout California

Environmental impact reports for general plans and other plans

Zoning codes for several cities and counties

RICK RUST, AICP, GISP

PRINCIPAL PLANNER

Rick Rust, AICP, GISP has more than 35 years of experience in the management and preparation of general and comprehensive plans, housing elements, specific plans, zoning codes, and environmental compliance documents. His work is based on a comprehensive set of skills in community planning, downtown planning, agricultural protection and enhancement, urban design, economic development, environmental compliance, and community engagement. He also has an extensive background in the application of GIS technologies to planning.

For general and comprehensive plans, Rick brings extensive experience managing successful projects in over 25 states nationwide. This mix of experience gives Rick insight into a wide range of issues and solutions developed in consultation with dozens of communities. The following is a partial listing of the comprehensive planning projects that Rick has managed or is currently managing:

- Pennington County, SD, Comprehensive Plan
- Ventura County, CA, General Plan
- Del Norte County, CA, General Plan
- Lake County, CA, General Plan, Zoning Code Update
- Siskiyou County, CA, Housing Element
- Tulare County, CA, General Plan
- City of Buckeye, AZ, Comprehensive Plan
- City of Oxnard, CA, General Plan, Housing Element
- City of Ridgecrest, CA, General Plan
- City of San Luis Obispo, CA, Land Use and Circulation Elements
- City of Stockton, CA, General Plan, Infrastructure Master Plan
- City of Tulare, CA, General Plan
- City of Newport, RI, Comprehensive Plan
- Hagåtña, GU, Master Plan, Design Guidelines, Zoning, Governance Plan
- City of La Junta, CO, Comprehensive Plan
- Town of Lochbuie, CO, Comprehensive Plan and Land Development Code
- Village of Glenview, IL, Comprehensive Plan

Rick also has gained extensive experience from working with hundreds of jurisdictions nationwide on assessing compability in areas surrounding over 50 military installations. Associated with this work has been the review and assessment of each jurisdictions' planning documents, including comprehensive (general) plans, zoning codes, building codes and other plans. This experience has given Rick additional insight and lessons learned.

Rick also has extensive experience in active public participation, such as workshops, charrettes, surveys, and in presenting technical issues in a simple and understandable manner at public meetings and hearings. This includes extensive experience in successful electronic outreach methods, specializing in ArcGIS online applications, website design and development, online surveys, and use of a variety of collaboration systems.



EDUCATION

Bachelor of Science, City
and Regional Planning
Cal Poly, San Luis Obispo

CERTIFICATIONS/ AFFILIATIONS

American Institute of Certified Planners

American Planning Association,
Sacramento Valley Section

enCode user Certification

EXPERIENCE

Mintier Harnish
Senior Planner, Associate

City of Turlock
Assistant Planner

Madera County
Planner II

San Mateo County Housing Authority
Housing and Community
Development (HCD) Intern

Hathaway Dinwiddie, Santa Clara
Project Engineer Intern

PROJECTS

General plans for the City of Gilroy,
the Town of Los Gatos, the Town of
Windsor, and the Counties of Fresno,
Sierra County, and Ventura

SB244: Disadvantaged Communities
Report for Merced County

Zoning Ordinance updates for the
Counties of Fresno, Merced, and Sierra,
the Cities of Gilroy and Santa Clara, and
the Placer County Sunset Area Plan
Implementing Zoning Regulations

SMUD Solano Wind
Environmental Assessment

Town of Windsor Housing Element Update

brent@mintierharnish.com

BRENT GIBBONS, AICP

PROJECT MANAGER

Brent Gibbons has been a planner in both the public and private sectors since 2013. He specializes in architectural applications, urban design, site design, land use planning, public policy, geographic information systems, regulatory code and ordinances, CEQA analysis, and community engagement.

Brent started his professional career as a Planner I with Madera County, which included the review of project plans with the zoning administrator, operating the front planning counter, and regularly evaluating setback variances and zoning permits. Brent was promoted to Planner II after a year, and managed projects with greater responsibility. His overall experience at Madera County included the intake of permits, zoning ordinance development, presentations to the Planning Commission, formation of community/area plans, and serving as the lead on solar facility and wireless tower projects. Brent also had the opportunity to serve on several committees pertaining to the drought and well water demand, as well as community park planning and design in conjunction with public health agencies. Additionally, Brent worked as an Assistant Planner for the City of Turlock where he conducted project permitting, development of maps, the General Plan Annual Report, and project management. His work included interfacing with a multitude of stakeholders ranging from community members to real estate developers.

Prior experience includes an internship with Hathaway Dinwiddie (Santa Clara office) in 2008 on the Solyndra Project, where Brent served as the onsite contact between the City of Milpitas and the Project Engineer. Tasks delegated included project permitting, editing plans, and construction administration. Brent also interned for the Housing Authority of San Mateo County, where he amended the HOME Affordability Covenant, performed HOME rent reviews for 2004-2009, and evaluated year-end fiscal performance data.

Brent holds a Bachelor's Degree in City and Regional Planning from California Polytechnic State University (Cal Poly), San Luis Obispo. While at Cal Poly San Luis Obispo, Brent served as the Associated Students in Planning (ASP) President, and the American Institute of Architecture Students (AIAS) President, where he sat on a national board that provided student connection to the American Institute of Architects (AIA). He represented Cal Poly at two international student architecture conferences in Minneapolis in 2009 and Toronto, Ontario, in 2010. Brent also was part of the project team that took 1st Place in the Bank of America Low Income Housing Challenge in 2012 for the Alere development.



EDUCATION

Master of Science in Urban Planning
Columbia University

Master of Public Health
Columbia University

Bachelor of Music
University of Michigan

AFFILIATIONS

American Planning Association,
Sacramento Valley Section, Awards
Coordinator (2018-present) and
Young Planners' Group Programs
Coordinator (2018-present)

EXPERIENCE

Mintier Harnish
Associate

Manhattan Community Board 3
Community Planning Fellow; Consultant

Franklin County Emergency
Management and Homeland Security
GIS Intern

PROJECTS

General Plan Updates for the cities
of Folsom, Rohnert Park, and Union
City, and Ventura County

Sustainable Communities Strategies
for MCAG and StanCOG

SB 1000 compliance for Union City,
Rohnert Park, and Ventura County

Sunset Area Plan Update (Placer County)

AMY YANG

ASSOCIATE

Amy Yang is an Associate with Mintier Harnish. She specializes in community development, community engagement, community health planning and health care accessibility, as well as geographic information systems.

At Mintier Harnish, Amy performs GIS analysis for a variety of projects, including to prepare the RTP/SCS for MCAG and StanCOG in compliance with SB 375. She has been integral to the analysis of land use alternatives and development of the Policy Document for the Union City General Plan Update. Amy has also carried out disadvantaged communities analyses for projects in compliance with SB 1000.

Prior to working for Mintier Harnish, Amy was based in New York City, working on health care access, waterfront access, public space activation, and community engagement. In collaboration with Community Board 3 and the residents of Lower Manhattan, New York, she worked to identify which neighborhoods were in need of better access to health care. With the Hudson River Park Trust as her client, Amy worked with a team to identify strategies to activate public space, as well as to improve waterfront access and park connectivity. While in New York, she also participated in projects concerning public park financing, transit-oriented development, and retail mix. In Ohio, Amy provided technical support in GIS and interactive online mapping for the Franklin County Emergency Management and Homeland Security.

Outside of work, Amy is active in the local planning scene. She is currently serving as the Awards Coordinator for the American Planning Association Sacramento Valley Section (SVS), working to highlight and honor the planning work of local organizations. She is also active in the SVS Young Planners' Group as a Programs Coordinator, working to put on networking and educational events for the planning community.

Amy holds a Master's Degree in Urban Planning and a Master's Degree in Public Health from Columbia University in the City of New York. Amy also received a Bachelor's Degree in Music with a Minor in Medical Anthropology from the University of Michigan-Ann Arbor.



EDUCATION

Master of Science, Urban
Land Development
California State University, Sacramento

Bachelor of Arts, Global Studies
University of California, Santa Barbara

AFFILIATIONS

Urban Land Institute
American Planning Association

EXPERIENCE

Mintier Harnish
Associate, Planner, Research Assistant

City of Rancho Cordova
Housing Intern

Domus Development
Intern

PROJECTS

General Plan Updates for the cities
of Millbrae and Kerman; counties of
Ventura, San Joaquin, and Fresno;
and the Town of Truckee

Priority Development Area Specific
Plan for the City of Millbrae

Downtown Improvement Plan
for the City of Isleton

Housing Element Updates for the
cities of Stockton and Livingston,
and Merced County

Annual Performance Reports for Housing
Elements for the City of Clovis

Cannabis Policy Projects for the City
of Stockton and San Joaquin County

Web-based General Plan for
the City of Hayward

Analysis of Impediments to Fair Housing
Choice for San Joaquin County

renee@mintierharnish.com

RENÉE FUNSTON

ASSOCIATE

Renée Funston is an associate planner specializing in community outreach and housing. Renée provides support for a variety of projects, including General Plans, Housing Element Updates, and other planning efforts. Renée has done extensive research for general plan background reports on a range of topics including land use, public facilities and services, and housing. Renée has also analyzed assets, constraints, and opportunities for various communities, including the Cities of Millbrae and Isleton, and Ventura County.

Renée provides project management for the City of Millbrae General Plan Update and Priority Development Area Specific Plan. With this project, she was instrumental in organizing a four-day planning and design charrette in downtown Millbrae. Renée coordinated communication, materials production, and file sharing for the team of eight consulting firms, led publicity efforts, arranged walking tours, prepared presentations for workshops and public hearings, and wrote a summary report of public input.

Prior to working at Mintier Harnish, Renée interned with the City of Rancho Cordova conducting research, writing staff reports, drafting resolutions and contracts, and providing communications and marketing support for the Community Development Block Grant (CDBG) and CalHome programs. Additionally, Renée administered the City's EPA Brownfield Grant for environmental site assessments along the Folsom Corridor. Renée also interned with an affordable housing developer where she assisted in securing funding for infill affordable housing projects through the Low Income Housing Tax Credit program, the HUD Multifamily Housing Program, and the CASF Broadband Housing Public Account. She also provided research for California housing development organizations (CHDOs), waste management practices, and parking requirements.

Outside of work, Renée is active with real estate development and planning professional organizations. Renée is the Social Media/Marketing Chair on the 2018-19 Urban Land Institute (ULI) Sacramento Young Leaders Group Executive Board. In this role, Renée is responsible for social media management, event photos, and post-event write-ups. She also regularly participates in American Planning Association (APA) Sacramento Valley Section programs.

Renée holds a Master's degree in urban land development from California State University, Sacramento, and a Bachelor's degree in global studies from University of California, Santa Barbara.



EDUCATION

Master of Arts, U.S. Social
and Cultural History
California State University, Sacramento

Bachelor of Arts, U.S. History
California State University, Sacramento

EXPERIENCE

Mintier Harnish
Planner

The League of California Cities
Member Services Representative

LPAS (LPA Sacramento)
Administrative Assistant/Reprographics

PROJECTS

General Plans for the Cities of Folsom,
Gilroy, Kerman, Millbrae, Rohnert Park,
Sacramento, and Union City, the Towns
of Los Gatos, Truckee, and Windsor, and
the Counties of Fresno and Ventura

Housing Elements for the Cities of
American Canyon, Isleton, Livingston,
Madera, Mt. Shasta, Patterson, Stockton,
Tulare, and Walnut Creek, the Town of
Moraga, and the Counties of Fresno,
Madera, Merced, and San Joaquin

Sphere of Influence Plan/Municipal
Service Reviews for the South San Joaquin
Irrigation District and the City of Stockton

Fire District Master Plan and Capital
Improvement Plan for the Cameron
Park Community Services District

Additional Projects:
San Joaquin County Cannabis Policy
Project, Stockton Cannabis Ordinance,
San Joaquin County Greenprint Phase II,
SMUD Environmental Sustainability Plan,
Sunset Area Plan Update (Placer County)

SOFTWARE/ WEB DESIGN

Adobe Illustrator, InDesign, Photoshop
HTML and CSS
Microsoft Office

RYAN LESTER

PLANNER

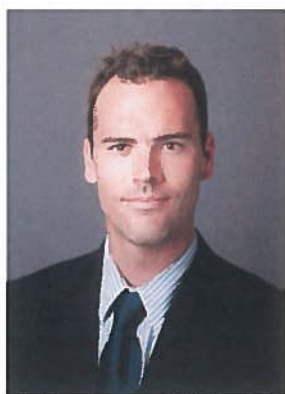
Ryan is a planner with an eye for design. A skilled user of industry-standard graphic design software, Ryan specializes in preparing accessible, user-friendly materials that present planning concepts to the public in concise, easy-to-understand, and engaging ways. Beyond research and writing, he designs branding, builds project websites, produces digestible engagement materials and infographics, and constructs Bang the Table/EngagementHQ project sites for a variety of projects.

In five years with Mintier Harnish, Ryan has worked on a variety of projects including General Plans for the Cities of Folsom, Gilroy, Kerman, Millbrae, Rohnert Park, Sacramento, and Union City, the Towns of Los Gatos, Truckee, and Windsor, and Fresno and Ventura Counties. He also brings seven years of experience providing design services, formatting, and production for small businesses and musicians in the Sacramento region.

Ryan holds a Master's Degree in U.S. Social and Cultural History from California State University, Sacramento, as well as a Bachelor's Degree in U.S. History from the same institution.

ryanl@mintierharnish.com

mintierharnish
Planning Tomorrow Today



Matt Maddox, MESM, AICP

PRINCIPAL

Matt Maddox serves as a Principal within Rincon's Environmental Science and Planning group and the Sustainable Consulting Group. In this capacity, he is involved in a wide range of urban planning and land use studies, sustainable design review, air quality and greenhouse gas analysis, CEQA/NEPA environmental documentation, as well as community involvement and permitting activities. Mr. Maddox has a strong background in environmental management, policy, and environmental planning. He has contributed to successful environmental and planning projects ranging from general plans to focused inner city redevelopment studies, to sustainable design review and documentation for compliance with environmental regulations, to greenhouse gas emissions analysis for industrial facilities. Mr. Maddox has developed a focus in the area of urban planning, sustainable design, and greenhouse gas analysis.

EDUCATION

MESM, Bren School of
 Environmental Science and
 Management, University of
 California, Santa Barbara
 B.A., Political Science, Cal
 Poly-San Luis Obispo

CERTIFICATIONS

American Planning
 Association – AICP Certified
 Accredited Greenhouse Gas
 Emissions Lead Verifier –
 California Air Resources
 Board

EXPERIENCE

Rincon Consultants, Inc.,
 Ventura, CA (2007 –
 present)
 California State University,
 Sacramento, CA (2005 –
 2006)

PROJECT EXPERIENCE

REGIONAL PLANS

- Novato 2035 General Plan EIR, City of Novato
- Calabasas 2030 General and EIR, City of Calabasas
- Rancho Mirage General Plan Update and EIR, City of Rancho Mirage
- Windsor General Plan Update, City of Windsor
- Avalon 2030 General Plan and EIR, City of Avalon
- Calipatria 2035 General Plan, City of Calipatria
- County of Fresno General Plan Update, Fresno County
- Shasta County 2015 Regional Transportation Plan / Sustainable Communities Strategy EIR, Shasta Regional Transportation Agency
- Humboldt County Regional Transportation Plan EIR, Humboldt County Association of Governments
- Tuolumne County General Plan and Regional Transportation Plan Evaluation and Analysis, Tuolumne County
- Rio d' Oro Specific Plan EIR, Butte County

CEQA AND NEPA COMPLIANCE

- Windsor Parks and Recreation Master Plan IS-MND, Town of Windsor
- San Benito County River Parkway and Regional Park EIR, County of San Benito
- Portuguese Bend Landslide Moratorium EIR, City of Rancho Palos Verdes
- LA Water, LLC Chemical Manufacturing Facility EIR, City of Southgate
- Fulton Street Expansion-NEPA, City of Ojai
- Ventura Harbor Public Works Plan Amendment EIR, Ventura County

AIR QUALITY STUDIES AND GREENHOUSE GAS ANALYSIS

- Greenhouse Gas Analyses for General Plan Housing Elements - Cities of Glendora, Lomita, Glendale, Lawndale, Lake Forest, Hayward, and Walnut
- Outlets at the Border EIR - Air Quality and Greenhouse Gas Study, City of San Diego
- Los Robles Regional Medical Center - Air Quality Study, City of Thousand Oaks-



Darcy G. Kremin, AICP

ENVIRONMENTAL PLANNING PRACTICE LEADER

Darcy Kremin is Rincon's Environmental Planning Practice Leader with over 20 years of planning and California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) experience for nonprofit, private, and public sector clients. Ms. Kremin has managed large projects for public utilities, including water and energy transmission, and dozens of development projects for cities and counties. She also has experience with various public and charter school projects.

PROJECT EXPERIENCE

DEVELOPMENT AND LAND USE PLANNING

- City of Sunnyvale - El Camino Real Corridor Specific Plan EIR, City of Sunnyvale, California
- City of Hermosa Beach - PLAN Hermosa EIR, City of Hermosa Beach
- Oakland Lofts LLC - 2715 Adeline Street, Oakland, California
- City of Hayward - Mission Seniors Development, Hayward, California
- City of South San Francisco - Oyster Point Phase II Municipal Services Assessment, South San Francisco, California
- City of Lafayette - Valley View Apartments Project, Lafayette, California
- City of Hayward - California Air National Guard (CANG) Project, Hayward, California
- City of El Cerrito - 10963 San Pablo Avenue Project, El Cerrito, California
- City of Pleasant Hill - Reliez Terraces IS/MND, Pleasant Hill, California
- City of San Pablo - El Portal Soccer Fields Environmental Documentation, El Portal, California
- City of South San Francisco - Community Civic Campus Project, South San Francisco, California
- City of Mountain View - Shorebreeze Apartments Initial Study and Environmental Assessment, California
- City of San Pablo - Zoning Ordinance Update, San Pablo, California
- City of San Pablo - San Pablo Shell Gas Station Expansion Project, San Pablo, California
- Contra Costa County - 1726 El Nido Project CEQA document, Contra Costa County, California
- City of Pleasant Hill - Denova Homes Major Subdivision IS/MND, Pleasant Hill, California
- City of San Pablo - Plaza San Pablo CEQA, San Pablo, California
- City of Pittsburg - Railroad Avenue Billboard Project EIR Addendum, Pittsburg, California

EDUCATION

M.A., Urban and Environmental Policy, Tufts University, 2000

B.A., Geography/
Environmental Studies and
Political Science, University of
California, Los Angeles, 1995

CERTIFICATIONS/ REGISTRATIONS

American Institute of Certified
Planners, 2003, 018287

AFFILIATIONS

APA California, 2015
Conference Co-Chair, Oakland,
2014-2015

APA, California Planning
Foundation, CPF Board
Member, 2012-2015

APA Hospitality Committee,
Chair, 2005, Local Host
Committee, 2003 - 2005

APA, California Northern,
Section Director, 2009 - 2010

APA, California, Programs
Committee, Local Host
Committee, 2007, Vice Chair,
2006 - 2007

Association of Environmental
Professionals (AEP), San
Francisco Bay Area, Member
2003-present

Design Review Commission,
City of Walnut Creek, Chair,
2006 - 2009



Lexi Journey, MESM

SENIOR ENVIRONMENTAL PLANNER

Lexi Journey is a Senior Environmental Planner within Rincon's Environmental and Land Use Planning Group. Ms. Journey's experience includes project management, planning policy analyses, technical analyses, and outreach for assignments such as General Plans, Coastal Land Use Plans, and Climate Action Plans, as well as CEQA and NEPA environmental assessments. She has worked with a diverse range of clients, including local, State, and Federal government agencies, as well as private companies and non-profit organizations.

She has managed various projects including the Local Oxnard Coastal Plan Update, the City of Alhambra General Plan Update, and the City of Rancho Mirage General Plan Update. She has prepared Community Design/Land Use, Quality of Life, Safety Elements for the cities of Alhambra and Seaside. In addition to policy development and outreach she also prepared technical studies for long-range plans such as Vulnerability and Adaptation Assessments to analyze risk to climate change vulnerabilities and provide an economic comparison of different adaptation strategies.

EDUCATION

MESM, Bren School of Environmental Science & Management, University of California, Santa Barbara (2015)

B.S., Ecology, Evolution and Behavior, University of California, Los Angeles (2010)

EXPERIENCE

Rincon Consultants, Inc. (2015 – present)

Los Padres ForestWatch (2014)

Maui Forest Bird Recovery Project (2013)

Indiana State University (2011)

University of California, Los Angeles (2008 – 2010)

PROJECT EXPERIENCE

LAND USE PLANNING

- City of Rancho Mirage General Plan Update
- City of Oxnard Coastal Land Use Plan Update
- City of Alhambra General Plan Update
- City of Pasadena Climate Action Plan
- City of La Cañada Flintridge Climate Action Plan

CEQA AND NEPA COMPLIANCE

- 900 S. Dwight Avenue Project EA, Los Angeles County
- 9908 South Santa Monica Boulevard Project EIR, City of Beverly Hills
- Center for Early Education IS MND, City of West Hollywood
- Swansea Park Senior Apartments Phase 2 and Swansea Village Projects IS-MND, City of Los Angeles
- Northrup Grumman Lab Expansion IS-MND, City of Redondo Beach
- Hilton Garden Inn Expansion IS-MND, City of Calabasas
- Skechers Design Center and Office Building Initial Study, City of Hermosa Beach
- CSUN Master Plan EIR Addendum, Cal State Northridge
- CSUN Hotel IS-MND, Cal State Northridge
- Trumark Homes Mixed Use Project IS-MND, City of Chino Hills
- Monte Vista Assets Warehouse IS-MND, City of Rialto
- Port of Hueneme Dredging Project IS-MND, Port of Hueneme
- Recycled Water Pipelines Project IS-MND, United Water Conservation District
- Water Resource Recovery Facility Facilities Plan EIR, City of San Luis Obispo



Kari Zajac, MESM

SENIOR ENVIRONMENTAL PLANNER

Kari Zajac is Senior Environmental Planner with Rincon Consultant's Environmental Science and Planning Group. She has a strong background in environmental science, through earning her B.S. in Wildlife, Conservation, and Fisheries Biology from UC Davis. This is complemented by her interdisciplinary training and Master's Degree from the Bren School of Environmental Science & Management where she learned to consider economic, business, scientific, and political perspectives when solving environmental problems. Kari has experience in CEQA/NEPA compliance and permitting working as an Environmental Planner/Regulatory Specialist.

PROJECT EXPERIENCE

REGIONAL PLANS

- City of Novato General Plan EIR, City of Novato
- Town of Windsor Parks and Recreation Master Plan EIR, Town of Windsor
- Town of Windsor General Plan Update EIR, Town of Windsor
- Tuolumne County Regional Transportation Plan EIR, Tuolumne County Transportation Authority
- Butte County Regional Transportation Plan and Sustainable Communities Strategy EIR, Butte County
- El Monte Transit Oriented Development Specific Plan EIR, City of El Monte
- Teal Club Specific Plan EIR, City of Oxnard
- City of Bakersfield High Speed Rail Station Area Plan EIR, City of Bakersfield
- City of West Covina General Plan Update and Downtown Master Plan EIR, City of West Covina

CEQA AND NEPA COMPLIANCE

- City of Vacaville, Rocky Hill Housing Project Environmental Assessment
- Stanislaus County and City of Riverbank, Claribel Road at Roselle Avenue Intersection Initial Study-Mitigated Negative Declaration (IS-MND)
- City of Elk Grove, Lower Laguna Creek Open Space Trail IS-MND
- City of Sacramento, Meadowview and 24th Street Streetscape Improvements IS-MND
- City of Menlo Park, Flood County Park Landscape Plan Environmental Impact Report (EIR)
- City of Berkeley, Shattuck Hotel EIR
- El Dorado County, El Dorado County Traffic Impact Mitigation Fee and Capital Improvement Plan EIR
- City of Watsonville, Sunshine Village Development EIR
- County of Monterey, Porter Estates Company Bradley Ranch Inc. (Trio Petroleum) IS-MND
- City of Bakersfield High Speed Rail Station Area Plan EIR
- City of Los Angeles, 328 N. Oakhurst Drive Residential IS-MND

EDUCATION

M.E.S.M., Bren School of Environmental Science & Management, University of California, Santa Barbara, Specialization: Conservation Planning

B.S. Wildlife, Fisheries, and Conservation Biology, University of California, Davis

AFFILIATIONS

Member, Association of Environmental Professionals

EXPERIENCE

Rincon Consultants, Inc. (2016 – present)

Foothill Associates (2015 – 2016)

Morro Bay National Estuary Program (2015)



Jim Damkowitch

Senior Transportation Planner



Office Location: 943 Reserve Drive, Suite 100 Roseville, CA 95678

Qualified: MS, Geography, University of California Santa Barbara, 1990; BA, Geography (Honors), University of California Santa Barbara, 1985

Connected: American Planning Association, California Statewide Transportation-Air Quality Conformity Working Group, California Statewide Performance Measure Development Process, Transportation Research Board, Performance Measure Committee Friend

Professional Summary: Jim has 29 years of experience in regional multimodal transportation planning, congestion management, multidisciplinary corridor studies, transit studies, active transportation studies, operational analyses, transportation and air quality modeling, and performance measure applications. Jim has managed General Plan Circulation Element updates and Regional Transportation Plan/Sustainable Community Strategy updates throughout the state. Jim specializes in the development of multimodal performance measures for purposes of alternatives selection and prioritization including performance metrics for state and federal congestion management pro-grams and sustainable community strategies under SB 375. He has managed traffic studies for state highway infrastructure improvement projects (PSR/PA-ED Phases), traffic impact fee programs, travel demand modeling, air quality modeling and transportation operational studies for a variety of clients including Caltrans, MPO's and various cities and counties in California. He has served on state and regional planning committees and conference panels for transportation-air quality conformity, performance measurement and SB 743 respectively.

General Plan Circulation Elements

Project Manager – Circulation Element

Ventura County CA General Plan Update & EIR (2015-Current) – Jim is managing the traffic analysis for the Ventura County's Circulation Element update including development of an existing conditions analysis of the County's transportation system; evaluation of future land use alternatives and modeling support for the development of on-road activity inputs for air quality and noise analysis for the environmental document; review of the County's circulation and mobility goals and policies and recommended changes and/or additional policies; and is currently assisting with the development of the General Plan Circulation Element Report and the circulation portion of the General Plan EIR.

Project Manager – Circulation Element

San Joaquin County CA General Plan Update & EIR

(2015) - Jim managed all elements of San Joaquin County's Circulation Element update including development of an existing conditions analysis of the County's transportation system; development of traffic forecasts for four future land use alternatives; performed an LOS analysis for both state and local facilities using ADT thresholds approved by the County; reviewed the County's existing goals and policies and recommended changes and/or additional policies; and prepared the General Plan Circulation Element Report and assisted in the circulation portion of the General Plan EIR.

Project Manager – Circulation Element

City of San Luis Obispo, CA – General Plan Update & EIR

(2014) - Jim managed the traffic analysis of the City of San Luis Obispo General Plan Circulation Element update and EIR. This included development of an existing conditions analysis of the City's transportation system including a California Complete Streets Act (AB 1358) "Complete Streets" multi-modal level of service analysis for 14 identified roadway segments within the City. His team assisted with the Issues and Opportunities Report which identified alternatives of physical infrastructure improvement options as well as city-wide policy options that affect circulation. Jim managed development of traffic forecasts and analyses of future traffic conditions of future land use alternatives. He reviewed the City's existing goals and policies and recommended changes and/or additional policies based on the results of the Circulation Element traffic analysis. Jim's team assisted in the traffic/circulation portion of the General Plan EIR. Jim attended the City's General Plan Task Force Meetings and Council meetings to present and discuss draft work products of the project.

Project Manager – Circulation Element

Fresno County CA General Plan Baseline Update (2015-Current)

– Jim is managing all elements of Fresno County's Circulation Element baseline update including development of an existing conditions analysis of the County's transportation system; evaluation of circulation policy changes future land use alternatives and modeling support for the development of on-road activity inputs for air quality and noise analysis for the environmental document; review of the County's circulation and mobility goals and policies and recommended changes and/or additional



Todd Tregenza, AICP

Senior Transportation Planner



Office Location: 943 Reserve Drive, Suite 100 Roseville, CA 95678

Qualified: BS, Community and Regional Development, University of California Davis, 2007; AICP Certified Planner #29678

Connected: Young Professionals in Transportation Sacramento Chapter; American Planning Association

Professional Summary: Todd Tregenza has 11 years of professional experience in various areas of transportation consulting with an emphasis on transportation planning projects. He has assisted dozens of agencies on short and long-range planning efforts, including the development of travel demand models, general plan circulation elements, specific plans and master plans, corridor studies, capital improvement programs, nexus and fee studies, transportation operational analysis, and impact analyses. His experience spans public and private sector work for a broad range of projects that require circulation, safety, and operational analysis from a transportation perspective. Todd also has extensive experience as an on-call transportation planner for local agencies, assisting in the preparation of

transportation studies and grant applications, performing peer reviews of impact studies, and developing CEQA impact analyses for development projects of all sizes.

Transportation Planner General Plan Update | Turlock, CA

As part of the Dyett & Bhatia team, assisted in the update to the City's General Plan. Responsible for preparation of the Circulation Element update, including the policy document and planned improvements. Assisted in the preparation of the CEQA document for the update, including all technical analysis for the transportation and alternatives sections of the EIR. As part of the General Plan update, responsible for development of new Travel Demand Model, updated to current conditions, used to evaluate proposed land use and circulation alternatives. Technical analysis included various traditional and new performance metrics such as VMT, VHT, V/C, and delay.

Transportation Planner Arroyo Grande Circulation Element Update | Arroyo Grande, CA

Prepared the Circulation Element and Traffic Impact Study Guidelines, traffic analysis for environmental document, and updated citywide travel demand model. Responsible for base and future year modeling and capacity analysis, circulation improvement identification, circulation improvement identification; objectives, goals, and policies preparation; and preparation of exhibits and Circulation Element document. Reviewed existing GIS data sets; developed GIS base mapping, graphics, and developed GIS data set exports; and performed GIS spatial analysis.

Transportation Planner 2014 Avila Circulation Study and Traffic Impact Fee Update | San Luis Obispo, CA

Prepared the Circulation Study, including a Capital Improvement Program, Nexus, and Fee Study. Created a new area-wide travel demand model for the Avila Beach community. Baseline socio-economic data was aggregated at the parcel level using GIS data obtained from the

County in addition to field surveys and observations. Due to seasonal variability in travel demand, the model was calibrated using a permanent count station to the 30th Highest Hour for the year, or "K30" conditions. Utilized the model to forecast General Plan buildout conditions, establish nexus and regional share develop a Capital Improvement Program, and propose fee schedule.

Transportation Planner Travel Demand Model and Circulation Element (with TDM policies), and Citywide Traffic Circulation Study, Traffic Calming Program | American Canyon, CA

Responsible for base and future year modeling and capacity analysis; circulation improvement identification, objectives, goals, and policies preparation; and preparation of exhibits and Circulation Element document. Reviewed existing GIS data sets; developed GIS base mapping, graphics, and developed GIS data set exports; and performed GIS spatial analysis. Prepared standalone traffic calming program document that identified neighborhood capital improvements and programs designed to reduce travel speeds, safety hazards, and cut-through traffic.

Project Manager/Transportation Planner Travel Demand Model, Capital Improvement Program and Impact Fee Study | Jackson, CA

This project was funded through a Caltrans Community Based Transportation Planning grant. Amador County Transportation Commission (ACTC) sought to develop a local City of Jackson subarea model within the regional model. Future socio-economic data was obtained from the ACTC U-Plan model and processed into inputs compatible with the model structure to determine whether alternative improvements such as road diets and complete streets would be sufficient to support 20-year traffic forecasts. Developed a CIP and proposed a Traffic Impact Fee schedule for ACTC Board adoption.



Kamesh Vedula, PE, TE

Principal, Project Manager



Qualified: BS, Civil Engineering, Nagarjuna University, Bapatla, India, 2000; MS, Transportation, Kansas State University, Manhattan, KS, 2004; Civil Engineer, CA #79926; Traffic Engineer, CA #2546

Professional Summary: Kamesh Vedula has over 15 years in the disciplines of transportation engineering, planning, and modelling. His present roles include Principal-in-Charge, Business Development, Project Manager, and Transportation Operations Leader, depending on project needs. He oversees the workload balance of the transportation planning/engineering group and coordinates with other groups and regions to level staff resources. He is a specialist of Intersection Control Evaluation (ICE) and has completed several ICE projects within a majority of Caltrans Districts, and conducted ICE analysis training classes in Caltrans District 11 and Headquarters. His project management experience includes PSR-PDS, PAVED, ICE studies, roundabout planning/design, advanced roundabout operations analysis/design, complete streets studies, corridor studies, traffic impact studies, and traffic safety studies.

Kamesh oversees daily operations including team meetings, scheduling, invoicing, and client coordination through active communication. He contributes to business development through conference attendance, positioning with clients and strategic teaming partners, preparation of qualifications and proposals, and interviews for projects.

Project Manager

City of Ukiah Citywide Speed Zone Engineering and Traffic Surveys 2017 | City of Ukiah | Ukiah, CA

Oversaw the data gathering of appropriate speed limits including collision records, roadway characteristics, adjacent land uses, side street traffic, on-street parking, and sight distances for updates of 53 roadway segments. During September and October of 2017, radar speed measurements were conducted by a trained observer using a hand held radar unit along each of these roadway segments. The Engineering and traffic surveys for the City were completed in 2017.

Traffic Engineer

City of Ukiah Citywide Speed Zone Engineering and Traffic Surveys 2012 | City of Ukiah | Ukiah, CA

Assisted with the data gathering of appropriate speed limits including collision records, roadway characteristics, adjacent land uses, side street traffic, on-street parking, and sight distances for updates of 51 roadway segments. The Engineering and traffic surveys for the City were completed in 2012.

Traffic Engineer

North State Street Complete Streets Corridor Study | Mendocino County | Ukiah, CA

Assisted in analyzing a series of potential traffic operational/capacity improvements for 2030 traffic volumes with traffic signal modifications/installations, raised medians, roundabouts, and a combination of these measures. The complete street study focused on identifying cost effective solutions to improve pedestrian/bike safety, calm traffic speeds, accommodate commercial traffic, and beautify the corridor.

Traffic Engineer

City of Ukiah Citywide Traffic Circulation Study, Circulation Element Update, and Capital Improvement | City of Ukiah | Ukiah, CA

Performed the traffic engineering for the citywide traffic model of 235 TAZs based on the parcel boundaries and the proposed model network. Performed a comprehensive study of existing and future (Year 2030) transportation conditions and multimodal needs to update of the Circulation Element of their General Plan document.

Traffic Engineer

Citywide Preliminary Impact Fee Estimates | City of Ukiah | Ukiah, CA

Prepared the Impact Fee estimates for the CIP by creating the Ukiah Valley Area Plan (UVAP) 300 TAZ travel demand model using TransCAD software to accurately forecast both daily and peak hour travel demands. A \$31 million Capital Improvement Program was prepared for use in a preparing a transportation fee program update.

Traffic Engineer

Lake County Traffic Model, Capital Improvement Program, and Traffic Impact Fees | County of Lake | Lake County, CA

Preparation of the base year and year 2025 model projections.

Traffic Engineer

2011 Transportation Capital Improvement Program and Traffic Impact Fee Update & Travel Demand Model | City of Oroville | Oroville, CA

Prepared the design year forecasts and assisted with the traffic operations analysis.

AGREEMENT FOR
PROFESSIONAL CONSULTING SERVICES

This Agreement, made and entered into this ____ day of _____, 2019 ("Effective Date"), by and between CITY OF UKIAH, CALIFORNIA, hereinafter referred to as "City" and Mintier Harnish, a _____ [sole proprietorship, corporation, partnership, limited partnership, limited liability company, etc.] organized and in good standing under the laws of the state of _____, hereinafter referred to as "Consultant".

RECITALS

This Agreement is predicated on the following facts:

- a. City requires consulting services related to professional planning services for a General Plan Update, Environmental Impact Report, and other related advanced planning services.
- 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 "A", 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 "A").

2.0 SCOPE OF SERVICES

- 2.1 As set forth in Attachment "A".

- 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 and detailed schedule upon receipt of a Notice to Proceed from City and shall complete such services 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 \$444,890. 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 B, 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 B. 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 "A" 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 from one year from date of final approved invoice.

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 CONTRACT PROVISIONS

- 7.1 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 "A". 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.
- 7.2 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.
- 7.3 Entire Agreement. This Agreement plus its Attachment(s) and executed Amendments set forth the entire understanding between the parties.
- 7.4 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.
- 7.5 Modification. No modification of this Agreement is valid unless made with the agreement of both parties in writing.
- 7.6 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.
- 7.7 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.
- 7.8 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.

7.9 Execution of Agreement. This Agreement may be executed in duplicate originals, each bearing the original signature of the parties. Alternatively, this Agreement may be executed and delivered by facsimile or other electronic transmission, and in more than one counterpart, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. When executed using either alternative, the executed agreement shall be deemed an original admissible as evidence in any administrative or judicial proceeding to prove the terms and content of this Agreement.

8.0 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
DEPT. OF COMMUNITY DEVELOPMENT
300 SEMINARY AVENUE
UKIAH, CALIFORNIA 95482-5400

MINTIER HARNISH PLANNING CONSULTANTS
ATTN: JIM HARNISH, JD
1415 20TH STREET
SACRAMENTO, CALIFORNIA 95811

9.0 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: _____

SAGE SANGIACOMO
CITY MANAGER

Date

ATTEST

CITY CLERK

Date

ATTACHMENT A – SCOPE OF WORK, SERVICES AND WORK SCHEDULE

I. SCOPE OF WORK

The scope of work includes an update of the 1996 City of Ukiah General Plan, including a rewrite of a majority of the elements and preparation of an environmental impact report for the updated General Plan. The scope also includes assistance to Community Development Department Staff in updating the City's Housing Element and other related advance planning services as needed.

The City is interested in applying its resources wisely and in a cost-effective manner. The City also recognizes that although all elements of the general plan are important, including optional elements, not all need to be addressed in a general plan. The City is prepared to minimize or eliminate some of the discretionary elements and will work with the consultant to identify the elements in question.

Community engagement and outreach: It is in the interest of the City of Ukiah to have a robust, inclusive, and informative community engagement program. It is also in the interest of the City to have Staff and community volunteers be involved in community engagement activities. The role of the consulting team will be to organize and arrange content for the community workshops and assist Staff in organizing and facilitating meetings. The consultant will also serve as a resource to Staff, as well as monitor the direction and outcome of the public review process and incorporate the input into the updated General Plan.

The community engagement process for the General Plan update is anticipated to include at least three categories of workshops open to the public: 1) an introductory workshop/visioning session, 2) a workshop held midway through the update process that will serve to report the consultant's findings to date and present alternative recommendations, and 3) a workshop/hearing to present the preferred alternative(s). Each category of workshops will include public meetings focused on one or more groups, such as the general public, Planning Commissioners, City Councilmembers, etc. The number of meetings to be held within each workshop category to engage broad public comment will be determined based on input from City Staff and the consultant's recommendation, as well as the overall budget remaining for the project.

II. SCOPE OF SERVICES

Services to include the following, as well as the supplemental project understanding, approach and management elements as described in Exhibit 1:

1. Establish one individual who will serve as consultant's project manager and point of contact for all services performed under contract.
2. Work as an extension of City Community Development Department Staff. Maintain an open dialogue with Staff and work closely with the City review team to update existing goals and policies from the 1996 General Plan.
3. Research and prepare reports; and facilitate meetings and workshops with City Staff, Planning Commissioners, City Councilmembers, and the public to gather input, collaboratively explore ideas, and present findings.

4. Provide a Draft Environmental Impact Report (EIR), Final EIR and all supporting documents necessary to comply with the requirements of the California Environmental Quality Act.
5. Document current conditions, establish goals for the City's future, and recommend means for achieving those goals within the appropriate elements of the General Plan.
6. Provide consistency with the State Office of Planning and Research 2017 General Plan Guidelines.
7. Integrate all documents and elements to provide internal consistency in content and appearance. Eliminate redundancy between elements as much as possible.
8. Advise changes to the City's zoning regulations to comply with any changes to the Land Use Element.
9. After receiving comments from City Staff, incorporate revisions and prepare revised draft Plan(s).
10. Present the final draft General Plan Update and draft EIR at a public hearing before the Planning Commission for their recommendation to the City Council and at a public hearing before the City Council for their consideration of approval as required for Plan adoption.
11. Perform other advanced planning services as needed.

PROJECT UNDERSTANDING, APPROACH, AND MANAGEMENT

Project Understanding

The City has made their expectations for the General Plan Update quite clear. The Request for Proposals details the key issues to be addressed as well as expectations for the proposal contents. Based on this direction, we understand the Project must address the following considerations:

1. Produce a **General Plan** that

- Is innovative and contemporary
- Easy to understand and use
- Relevant to the community
- Articulates the community vision, principles, and policies clearly and concisely

2. Include **Robust Community Engagement** that

- Enables any interested persons to fully participate in the visioning and decision-making process
- Includes at least three Community Workshops
- Provides a broad range of alternatives
- Is led by City staff

3. Comply with **State Planning Law** by

- Following the 2017 Office of Planning and Research General Plan Guidelines
- Addressing all new requirements
 - Complete streets
 - Flood protection
 - Adaptation
 - Disadvantaged Unincorporated Communities
 - Environmental justice

4. Assist with the **Housing Element Update** by

- Providing technical support to City staff
- Conducting focused research
- Supporting HCD review

5. Focus on **Consultant Staff Collaboration** by

- Working as an extension of City staff
- Providing the technical support to City staff
- Assuring full and timely staff input and direction

6. Emphasize **Effective Project Management** through

- Regular communication
- Regular status reports
- Being detail-oriented and fastidious
- Completing the project on time and within budget

Project Approach

Technology and innovation are accelerating at an increasingly rapid pace. As the City embarks on the update of its 23-year old General Plan, the key questions facing the City are: "What is our vision for the future, and how will we influence change to achieve that vision?" Based on our understanding of the City's expectations and needs for the General Plan Update, we have organized our approach around nine actions:



7

Review

- Facilitate a thorough review of the General Plan by staff, the community, and decision-makers
- Make sure the meaning and implications of the new General Plan are clearly understood by all
- Make revisions as necessary to address any concerns or uncertainties

8

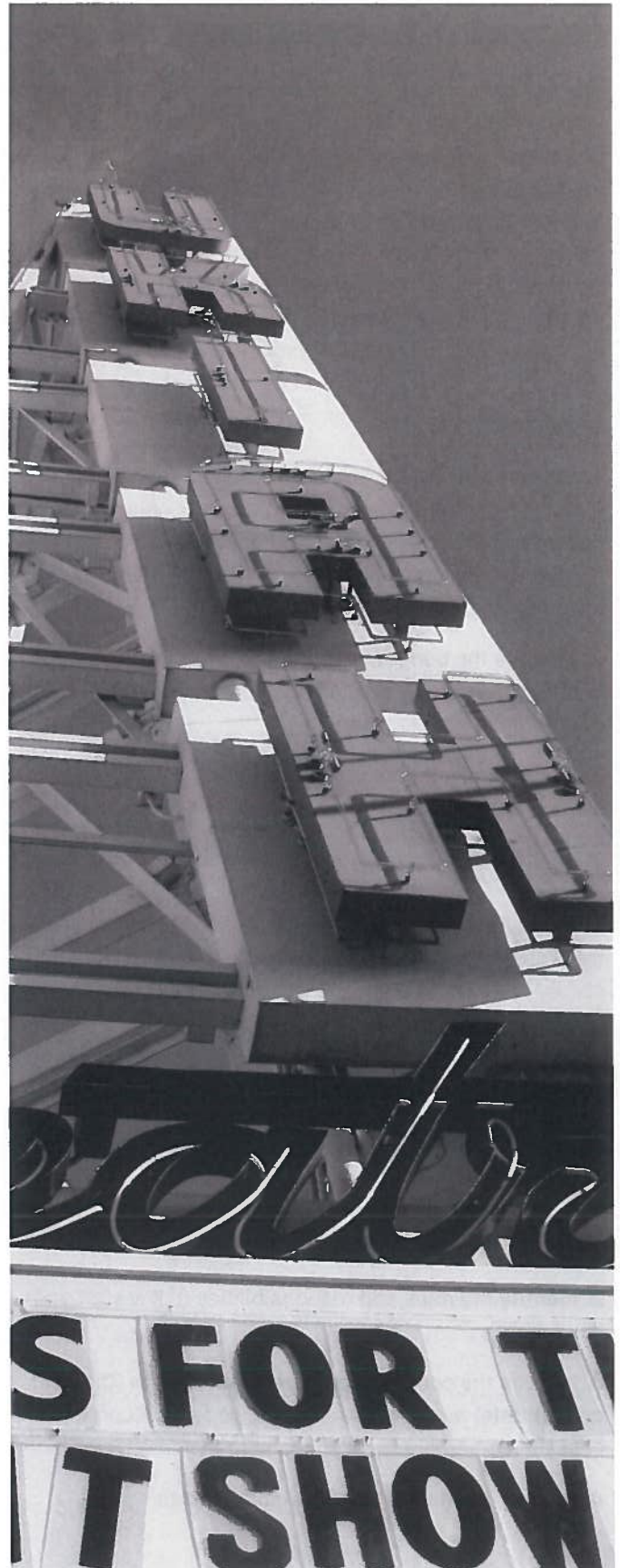
Evaluate

- Conduct a thorough evaluation of the potential environmental effects of the new General Plan
- Solicit public input on that evaluation
- Respond to all relevant comments
- Recommend changes to the General Plan based on those comments

9

Adopt

- Help the City adopt the General Plan
- Facilitate Planning Commission and City Council public hearings
- Prepare final documents



Project Management

We take project management seriously. Effective project management can make the difference in the success of a comprehensive general plan update. Ineffective project management can doom the project. While project management may not be as creative or rewarding as public outreach or policy development, it is every bit as essential to the success of a major planning project. There are three components to effective project management: clear objectives, organized approach, and proven tools.

Objectives

- 1. Stay on schedule.** It is very easy for a general plan update that includes extensive community engagement, dozens of meetings, broad community involvement, numerous City staff, and a large consultant team to quickly fall behind schedule.
- 2. Manage the budget.** Again, a multitude of participants, unanticipated demands, and additional meetings all can contribute to budget creep.
- 3. Frequent client communication.** Perhaps the single most important component of effective project management is regular communication between the Consultant and City staff.
- 4. Quality control.** We strive to produce results that are of the highest quality, internally consistent, and completely satisfy our clients.

Approach

- 1. Facilitate a kick-off meeting** with City staff and the consultant team to discuss the work scope, schedule, budget, and communication protocols. This meeting will include representatives from every City department likely to have a role or interest in the General Plan Update.
- 2. Identify the roles and responsibilities** of key staff and consultants.
- 3. Identify the core project management team (City and consultants)** and establish a schedule for reoccurring check-in conference calls and face-to-face meetings.
- 4. Provide monthly progress/status reports.**

Tools and Procedures

- 1. Standardized file naming protocols**
- 2. Consistent e-mail subject line project naming**
- 3. Email communication protocols**
- 4. Standardized document format and style guide**
- 5. Conference call agendas and action minutes**
- 6. Data requests for information**
- 7. Document review checklists**
- 8. General plan audit**
- 9. General plan agency consultation checklist**
- 10. Community Workshop guides/checklists**

Redundant Capabilities

For this project, Rick Rust, AICP, GISP, will be the Project Director and Brent Gibbons, AICP, will be the Project Manager. For all of our projects, we use this dual management setup so that both Rick and Brent will be up to speed on all aspects of the project at all times, optimizing the City's ability to work with Mintier Harnish when convenient to the City. While Brent will be the City's go-to person for the project, Rick will provide the City with access to our team when needed. This management team will coordinate closely with the rest of the project team to provide timely guidance on the successful completion of the General Plan Update.

Ukiah General Plan Update	MINTIER HARNISH							RINCON, INC.						GHD						TOTAL COSTS
	HARNISH Project Advisor	RUST Project Director	GIBBONS Project Manager	FUNSTON/ YANG/LESTER Planner	MINTIER HARNISH Support	SUBTOTAL HOURS	SUBTOTAL COSTS	MADDOX/ KREMIN Task Manager	JOURNEY Environmental Analyst	ZAJAC Environmental Analyst	GIS Analyst	SUBTOTAL HOURS	SUBTOTAL COSTS	DAMKOWITCH Task Manager	TREGENZA Senior Transportation Planner	VADULA Principal	Transportation Planner	SUBTOTAL HOURS	SUBTOTAL COSTS	
Phases / Tasks																				
PHASE 1: INITIATION																				
Task 1.1: General Plan Update Start-up Seminar		8	12			20	\$3,640		8			8	\$1,120	8				8	\$1,800	\$6,560
Task 1.2: Stakeholder Interviews		8	8			16	\$2,960					0	\$0					0	\$0	\$2,960
Task 1.3: Community Study Session (Community Workshop #1)		6	6	8		20	\$3,300					0	\$0					0	\$0	\$3,300
Task 1.4: Community Engagement Program		6	4	8		18	\$2,960					0	\$0					0	\$0	\$2,960
Task 1.5: Newsletter #1: General Plan Update Overview		2	4	8		14	\$2,160					0	\$0					0	\$0	\$2,160
Task 1.6: Existing Data Collection and Compilation			2	12		14	\$1,960	2	4	8		14	\$2,110					0	\$0	\$4,070
Task 1.7: Assemble GIS Database and Base Maps		2		20		22	\$3,100					0	\$0					0	\$0	\$3,100
Subtotal	0	32	36	56	0	124	\$20,080	2	12	8	0	22	\$3,230	8	0	0	0	8	\$1,800	\$25,110
PHASE 2: EXISTING CONDITIONS AND TRENDS																				
Task 2.1: Existing Conditions and Trends Data Development and Evaluation		2	2	22		26	\$3,710					0	\$0					0	\$0	\$3,710
Task 2.2: Existing Conditions and Trends Workbook	4	16	24	104		148	\$22,260	4	8	24	8	44	\$6,300	8	2	16	16	42	\$7,130	\$35,690
Task 2.3: Ukiah Story Maps		12	2	32		46	\$7,060					0	\$0					0	\$0	\$7,060
Task 2.4: Newsletter #2: Existing Conditions and Trends		2	4	16		22	\$3,240					0	\$0					0	\$0	\$3,240
Task 2.5: General Plan Audit		2	4		12	18	\$2,280					0	\$0					0	\$0	\$2,280
Task 2.6: Consultant/Staff Work Session		8	8			16	\$2,960					0	\$0					0	\$0	\$2,960
Task 2.7: City Council/Planning Commission Joint Study Session		8		8		16	\$2,680					0	\$0					0	\$0	\$2,680
Subtotal	4	50	44	182	12	292	\$44,190	4	8	24	8	44	\$6,300	8	2	16	16	42	\$7,130	\$57,620
PHASE 3: ALTERNATIVES																				
Task 3.1: Growth and Policy Alternatives	4	12	16	64		96	\$14,700	4	12	24		40	\$5,900					0	\$0	\$20,600
Task 3.2: Consultant/Staff Work Session		6	6			12	\$2,220					0	\$0					0	\$0	\$2,220
Task 3.3: Community Workshop #2: Developing Growth and Policy Alternatives		6	6	4		16	\$2,760		12			12	\$1,680		8			8	\$1,480	\$5,920
Task 3.4: City Council/Planning Commission Joint Study Session		8		4		12	\$2,140					0	\$0					0	\$0	\$2,140
Subtotal	4	32	28	72	0	136	\$21,820	4	24	24	0	52	\$7,580	0	8	0	0	8	\$1,480	\$30,880
PHASE 4: PREPARING THE GENERAL PLAN																				
Task 4.1: Administrative Draft General Plan	8	40	60	48		156	\$26,560	16	24	24	4	68	\$10,640		8			8	\$1,480	\$38,680
Task 4.2: Prepare Land Use and Circulation Diagrams		2	4	16		22	\$3,240					0	\$0	4	8	8	4	24	\$4,360	\$7,600
Task 4.3: Preliminary Public Review Draft General Plan	4	16	24	32		76	\$12,540				8	8	\$960		4			4	\$740	\$14,240
Task 4.4: Newsletter #3: Draft General Plan		2	4	16		22	\$3,240					0	\$0					0	\$0	\$3,240
Task 4.5: Community Workshop #3		8	8	8		24	\$4,040		12			12	\$1,680		8			8	\$1,480	\$7,200
Task 4.6: Planning Commission Study Session: Preliminary Public Review Draft General Plan		8				8	\$1,600					0	\$0					0	\$0	\$1,600
Task 4.7: City Council Study Session: Preliminary Public Review Draft General Plan		8				8	\$1,600					0	\$0					0	\$0	\$1,600
Task 4.8: Public Review Draft General Plan		4	4	24		32	\$4,720	2	8	4		14	\$2,110					0	\$0	\$6,830
Task 4.9: General Plan Consultation and Referrals		2	8			10	\$1,760					0	\$0					0	\$0	\$1,760
Subtotal	12	90	112	144	0	358	\$59,300	18	44	28	12	102	\$15,390	4	28	8	4	44	\$8,060	\$82,750
PHASE 5: ENVIRONMENTAL REVIEW																				
Task 5.1: Notice of Preparation			2			2	\$340	4	8			12	\$1,980					0	\$0	\$2,320
Task 5.2: Scoping Meeting						0	\$0		12			12	\$1,680					0	\$0	\$1,680
Task 5.3: Administrative Draft Program EIR		16	4			20	\$3,880	60	80	300	16	456	\$68,020	24	32	60	40	156	\$27,420	\$99,320
Task 5.4: Staff Review/Screencheck Draft Program EIR		4	2			6	\$1,140	20	24	40	8	92	\$14,220					0	\$0	\$15,360
Task 5.5: Draft Program EIR		4	2			6	\$1,140	12	6	20	4	42	\$6,700	2	2	8		12	\$2,300	\$10,140
Subtotal	0	24	10	0	0	34	\$6,500	96	130	360	28	614	\$92,600	26	34	68	40	168	\$29,720	\$128,820
Task 6: CERTIFICATION OF THE FINAL PROGRAM EIR AND ADOPTION OF THE GENERAL PLAN																				
Task 6.1: Response to Comments		4	4			8	\$1,480					0	\$0					0	\$0	\$1,480
Task 6.2: Mitigation, Monitoring, and Reporting Program		4				4	\$800					0	\$0					0	\$0	\$800
Task 6.3: Final Program EIR		8				8	\$1,600	24	32	40	6	102	\$15,960		4			4	\$740	\$18,300
Task 6.4: Planning Commission Hearing		8		4		12	\$2,140		8			8	\$1,120					0	\$0	\$3,260
Task 6.5: City Council Hearings (2)		16				16	\$3,200		8			8	\$1,120					0	\$0	\$4,320
Task 6.6: Final General Plan Documents	4	8	8	24		44	\$7,140					0	\$0					0	\$0	\$7,140
Task 6.7: City Council Adoption Hearing		8				8	\$1,600					0	\$0					0	\$0	\$1,600
Task 6.8: Zoning Consistency Memo			12			12	\$2,040					0	\$0					0	\$0	\$2,040
Subtotal	4	56	24	28	0	112	\$20,000	24	48	40	6	118	\$18,200	0	4	0	0	4	\$740	\$38,940
Project Management																				
Subtotal		24	80		80	184	\$26,400	8	20	20		48	\$7,320					0	\$0	\$33,720
TOTAL																				
Total Hours	24	308	334	482	92	1,240	-	156	286	504	54	1,000	-	46	76	92	60	274	-	-
2018 Billing Rates (subject to change every January 1st)	\$235	\$200	\$170	\$135	\$100	-	-	\$215	\$140	\$140	\$120	-	-	\$225	\$185	\$185	\$125	-	-	-
Labor Subtotals	\$5,640	\$61,600	\$56,780	\$65,070	\$9,200	-	\$198,290	\$33,540	\$40,040	\$70,560	\$6,480	-	\$150,620	\$10,350	\$14,060	\$17,020	\$7,500	-	\$48,930	\$397,840
Direct Expenses (e.g., printing, travel, Engagement HQ fee)							\$10,000						\$10,000						\$2,500	\$22,500
TOTAL COST							\$208,290						\$160,620						\$51,430	\$420,340
Additional Services																				
Ukiah Housing Element Support							\$12,275						\$0						\$0	\$12,275
Advanced Planning Services (as needed)							\$12,275						\$0						\$0	\$12,275
TOTAL CONTRACT							\$232,840						\$160,620						\$51,430	\$444,890

1) This represents a total cost based on the provided scope of work.

2) The distribution of hours between firms, staff categories, and tasks are an estimate. While the total costs will not change, the distribution of hours/costs may vary depending on actual execution.



AGENDA SUMMARY REPORT

SUBJECT: Approval of Community Development Director Determination that the Purchase of One Parcel Located on Norgard Lane, APN 184-080-27, Qualifies for a CEQA Exemption and Consideration of Authorization to the City Manager to Negotiate and Execute a Purchase Agreement for the Norgard Lane Parcel.

DEPARTMENT: Water Resources

PREPARED BY: Jarod Thiele

ATTACHMENTS:

[Attachment 1 - Map of Proposed Property](#)

[Attachment 2- Legal Description-Easterly Parcel-Norgard.pdf](#)

Summary: City Council will consider approving the Community Development Director's Determination that the purchase of one parcel located on Norgard Lane, APN 184-080-27, qualifies for a CEQA Exemption. Council will also consider authorizing the City Manager to negotiate and execute a purchase agreement for this parcel.

Background: From time to time, the City of Ukiah will consider the acquisition of property near existing infrastructure and operations when it becomes available. This strategic approach allows for the acquisition of property with willing sellers and ensures that the City will have the necessary land for operational needs in the future. The City recently acquired several properties adjacent to the Wastewater Treatment Plant from Norgard Properties.

RECOMMENDED ACTION: Approve the Community Development Director Determination that the purchase of one parcel located on Norgard Lane, APN 184-080-27, qualifies for a CEQA exemption and consider authorization to the City Manager to Negotiate and Execute a Purchase Agreement for the Norgard Lane parcel.

BUDGET AMENDMENT REQUIRED: Yes

CURRENT BUDGET AMOUNT: \$0 (82024411.80210)

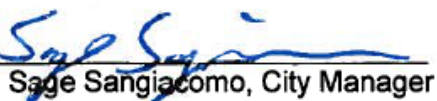
PROPOSED BUDGET AMOUNT: \$60,000 (82024411.80210)

FINANCING SOURCE: Water Fund Reserves

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Sean White, Water Resources Director; Craig Schlatter, Community Development Director; Sage Sangiacomo, City Manager

Approved: _____


Sage Sangiacomo, City Manager

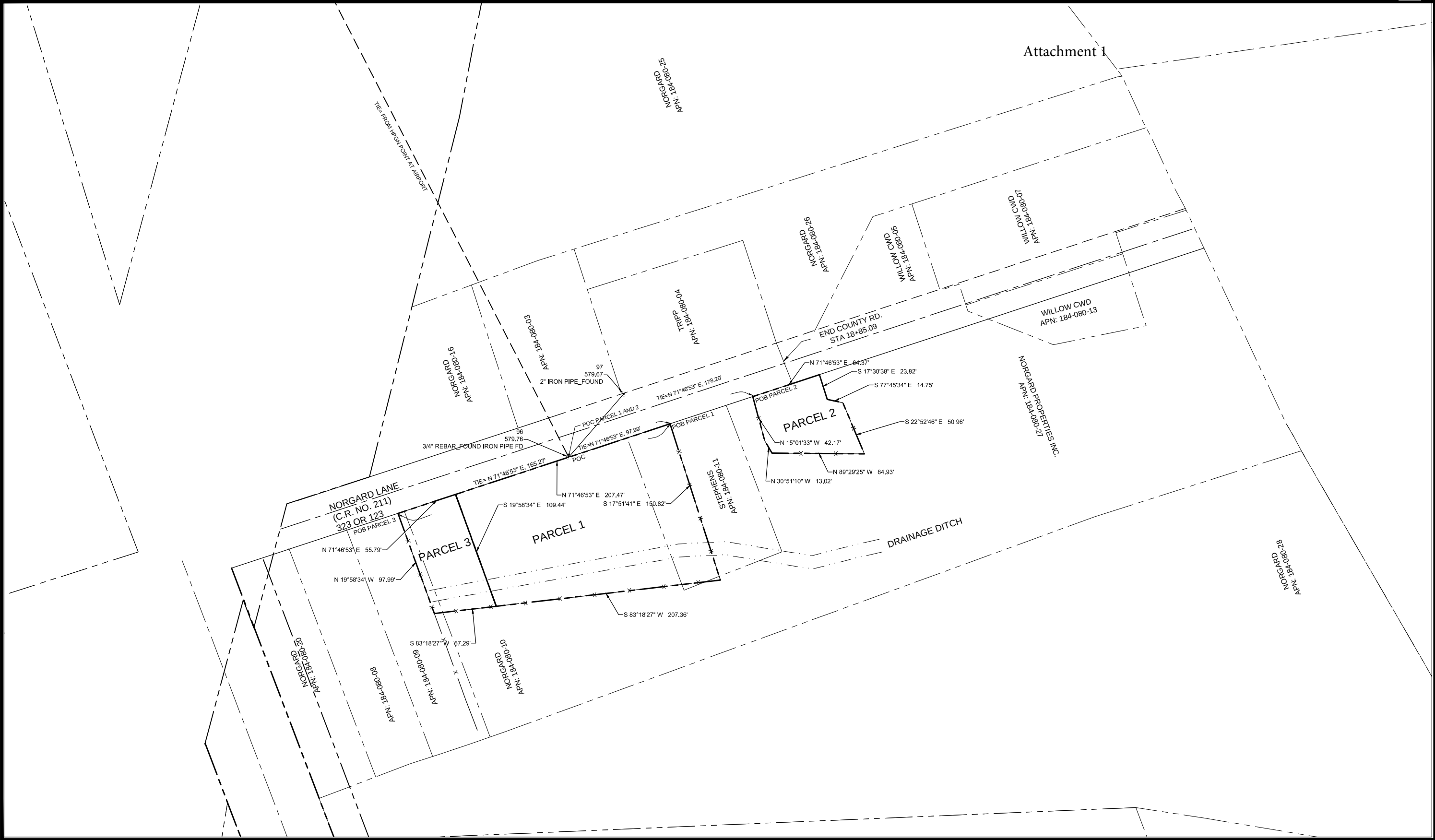
When the City acquired the initial land from Norgard Properties, one parcel was not available for sale due to an occupied residence on the parcel. Since the acquisition, the residence experienced a significant structure fire. Norgard Properties has decided not to repair the structure and the parcel is now available for purchase for \$35,000. Acquiring this small parcel will avoid any future potential conflicts with future use and or egress to the recently acquired property. A map of the proposed parcel to be purchased is shown as parcel 2 in Attachment 1. A legal description of the parcel is contained in Attachment 2.

Although no specific project has been identified for possible future development on the parcel, as a part of the process of purchasing the parcel the City's Director of Community Development ("Director"), is required to make- and he has made- a determination as to the required level of environmental review required by California Environmental Quality Act (CEQA).

Discussion: The Community Development Director has determined that the City lacks sufficient information at this time to conduct meaningful environmental review on environmental impacts from purchasing the parcel. No details of a possible future project are known. It is therefore not possible to determine what environmental impacts will occur from that acquisition. Until a project is developed, the purchase of the property will not change the existing condition or use of the property. The Director's CEQA Exemption Determination was not available at the time of publication but will be available and shared with Council and the public in advance of the City Council meeting.

The "project" under CEQA at this time is the Council's authorization to the City Manager to negotiate and execute the purchase agreement. If Council approves this action, the Community Development Director will record a Notice of Exemption, which finds that the purchase of the parcel qualifies for a categorical exemption pursuant to CEQA Guidelines Article 5, Section 15060 (c)(2)- "The activity will not result in a direct or reasonably foreseeable indirect physical change in the environment." Any future development will require further CEQA review, once details of that future project are known.

Staff recommends that Council authorize the City Manager to negotiate and execute a purchase agreement for the Norgard Lane parcel, APN 184-080-27. Staff also recommends Council approve the Community Development Director Determination that the purchase of the parcel qualifies for an exemption under CEQA.



DATE:	REVISION:	BY:	COMPUTER NO. SERVER	OWNER:	NORGARD PROPERTIES INC.	RAU AND ASSOCIATES INC. CIVIL ENGINEERS • LAND SURVEYORS 100 NORTH PINE STREET • (707) 462-6536 • UKIAH, CA 95482	DRAWING:	PRELIMINARY PLAT SURVEY MAP	Date:	MAY 2018	SHEET 1 of 1 SHEETS	
			PATH: Z:\PROJECTS	LOCATION:			341 NORGARD LANE UKIAH, CALIFORNIA	PROJECT:	CONVEYANCE OF PROPERTIES BETWEEN CITY OF UKIAH AND NORGARD PROPERTIES INC.	Scale:		AS SHOWN
			FILE: FILE NAME.DWG							Drawn:		J.J.R.
			PSVIEW:							Checked:		G.C.R.
			MSVP:							Reviewed:		G.C.R.
			MSVIEW:					JOB NO.	R18019			

EXHIBIT "A"

Legal Description- Easterly Parcel

Any and all lands and any and all interest thereto lying within the following described real property.

All that certain real property situate in the unincorporated area of the County of Mendocino, State of California and being a portion of the Lands of Norgard Properties, Inc. as described in a deed recorded on July 30, 1993 in Book 2102 at Pages 443 through 445 in Mendocino County Official Records, more particularly described as follows:

All that portion of Lot 71 of the Healey's Survey and Map of Yokayo Rancho, lying southerly of the southerly line of Norgard Lane as described in a deed recorded on August 8, 1952 in Book 323 at Pages 123 through 126 in Mendocino County Official Records, and easterly of the easterly line of California State Highway 101, within the lands described below.

Commencing at a $\frac{3}{4}$ " iron pipe as shown on a Record of Survey Map, filed August 20, 1951 in Map Case 1, Page 9, Drawer 34, Mendocino County Records, said point having coordinates of North 2,171,242.586, East 6,222,864.324; thence, North 71°46'53" East (Record = North 71°26'00" East), 178.20 feet along the southerly right of way line of Norgard Lane to the POINT OF BEGINNING; thence, along the southerly right of way line of Norgard Lane, North 71°46'53" East, 64.37 feet; thence, leaving said right of way line, South 17°30'38" East, 23.82 feet; thence, South 77°45'34" East, 14.75 feet; thence, South 22°52'46" East, 50.96 feet; thence, North 89°29'25" West, 84.93 feet; thence, North 30°51'10" West, 13.02 feet; thence, North 15°01'33" West, 42.17 feet, more or less, to the southerly right of way line of Norgard Lane and the Point of Beginning.

PTN APN 184-080-27

EXCEPTING THEREFROM THE FOLLOWING:

1. Those portions of land described in the deeds from Edith Beck to Willow County Water District, recorded on March 2, 1951 in Book 286, Page 184, and recorded on June 29, 1953 in Book 375, Page 284, Mendocino County Records, Assessor's Parcel Numbers 184-080-05 and 184-080-13.
2. The land of Errol A. Stephens and Diane M. Stevens as described in an instrument recorded on March 5, 2009 in Instrument Number 2009-03045, Mendocino County Records, Assessor's Parcel Number 184-080-11.

The basis of bearings for this legal description is between two found HPGN Monuments identified as Ukiah Airport Reset and HPGN D CA 01 CG, using as a basis the California Coordinate System, Zone 2, North American Datum of 1983 with an Epoch Date of 2007, a combined scale factor of 0.99988998, a Theta Angle of -00°45'33", and a reciprocal factor = 1.000110032 to obtain ground distances. Ukiah Airport Reset has coordinates of North 2,176,565.54 and East 6,220,129.08. HPGN D CA 01 CG has coordinates of North 2,163,578.48 and East 6,223,964.48.

This description of real property was prepared by me, or under my direction, in conformance with the Professional Land Surveyor's Act.

George C. Rau

5.29.2018

George C. Rau R.C.E. 21908

Date

My License Expires 09-30-2019





AGENDA SUMMARY REPORT

SUBJECT: Introduction of Ordinance Amending Ukiah City Code Section 5127 to Increase the Time for City Council Review of a Local Emergency Declaration from 14 to 60 Days.

DEPARTMENT: Administration

PREPARED BY: Tami Bartolomei

ATTACHMENTS:

[Attachment 1 Ordinance amending Section 5127 \(002\).pdf](#)

Summary: This report recommends adopting an ordinance amending Ukiah City Code Section 5127 to increase the time for City Council review of a local emergency declaration from 14 to 60 days.

Background: Pursuant to the California Emergency Services Act ("CESA"), the City has adopted ordinances governing local emergencies. In compliance with the CESA as it read in 1997, when the City adopted Ukiah City Code ("UCC") Section 5127, the City Council is required to review a declaration of a local emergency every 14 days. Effective January 1, 2019, the CESA has been amended to require City Council review every 60 days. The proposed ordinance would bring UCC §5127 into compliance with this recent amendment to the CESA.

Discussion: Preparation for and responding to natural, manmade, or war-caused emergencies is governed by the CESA (Title 2, Division 1, Chapter 7 of the Cal. Gov't Code, commencing with Section 8555.) The City has adopted local regulations governing its response to local emergencies in Division 6, Chapter 2 of the Ukiah City Code (UCC), commencing with Section 5100. UCC Section 5127, adopted in 1997, pursuant to the CESA, requires the City Council to review the declaration of a local emergency at least every fourteen (14) days until

RECOMMENDED ACTION: Introduction to City Council of Ordinance amending Ukiah City Code Section 5127.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: N/A

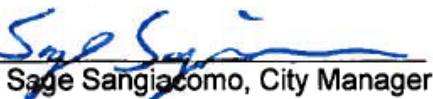
PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Sage Sangiacomo, City Manager and David Rapport, City Attorney

Approved:


Sage Sangiacomo, City Manager

the need for continuing the local emergency has ended. Effective January 1, 2019, Government Code Section 8630 has been amended to require this review at least every sixty (60) days after the local emergency is first declared. The proposed ordinance would amend UCC Section 5127 by increasing the review period from 14 days to 60 days as allowed by the recent amendments to the CESA.

ORDINANCE NO.

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UKIAH
AMENDING SECTION 5127 OF Article 3, CHAPTER 2, DIVISION 6 OF
THE UKIAH CITY CODE REQUIRING CITY COUNCIL REVIEW OF
LOCAL EMERGENCY DELARATION BY DIRECTOR OF EMERGENCY
SERVICES.**

The City Council of the City of Ukiah hereby ordains as follows:

SECTION ONE.

Section 5127 in Article 13 of Chapter 2 in Division 6 of the Ukiah City Code, is hereby amended to read as follows:

§5127 LOCAL EMERGENCY – TERMINATION

Pursuant to the California Emergency Services Act, the Council shall review the declaration at least every sixty (60) days until the need for continuing the local emergency has ended and shall proclaim the termination of such local emergency at the earliest practicable date that conditions warrant.

SECTION TWO.

1. Publication: Within fifteen (15) days after its adoption, this Ordinance shall be published once in a newspaper of general circulation in the City of Ukiah. In lieu of publishing the full text of the Ordinance, the City may publish a summary of the Ordinance once 5 days prior to its adoption and again within fifteen (15) days after its adoption.

3. Effective Date: The ordinance shall become effective thirty (30) days after its adoption.

Introduced by title only on March 20, 2019, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Adopted on _____, 2019, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Maureen Mulheren, Mayor

ATTEST:

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Adopt Resolution Supporting Energy Upgrade California (EUC), an Educational Initiative of the California Public Utilities Commission.

DEPARTMENT: Electric Utility

PREPARED BY: Traci Boyl

ATTACHMENTS:

[Attachment 1 EUCCity Partnership.pdf](#)

[Attachment 2 EUC Resolution.pdf](#)

Summary: The Council is requested to adopt a resolution supporting Energy Upgrade California (EUC), an educational initiative of the California Public Utilities Commission.

Background: The League of California Cities has requested that its members support Energy Upgrade California (EUC), an educational initiative of the California Public Utilities Commission. EUC is a State-wide initiative committed to helping Californians take action to save energy, conserve and preserve natural resources, reduce demand on the energy grid, and make informed choices about their energy use at home and at work.

Discussion: As a member of the League of California Cities, the City of Ukiah Electric Utility Department has reviewed the EUC initiative (Attachment 1) and supports the EUC's initiative to empower Californians to be

RECOMMENDED ACTION: Adopt resolution supporting Energy Upgrade California (EUC), an educational initiative of the California Public Utilities Commission.

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: Electric Utility Department; Maureen Mulheren, Mayor

Approved: _____


Sage Sangiacomo, City Manager

more energy efficient and to encourage City of Ukiah residents to take at least one energy-saving action.

Staff is recommending that Council adopt the resolution (Attachment 2).



WHAT IS ENERGY UPGRADE CALIFORNIA?

- We are a state-wide initiative committed to helping Californians take action to save energy, conserve and preserve natural resources, reduce demand on the energy grid, and make informed choices about their energy use at home and at work. We emphasize that *every resident has the power to make a difference with small actions.*

HOW DO WE WORK WITH CITIES?

- We **partner** with you on events like movie nights, sustainability fairs, educational programs and holiday celebrations. Invite us to join you in these community events!
- We **provide** materials about Energy Upgrade California including fact sheets, co-branded materials, small business energy efficiency guides and other giveaway items for public events.
- EUC does **outreach** and **education** through our social media sites, newsletters, op-eds, digital products and more.
- We **promote** EUC by partnering with local community-based organizations who help us reach all residents of your city.
- EUC encourages you to **nominate** a local Energy Hero to be showcased on our website!

Some examples of EUC working with cities include: partnering with Beverly Hills at their National Night Out event, joining the City of Santa Monica at their Sustainability Fair, a LED holiday lights giveaway with the City of Sacramento, and including city officials at EUC events throughout California. We are also League of CA Cities and California Contract Cities Association sponsors and collaborate with them to promote our energy efficient initiatives to all member cities. We are open to new and innovative partnerships with you and your local organizations.

JOIN THE MOVEMENT!

- **City Proclamation joining the EUC initiative**
- **Partner on events/presentations/trainings**
- **Distribute EUC collateral like fact sheets, palm cards and FAQs as needed**
 - **Share ready-made social media content on your city accounts**
- **Become a part of the solution and help your city save energy and money!**

Here are the links to all of the social outlets:

<https://www.facebook.com/EnergyUpgradeCalifornia/>

<https://twitter.com/energyupgradeca>

https://www.instagram.com/energyupgrade_ca/

RESOLUTION NO. 2019-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH ADOPTING THE ENERGY UPGRADE CALIFORNIA INITIATIVE

WHEREAS, the Golden State is a national leader in energy conservation, embracing its residents' and small businesses' efforts to support our state's clean energy and energy efficiency goals; and

WHEREAS, these efforts have put California on track to double energy efficiency, produce 33 percent of its energy from renewable resources, and reduce greenhouse gas emissions by 40 percent before 2030 – goals as set forth in the "Clean Energy and Pollution Reduction Act of 2015" (Senate Bill 350); and

WHEREAS, all Californians have the opportunity to practice energy-conscious and environmentally friendly actions that help make an energy-saving impact for the Golden State,

NOW, THEREFORE, IT IS HEREBY RESOLVED, The City of Ukiah supports Energy Upgrade California® – a statewide initiative committed to empowering Californians to become energy stewards by integrating energy management practices into their daily lives – and their call to all California residents and businesses to preserve the Golden State's pristine environment by taking small energy-saving actions that help **Keep it Golden**.

BE IT THEREFORE RESOLVED THAT we encourage each City of Ukiah resident to take one energy-saving action – flipping off lights when not in use, washing clothing on the cold cycle, or lowering the thermostat – to use less energy. Each individual action can result in a big impact not only for the City of Ukiah, but also the state.

BE IT FURTHER RESOLVED THAT The City of Ukiah urges all our residents and small businesses to become more conscious energy stewards – recognizing that we all have the power to make a big difference in helping California Keep it Golden by taking even small actions.

PASSED AND ADOPTED this 20th day of March, 2019, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Maureen Mulheren, Mayor

Kristine Lawler, City Clerk



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 Council

PREPARED BY: Kristine Lawler

ATTACHMENTS:

[Attachment 1 - 2019 City Council Special Assignments & Ad Hocs](#)

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.

RECOMMENDED ACTION: Receive report(s). The Council may also 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

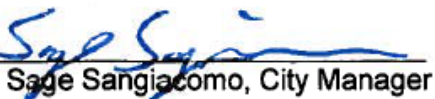
PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: Mayor Mulheren

Approved: _____


Sage Sangiacomo, City Manager

2019 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 twice 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.		Emergency Management Coordinator 300 Seminary Ave. Ukiah, CA 95482 467-5765 - Tami Bartolomei	Develop any necessary emergency and mutual aid plans, agreements, ordinances, resolutions, rules, and regulations.	Mulheren Orozco- Alternate	Tami Bartolomei, Community Services Administrator; 467-5765 tbartolomei@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 Mulheren- Alternate	Rick Seanor, Deputy Director of Public Works; 463-6296 rseanor@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 Scalmanini- 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	Mulheren Brown- Alternate	Rick Seanor, Deputy Director of Public Works; 463-6296 rseanor@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	Mayor	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 666-4857	Consider issues related to Russian river - plans projects and funding requests	Mulheren Brown- Alternate	Rick Seanor, Deputy Director of Public Works; 463-6296 rseanor@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 Mulheren- 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
Greater Ukiah Chamber of Commerce Liaison ex officio	4th Wednesday of month, 9:00 a.m.	Conference Center 200 S. School Street Ukiah, CA		200 S. School Street Ukiah, CA 95482 462-4705	To represent and set policy for Chamber and area businesses	Riley (appointed 12/19/18)	Shannon Riley, Deputy City Manager; 467-5793 sriley@cityofukiah.com;
Main Street Program Board of Directors ex officio	1st Thursday of month, 8:00 a.m.	200 South School Street Ukiah, CA		200 S. School St. Ukiah, CA 95482 463-6729	Develops activities for downtown economic development 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	Bartolomei (appointed 12/19/18)	David Burton, Museum Director; 467-2836 dburton@cityofukiah.com

2019 CITY COUNCIL SPECIAL ASSIGNMENTS

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	UPD Staff	Recommend to be assigned to staff - Forthcoming from UPD
Northern California Power Agency (NCPA)	4th Thursday of month, 9:00 a.m. (see calendar from NCPA)	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
LOCAL/COUNTY/REGIONAL/LIASONS OnGoing One or Two Council and/or Staff	MTG DATE/TIME	LOCATION		MAILING ADDRESS/CONTACT	COMMITTEE FUNCTION	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
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	Mulheren Brown- 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 Alan Carter, Treasurer	Dan Buffalo, Director of Finance; 463-6220 dbuffalo@cityofukiah.com
Library Advisory Board	3rd Wednesdays of alternate months (beginning January), 1:00 p.m.	Various Mendocino County Libraries		Ukiah County Library 463-4491	Review library policy and activities	Bartolomei (appointed 12/19/18)	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	Orozco White (appointed 12/19/18)	Sean White, Director of Water Resources; 463-5712 swhite@cityofukiah.com
HHSa 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	Crane Mulheren- Alternate	Craig Schlatter, Director of Community Development; 463-6219; cschlatter@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 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 City's 2nd District Supervisor	Brown Crane- Alternate	Sage Sangiacomo, City Manager; 463-6221; ssangiacomo@cityofukiah.com
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	Dan Grebil, Fire Authority Administrator; 462-7921 x400; dgrebil@cityofukiah.com

2019 AD HOC COMMITTEES		
COMMITTEE	ASSIGNED TO	PRINCIPAL STAFF SUPPORT
Electric Grid Operational Improvements	Crane/Scalmanini	Mel Grandi , Electric Utility Director; 463-6295 mgrandi@cityofukiah.com
Rate Studies for Electric, Water, Sewer	Crane/Scalmanini	Mel Grandi , Electric Utility Director; 463-6295 mgrandi@cityofukiah.com Tim Eriksen , Public Works Director/City Engineer; 463-6280 teriksen@cityofukiah.com Sean White , Director of Water Resources; 463-5712 swhite@cityofukiah.com Dan Buffalo , Director of Finance; 463-6220 dbuffalo@cityofukiah.com
Downtown Parking Management	Mulheren/Brown	Shannon Riley , Deputy City Manager; 467-5793 sriley@cityofukiah.com
Budget Development Best Practices and Financial Policy For FY 19/20 Budget	Crane/Brown	Dan Buffalo , Director of Finance; 463-6220 dbuffalo@cityofukiah.com Sheri Mannion , Human Resource Director/Risk Manager; 463-6272,
Public Works Project Specification Development	Crane/Mulheren	Tim Eriksen , Public Works Director/City Engineer;
Uniform Cost Accounting	Crane/Mulheren	Tim Eriksen , Public Works Director/City Engineer;
Vichy Springs Resort Litigation	Brown/Scalmanini	Sage Sangiacomo , City Manager; 463-6221 ssangiacomo@cityofukiah.com
Marbut Study Ad Hoc	Brown/Scalmanini	Justin Wyatt , Police Operations Captain, 463-6760 jwyatt@cityofukiah.com
Solar Proposal-Application Project	Crane/Scalmanini	Sean White , Director of Water Resources; 463-5712 swhite@cityofukiah.com

UPDATED 1-17-19



AGENDA SUMMARY REPORT

SUBJECT: 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

DEPARTMENT: Administration

PREPARED BY: Kristine Lawler

ATTACHMENTS:

Summary: Closed Session Item

Background: Closed Session Item

Discussion: Closed Session Item

RECOMMENDED ACTION: Confer in Closed Session

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



AGENDA SUMMARY REPORT

SUBJECT: Conference with Real Property Negotiators
(Cal. Gov't Code Section 54956.8)
Property: APN Nos: 003-040-77; 003-040-78; 003-040-79
Negotiator: Sage Sangiacomo, City Manager;
Negotiating Parties: Shapiro/Danco
Under Negotiation: Price & Terms of Payment

DEPARTMENT: Administration

PREPARED BY: Kristine Lawler

ATTACHMENTS:

Summary: Closed Session Item

Background: Closed Session Item

Discussion: Closed Session Item

RECOMMENDED ACTION: Confer in Closed Session

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT: N/A

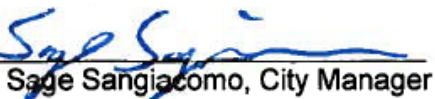
PROPOSED BUDGET AMOUNT: N/A

FINANCING SOURCE: N/A

PREVIOUS CONTRACT/PURCHASE ORDER NO.: N/A

COORDINATED WITH: N/A

Approved:


Sage Sangiacomo, City Manager



AGENDA SUMMARY REPORT

SUBJECT: Conference with Real Property Negotiators
(Cal. Gov't Code Section 54956.8)
Property: APN Nos: 002-273-19-00 and 002-273-30-00
Negotiator: Sage Sangiacomo, City Manager;
Negotiating Parties: Bank of America
Under Negotiation: Price & Terms of Payment

DEPARTMENT: Administration

PREPARED BY: Kristine Lawler

ATTACHMENTS:

Summary: Confer in Closed Session

Background: Confer in Closed Session

Discussion: Confer in Closed Session

RECOMMENDED ACTION: Confer in Closed Session

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