

The City of Hanford
CALIFORNIA



City Council Meeting Agenda

October 1, 2019
7:00 PM – Regular Meeting
Council Chambers
400 N. Douty St.

5:30 PM CALL TO ORDER STUDY SESSION AND CLOSED SESSION:

ROLL CALL BY CITY CLERK:

PUBLIC COMMENT:

*Comments from the public are limited to items listed on the agenda (GC 5454.3a). A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

STUDY SESSION:

- A. Utilities & Engineering: Sustainable Groundwater Mitigation Act (SGMA) presentation.

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (GC 54956.9(d)(1))

Valdez v. City of Hanford
Eastern District Case No. 1:12-cv-00430

Sara Perez v. City of Hanford
Kings County Case No. 17C0335

- B. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (GC 54956.8)

Two potential items.

C. CONFERENCE WITH LEGAL COUNSEL - REAL PROPERTY NEGOTIATIONS (GC 54956.8)

Property: Parkside Park, (property west side of Parkside Drive, south of Woodland Drive)
Agency Negotiators: Mike Olmos, Darlene Mata, Ty Mizote

Property: 122 E. Eighth St. and 128 E. Eighth St. (APN 010-276-006, 010-276-008)
Agency Negotiators: Mike Olmos, Darlene Mata, and Ty Mizote
Negotiating Party: William and Maryann Grimm

Property: APNs 028-310-005, 028-310-008, 028-240-008, 028-240-016, 028-240-018, 028-240-019, 028-240-020, 028-240-021
Agency Negotiators: Mike Olmos, John Doyel, and Ty Mizote
Negotiating Party: AG Green Farming

D. CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYMENT (GC 54957)

Job Title: City Manager

CALL TO ORDER REGULAR SESSION:

ROLL CALL:

INVOCATION:

FLAG SALUTE:

RECOGNITIONS/PROCLAMATIONS:

STAFF COMMUNICATIONS:

PUBLIC COMMENT:

This is the time for citizens to comment on subject matters not on the agenda and that are within the jurisdiction of the Hanford City Council. This is also the public's opportunity to request an item from the Consent Calendar be pulled for discussion purposes, or to comment on any item on the agenda. Comments related to Public Hearing items will be heard at the time the item is discussed. A maximum of three minutes is allowed for each speaker. Please begin your comments by stating your name and city of residence.

COUNCIL RESPONSE TO PUBLIC COMMENT:

CONSENT CALENDAR:

Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made and then the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

A. City Clerk: Approve minutes from the City Council Special Meeting held on June 5, 2019.

B. City Clerk: Approve minutes from the City Council Special Meeting held on June 25, 2019.

C. City Clerk: Approve minutes from the City Council Meeting held on July 16, 2019.

- D. City Clerk: Approve minutes from the City Council Special Meeting held on August 26, 2019.
- E. City Clerk: Approve minutes from the City Council Special Meeting held on September 23, 2019.
- F. City Clerk: Approve minutes from the City Council Special Meeting held on September 24, 2019.
- G. Public Works: Purchase of residential refuse containers (1272 units) from Toter Wastequip, LLC., in the amount of \$65,999.62 (tax and freight included).
- H. Utilities and Engineering: Adopt the attached Resolution adopting Chapter 10 of the Caltrans Local Assistance Procedures Manual, entitled "Consultant Selection", as the process by which the City retains Architectural and Engineering Consultant Services related to Federal and State funded Transportation Projects.
- I. Community Development: Waive the second reading and adopt Ordinance 19-10, an ordinance of the City of Hanford City Council approving Rezone No. 2019-02, a request to repeal the Downtown East Precise Plan and adopt the underlying zoning and change a portion of the underlying zoning from MX-D Downtown Mixed Use to C-S Service Commercial; and Zone Text Amendment No. 2019-04: A request to remove reference to the Downtown East Precise Plan from the Hanford Municipal Code Title 17. The project pertains to the Downtown East Precise Plan, which is located between Harris Street and 10th Avenue, North of the Union Pacific Railroad Tracks, South of the Centerline of the alley between Ninth and Tenth Streets.
- J. Parks & Recreation: Approval of Contract for the Old Courthouse Refuse Enclosure Project in the amount of and not to exceed \$38,240.00.
- K. Finance: Revised Warrant Register Dated 9/17/19
- L. Finance: Warrant Register.

PUBLIC HEARINGS:

- A. Utilities & Engineering: Conduct a public hearing regarding Tract 915 for the formation of Landscape Assessment District No. 19-02 at Aquifer Drive and Millennium Way, and adopt Resolution 19-37-R establishing the formation of the Tract 915 district and confirming the levy and collection of annual assessments.

GENERAL BUSINESS:

- A. Administration: Authorization for the City of Hanford to enter into a contract for public relations services with DMI Agency \$44,250 over a 12 month period and authorization for the City Manager to sign the contract.
- B. Police: Resolution in Support of No Tobacco and Vaping in City Parks.
- C. Community Development: Authorization for the Mayor to enter into a Cost Recovery and Indemnification Agreement with Greenbrier Hemp Company, LLC. An agreement for the reimbursement of costs associated with the preparation of an ordinance for Commercial Hemp processing and manufacturing in the City of Hanford.

- D. Community Development: Mural Permit - Sign Referral No. 2019-46: a request to allow a mural to be painted on the rear wall facing the alley for JH Tackett Inc. located in the MX-D Downtown Mixed Use zone district. The project is located at 329 W. Seventh Street (APN 012-056-001).
- E. Public Works: Approval of contract change order (No. 2) with the firm of Mead & Hunt Inc., of Roseville, Ca., for additional consulting services related to the Airport Taxi-lane Rehabilitation Project (Phases 2/3), in the amount \$40,202.73.
- F. Utilities and Engineering: Award a contract to JT2, Inc. dba Todd Companies in the amount of \$941,179.00 for the FY 15/16 Minor Water Main Replacement Project; establish a construction contingency of \$94,100 for this project, and approve an additional appropriation of \$118,900.00 from the Water Capital Reserves. (Located between Seventh and Eighth Streets, from Redington Street to Green Street)
- G. City Council: Discuss the voting preferences of two League of California Cities Annual Conference Resolutions (#1, #2) for the City of Hanford's Voting Delegate, Vice Mayor John Draxler.
- H. Police: Approve declaration of nine firearms as Surplus Property.

COUNCIL REPORTS/COMMENTS:

COUNCIL FUTURE AGENDA ITEMS:

ADJOURNMENT:

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available to public inspection in the City Clerk's Office located at 319 N. Douty Street, Hanford, California 93230, during normal business hours. Such agendas are also available at the city's website, www.cityofhanfordca.com subject to staff's ability to post the agenda before the meeting.

If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's office, 559-585-2515, 319 N. Douty Street, Hanford, California 93230, at least 2 days prior to the meeting {28 CFR 35.102.35.104 ADA Title II}



**AGENDA
STAFF REPORT**

MEETING DATE: 10/1/2019	AGENDA SECTION: A
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SUBJECT:

City Clerk: Approve minutes from the City Council Special Meeting held on June 5, 2019.

RECOMMENDATION:

Approve minutes from the City Council Special Meeting held on June 5, 2019.

FISCAL IMPACT:

ATTACHMENTS:

6.5.19 special meeting



**CITY COUNCIL MEETING
MINUTES
June 5, 2019 8:30 AM
Training Room
319 N. Douty**

CALL TO ORDER SPECIAL SESSION:

Mayor Sorensen called the Special Meeting to Order at 8:36 a.m.

ROLL CALL BY THE CITY CLERK:

Attendee Name	Title	Status	Arrived
John Draxler	Vice Mayor	Present	8:15 AM
Martin Devine	Council Member	Present	8:15 AM
Sue Sorensen	Mayor	Present	8:25 AM
Art Brieno	Council Member	Late	8:45 AM
Francisco Ramirez	Council Member	Present	8:25 AM

FLAG SALUTE:

PUBLIC COMMENT:

*Comments from the public are limited to items listed on the agenda (GC 54954.3a). A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

No comments.

GENERAL FUND BUDGET WORKSHOP:

A. City Council and Staff will review the budget for the 2019/2020 fiscal year.

The City Manager, Darrel Pyle and Finance Director, Paula Lofgren provided an overview of the proposed Fiscal Year 2019/2020 budget with the City Council. Mr. Pyle distributed copies to the Council of each budget page and gave a comprehensive breakdown of the proposed budget compared to the actual totals from previous fiscal years. Each Department Director was in attendance and was able to provide specific information that addressed the Council Members' questions regarding their department's budget.

Department budgets reviewed were: the Fire Department, Utilities & Engineering, and the Public Works-Streets Division. The Capital Improvement Project (CIP) fund was also reviewed.

ADJOURNMENT:

Mayor Sorensen adjourned the meeting at 11:55 a.m.

Respectfully submitted,

Sarah Martinez
City Clerk



**AGENDA
STAFF REPORT**

MEETING DATE: 10/1/2019	AGENDA SECTION: B
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SUBJECT:

City Clerk: Approve minutes from the City Council Special Meeting held on June 25, 2019.

RECOMMENDATION:

Approve minutes from the City Council Special Meeting held on June 25, 2019.

FISCAL IMPACT:

ATTACHMENTS:

6.25.19 special meeting



**CITY COUNCIL MEETING
MINUTES**

June 25, 2019 5:15 PM

**Training Room
319 N. Douty**

5:18 PM CALL TO ORDER SPECIAL SESSION:

Vice Mayor John Draxler called the Special Meeting to order at 5:18 p.m.

ROLL CALL BY THE CITY CLERK:

Attendee Name	Title	Status	Arrived
John Draxler	Vice Mayor	Present	5:12 PM
Martin Devine	Council Member	Present	5:05 PM
Sue Sorensen	Mayor	Late	5:18 PM
Art Brieno	Council Member	Present	5:12 PM
Francisco Ramirez	Council Member	Present	5:05 PM

FLAG SALUTE:

PUBLIC COMMENT:

Comments from the public are limited to items listed on the agenda (GC 54954.3a). A maximum of three minutes is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.

No comments.

GENERAL BUSINESS:

A. Final Budget Deliberation

Finance Director Paula Lofgren and City Manager Darrel Pyle assembled the draft of the budget sheets and provided an overview to the Council and department heads.

The Council reached consensus to pay off the amount owed on the Costco project, 4-1; (Brieno dissented).

Regarding a Community Development Liaison, the Council reached consensus to move forward with this position. A job description needs to be completed for this position. Other topics the Council reached consensus on were the following: providing notice to Southern California Gas Company that their lease may not be renewed; allowing for a full-time City Clerk Assistant; increase hours of part-time Recreation division employees; and adding a Parks Maintenance Worker position. The Council

also discussed adding a Human Resources Analyst position, but did not give a final decision at the time.

Dir. Lofgren spoke on a topic on a reorganization of the Finance Department. She noted the department hasn't been changed in over twenty years. Dir. Lofgren stated she would like to hire an Accountant level position; she will work on developing a formal proposal for the position and reorganization. Mayor Sorensen noted she has support from the Council to present her reorganization plan for consideration at a future date.

B. Finance: Adopt Resolution 19-20-R, approving the Preliminary Budget for FY 2019-2020

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Francisco Ramirez, Council Member
SECONDER:	John Draxler, Vice Mayor
AYES:	Draxler, Devine, Sorensen, Brieno, Ramirez

C. Finance: Adopt Resolution 19-22-R, establishing the Fiscal Year 2019-2020 Appropriations Limit.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John Draxler, Vice Mayor
SECONDER:	Francisco Ramirez, Council Member
AYES:	Draxler, Devine, Sorensen, Brieno, Ramirez

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

Mayor Sorensen adjourned to Closed Session at 7:24 p.m.

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATE LITIGATION

Significant exposure to litigation pursuant to Gov. Code Section 54956.9(d)(2):

1 potential case

RETURN FROM CLOSED SESSION:

The Council reconvened from Closed Session at 8:13 p.m.

Mayor Sorensen noted that a decision was not reached during the earlier discussion on approving the Human Resources Analyst position. The Council reached consensus to move forward with the position and directed Human Resources Manager Sarah Cardoza to begin the recruitment process.

ADJOURNMENT:

Mayor Sorensen adjourned the Special Meeting at 8:16 p.m.

Respectfully submitted,

Sarah Martinez
City Clerk



**AGENDA
STAFF REPORT**

MEETING DATE: 10/1/2019	AGENDA SECTION: C
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SUBJECT:

City Clerk: Approve minutes from the City Council Meeting held on July 16, 2019.

RECOMMENDATION:

Approve minutes from the City Council Meeting held on July 16, 2019.

FISCAL IMPACT:

ATTACHMENTS:

7.16.19 minutes



**CITY COUNCIL MEETING
MINUTES
July 16, 2019 7:00 PM
Council Chambers
400 N. Douty St.**

CALL TO ORDER REGULAR SESSION:

Mayor Sorensen called the meeting to order at 7:07 p.m.

ROLL CALL:

Attendee Name	Title	Status	Arrived
John Draxler	Vice Mayor	Present	6:55 PM
Martin Devine	Council Member	Present	6:55 PM
Sue Sorensen	Mayor	Late	7:06 PM
Art Brieno	Council Member	Present	6:55 PM
Francisco Ramirez	Council Member	Present	6:55 PM

INVOCATION:

Invocation led by Pastor Alex Nava.

FLAG SALUTE:

RECOGNITIONS/PROCLAMATIONS:

A. Officer Nancy Gallegos - School Resource Officer Exceptional Service Award

Police Chief Parker Sever spoke about Officer Nancy Gallegos and the fantastic job she has done as the School Resource Officer at Sierra Pacific High School. She was recently recognized as the National Association of School Resource Officers Region 9 SRO of the Year award. Officer Gallegos expressed her appreciation for the recognition and acknowledged her mentor Officer Per Westlund.

STAFF COMMUNICATIONS:

Mayor Sorensen introduced Mr. Mike Olmos as the Interim City Manager.

Police Chief Parker Sever - The Department selected two officers for the Homeless Assistance Resource Team (HART); Officer Jurdon and Officer Sitter. They will begin working in Hanford in two weeks.

Community Development Director, Darlene Mata - In held interviews for the Assistant Planner position. The application period for cannabis dispensaries has opened and there is a lot of interest.

Attachment: 7.16.19 minutes (Clerk: Approve Minutes 7/16/19)

Public Works Director, Lou Camara - The fiberseal project begins Monday, August 2nd; it will be a 30-45 day project. The new Airport Manager has been hired; Robert Loogman.

Finance Director, Paula Lofgren - The new financial system is now live. The department is currently closing out Fiscal Year 2019.

Utilities & Engineering Director, John Doyel - Interviews were held for the Project Manager position. The County had a meeting regarding island annexations and they voted 5-0 to move forward.

Interim Fire Chief, Erik Brotemarkle - Recently four firefighters were electrocuted by a downed wire. They are all okay and three of them have been released back to work.

PUBLIC COMMENT:

This is the time for citizens to comment on subject matters not on the agenda within the jurisdiction of the Hanford City Council. This is also the public's opportunity to request an item from the Consent Calendar be pulled for discussion purposes or to comment on any item on the agenda. Comments related to Public Hearing items will be heard at the time the item is discussed.

*A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

Paula Massey, Hanford - Thanked Lou Camara for handling her issue with parking lines. The Women with Visions Unlimited will hold an All White Party at the Kings Art Center. She gave the City Clerk a flyer.

Bobbi Wardsen, Hanford - She received grant money for the Kings County Commission on Aging from the County Board of Supervisors in the amount of \$80,000.00. She asked for an in-kind contribution for a fundraising event she is holding; she asked if the City could waive permit fees.

Quinten Moore, Mustard Seed Faith Church - He said he works with Kings Gospel Mission. He asked the Police Chief what is being done to prevent homeless people from getting meth from drug dealers.

Paula Massey (second time) - She stated that August is Valley Fever Awareness Month.

Bob Ramos, Hanford - He asked about the Police Department's parking violation fees.

Michael Quinn, Hanford - On June 25th a homeless person had experienced a fall and required emergency services. Mr. Quinn called the police and he commended them for handling the situation professionally.

Dan Chin, Hanford - He stated the Council is responsible for the fiscal responsibility of the City. He recommends the City terminates the financial relationship with the Hanford Chamber of Commerce because he believes the Chamber is being mismanaged and irresponsible with tax payer's money.

Dave Ayers, Hanford - He extended a welcome to Mike Olmos.

COUNCIL RESPONSE TO PUBLIC COMMENT:

Chief Sever answered Bob Ramos's questions. The Council addressed Ms. Wardsen's request and suggested she reach out to the Parks & Recreation Director, Craig Miller.

Attachment: 7.16.19 minutes (Clerk: Approve Minutes 7/16/19)

CONSENT CALENDAR:

Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made and then the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

City Attorney, Ty Mizote requested the Council consensus to withdraw Item B (Tract 911 Subdivision Map) until a future date. Mayor Sorensen pulled Item C (Warrant Register) from Consent.

Motion to approve.

- A. Utilities and Engineering: Continuance of Emergency Resolution for Treatment Project on Well No. 50 (9th Avenue and Hanford-Armona Road).

ITEMS PULLED FROM CONSENT:

1. Utilities and Engineering: Approval of Final Map and Subdivision Agreement for Tract No. 911 (Washington Street and Kimball Lane)

(Item B)

The Council reached consensus to bring this item back on a future agenda.

RESULT:	WITHDRAWN
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2. Finance: Warrant Register

(Item C)

Mayor Sorensen inquired about a payment to a firefighter that had a note stating "No Direct Deposit." Dir. Lofgren informed her that the employee does not have direct deposit and they payment that was issued to him was his regular paycheck. Dir. Lofgren further stated the City could not make the employee comply with mandatory enrollment of direct deposit until the Fire MOU is signed.

Mayor Sorensen asked about a Miscellaneous Penalty fee from the Accumulated Capital Outlay fund.

Motion to approve.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Art Brieno, Council Member
SECONDER:	Martin Devine, Council Member
AYES:	Draxler, Devine, Sorensen, Brieno, Ramirez

PUBLIC HEARINGS:

- A. Utilities and Engineering: Conduct the Public Hearing for the Annexation of Additional Properties to Landscape Assessment District No. 15-01 regarding Tract 922, and adopt the Resolution 19-24-R establishing the annexation into the district and confirming the levy and collection of annual assessments. (Berkshire Lane and Mustang Drive)

Director Doyel explained Lennar Homes requested a public hearing to confirm a Landscape Assessment District adoption, annexation of properties, and confirmation of levy.

Comments from those IN FAVOR:

No comments.

Comments from those OPPOSED:

No comments.

Motion to approve.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John Draxler, Vice Mayor
SECONDER:	Francisco Ramirez, Council Member
AYES:	Draxler, Devine, Sorensen, Brieno, Ramirez

- B. Community Development: Ordinance 19-08, an interim zoning/urgency ordinance of the City Council of the City of Hanford, restricting the commercial cultivation and manufacturing of industrial hemp (CBD) products in all zones.

Mayor Sorensen opened the Public Hearing. Dir. Mata explained background of the ordinance. The Community Development department needs more time to bring a final zoning ordinance forward with regulation processes.

Vice Mayor Draxler stated he spoke with Supervisor Verboon and expressed his concern that private property owners would miss out on the opportunity to plant the product. Dir. Mata provided clarification on manufacturing and cultivation within and outside of city limits. To that end, she stated there haven't been any inquiries from people who want to plant in the next thirty days. Council Member Ramirez asked about the difference between cannabis and hemp. Dir. Mata answered his question. Mayor Sorensen asked about the time frame for the urgency ordinance; Dir. Mata stated it would be 45 days.

Comments from those IN FAVOR:

Bob Ramos, Hanford - He stated he is in favor of hemp. He asked if Council Member Devine is able to vote on the issue because he heard he is involved in a cannabis business.

Comments from those OPPOSED:

No comments.

Council Member Devine asked City Attorney Ty Mizote to answer the question if he has a conflict of interest. Council Member Devine is involved in a multi-level marketing company. Atty. Mizote stated there does not appear to be a conflict of interest.

Motion to approve.

Attachment: 7.16.19 minutes (Clerk: Approve Minutes 7/16/19)

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Art Brieno, Council Member
SECONDER: Francisco Ramirez, Council Member
AYES: Draxler, Devine, Sorensen, Brieno, Ramirez

GENERAL BUSINESS:

- A. Public Works: That the City Council, by motion, adopt Resolution 19-23-R approving the acceptance of a grant offer from the Federal Aviation Administration (FAA) in the amount of \$370,721.00 for the Hanford Airport Runway 14-32 Rehabilitation Project.

Dir. Camara stated this item is related to resurfacing of the Hanford Airport.

Motion to approve.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Francisco Ramirez, Council Member
SECONDER: Martin Devine, Council Member
AYES: Draxler, Devine, Sorensen, Brieno, Ramirez

- B. Public Works: That the Council, by motion award a contract for the Hanford Airport Runway 14-32 Rehabilitation Project to American Road Maintenance of Tucson, AZ for \$336,208.70, establish a construction contingency of \$33,600.00, and approve an amended budget page for the project.

Dir. Camara noted this item also involves runway rehabilitation at the Hanford Airport. The project will be completed within 10 business days. Dir. Camara provided a brief overview of the project details.

Motion to approve.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Martin Devine, Council Member
SECONDER: John Draxler, Vice Mayor
AYES: Draxler, Devine, Sorensen, Brieno, Ramirez

- C. Public Works: That the City Council, by motion, approve Contract Work Order No. 7 with the firm of Mead and Hunt, Inc. of Windsor, Ca., for construction management and inspection services, for the Hanford Airport Runway 14-32 Rehabilitation Project for a cost not to exceed \$65,297.00, and authorize the Public Works Director to execute said contract work order.

Dir. Camara explained Mead and Hunt, Inc. specialize in airport projects. They will provide contract administration, lab work, and close out report. Dir. Camara answered Council Member Brieno's questions about the grant money.

Motion to approve.

Attachment: 7.16.19 minutes (Clerk: Approve Minutes 7/16/19)

RESULT: **APPROVED [3 TO 2]**
MOVER: John Draxler, Vice Mayor
SECONDER: Sue Sorensen, Mayor
AYES: Draxler, Devine, Sorensen
NAYS: Brieno, Ramirez

- D. Utilities and Engineering: Award a contract to Haydon Construction, Inc. of Fresno, CA in the amount of \$206,220.00 for the Hanford Armona Road Sanitary Sewer Extension Project between Foggy Bottom Road and Hanford Municipal Airport, establish a construction contingency of \$20,600.00, and appropriate an additional \$116,820.00 from the Wastewater Impact Fee Reserves.

Dir. Camara explained that a septic system at the Hanford Municipal Airport has failed and requires pumping on a weekly basis. The project will extend the sewer line from Foggy Bottom Rd. to the airport.

Motion to approve.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Art Brieno, Council Member
SECONDER: Martin Devine, Council Member
AYES: Draxler, Devine, Sorensen, Brieno, Ramirez

- E. Police: Parking Control Fines.

Chief Sever stated during the budget review process for the new fiscal year, his department was approved for a parking control offer. In reviewing the fines associated with parking control he found the City's fines were very low and out of date. The City's fines were compared with Visalia and Fresno. All fines will now be \$35.00 each; this is comparable to other cities.

Motion to approve.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Martin Devine, Council Member
SECONDER: Francisco Ramirez, Council Member
AYES: Draxler, Devine, Sorensen, Brieno, Ramirez

COUNCIL REPORTS/COMMENTS:

Council Member Ramirez - He had nothing to report.

Council Member Devine - He said he was glad the four firefighters who were injured are doing well.

Vice Mayor Draxler - Attended Melissa Hurtado's open house and he talked with her about Hanford's needs and she seems receptive. He also attended the Homeless Coalition meeting. He felt the mission of the coalition was discouraging; it is basically to enhance the existing assistance agencies.

Mayor Sorensen - She noted that baseball tournaments in Hanford are coming up and with that, will bring a lot of people to Hanford, staying at our hotels, eating at our restaurants, and buying from our stores.

Council Member Brieno - He said he also went to Melissa Hurtado's open house and found that she had moved out of the Courthouse. Dir. Mata said Community Development did not receive notice.

COUNCIL FUTURE AGENDA ITEMS:

Council Member Ramirez - He requested consensus to discuss and review the contract with the Chamber of Commerce; Council Member Devine and Council Member Brieno agreed. Mayor Sorensen stated that since Vice Mayor Draxler and Council Member Devine are the Council's representatives on the Chamber Board, they should meet with the Chamber and get a clear picture of the present situation.

Mayor Sorensen - She requested a Study Session with the Kings Tulare Homeless Alliance.

- A. Clerk: Discuss and reach a decision to Cancel or Reschedule the City Council meeting on October 15, 2019.

Mayor Sorensen noted there will not be a Study Session on the August 6, 2019 Council Meeting.

The Council reached consensus on holding a Special Meeting on October 14, 2019 and cancelling the Regular Meeting on October 15, 2019 to accommodate for travel time to the League of California Cities Annual Conference held in Long Beach, California that week.

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

Mark Mendes addressed the Council before they went into Closed Session.

Mayor Sorensen adjourned to Closed Session at 9:27 p.m.

- A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS - Government Code 54956.8

Property: APNs 028-310-005, 028-310-007, 028-310-008, 028-310-025, 028-240-008, 028-240-016, 028-240-018, 028-240-019, 028-240-020, 028-240-021

Agency Negotiators: John Doyel, Mike Olmos, and Ty Mizote

Negotiating Party: Mark Mendes

Under Negotiations: Amendment to Agricultural Lease Agreement

CLOSED SESSION ACTION REPORT:

No action taken.

ADJOURNMENT:

Mayor Sorensen adjourned the meeting at 9:47 p.m.

Respectfully submitted,

Sarah Martinez
City Clerk

Attachment: 7.16.19 minutes (Clerk: Approve Minutes 7/16/19)



**AGENDA
STAFF REPORT**

MEETING DATE: 10/1/2019	AGENDA SECTION: D
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SUBJECT:

City Clerk: Approve minutes from the City Council Special Meeting held on August 26, 2019.

RECOMMENDATION:

Approve minutes from the City Council Special Meeting held on August 26, 2019.

FISCAL IMPACT:

ATTACHMENTS:

8.26.19 special meeting



**CITY COUNCIL MEETING
MINUTES**

August 26, 2019 5:15 PM

**Training Room
319 N. Douty**

CALL TO ORDER SPECIAL SESSION:

Mayor Sorensen called the Special Meeting to order at 5:30 p.m.

ROLL CALL BY THE CITY CLERK:

Attendee Name	Title	Status	Arrived
John Draxler	Vice Mayor	Present	5:20 PM
Martin Devine	Council Member	Present	5:20 PM
Sue Sorensen	Mayor	Present	5:25 PM
Art Brieno	Council Member	Present	5:25 PM
Francisco Ramirez	Council Member	Present	5:28 PM

FLAG SALUTE:

PUBLIC COMMENT:

*Comments from the public are limited to items listed on the agenda (GC 54954.3a). A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

No comments.

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

The Council went into Closed Session at 5:32 p.m.

A. CONFERENCE WITH LEGAL COUNSEL - LABOR NEGOTIATIONS (GC 54957.6)

Agency Designated Representatives: Mike Olmos, Sarah Cardoza, Paula Lofgren, and Mario Zamora.
Employee Organizations: Hanford Police Officers Association (HPOA), and Hanford Firefighters Local 3898 (IAFF).

B. CONFERENCE WITH LEGAL COUNSEL - POTENTIAL LITIGATION (GC 54956.9(d)(2))

One potential case.

Attachment: 8.26.19 special meeting (Clerk: Approve Minutes 8/20/19)

CLOSED SESSION ACTION REPORT:

No action taken.

ADJOURNMENT:

Mayor Sorensen adjourned the meeting at 7:24 p.m.

Respectfully submitted,

Sarah Martinez
City Clerk



**AGENDA
STAFF REPORT**

MEETING DATE: 10/1/2019	AGENDA SECTION: E
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SUBJECT:

City Clerk: Approve minutes from the City Council Special Meeting held on September 23, 2019.

RECOMMENDATION:

Approve minutes from the City Council Special Meeting held on September 23, 2019.

FISCAL IMPACT:

ATTACHMENTS:

9.23.19 special meeting



CITY COUNCIL MEETING MINUTES

**September 23, 2019 4:15 PM
City Hall Conference Room
319 N. Douty St.**

CALL TO ORDER SPECIAL SESSION:

Mayor Sorensen called the Special Meeting to order at 4:31 p.m.

ROLL CALL BY THE CITY CLERK:

Attendee Name	Title	Status	Arrived
John Draxler	Vice Mayor	Present	4:15 PM
Martin Devine	Council Member	Present	4:05 PM
Sue Sorensen	Mayor	Present	4:10 PM
Art Brieno	Council Member	Late	4:20 PM
Francisco Ramirez	Council Member	Late	4:30 PM

PUBLIC COMMENT:

*Comments from the public are limited to items listed on the agenda (GC 54954.3a). A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

No comments.

Mayor Sorensen adjourned the Council to Closed Session for the remainder of the meeting at 4:33 p.m.

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

Pursuant to Government Code 54957:
Public Employment
Title: City Manager Interviews

ADJOURNMENT:

Mayor Sorensen adjourned the meeting at 8:51 p.m.

Respectfully submitted,

Sarah Martinez
City Clerk

Attachment: 9.23.19 special meeting (Clerk: Approve Minutes 9/23/19)



**AGENDA
STAFF REPORT**

MEETING DATE: 10/1/2019	AGENDA SECTION: F
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SUBJECT:

City Clerk: Approve minutes from the City Council Special Meeting held on September 24, 2019.

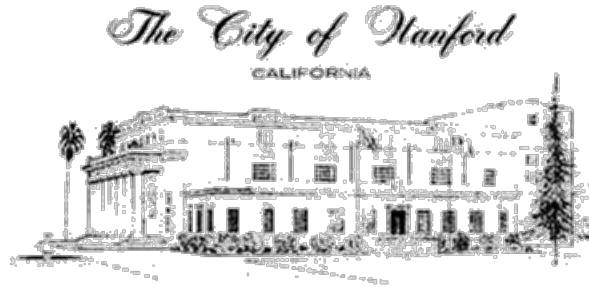
RECOMMENDATION:

Approve minutes from the City Council Special Meeting held on September 24, 2019.

FISCAL IMPACT:

ATTACHMENTS:

9.24.19 special meeting



CITY COUNCIL MEETING MINUTES

**September 24, 2019 4:15 PM
City Hall Conference Room
319 N. Douty St.**

CALL TO ORDER SPECIAL SESSION:

Mayor Sorensen called the Special Meeting to order at 4:24 p.m.

ROLL CALL BY THE CITY CLERK:

Attendee Name	Title	Status	Arrived
John Draxler	Vice Mayor	Present	4:15 PM
Martin Devine	Council Member	Present	4:00 PM
Sue Sorensen	Mayor	Late	4:21 PM
Art Brieno	Council Member	Late	4:20 PM
Francisco Ramirez	Council Member	Present	4:15 PM

PUBLIC COMMENT:

*Comments from the public are limited to items listed on the agenda (GC 54954.3a). A maximum of **three minutes** is allowed for each speaker.*

No comments.

Mayor Sorensen adjourned to Closed Session at 4:25 p.m.

CLOSED SESSION FOR THE FOLLOWING:

Pursuant to Government Code 54957:

Public Employment

Title: City Manager Interviews

CLOSED SESSION ACTION REPORT:

The Council will continue the interview process on Monday, September 30, 2019 at 5:30 p.m.

ADJOURNMENT:

Mayor Sorensen adjourned the meeting at 9:28 p.m.

Respectfully submitted,

Sarah Martinez
City Clerk

Attachment: 9.24.19 special meeting (Clerk: Approve Minutes 9/24/19)



AGENDA STAFF REPORT

MEETING DATE: 10/1/2019

AGENDA SECTION: G

SUBJECT:

Public Works: Purchase of residential refuse containers (1272 units) from Toter Wastequip, LLC., in the amount of \$65,999.62 (tax and freight included).

RECOMMENDATION:

That the City Council, by motion, authorize the purchase of residential refuse containers (1272 units) from Toter Wastequip, LLC., of Stateville, North Carolina, in the amount of \$65,999.62 (tax and freight included).

BACKGROUND:

To keep up with requests for new refuse service and to replace automated containers that have deteriorated and cannot be repaired, the Public Works Department - Refuse Division budgets funds annually for the purchase of new containers to maintain an adequate inventory. Bids were solicited and received from two vendors with results identified below. The amount of cans be requested, 1272 units, consists of two full truck loads. Each truck is capable of hauling 636 units. Maximum unit orders are purchased to minimize freight haul costs.

Bid results- Tax and freight charges included:

- 1) Toter Wastequip, LLC., of Statesville, NC. - \$ 65,999.62 (NIPA pricing)
- 2) Rehrig Pacific Company, Los Angeles, CA. - \$ 66,551.89

Toter Wastequip's quote (low bid) was submitted via a National IPA pricing mechanism, which allows participating municipal agencies to purchase refuse containers for lower overall purchase prices due to larger overall quantity and contract pricing (Contract # 171717-01). The City of Hanford is a member of National Inter-Governmental Purchasing Alliance (NIPA) (Membership # 1142077).

In addition to pricing, Toter Wastequip, LLC., containers are recommended due to the following:

- 1) The City has purchased thousands of refuse containers from Toter over the past several years.

- 2) Parts such as wheels and axles are interchangeable with existing inventory.
- 3) Toter provides a 12 year warranty on cart body parts and 10 years for all other components.
- 4) Toter containers are dependable. The company has honored warranty issues in the past.

If approved, containers are anticipated to be shipped and received in approximately six weeks.

FISCAL IMPACT:

The proposed FY 19/20 Refuse Division Fixed Asset Budget provides \$93,000 for the purchase of residential automated containers. Attached for council review is a copy of the FY 19/20 Refuse Division Fixed Asset Budget.

ATTACHMENTS:

Toter Wastequip, LLC Quote
Rehrig Pacific Co. Quote
FY 19/20 Fixed Asset List

Sell To:

Contact Name	Jason Ridgeway	Ship To Name	City of Hanford
Bill To Name	City of Hanford	Ship To	900 10th Ave
Bill To	315 N Douty St Hanford, CA 93230-3903 USA		Hanford, CA 93230 USA
Email	jridgeway@cityofhanfordca.com		
Phone	(559) 585-2569		

Quote Information

Salesperson	Michael Lynn	Created Date	9/19/2019
Salesperson Email	mlynn@wastequip.com	Expiration Date	10/19/2019
Salesperson Phone	(916) 203-9640	Quote Number	WQ-10130228
			Please Reference Quote Number on all Purchase Orders

Model	Product Description	Selected Option	Description	Quantity	Sales Price	Total Price
57596	Model 57596 - Toter 96 Gallon EVR Fully Automated Cart-NIPA	---Unassembled ---Warranty - 12 Yrs Cart Body, All other components 10 Yrs		1,272.00	\$44.26	\$56,298.72
Op-SN-Toter	---Toter Serial Number Hot Stamped on Front of Cart Body in White			1,272.00	\$0.00	\$0.00
Op-BHSP-Both	---Body Hot Stamp on Both Sides (Existing)		.50 cents waived	1,272.00	\$0.00	\$0.00
200 - Color	---Body Color - (200) Black			400.00	\$0.00	\$0.00
Op-Wheels-Snap-on	---Wheels - 10" Snap-on		.50 cents waived	1,272.00	\$0.00	\$0.00
200 - Lid - Color	---Lid Color - (200) Black			400.00	\$0.00	\$0.00
705 - Color	---Body Color - (705) Blue			472.00	\$0.00	\$0.00
705 - Lid - Color	---Lid Color - (705) Blue			472.00	\$0.00	\$0.00
940 - Color	---Body Color - (940) Green			400.00	\$0.00	\$0.00
940 - Lid - Color	---Lid Color - (940) Green			400.00	\$0.00	\$0.00

Payment Terms	Net 30 Days if credit has been established	Subtotal	\$56,298.72
Shipping Terms	FOB Origin	Shipping	\$5,619.24
		Tax	\$4,081.66
		Grand Total	\$65,999.62

Additional Information

Additional Terms Our Quote is a good faith estimate, based on our understanding of your needs. Subject to our acceptance, your Order is an offer to purchase our Products and services in accordance with the Wastequip Terms & Conditions of Sale ("WQ T&C") located at: <https://www.wastequip.com/terms-conditions-of-sale>, as of the date set forth in Section 1(b) of the WQ T&C, which are made a part of this Quote. These WQ T&Cs may be updated from time to time and are available by hard copy upon request.

Additional Information Pricing is based on your anticipated Order prior to the expiration of this Quote, including product specifications, quantities and timing, accepted delivery within 45 days of Order acceptance by Toter. Any differences to your Order may



841 Meacham Rd, Statesville, NC, 28677
PHONE: 800-424-0422 FAX: 704-878-0734
WQ-10130228

different pricing, freight or other costs. Due to volatility in petrochemical, steel and related Product material markets, actual prices and freight, are subject to change. We reserve the right, by providing notice to you at any time before beginning Product manufacturing, to increase the price of the Product(s) to reflect any increase in the cost to us which is due to any factor beyond our control (such as, without limitation, any increase in the costs of labor, materials, or other costs of manufacture or supply). Unless otherwise stated, materials and container sizes indicated on sales literature, invoices, price lists, quotations and delivery tickets are nominal sizes and representations – actual volume, Products and materials are subject to manufacturing and commercial variation and Wastequip's practices, and may vary from nominal sizes and materials. All prices are in US dollars; this Quote may not include all applicable taxes, brokerage fees or duties. If customer is not tax exempt, final tax calculations are subject to change.

Special Contract
Information

Please Note: Pricing and Product offerings is based on the OMNIA Partners, Public Sector (subsidiaries National IPA and U.S. Communities) agreement through Toter's Contract No. 171717 as awarded by the City of Tucson on 02-01-2018. Per the terms of this contract, pricing and products are evaluated every three (3) months for price adjustments based on current market conditions, at any time without prior notice, and after City of Tucson approval. The current pricing is effective 8-1-2019 through 10-31-2019. Toter, LLC Product Warranties, Disclaimers, Limitation of Liability and Remedies, and Limited Warranty Provisions apply to all purchases thereunder.

Signatures

Accepted By: _____

Company Name: _____

Date: _____

Purchase Order: _____

Please Reference Quote Number on all Purchase Orders

CONTRACT AMENDMENT

CITY OF TUCSON DEPARTMENT OF PROCUREMENT
255 W. ALAMEDA, 6TH FLOOR, TUCSON, AZ 85701
P.O. BOX 27210, TUCSON, AZ 85726
PHONE: (520) 837-4103 / FAX: (520) 791-4735
Tara.Acton@tucsonaz.gov
ISSUE DATE: JULY 11, 2019

CONTRACT #171717-01
CONTRACT AMENDMENT NUMBER: NINE (9)
PAGE 1 of 1
TA/ak
PRINCIPAL CONTRACT OFFICER: TARA ACTON, CPPB

REFUSE & RECYCLING CONTAINER SOLUTIONS AND RELATED PRODUCTS, EQUIPMENT AND SERVICES

AMENDMENT NO. NINE (9)

THIS CONTRACT IS AMENDED AS FOLLOWS:

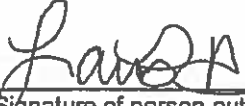
ITEM ONE (1): PRICE ADJUSTMENT

Pursuant to Paragraph 3 (Price Adjustment) of the Special Terms and Conditions section, as revised by Amendment Five (5), Groups I, II, and III are hereby adjusted per the attached Toter Price list, with an effective date of August 1, 2019 through October 31, 2019.

ALL OTHER PROVISIONS OF THE CONTRACT SHALL REMAIN IN THEIR ENTIRETY.

CONTRACTOR: TOTER, LLC

CONTRACTOR HEREBY ACKNOWLEDGES RECEIPT OF
AND UNDERSTANDING OF THE ABOVE AMENDMENT

 7-19-2019
Signature of person authorized to sign Date

Laura P. Hubbard - Director of Municipal Sales
Name and Title (typed or printed legibly)

Toter, LLC

Company Name

841 Meacham Road

Address

lhubbard@wastequip.com

Email Address

Statesville North Carolina 28677

City State Zip

Contact information for Sales/Account Representative
for daily business operations:

Kellie K. Clark - Sr. Manager, Bids/Contracts

Name and Title (typed or printed legibly)

800-424-0422, Ext 257

Phone Number

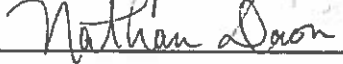
kclark@toter.com

Email Address

CITY OF TUCSON:

THE ABOVE REFERENCED CONTRACT AMENDMENT

IS HEREBY EXECUTED THIS 22nd DAY
OF July, 2019, AT TUCSON, ARIZONA.



as Director of Procurement and not personally

Attachment: Toter Wastequip, LLC Quote (PW: Purchase Residential Refuse Containers (Automated Cans))



EVR™ CARTS PRICE LIST
City of Tucson/National IPA
RFP #171717 - Proposal Pricing
August 1, 2019 through October 31, 2019

MODEL	DESCRIPTION	TL QTY	UNIT PRICING			
			TL	300-TL	200-299	100-199

EVR II Universal/Nestable Organics Carts

79321	21 Gallon EVR II Universal Organics Cart	950	\$34.18	\$35.18	\$36.18	\$37.18
79332	32 Gallon EVR II Universal/Nestable Organics Cart	945	\$36.99	\$37.99	\$38.99	\$39.99
79348	48 Gallon EVR II Universal/Nestable Organics Cart	912	\$40.14	\$41.14	\$42.14	\$43.14

EVR II Universal/Nestable Carts

79216	16 Gallon EVR II Universal Cart	496	\$43.03	\$44.03	\$45.03	\$46.03
79221	21 Gallon EVR II Universal Cart	950	\$31.18	\$32.18	\$33.18	\$34.18
79224	24 Gallon EVR II Universal Cart	950	\$31.33	\$32.33	\$33.33	\$34.33
79232	32 Gallon EVR II Universal/Nestable Cart	945	\$33.99	\$34.99	\$35.99	\$36.99
79235	35 Gallon EVR II Universal Cart	950	\$35.94	\$36.94	\$37.94	\$38.94
79248	48 Gallon EVR II Universal/Nestable Cart	912	\$37.14	\$38.14	\$39.14	\$40.14
79264	64 Gallon EVR II Universal/Nestable Cart	864	\$37.68	\$38.68	\$39.68	\$40.68
79296	96 Gallon EVR II Universal/Nestable Cart	624	\$44.35	\$45.35	\$46.35	\$47.35

EVR Universal Carts

76532	32 Gallon EVR Universal Cart	1404	\$34.04	\$35.04	\$36.04	\$37.04
76535	35 Gallon EVR Universal Cart	1404	\$34.39	\$35.39	\$36.39	\$37.39
76564	64 Gallon EVR Universal Cart	648	\$37.86	\$38.86	\$39.86	\$40.86
76596	96 Gallon EVR Universal Cart	636	\$44.76	\$45.76	\$46.76	\$47.76

EVR Automated Carts

52532	32 Gallon EVR Automated Cart	1404	\$33.54	\$34.54	\$35.54	\$36.54
52535	35 Gallon EVR Automated Cart	1404	\$33.89	\$34.89	\$35.89	\$36.89
57564	64 Gallon EVR Automated Cart	648	\$37.36	\$38.36	\$39.36	\$40.36
57596	96 Gallon EVR Automated Cart	636	\$44.26	\$45.26	\$46.26	\$47.26

EVR Yardwaste Carts

76864	64 Gallon EVR Yardwaste Cart with Vents and Grid	648	\$51.66	\$52.66	\$53.66	\$54.66
76864	64 Gallon EVR Yardwaste Cart with Vents Only	648	\$40.31	\$41.31	\$42.31	\$43.31
76896	96 Gallon EVR Yardwaste Cart with Vents and Grid	528	\$61.18	\$62.18	\$63.18	\$64.18
76896	96 Gallon EVR Yardwaste Cart with Vents Only	636	\$47.46	\$48.46	\$49.46	\$50.46

EVR Co-Collection Carts

77564	64 Gallon EVR Co-Collection Cart	360	\$72.60	\$73.60	\$74.60	\$75.60
77596	96 Gallon EVR Co-Collection Cart	336	\$83.24	\$84.24	\$85.24	\$86.24

Attachment: Toter Wastequip, LLC Quote (PW: Purchase Residential Refuse Containers (Automated Cans))



Locations:
 1000 Raco Court, Lawrenceville, GA 30046
 825 West Mockingbird Lane, Dallas, TX 75247
 1738 W. 20th St. Erie, PA 16502
 7452 Presidents Dr. Orlando, FL 32809

8875 Commerce Dr. DeSoto, KS 66018
 7800 100th St. Pleasant Prairie, WI 53158
 4010 East 26th St. Los Angeles, CA 90058

Proposal

Proposal #: 190919

September 19, 2019

Bill To:	Ship To:
City of Hanford 900 S 10th Ave. Hanford, CA 93230	City of Hanford 900 S 10th Ave. Hanford, CA 93230
Billing Contact:	Shipping Contact:
Name: Phone: E-mail:	Name: Jason Ridgeway Phone: 559-585-2589 E-mail: jridgeway@cityofhanfordca.com

ITEM DESCRIPTION		QUANTITY	UNIT PRICE	EXTENDED PRICE
Rollout Cart Type: 95 Gallon EG Cart - No Bar Body Color: Black Lid Color: Black Wheels / Casters: 10" Snap on with Intergrated Spacer Options: One Time Brand Plate Fee		400	\$47.10	\$ 18,840.00
Artwork: 		1	\$650.00	\$ 650.00
Rollout Cart Type: 95 Gallon EG Cart - No Bar Body Color: Green Lid Color: Green Wheels / Casters: 10" Snap on with Intergrated Spacer Options: N/A		400	\$47.10	\$ 18,840.00
Artwork: 				
Rollout Cart Type: 95 Gallon EG Cart - No Bar Body Color: Blue Lid Color: Blue Wheels / Casters: 10" Snap on with Intergrated Spacer Options: N/A		472	\$47.10	\$ 22,231.20
Artwork: 				
Is Product Taxable? Yes Is Freight Taxable? No Tax Rate: 7.25% Terms: Net 30 Days		Subtotal = \$ 60,561.20 Tax on Product = 4,390.69 Freight Rate = 1,600.00 Tax on Freight = Total = \$ 66,551.89		

ADDITIONAL INFORMATION:

Contract Options: None
 Ship From: Los Angeles, CA facility
 Lead Time: 7 weeks or sooner
 Warranty: 10 year unprorated warranty
 Quote Valid: 30 Days
 Taxes: All applicable taxes shall be paid by the Buyer unless a proper exemption is provided and validated.

*** All Credit Card transactions are subject to a 2% processing fee.

PRESENTED BY:	ACCEPTED BY:
 Linda Rieger Linda Rieger Customer Service Specialist - Environmental AK, WA, OR, MT, ID, WY, Northern CA, UT, NV, HI, and City of LA Cell: 323-206-7958 Email: lrieger@rehrig.com	_____ Sign and Print Name _____ Title _____ Date

To initiate order, please call or send signed proposal via fax or email to Presented By representative.

Attachment: Rehrig Pacific Co. Quote (PW: Purchase Residential Refuse Containers (Automated Cans))

FY 19/20

9/16/20

14.G.c

INFORD - FIXED ASSET REQUEST

*Items split between two funds at bottom of list

ering the requisition information, please start description with: ASSETXXXXX

ORG CODE	OBJECT CODE	ASSET CODE	TITLE	QTY	UNIT\$	AMOUNT
20110000	800127	ASSET10062	CAMERA/INTERSECTION	3	\$ 22,200	66,600
20110000	800187	ASSET10095	ASPHALT ZIPPER AZ480	1	\$ 213,795	213,795
20310000	800118	ASSET10042	1YD	10	\$ 550	5,500
20310000	800118	ASSET10043	2YD	10	\$ 770	7,700
20310000	800118	ASSET10044	2YD FOODWASTE	7	\$ 1,000	7,000
20310000	800118	ASSET10045	3YD	30	\$ 840	25,200
20310000	800118	ASSET10046	3YD RECYCLE	20	\$ 840	16,800
20310000	800118	ASSET10047	6YD RECYCLE	7	\$ 1,150	8,050
20310000	800118	ASSET10048	CONTAINER LIDS AUTOMATED	300	\$ 25	7,500
20310000	800118	ASSET10049	RESIDENTIAL AUTOMATED	1550	\$ 60	93,000
20400000	800121	ASSET10003	COMPUTER/INVENTORY	1	\$ 4,000	4,000
20400000	800121	ASSET10004	COMPUTER/MECHANIC USE	1	\$ 810	810
20400000	800160	ASSET10016	GEAR LUBE METERED CART	1	\$ 1,810	1,810
20400000	800160	ASSET10017	PORTABLE COOLER/LARGE	4	\$ 2,740	10,960
20400000	800160	ASSET10018	PORTABLE COOLER/SMALL	1	\$ 1,400	1,400
20500000	800175	ASSET10023	MISC EQUIP-PARKS	1	\$ 5,000	5,000
20500000	800189	ASSET10051	TRUCK 1/2 TON (1412)	1	\$ 26,500	26,500
20500000	800189	ASSET10052	TRUCK 1/2 TON 4X4 (FIRE)	1	\$ 40,700	40,700
20500000	800189	ASSET10053	TRUCK 3/4 TON (PARKS)	4	\$ 37,100	148,400
20500000	800189	ASSET10054	TRUCK 3/4 TON W/ CRANE (2011)	1	\$ 44,300	44,300
20500000	800191	ASSET10050	STREET SWEEPER	2	\$ 329,500	659,000
20500000	800193	ASSET10057	REFUSE TRUCK	5	\$ 308,000	1,540,000
20500000	800196	ASSET10028	BMW MOTORCYCLE	2	\$ 28,970	57,940
20500000	800197	ASSET10034	DEERE GATOR UTILITY	1	\$ 19,500	19,500
20500000	800197	ASSET10035	FORKLIFT (REFUSE)	1	\$ 36,000	36,000
20500000	800197	ASSET10036	TORO 4000D MOWER	2	\$ 69,820	139,640
20500000	800197	ASSET10037	TORO 5910 MOWER	1	\$ 116,820	116,820
20500000	800198	ASSET10033	PORTABLE PRESSURE WASHER (2011)	1	\$ 10,730	10,730
20500000	800199	ASSET10027	SKID WEED SPRAYER	1	\$ 9,330	9,330
20610000	800127	ASSET10002	MAINLINE INSP CAMERA SYSTEM	1	\$ 8,000	8,000
20610000	800160	ASSET10015	ACETYLENE TORCH SET	1	\$ 1,800	1,800
20610000	800181	ASSET10024	FENCE LINE TRIMMER	1	\$ 1,500	1,500
20810000	800114	ASSET10009	FIRE HYD 4-1/2 COMMERCIAL	4	\$ 2,050	8,200
20810000	800114	ASSET10010	FIRE HYD 4-1/2 RESIDENTIAL	7	\$ 1,460	10,220
20810000	800114	ASSET10011	FIRE HYDRANT METER 3"	3	\$ 340	1,020
21020000	800103	ASSET10001	STORAGE CONTAINER	1	\$ 7,700	7,700
21020000	800112	ASSET10019	HVAC/TEEN CENTER UNIT #3	1	\$ 6,500	6,500
21020000	800150	ASSET10014	LONGFIELD/LAMP REPL	1	\$ 950	950
21020000	800184	ASSET10020	PORTABLE MIG WELDER	1	\$ 1,580	1,580
21020000	800184	ASSET10021	ROLL UP DOORS/FLEET	1	\$ 18,670	18,670
21020000	800184	ASSET10022	WATER HEATERS-CIVIC AUD	2	\$ 400	

Attachment: FY 19/20 Fixed Asset List (PW: Purchase Residential Refuse Containers (Automated Cans))



AGENDA STAFF REPORT

MEETING DATE: 10/1/2019	AGENDA SECTION: H
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SUBJECT:

Utilities and Engineering: Adopt the attached Resolution adopting Chapter 10 of the Caltrans Local Assistance Procedures Manual, entitled “Consultant Selection”, as the process by which the City retains Architectural and Engineering Consultant Services related to Federal and State funded Transportation Projects.

RECOMMENDATION:

That the City Council, by motion, adopt the attached Resolution adopting Chapter 10 of the Caltrans Local Assistance Procedures Manual, entitled “Consultant Selection”, as the process by which the City retains Architectural and Engineering Consultant Services related to Federal and State funded transportation projects.

BACKGROUND:

The City of Hanford completes a number of capital improvement projects each year, some of which are funded with federal or state grants.

The federal government has granted Caltrans oversight authority of these funds, which are administered by the Caltrans Office of Local Assistance. As the administering agency of federal and state funds, Caltrans has created the Local Assistance Procedures Manual (LAPM) which guides, directs, and outlines all the requirements that cities across the State of California are required to adhere to when receiving federal or state funds on transportation projects. The manual undergoes frequent updates to incorporate changes in federal law and procedures.

The most recent major update to the LAPM requires the City to specifically adopt Chapter 10 of the manual for the selection of architectural and engineering consultants who will provide services on federal and/or state funded projects. There are multiple phases involved in capital improvement projects including preliminary engineering, environmental compliance, right of way appraisals and acquisitions, utilities coordination, preparation of plans, specifications, and estimates (PS&E), traffic signal design, construction, construction staking, and construction administration/ engineering. City staff performs the majority of these phases in-house, however

some services must be performed by on-call consultants. The City currently has five engineering consultants, and one geotechnical consultant being utilized on an On-Call basis.

Chapter 10 of the LAPM sets forth requirements to be included in the solicitation for the consultant selection process for On-Call Consultants. The requirements include that the city must solicit for the Request for Qualifications (RFQ), independently rank the proposals, and negotiate costs prior to entering into an agreement. The requirement for these requests include having a clearly defined scope of work, staff performing an independent cost analysis of what the consultant contract may cost prior to receiving proposals, procedures for evaluating, scoring, and negotiating of proposals, requirements of certain financial documents to be submitted at the time proposals are received, and a close out evaluation of the performance of the consultant. For the City to continue receiving grant funding from the State or Federal governments, the City must adhere to these requirements.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

ATTACHMENTS:

Resolution - ADOPT Chapter 10 of LAPM

LAPM - Chapter 10

RESOLUTION NO. _____

**A RESOLUTION OF THE HANFORD CITY COUNCIL ADOPTING CHAPTER 10 OF
THE CALTRANS LOCAL ASSISTANCE PROCEDURES MANUAL, ENTITLED
“CONSULTANT SELECTION”, AS THE PROCESS BY WHICH THE CITY RETAINS
ARCHITECTURAL AND ENGINEERING CONSULTANT SERVICES RELATED TO
FEDERAL AND STATE FUNDED TRANSPORTATION PROJECTS**

At a meeting of the City of Hanford duly called and held on _____, 2019
upon motion of Council Member _____, and seconded by Council Member _____,
and carried, the following resolution was adopted:

WHEREAS, the City of Hanford receives transportation funds from the Federal and
State governments through the California Department of Transportation (“Caltrans”) Office of
Local Assistance; and

WHEREAS, Caltrans recently updated Chapter 10 of the Local Assistance Procedures
Manual (“LAPM”), entitled “Consultant Selection”; and

WHEREAS, Chapter 10 of the LAPM now requires that all cities and counties in
California receiving federal or state funding for consultant services adopt the outlined policies
and procedures in order to receive federal or state reimbursements;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hanford
hereby adopts Chapter 10 of the Local Assistance Procedures Manual, entitled
“Consultant Selection”, as the process and procedures to be followed when selecting On-Call
consultant services, and when requesting proposals and awarding consultant contracts for federal
and state funded transportation project.

Passed and adopted at a regular meeting of the City Council of the City of Hanford duly called and held
on _____, 2019 by the following roll call vote:

AYES: Council Member _____

NOES: Council Member _____

ABSTAIN: Council Member _____

ABSENT: Council Member _____

APPROVED BY: _____
Sue Sorenson, Mayor

ATTEST: _____
 Sarah Martinez, City Clerk

STATE OF CALIFORNIA)
COUNTY OF KINGS)
CITY OF HANFORD) SS

I, **SARAH MARTINEZ**, City Clerk of the City of Hanford, do hereby certify the foregoing resolution was duly passed and adopted at a regular meeting by the City Council of the City of Hanford on the _____ day of _____, 2019.

Dated: _____

Sarah Martinez, City Clerk

Chapter 10 Consultant Selection

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Exhibits

Exhibits applicable to this chapter can be found at:

<https://dot.ca.gov/programs/local-assistance/forms/local-assistance-procedures-manual-forms>

[*Exhibit 10-A: A&E Consultant Financial Document Review Request*](#)

[*Exhibit 10-B: Suggested Consultant Evaluation Sheet*](#)

[*Exhibit 10-C: A&E Consultant Contract Reviewers Checklist*](#)

[*Exhibit 10-G: Individual A&E Task Order DBE Utilization \(needs linked\)*](#)

[*Exhibit 10-H: Sample Cost Proposal \(Example#1 thru #4\)*](#)

[*Exhibit 10-I: Notice to Proposers DBE Information*](#)

[*Exhibit 10-K: Consultant Annual Certification of Indirect Costs and Financial Management System*](#)

[*Exhibit 10-01: Consultant Proposal DBE Commitment*](#)

[*Exhibit 10-02: Consultant Contracts DBE Commitment*](#)

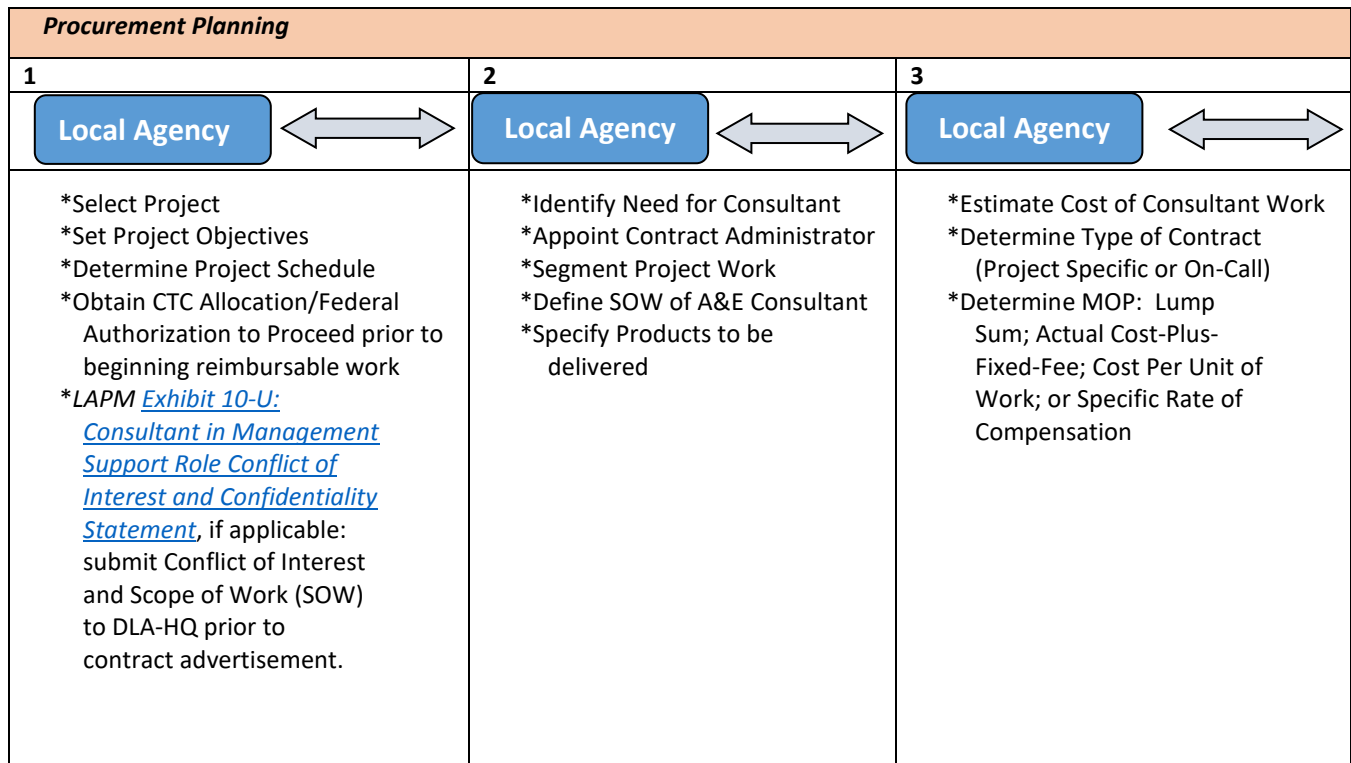
[*Exhibit 10-Q: Disclosure of Lobbying Activities*](#)

[*Exhibit 10-R: A&E Sample Contract Language*](#)

[*Exhibit 10-S: Consultant Performance Evaluation*](#)

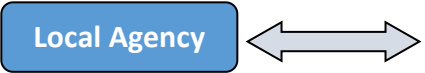
[*Exhibit 10-T: Conflict of Interest & Confidentiality Statement*](#)

[*Exhibit 10-U: Consultant in Management Support Role Conflict of interest and Confidentiality Statement*](#)

SECTION 10.1: FEDERALLY FUNDED A&E CONTRACTS

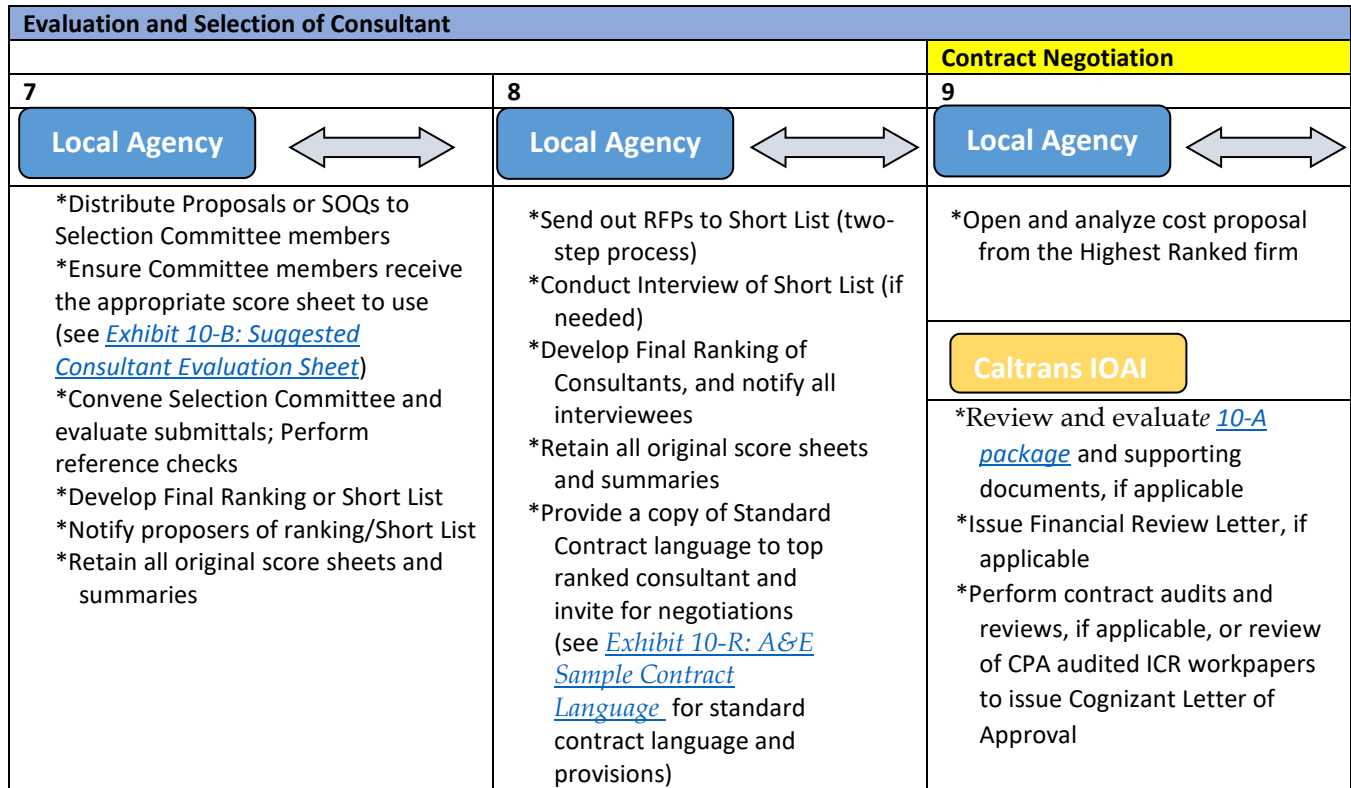
A&E = Architectural and Engineering
IOAI = Caltrans Independent Office of Audits and Investigations
CT = Caltrans
DBE = Disadvantaged Business Enterprise
DLA = Division of Local Assistance
DLAE = District Local Assistance Engineer
DLA-HQ = Division of Local Assistance-Headquarters
LAPG = Local Assistance Program Guidelines
LAPM = Local Assistance Procedures Manual
MOP = Method of Payment
RFP = Request for Proposal
RFQ = Request for Qualifications
SOQ = Statement of Qualifications
SOW = Statement/Scope of Work

Figure 10-1: A&E Contract Procurement Process Workflow Diagram

Solicitation Documents and Advertisement		
4	5	6
		
*Determine Solicitation Document; RFP or RFQ *Appoint Consultant Selection Committee *Collect signed Conflict of Interest forms and Confidentiality Statements (see Exhibit 10-T: Conflict of Interest & Confidentiality Statement) from all members involved in process *Determine Procurement Schedule *Develop Technical Criteria with level of importance (weights) for Evaluation of Proposals or the SOQ	*Prepare RFP or RFQ documents *Include SOW, evaluation process/criteria, DBE goals, MOP and cost proposal format (see Exhibit 10-H: Sample Cost Proposal) minimum requirement of Proposal or SOQ, Notice to Proposers DBE Information (see Exhibit 10-I: Notice to Proposers DBE Information), submittal deadline *Advertise RFP or RFQ on public forum (newspaper, technical publications, Web Hosting Site, other local websites) *Issue RFP or RFQ (direct mailing, web posting)	*Prepare to respond to RFP/RFQ questions *Conduct Proposers Conference, if applicable *Receive Proposals or SOQs

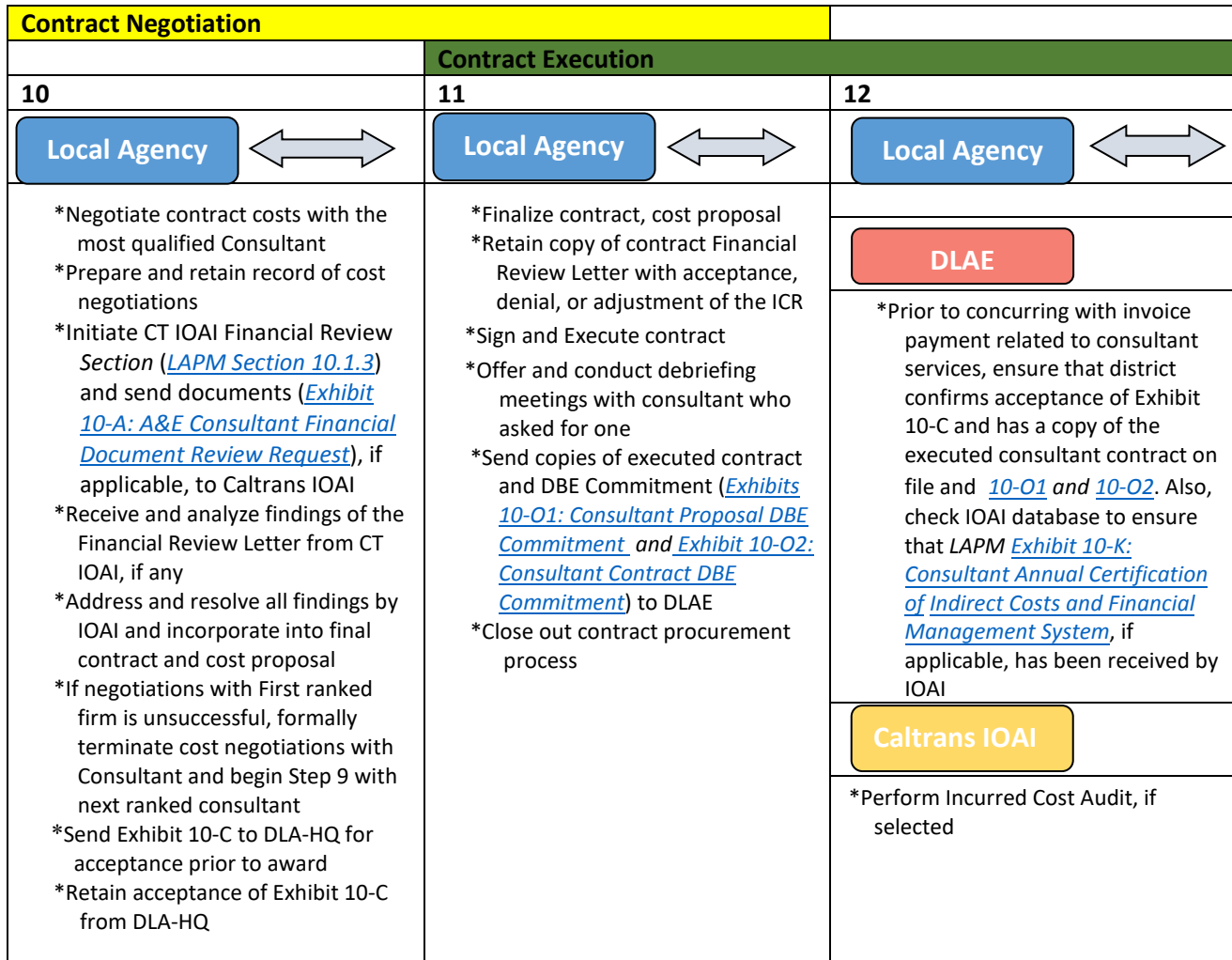
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Figure 10-1: A&E Contract Procurement Process Workflow Diagram- continued



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MOP = Method of Payment
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Figure 10-1: A&E Contract Procurement Process Workflow Diagram- continued

10.1.1 GENERAL

Introduction

A local agency may engage consultants to perform architectural, engineering, and related services to develop a federal-aid funded project. Local agencies requesting federal funds to reimburse A&E Consultants must follow the selection and contracting procedures detailed in this chapter.

Definition of an Architectural and Engineering Consultant

23 Code of Federal Regulations §172 and CA State Law further defines A&E services and includes those private consulting firms providing architectural, landscape architectural, engineering, environmental, land surveying, construction engineering, or program management are termed Architectural and Engineering (A&E) Consultants.

Architectural and Engineering Consultants

The Brooks Act (40 USC, Section 1104) requires local agencies to award federally funded engineering and design related contracts based on fair and open competitive negotiations, demonstrated competence, and professional qualifications (23 Code of Federal Regulations (CFR), Part 172), at a fair and reasonable price (48 CFR 31.201-3).

Cost proposals submitted to the local agency must be sealed and shall not be included as a criterion for rating such consultants. After ranking, cost negotiations may begin with the most qualified consultant and only their cost proposal will be opened. Should negotiations fail or result in a price that the local agency does not consider fair and reasonable, negotiations must be formally terminated and the local agency must then undertake negotiations with the second most qualified consultant.

If the negotiations with the second most qualified firm are not successful, negotiations must be formally terminated and the local agency must then undertake negotiations with the third most qualified consultant, and so on, until the price is determined to be fair and reasonable by the local agency.

In selecting an A&E consultant, a detailed technical proposal or qualifications proposal, and a proposed contract will be required.

Depending upon the scope of work, the required contract provisions may need to include the California State Prevailing Wages (Federal Payment of Predetermined Minimum Wage applies only to federal-aid construction contracts). Prevailing wages will apply if the services to be performed will involve land surveying (such as flag persons, survey party chief, rodman or chainman), materials sampling and testing (such as drilling rig operators, pile driving, crane operators), inspection work, soils or foundation investigations, environmental hazardous materials and so forth. California State Prevailing Wage information is available through the California Department of Industrial Relations websites below:

Consultants will need to provide their Prevailing Wage Policy if their participation on the project includes prevailing wage work. The policy will include information on the accounting

treatment of delta base and delta fringe, and verify the accounting treatment is consistent every year.

- [DIR FAQ](http://www.dir.ca.gov/OPRL/FAQ_PrevailingWage.html) website:
http://www.dir.ca.gov/OPRL/FAQ_PrevailingWage.html
- [DIR Wage Determination](http://www.dir.ca.gov/oprl/DPreWageDetermination.htm) website:
<http://www.dir.ca.gov/oprl/DPreWageDetermination.htm>
- [Caltrans Prevailing Wage Interpretive Guidance](http://www.dot.ca.gov/hq/audits/documents/prevailing-wage-interpretive-guidance.pdf):
<http://www.dot.ca.gov/hq/audits/documents/prevailing-wage-interpretive-guidance.pdf>

Non-A&E Consultants

Consultants other than A&E consultants may be selected using cost, cost and qualifications (best value) or other critical selection criteria. The procedures outlined in this chapter can be modified for selecting non-A&E consultants by adding a cost item to the contract proposal.

For more details on non-A&E consultants, see Section 10.3 *Non-A&E Contracts* of this chapter.

Selecting the Project

The local agency is responsible for selecting and initiating a federal-aid financed transportation project. The decision to begin project development is influenced by the project needs, its acceptability, the timing of studies, financing, and construction. The local agency must identify the project's objectives including the general level of improvement or service, operating standards, maximum cost and the target date for project completion before commencing any consultant selection process.

Subcontracted Services

The consultant is responsible for performing the work required under the contract in a manner acceptable to the local agency. The consultant's organization and all associated consultants and subconsultants must be identified in the proposal. If the consultant wishes to use a subconsultant not specified in the proposal, prior written approval must be obtained from the local agency. The subcontract must contain all required provisions of the prime contract. All subawards must include adequate oversight, management, and administration of engineering and design related consultant services and be administered in accordance with State laws and procedures specified in 23 U.S.C. 106(g)(4) 2 CFR 200.331.

Organizational and Consultant Conflicts of Interest

In the procurement of contracts for engineering services by private consulting firms using federal-aid highway funds, local agencies must take all the steps necessary to prevent fraud, waste, and abuse. The local agency must develop and maintain a written code of conduct governing the performance of its employees (including the contract administrator) engaged in the award and administration of federal-aid highway funded contracts, including the prevention of conflicts of interest in accordance with 23 CFR 172.7(b)(4)

Consultant Selection

A conflict of interest occurs when a public official's private interests and his or her public duties and responsibilities diverge or are not consistent. Conflicts of interest may be direct or indirect (e.g., as result of a personal or business relationship). The appearance of a conflict of interest should be avoided as an apparent conflict may undermine public trust if not sufficiently mitigated.

Federal Regulation Governing Conflict of Interest (23 CFR 172.7(b)(4)) Requires that:

- Local agency shall maintain a written code of standards of conduct for employees engaged in the award and administration of engineering and design service contracts;
- No contracting agency employee who participates in the procurement, management, or administration of federal funded contracts or subcontracts shall have, directly or indirectly, any financial or other personal interest in connection with such contract or subcontract;
- No person or entity performing services for a contracting agency in connection with a federal funded project shall have, directly or indirectly, any financial or other personal interest, other than employment or retention by the contracting agency, in any contract or subcontract in connection with such project;
- No person or entity performing services for a contracting agency in connection with a federal-aid highway funded project shall have, directly or indirectly, any financial or other personal interest in any real property acquired for the project;
- No contracting agency employees or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from consultants, potential consultants, or parties to subagreements;
- Local agency shall disclose in writing any potential conflict of interest to FHWA

Consultants Performing Work on Multiple Phases of Federal-aid Projects

Local agencies sometimes wish to hire the same consultant firm to perform construction engineering and/or inspection services on the same project on which the firm also performed design services. This can cause project delivery efficiencies, as the design firm is well-suited to verify that the project is being constructed in accordance with the design and can resolve issues related to the design on behalf of the contracting agency. However, this may also pose a potential conflict of interest if the firm has a vested financial interest in failing to disclose deficiencies in its design work product and seeks to insulate itself from pecuniary liability in subsequent phases of the project, such as minimizing or ignoring design errors and omissions, rather than serving the best interests of the contracting agency and the public. Procuring a different firm from the design firm to provide the construction engineering and/or inspection services provides another level of review and reduces the risk of, or potential for, a conflict of interest.

Although federal regulations do not expressly prohibit the same firm from providing services on subsequent phases, the local agencies are responsible for ensuring the public interest is maintained throughout the life of a project and that a conflict of interest, real or apparent, does not occur or is sufficiently mitigated by appropriate public agency controls. Prior to allowing a consulting firm to provide services on subsequent phases of the same project, the contracting agency must establish appropriate compensating controls in policies, procedures, practices, and other safeguards to ensure a conflict of interest does not occur in the procurement, management, and administration of consultant services.

When design and construction phase services are procured under a single solicitation, the selection of the consulting firm must be based on the overall qualifications to provide both design and construction phase services, which require different skill sets, experience, and resources. Procuring these services under different solicitations may result in selection of a more qualified firm to perform services in each phase, as the most qualified firm to perform design phase services may not be the most qualified firm to provide construction phase services. Similarly, the qualifications and capacity of a firm may change over time. As such, it may not be appropriate to contract with a consulting firm to provide construction phase services at the outset of a design phase, knowing that these services may not be needed for an extended period until the preconstruction phase of the project is complete and construction funding authorized. The contract with a consulting firm providing design phase services on a project may not be amended to include construction phase services unless the desired construction phase services were included within the original advertised scope of services and evaluation criteria of the solicitation from which a qualifications based selection was conducted. All consultants acting in a management support role must complete [Exhibit 10-U: Consultant in Management Support Role Conflict of Interest and Confidentiality Statement](#) (see [Section 10.1.9: Miscellaneous Considerations](#) in this chapter) and retain it in the local agency files.

Miscellaneous Considerations Authorization to Proceed

The Federal Highway Administration (FHWA) must give the local agency an Authorization to Proceed (E-76) with the work prior to performing of any work for which federal reimbursement is to be requested, (see the [LAPM Chapter 3: Project Authorization](#)). For state funded projects see [Section 10.2: State-Only Funded A&E Contracts](#) and the [Local Assistance Program Guidelines \(LAPG\), Chapter 23: Local Agency State Transportation Improvement Program Projects](#), for guidance on when work may proceed.

Copies of the Authorization to Proceed and the consultant contract must be retained in the local agency project files for future audit.

10.1.2 IDENTIFYING & DEFINING A NEED FOR CONSULTANTS

The need for a consultant is identified by comparing the project's schedule and objectives with the local agency's capabilities, its staff availability of the required expertise, and its funding resources. If the local agency does not have sufficient staff capabilities, it may solicit assistance from another agency, or use a qualified private consultant to perform the required work.

Consultant Selection

If the local agency determines that there is a need to solicit assistance from another local agency, or to use a consultant, the District Local Assistance Engineer (DLAE) should be notified if federal-aid funds are to be requested for the project segment to be contracted out.

Appointing the Contract Administrator

The Contract Administrator is responsible for ensuring the quality of consultant contract products or services. The Contract Administrator is appointed as soon as the need for consultant services is identified. The Contract Administrator is involved throughout the development of the selection process and the contract provisions, and in the administration of the consultant's work. The Contract Administrator must be a qualified local agency employee or have staff that is qualified to ensure the consultant's work is complete, accurate, and consistent with the terms and conditions of the consultant contract. On federal-aid contracts, the Contract Administrator or staff members must be a full-time employee and familiar with the work to be contracted out and the standards to be used. The Contract Administrator must also abide by the laws, regulations and policies required as part of accepting federal or state funding for their project. Non-compliance with the laws, regulations, and policies may result in loss of project funding.

The Contract Administrator's duties are listed in 23 CFR 172.9(d)(1) and include:

- Contract negotiation, contract payment, and evaluation of compliance performance, and quality of services provided by the consultant;
- Being familiar with the contract requirements, scope of services to be performed, and products to be produced by the consultant;
- Being familiar with the qualifications and responsibilities of the consultant's staff and evaluating any requested changes in key personnel;
- Scheduling and attending progress and project review meetings, commensurate with the magnitude, complexity, and type of work, to ensure the work is progressing in accordance with established scope of work and schedule milestones;
- Documenting contract monitoring activities and maintaining supporting contract records as specified in 2 CFR 200.333;
- Provides direction to ensure the proposed work is advertised properly;
- Prepares and distributes the Request for Qualifications (RFQ), description of work, and Request for Proposals (RFP), if used;
- Prepares the draft contract;
- Arranges for preparation before an independent estimate of the value of the work to be contracted out;
- Ensures that the selection procedures are followed;
- Analyzes the selected/best-qualified consultant's cost proposal;
- Ensures contract audit and review procedure is followed;

Consultant Selection

- Ensures that fee/profit negotiation is conducted and keeps records;
- Serves as the local agency's primary contact person for the successful consultant;
- Monitors the consultant's progress and provides direction;
- Ensuring consultant costs billed are allowable in accordance with the Federal cost principles and consistent with the contract terms as well as the acceptability and progress of the consultant's work;
- Identifies other local agency staff for the consultant to contact, if needed;
- Closes out the contract at completion, by processing the final invoice; completing a mandatory consultant evaluation, and final DBE utilization reports ([*Exhibit 17-F: Final Report Utilization of Disadvantaged Business Enterprises \(DBE\) and First-Tier Subcontractors*](#)).

Segmenting Consultant Work

Consultant services are most effective when consultant work is segmented appropriately. The extent of segmenting depends upon the type and complexity of the work. Combining preliminary engineering tasks with the preparation of the required environmental analysis is normally desirable. Preparing an Environmental Assessment (EA) or Environmental Impact Statement (EIS) is more than simply writing a report. Assessment and impact reports include preliminary engineering needed to analyze project alternatives and produce an engineering and planning assessment. Initial project studies include only as much traffic and engineering analysis of alternatives, as is needed to produce a sound EA or EIS (see [*LAPM Chapter 6: Environmental Procedures*](#) and [*Standard Environmental Reference \(SER\) Chapters 31: Environmental Assessment \(EA\) and Finding of No Significant Impact \(FONSI\)*](#) and [*Chapter 32: Environmental Impact Statement \(EIS\)*](#)). Final design shall not begin until NEPA environmental approval has been received if federal reimbursement is desired.

Refer to Figure 10-2: Segmenting Consultant Work below, which illustrates several satisfactory ways to segment consultant activities.

Consultant Selection

	Well-structured Projects With Simple Right of Way Requirements	Well-structured Projects With Complex Right of Way Requirements	More Difficult Projects	Very Complex Projects
Preliminary Engineering				
Environmental Analysis				
Plans, Specifications & Estimates				
Right of Way Activities				
Utility Relocation				
Construction Engineering				

Figure 10-2: Segmenting Consultant Work

Specify Products to be Delivered

The Contract Administrator identifies the products and services to be delivered as a result of consultant contract work, and minimum qualification of consultant professionals and staff. These vary depending upon the type of projects and the phase of project development being addressed.

Scope of Consultant Work

The scope of work, which the contract must include, is a detailed description of the products or services the consultant is to provide. From a detailed scope of work, consultants respond to a project advertisement; determine personnel and time requirements; and develop a technical proposal. Therefore, the scope of work must be clear, concise, complete, and describe the deliverables, standards for design and other work, quality control measures, acceptance criteria and deadlines.

Non-Discrimination Clause

The Non-Discrimination Clause ([Exhibit 10-R: A&E Boilerplate Agreement Language](#), Article XVI Statement of Compliance) must be included in each consultant contract. The consultant must include the non-discrimination and compliance provisions of the Non-Discrimination Clause in all subcontracts to perform work under the contract.

Disadvantaged Business Enterprise (DBE) Participation

When administering federal-aid projects, federal regulations (49 CFR, Part 26) require a local agency to comply with the DBE program, and take necessary steps to ensure that DBE firms have the opportunity to participate in the projects. Refer to *Chapter 9: Civil Rights and Disadvantaged Business Enterprises* for DBE requirements for A&E Consultant Contracts.

Estimated Cost of Consultant Work

An independent estimate for cost or price analysis is needed for all consultant contracts (23 CFR 172.7(a)(1)(v)(B)) to ensure that consultant services are obtained at a fair and reasonable price. The estimate is prepared in advance of requesting a cost proposal from the top-ranked consultant, so the local agency's negotiating team has a cost comparison of the project to evaluate the reasonableness of the consultant's cost proposal. The estimate, which is specifically for the use of the local agency's negotiating team, is to be kept confidential and maintained for records.

A good cost estimate can be prepared only if the scope of work is defined clearly. The scope of work must include a list of the products or services which the consultant is required to deliver, and a time schedule of when they must be delivered.

It should be stressed that all work to be derived from the consultant services, such as preliminary design, environmental or final design, must be clearly identified in the solicitation of consultant services (RFQ or RFP) and included in the cost estimate. The addition of work to the original scope by amendment should be avoided whenever possible. Contract modifications are required for any amendments to the terms of the existing contract that change the cost of the contract; significantly change the character, scope, complexity, or duration of the work; or significantly change the conditions under which the work is required to be performed.

Some of the costs estimating techniques are:

Analogous Estimating:

Analogous cost estimating is using the actual cost of a previous, similar contract as the basis for estimating the cost of the current contract. Analogous cost estimating is frequently used to estimate costs when there is a limited amount of detailed information about the project. Analogous cost estimating is generally less accurate and it is most reliable when previous projects are similar in fact, and not just in appearance, and it uses expert judgment.

Parametric Estimating:

Parametric estimating is a technique that uses statistical relationship between historical data and other variables to calculate a cost estimate for an activity resource. This technique can produce a higher level of accuracy depending upon the sophistication, as well as underlying resource quantity and the cost data. A cost example would involve multiplying the planned quantity of work by the historical cost per unit to obtain the estimated cost of the contract.

Bottom-up Estimating:

This technique involves estimating the cost for individual work in the contract with the lowest level of detail. This detailed cost is then summarized or rolled up to determine a total cost of contract. Cost detail should include estimated hours per task, labor hourly cost for professional and non-professional classifications, subconsultant costs, other project direct costs, and profit. Labor costs should be broken down to direct labor and indirect cost rates, if possible.

If more than one project or phase of work is to be developed within the consultant contract, separate cost estimates are required for each project or phase of work. Separate cost estimates are required for each milestone and portion of the work expected to be subcontracted.

For on-call (as-needed) contracts, the cost estimate/analysis should include at minimum, a historical analysis of annual needs for consultant work, professional labor cost and market analysis, and reasonable profit analysis.

Determine Type of Contract

Types of contracts to be used are described as follows:

- Project-specific contract is between the local agency and consultant for the performance of services and a defined scope of work related to a specific project or projects.
- Multi-phase contract is a project-specific contract where the defined scope of work is divided into phases which may be negotiated and executed individually as the project progresses.
- On-call contract is a contract that may be utilized for a number of projects, under which task or work orders are issued on an as-needed basis, for an established contract period. On-call contracts are typically used when a specialized service of indefinite delivery or indefinite quantity is needed for a number of different projects, such as construction engineering, design, environmental analysis, traffic studies, geotechnical studies, and field surveying, etc. Many agencies use these contracts to address peaks in workload of in-house engineering staff and/or to perform a specialized service which the agency does not have. On-call contracts shall specify a reasonable maximum length of contract, not to exceed 5 years, and a maximum total contract dollar amount (23 CFR 172). The maximum dollar amount for all contracts awarded under the solicitation is stated in the solicitation. The maximum dollar amount is the aggregate of the on-call contracts anticipated to be awarded. If the solicitation lists that up to 5 contracts may be awarded, the aggregate amount of these 5 contracts is the maximum contract dollar amount. How many contracts are anticipated to be awarded must be stated in the solicitation. How task orders will be issued must be stated in the solicitation (two options exist: geographically designated areas or additional competitive solicitation to all consultants who provide the same type of service and awarded a contract under the same solicitation).
 - To maintain the intent of the Brooks Act (40 USC 1101-1104) in promoting open competition and selection based on demonstrated competence and qualifications, on-call consultant contracts established through the RFQ process must meet the following requirements:
 - Must define a general scope of work, complexity, and professional nature of services.
 - Specify a task order procedure the local agency uses to procure project specific work under the contract.
 - No task order is valid unless the on-call contract is still enforced. For example, if the on-call contract is expired, all task orders issued after the contract expiration date will become invalid.

Consultant Selection

- If multiple consultants are to be selected and multiple on-call contracts awarded through a single solicitation for specific services, the number of consultants that may be selected or contracts that may be awarded must be identified.
- Specify procurement procedures in the contracts the local agency will use to award/execute task orders among the consultants:
 - Either through an additional qualification-based selection process (see the Two-Step RFQ/RFQ process later in this chapter), OR
 - On regional basis whereby the region is divided into areas identified in the solicitation, and consultants are selected to provide on-call services for assigned areas only. The RFP may list multiple regions that allow consultants to crossover or be a “backup” to other consultants that for specifically documented reasons are not able to perform the work in their assigned region. Per 23 CFR 172.9 (a)(3)(B)(2). The “backup” option needs to be listed in the respective contracts.
- *An example of acceptable contract wording in multiple on-call contracts for the same type of service:*
- *“Agency has or will enter into three (3) task order contracts for performance of the Scope of Services identified in Exhibit “A”, including this Agreement (“CM Services Task Order Contracts”). The other CM Services Task Order Contracts are [identify other two contracts by agreement numbers and consultant firms]. The total amount payable by Agency for the CM Services Task Order Contracts shall not exceed a cumulative maximum total value of Seven Million, Five Hundred Thousand Dollars (\$7,500,000) (“NTE Sum”). It is understood and agreed that there is no guarantee, either expressed or implied that this dollar amount will be authorized under the CM Services Task Order Contracts through Task Orders. Each time a Task Order is awarded under any of the CM Services Task Order Contracts, the Agency shall send written notification to Consultant and each of the other consultants entering into the CM Services Task Order Contracts. The notice shall identify the total funds allocated under issued Task Orders, and the remaining unencumbered amount of the NTE Sum. Consultant acknowledges and agrees that Agency shall not pay any amount under this Agreement that would exceed the NTE Sum, and Consultant shall not enter into a Task Order that exceeds the NTE Sum.”*

Determining the Project Schedule

The local agency develops a schedule for performance of work and completion of the project. The schedule must include sufficient time to allow for:

- Selecting the consultant;
- Developing the consultant contract;
- Completing the A&E consultant contract audit process;
- Conducting meetings and project reviews.

Determine Method of Payment

The method of payment of contract must be specified. Four methods are permitted depending on the scope of services to be performed reference 23 CFR 172.9(b):

- Actual Cost-Plus-Fixed Fee (see [Exhibit 10-H: Sample Cost Proposal](#), Example #1);
- Cost Per Unit of Work (see [Exhibit 10-H](#), Example #3);
- Specific Rates of Compensation (see [Exhibit 10-H](#), Example #2);
- Lump Sum (see [Exhibit 10-H](#), Example #1).

The method of payment to the consultant shall be set forth in the original solicitation, contract, and in any contract modification thereto. A single contract may contain different payment methods as appropriate for compensation of different elements of work.

The cost plus a percentage of cost and percentage of construction cost methods of payment shall not be used. Both of these methods are explicitly prohibited by Federal Regulations.

Actual Cost-Plus-Fixed Fee

The consultant is reimbursed for actual costs incurred and receives an additional predetermined amount as a fixed fee (profit). Federal regulations require that profit be separately negotiated from contract costs. The determination of the amount of the fixed fee shall take into account the size, complexity, duration, and degree of risk involved in the work. The fixed fee is not adjustable during the life of the contract. The fixed fee dollar amount must be clearly stated in the contract.

This method of payment is appropriate when the extent, scope, complexity, character, or duration of work cannot be precisely predicted. The fixed fee limit applies to the total direct and indirect costs. Fixed fees in excess of 15 percent of the total direct labor and indirect costs of the contract may be justified only when exceptional circumstances exist. The contract shall specify a reasonable maximum length of contract period and a maximum total contract dollar amount (see [Exhibit 10-H: Sample Cost Proposal Example #1](#) and [Exhibit 10-R: A&E Sample Contract Language](#), Article V, *Option 1* in this chapter). The contract cost proposal must identify all key employees and/or classifications to be billed. New key employees and/or classifications must be approved before they incur work on the contract or the costs can be questioned or disallowed.

Cost Per Unit of Work

The consultant is paid based on specific item of work performed. The item of work must be similar, repetitious and measurable, such as geotechnical investigation and material testing. This method of payment is appropriate when the cost per unit of work can be determined with reasonable accuracy in advance, but the extent or quantity of the work is indefinite. Contract payment provisions must specify what is included in the price to be paid for each item. Any item of work not identified in the contract cost proposal is not eligible for reimbursement. New items of work (those within the original scope of work only) must be amended into the contract before work is performed. The contract shall also specify a reasonable maximum length of

contract period and a maximum total contract dollar amount (see [Exhibit 10-H](#), Example #3 and [Exhibit 10-R](#), Article V Option 2).

Specified Rates of Compensation

The consultant is paid at an agreed and supported specific fixed hourly, daily, weekly or monthly rate, for each class of employee engaged directly in the work. Such rates of pay include the consultant's estimated costs and net fee (profit). Federal regulations require that profit be separately negotiated from contract costs. The specific rates of compensation, except for an individual acting as a sole proprietor, are to include an hourly breakdown, direct salary costs, fringe benefits, indirect costs, and net fee. Other direct costs may be included, such as travel and equipment rentals, if not already captured in the indirect cost rate.

This method of payment should only be used when it is not possible at the time of procurement to estimate the extent or the duration of the work, or to estimate costs with any reasonable degree of accuracy. This method should not be used for project specific contracts and is recommended for on-call contracts for specialized or support type services, such as construction engineering and inspection, where the consultant is not in direct control of the number of hours worked, and it also requires management and monitoring of the consultant's level of effort and the classification of employees used to perform the contracted work. The contract shall also specify a reasonable maximum length of contract period and a maximum total contract dollar amount (see [Exhibit 10-H](#), Example #2 and [Exhibit 10-R](#), Article V Option 3.).

Lump Sum or Firm Fixed Price

The consultant performs the services stated in the contract for an agreed amount as compensation, including a net fee or profit. This method of payment is appropriate only if the extent, scope, complexity, character, duration, and risk of the work have been sufficiently defined to permit fair compensation to be determined and evaluated by all parties during negotiations (see [Exhibit 10-H: Sample Cost Proposal, Example #1](#) and [Exhibit 10-R: A&E Sample Contract Language](#), Article V, Option 4). Normally, a lump sum contract will be paid in full at end of the contract when completed. However, a lump sum contract can be negotiated with progress payment if feasible. The progress payment shall be based on percent of work complete or completion of clearly defined milestones. The contract cost proposal shall document the agreed upon progress payment and include the necessary milestones costs, or the percent work complete schedule.

Changes to Exhibit 10-H requiring resubmittal to Independent Office of Audits and Investigations for review:

- Consultant name change
- New participating subconsultant
- Change in ICR rate

10.1.3 A&E CONSULTANT AUDIT AND REVIEW PROCESS

This section outlines the audit and review process for A&E contracts that at any time use state or federal funds. All proposed A&E contracts and supporting documents are

subject to audit or review by Caltrans' Independent Office of Independent Office of Audits and Investigations (IOAI), other state audit organizations, or the federal government. Not all proposed contracts will be audited or reviewed; rather, they will be selected on a risk-based approach.

Applicable Standards

State and federal requirements listed below, and specific contract requirements, serve as the standards for audits and reviews performed.

Local agencies, consultants, and subconsultants are responsible for complying with state, federal, and specific contract requirements. Local agencies are responsible for determining the eligibility of costs to be reimbursed to consultants.

Applicable standards include, but are not limited to:

- Caltrans Local Assistance Procedures Manual (LAPM);
- State and Federal agreements between local agencies and Caltrans, (i.e. Master Agreements);
- Project Program Supplemental Agreements;
- 23 United States Code (U.S.C.), Section 112 – Letting of Contracts;
- 40 U.S.C., Chapter 11: the Brooks Act;
- 23 CFR, Chapter 1, Part 172 - Procurement, Management, and Administration of Engineering and Design Related Services;
- 23 CFR, Chapter 1- Federal Highway Administration, Department of Transportation;
- 48 CFR, Federal Acquisition Regulation (FAR), Chapter 1, Part 31- Contract Cost Principles and Procedures;
- 48 CFR, Chapter 99 – Cost Accounting Standards (CAS), Subpart 9900;
- 2 CFR, Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards;
- United States Government Accountability Office, Government Auditing Standards
 - Generally Accepted Government Auditing Standards (GAGAS);
- California Government Code sections 4525-4529; and
- Proposed contract terms and conditions.

See section [10.10 "References"](#) of this Chapter for links to above referenced standards.

Audit Guidance Available

The American Association of State Highway and Transportation Officials, Uniform Audit & Accounting Guide ([AASHTO Audit Guide](#)), which is referred to frequently in this section, is a valuable tool to guide local agencies, consultants and Certified Public Accountants (CPA) through the requirements for establishing, and audits of FAR compliant Indirect Cost Rates

Consultant Selection

(ICR). The [AASHTO Audit Guide](#) is used extensively as an industry guide in the audit and review process.

Local agencies may seek accounting assistance from internal audit staff and an independent CPA for compliance. The consultant may seek professional guidance in selecting its independent CPA. See also the [AASHTO Audit Guide](#), Ch 2.5 C. *Selection of CPA Firm as Overhead Auditor* for guidance in the selection process. Training is also offered by FHWA's National Highway Institute (see <http://www.nhi.fhwa.dot.gov/default.aspx>). Courses offered include:

- Using the AASHTO Audit Guide for the Procurement and Administration of A&E Contracts (FHWA-NHI-231028)
- Using the AASHTO Audit Guide for the Development of A&E Consultant Indirect Cost Rates (FHWA- NHI-231029)
- Using the AASHTO Audit Guide for the Auditing and Oversight of A&E Consultant Indirect Cost Rates (FHWA-NHI-231030)

If consultants desire training on how to build an ICR and basic timekeeping, there are Indirect Cost Rate and Timekeeping webinars created by the Washington State Department of Transportation. The link to the webinars is available at <http://www.dot.ca.gov/audits/> (click on Architectural & Engineering Contracts/General A&E Contract Resources/Other State DOT Training Module). For training and additional information provided by Caltrans Local Assistance, visit Caltrans Local Assistance Blog at <http://www.localassistanceblog.com/>. For FHWA's Q&A for ICRs and audits, and A&E related services, visit FHWA at <http://www.fhwa.dot.gov/programadmin/172qa.cfm>.

Allowable Costs

23 USC 112 (b)(2)(B) states that any A&E contract or subcontract awarded, whether funded in whole or in part with Federal-aid highway funds in furtherance of highway construction projects, shall be performed and audited in compliance with the Federal cost principles.

Local agencies are required to perform a cost analysis to ensure all costs are allowable and in compliance with federal and state requirements and retain documentation of negotiation activities and resources. Hourly rate(s) for each key personnel and/or classification of employee(s) proposed in cost proposals must be reasonable for the work performed and actual, allowable, and allocable in accordance with the Federal cost principles. Costs shall be allowable only if the cost is incurred and cost estimates included in negotiated prices are allowable in accordance with the federal and state regulations and procedures, and contract provisions. Examples of Cost Analysis Worksheets are provided at Exhibit 10-H1 through 4.

Local agencies are required to apply Caltrans accepted consultant or subconsultant's ICRs, to contracts. An ICR is valid for the one-year applicable accounting period accepted or audited by Caltrans. Consultants shall update, on an annual basis, ICRs in accordance with the consultant's annual accounting period and in compliance with the Federal cost principles. For further guidance, refer to 23 CFR Part 172.11(b)(1). If the consultant is subject to Cost Accounting Standards (CAS), the consultant must use the applicable ICR for the contract.

Consultant Selection

A consultant's accepted ICR for its one-year applicable accounting period shall be applied to contracts; however, once an ICR is established for a contract, it may be extended beyond the one-year applicable period, through the duration of the specific contract, provided all concerned parties agree. Agreement to the extension of the one-year applicable period shall not be a condition or qualification to be considered for the work or contract award. The contract must clearly specify the ICR period if it is beyond the one-year applicable period.

Consultants shall account for costs appropriately and maintain records, including supporting documentation, adequate to demonstrate that costs claimed have been incurred, and are allowable, reasonable, and allocable to the contract, and comply with Federal cost principles.

IOAI and representatives of the Federal Government have the right to conduct an audit of all contract costs. If the costs are subsequently determined to be unallowable, these costs are subject to repayment. For further guidance, refer to 23 CFR Part 172 and 48 CFR Part 31.

Generally, whenever local agencies, consultants and/or contractors are unable to provide requested documentation, it shall be viewed that the services were either not performed or the costs not properly recorded. Retention of all documents is required as it reduces the possibility of audit findings and **disallowed costs**. For more references, refer to Applicable Standards in this chapter.

Approval or Acceptance of Indirect Cost Rates**Cognizant Letters of Approval**

A cognizant approved ICR has been audited by a Cognizant agency (a State transportation agency of the State where the consultant's accounting and financial records are located or a State transportation agency to which cognizance for the particular indirect cost rate(s) of a consulting firm has been delegated or transferred to in writing by the State transportation agency where the consultant's accounting and financial records are located) in accordance with generally accepted government auditing standards to test compliance with the requirements of the Federal cost principles (per 48 CFR part 31) and the cognizant agency has either 1) issued an audit report of the consultant's indirect cost rate or 2) conducted a review of an audit report and related workpapers prepared by a certified public accountant and issued a letter of concurrence with the audited indirect cost rate(s). The cognizant agency approves the ICR and a cognizant approval letter is issued.

Caltrans Acceptance of Indirect Cost Rate

When the ICRs have not been established by a cognizant agency, Caltrans shall perform an audit or review of a consultant's and subconsultant's ICR(s) to provide reasonable assurance of compliance with Federal cost principles.

An audit or review of the ICR may consist of one or more of the following:

- Perform a review to determine if the ICR was prepared in accordance with 23 CFR 172, and 48 CFR, Chapter 1, Part 31;
- Perform an audit to determine if the ICR was prepared in accordance with 23 CFR 172, and 48 CFR, Chapter 1, Part 31; and issue an audit report;
- Review and accept an ICR audit report and related workpapers prepared by a CPA or another State Transportation Agency;

The outcome of an audit or review is for Caltrans to approve or accept the ICR so that it can be relied upon for future contracts with the consultant for a given one-year accounting period and for reliance by other contracting agencies using the same consultant. Local agencies shall ensure that only approved or accepted ICRs of consultants for the applicable one-year accounting period be applied to contracts, if rates are not under dispute. Local agencies may check IOAI's website for consultant's approved or accepted ICRs. All approved or accepted ICRs are issued an Acceptance Identification (ID) number by IOAI that is posted to IOAI's website at <http://www.dot.ca.gov/hq/audits/>. This ID number should be referenced on all future contracts that use the same fiscal year ICR. ICR can be fixed for the life of the contract in prior written document or annually updated. Once it has been updated, it must be annually updated and the most current fiscal year of ICR must be used.

ICRs that have not been accepted by Caltrans will not be eligible for indirect cost payment. An ICR approved by a cognizant agency may be used across states for the one-year applicable accounting period, but an ICR accepted by Caltrans may **only** be applied to A&E contracts with Caltrans or local agency contracts using pass-through Caltrans funding. Local agencies include Cities, Counties, Metropolitan Planning Organization, Special Districts, and Regional Transportation Planning Agencies.

Financial Review Performed Prior to Contract Execution

All consultants, including prime and subconsultants, on a proposed contract with a dollar value greater than \$150K are subject to an ICR financial review by IOAI. The financial documents required are detailed in Exhibit 10-A, *A&E Consultant Financial Document Review Request Letter and Exhibit 10-A Checklist*. IOAI will review the ICR financial documents to either accept or adjust the indirect cost rate **prior to contract execution** using a risk-based approach as dictated by factors that include but are not limited to:

- History of satisfactory performance and professional reputation of consultant;
- Prior FAR compliant history and audit frequency;
- Experience of consultant with FAHP contracts;
- General responsiveness and responsibility;
- The approximate contract volume and dollar amount of all A&E contracts awarded to the consultant by Caltrans or a local agency in California within the last three calendar years;
- The number of states in which the consultant does business;
- The type and complexity of the consultant's accounting system;
- The relevant professional experience of any CPA performing audits of the consultants indirect cost rate;
- Assessment of consultant's internal control. Responses to internal control questionnaire, see AASHTO Audit Guide, Appendix B;
- For ICRs that have been adjusted by IOAI, the consultant must provide a revised cost proposal that reflects the adjusted ICR.

Local Agencies' Responsibilities

Local Agencies are responsible for obtaining all required ICR supporting documentation from A&E prime consultants and sub-consultants as outlined in Exhibit 10-A (*A&E Consultant Financial Document Review Request*) and the Exhibit 10-A-Checklist. Local Agencies are responsible for forwarding these documents to IOAI for review. Local agencies are also required to ensure that IOAI has copies of the Exhibit 10-K "*Consultant Certification of Contract Costs and Financial Management System*" and Exhibit 10-H "*Cost Proposal*" for all consultants, both prime and sub-consultants. The ICR included in Exhibit 10-H must match the ICR included in the Exhibit 10-K and the consultant's ICR schedule. The proposed ICR, however, can be lower than ICR in Exhibit 10-K and the consultant's ICR schedule if the consultant elects to propose a lower ICR. For contracts spanning more than one year, local agencies are responsible for ensuring the Exhibit 10-K and cost proposals are updated annually unless all concerned parties agree to fix the ICR for the term of contract, and this is clearly specified in the contract. ICR updates are not required to IOAI if the ICR is fixed for the life of the contract. ICR's are only reviewed for consultants that are being awarded a contract, not consultants on a bench or shortlist.

The Exhibit 10-H "*Cost Proposal*" includes contract costs: direct salary or wage rates, fixed fees, other direct costs, indirect costs, total costs, and certification for the costs. Local agencies must perform and retain documentation of activities and resources used to support that a cost analysis has been performed to establish that costs and elements were determined to be fair and reasonable in accordance with Federal cost principles.

All contract supporting documentation must be retained by the local agency in project files for the required retention period. Unsupported costs may be disallowed and required to be returned to Caltrans. Having proper documentation policy and procedures, trained staff and organized project files are essential for demonstrating that costs claimed and reimbursed have been incurred, are eligible, reasonable, allowable, and allocable to the contract and comply with Federal cost principles.

Contracts below \$150,000 are not subject to the Caltrans Financial Document Review but local agencies are required to establish that all costs are in compliance with the Federal cost principles, 48 CFR, Chapter 1, Part 31, and other applicable requirements are met. All documents listed above and cost analysis documents are required to be retained in the project files to demonstrate compliance.

Instructions are provided in the Exhibit 10-A on the requirements for submitting a complete Financial Review packet. Financial packets can be e-mailed to:
conformance.review@dot.ca.gov.

Alternatively, if you do not have Internet access, you can mail Financial Review packets to:

Department of Transportation
Independent Office of
Independent Office of Audits and
Investigations, MS 2 Attention:
External Audit Manager

P.O. Box 942874 Sacramento, CA 94274-0001

Consultants' Responsibilities (Both prime consultants and subconsultants)

A&E prime consultants and subconsultants in contract with local agencies using state or federal-aid highway funds should refer to Exhibit 10-A and the 10-A Checklist for the ICR financial documents required to be submitted to their local agency. Consultants must complete the "Annual Certification of Indirect Costs and Financial Management System" (Exhibit 10-K) that attests that the ICR rate proposed is in compliance with FAR (48 CFR, Chapter 1, Part 31) and that the consultant's financial management system is adequate to accumulate and segregate, reasonable, allowable, and allocable direct and indirect project costs. For all future contracts within a same fiscal year, the consultant needs to only provide a copy of the Exhibit 10-K to the Local Agency. The Exhibit 10-A and 10-K should be submitted to the local agency who will forward a copy to IOAI along with all other related and required financial documents. For guidance see Training Module for Financial Document Requirements for A&E Contracts with Local Agencies on IOAI's website <http://dot.ca.gov/audits/> (click on Architectural & Engineering Contracts/A&E Contracts with Local Agencies/Training Modules).

Consultants must follow all the federal, state, and contract requirements outlined above in the Section above, "*Applicable Standards*". Each contracting consultant must ensure its ICR is not combined with any parent company's or subsidiary's ICR.

ICR schedules for both prime consultants and sub-consultants should be prepared using the accrual basis of accounting and be presented in compliance with the Federal cost principles. Figure 10-3 at the end of this chapter provides an example of a Standard Indirect Cost Rate Schedule that consultants can use when preparing their own.

For public works Prevailing Wage contracts, all workers must be paid the prevailing wage rate determined by the Director of the Department of Industrial Relations according to the type of work and location of the project. <http://www.dir.ca.gov/Public-Works/Prevailing-Wage.html>. Prime and sub-consultants must include prevailing wage rate information in the cost proposal (*see Exhibit 10-H4 for example*) and provide a Prevailing Wage Rate Policy on company letterhead, signed and dated. The policy must document the accounting treatment for prevailing wage deltas and including the following information:

- Description of types of work that require payment of prevailing wage rates.
- Explanation of how the firm pays prevailing wage deltas (e.g. pay directly to employee as single amount to cover delta base and delta fringe, pay delta base to employee and pay delta fringe amount to a third-party plan, etc.)
- Accounting method used for prevailing wage delta base costs.
- Accounting method used for prevailing wage delta fringe costs.

For guidance see Caltrans' Prevailing Wage Interpretive Guidance and webinar on IOAI's website www.dot.ca.gov/audits.

When determined necessary, IOAI may request additional information, such as a labor distribution summary and Executive Compensation Analysis (ECA). A consultant's labor distribution summary report is a labor expense report that detail all hours worked (paid and unpaid) for a fiscal year, wages earned, and benefits accrued by all the consultant's employees.

The labor summary report should include employee names, salaries, hourly rates, total hours worked segregated by direct hours, indirect hours, paid time off hours, and uncompensated hours and amounts.

An ECA is an evaluation by the consultant to determine the allowability and reasonableness of executive compensation in compliance with Federal cost principles and the AASHTO Audit Guide that can be based on either the National Compensation Matrix or independent compensation surveys.

Independent Office of Audits and Investigations' Responsibilities

After IOAI receives a consultant's complete financial document packet (per Exhibit 10-A and Exhibit 10-A Checklist) from the local agency, IOAI will review the proposed ICR and supporting documents and notify local agencies in writing whether the proposed ICRs are accepted or adjusted.

Contracts will be executed after IOAI either accepts or adjusts the ICR and a revised final cost proposal (if applicable) is received. Correction of the final cost proposal, however, does NOT need to be cleared through Caltrans IOAI before executing the contract. An email notification from IOAI serves as documentation to support an accepted ICR.

Audits and Reviews to be Performed

After contract execution, a consultant's ICR may be subject to further detailed review or audit by IOAI based on certain risk factors. Costs that are determined to be unallowable as a result of the review or audit will be subject to repayment.

Indirect Cost Rate Audits

During an ICR audit, IOAI or an independent CPA will examine the consultant's proposed ICR for a one-year accounting period to ensure that unallowable costs have been removed from the indirect costs, that allowable costs have been correctly measured and properly charged and allocated, and that the ICR has been developed in accordance with the Federal cost principles (as specified in 23 U.S.C. Section 112(b)(2)(B), 23 CFR Part 172.11, 48 CFR Part 31 and other FAR and State requirements). As a result of the audit, the local agency will work with the consultant to adjust the ICR based on audit recommendations.

For guidance regarding the existing policies and procedures set forth in the federal regulations, and acceptable ICR schedules, refer to the AASHTO Audit Guide, Chapter 5, and Figure 10-3 Standard Indirect Cost Rate Schedule in this Chapter. There is also a review program at Appendix A which serves as a guide for CPAs and IOAI when performing ICR audits and can also be used as a resource for consultants when preparing for an ICR audit.

CPA Workpaper Reviews

During a workpaper review of a CPA audit of an ICR, IOAI will review the CPA's audit workpapers to determine whether to issue a Cognizant Letter of Approval for the ICR. The CPA Workpaper Review determines whether: (a) the CPA's audit of the ICR was conducted in accordance with Generally Accepted Government Auditing Standards (GAGAS), (b) the CPA

adequately considered the auditee's compliance with the Federal cost principles and related federal and state laws and regulations.

Chapter 11 of the AASHTO Audit Guide provides information to the CPA on the required audit disclosures.

IMPORTANT NOTE FOR CPAs: Contracts receiving state or federal funds are highly scrutinized. Materiality levels tend to be lower and more testing is required. GAGAS provides that auditors may find it appropriate to use lower materiality levels as compared with the materiality levels used in non-GAGAS audits because of the public accountability of government entities and entities receiving government funding, various legal and regulatory requirements, and the visibility and sensitivity of government programs. The AASHTO Audit Guide should be used as a tool for performing audits and attestations of A&E firms.

Contract Audits

During a Contract Audit, auditors will review a consultant's financial management system and contract cost proposal to determine if:

- The consultants' accounting system is adequate to accumulate and segregate costs;
- Costs are reasonable, allowable, allocable and supported adequately;
- The contract contains all required fiscal provisions;
- Proper state and federal procurement requirements were followed.

Incurred Cost Audits

During an Incurred Cost Audit, auditors will review incurred contract costs to determine if:

- Cost data are maintained in an accounting system that adequately gathers, records, classifies, summarizes, and reports accurate and timely financial data for direct and indirect project costs by account;
- Costs are adequately supported, reasonable, allowable, and allocable;
- Costs incurred are in compliance with state and federal laws and regulations;
- Costs incurred are in compliance with the Master Agreement and Supplemental Agreement;
- Costs incurred are in compliance with the fiscal provisions stipulated in the contract; and
- The terms required by the Master Agreement and federal laws and regulations are in the contract.

Audit Findings and Review Deficiencies

If a consultant's ICR is audited or reviewed, local agencies are responsible for ensuring all executed and future contracts reflect the audited and adjusted fiscal year ICR(s). Local agencies should request reimbursement from the consultant for overpayment on rates that were adjusted down.

The local agencies may be subject to sanctions outlined in [LAPM Chapter 20: Deficiencies and Sanctions](#) if the state or federal government determines that any reimbursements to the

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consultant are the result of lack of proper contract provisions, unallowable charges, unsupported activities, or an inadequate financial management system.

Example of a FAR Compliant Indirect Cost Rate Schedule - Sample Consulting Company

Statement of Direct Labor, Fringe Benefits, and General Overhead for the Year Ended December 31, 20xx

Description	General Ledger Balance	Unallowable	FAR Reference	Total Proposed	Home Office	Field Office
Direct Labor	\$123,456,789	(\$934,568)	(1)(15)	\$122,522,221	\$85,765,555	\$36,756,666
Fringe Benefits						
Vacation/Paid Leaves	\$17,283,950			\$17,283,950	\$12,098,765	\$5,185,185
Payroll Taxes	\$1,530,864	(\$30,617)	(15)	\$1,500,247	\$1,050,173	\$450,074
Medical Insurance	\$10,864,197			\$10,864,197	\$7,604,938	\$3,259,259
401K Match	\$4,938,272			\$4,938,272	\$3,456,790	\$1,481,481
Incentives and Bonus	\$15,308,642	(\$3,123,456)	(2)	\$12,185,186	\$8,529,630	\$3,655,556
Other Employee Benefits	\$2,515,280	(\$553,433)	(3)	\$1,961,847	\$1,373,293	\$588,554
Total Fringe Benefits	\$52,441,206	(\$3,707,506)		\$48,733,700	\$34,113,590	\$14,620,110
General & Administrative Overhead						
Indirect Overhead Labor	\$72,696,030	(\$4,452,541)	(1)(2)(4)(15)	\$68,243,489	\$65,790,948	\$2,452,541
Purchased Labor/Subconsultants	\$22,433,019	(\$22,433,019)	(5)	\$ -	\$ -	\$ -
Office Rent	\$12,345,679	(\$987,654)	(6)	\$11,358,025	\$11,038,025	\$320,000
Supplies & Utilities	\$5,753,086			\$5,753,086	\$4,027,160	\$1,725,926
Postage and Shipping	\$1,770,000	\$321,456	(5)	\$2,091,456	\$1,464,019	\$627,437
Equipment and Maintenance	\$3,812,346			\$3,812,346	\$2,512,789	\$1,299,557
Depreciation Expense	\$6,202,469	(\$1,345,678)	(7)	\$4,856,791	\$3,205,482	\$1,651,309
Interest	\$123,456	(\$123,456)	(8)	\$ -	\$ -	\$ -
Dues and Subscription	\$123,456	(\$12,345)	(9)	\$111,111	\$77,778	\$33,333
Advertising & Marketing	\$427,406	(\$45,678)	(10)	\$381,728	\$267,210	\$114,518
Vehicles	\$5,896,123	(\$147,403)	(5)(11)(14)	\$5,748,720	\$4,024,104	\$1,724,616
Bad debts	\$12,345	(\$12,345)	(12)	\$ -	\$ -	\$ -
Legal and Accounting Services	\$3,713,580	(\$222,815)	(13)	\$3,490,765	\$3,490,765	\$ -
Fines and Penalties	\$80,000	(\$80,000)	(16)	\$ -	\$ -	\$ -
Total General & Admin. Overhead	\$135,388,995	(\$29,541,478)		\$105,847,517	\$95,898,280	\$9,949,237

Consultant Selection

Total Indirect Costs	\$154,581,216	\$130,011,870	\$24,569,347
Indirect Cost Rates	126.17%	151.59%	66.84%

Figure 10.3: Standard Indirect Cost Rate Schedule**FAR References:**

- (1) FAR 31.202: Uncompensated overtime.
- (2) FAR 31.205-6: Profit distribution and excess of the reasonable compensation.
- (3) FAR 31.205-46, 31.205-14 & 31.205-51: Meals not for valid business purposes and associated with lobbying and lacking adequate support
- (4) FAR 31.201-2: Administrative staff costs billed to projects/clients.
- (5) FAR 31.201-2: Subconsultant labor and other direct costs billed to and paid by contracts/clients.
- (6) FAR 31.205-36 and 31.205-17: Capital lease costs, rent paid in excess of reasonable costs, and idle facilities and capacity costs.
- (7) FAR 31.201-2 & 31.205-6: Costs relates to personal use by employees and luxury vehicles.
- (8) FAR 31.205-20: Interest and other financial costs not allowable.
- (9) FAR 31.201-2: Non-business related dues and subscriptions.
- (10) FAR 31.205-1: Costs for advertisement and public relations costs and trade show expense including labor.
- (11) FAR 31.205-46(d) and 31.205-6(m)(2): Personal use of vehicle and lack of mileage logs and business purpose.
- (12) FAR 31-205-3: Bad debts and collection costs.
- (13) FAR 31.205-27 and 31.205-47: Reorganization and capital raising related costs and costs incurred in connection with violation of a law or regulation by the consultant.
- (14) FAR 31.205-46: Unreasonable costs and costs not supported by documents and lack of business purpose.
- (15) FAR 31.201-6(a) & CAS 405-40: Labor costs associated with unallowable costs.
- (16) FAR 31.205-15: Fines and penalties resulting from violations of laws and regulations.

This section outlines the audit and review process for A&E contracts that at any time use federal and/or state funds. All proposed A&E contracts and supporting documents are subject to audit or review by Caltrans' Independent Office of Audits and Investigations (IOAI), other state audit organizations, or the federal government. Not all proposed contracts will be audited or reviewed; rather, they will be selected on a risk-based approach.

10.1.4 CONSULTANT SELECTION METHODS

Figure 10-4: Consultant Selection Flowchart shows the three methods normally used in selecting a consultant. They are:

- One-Step RFP;
- One-Step RFQ;
- Two-Step RFQ/RFP.

Consultant Selection

The method used depends upon the scope of work, the services required, the project's complexity, and the time available for selection of the consultant.

Beginning with [Section 10.1.5: Consultant Selection Using the One-Step RFP Method](#), each of the selection methods is explained in detail. Regardless of the method used, the local agency shall retain all consultant selection documentation in their project files as required by 23 CFR Part 172.

One-Step RFP

The One-Step RFP method may be used for Project-specific contracts when the scope of work is well defined or for Multi-phased contracts where the defined scope of work is divided into phases. Other considerations include when the consultant's services are highly specialized and there are few qualified consultants.

One-Step RFQ

The One-Step RFQ method is used when the requested services are specialized, or the scope of work is defined broadly and may include multiple projects. Typical services are preliminary engineering, surveying, environmental studies, preparation of Plans Specifications and Estimate (PS&E) and environmental documents, or construction management. This method or the two-step selection process is used for procurement of on-call contract(s). Note that specifications and requirements in the RFQ must cover all aspects of the final need. A RFP specific to the project, task, or service must be included in the solicitation for evaluation of a consultant's specific technical approach and qualifications.

Two-Step (RFQ Followed by RFP)

The Two-Step RFQ/RFP method may be used when the scope of work is complex or unusual. This method also may be preferred by local agencies that are inexperienced about negotiations and procedures for establishing compensation. However, the Two-Step RFQ/RFP method is recommended for procurement of multiple on-call contracts, or on-call list, through a single solicitation. Regardless of any process utilized for prequalification of consultants or for an initial assessment of a consultant's qualifications under a RFQ, a RFP specific to the project, task, or service is required for evaluation of a consultant's specific technical approach and qualifications. For more information, refer to description of on-call contract in [Section 10.1.2: Identifying & Defining a Need for Consultants](#). This method requires substantially more work and time than the other two methods described above.

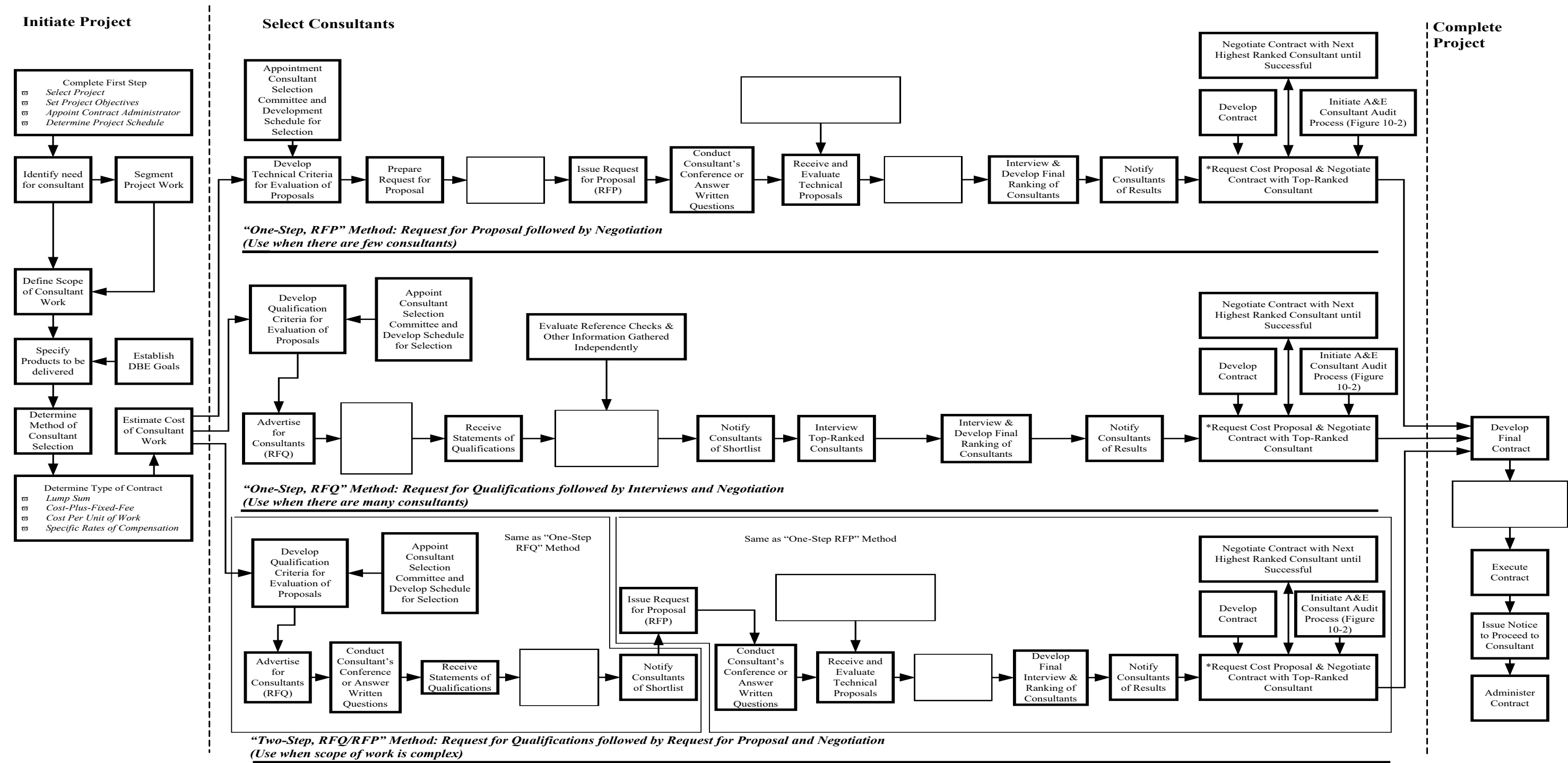


Figure 10-4: Consultant Selection Flowchart

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10.1.5 CONSULTANT SELECTION USING THE ONE-STEP RFP METHOD

Of the three methods discussed, this one is most easily modified for non-A&E consulting contracts. This procurement procedure usually involves a single step process with issuance of a request for proposal (RFP) to all interested consultants. For non-A&E consulting contracts, a cost proposal shall be part of the RFP and the selection criteria. For A&E contracts, the cost proposal is not requested until the consultants have been final ranked based upon their submitted technical proposal.

Appoint Consultant Selection Committee

A consultant selection committee with a minimum of three members is appointed at the beginning of the consultant selection process. The committee reviews materials submitted by consultants, develops a shortlist of qualified consultants, and develops a final ranking of the most qualified proposals. Representation on the committee includes the Contract Administrator and subject matter experts from the project's functional area. The members should be familiar with the project/segment to be contracted out and with the local agency standards that will be used in the contract. Participation by a Caltrans district representative is at the option of the agency and subject to availability of the DLAE staff. Caltrans participation on the interview panel does not relieve the local agency of its responsibility to ensure that proper procurement procedures are followed and all requirements are met.

Local agency Contract Administrator ensures that all committee members meet the conflict of interest requirements (23 CFR 172) by completing and signing a conflict of interest statement prior to selection process initiation. A sample conflict of interest form is provided in [Exhibit 10-T: Panel Member Conflict of Interest & Confidentiality Statement](#).

Develop Technical Criteria for Evaluation of Proposals

The Contract Administrator is responsible for developing the technical criteria, and their relative importance which are used to evaluate and rank the consultant proposals. In-State or local preference shall not be used as factor in the evaluation, ranking, and selection phase. All non-technical evaluation criteria, including DBE participation, shall not exceed 10 percent (23 CFR 172.7(a)(1)(iii)(D)). All price or cost related items which include, but are not limited to, cost proposals, direct salaries/wage rates, indirect cost rates, and other direct costs are prohibited from being used as evaluation criteria.

The criteria and relative weights must be included in the RFP, and the same criteria and relative weights must be used in the evaluation sheets. Failure to include criteria and relative weights and to use the same criteria and weights during the evaluation will result in the contract costs being ineligible for federal or state reimbursement. [Exhibit 10-B: Suggested Consultant Evaluation Sheet](#) is a recommended evaluation sheet with criteria and rating points for A&E consultants, where cost is not used as a rating factor. This format is not mandatory, but it is recommended in the interest of developing consistency among the hundreds of agencies and consultants operating in the state. The local agency should consult with the DLAE before making major changes to the suggested approach.

Develop Schedule for Consultant Selection

Before the contract is advertised, the Contract Administrator completes a contract procurement schedule including key dates for consultant selection activities. The Contract Administrator should confirm key dates with all selection committee members before completing the schedule.

Prepare RFP

The information required in an RFP solicitation includes the following:

- Description of project;
- Clear, accurate, detailed Scope of work, technical requirements, and qualifications;
- Services to be performed;
- Deliverables to be provided;
- Procurement schedule;
- Applicable standards, specifications, and policies;
- Schedule of work (including estimated start and end dates of the contract);
- Method of payment, and cost proposal requirements. The cost proposal is submitted in a separate concealed format. Cost proposals are requested from the highest ranked firm. If these negotiations are formally terminated, the cost proposal is then requested from the next highest ranked firm. See [Exhibit 10-H: Sample Cost Proposal \(Example 3\)](#) for sample cost proposal formats;
- Contract audit and review process requirements (see [Section 10.3: A&E Consultant Audit and Review Process](#));
- Proposal format and required contents;
- Method, criteria and weighting for selection;
- Requirements for any discussions that may be conducted with three or more of the most highly qualified consultants following submission and evaluation of proposals;
- Specify contract type;
- Special provisions or contracts requirements;
- A DBE contract goal is specified in the solicitation (see [Exhibit 10-I: Notice to Proposers DBE Information](#)), if a federal-aid contract;
- Consultants acting in a management support role requirements [Exhibit 10-U: Consultant in Management Support Role Conflict of Interest and Confidentiality Statement](#);
- Protest procedures and dispute resolution process per 2 CFR Part 200.318(k), 2 CFR 172.5(c)(18).

Consultant Selection

The RFP specifies the content of a proposal, the number of copies required, due date, mailing address, and a physical address where the submittals may be hand delivered if different from the mailing address. A minimum of fourteen (14) calendar days is required between the time the RFP is published and time that proposals must be submitted. More time may be required for complex contracts or projects.

Items typically required in a technical proposal include:

- Work plan (specify what is to be covered);
- Organizational chart;
- Schedule and deadlines;
- Staffing plan;
- Proposed Team – complete for prime consultant and all key subconsultants;
- Key personnel names and classifications – key team members identified in the original proposal/cost proposal shall not change (be different than) in the executed contract;
- Staff resumes;
- Names of consultant's project manager and the individual authorized to negotiate the contract on behalf of the consulting firm;
- Consultant DBE Commitment document, see [Exhibit 10-01: Consultant Proposal DBE Commitment](#);
- References.

Financial Management and Accounting System Requirements

The local agency must ensure that consultant contract solicitation and advertising documents (RFPs) clearly specify that contracts shall not be awarded to a consultant without an adequate financial management and accounting system as required by 48 CFR Part 16.301-3, 2 CFR Part 200, and 48 CFR Part 31. The local agency must ensure the selected consultants have adequate financial management systems as required by the applicable federal regulations.

Advertise for Consultants

The solicitation process for consultant services shall be by public advertisement, or by any other public forum or method that assures qualified in-State and out-of-State consultants are given a fair opportunity to be considered for award of contract. The minimum length of advertisement is 14 calendar days.

Advertisement of the RFP in a major newspaper of general circulation, technical publications of widespread circulation, professional associations and societies, recognized DBE organizations, web hosting or clearing houses known for posting government contract solicitations such as BidSync, Planetbids, or posting the RFP on the local agency's or other widely used websites are all acceptable methods of solicitation.

To document website postings, the local agency should retain copies of screen shots displaying the posted begin/end dates.

Issue/Publish RFP

The local agency shall publish the RFP on line and also issue the RFP to all consultants responding to newspaper advertisement. The local agency shall keep a record of all consultants that have downloaded RFP on line as well as those receiving an RFP through other means, to ensure that any inquiry responses, addendums, or amendments to the RFP are given to all consultants that received the RFP.

Conduct Proposer's Conference or Answer Written Questions

The local agency may allow for clarification of the RFP by inviting submittal of written questions or by conducting a proposer's conference, or by doing both. The local agency must publish or mail their responses to any written questions to all consultants receiving the RFP. No response should be given to verbal questions. It is important that all competing consultants receive the same information. If a proposer's conference is to be held, the exact time and place must be specified in the RFP. Attendance at a proposer's conference normally is not mandatory. However, consultants not attending the conference do not receive notes from the meeting unless they request the notes.

Receive and Evaluate Technical Proposals

The Contract Administrator must verify that each proposal contains all of the forms and other information required by the RFP. If all required information is not provided, a proposal may be considered nonresponsive and rejected without evaluation. Late submittals, submittals to the wrong location, or submittals with inadequate copies are considered nonresponsive and shall be rejected. Submittal of additional information after the due date shall not be allowed.

Documentation of when each proposal was received must be maintained in the project files. Copies of date stamped envelope covers or box tops are recommended. The members of the consultant selection committee must evaluate each proposal according to the technical criteria listed in the RFP. Minimum of three proposals must be received and evaluated. If only two proposals are received, a justification must be documented to proceed with the procurement. The justification should state that the solicitation did not contain conditions or requirements that arbitrarily limited competition per 23 CFR 172(a)(1)(iv) (D) and competition is determined to be inadequate and it is not feasible or practical to re-compete under a new solicitation per 23 CFR 172(a)(3)(iii)(C). If only one proposal is received, a Non-Competitive process must be justified and a Public Interest Finding (PIF) must be documented and signed by the DLAE. In either case, the re-advertisement of the RFP should be considered as an option.

The committee must also evaluate reference checks and other information gathered independently. Reference checks shall be completed and other information gathered before the interviews are conducted. If necessary, the results of the reference checks or other information may be discussed with the highest ranked qualified consultants at the interviews.

Develop Final Ranking and Notify Consultants of Results

The selection committee discusses and documents the strengths and weaknesses of each proposal; interviews the three or more highest ranked consultants (short listed); and develops a final ranking of the highest ranked consultants. All consultants that submitted proposals must be informed about the final ranking of consultants. It is important that all competing consultants receive the same information.

Most consultants will request information as to why they were not the highest ranked. Therefore, the selection committee should keep notes as to why a particular consultant was not selected. When a consultant requests debriefing, the reasons for not being selected must be objective reasons. The consultant should not be compared to others and should not be provided with information about other consultants during this debriefing. Normally, the Contract Administrator does the debriefing; however, any member of the selection committee may be designated to do the debriefing.

Negotiate Contract with Top-Ranked Consultant

Cost proposal (for both Prime and all Subconsultant), and contract audit and review documents such as [Exhibit 10-K: Consultant Certification of Contract Costs and financial Management System](#) of Costs and Financial Management System and [Exhibit 10-A: A&E Consultant Financial Document Review Request and Checklist](#), whichever is applicable (see [Section 10.1.3: A&E Consultant Audit and Review Process](#)) should be submitted in a separate sealed envelope. Typically, the cost proposals are submitted by the short listed consultants only, at time of interview. However, if time is of the essence and it can be justified, or if no interviews are planned, the cost proposal can be requested from all consultants with their technical proposal.

The cost proposal for the most qualified consultant will be opened and used to begin negotiations. If agreement cannot be reached, then negotiations proceeds to the next most qualified consultant. Each consultant's cost proposal must remain sealed until negotiations commence with that particular consultant. The goal of negotiations is to agree on a final contract that delivers the services, or products required at a fair and reasonable cost to the local agency. At the completion of successful cost negotiations, all remaining sealed envelopes containing cost proposals shall be returned to consultants.

Cost proposals in electronic form shall be submitted separately from the RFP and contained in a secure database that is inaccessible to the members involved in the A&E consultant contract procurement process. Only the cost proposal of the most qualified consultant will be requested to be sent to the members. Cost proposals of unsuccessful consultants are confidential and shall not be opened by the local agency or any private entity that the local agency uses to store the cost proposals. Any concealed cost proposals of the unsuccessful consultants must be returned unopened or properly disposed of in accordance with the local agency's written policies and procedures.

The independent cost estimate, developed by the local agency in advance of requesting a cost proposal from the top-ranked consultant, is an important basis and tool for negotiations or terminating unsuccessful negotiations with the most qualified consultant. Items necessary for the independent cost estimate include, hours/detailed work, direct labor costs, indirect labor

costs, other direct costs, and profit/fee. Agencies must retain documentation of how the cost estimate was developed. It can be revised, if needed, for use in negotiations with the next most qualified consultant. A contract audit and review may be required (see [Section 10.1.3: A&E Consultant Audit and Review Process](#) in this chapter). Local agency Contract Administrator ensures that all required documentations are provided to Caltrans IOAI within 10 days of written request, including all documents for a Financial Review, if applicable. Caltrans IOAI will not proceed with a Financial Document Review until all required documentation is completed correctly and submitted. Negotiations should be finalized after addressing all deficiencies noted in the Caltrans IOAI Financial Review Letter if applicable. An indirect cost audit may be performed within the record retention period of the contract.

Items typically negotiated include:

- Work plan;
- Schedule and deadlines (for deliverables and final duration of contract);
- Products to be delivered;
- Classification, wage rates, and experience level of personnel to be assigned;
- Cost items, payments, and fees. Fee is required to be negotiated as a separate element;
- Hours, level of effort by task and/or classification.

The consultant's ICR is not a negotiable item. A lower rate cannot be negotiated by the local agency. The local agency and the consultant will agree on the final cost proposal and incorporate into final contract. Retain all documentation related to negotiations.

Before executing the consultant contract, the local agency must review contract to ensure that all federal and state requirements have been met (see [Exhibit 10-C: A&E Consultant Contract Reviewers Checklist](#)), and adjustment or denial of ICR as identified in the Financial Review Letter has been included in the final cost proposal, if applicable.

Prior to contract award, the local agency must submit a completed [Exhibit 10-C](#) signed by the Contract Administrator for all new or amended federal funded A&E consultant contracts to aeoversight@dot.ca.gov for Caltrans review and acceptance. If there are any changes to the contract after Caltrans acceptance of [Exhibit 10-C](#), the local agency must notify Caltrans and provide a copy of an updated [Exhibit 10-C](#) and all contract amendments to aeoversight@dot.ca.gov. Execution of an A&E consultant contract without Caltrans acceptance may result in ineligibility for reimbursement. Submission of [Exhibit 10-C](#) to Caltrans HQ for acceptance is not required for non-A&E consultant contracts.

10.1.6 CONSULTANT SELECTION USING THE ONE-STEP RFQ METHOD

The RFQ method is used when the services being procured are specialized, or the scope of work is defined broadly and may include multiple projects.

Appoint Consultant Selection Committee

A consultant selection committee with a minimum of three members is appointed at the beginning of the consultant selection process. The committee reviews and scores the materials submitted by consultants in response to the RFQ, develops a shortlist of qualified consultants, interviews those consultants, and develops a final ranking of the most qualified consultants. Representation on the committee includes the Contract Administrator and subject matter experts from the project's functional area. The members should be familiar with the scope of work to be contracted out and with the local agency standards that will be used in the contract.

Participation by a Caltrans district representative is at the option of the local agency and subject to the availability of the DLAE staff. Caltrans participation on the interview panel does not relieve the local agency of its responsibility to ensure that proper procurement procedures are followed and all requirements are met.

Local agency Contract Administrator ensures that all committee members meet the conflict of interest requirements (23 CFR 172) by completing and signing a conflict of interest statement prior to selection process initiation. A sample conflict of interest form is provided in [Exhibit 10-T: Panel Member Conflict of Interest & Confidentiality Statement](#).

Develop Technical Criteria for Evaluation of Qualifications

The Contract Administrator is responsible for developing the technical criteria, and their relative importance which are used to evaluate and rank the consultant qualifications. The criteria and relative weights must be included in the RFQ, and the same criteria and relative weights must be used in the evaluation sheets. Failure to include criteria and relative weights and to use the same criteria and weights during the evaluation will result in the contract costs being ineligible for federal or state reimbursement. [Exhibit 10-B: Suggested Consultant Evaluation Sheet](#) is a recommended evaluation sheet with criteria and rating points for A&E consultants, where cost is not used as a rating factor. This format is not mandatory, but it is recommended in the interest of developing consistency among the hundreds of agencies and consultants operating in the state. The local agency should consult with the DLAE before making major changes to the suggested approach.

Develop Schedule for Consultant Selection

Before a contract is advertised, the Contract Administrator completes a contract procurement schedule including key dates for consultant selection activities. The Contract Administrator should confirm target dates with all selection committee members before completing the schedule.

Prepare RFQ

As a minimum, the RFQ generally includes the following:

- General description of the services or project(s);
- Scope of work;
- Schedule of work (including contract begin and end dates);

Consultant Selection

- Method of payment, and cost proposal requirements. The cost proposal is submitted in a separate sealed envelope. See [Exhibit 10-H: Sample Cost Proposal](#) for sample cost proposal formats;
- Contract audit and review process requirements (see [Section 10.1.3: A&E Consultant Audit and Review Process](#));
- Statement of Qualification (SOQ) format and required content to be submitted;
- Method and criteria and weights for selection;
- A DBE contract goal is specified in the solicitation (see [Exhibit 10-I: Notice to Proposers DBE Information](#)), if a federal-aid contract;
- Consultants acting in a management support role requirements [Exhibit 10-U: Consultant in Management Support Role Conflict of Interest and Confidentiality Statement](#); Protest procedures and dispute resolution process per 2 CFR Part 200.318(k).

The RFQ specifies the content of the SOQ, the number of copies required, due date, mailing address, and a physical address where the submittals may be hand delivered if different from the mailing address. Two to four weeks is usually allowed between the time the RFQ is published and time that SOQs must be submitted. More time may be required for complex contracts or scope of work.

Items typically required in a statement of qualification include:

- Qualifications of key personnel (including consultant project manager) proposed for the contract. Key team members identified in the original proposal/cost proposal shall not change (be different than) in the executed contract;
- Staff resumes;
- Related projects that key personnel have worked on;
- Qualifications/experience of the firm;
- Organizational chart;
- Forecast or Schedule of work;
- Consultant DBE Commitment document, see [Exhibit 10-O1: Consultant Proposal DBE Commitment](#);
- References.

Financial Management and Accounting System Requirements

The local agency must ensure that Consultant contract solicitation and advertising documents (RFQs) clearly specify that contracts shall not be awarded to a consultant without an adequate financial management and accounting system as required by 48 CFR Part 16.301-3, 2 CFR Part 200, and 48 CFR Part 31. The local agency must ensure the selected consultants have adequate financial management systems as required by the applicable federal regulations.

Advertise for Consultants

The solicitation process for consultant services shall be by public advertisement or any other public forum or method that assures qualified in-State and out-of-State consultant are given a fair opportunity to be considered for award of contract. The RFQ must contain sufficient project work information, so that interested consultants can submit an appropriate SOQ.

Advertisements for RFQ may take one of two approaches. The most common is an advertisement or publication of the RFQ in a major newspaper of general circulation, technical publication of widespread circulation, professional associations and societies, recognized DBE organizations, web hosting or clearing houses known for posting contract solicitations such as Bid Sync, PlanetBids, or posting the RFQ on other widely used websites. To document website postings, the local agency should retain copies of screen shots displaying the posted begin/end dates.

In the second approach, the local agency advertises the availability of the RFQ in a major newspaper of general circulation, technical publications of widespread circulation, professional associations and societies, recognized DBE organizations, or through a web hosting or clearing houses known for posting contract solicitations such as BidSync or PlanetBids, and requests that interested consultants send a letter of interest to the local agency for the RFQ. The RFQs shall then be sent to those firms who indicated interest in the RFQ. In some cases, it may be desirable to advertise nationwide for a particular project or service. This approach provides a registry for firms who received the RFQ and therefore facilitates the broadcast of any revisions or addenda to the RFQ, if necessary.

Issue/Publish RFQ

The local agency shall publish the RFQ online and also issue the RFQ to all consultants responding to newspaper advertisement. The local agency shall keep a record of all consultants that have downloaded the RFQ on line as well as those receiving an RFQ through other means, to ensure that any inquiry responses, addendums, or amendments to the RFQ are given to all consultants that received the RFQ.

Receive/Evaluate Statements of Qualifications and Develop Shortlist

The first step in the evaluation process is to determine that each SOQ contains all forms and other information required by the RFQ. Otherwise, the submittals may be considered nonresponsive and rejected without evaluation. Late submittals, submittals to the wrong location, and submittals with inadequate copies are considered nonresponsive and shall be rejected. Submittal of additional information after the due date shall not be allowed. Documentation of when each proposal was received must be maintained in the project files. Copies of date stamped envelope covers or box tops are recommended.

Minimum of three proposals must be received and evaluated. If only two proposals are received, a justification must be documented to proceed with the procurement. If only one proposal is received, a Non-Competitive process must be justified and a Public Interest Finding (PIF) must be documented and signed by the DLAE. In either case, the re-advertisement of the RFP should be considered as an option.

The consultant selection committee reviews the submitted SOQ according to the published evaluation criteria and weighting factors. The committee makes an independent random check of one or more of the consultant's references. This check applies to major subconsultants also. The committee establishes a shortlist of consultants who are considered to be best qualified to perform the contract work. The shortlist includes enough qualified consultants to ensure that at least three consultants are interviewed.

Notify Consultants of Shortlist

All consultants that submitted an SOQ must be notified of the results of the review. The notification also identifies those consultants (short list) that will be requested to attend interviews. Most consultants will request information as to why they were not placed on the shortlist. Therefore, the selection committee should keep notes why a particular consultant was not selected for the shortlist. When a consultant requests a debriefing, the reasons given for not being selected must be objective reasons. Consultants should not be compared with each other during the debriefing. Normally, the Contract Administrator does the debriefing; however, any member of the selection committee may be designated to do the debriefing.

Interview Top-Ranked Consultants

Each consultant to be interviewed is given a copy of the draft of the proposed contract, defining the detailed scope of work, and/or description of required services, and other information. This should be sent with the initial notification of the interview.

Between the time of the notification of the shortlist and interviews, the local agency may answer any questions concerning the scope of work to be contracted out, if not done earlier during the solicitation. In addition, the local agency may conduct additional reference checks for each consultant to be interviewed. Consultants should submit their questions about the RFQ and receive their answers from the local agency in writing. It is required that all consultants on the shortlist receive the questions and answers and are given the same information.

The committee should evaluate reference checks and other information that is gathered independently. Reference checks shall be completed and other information gathered before the interviews are conducted. If necessary, the results of the reference checks and other information may be discussed with the consultant at the interview.

Interviews are to be structured and conducted in a formal manner. Each consultant shall be allowed the opportunity to make a presentation if desired; however, a time limit should be specified. Interview questions are prepared in advance.

Two types of questions may be asked:

- Questions that are to be asked of all competing consultants, and
- Questions relating to each specific consultant, based upon the reference checks, and the strengths and weaknesses identified during evaluation of the SOQ

The agency can request competing consultants to bring additional information or examples of their work to the interviews; if the additional information facilitates the interview or evaluation process. Additional information requested should be kept at a minimum, that is, only

information required to select the most qualified consultant for the contract. The selection committee or local agency shall not gather additional information concerning the consultants after the interviews are completed.

Develop Final Ranking and Notify Consultants of Results

All consultants interviewed must be informed about the final ranking of consultants. It is important that all competing consultants receive the same information.

Most consultants will request information as to why they were not selected as the most qualified. Therefore, the selection committee should keep notes as to why a particular consultant was not selected. When a consultant requests debriefing, the reasons for not being selected must be objective. Consultants should not be compared with each other or provided with information about other consultants during the debriefing.

Normally, the Contract Administrator does the debriefing; however, any member of the selection committee may be designated to do the debriefing. The next two sections provide guidance when the RFQ is solicited for specialized services and additional information is required prior to cost negotiations with consultant. For on-call contracts, skip the next two sections and begin Negotiation phase.

Conduct Scoping Meeting

The Contract Administrator meets with the first-ranked consultant's project manager to review the project, and to ensure that the consultant has a complete understanding of the work that is required. The consultant is shown as much material as is available regarding the project. Any technical questions regarding the project are answered for the consultant.

Request Cost Proposal

The first-ranked consultant is asked to provide a cost proposal to perform the work described in the draft contract and discussed at the scoping meeting. The work is to be performed according to the conditions described in the draft contract using the payment method described therein. Alternatively, if time is of the essence and it can be justified, sealed cost proposals may be requested from all of the consultants on the shortlist.

If the contract involves more than one project, the consultant must provide a separate cost proposal for each project in addition to a summary cost proposal for the total contract. If the contract involves milestones, the consultant must furnish a separate cost proposal for each milestone with a summary cost proposal for the total costs. If the contract involves subconsultants, the prime consultant must include a separate cost proposal for each subconsultant. Each subconsultant's cost proposal must follow the same format as the prime consultant's cost proposal.

Negotiate Contract with Top-Ranked Consultant

Cost proposal (for both Prime and all Subconsultant), and contract audit and review documents such as [Exhibit 10-K: Consultant Certification of Contract Costs and Financial Management System](#) and [Exhibit 10-A: A&E Consultant Financial Document Review Request and Checklist](#), whichever

applicable (see [Section 10.1.3: A&E Consultant Audit and Review Process](#)) will be submitted in a separate sealed envelope. Typically, the cost proposals are submitted by the short-listed consultants only, at time of interview. However, if time is of the essence and it can be justified, or if no interviews are planned, the cost proposal can be requested from all consultant with their statements of qualification.

After the top-ranked consultant submits a sealed cost proposal, the local agency reviews the cost proposal and compares it with the local agency's confidential detailed independent cost estimate and enters into negotiations. The goal of negotiation is to agree on a final contract that delivers to the local agency the services or products required at a fair and reasonable cost. The independent cost estimate, developed by the local agency in advance of requesting a cost proposal from the top-ranked consultant, is an important basis and tool for negotiations.

Negotiations should commence with the most qualified consultant. If agreement on a fair and reasonable price cannot be reached, negotiations should then be formally terminated. Negotiations then proceed to the next most qualified consultant, and so on. Each consultant's cost proposal must remain sealed until negotiations commence with that particular consultant.

At the completion of successful cost negotiations, all remaining sealed envelopes containing cost proposals shall be returned to consultants.

Cost proposals in electronic form shall be submitted separately from the RFQ and contained in a secure database that is inaccessible to the members involved in the A&E consultant contract procurement process. Only the cost proposal of the most qualified consultant will be requested to be sent to the members. Cost proposals of unsuccessful consultants are confidential and shall not be opened by the local agency or any private entity that the local agency uses to store the cost proposals. Any concealed cost proposals of the unsuccessful consultants must be returned unopened or properly disposed of by permanently deleting the cost proposals in accordance with local agency's written policies and procedures.

A contract audit and review may be required (see [Section 10.1.3: A&E Consultant Audit and Review Process](#) earlier in this chapter). Local agency Contract Administrator is responsible for the submittal of all required documentations to Caltrans IOAI in a timely fashion, including all documents for a Financial Review, if applicable. Caltrans IOAI will not proceed with a Financial Review until all required documentation is completed correctly and submitted. Negotiations may be completed after receipt of the Caltrans IOAI Financial Review Letter. An indirect cost audit may be performed within the record retention period of the contract.

The items typically negotiated include:

- Work plan;
- Staffing plan;
- Schedule (including contract begin and end dates);
- Products to be delivered;
- Classification, wage rates, and experience level of personnel to be assigned;

- Cost items, payments and fee. Fee is required to be negotiated as a separate element.

The consultant's ICR is not a negotiable item. A lower rate cannot be negotiated by the local agency. For on-call contracts, typically a price agreement is reached based on specific rate of compensation for the term of the contract. The subsequent task orders (or mini agreements for individual project work) is negotiated based on actual cost plus fee, or lump sum, which is derived from the wage rates agreed upon earlier for the on-call contract.

Before executing the consultant contract, the local agency must review contract to ensure that all federal and state requirements have been met (see [Exhibit 10-C: A&E Consultant Contract Reviewers Checklist](#)), and receive Caltrans IOAI's Financial Review acceptance letter, if applicable.

Prior to contract award, the local agency must submit a completed [Exhibit 10-C](#) signed by the Contract Administrator for all new or amended federal funded A&E consultant contracts to aeoversight@dot.ca.gov for Caltrans review and acceptance. If there are any changes to the contract after Caltrans acceptance of [Exhibit 10-C](#), the local agency must notify Caltrans and provide a copy of an updated [Exhibit 10-C](#) and all contract amendments to aeoversight@dot.ca.gov. Execution of an A&E consultant contract without Caltrans acceptance may result in ineligibility for reimbursement. Submission of [Exhibit 10-C](#) is not required for non-A&E consultant contracts.

10.1.7 CONSULTANT SELECTION USING THE TWO-STEP RFQ/RFP METHOD

Combined RFQ and RFP

Selecting consultants using the Two-Step RFQ/RFP method requires combining certain steps from each of the other two methods previously described. The consultants are rated based upon both their qualifications and their technical proposals. This procurement procedure involves a multiphase process with issuance of a request for qualifications (RFQ) whereby responding consultants are evaluated and ranked based on qualifications and an RFP is then provided to three or more of the most highly qualified consultants.

A different process may also be used that includes assessing minimum qualifications of consultants to perform services under general work categories or areas of expertise through a prequalification process whereby annual statements of qualifications and performance data are encouraged. These consultants are not ranked, and an RFP must be submitted to the entire list for evaluation and consideration. Regardless of any process utilized for prequalification of consultants or for an initial assessment of a consultant's qualifications under a RFQ, a RFP specific to the project, task, or service is required for evaluation of a consultant's specific technical approach and qualifications.

The initial steps in this method (up to the development and notification of the shortlist) are similar to the steps followed when using the One-Step RFQ method. At this point, the consultants from the shortlist are issued an additional RFP. The remaining steps are the same as the later steps followed in the One-Step RFP method. The combination of these steps is indicated in Figure 10-4: Consultant Selection Flowchart. Because it is a combination of the One-

Step RFQ and One-Step RFP methods, this method of consultant selection requires more work and time than the other two methods. Consequently, the combined RFQ/RFP method is recommended for use only when the scope of work is not clearly known, very complex or unusual.

The Two-Step RFQ/RFP is also well suited for procuring multiple on-call contracts through a single solicitation. The outcome of the first step RFQ will be multiple contracts, or on-call list of consultants. For multiple on-call contracts, project work will be procured thru subsequent competition or mini-RFPs amongst the on-call consultants. The mini-RFP or the task order will be negotiated with first ranked firm from each competition. Task order (mini-RFP) cost will be based on wage rates established in the master on-call contract, and the time and deliverable requirements in the task order.

Local agencies may also use this method to develop and maintain a pre-qualified file/list of consultant firms by specific work categories or areas of expertise or to create a bench list of evaluated and ranked consultants. The pre-qualified data file or interest list can be updated annually or every two years. This list contains minimum qualifications and has not gone through the evaluation process. The pre-qualification list must be maintained by the agency.

The mini-RFP contains evaluation criteria that matches the strengths of the qualified firms to the specifics of the known tasks, thereby selecting the most qualified firm for each task. The evaluation can include: availability of personnel, staff capabilities, DBE (10% or less of overall score), completion time, experience of consultant, specialized expertise, and past performance. The overall DBE goal was established at the master on-call contract.

Because it is a combination of the One-Step RFQ and One-Step RFP methods, this method of consultant selection requires more work and time than the other two methods. Consequently, the combined RFQ/RFP method is recommended for use when the scope of work is very complex or unusual.

Categorize work

Descriptions of the categories of work, deliverables and the minimum qualification standards for each category must be clearly identified.

The local agency may prequalify consulting firms in the following (or more) categories:

- Roadway Design
- Bridge Design
- Bridge Inspection
- Traffic Engineering
- Environmental Services
- Roadway Construction Inspection and Administration
- Landscape Architecture
- Land Surveying
- Intelligent Transportation System (ITS)
- Federal-aid Highway Project Development Support Services

Establish Minimum Qualifications

In an effort to ensure quality performance and results, a consultant should be required to meet certain minimum qualifications to be eligible for consideration in the pre-qualification process.

General criteria guidelines should be established for consultant selection for a pre-qualified list. The criteria may be established by an individual or a panel of subject matter experts for the specific task of developing the criteria. Some agencies also establish appropriate weights for each criterion. It may be necessary to modify the criteria to fit specific cases. When a RFQ is published, it should state the criteria that will be used in the selection process.

Criteria for evaluating statements of qualifications, may include but are not limited to:

- Special expertise and experience of the firm's key employees
- Proposed staffing (include number of licensed and specialized staff) for the project and previous experience of those identified
- Experience of the firm and their personnel on previous projects similar to the one under consideration
- Consultant DBE Commitment document (see Exhibit 10-O1)
- Professional references by the firm with the local agency
- Understanding of the project by the firm as demonstrated by their approach to organizing and management of the work
- Current workload of the firm and their ability to meet the proposed project schedule
- Quality of previous performance by the firm with the local agency
- Use of sub-consultants to accomplish work on the project
- Equipment the firm has available and proposes to use as compatibility with Computer-Aided Drafting and Design (CADD) and other equipment proposed to be used in accomplishing the work
- Familiarity with federal, state, and local codes, requirements, standards, and procedure
- Examples of minimum qualifications for work categories above are provided here based on Caltrans best practices.

Issue RFQ

The need for services of a consulting firm may be advertised in appropriate national, state, and local publications and web sites. Notices can also be sent to firms known to be qualified to do specific work, to professional societies, and to recognized Disadvantaged Business Enterprises (DBE) organizations. The advertisements and notices seek statements of interest and qualifications from consultants who are interested in the project. The DBE goal is established at the master on-call contract and included in the solicitation document.

The SOQ should list consulting firm details, names of principals, office locations, personnel by discipline, project experience and examples, current workload, types of service the firms are qualified to perform, and previous performance. Also, resumes of key persons, specialists, and other associates that may be assigned to the project or projects should be included. This

information should be the basis for evaluating and placing a consulting firm on a general pre-qualification list.

Federal regulations require that any procedures related to pre-qualifying consultant cannot restrict competition.

Pre-qualification of consultants may be allowed as a condition for submitting a technical proposal for a contract only if the period between the date of the issuance of the RFP and the deadline for submitting a technical proposal affords sufficient time to enable a consultant to obtain pre-qualification status.

Another practice is to qualify consultants on a project-by-project basis. This is accomplished for some agencies by advertising or publishing notices in national, state, and local publications for needed services for specific, individual projects. These notices include a precise project location, a defined preliminary scope of services to be performed, a specific schedule within which the work is to be completed, and a list of products and deliverables to be provided by the consultant. Specific project advertisements usually are published when the proposed project is large and complex, in-house resources are not available, special expertise is required, or the objectivity of an outside authority is desired.

Appropriate Federal-aid requirements should be complied with on Federal-aid projects.

Set-Up Evaluation Process

The first step in the evaluation process is to determine that each SOQ contains all forms, qualifications and other information required by the RFQ. Otherwise, the submittals may be considered nonresponsive and rejected without evaluation. Documentation of when each SOQ was received must be maintained in the project files. Copies of date stamped envelope covers or box tops are recommended.

If all required information is not provided, a SOQ may be considered nonresponsive and rejected without evaluation. Late submittals, submittals to the wrong location, or submittals with inadequate copies are considered nonresponsive and shall be rejected. Submittal of additional information after the due date shall not be allowed.

Local agency must establish a process by which SOQs are evaluated and consultants who are deemed meeting the minimum qualifications are accepted and placed on a pre-qualified list. Whether the Local agency has a "committee" of experts evaluating the SOQs or individuals responsible for the evaluation, the process must be well defined, open and transparent. The pre-qualification process must also allow for consultants to be re-evaluated in cases of denials. The local agency must specify how long the pre-qualified list last, not to exceed two years. Federal regulation recommends refreshing the SOQs on an annual basis.

Local agency Contract Administrator ensures that all committee members meet the conflict of interest requirements (23 CFR 172) by completing and signing a conflict of interest statement prior to selection process initiation. A sample conflict of interest form is provided in Exhibit 10-T.

Evaluate Qualifications and Add Firm to List

All SOQs received should first be reviewed for completeness. Each response must contain all required forms and any other information requested in the advertisement. The response may be considered incomplete and rejected without further evaluation if all required information is not provided or if the submittal is late.

The qualifications of all responding firms are then reviewed according to established evaluation criteria or factors. The agency then establishes a short list of at least three consultants that are determined to be the most highly qualified to perform the required work. Firms not selected should be notified in writing.

Maintain List

Pre-qualification of a consultant expires in two years. Pre-qualified consultants must renew their pre-qualification status every two years. Firms can apply to be on the list at any time. After a period of two years, firms should re-apply (repeat the process of submitting SOQs) to be on the list. In addition to the required two-year renewal process, the consultant should also be required to update the firm's organizational structure within one year when there is a corporate/affiliate change, ownership control, type of work expertise, capacity, or any other major change.

If the consultant does not meet the minimum requirements and their SOQ is rejected, the committee must respond to the consultant explaining the reason for their rejection. The consultant is allowed to reapply to be on the list again provided the reasons for rejection are corrected.

The list of qualified firms can be maintained online through the agency's website. Firms can also apply to be on the list through the agency website for ease of operation.

Issue RFP to Pre-Qualified Consultants on List

An RFP is sent to the short-listed firms. The RFP should indicate the content of the technical proposal, technical review procedures, anticipated schedule of activities, scope of work, project description, where the technical proposals are to be delivered, the number of copies required, and the due date.

Some agencies receive the technical proposal orally as part of an interview conducted for this purpose. In these cases, written documentation may not be required.

Items typically required in a technical proposal include:

- Work plan
- Organization plan
- Schedule for meeting time frame
- Available computer equipment and programs
- Staffing plan and resumes including sub-consultants
- Pre-award audit/financial package information (if deemed appropriate)
- Examples of similar work previously completed
- Sub-consultants, DBE, their proposed participation, and other related information

Conduct Proposer's Conference or Answer Written Questions

The local agency may allow for clarification of the RFP by inviting submittal of written questions or by conducting a proposer's conference, or by doing both. The local agency must publish or mail their responses to any written questions to all consultants receiving the RFP. No response should be given to verbal questions. It is important that all competing consultants receive the same information. If a proposer's conference is to be held, the exact time and place must be specified in the RFP. Attendance at a proposer's conference normally is not mandatory. However, consultants not attending the conference do not receive notes from the meeting unless they request the notes.

Receive and Evaluate Technical Proposals

The Contract Administrator must verify that each technical proposal contains all forms and other information required by the RFP. If all required information is not provided, a technical proposal may be considered nonresponsive and rejected without evaluation. Late submittals, submittals to the wrong location, or submittals with inadequate copies are considered nonresponsive and shall be rejected. Submittal of additional information after the due date shall not be allowed. Documentation of when each technical proposal was received must be maintained in the project files. Copies of date stamped envelope covers or box tops are recommended.

A consultant selection committee with a minimum of three members is appointed at the beginning of the consultant selection process. The members of the consultant selection committee must evaluate each technical proposal according to the technical criteria listed in the RFP. A minimum of three technical proposals must be received and evaluated.

If only two technical proposals are received, a justification must be documented to proceed with the procurement. If only one technical proposal is received, a Non-Competitive process must be justified and a Public Interest Finding (LAPM Exhibit 12-F) must be documented. In either case, the re-advertisement of the RFP should be considered as an option.

The committee must also evaluate reference checks and other information gathered independently. Reference checks shall be completed and other information gathered before the interviews are conducted. If necessary, the results of the reference checks or other information may be discussed with the highest ranked qualified consultants at the interviews.

Develop Final Ranking and Notify Consultants of Results

The selection committee discusses and documents the strengths and weaknesses of each technical proposal, interviews the three or more highest ranked consultants (shortlisted), and develops a final ranking of the highest ranked consultants. All consultants that submitted technical proposals must be informed about the final ranking of consultants. It is important that all competing consultants receive the same information.

Most consultants will request information as to why they were not the highest ranked. Therefore, the selection committee should keep notes as to why a particular consultant was not selected. When a consultant requests debriefing, the reasons for not being selected must be objective reasons. The consultant should not be compared to others and should not be provided with information about other consultants during this debriefing. Normally, the Contract

Administrator does the debriefing; however, any member of the selection committee may be designated to do the debriefing.

Request Cost Proposal and Negotiate Contract with Top-Ranked Consultant

The first-ranked consultant is asked to provide a cost proposal to perform the work described in the draft contract and discussed at the scoping meeting. The work is to be performed according to the conditions described in the draft contract using the payment method described therein. Alternatively, if time is of the essence and it can be justified, sealed cost proposals may be requested from all of the consultants on the shortlist.

If the contract involves more than one project, the consultant must provide a separate cost proposal for each project in addition to a summary cost proposal for the total contract. If the contract involves milestones, the consultant must furnish a separate cost proposal for each milestone with a summary cost proposal for the total costs. If the contract involves subconsultants, the prime consultant must include a separate cost proposal for each subconsultant. Each subconsultant's cost proposal must follow the same format as the prime consultant's cost proposal.

Cost proposal (for both prime and all subconsultants) and contract audit and review documents, such as Exhibit 10-K and Exhibit 10-A, whichever applicable (see *Section 10.1.3: A&E Consultant Audit and Review Process*), will be submitted in a separate sealed envelope.

After the top-ranked consultant submits a sealed cost proposal, the local agency reviews the cost proposal and enters into negotiations. The goal of negotiation is to agree on a final contract that delivers to the local agency the services or products required at a fair and reasonable cost. The independent cost estimate, developed by the local agency in advance of requesting a cost proposal from the top-ranked consultant, is an important basis and tool for negotiations.

Negotiations should commence with the most qualified consultant. If agreement on a fair and reasonable price cannot be reached, negotiations should then be formally terminated. Negotiations then proceed to the next most qualified consultant, and so on. Each consultant's cost proposal must remain sealed until negotiations commence with that particular consultant. At the completion of successful cost negotiations, all remaining sealed envelopes containing cost proposals shall be returned to consultants.

A contract audit and review may be required (see *Section 10.1.3: A&E Consultant Audit and Review Process*). The local agency Contract Administrator is responsible for the submittal of all required documentations to Caltrans IOAI in a timely fashion, including all documents for a Conformance Review, if applicable. Negotiations may be completed after receipt of the Caltrans IOAI Conformance Letter. An indirect cost audit may be performed within the record retention period of the contract.

Items typically negotiated include:

- Work plan
- Schedule and deadlines (for deliverables and final duration of contract)
- Products to be delivered
- Classification, wage rates, and experience level of personnel to be assigned

- Other Direct Cost items, and profit or fee

The consultant's ICR is not a negotiable item. A lower rate cannot be negotiated by the local agency.

The local agency and the consultant will agree on the final cost proposal and incorporate into final contract.

Before executing the consultant contract, the local agency must review contract to ensure that all federal and state requirements have been met (see *Exhibit 10-C*), and all deficiencies identified in the Conformance Letter have been addressed and resolved, if applicable. The completed checklist is to be signed by the Contract Administrator and the original retained in the project file, one copy is to be sent to the DLAE (for review of completeness) and filing within 30 days after awarding the contract.

10.1.8 COMPLETING THE PROJECT

Develop the Final Contract

The Contract Administrator requests a revised cost proposal from the consultant after: (1) negotiations have been completed, (2) the local agency and consultant have agreed to a fair and reasonable price, and (3) a letter, if applicable, is released by Caltrans IOAI that accepts, denies or makes an adjustment to the proposed ICR. The Contract Administrator should review the revised cost proposal to ensure that all the items and changes discussed during negotiation were included. This revised cost proposal then becomes the final cost proposal, is attached to and made a part of the consultant contract. Sample contract language and format have been included as [Exhibit 10-R: A&E Boilerplate Agreement Language](#).

The Contract Administrator has responsibility to ensure that the final negotiated contract is complete and has verified that all required backup documents have been provided. Copies of the contract are sent to the consultant for signature first.

Review and Approval of Contracts

Proposed contracts for consultant services (including subcontracted work) must be reviewed by the local agency to verify that:

- Compensation is fair and reasonable and includes prevailing wage rates, if applicable;
- Work activities and schedules are consistent with the nature and scope of the project;
- DBE goal *Exhibit 10-O2: Consultant Contract DBE Commitment* is included for all contracts regardless of goal.;
- [Exhibit 10-K: Consultant Certification of Contract Costs and Financial Management System](#) (for Prime and Subs), and [Exhibit 10-A: A&E Consultant Financial Document Review Request](#) and Checklist and all supporting documents, if applicable (contracts above \$150,000), have been submitted to Caltrans IOAI;

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- If applicable, adjustment or denial of the ICR identified in the Financial Review Letter have been included in the final cost proposal;
- [Exhibit 10-C: A&E Consultant Contract Reviewers Checklist](#) must be used to ensure that required documentation has been provided;
- A cost proposal (see [Exhibit 10-H: Sample Cost Proposal](#)), must include the costs of materials, direct salaries, payroll additions, other direct costs, indirect costs, fees, and backup calculations.

Before approving a contract for consulting services, the Contract Administrator must be satisfied that the consultant's organization:

- Is qualified to perform the services required;
- Is in a position, considering other work commitments, to provide competent and experienced personnel to perform the services in the time allowed;
- Is fully aware of all applicable federal and state laws including implementing regulations, design standards, specifications, previous commitments that must be incorporated into the design of the project, and administrative controls including those of Caltrans and FHWA.
- Has an adequate financial management system as required by the applicable federal regulations.
- Is not disbarred or suspended from state or federally funded contracts. Per 23 CFR 172.7(b)(3) "A contracting agency shall verify suspension and debarment actions and eligibility status of consultants and subconsultants prior to entering into an agreement or contract in accordance with 2 CFR part 1200 and 2 CFR part 180.

The contract must provide for a defined level of acceptability and a statement to the effect that the consultant may be required to modify its work as necessary; to meet that level of acceptability as defined in the contract. The contract shall provide for local agency reviews at appropriate stages during performance of the work, to determine if any changes or other actions are warranted.

The contract shall provide that the consultant and subconsultants shall maintain all books, documents, papers, accounting records, and other information pertaining to costs incurred. Such materials must be available for inspection and audit by federal, State, and local agency authorized representatives; and copies thereof shall be furnished, if requested.

Following final settlement of the contract accounts with the State or FHWA, such records and documents may be archived at the option of the local agency and shall be retained for a three-year period after processing of the final voucher by FHWA.

Execute Contract and Issue Notice to Proceed to Consultant

The Contract Administrator sends the consultant a fully executed copy of the contract with an original signature and issues a notice to proceed. Funds may not be used to reimburse the agency for any work or costs incurred before the Authorization to Proceed is issued, or for

consultant costs incurred prior to the execution of the consultant contract. All executed contracts shall have a begin and end date. Local agency consultant selection and contract execution costs may be reimbursable.

For on-call contracts, a fully executed copy of the contract with original signatures will be send to the consultant. Each subsequent task order (for individual project) will be accompanied with a copy of the signed task order and a Notice to Proceed, once it is negotiated and approved. Task order expiration dates may not exceed the Master On-call agreement end date.

Administer the Contract

Project work begins as specified in the contract after the notice to proceed is issued to the consultant. Thereafter, the local agency manages and administers the contract to ensure that a complete and acceptable product is received on time, within standards, and within budget and terms of the contract.

Contract administration activities help to ensure that contractual obligations are completed satisfactorily. Generally, these activities include:

- Monitoring project progress and compliance with contract requirements;
- Receiving, reviewing and assessing reports, plans, and other required products/deliverables;
- Receiving and reviewing state prevailing wages. (See Department of Industrial Relations websites below.
 - [DIR FAQ](http://www.dir.ca.gov/OPRL/FAQ_PrevailingWage.html) website:
http://www.dir.ca.gov/OPRL/FAQ_PrevailingWage.html
 - [DIR Wage Determination](http://www.dir.ca.gov/oprl/DPreWageDetermination.htm) website:
<http://www.dir.ca.gov/oprl/DPreWageDetermination.htm>
- Reviewing invoices to ensure costs claimed are in accordance to the method of payment and contract cost proposal, approving payments;
- If new consultant personnel are added or substituted, labor rates must be verified prior to approving invoices.
- Record keeping and reporting;
- Controlling costs;
- Identifying changes to the scope of work and preparation of amendments (must ensure that any changes to the scope is within the constraints of the original RFP/RFQ;
- Completing the consultant performance evaluations (see [Exhibit 10-S: Consultant Performance Evaluation](#)).

Substitution of Consultant Personnel and Subconsultants

After contract execution the consultant should not substitute key personnel (project manager and others listed by name in the cost proposal) or subconsultants without prior written

approval from the local agency. Refer to LAPM Chapter 9: *Civil Rights & Disadvantaged Business Enterprise* and Title 49 CFR 26 for DBE substitution requirements. To do so can result in the costs being ineligible for federal or state reimbursement. The consultant must request and justify the need for the substitution and obtain approval from the local agency prior to use of a different subconsultant on the contract.

The proposed substituted person must be as qualified as the original, and at the same or lower cost. For engineering types of consultant contracts, the consultant's project manager must be a registered engineer in the State of California.

Invoicing (or Progress Payments)

The frequency and format of the invoices/progress payments are to be determined by the contract. Program Supplement Agreements (see [LAPM Chapter 3: Project Authorization](#)) need to have been prepared prior to any payments being requested. Payments to the consultant are to be in arrears. In other words, the consultant must have actually incurred and paid the costs before invoicing the local agency.

For federal reimbursement of consultant costs on a project, the local agency must submit the following to the DLAE, for each consultant or consulting firm used on the project (failure to do so will result in the consultant's invoices for reimbursement being returned to the agency unprocessed):

- Copy of Executed Consultant contract;
- [Exhibit 10-O1: Consultant Proposal DBE Commitment](#)
- [Exhibit 10-O2: Consultant Contract DBE Information](#)

DLAE must confirm that the local agency has submitted copies of [Exhibit 10-K: Consultant Certification of Contract Costs and Financial Management System](#) (for Prime and Subconsultants) to Caltrans IOAI and received acceptance of [Exhibit 10-C: Consultant Contract Reviewers Checklist](#) from Caltrans.

The local agency is to follow the procedures given in [LAPM Chapter 5: Invoicing](#), to obtain reimbursement of federal or state funds.

Contract Amendments

Contract amendments are required to modify the terms of the original contract for changes such as extra time, added work, or increased costs. Only work within the original advertised scope of services shall be added by amendment to the contract. The addition of work outside the original advertised scope will make that work ineligible for federal or state reimbursement (see [Q&As](#) at: http://www.fhwa.dot.gov/programadmin/172qa_01.cfm).

There is no prescribed format for contract amendments. They may take the form of letter-type agreements meeting the legal requirements of the local agency, clearly outlining the changes and containing a mutually agreed upon method of compensation. Such agreements must conform to the requirements of this manual with regard to payment.

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A consultant contract may be amended at any time prior to the expiration date of the original contract. The most common amendment is to extend the ending date of the contract. All contract amendments must be fully executed before the ending date of the contract. Failure to amend a contract prior to the ending date will make the subsequent costs ineligible for federal and state reimbursement.

For on-call consultant contracts, the amendment is restricted to the work (task order) that has already been started by the consultant and can not include any new work. Task orders are not considered an amendment and therefore not appropriate to extend the terms of the contract.

All contract amendments shall be negotiated following the same procedures as the negotiation of the original contract and must be in writing and fully executed by the consultant and local agency before reimbursable work begins on the amendment. For any additional engineering and design related services outside of the scope of work established in the original solicitation, a contracting agency shall either procure the series under a new solicitation, perform the work itself using agency staff, or use a different, existing contract under which the services would be within the scope of work. Overruns in the costs of the work shall not automatically warrant an increase in the fixed fee portion of a cost plus fixed fee reimbursed contract. Permitted changes to the scope of work or duration may warrant consideration for adjustment of the fixed fee portion of cost plus fixed fee or lump sum reimbursed contracts. If an emergency exists of such magnitude that a delay cannot be tolerated, the local agency and the consultant may agree on an amendment initiating the work, so that reimbursable work may begin. The initiating amendment is then followed by a final amendment once the full scope of the emergency work is known and agreed to by both parties. In both cases, sufficient funding should be included in the amendments to pay for all work to be performed by the consultant. The final amendment must be executed as quickly as possible. Failure to fully comply with this section may result in the loss of local agency funding. [Section 10.1.3: A&E Consultant Audit and Review Process](#) of this chapter shall apply to the entire contract and must be completed prior to execution of the contract amendment. All amendments shall incorporate any current requirements of the federal regulations including the federal fiscal provisions and submit [Exhibit 10-C: Consultant Contract Reviewers Checklist](#) to aeoversight@dot.ca.gov for review completing Section D for amendments.

Performance Evaluation

Pursuant to 23 CFR §172.9(d)(2) agencies are required to prepare an evaluation of the consultant when the project has been completed. The Contract Administrator evaluates the consultant's performance after the consultant's final report has been submitted, and the Contract Administrator has conducted a detailed evaluation with the consultant's project manager. See [Exhibit 10-S: Consultant Performance Evaluation](#) for a suggested format for use by the local agency.

Project Records

Federal-Aid Highway Program funding recipients and sub-recipients must maintain adequate and readily accessible project performance and financial records, supporting documents, and other records considered pertinent to the grant agreement and in compliance with Federal laws and regulations (e.g., 23 USC 112; 40 USC 1101-1104, 23 CFR 172, 48 CFR 31, and 2 CFR Part

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200). These records shall be maintained for a minimum of three (3) years following issuance of the final voucher from FHWA (forwarded by Caltrans) and the closure of all other pending matters (2 CFR Part 200.333).

For audit purposes, project records and documentation shall be kept for three (3) years after payment of the final federal or state voucher. Among the records to be retained are as follows (not an all-inclusive list):

- Copies of RFPs and RFQs, changes, addendums, etc. and bidder's list;
- Documentation of DBE participation (including [Exhibit 10-O1: Consultant Proposal DBE Commitment](#) and [Exhibit 10-O2: Consultant Contract DBE Commitment](#));
- Solicitation and advertisement records;
- Identification of selection committee members;
- Record of receiving proposals, statement of qualifications;
- Evaluation and ranking records such as original score sheets from all panel members, short list questions and other documentation (see [Exhibit 10-B: Suggested Consultant Evaluation Sheet](#));
- Independent cost estimate (prepared in advance of requesting a cost proposal from the top-ranked consultant);
- Record of negotiations (to include a separate negotiation of profit in accordance with federal guidelines);
- Financial Review Letter and Cognizant Agency Letter, when applicable;
- CPA-audited ICR Audit Report or Approved State DOT Cognizant Indirect Rate Letter, if any;
- Consultant Certification of Costs and Financial Management ([Exhibit 10-K: Consultant Certification of Contract Costs and Financial Management System](#)) for contracts over \$150,000 or more;
- A&E Consultant Audit Request Letter and Checklist ([Exhibit 10-A: A&E Consultant Audit Request Letter and Checklist](#)) for contracts over \$150,000 and all supporting documentation.
- Executed consultant contracts, cost proposals and amendments (see [Exhibit 10-R: A&E Boilerplate Agreement Language](#) and [Exhibit 10-H: Sample Cost Proposal](#));
- Contract oversight and progress meeting documents;
- Progress and final payments, and supporting documentation;
- Performance evaluation (see [Exhibit 10-S: Consultant Performance Evaluation](#));
- Consultant contract checklists (see [Exhibit 10-C: A&E Consultant Contract Reviewers Checklist](#));

- Accounting records documenting compliance with State and federal administrative requirements;
- Certifications and Conflict of Interest forms ([Exhibit 10-T: Conflict of Interest & Confidentiality Statement](#), all personnel involved in the procurement of the agreement should complete Exhibit 10-T [Exhibit 10-U: Consultant in Management Support Role Conflict of Interest and Confidentiality Statement](#) and [Exhibit 10-Q: Disclosure of Lobbying Activities](#), as appropriate). Exhibit 10-Q is included in the solicitation and shall be completed if the consultant needs to disclose any lobbying activities.

Retention Clauses

At the option of the local agency, a retention clause may be included in the consultant contract. A retention clause in the consultant contract is recommended (see [Exhibit 10-R: A&E Boilerplate Agreement Language](#), Article XXXI).

Review of Local Agency Actions

Federal-aid or state reimbursement is contingent on meeting the federal or state requirements and can be withdrawn, if these procedures are not followed and documented. The local agency files are to be maintained in a manner to facilitate future FHWA or Caltrans process reviews and audits. As specified in the Review and Approval of Contracts above, the Contract Administrator must review the proposed consultant contract before execution.

[Exhibit 10-C: A&E Consultant Contract Reviewers Checklist](#) is to be completed and signed. A copy shall be emailed to Caltrans at aeoversight@dot.ca.gov prior to contract award for acceptance. This acceptance of [Exhibit 10-C](#) must be retained in the local agency project files.

10.1.9 MISCELLANEOUS CONSIDERATIONS

Agreements with Other Governmental Agencies

Intergovernmental or inter-entity agreements are encouraged if appropriate. If another governmental agency is requested to do work or provide services to an agency, an interagency agreement is needed. See 2 CFR 200 and CA Government Codes 10340 and 11256.

Small Purchase Contracts

Contracts that are less than \$250,000 are considered small contracts in accordance with federal regulations. However, within the State of California, there is not a recognized small purchase procedure. For federal contracts that are less than \$250,000 and are not anticipated to exceed this amount, the agency shall use the *State-Only Funded A&E Contracts: Section 10.2*. If the contract is anticipated to exceed \$250,000, use one of the accepted procurement procedures listed in the previous sections. Small contracts using the simplified acquisition procedure shall not exceed \$250,000 or the additional costs are considered not reimbursable. The entire contract could also be considered ineligible by FHWA depending on circumstances. The scope of work, project phases, and contract requirements shall not be broken down into smaller components to

permit the use of small purchase procedure. DBE requirements apply for all federally funded projects.

Noncompetitive Negotiated Contracts (Sole-Source)

Procurement by noncompetitive proposals may be used only when the award of a contract is infeasible under sealed bids or competitive proposals (23 CFR 172.7(a)(3)).

FHWA considers these types of contracts as Sole Source contracts and should be used only in very limited circumstances. A Public Interest Finding prepared by the local agency and approved by Caltrans is required before establishing these services (23 CFR 172.7(a)(3)); also see [Exhibit 12-F: Cost-Effectiveness/Public Interest Finding](#).

Conditions under which noncompetitive negotiated contracts may be acceptable include:

- Only one organization is qualified to do the work;
- An emergency exists of such magnitude that cannot permit delay;
- Competition is determined to be inadequate after solicitation of a number of sources.

The local agency shall:

- Follow its defined process for noncompetitive negotiation;
- Develop an adequate scope of work, evaluation factors, and cost estimate before solicitation;
- Conduct negotiations to ensure a fair and reasonable cost.

The local agency must carefully document details of the special conditions, obtain Caltrans approval on a Public Interest Finding and retain all documents in the project files for future Caltrans' or FHWA's review.

A Public Interest Finding (see [Exhibit 12-F: Cost-Effectiveness/Public Interest Finding](#)) is not required for a local agency to be reimbursed for contract administration activities associated with non-infrastructure type projects such as many Safe Routes to School or Transportation Alternatives Program projects.).

Personal Services Contracts

A personal services contract is characterized by the employer-employee relationship created between the local agency and the contract personnel who essentially perform similar duties as the employees. Such services must be under the direction and control of a full-time employee of the local agency in responsible charge. Compensation for construction engineering services should be based on actual costs incurred, plus a fixed fee, or in the case of individual compensation on an agreed-upon hourly or daily rate. Lump sum payments should not be used for construction engineering services.

For personal service contracts, the following information must be documented by the local agency and retained in the project files:

- Explanation of the services needed, and why they cannot be provided by the local agency;
- Name and qualification of the consultant, who provided the services;
- Documentation of the fees showing how the fee was calculated, and that it is reasonable by comparative standards;
- Any other records needed to show compliance with federal-aid program regulations.

Retaining a Consultant as an Agency Engineer or in Management Support Role

A local agency may retain qualified consultants in a management support role on its staff in professional capacities for federal-aid projects such as:

- A City Engineer (or equivalent) who manages the engineering unit for the city, providing oversight of a project, series of projects, managing or directing work of other consultants or contractors on behalf of the City.
- A County Engineer (or equivalent) who manages the engineering unit for the county such as duties described above.
- A Project Manager (or equivalent) who manages and oversees a project, series of projects or the work of other consultants and contractors on behalf of the public agency
- A Program Manager (or equivalent) who manages and oversees an element of a highway program, function, or service on behalf of the public agency

However, typically a consultant in a management support role is not:

- A consultant engineer performing project-specific design, and/or construction contract administration and construction engineering for the public agency
- A consultant providing support to administrative duties such as federal authorization process, labor compliance activities, and other management and administrative tasks.

The use of a consultant in a management support role should be limited to unique or very unusual situations. These situations require a thorough justification as to why the local agency cannot perform the management. Consultants used in management support roles must be selected using the same procedures as those for other consultants specified in this chapter. Consultants in a Management Support Role funded by local or state funds must have approval from FHWA to be considered qualified to manage federal projects or consultants providing services on federal projects.

Eligibility for federal or state reimbursement for a consultant in a management support role requires the following:

- Compliance with the selection procedures specified in this chapter;
- Existence of a contract between the local agency and the consultant specifying the local agency engineering services to be performed;
- Written designation by the local agency of the responsibilities and authority of the consultant as an agency engineer;

Consultant Selection

- For a federal-aid project, completion of [*Exhibit 10-T: Conflict of Interest & Confidentiality Statement*](#) by all members (both consultants and employees) prior to participating in the Architect & Engineering (A&E) Selection Panel pertaining to the specific selection process and the firms being considered;
- Selection of consultants for A&E management positions shall be by the use of qualification based selection procedures on an open and competitive basis resulting in a contract with defined beginning and ending dates not to exceed five (5) years;
- For a federal-aid project, a local agency consultant in a management support role shall not:
 - Participate in, or exercise authority over the A&E selection process, if that consultant's firm is one of the proposing firms, or subconsultant to a proposing firm;
 - Participate in, or exercise authority over management of work performed by the consultant's firm, or to a consultant's firm of which the local agency consultant firm is a subconsultant. This would include, but not be limited to, managing or directing the work, approving changes in the schedule, scope, or deliverables; and approving invoices.
 - Apply for or receive reimbursement of federal-aid funds for the local agency's federal-aid project if either of the foregoing has occurred. However, reimbursement for the construction contract portion of the project will still be allowed provided all other federal-aid requirements have been met.
 - Where benefiting more than a single federal-aid project, allocability of consultant contract costs for services related to a management support role shall be distributed consistent with the cost principles applicable to the contracting agency in 23 CFR 172.7(b)(5).

If engineering services for a project are within the scope of the services described in the retained consultant's contract, these services may be performed by the person or firm designated as an agency engineer. If the services are not within the scope, eligibility for federal reimbursement for these services require a new consultant contract to be developed using the selection procedures in this chapter. Retained consultants involved in the preparation of the RFP or RFQ shall not be considered in the selection of consultants for the resulting project specific work.

When engineering or architectural consultants in a management support role are procured with federal-aid funds, the local agency (subgrantee) shall fully comply with the following:

- Subparagraphs of 2 CFR 200.318 maintain a contract administration system and maintain a written code of standards. No employee, officer or agent of the subgrantee shall participate in selection, or in the award or administration of a contract supported by federal funds if a conflict of interest, real or apparent, would be involved.
- Subparagraph of 23 CFR §172.7(b) requires that the local agency shall receive approval from FHWA. In addition, any federal-aid projects designated as Projects of Division Interest may also need approval from FHWA.

Consultant Selection

- Liability insurance should normally be required from the consultant (errors and omissions, etc.).

For federally funded projects, local agencies that solicit to hire A&E consultant(s) in a management support role must obtain FHWA approval prior to contract execution.

In order for a contract for a consultant in a management support role to be federally eligible, the following are required prior to contract execution:

- The local agency shall submit a request for approval via email, the Scope of Work (SOW) and Conflict of Interest (COI) Policy to the Division of Local Assistance-Headquarters (DLA-HQ) at aeoversight@dot.ca.gov, prior to solicitation.
- Once the local agency receives FHWA's written response, the local agency may need to revise the documents reflecting FHWA's opinions and can proceed with the RFQ.
- After consultant selection, the local agency shall submit the completed [Exhibit 10-U: Consultant in Management Support Role Conflict of Interest and Confidentiality Statement](#) to the DLA-HQ at aeoversight@dot.ca.gov. Local agency will receive FHWA's approved [Exhibit 10-U](#) via email.

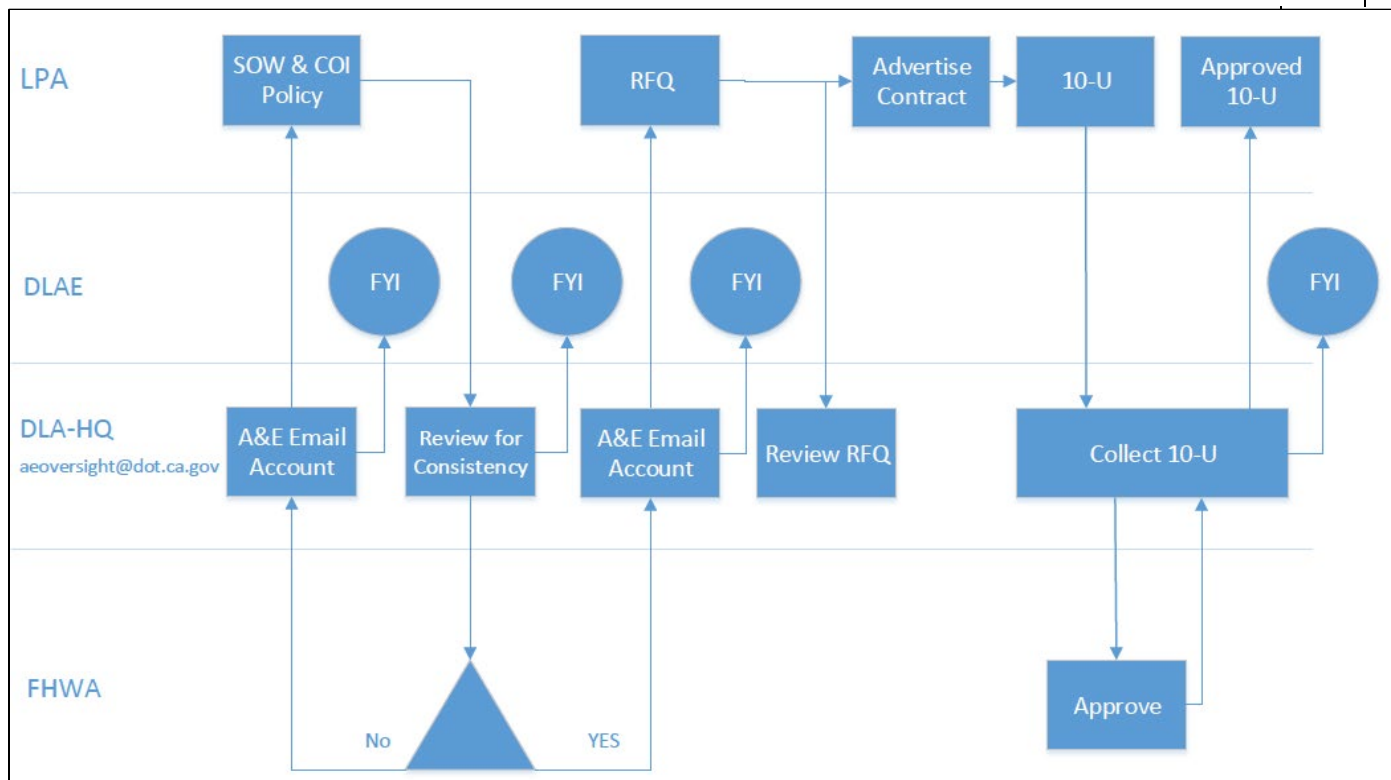


Figure 10-5: Consultant in a Management Support Role Flowchart

Construction Engineering Services

Under federal-aid regulations and state policy, the primary responsibility for general supervision of construction must remain with the local agency. The local agency must also ensure that the work is performed in accordance with the approved plans and specifications, by employing or retaining as a consultant a registered engineer for construction engineering services on the project.

All construction engineering activities performed by a consultant must be under the overall supervision of a full-time employee of the agency who is in responsible charge. These activities may include preparation of contract change orders, construction surveys, foundation investigations, measurement, and computation of quantities, testing of construction materials, checking of shop drawings, preparation of estimates, reports, and other inspection activities necessary to ensure that the construction is being performed in accordance with the plans and specifications. The construction engineering consultant's contract defines the relative authorities and responsibilities of the full-time employee of the local agency in charge of the project and the consultant's construction engineering staff.

If a technical inspection consultant is to provide professional assistance to the local agency, a formal consultant contract must be executed which follows this chapter's requirements. The contract shall provide for reviews at appropriate stages during performance of the work to determine if any changes or other actions are warranted. These reviews are to be made by the local agency.

10.1.10 PROGRAM MANAGEMENT

According to 23 CFR §172.5, local agencies are required to adopt written policies and procedures prescribed by Caltrans. The local agency shall adopt Caltrans Local Assistance Chapter 10: *Consultant Selection*. Local agencies are responsible for providing all resources necessary for the procurement, management, and administration of A&E consultant contracts including subcontracts. Ensuring consultant costs billed are allowable in accordance with the Federal cost principles and consistent with the contract terms as well as the acceptability and progress of the consultant's work;

- Monitoring the consultant's work and compliance with the terms, conditions, and specifications of the contract;
- Preparing a consultant's performance evaluation when services are completed and using such performance data in future evaluation and ranking of consultant to provide similar services;
- Closing-out a contract;
- Retaining supporting programmatic and contract records, as specified in 2 CFR 200.333 and the requirements of this part;
- Determining the extent to which the consultant, which is responsible for the professional quality, technical accuracy, and coordination of services, may be reasonably liable for costs resulting from errors and omissions in the work furnished under its contract;
- Assessing administrative, contractual, or legal remedies in instances where consultants violate or breach contract terms and conditions, and providing for such sanctions and penalties as may be appropriate; and

- Resolving disputes in the procurement, management, and administration of engineering and design related consultant services.

An example resolution is located at:

<http://www.dot.ca.gov/hq/LocalPrograms/AE/2018/P&P-Adoption-Resolution.doc>

10.1.11 REFERENCES

- [23 CFR, Part 172](#)
Administration of Engineering and Design Related Service Contracts
<http://www.ecfr.gov/cgi-bin/text-idx?rgn=div5&node=23:1.0.1.2.3>
- [40 USC, Section 1104](#)
Brooks Act <http://www.fhwa.dot.gov/programadmin/121205.cfm>
- [41 CFR](#)
Public Contracts and Property Management
http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title41/41tab_02.tpl
- [41 USC](#)
Public Contracts
<http://law.onecle.com/uscode/41/index.html>
- [23 USC](#)
Letting of Contracts
<http://www.fhwa.dot.gov/map21/docs/title23usc.pdf>
- [48 CFR, Chapter 1, Part 15.404](#)
<https://www.acquisition.gov/far/html/FARTOCP15.html>
- [48 CFR, Chapter 1, Part 31](#)
<https://www.acquisition.gov/far/html/FARTOCP15.html>
- [Title 48, Part 16 – Types of Contracts](#)
<http://www.elaws.us/subscriber/signin?returnurl=http://federal.elaws.us/cfr/title/4/10/2013/title48/chapter1/part16&IsHistory=1&AspxAutoDetectCookieSupport=1>
- [48 CFR 27, Subpart 27.3 – Patent Rights under Government Contracts](#)
<https://www.law.cornell.edu/cfr/text/48/part-27/subpart-27.3>
- [48 CFR 31.201-3](#)
<https://www.gpo.gov/fdsys/pkg/CFR-2011-title48-vol1/pdf/CFR-2011-title48-vol1-sec31-201-6.pdf>
- [48 CFR, Chapter 99 – Cost Accounting Standards, Subpart 9900](#)
<https://www.gpo.gov/fdsys/granule/CFR-2002-title48-vol7/CFR-2002-title48-vol7-chap99>

- [2 CFR Part 200](http://www.ecfr.gov/cgi-bin/text-idx?SID=eb0db4a32ce93fdc5815e6fe58791d9d&mc=true&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)
http://www.ecfr.gov/cgi-bin/text-idx?SID=eb0db4a32ce93fdc5815e6fe58791d9d&mc=true&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl
- [49 CFR, Part 26](http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr26_main_02.tpl)
Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs
http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title49/49cfr26_main_02.tpl
- [American Association of State Highway and Transportation Officials \(AASHTO\) Uniform Audit and Accounting Guide](http://audit.transportation.org/Pages/default.aspx)
<http://audit.transportation.org/Pages/default.aspx>
- [Caltrans Division of Procurement and Contracts Website](http://www.dot.ca.gov/dpac/index.html)
<http://www.dot.ca.gov/dpac/index.html>
- [California Labor Code, Section 1775](http://law.onecle.com/california/labor/1775.html)
<http://law.onecle.com/california/labor/1775.html>
- [Government Auditing Standards \(GAS\) issued by the United States Government Accountability Office](http://www.gao.gov/yellowbook/overview)
<http://www.gao.gov/yellowbook/overview>
- [Government Code Sections 4525 through 4529.5](http://www.leginfo.ca.gov/cgi-bin/displaycode?section=gov&group=04001-05000&file=4525-4529.5)
<http://www.leginfo.ca.gov/cgi-bin/displaycode?section=gov&group=04001-05000&file=4525-4529.5>
- [OMB Circular A-110](https://www.whitehouse.gov/omb/circulars_a110)
Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations
https://www.whitehouse.gov/omb/circulars_a110
- [Standard Environmental Reference \(SER\)](http://www.dot.ca.gov/ser/)
<http://www.dot.ca.gov/ser/>

FHWA: this is the new State-Only funded section that will be used for state-only funded projects.

10.2: STATE-ONLY FUNDED A&E CONTRACTS

A&E State-Only	<i>Division of Local Assistance Minimum Requirements for State-only funded A&E Contracts</i>
	A. Written Procedures
	B. Conflict of Interest
	C. Records
	D. Full & Open Competition
	E. Selection Basis
	F. Publication
	G. Solicitation
	H. Cost Analysis
	I. Negotiations
	J. Audit and Review Process
	K. Exhibit 10-C.2: State-Only Funded A&E Consultant Contracts

10.2.1 GENERAL

Local Agencies are required to follow all applicable local and state regulations including those listed in LAPM Chapter 10 in accordance with their State Master Agreement. Although the requirements listed in this section are minimum requirements, the local agency shall use good engineering judgment and best practices to document their processes and procedures when procuring A&E contracts utilizing qualifications based selections.

All consultants must comply with 48 Code of Federal Regulations (CFR) Part 31: *Contract Cost Principles and Procedures*. Also, consultants and Local Agencies must comply with 2 CFR Part 200: *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, excluding sections §200.318-200.326 *Procurement Standards* (reference Federal Highway Administration December 4, 2014 Memorandum Action: 2 CFR 200 Implementation Guidance, Attachment A).

Agency state-only funded (SOF) agreements must contain the required federal fiscal provisions from 2 CFR 200 in all Division of Local Assistance funded agreements. Exhibit 10-R: *A&E Boilerplate Agreement Language* contains 2 CFR 200 requirements and may also be used in SOF agreements. Depending upon the scope of work, the required contract provisions may need to include the California State Prevailing Wages.

All proposed A&E contracts and supporting documents (including state-only funded) are subject to audit or review by Caltrans' Independent Office of Audits and Investigations (IOAI), other state audit organizations, or the federal government and required to follow LAPM Section 10.1.3 *A&E Consultant Audit and Review Process*.

For consultant contracts, procured with local or state funds, to provide services for federal-aid projects, or to oversee or manage other consultants providing these services, the Consultant in Management Support Role process must be completed to be eligible for reimbursement. Refer to Chapter 10.1.9 Miscellaneous Considerations: *Retaining a Consultant as an Agency Engineer or in a Management Support Role* <https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/lapm/ch10.pdf>.

DBE contract goals are not required for state-only funded contracts.

This guidance is for contracts utilizing state funds only. If any federal funds are added or reimbursed, the federal process must be followed.

Non-A&E consultant contracts reference LAPM Section 10.3: *Non-A&E Contracts*.

Reference: *California Government Code Title 1, Division 5, Chapter 10, Contracts with Private Architects, Engineering, Land Surveying, and Construction Project Management Firms §4525-4529.5.*

10.2.2 DEFINITION OF A&E

Architectural, landscape architectural, engineering, environmental, and land surveying services includes those professional services of an architectural, landscape architectural, engineering, environmental, or land surveying nature as well as incidental services that members of these professions and those in their employ may logically or justifiably perform.

Construction project management means those services provided by a licensed architect, registered engineer, or licensed general contractor. Any individual or firm proposing to provide construction project management services shall provide evidence that the individual or firm and its personnel carrying out onsite responsibilities have expertise and experience in construction project design review and evaluation, construction mobilization and supervision, bid evaluation, project scheduling, cost-benefit analysis, claims review and negotiation, and general management and administration of a construction project.

Environmental services mean those services performed in connection with project development and permit processing in order to comply with federal and state environmental laws.

Reference: *California Government Code §4527*

10.2.3 MINIMUM AUDIT REQUIREMENTS

A. Written Procedures

Local agencies shall follow the minimum requirements listed below in addition to any local laws and regulations.

Reference: *California Government Code §4526*

B. Conflict of Interest

The local agency must develop and maintain a written code of conduct governing the performance of its employees engaged in the award and administration of state funded contracts, including the prevention of conflicts of interest.

References:

California Government Code §4526

California Government Code §1090

California Government Code §4529.12

C. Records

Local agencies shall keep adequate records of all contracts including the procurement, project management, accounting and financial administration.

References:

California Government Code §4529.14

California Government Code §4006

D. Full & Open competition

All A&E contracts shall be procured through a qualifications based selection utilizing open and fair competition. Evaluate at least three consultants using published evaluation criteria and rank these firms in order of preference.

References:

California Government Code §4526

California Government Code §4527

E. Selection Basis

Selection of a firm shall be based on qualifications and the order of ranked preference.

References:

California Government Code §4526

California Government Code §4527

F. Publication

Solicitations for A&E contracts shall be in a manner that is open and competitive.

Reference: *California Government Code §4527*

G. Solicitation

The solicitations shall include published evaluation criteria to rank in order of preference. Clearly define expectations in the solicitation in order to evaluate firms.

Reference: *California Government Code §4527*

H. Cost Analysis

An independent cost comparison to the consultant's cost proposal shall be done in order to ensure the contract is negotiated at a fair and reasonable price.

Reference: *California Government Code §4528*

I. Negotiations

Negotiations must be documented to verify a fair and reasonable contract has been executed using public funds.

Reference: *California Government Code §4528*

J. Audit and Review Process

A&E contracts procured by public agencies shall be subject to standard accounting practices and may require financial and performance audits. All agencies shall follow the Audit and Review Process as stated in LAPM Section 10.3: *A&E Consultant Audit and Review Process*.

<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/lapm/ch10.pdf>

<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/lapm/c10/10a.pdf>

Reference: *California Government Code §4529.14*

K. Exhibit 10-C.2: State-Only Funded A&E Contracts

Exhibit 10-C.2: *State-Only Funded A&E Consultant Contract Reviewers Checklist* must be sent to aeoversight@dot.ca.gov for review prior to contract award.

CA Government Code References

California GOV §1090

(a) Members of the Legislature, state, county, district, judicial district, and city officers or employees shall not be financially interested in any contract made by them in their official capacity, or by any body or board of which they

are members. Nor shall state, county, district, judicial district, and city officers or employees be purchasers at any sale or vendors at any purchase made by them in their official capacity.

(b) An individual shall not aid or abet a Member of the Legislature or a state, county, district, judicial district, or city officer or employee in violating subdivision (a).

(c) As used in this article, "district" means any agency of the state formed pursuant to general law or special act, for the local performance of governmental or proprietary functions within limited boundaries.

California GOV §4006

Plans, specifications, work authorizations describing work to be performed, and all other information referred to in this chapter are open to inspection and examination as a public record.

California GOV §4525

For purposes of this chapter, the following terms have the following meaning:

(a) "Firm" means any individual, firm, partnership, corporation, association, or other legal entity permitted by law to practice the profession of architecture, landscape architecture, engineering, environmental services, land surveying, or construction project management.

(b) "State agency head" means the secretary, administrator, or head of a department, agency, or bureau of the State of California authorized to contract for architectural, landscape architectural, engineering, environmental, land surveying, and construction project management services.

(c) "Local agency head" means the secretary, administrator, or head of a department, agency, or bureau of any city, county, city and county, whether general law or chartered, or any district which is authorized to contract for architectural, landscape architectural, engineering, environmental, land surveying, and construction project management services.

(d) "Architectural, landscape architectural, engineering, environmental, and land surveying services" includes those professional services of an architectural, landscape architectural, engineering, environmental, or land surveying nature as well as incidental services that members of these professions and those in their employ may logically or justifiably perform.

(e) "Construction project management" means those services provided by a licensed architect, registered engineer, or licensed general contractor which meet the requirements of Section 4529.5 for management and supervision of work performed on state construction projects.

(f) "Environmental services" means those services performed in connection with project development and permit processing in order to comply with federal and state environmental laws. "Environmental services" also includes the processing and awarding of claims pursuant to Chapter 6.75 (commencing with Section 25299.10) of Division 20 of the Health and Safety Code.

California GOV §4526

Notwithstanding any other provision of law, selection by a state or local agency head for professional services of private architectural, landscape architectural, engineering, environmental, land surveying, or construction project management firms shall be on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. In order to implement this method of selection, state agency heads contracting for private architectural, landscape architectural, professional engineering, environmental, land surveying, and construction project management services shall adopt by regulation, and local agency heads contracting for private architectural, landscape architectural, professional engineering, environmental, land surveying, and construction project management services may adopt by ordinance, procedures that assure that these services are engaged on the basis of demonstrated competence and qualifications for the types of services to be performed and at fair and reasonable prices to the public

agencies. Furthermore, these procedures shall assure maximum participation of small business firms, as defined by the Director of General Services pursuant to Section 14837.

In addition, these procedures shall specifically prohibit practices which might result in unlawful activity including, but not limited to, rebates, kickbacks, or other unlawful consideration, and shall specifically prohibit government agency employees from participating in the selection process when those employees have a relationship with a person or business entity seeking a contract under this section which would subject those employees to the prohibition of Section 87100.

California GOV §4527

In the procurement of architectural, landscape architectural, engineering, environmental, land surveying, and construction project management services, the state agency head shall encourage firms engaged in the lawful practice of their profession to submit annually a statement of qualifications and performance data.

(a) When the selection is by a state agency head, statewide announcement of all projects requiring architectural, landscape architectural, engineering, environmental, land surveying, or construction project management services shall be made by the agency head through publications of the respective professional societies. The agency head, for each proposed project, shall evaluate current statements of qualifications and performance data on file with the agency, together with those that may be submitted by other firms regarding the proposed project, and shall conduct discussions with no less than three firms regarding anticipated concepts and the relative utility of alternative methods of approach for furnishing the required services and then shall select therefrom, in order of preference, based upon criteria established and published by him or her, no less than three of the firms deemed to be the most highly qualified to provide the services required.

(b) When the selection is by a local agency head, the agency head may undertake the procedures described in subdivision (a). In addition, these procedures shall specifically prohibit practices which might result in unlawful activity including, but not limited to, rebates, kickbacks, or other unlawful consideration, and shall specifically prohibit government agency employees from participating in the selection process when these employees have a relationship with a person or business entity seeking a contract under this section.

California GOV §4528

(a) When the selection is by a state agency head the following procedures shall apply:

(1) The state agency head shall negotiate a contract with the best qualified firm for architectural, landscape architectural, engineering, environmental, land surveying, and construction project management services at compensation which the state agency head determines is fair and reasonable to the State of California or the political subdivision involved.

(2) Should the state agency head be unable to negotiate a satisfactory contract with the firm considered to be the most qualified, at a price the agency head determines to be fair and reasonable to the State of California or the political subdivision involved, negotiations with that firm shall be formally terminated. The state agency head shall then undertake negotiations with the second most qualified firm. Failing accord with the second most qualified firm, the state agency head shall terminate negotiations. The state agency head shall then undertake negotiations with the third most qualified firm.

(3) Should the state agency head be unable to negotiate a satisfactory contract with any of the selected firms, the state agency head shall select additional firms in order of their competence and qualification and continue negotiations in accordance with this chapter until an agreement is reached.

(b) When the selection is by a local agency head, the local agency head may undertake the procedures described in subdivision (a).

California GOV §4529

This chapter shall not apply where the state or local agency head determines that the services needed are more of a technical nature and involve little professional judgment and that requiring bids would be in the public interest.

California GOV §4529.12

All architectural and engineering services shall be procured pursuant to a fair, competitive selection process which prohibits governmental agency employees from participating in the selection process when they have a financial or business relationship with any private entity seeking the contract, and the procedure shall require compliance with all laws regarding political contributions, conflicts of interest or unlawful activities.

California GOV §4529.14

Architectural and engineering services contracts procured by public agencies shall be subject to standard accounting practices and may require financial and performance audits as necessary to ensure contract services are delivered within the agreed schedule and budget.

California GOV §4529.20

This act seeks to comprehensively regulate the matters which are contained within its provisions. These are matters of statewide concern and when enacted are intended to apply to charter cities as well as all other governmental entities.

Federal Highway Administration Memorandum 2 CFR 200 Implementation Guidance
12/4/2014

Attachment A: FHWA 2 CFR 200 Uniform Guidance – Questions and Answers

Question 21: “Will the FHWA/USDOT provide a waiver of the requirements in 2 CFR 200.317 for subrecipients to comply with State procurement requirements or other policies and procedures approved by the State (200.317)?”

Answer: Yes. The USDOT requested and received an OMB waiver of the requirements in 2 CFR 200.317 concerning procurement by subrecipients. This waiver provides an exception to the requirement for all subrecipients of a state to follow the procurement requirements in Sections 200.318 through 200.326. The waiver will allow States and subrecipients to continue to use state-approved procurement procedures as they did under part 18 prior to the adoption of the Uniform Guidance.

Figure 10.2 State-Only Funded Procurement Criteria

To comply with CA Government Code (GC) 4525-4529.5, 48 Code of Federal Regulations (CFR) Part 31: Contract Cost Principles and Procedures, 2 CFR Part 200: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (excluding sections 200.318-200.326), Caltrans Local Assistance Procedures Manual (LAPM) and other applicable STATE and FEDERAL regulations.

A&E Consultants		
Requirements for LGAs that use State funding		Use State requirements below
A.	Written Procedures	GC 4526
B.	Conflict of Interest	GC 1090, GC 4527(b), GC 4529.12
C.	Records	GC 4529.14, 4006
D.	Full & Open Competition	GC 4526, GC 4527, GC 4529.12
E.	Selection Basis	GC 4526*, 4527
F.	Publication	GC 4527
G.	Solicitation	GC 4527
H.	Cost Analysis	GC 4528
I.	Negotiations	GC 4528
J.	A&I Audit & Review Process	GC 4529.14, LAPM Ch. 10, 2 CFR 200
K.	Exhibit 10-C.2: State-Only Funded A&E Consultant Contracts	LAPM Ch. 10.2

*Mini Brooks Act - State regulation requiring the initial selection of engineering and architecture firms be based upon qualifications and experience rather than by price. Price is then later negotiated.

10.3: NON-A&E CONTRACTS

SCOPE

This section covers the procurement requirements for the services that are not included in Section 10.1 Federal and Section 10.2 State-Only. This guidance is for contracts utilizing federal-aid funds and state funds. Federal regulations refer to state and local regulations for non-A&E type contracts. Although local agencies are required to follow 2 CFR 200: *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* for all contracts, the Procurement Standards section §200.318-200.326 is exempt. The guidance in this section follows the established regulations in the California Public Contract Code. Depending upon the scope of work, the required contract provisions may need to include the California State Prevailing Wages.

Local agency shall designate one person within the local agency as a contract manager.

(PCC 10348.5)

DETERMINING NON-A&E

After identifying that there is a need for consulting services, the local agency shall determine that the services needed are more of a technical nature and involve minimal professional judgement and that requiring a cost proposal would be in the public's best interest. These type of consultant services that are not directly related to a highway construction project or that are not included in the definition of engineering and design related services are considered non-A&E. The services must not be included in Section 10.2.2 Definition of A&E.

The determining factor is whether the services being procured are related to a specific construction project and whether the services require work to be performed, provided by, or under the direction of a registered engineer or architect.

EXAMPLE OF DETERMINING NON-A&E

Material testing has been requested to ensure quality assurance on a construction project. The service includes only performing the material test and providing material test data. Although the service is related to a construction project, the overall service did not provide an evaluation or a discipline report. In this example, the local agency can determine that the service provided is more of a technical nature and is therefore a non-A&E service.

The following is a list of the more common non-A&E services:

- Right-of-Way Appraisal
- Right-of Way acquisition activities
- Conducting public outreach during environmental clearance or construction
- Active Transportation Program educational and outreach activities
- Intelligent Transportation System (ITS)
- Non-Infrastructure

INTELLIGENT TRANSPORTATION SYSTEM (ITS) PROJECTS

Intelligent Transportation System (ITS) means electronic, communications, or information processing used singly or in combination to improve the efficiency or safety of a surface transportation system. ITS projects are those that in whole or in part, funds the acquisition of technologies or systems of technologies that provide significant contributions to the provision of one or more ITS user services as defined in the National ITS Architecture.

The federal-aid procurement regulations identify three possible contract procurement procedures for ITS projects including engineering and design related services (A&E), construction, and non-engineering/non-architectural (non-A&E).

If ITS projects include physical installation of field devices and/or communications infrastructure, such as new traffic signals, new controller cabinets, changeable message signs, radio and computers, vehicle detectors, and conduits for cabling in the roadway, then that work and required equipment usually meets the definition of construction. The construction contract must be procured based on competitive bidding. If the ITS project involves software development, system integration, hiring engineers and specialists for ITS design and installation support, inspection, design documentation, training and deployment, it may be considered an engineering and design services contract and the contract must be procured as an A&E consultant contract. If the scope of work is unclear as to whether it is an A&E type of work, contact aeoversight@dot.ca.gov for assistance.

However, if an ITS project does not meet either the definition of construction or engineering and design services, then the contract may be considered to be a non-A&E consultant contract.

Examples of non-A&E consultant contracts are:

- The procurement of hardware and software associated with incident management system;
- Software systems for arterial and freeway management systems;
- Operating the 511 traveler information service;
- Nonprofessional services for system support such as independent validation and verification, testing and specification development;

For more information regarding Intelligent Transportation Systems (ITS) Program procurement requirements, refer to LAPG, Chapter 13 LAPG Chapter 13: Intelligent Transportation Systems.

NON-INFRASTRUCTURE PROJECTS

Non-infrastructure (NI) projects are those transportation-related projects that do not involve either engineering design, Right-of-Way acquisition (for additional guidance refer to LAPM Chapter 13), or the eventual physical construction of transportation facilities.

Procurement of non-A&E consultant contracts associated with non-infrastructure projects must follow Non-A&E procurement procedures described in this chapter. For more information on NI projects, refer to LAPM Chapter 3: Project Authorization.

GOVERNING REGULATIONS AND CODES FOR NON-A&E

When procuring non-A&E services with federal-aid funds, Local agencies must comply with 2 CFR Part 200: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, excluding sections §200.318-200.326 Procurement Standards (reference Federal Highway Administration December 4, 2014 Memorandum Action: 2 CFR 200 Implementation Guidance, Attachment A). Local agencies must follow the same policies and procedures that the State uses for procurement with its non-Federal funds. When procuring non-A&E services with federal-aid and state-only funds, the governing procurement code is Public Contract Code 10335-10381.

PROCUREMENT OF NON-A&E CONSULTANT CONTRACTS

All non-A&E procurements contracts must be conducted in a manner providing full and open competition consistent with federal and state standards. Local agency must meet the code of conduct governing the performance of its employees engaged in the award and administration of federal-aid and state-funded contracts, including the preventions of conflict of interest in PCC 10410.

The following are the fundamental rules when procuring a non-A&E consultant contract.

1. The request for proposal (RFP) shall not limit the competition directly or indirectly to any one consultant. The RFP must be publicized and all evaluation factors and their relative importance identified. (PCC 10339)
2. Splitting a single transaction into a series of transactions for the purpose of evading the procurement requirements is not allowed. (PCC 10329)
3. Local agency shall secure at least three competitive proposals for each contract. (PCC 10340)
When receiving less than three proposals, refer to the Cost-Effective/Public Interest Finding in this section as an alternative to re-advertisement.
4. No proposals shall be considered which have not been received at the place, and prior to the closing time as stated in the RFP. (PCC 10344(a))
5. Local agency must have a written procedure for evaluating proposals. (PCC 10344)

RFP BASIC REQUIREMENTS

- A. There are two general types of consulting service contract solicitations:
- B. Request for Proposal using Cost only
- C. Request for Proposal using Cost and Qualifications

The local agency must include the following in the request for proposal:

- A. A clear, precise description of the work to be performed or services to be provided.
- B. Description of the format that proposals shall follow and the elements they shall contain
- C. The standards the agency will use in evaluating proposals. This includes qualifications and certifications if applicable.
- D. The date the proposals are due.

- E. The procurement schedule that the local agency will follow in reviewing and evaluating the proposals.

(PCC 10344)

ADDITIONAL REQUIREMENTS AND EVALUATION CRITERIA

Additional Requirements for Request for Proposal using Cost only

- A. Local agency must require consultants to submit their proposals and cost in a separate, sealed envelope.
- B. Local agency shall determine those that meet the format requirements and the standards specified in the request for proposal.
- C. The sealed envelopes containing the price and cost information for those proposals that meet the format requirements and standards shall then be publicly opened and read.
- D. Contract must be awarded to the lowest responsible consultant meeting the standards.

(PCC 10344(b))

Additional Requirements for Request for Proposal using Cost and Qualifications

- A. Local agency must include in the proposal the description of the evaluation and scoring method. Substantial weight in relationship to all other criteria utilized shall be given to the cost amount proposed by the consultant.
- B. Local agency shall determine those that meet the format requirements specified in the RFP.
- C. Local agency evaluation committee must evaluate and score the proposals using the methods specified in the RFP. All evaluation and scoring sheets shall be available for public inspection after the committee scoring process. Evaluation committee should comply to the prevention of conflict of interest in PCC 10410.
- D. The non-A&E contract shall be awarded to the consultant whose proposal is given the highest score by the evaluation committee.

(PCC 10344(c))

When using RFP (Cost and Qualifications), the criteria used to evaluate the consultant's proposals must have a logical foundation within the scope of work or within other technical requirements contained in the RFP. Each criterion must have a weight or level of importance, and it is recommended that total possible score for the evaluation criteria be one hundred (100) points. The proposed cost should be at least thirty percent (30%) of total points in evaluation criteria.

An example RFP for non-A&E is provided on the Local Assistance website at <http://www.dot.ca.gov/hq/LocalPrograms/AE/2016/RFP-Example-Non-AE.docx> and may be modified.

Submission of *Exhibit 10-C Consultant Contract Reviewers Checklist* to Caltrans HQ for acceptance is not required for non-A&E consultant contracts.

CONSULTANT'S PROPOSAL

The consultant's proposal should include the following information:

Consultant Selection

- *Consultant Project Manager* – qualifications, roles and responsibilities.
- *Methodology* - description of work and overall approach, specific techniques that will be used and specific administrative and operations expertise to be used.
- *Workplan and Work Schedule* - the technical proposal should include activities and tasks, and their delivery schedule.
- *Personnel* - List of personnel who will be working on the project, and their resumes.
- *Facilities and resources* (If applicable) - Explanation of where the services will be provided and what type of equipment is needed to perform services.
- *Sub-contracts* - Identify all sub-contracts that are to be used, description of each and the work by each sub-consultant/sub-contractor. No work shall be subcontracted unless listed in the technical proposal. Sub-consultant resumes should be provided.
- *References* - The technical proposal should provide at least three (3) clients for whom the proposer has performed work of similar nature to the request.

COST PROPOSAL WORKSHEET

The RFP should provide a standard format for cost proposal that all proposers must include in their proposal. The cost proposal format can be broken down by specific tasks, showing hourly labor rates, level of effort and material, and/or by milestones and deliverables.

Local agency is not required to award a contract if it is determined that the contract price is not reasonable. (PCC 10340(c))

DBE CONSIDERATION

DBE consideration is required on all federal-aid funded contracts including non-A&E.

ADMINISTRATIVE REQUIREMENTS

Advertisement for RFPs may be through the local agency website, local publications, and national publications. Minimum solicitation time is 14 calendar days. The solicitation should inform potential qualified consultants that questions must be submitted in writing to the Agency Contract Manager/Administrator by a specified date and time. All pertinent technical information and answers to consultant's questions shall be provided to all potential consultants. Written responses to all questions will be collectively compiled and provided as an addendum.

A proposal may be considered nonresponsive and rejected without evaluation if all required information is not provided. Proposals without information regarding, or not meeting, the required DBE utilization goal or without a Good Faith Effort documentation, late submittals, submittals to the wrong location, or submittals with inadequate copies are considered nonresponsive and shall be rejected. Submittal of additional information after the due date shall not be allowed. Documentation of when each proposal was received must be maintained in the project files. Copies of date stamped envelope covers or box tops are recommended.

No consultant who has been awarded a consulting service contract may be awarded a subsequent contract for the services or goods which are required as an end product of the consulting service contract, unless the subcontract is no more than 10 percent of the total monetary value of the consulting services contract. Excludes A&E contracts.

(PCC 10365.5)

Contracts may be modified or amended only if the contracts so provide. Amendments must be requested and executed prior to the termination date of the most recently approved original or amended contract. All records of contract activities shall be kept for three years after federal final voucher E-76 or state final voucher for State-Only funds. Costs are reimbursable after state allocation by the California Transportation Commission (CTC) and/or the issuance of the federal E-76. The per diem rate shall not exceed the state rate. Contract Managers are responsible for monitoring expenditures on all contracts and verifying categories of work that require prevailing wage. A person in Responsible Charge of contract management is required for all federally funded projects.

ORAL PRESENTATIONS OPTIONAL

When oral presentations are required by the local agency, the evaluation criteria must include factors/sub-factors and weights used to score the proposers performance at the oral presentation. The evaluation committee will only be able to score each proposer based upon these criteria. The Contract Manager/Administrator should develop a set of questions related to the scope of work or the project to be asked during the evaluation committee question and answer (Q & A) section of the oral presentations. All proposers are asked the same questions for consistency.

The committee must also evaluate reference checks and other information gathered independently. Reference checks shall be completed and other information gathered before the interviews are conducted. If necessary, the results of the reference checks or other information may be discussed with the highest ranked qualified consultants at the interviews.

COST-EFFECTIVE/PUBLIC INTEREST FINDING

A minimum of three proposal must be evaluated to establish effective competition. Any agency that has received less than three proposals on a contract shall document the names and addresses of the firms or individuals it solicited for proposals. Prepare an explanation as to why less than three proposals were received. When only two proposals are received, a justification must be documented to proceed with the procurement. When only one proposal is received, a Non-Competitive process must be justified and a Public Interest Finding (PIF) (LAPM Exhibit 12-F: Cost-Effective/Public Interest Finding) must be documented. In either case, the re-advertisement of the RFP should be considered as an option. Retain document as supporting documentation in the contract file.

(PCC 10340(c))

PROTEST/APPEALS/REINSTATEMENT PROCEDURES

Both state and federal regulations require well-defined protest/reinstatement procedures. It is essential that the procedures include a reasonable opportunity for the prospective consultant to present his/her case. The appeals procedures strengthen the process by which the contracting agency reaches its ultimate goal and helps defends its action against a claim of lack of due process. A termination clause and a provision for settlement of contract disputes are required. Protest procedures and dispute resolution processes should be in accordance with PCC 10345.



AGENDA STAFF REPORT

MEETING DATE: 10/1/2019	AGENDA SECTION: I
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SUBJECT:

Community Development: Waive the second reading and adopt Ordinance 19-10, an ordinance of the City of Hanford City Council approving Rezone No. 2019-02, a request to repeal the Downtown East Precise Plan and adopt the underlying zoning and change a portion of the underlying zoning from MX-D Downtown Mixed Use to C-S Service Commercial; and Zone Text Amendment No. 2019-04: A request to remove reference to the Downtown East Precise Plan from the Hanford Municipal Code Title 17. The project pertains to the Downtown East Precise Plan, which is located between Harris Street and 10th Avenue, North of the Union Pacific Railroad Tracks, South of the Centerline of the alley between Ninth and Tenth Streets.

FISCAL IMPACT:

ATTACHMENTS:

Ordinance 19-10 (as amended)

ORDINANCE NO. 19-10

AN ORDINANCE OF THE CITY OF HANFORD CITY COUNCIL APPROVING REZONE NO. 2019-02, A REQUEST TO REPEAL THE DOWNTOWN EAST PRECISE PLAN AND ADOPT THE UNDERLYING ZONING AND CHANGE A PORTION OF THE UNDERLYING ZONING FROM MX-D DOWNTOWN MIXED USE TO C-S SERVICE COMMERCIAL; AND ZONE TEXT AMENDMENT NO. 2019-04: A REQUEST TO REMOVE REFERENCE TO THE DOWNTOWN EAST PRECISE PLAN FROM THE HANFORD MUNICIPAL CODE TITLE 17. THE PROJECT PERTAINS TO THE DOWNTOWN EAST PRECISE PLAN, WHICH IS LOCATED BETWEEN HARRIS STREET AND 10TH AVENUE, NORTH OF THE UNION PACIFIC RAILROAD TRACKS, SOUTH OF THE CENTERLINE OF THE ALLEY BETWEEN NINTH AND TENTH STREETS.

Section 1: The following described territory situated in the City of Hanford is hereby zoned under the terms of Chapter 17.86 of the Hanford Municipal Code:

Rezone No. 2019-02, filed by the City of Hanford:

FROM: Downtown East Overlay Zone

TO: The underlying zoning - MX-C Corridor Mixed Use, MX-D Downtown Mixed Use, O-R Office Residential, R-H High-Density Residential, and R-M Medium-Density Residential

On property described as follows:

Approximately 65 acres, located north between Harris Street and 10th Avenue, North of the Union Pacific Railroad tracks, south of the centerline of the alley between Ninth and Tenth Streets, as depicted in attached **Exhibit A**; and

Section 2: The following described territory situated in the City of Hanford is hereby zoned under the terms of Chapter 17.86 of the Hanford Municipal Code:

Rezone No. 2019-02, filed by the City of Hanford:

FROM: MX-D Downtown Mixed Use

TO: C-S Service Commercial

On property described as follows:

Approximately 6.3 acres, located between White Street and 10th Avenue, north of the Union Pacific Railroad, south of Visalia Street (APN: 012-032-001, -003, -004, -005; 012-033-

001; 012-035-001, -003, -004, -005, -009, -010, -011, -012; APN 012-034-001, -002, -003; APN 012-103-004; APN 012-104-003), as depicted in attached **Exhibit B**; and

Section 3: *Zone Text Amendment No. 2019-04, filed by the City of Hanford:* The City Council held a public hearing on the amendment to Title 17, removing reference to the Downtown East Precise Plan from the Hanford Municipal Code, as depicted in attached **Exhibit C**; and

Section 4: The Council does hereby find as a fact that the Planning Commission of the City of Hanford held a public hearing on August 13, 2019 after notice required by Section 17.70.110 of the Hanford Municipal Code and Government Code Section 65854. The City Council finds that Mitigated Negative Declaration No. 2019-24 and the Mitigation Monitoring and Reporting Program, depicted in attached **Exhibit D**, are approved in conformance with the California Environmental Quality Act. The City Council hereby finds that the rezoning and zone text amendment is consistent with the objectives of the zoning regulations as set forth in Section 17.86 of the Hanford Municipal Code, and that this Ordinance has been introduced by the City Council after public hearing held on the 17th day of September, 2019, at 7:00 p.m. of said day after notice required under the provisions of Section 65856 of the Government Code.

Section 5: That pursuant to Section 17.86.030, the City Council of the City of Hanford makes the following findings:

Rezone No. 2019-02

1. That the amendment is internally consistent with the goals, objectives, and policies of the General Plan and the Municipal Code.

Analysis: That Rezone No. 2019-02 is internally consistent with the goals, objectives, and policies of the General Plan, specifically consistent with Goal L12, Policies L51, L52, L54, and L55. All regulations pertaining to C-S Service Commercial zone district will be enforced as development occurs through the Site Plan Review process.

2. That the amendment would not be detrimental to the public health, safety, or welfare of the community.

ANALYSIS: That physical development is not proposed under Rezone No. 2019-02. Future development of the project area will not be detrimental to the public health, safety, or welfare of the community. Future development will be subject to the regulations of the Hanford Municipal Code, California Building and Fire Code, the Public Works Construction Standards, and any conditions set forth by the Site Plan Review Committee, in order to protect the public health, safety, and welfare of the community.

3. That the amendment would maintain the appropriate balance of land uses within the City.

Analysis: That jobs-housing balance is achieved by increasing opportunities for people to work and live in close proximity. The ratio is expressed as the number of jobs divided by the number of housing units. The jobs-housing balance is a general tool for analyzing where people work, where they live, and how effectively they can travel between the two. In the planning area, the existing jobs-housing balance ratio in 2013-2014 was 1.17. It is estimated that the implementation of the General Plan would increase the jobs-housing balance by 0.45 to 1.62, which would make the planning area a jobs-rich area. The proposal to change the designation from MX-D Downtown Mixed Use to C-S Service Commercial on approximately six acres will not affect the City's ability to maintain an appropriate balance of land uses within the City, limited residential uses are permitted in the C-S Service Commercial designation, including live-work facilities and residential units located in the same building with an office or commercial use.

4. That the anticipated land uses on the subject site would be compatible with existing and future surrounding uses.

Analysis: That the anticipated land uses of the sites rezoned to C-S Service Commercial would be compatible with existing and future surrounding uses. The parcels will be developed as uses permitted or conditionally permitted in the C-S Service Commercial zone district, in accordance with the Hanford Municipal Code Table 17.08.030 Commercial, Office, and Industrial Land Use, which according to General Plan Policy L52, include a broad range of commercial activities, such as businesses which have both retail and service components. Among these are uses such as vehicle sales and service; auto rental and equipment rental; motels; restaurants (including fast food); service stations; car washes; building material supply;

warehousing; wholesale trade; contractors, suppliers, small equipment yards; and other similar uses. The anticipated land uses in the project area would be compatible with existing and future surrounding uses.

Zone Text Amendment No. 2019-04

1. That the amendment is internally consistent with the goals, objectives, and policies of the General Plan and Zoning Ordinance;

Analysis: That the zone text amendment to delete reference to the Downtown East Precise Plan from the Zoning Ordinance is consistent with the goals, objectives and policies of the General Plan, as proposed to be amended under General Plan Amendment No. 2019-01 b).

2. That the amendment would not be detrimental to the public health, safety, or welfare of the community;

Analysis: That the zone text amendment to delete reference to the Downtown East Precise Plan from the Zoning Ordinance would not be detrimental to the public health, safety, or welfare of the community.

3. That the amendment would maintain the appropriate balance of land uses within the City;

Analysis: That the zone text amendment is a deletion of references to the Downtown East Precise Plan from the Hanford Municipal Code and will not affect the balance of land uses within the City.

4. That the anticipated land uses on the subject site would be compatible with existing and future surrounding uses.

Analysis: That Municipal Code Amendment No. 2019-04 is solely a deletion of references to the Downtown East Precise Plan from the Hanford Municipal Code. The amendment does not create a land use designation.

Section 6: This ordinance shall take effect (30) days after its passage, and be published once in the Hanford Sentinel within fifteen (15) days after its passage or a summary of this

ordinance shall be published in the Hanford Sentinel in a manner consistent with the requirements of the California Government Code.

Passed and adopted at a regular meeting of the City Council of the City of Hanford duly called and held on _____, by the following roll call vote:

AYES: _____
 NOES: _____
 ABSTAIN: _____
 ABSENT: _____

APPROVED

SUE SORENSEN

MAYOR of the City of Hanford

ATTEST:

SARAH MARTINEZ
CITY CLERK

STATE OF CALIFORNIA)
 COUNTY OF KINGS) ss
 CITY OF HANFORD)

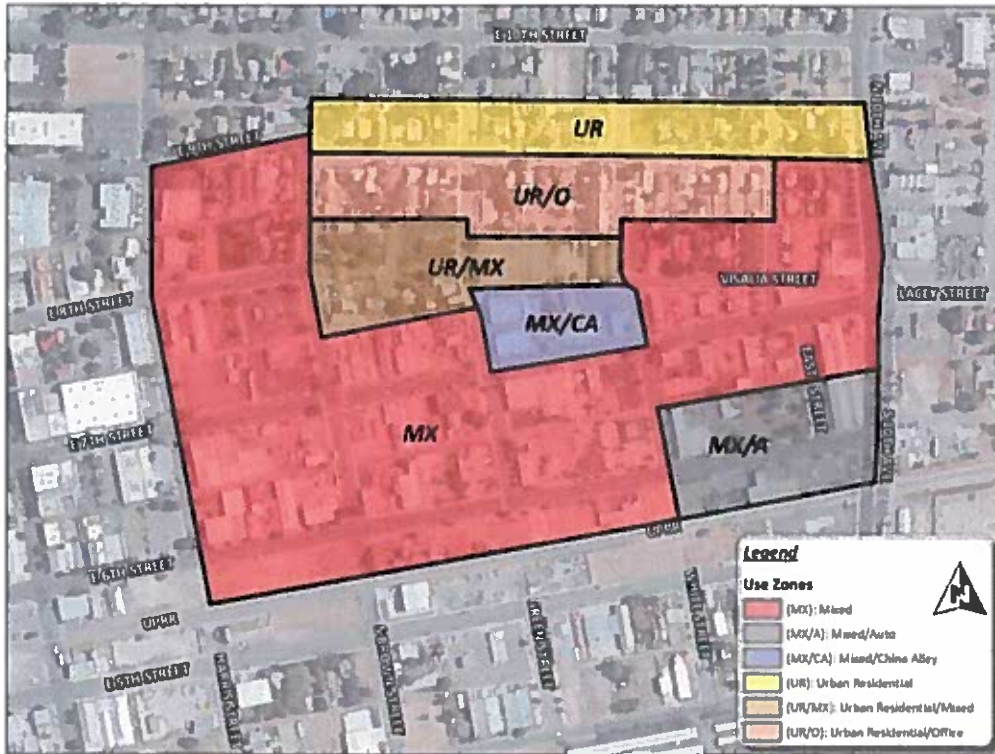
I, SARAH MARTINEZ, City Clerk of the City of Hanford, do hereby certify the foregoing ordinance was duly introduced at a regular meeting of the City Council of the City of Hanford on the 17th day of September, 2019, and it was duly passed and adopted at a regular meeting of the City Council of the City of Hanford held on the 1st day of October, 2019.

SARAH MARTINEZ
CITY CLERK

Attachment: Ordinance 19-10 (as amended) (CD: Downtown East Precise Plan Repeal)

Exhibit A
Downtown East Overlay Zone Repeal

Existing Downtown East Precise Plan Overlay



Underlying Zoning Adopted



Exhibit B:
Rezone No. 2019-02

Existing Zoning: with repeal of Downtown East Precise Plan



Proposed: MX-D Downtown Mixed Use to C-S Service Commercial



Exhibit C:
Removing reference to the Downtown East Precise Plan from Title 17 of the Municipal Code

Chapter 17.06 ZONE DISTRICTS AND ZONING MAP

17.06.010 Purpose.

The purpose of this chapter is to establish zone districts and a zoning map to classify, regulate, restrict and segregate the uses of land and buildings, to regulate and restrict the height and bulk of buildings and to regulate the area of yards and other open spaces about buildings, and to regulate the density of population. (Ord. 17-04, 2017)

17.06.020 Applicability.

The zoning districts are applicable in all areas of the City. (Ord. 17-04, 2017)

17.06.030 Establishment of Zone Districts.

A. Base zone districts establish the basic land use and property development regulations applicable to all property within the City, as provided in Section 17.02.110. Overlay zone districts provide additional regulations that are to be exercised over certain lands within the combining zone to meet special community health, safety, welfare, environmental or development objectives described by the General Plan or a specific plan. Overlay district regulations apply in addition to base district regulations and other regulations of this chapter.

B. The base zones are hereby established as follows:

1. Low Density Residential—Twelve thousand (12,000) square foot minimum site area, abbreviated as R-L-12;
2. Low Density Residential—Eight thousand (8,000) square foot minimum site area, abbreviated as R-L-8;
3. Low Density Residential—Five thousand (5,000) square foot minimum site area, abbreviated as R-L-5;
4. Medium Density Residential, abbreviated as R-M.
5. High Density Residential, abbreviated as R-H.
6. Neighborhood Commercial, abbreviated as C-N.
7. Regional Commercial, abbreviated as C-R.
8. Service Commercial, abbreviated as C-S.
9. Highway Commercial, abbreviated as C-H.
10. Neighborhood Mixed Use, abbreviated as MX-N.
11. Corridor Mixed Use, abbreviated as MX-C.
12. Downtown Mixed Use, abbreviated as MX-D.
13. Office Residential, abbreviated as OR.
14. Office, abbreviated as O.
15. Light Industrial, abbreviated as I-L.
16. Heavy Industrial, abbreviated as I-H.
17. Public Facilities, abbreviated as PF.

- 18. Airport Protection, abbreviated as AP.
- 19. Conservation, abbreviated as CO.
- C. The overlay zone districts are hereby established as follows:
 - 1. Airport Overlay District.
 - 2. ~~East Downtown Overlay District.~~
 - 3. 2 Historic Overlay District. (Ord. 17-04, 2017)

17.06.040 Establishment of zoning map.

- A. In order to ensure that comprehensive zoning regulations may be applied uniformly to all incorporated territory upon adoption of this title, a zoning map is hereby established to delineate the location and boundaries of zone districts within the City. The zoning map is incorporated into this title by this reference with the same force and effect as if the boundaries, together with any notations, references, and information shown on the zoning map were specifically stated and described in this title.
- B. The zoning map, together with such additional maps as may be adopted in accordance with the provisions of this title, shall be collectively known as the “City of Hanford Zoning Map.”
- C. The official copy of the zoning map shall be kept, maintained, and made available to the public by the Hanford Community Development Department. The zoning map may be maintained in hard copy and/or electronic formats.
- D. All property within incorporated territory shall be delineated within a zoning district on the zoning map.
- E. The location of zoning districts on the zoning map shall be consistent with the applicable policies and land use set forth in the General Plan. (Ord. 17-04, 2017)

17.06.050 Interpretation of zone boundary lines.

Whenever any uncertainty exists as to the boundary line between two (2) zoning districts shown on the zoning map the following interpretations shall control:

- A. Where a boundary line is indicated as following a street, alley, railroad right-of-way, drainage channel, or other watercourse, the center line of such street, alley, railroad right-of-way, drainage channel, or other watercourse shall be considered to be the boundary line.
- B. Where a boundary line is indicated as following a lot line or property line, the boundary line shall be construed as following such lot line or property line.
- C. Where a boundary line is not indicated as following a street or alley and does not follow or coincide approximately with a lot line or property line, the zone boundary line shall be determined by the use of the scale designated on the City’s zone plan map.
- D. Where further uncertainty exists, the Planning Commission, upon a written application from the owner of the property in question or on its own motion, shall determine the location of the zone boundary in question, giving due consideration to the location indicated on the City’s zone plan map, the purposes and objectives of the zoning ordinance, and the applicable policies set forth in the General Plan. (Ord. 17-04, 2017)

17.06.060 Zone changes.

Changes to the zoning map shall be approved by ordinance of the City Council in accordance with Chapter 17.86. (Ord. 17-04, 2017)

17.06.070 Prezoning.

Territories proposed for annexation into the City shall be prezoned concurrent with the City Council initiation of annexation proceedings, in accordance with Chapter 17.86. (Ord. 17-04, 2017)

17.06.080 Right-of-way abandonment.

When a public street, alley or railroad right-of-way is abandoned, the abandoned territory shall immediately, and without any further action by the City, be assigned the zoning that is classified the same as the adjacent territory. (Ord. 17-04, 2017)

Chapter 17.46 DOWNTOWN EAST OVERLAY ZONE RESERVED

17.46.010 Application:

A. This chapter shall apply to all land within the Downtown East Overlay zone, as defined on the Zoning Map.

B. The requirements of this chapter shall be considered in conjunction with the requirements of any base zone district and the Hanford Downtown East Precise Plan. If a conflict exists between the requirements of the base zone district and the Hanford Downtown East Precise Plan, this chapter shall determine which requirements apply.

C. Where the Hanford Downtown East Precise Plan is silent as to a standard or requirement, this title shall apply. (Ord. 17-04, 2017)

17.46.020 Permitted uses:

A. Uses shall be permitted or not permitted, conditionally permitted, administratively permitted, or temporarily permitted as prescribed in Chapter 4 of the Hanford Downtown East Precise Plan and the land use tables in Sections 17.08.020 and 17.08.030 based on the base zone district in which the use is located.

B. Where Chapter 4 of the Hanford Downtown East Precise Plan and the land use tables in Sections 17.08.020 and 17.08.030 are in conflict, the Hanford Downtown East Precise Plan shall apply.

C. Where a use is not listed in the Hanford Downtown East Precise Plan but is listed in the land use tables in Sections 17.08.020 and 17.08.030, the land use tables shall apply.

D. Uses that are permitted in Chapter 4 of the Hanford Downtown East Precise Plan do not require a conditional use permit and shall meet the special conditions that apply to that use, as listed in said chapter.

E. Where conflicts exist, an applicant may also appeal to the Community Development Director to determine which shall use shall be permitted based on existing conditions and surrounding uses. (Ord. 17-04, 2017)

17.46.030 Lot area and dimensions:

The minimum lot area and dimensions shall be consistent with the standards in the base zone district. (Ord. 17-04, 2017)

17.46.040 Dwelling units per lot:

The maximum dwelling units per lot shall be determined by Chapter 4 of the Hanford Downtown East Precise Plan. (Ord. 17-04, 2017)

17.46.050 Frontage types:

New buildings shall be constructed consistent with the frontage type standards in Chapter 4 of the Hanford Downtown East Precise Plan.

Where there is conflict between the frontage type standards and the building setbacks in the base zone district, the frontage type standards shall apply.

The Community Development Director may waive the building setback requirements for frontage types in Chapter 4 of the Hanford Downtown East Precise Plan. This shall not be construed to allow building encroachment into the public right of way beyond what is specifically permitted, nor to allow a building setback that is less than the minimum building setback of the base zone district. (Ord. 17-04, 2017)

17.46.060 Off-street parking:

A. New buildings shall meet the off-street parking standards in Chapter 4 of the Hanford Downtown East Precise Plan and Chapter 17.54 of this title.

B. If a conflict exists between the off-street parking standard requirements of Chapter 17.54 of this title and Chapter 4 of the Hanford Downtown East Precise Plan, the Hanford Downtown East Precise Plan shall apply. (Ord. 17-04, 2017)

17.46.070 Landscaping:

A. New buildings shall meet the landscaping standards in Chapter 4 of the Hanford Downtown East Precise Plan and Chapter 17.52 of this title.

B. If a conflict exists between the landscaping standards of Chapter 17.52 and Chapter 4 of the Hanford Downtown East Precise Plan, the Hanford Downtown East Precise Plan shall apply. (Ord. 17-04, 2017)

17.46.080 China Alley:

New and remodeled buildings identified as being within China Alley per the Hanford Downtown East Precise Plan should consider and integrate the design guidelines in Chapter 5 of the Hanford Downtown East Precise Plan into their design. The design guidelines are not intended as strictly enforced rules, but as a tool to guide the design process. (Ord. 17-04, 2017)

17.46.090 Screening, fences, and walls:

Fences and walls shall be provided on the site for each use in accordance with the base zone district. (Ord. 17-04, 2017)

17.46.100 Signs:

Signs shall be subject to the requirements and standards prescribed in the base zone district. (Ord. 17-04, 2017)

Chapter 17.54 PARKING AND LOADING STANDARDS

17.54.010 Purpose.

In order to attempt to reduce traffic congestion and a shortage of curb spaces, off-street parking and off-street loading facilities shall be required as a part of new land uses and major alterations and enlargements of existing land uses. Off-street parking and loading areas are intended to be laid out in a manner which will ensure their usefulness, protect the public safety, and where appropriate, insulate surrounding land uses from their impact. (Ord. 17-04, 2017)

17.54.020 Application.

The parking and loading standards in this chapter shall apply to all zone districts, unless otherwise specified. (Ord. 17-04, 2017)

17.54.030 General location and use of parking areas.

The land areas set aside for parking to meet the provisions of this chapter shall be usable and accessible for the type of off-street parking that is required. Off-street vehicle parking is restricted to only approved off-street parking facilities as designed and developed in accordance with this chapter. (Ord. 17-04, 2017)

17.54.040 Number of parking spaces required.

- A. At the time of the initial occupancy of a site or any existing structure, or of the construction of a building, or of a major alteration or enlargement of a site or building or a change in the use of property that requires additional parking spaces, the number of off-street parking facilities for automobiles shall be provided in accordance with Table 17.54.040.
- B. For the purposes of this section, square feet shall mean the gross square feet of a building. Employees shall mean the expected number of employees determined at the time a building permit issued or a use commences.
- C. If, in the application of the requirements of this section, a fractional number is obtained, one (1) parking space shall be provided for a fraction of one-half ($1/2$) or more, and no parking space shall be required for a fraction of less than one-half ($1/2$).

Table 17.54.040

Number of Parking Spaces	
Land Use	Parking Space Requirement
Assisted living, skilled nursing, or hospice facility; residential care facility	1 space per dwelling unit or 1 space for every 4 beds
Single-family dwelling	2 spaces per dwelling unit; at least 1 space shall be covered (garage or carport)
Multifamily dwelling, Studio or SRO (no bedroom)	1 space per dwelling unit
Multifamily dwelling, 1-bedroom	1.5 spaces per dwelling unit; at least 50% of the spaces shall be covered parking

Number of Parking Spaces	
Land Use	Parking Space Requirement
Multifamily dwelling, 2-bedroom	1.75 spaces per dwelling unit; 50% of the spaces shall be covered parking
Multifamily dwelling, 3 or more bedrooms	2 spaces per dwelling unit; 50% of the spaces shall be covered parking
Single- or multifamily dwelling specifically for seniors 55 years of age or older	1 space per dwelling unit or 1 space for every 4 beds
Boarding house or rooming house, lodging	1 space per 2 beds
Motel, hotel, or bed and breakfast inn	1 space per guest room, plus 1 space per employee
Live/work facility	1.5 spaces per dwelling unit
Integrated shopping center	1 space per 350 square feet
Retail store	1 space per 300 square feet
Retail store selling large items in showroom; food locker	1 space per 600 square feet
Bank	1 space per 300 square feet
Indoor commercial recreation facility	1 space per 300 square feet
Health or fitness facility, small	1 space per 300 square feet
Restaurant, bar, nightclub, lounge, brewpub, microbrewery	1 space per 150 square feet
Artisan food and beverage production and sales	1 space per 300 square feet
All office and medical uses, except call center, hospital, and pharmacy	1 space per 250 square feet
Call center	1 space per 200 square feet
Hospital	1 space per 3 beds plus 1 space for every 2 employees of the maximum working shift, including doctors
Pharmacy	1 space per 300 square feet
Government office; social service office, assistance center, or guidance center	1 space per 250 square feet
All service commercial uses	1 space per 300 square feet
Studio for martial arts, music, dance, yoga, exercise, gymnastics or similar	1 space per 500 square feet
All manufacturing and processing uses except agricultural food production and animal raising; cold storage or ice house	1 space per 1,000 square feet
Mini-warehouse or self-storage	1 space per 250 square feet of office space plus 1 space per caretaker residence
Commercial and industrial uses conducted primarily outside of buildings, including junk yard, wrecking yard, or salvage facility, and vehicle impound yard	1 space for each 2 employees of the maximum working shift

Number of Parking Spaces	
Land Use	Parking Space Requirement
Auditorium; card room; club, lodge, or private meeting hall; funeral home or mortuary; religious institution or facility, theater; community center or facility	1 space per 50 square feet of floor area used for seating if seats are not fixed, 1 space per 4 seats, or 1 space per 8 feet of bench or pew seats
All recreation uses except indoor commercial recreation facility, small health or fitness facility, and park or playground	1 space per 2 employees of the maximum working shift plus the number of additional spaces required by the Site Plan Review Committee based on trip generation.
School, public, private, or charter (kindergarten to 8 th grade)	1 space per employee
School, public, private, or charter (9 th to 12 th grade)	1 space per employee plus 1 space per 10 students (planned enrollment)
School; trade, vocational, art, business, or professional	1 space per employee plus 10 spaces per classroom
College or university	1 space per employee plus 1 space per 5 students (planned enrollment)
Day care	1 space per employee plus on-site drop-off area
Library, museum, cemetery, fairgrounds, public building and grounds other than offices and educational uses	1 space per 2 employees of the maximum working shift plus the number of additional spaces required by the Site Plan Review Committee based on trip generation
Mobilehome park, recreational vehicle park	1 space per 2 employees of the maximum working shift plus the number of additional spaces required by the Site Plan Review Committee based on trip generation
Airport, heliport, bus, transit, or train station, truck stop or travel center, trucking or transportation terminal, emergency shelter, warehouse or distribution center	1 space per employee of the maximum working shift plus the number of additional spaces required by the Site Plan Review Committee based on trip generation
Post office; public corporation yard, utility yard, or vehicle and heavy equipment maintenance and storage yard; public safety facility or station	1 space per employee of the maximum working shift plus the number of additional spaces required by the Site Plan Review Committee based on trip generation
Adult entertainment establishment	As per the most similar specified use as determined by the Site Plan Review Committee
Uses not specifically described in this table	As per the most similar specified use as determined by the Site Plan Review Committee

(Ord. 17-04, 2017)

17.54.050 Exceptions to required number of spaces.

- A. No additional parking spaces shall be required for a change in use or a building enlargement of less than one thousand (1,000) square feet in an existing building located within the Historic Overlay Zone. ~~or the East Downtown Overlay Zone.~~
- B. In the event a change in use requires an increase of two (2) or less off-street parking spaces, no additional parking spaces shall be required.
- C. No additional off-street parking facilities shall be required solely because of the remodeling of an existing use or building, unless there is a change in use or increase in floor area or other unit of measurement as the result of such remodeling.
- D. The total requirements for off-street parking facilities for a mixed-use development shall be the sum of the requirements for the various uses computed separately. Off-street parking facilities for one (1) use shall not be considered as providing required parking facilities for any other use, except as specifically allowed in this chapter.
- E. Parking lots with forty (40) or more spaces may substitute standard parking spaces with motorcycle spaces if they are located within one hundred fifty (150) feet of a building entry. One (1) standard space may be replaced with a motorcycle space for each forty (40) required spaces, up to a maximum of two-and-one-half (2.5) percent of the total number of parking spaces.
- F. No existing land use or structure shall be deemed to be a nonconforming use solely because of the lack of off-street parking or off-street loading facilities prescribed in this chapter. (Ord. 17-04, 2017)

17.54.060 Joint use of parking.

The Community Development Director, upon a written application by the owner or lessee of any property, may authorize the joint use of parking facilities for the following uses or activities when all of the following are met:

- A. No more than seventy-five percent (75%) of the parking facilities required by this chapter for a primarily daytime will be provided by the parking facilities of a primarily nighttime use, or alternatively, no more than seventy-five percent (75%) of the parking facilities required by this chapter for a primarily nighttime use may be provided by the parking facilities of a primarily daytime use. Banks, offices, retail stores, all manufacturing uses, and similar uses are considered typical daytime uses. Theaters, bars and auditoriums are considered nighttime uses.
- B. The building or use for which an application is made for authority to utilize the existing off-street parking facilities provided by another building or use shall be located within two hundred (200) feet of such parking facility.
- C. The applicant shall show that there is no substantial conflict in the principal operating hours of the building or uses for which the joint use of off-street parking facilities is proposed.
- D. If the building, structures, or improvements requiring the parking spaces is located on a different lot or parcel from the property upon which the required parking spaces are located, the owner(s) of the properties shall enter into an agreement, in a form approved by the City. The agreement shall name the City as a third-party beneficiary and shall state that the purpose of the agreement is to satisfy the requirements of this chapter. The agreement shall also state that it creates a covenant that shall run with the land and that the parties thereto will maintain the required parking

spaces upon the property where the parking spaces are located so long as the City requires such parking spaces for the building, structure or improvement. The agreement shall also state that the parking spaces will be used only by persons using the properties which are identified in the agreement and for no other purpose without the express prior written consent of the City. The agreement shall be recorded against title to both properties identified in the agreement so as to become an encumbrance against title to both properties. (Ord. 17-04, 2017)

17.54.070 Common parking areas.

Common parking areas for uses that are not integrated shopping centers may be provided in lieu of the individual requirements contained in this chapter, but the plans for such facilities shall be approved by the Community Development Director as to size, shape and relationship to the sites to be served. The total number of such off-street parking spaces shall be reduced by fifteen percent (15%) if the site has three thousand (3,000) square feet or more of building floor space. (Ord. 17-04, 2017)

17.54.080 In-lieu payments for uses within the central parking and business improvement area.

In lieu of furnishing the parking spaces and facilities required by the provisions of this section for uses within the central parking and business area, the City may require the applicant, as a condition of approval of any project which is subject to the provisions of this section, to satisfy said provision by the use of one (1) of the following alternatives:

- A. The payment to the City of an amount of money, equal to fifty percent (50%) of the value of each parking space required by the provision of this chapter for the specific use which value shall be fixed every two (2) years by resolution of the City Council based upon a cost analysis of developing municipal off-street parking facilities as determined by the City Engineer. The payment of such amount shall constitute full compliance with the provisions of this section. Payment of such amount shall be made prior to occupancy.
- B. The construction of such off-street parking spaces and facilities can be constructed considering the physical limitation of the property available for such purpose and the payment of money to the City in accordance with the provisions of subsection A of this section for the remainder of the off-street parking spaces and facilities required by this chapter. (Ord. 17-04, 2017)

17.54.090 Location of parking spaces.

- A. Off-street parking and off-street loading shall be located on the same site as the use for which they are required or on an adjoining site, except that within the Central Parking and Business Improvement District may locate required off-street parking within six hundred (600) feet of the use for which the spaces are required, measured by the shortest route of pedestrian access.
- B. All parking spaces, whether required by this chapter or in addition that which is required, shall be located on a lot or parcel behind the front building setback and outside of a street side yard setback, except that vehicles may park on a paved driveway in the front building setback area. This requirement applies to both covered and uncovered parking areas.

- C. In the Historic Overlay District, new parking spaces shall not be located between the main building and a public street. (Ord. 17-04, 2017)

17.54.100 Standards for off-street parking facilities.

Off-street parking facilities shall conform to the following standards and be approved by Site Plan Review Committee in accordance with Chapter 17.60:

- A. All parking areas shall have ingress and egress to and from a street or alley as required by the City's standard specifications.
- B. Sufficient room for turning and maneuvering vehicles shall be provided on the site.
- C. Developed parking areas are to be utilized by all vehicles associated with or visiting the site.
- D. The parking of vehicles on lawn, landscaped areas, or other areas not designed for parking are prohibited.
- E. Entrances and exits to parking lots and other parking facilities shall be provided only at locations approved by the Site Plan Review Committee.
- F. Parking lot lighting shall be deflected away from adjoining sites so as not to cause glare to such sites.
- G. No commercial repair work, washing or servicing of vehicles shall be conducted in a parking area.
- H. Parking areas, aisles, and access drives shall be paved with a solid material so as to provide a durable, dustless surface and shall be so graded and drained as to dispose of surface water, except that long-term storage areas for vehicles in the C-S, I-L and I-H zone districts may be surfaced with rock, gravel, granite or solid paving.
- I. Parking areas shall be designed to the City's standard specifications and approval by the City engineer.
- J. In all R-L zones and in the R-M, R-H, and OR zones a front setback area and a street side setback area of a corner lot shall not to be paved or used for parking except for an access driveway leading to an allowed parking area beyond the front or street side setback area.
- K. In all R-L zones and in the R-M, R-H, and OR zones of an existing paved driveway perpendicular to the street is permitted if the total width of the existing paving and the new paving does not exceed forty percent (40%) of the lot frontage along the street.
- L. In the case of "L" or "U" shaped driveways or other configurations besides perpendicular driveways the paved areas of these driveways shall not exceed fifty percent (50%) of the front yard landscaped area. (Ord. 17-04, 2017)

17.54.110 Parking space dimensions.

- A. A standard parking space shall not be less than eighteen and one-half (18.5) feet in length and nine (9) feet in width, exclusive of aisles and access drives.
- B. A compact parking space shall not be less than sixteen (16) feet in length and eight (8) feet in width, and marked for compact cars.
- C. Up to thirty percent (30%) of all parking spaces in a parking lot or parking structure may be compact parking spaces. In parking lots, there shall be no more than four (4) compact spaces adjacent to each other.

- D. The dimensions, design, and construction of parking spaces reserved for handicapped access shall meet the latest adopted California [Uniform Building Code](#).
- E. Motorcycle spaces shall be a minimum size of four (4) feet by eight (8) feet. (Ord. 17-04, 2017)

17.54.120 Off-street loading facilities required.

At least one (1) off-street loading space shall be provided in connection with a building having a gross floor area of ten thousand (10,000) square feet or more and intended for a use that typically receives or delivers goods. This requirement shall not apply to a building adjacent to a public alley. The Site Plan Review Committee may waive this requirement for buildings located within the Historic Overlay District, **or the East Downtown Overlay District.** (Ord. 17-04, 2017)

17.54.130 Standards for off-street loading facilities.

Off-street loading facilities shall conform to the following standards:

- A. Clearance. Each loading berth shall have a length, width, and overhead clearance sufficient to accommodate fully the maximum expected size of vehicles used in loading or unloading operations.
- B. Turning and Maneuvering. Sufficient room for the turning and maneuvering of vehicles shall be provided on the site.
- C. Entrances and Exits. Entrances and exits shall be provided at locations approved by the City Engineer.
- D. Paving, Drainage, and Grading. The loading area, access drives and aisles shall be paved so as to provide a durable, dustless surface and shall be so graded and drained as to dispose of surface water, with the design and specifications of such work subject to City standards and the approval of the City Engineer.
- E. Bumper Rails and Other Barriers. Bumper rails or other barriers shall be provided where needed for safety or to protect property as determined by the Site Plan Review Committee.
- F. Lighting. If the loading area is illuminated, lighting shall be deflected away from abutting sites so as not to cause annoying glare to such sites.
- G. Location. Loading areas not permitted in front yards. A loading area shall not be located in a required front setback area. A loading area may be located in a required side or rear setback area.
- H. Restriction of Use. No commercial repair work, washing or servicing of vehicles shall be conducted in an off-street loading area. (Ord. 17-04, 2017)

17.54.140 Replacement of off-street parking and off-street loading facilities.

No off-street parking, or off-street loading facility provided per this chapter shall be reduced in capacity or in area without sufficient additional capacity or additional area being provided to comply with the requirements of this chapter. (Ord. 17-04, 2017)

17.54.160 Screening and fencing.

Where an off-street parking area located in a commercial or mixed use zone district adjoins a residential zone district or the O or OR zone district, a solid wall or fence, approximately seven (7) feet in height shall be located at the property line common to such districts, except in a required front setback area. The Site Plan Review Committee may reduce the required height or type of screening if they find that the standard screening requirement is not necessary to protect the residential zone district from light, noise, and safety impacts. (Ord. 17-04, 2017)

17.54.180 Landscaping.

In the O and OR zone districts, and in all commercial, mixed use, and industrial zone districts, not less than five percent (5%) of the interior square footage of a parking area shall be landscaped with trees and other plant materials suitable for ornamentation. Parking areas are to have one (1) tree placed at every four (4) lineal parking spaces. Landscaped areas shall be distributed throughout the parking area and peripheral areas to the extent practical in consideration of the size and design of the parking area. Parking lots developed next to a street shall provide a landscape buffer between the street and the parking lot of at least ten (10) feet. (Ord. 17-04, 2017)

17.54.190 Parking for bicycle and low-emission vehicles.

Parking for bicycles and low-emission vehicles shall be provided in accordance with the latest adopted version of the [California Building Code](#). (Ord. 17-04, 2017)

17.54.200 Parking of recreational vehicles and trailers.

- A. In any residential zone district and in the OR zone district, no recreation vehicle, including without limitation camping trailer, boat trailer, utility trailer, boat, pickup camper, motor home, dune buggy, or similar vehicle/trailer shall be stored or parked, except within an enclosed side or rear yard or within a garage or carport. If a side or rear yard is not accessible due to existing legal permanent structures, a recreational vehicle or trailer may be parked in a driveway or adjacent to a driveway if it does not create a nuisance or safety problem as determined by the Community Development Director.
- B. All recreational vehicles or trailers visible from the street are to be maintained so as not to detract from the neighborhood. (Ord. 17-04, 2017)

17.54.210 Storage and repair of vehicles.

- A. In any residential district and in the OR zone district, all motor vehicles incapable of movement under their own power, other than in cases of emergency, shall be stored in an entirely enclosed space, garage or carport. Vehicles with custom fitted covers may be stored in an open area when it does not create a nuisance or safety problem as determined by the Community Development Director, cause complaints from neighbors or violate any section of this title.
- B. Repair of vehicles owned by the residents of the property and storage of parts shall be within an enclosed garage, or carport if no garage exists. Repair of vehicles not owned by the resident of the property is prohibited. Vehicle repair and storage of parts are prohibited in a driveway and within the front and street side setback areas. (Ord. 17-04, 2017)

17.54.220 Use of garages and carports.

In any residential zone district and in the OR zone district, garages and carports are to be primarily used for the parking of four-wheeled vehicles. The use of garages or carports for general storage, recreation activities or other uses that prevent the use of the garage or carport for the parking of at least one (1) four-wheeled vehicle is prohibited, except where a garage or carport is converted for living space in accordance with Section 17.54.230. (Ord. 17-04, 2017)

17.54.230 Garage conversions.

- A. It is the purpose of this section to allow, in certain cases and subject to specific design requirements, the conversion of garages and carports for living space in circumstances where the provisions of Section 17.54.040 cannot be met post-conversion. Such conversion is deemed acceptable if the following requirements are met:
1. The site is being used as a single-family, detached, residence with a minimum lot size of five thousand (5,000) square feet;
 2. The area converted shall be used as part of the main dwelling and shall not be used as a separate dwelling unit or accessory dwelling unit;
 3. The area converted shall be subject to all applicable building code requirements;
 4. The site shall be owner occupied and that such ownership shall have been in effect for a minimum of twelve (12) months prior to approval of a conversion under this section;
 5. The garage door shall either be removed from the structure, or a wall shall be constructed behind the pre-existing garage door with the garage door remaining in place. The exterior elevation of the conversion shall be compatible in design with the existing dwelling;
 6. If the garage door is removed, some type of buffering, such as removal of a portion of the parking area for a planter area, shall be provided between the carport or garage and the remaining parking area;
 7. The remaining parking area shall have two (2) parking spaces, each space having a minimum width of nine (9) feet and a minimum depth of eighteen (18) feet from the property line.
- B. The Community Development Director shall approve or deny garage conversion requests based upon the requirements in this section through the administrative use permit process in Chapter 17.74. Interested individuals may appeal the decision in accordance with the appeal provisions in Chapter 17.70. Review shall be limited to compliance with the specified requirements. (Ord. 17-04, 2017)

Exhibit D:
Mitigation Monitoring and Reporting Program

Attachment: Ordinance 19-10 (as amended) (CD: Downtown East Precise Plan Repeal)

**Specific Plan Amendment No. 2019-01, General Plan Amendment No. 2019-01, Rezone No. 2019-02, Zone Text Amendment No. 2019-04
Mitigation Measures
Mitigated Negative Declaration 2019-24**

Mitigation Number	Potential Impact	Mitigation Measure	Responsible Party
AESTHETICS			
MM Aesthetics 1	That the project could substantially degrade the existing visual character or quality of the site and its surroundings?	That future development comply with the standards set forth in the Zoning Ordinance, 2010 Architectural Façade Guidelines and Streetscape Master Plan, and Master Street Tree Plan.	Developer to provide; City to require on site plan and building permits
MM Aesthetics 2	The project could potentially create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	That the physical development of the project site would be subject to the applicable provisions of the Hanford Municipal Code, such as section 17.39.030 – Outdoor Lighting Standards and the standards set forth by the California Building Code to reduce light pollution and glare	Developer to provide; City to require on site plan and building permits
AIR QUALITY			
MM Air Quality 1:	Project could potentially conflict with or obstruct implementation of the applicable air quality plan?	That when a physical project is proposed, compliance with the Air Quality Plan is required	Developer to file application with San Joaquin Valley Air Pollution Control District
MM Air Quality 2:	The project could result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state	When a physical project is proposed, effective dust control will be required to be maintained on the job site at all times, in order to reduce the risk of valley fever to workers and nearby residents	Developer to file application with San Joaquin Valley Air Pollution Control District

	ambient air quality standard? The project could potentially violate any air quality standard or contribute substantially to an existing or projected air quality violation?	
CULTURAL RESOURCES		
MM Cultural Resources 1	The project could potentially cause a substantial adverse change in the significance of an archeological resource pursuant to Public Resources Code 15064.5? The project could potentially disturb human remains, including those interred outside of formal cemeteries?	1) that a Burial Treatment Plan be entered into by the applicant/property owner prior to any earth disturbing activities. Developer to coordinate with the Tachi Yokut Tribe
GEOLOGY AND SOILS		
MM Geology 1:	That the project could expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving: ii) Strong seismic ground shaking? iii) Seismic-related ground failure, including	That the physical development of the project site comply with the applicable General Plan policies, as well as the California Building Code. City of Hanford must ensure conditions are set forth to mitigate impacts; Developer to comply with standards

	liquefaction? iv) Landslides?		
MM Geology 2:	That the project could result in substantial soil erosion or the loss of topsoil?	That a geotechnical and soil studies be prepared as a requirement of the physical development of the project site (as determined by the Building Official)	Building Official to require; developer to conduct study
MM Geology 3-6	That the project could be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?	MM Geology 3: that the physical development of the project comply with the Hanford Municipal Code Section 15.52 Flood Damage Prevention Regulation and the California Building Code, along with the plan check and development review process. MM Geology 4: That copies of a preliminary soils investigation report, prepared by a qualified professional soils engineer, shall be provided to both the Public Works and Building Departments for review, when a physical project is proposed for the subject site. MM Geology 5: that a final soils report, prepared by the qualified professional soils engineer, shall be provided to the Public Works and Building Departments prior to acceptance of the development improvements or issuance of building permits, whichever occurs first; MM Geology 6: That when a physical project is proposed for the subject site, the developer shall retain the project design engineer to inspect and verify that all grading within the development is completed in accordance with the approved plans. The engineer shall be required to provide a certification letter to the Building Department prior to issuance of building permits.	City to require; developer to comply
GREENHOUSE GAS EMISSIONS			
MM Greenhouse Gas 1	That the project could generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment? That the project could	MM Greenhouse Gases 1: The City shall quantify greenhouse gas emissions as needed on a project-by-project basis as part of the environmental review process for the physical development of the project area. At that time, appropriate mitigation measures shall be identified and applied to each prior to construction, in adherence to SJVAPCD and CARB guidelines, in order to reduce emissions.	Developer to comply and consult with the SJVAPCD

	conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?		
HAZARDS AND HAZARDOUS MATERIALS			
MM Hazards 1 & 2	That the project could create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	MM Hazards 1: Transportation, storage, use, and disposal of hazardous materials during construction activities would be required to comply with applicable federal, State, and local statutes and regulations. MM Hazards 2: When a physical project is proposed in the project area, the project applicant would be required to implement a Stormwater Pollution Prevention Plan or Best Management Practice during construction activities to prevent contaminated run off from leaving the project site (if required of development by the Engineering Division).	Developer
HYDROLOGY AND WATER QUALITY			
MM Hydrology 1 & 2	The project could potentially violate water quality standards or waste discharge requirements. That the project could potentially substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?	MM Hydrology 1: Proponents of new development would have to develop and implement a stormwater pollution prevention plan (SWPPP) that specifies best management practices (BMPs) to prevent construction pollutants from contacting stormwater, with the intent of keeping all products of erosion from moving off-site and into receiving waters; eliminate or reduce non-stormwater discharges to storm sewer systems and other waters of the United States; and inspect all BMPs. MM Hydrology 2: New development would be required to implement appropriate minimum control measures (MCMs) and design standards in compliance with Phase II General Permit as outlined in the Stormwater Management Plan as well as the City's grading plan and site development requirements. New development would have to incorporate best management practices and adhere to design standards to maximize the reduction of pollutant loadings in that runoff to the maximum extent practical.	City to require; Developer to provide
MM Hydrology 3	The project could potentially substantially alter the existing drainage	New development must submit grading plans. Site development must comply with the requirements of the City Building Division and incorporate	City to require; Developer to

	pattern of the site or area, including through the alteration of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?	best management practices/design standards.	provide
MM Hydrology 4-6	That the project would create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff? That the project would otherwise substantially degrade water quality?	MM Hydrology 4: New development would have to incorporate best management practices and adhere to design standards to maximize the reduction of pollutant loadings in runoff to the maximum extent practical. MM Hydrology 5: A drainage/site improvement plan for the development shall be prepared by a licensed civil engineer for review and approval by the Public Works Department prior to the issuance of building permits. All construction shall be certified by a civil engineer as being constructed to the approved plan; MM Hydrology 6: The site grading and drainage shall comply with the approved grading and improvement plans for the development. Upon completion of construction, the developer's engineer shall provide a written statement that site grading and drainage has been completed in accordance with approved plans.	City to require; Developer to provide
NOISE			
MM Noise 1:	Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	Physical development of the project site is required to comply with applicable regulations and policies of the General Plan to ensure that construction-related impacts would be attenuated to the greatest extent feasible.	Police to enforce
MM Noise 2:	The project could cause a substantial temporary or periodic increase in ambient noise levels	That when a physical project is proposed, construction is limited to the hours between 7:00 a.m. and 10 p.m.	Developer; Police to enforce

	existing without the project?		
PUBLIC FACILITIES			
MM Public Facilities 1:	The project may result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities. (Fire)	The physical development of the project site will be subject to fire impact fees.	Developer to pay
MM Public Facilities 2	The project may result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities. (Police)	The physical development of the project site will be subject to police impact fees.	Developer to pay
MM Public Facilities 3	The project may result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities. (Schools)	If the site is developed for residential uses, the physical development of the project site will be subject to school impact fees.	Developer to pay
MM Public Facilities 4	The project may result in substantial adverse physical impacts	If the site is developed for residential uses, the physical development of the project site will be subject to park impact fees.	Developer to pay

	motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit? That the project would conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads of highways? That the project would substantially increase hazards due to a design feature or incompatible use? That the project would conflict with adopted policies, plans, or programs supporting alternative transportation (e.g., bus turnouts, bicycle racks)?		
UTILITIES AND SERVICE SYSTEMS			
MM Utilities 1	Would the project have sufficient water supplies available to serve the project from existing	Any future development of the project site would be required to implement water conservation measures	City to require and ensure compliance; developer and

	entitlements and resources, or are new or expanded entitlements needed?	future occupants to adhere
MM Utilities 2:	That the project would be served by a landfill with sufficient permitted capacity to accommodate the projects solid waste disposal needs?	That the development of the project site will be subject to Refuse and Recycling Impact fees.
MM Utilities 3:	Would the project comply with federal, state, and local statutes related to solid waste?	That the future development of the project site would be required to comply with all statutes and regulations related to solid waste. City to require; developer to provide



AGENDA STAFF REPORT

MEETING DATE: 10/1/2019	AGENDA SECTION: J
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SUBJECT:

Parks & Recreation: Approval of Contract for the Old Courthouse Refuse Enclosure Project in the amount of and not to exceed \$38,240.00.

RECOMMENDATION:

That the City Council, by motion, approve the contract between, Figueroa Concrete Partners, of Hanford, CA and the City of Hanford, in the amount of and not to exceed \$38,240.00 for the removal of the existing wooden refuse enclosure and installation a new refuse enclosure with split face brick and wrought iron gates.

BACKGROUND:

With increased use of the Courthouse/Civic Park for community events and changes in the State requirements for refuse collection, there is a need for more refuse capacity. The new refuse enclosure will provide a larger area to place additional dumpsters and provide easier access for staff to keep the facility clean. The current refuse enclosure does not meet city standards.

This project will improve park aesthetics and capacity by installing multiple refuse dumpsters in the enclosure structure. This project, if approved, will start immediately following the Renaissance Faire and complete within 30 days.

FISCAL IMPACT:

The fiscal impact would be \$38,240.00 allocated from the Refuse Enterprise Reserves, which had \$42,000.00 budgeted in the Parks and Recreation Capital Improvement Project budget available. A formal bid process was conducted; only one bid was received.

ATTACHMENTS:

Old Courthouse Refuse Enclosure Informal Bid Packet

CITY OF HANFORD

Old Courthouse Refuse Enclosure Project

This contract is made by and between the City of Hanford, A Municipal Corporation ("City"), and Figueroa Concrete Partners ("Contractor").

The undersigned hereby agrees to install a new refuse enclosure at the Old Courthouse and the following criteria:

1. Prevailing Wage Requirement

In accordance with the provisions of Section 1770 to 1781 of the Labor Code, the City of Hanford has ascertained that the general prevailing rate of wages applicable to the work being done is as per wage scale on file in the City Engineer's office. The Contractor to whom the contract is awarded shall pay not less than the specified wages to all workmen employed in the execution of the contract.

Each Contractor awarded a contract must have an agent of the firm to sign documents required by the California Labor Code and to receive proper state forms for the reporting of certified payroll. Except as may be otherwise required by law, all claims and disputes pertaining to the classification of labor employed on the Project under the Contract Documents shall be decided by the District's Labor Compliance Officer.

Nothing contained herein shall be deemed to supersede any applicable laws, orders or regulations issued by competent authority governing wages, hours of work of the employment of labor, nor to condone any violation of such laws, orders or regulations.

The Contractor shall post at appropriate conspicuous weatherproof points on the site of the Project a schedule showing the Prevailing Wage Determinations published by the Director of the California Department of Industrial Relations that are applicable to the Project.

Pursuant to the provisions of Division 2, Part 7, Chapter 1, Article 2 of the CALIFORNIA LABOR CODE at SECTION 1770, *et seq.*, the City has obtained from the Director of the California Department of Industrial Relations the general prevailing rate of per diem wages and the prevailing rate for straight time, holiday time and overtime work in the locality in which the work is to be performed for each craft, classification or type of worker needed to execute the contract, a copy of which is available in the office of the City Engineer.

There shall be paid to each worker of the Contractor or any subcontractor, of any tier, engaged in the work not less than the general prevailing wage rate, regardless of any contractual relationship which may be alleged to exist between the Contractor or any subcontractor, of any tier, and such worker. The Contractor and subcontractors will be required to pay all workers on a weekly basis and to submit the certified payrolls to the Labor Compliance Office weekly.

The Contractor shall forfeit Two Hundred Dollars (\$200.00) to the City for each calendar day or portion thereof, for each worker paid less than the prevailing rates as determined by the Director of the California Department of Industrial Relations for such work or craft in which such worker is employed by the contractor or by any subcontractor, of any tier, in connection with the work. Pursuant to CALIFORNIA LABOR CODE SECTION 1775, the difference between such

prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof, for which each worker was paid less than the prevailing wage rate, shall be paid to each worker in the addition to the penalties.

CALIFORNIA LABOR CODE SECTION 1742.1 makes the Contractor, any subcontractor and the payment bond insurer jointly and severally liable for liquidated damages equal to the total underpayment of wages remaining uncorrected for sixty (60) days after receipt of the first notice of the underpayment. The underpaid employee will receive both the liquidated damages and the underpayment amount. The District may also request imposition of penalties equal to Fifty Dollars (\$50.00) per day per worker in addition to the liquidated damages and underpayment.

Contractors shall maintain payrolls and basic records (e.g., time cards, canceled checks, cash receipts, trust fund forms, accounting ledgers, tax forms, etc.) during the course of the work and shall preserve them for a period of three (3) years for workers of all trades at the District's project sites. Such records shall contain the name, address, and social security number of each worker, his or her classification, the rate of pay (including the rates of contributions for, or costs assumed to provide, fringe benefits), daily and weekly number of hours worked, deductions made, and actual wages paid.

The prime Contractor shall be responsible for ensuring that the labor standards provisions are followed by its subcontractors and shall be responsible for the Labor Code violations of its subcontractors.

The City, through its Labor Compliance Officer or its designee, shall conduct periodic inspections/audits to determine whether the workers of all trades on project sites have been paid according to the prevailing wage rates.

The City, through its Labor Compliance Officer and its consultants, has the duty to enforce the Labor Code public works requirements (Chapter 1 of Part 7 of Divisions 2 and 3 of the CALIFORNIA LABOR CODE). It is the policy of the District to strictly enforce the public works prevailing wage requirements set for in the California Labor Code. To that end, Contractors and subcontractors that are found to be repeat violators of the Labor Code are subject to debarment from bidding on, or being awarded, any public works construction contract to the extent provided by law.

Within five days of approval, the City shall register the project with the Department of Industrial Relations of a Public Works Contract being awarded to the Contractor using the online electronic form PWC-100. The Contractor and all sub contractors on the project shall provide their DIR registration numbers for verification of coverage and notification of the project. Contractors and subcontractors must submit certified payroll records to the Labor Commissioner using the DIR's electronic certified payroll reporting (eCPR) system.

2. Insurance Requirements

The 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 agents, representatives, employees or subcontractors. Contractor will maintain the following coverage, and coverage shall be at least as broad as:

- (A) **Commercial General Liability (CGL):** Insurance Services Office (ISO) Form CG 0001, including products and completed operations, with limits of no less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) per occurrence for bodily injury, personal injury, and

property damage. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be TWO MILLION AND NO/100 DOLLARS (\$2,000,000), twice the required occurrence limit.

- (B) **Automobile Liability:** ISO Form Number CA 0001 covering any auto (Code 1), with a limit no less than TWO MILLION AND NO/100 DOLLARS (\$2,000,000) combined single limit for each occurrence for bodily injury and property damage for all activities arising out of or in connection with the Services to be performed under this Agreement, including coverage for owned, hired and non-owned vehicles.
- (C) **Workers' Compensation:** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with a limit of no less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) per accident for bodily injury or disease. In addition, Contractor shall require each subcontractor to similarly maintain worker's compensation insurance or employer's liability insurance in accordance with the laws of the State of California for all of subcontractor's employees. Any notice of cancellation, non-payment of premium, non-renewal or modification of any Workers' compensation policies must be received by the City at least ten (10) days prior to such cancellation, non-renewal or modification.

If Contractor maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by Contractor.

Contractor's insurance policies shall be "occurrence" policies and not "claims-made" coverage.

Contractor may maintain an Umbrella policy in conjunction with the insurance policies referenced above. In such case, Contractor shall be deemed to have satisfied the insurance requirements of this contract as long as: (i) the coverage limits of the Umbrella policy and of the underlying liability policy(ies), when combined, satisfy each of the per occurrence and aggregate requirements identified in this subsection a.; and (ii) coverage under the Umbrella policy is as broad as and includes all incidents and events covered by the underlying insurance that it supplements.

Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require Contractor to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. Alternatively, the City may require Contractor to provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration, and defense expenses within the retention.

The policies are to contain, or be endorsed to contain, the following provisions:

- (A) "The City and its elected or appointed officers, officials, employees, agents, and volunteers are to be covered as additional insureds on the CGL and automobile liability policies with respect to liability arising out of work or operations performed by or on behalf of Contractor including materials, parts, or equipment furnished in connection with such work or operations; products used by Contractor; or automobiles owned, leased, hired or borrowed by Contractor. General liability coverage can be provided in the form of an endorsement to Contractor's insurance at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers.

- (B) For any claims related to this contract, Contractor's insurance coverage shall be primary insurance as respects the City and its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City and/or its officers, officials, employees, or volunteers shall be in excess of Contractor's insurance and shall be non-contributory.
- (C) Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the City.
- (D) These policies of insurance shall be considered primary insurance as respects the City, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by the City, including any self-insured retention the City may have, shall be considered excess insurance only and shall not contribute with the policies of insurance obtained by Consultant.
- (E) These policies of insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company.
- (F) The insurer shall agree to waive all rights of subrogation against City, its officials, officers, agents, employees and volunteers for losses arising from work performed by Consultant for City.
- (G) Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its elected or appointed officers, officials, employees, agents or volunteers.
- (H) The insurance provided by these policies shall not be suspended, voided, canceled, modified or reduced in coverage or in limits except after thirty (30) days written notice has been received by the City.

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII and which are licensed to conduct business in California..

Contractor shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Contractor hereby grants to City and its officers, officials, employees, and volunteers a waiver of any right to subrogation which any insurer of Contractor may acquire against the City and/or its officers, officials, employees, and volunteers by virtue of the payment of any loss under such insurance. Contractor agrees to obtain endorsements necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

The City reserves the right to modify the insurance requirements contained in this contract, including, without limitation, coverage limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

Subcontractors

Contractor shall include all subcontractors as insured's 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.

City Indemnification

To the fullest extent allowable by law, Contractor agrees to indemnify, defend and hold harmless the City and its officials, officers, employees, agents and volunteers from and against all claims, demands, actions, injuries, liabilities, losses, costs or damages, direct or indirect, and any and all attorneys' fees and other expenses which City or its officials, officers, employees, agents or volunteers may sustain or incur as a consequence of or are in any way related to Contractor's or its owners, directors, officers, managers, employees, agents and subcontractor's willful or negligent acts or omissions in the performance of the services and Contractor's responsibilities and obligations to be performed under this agreement or its failure to perform or comply with any of its obligations or responsibilities contained in this agreement; excluding, however, such liability, claims, losses, damages or expenses arising from City's sole negligence or willful acts. This duty to indemnify, defend, and hold harmless shall survive the termination of this agreement.

4. Cost of Services

Contractor shall complete all work as identified in this bid proposal for the lump sum price of

Written Proposal Amount: thirty eight thousand two hundred forty dollars

The Contractor shall once each month prepare an estimate (on forms furnished by the Engineer) of the total amount of work done and acceptable materials on hand (materials furnished and delivered by the Contractor on the ground and not used). The Engineer shall review the Contractor's monthly estimate for compliance with the provisions of the contract. Upon the Engineer's approval of the Contractor's monthly estimate, the City of Hanford shall retain 10% of such estimated value of the work done and materials on hand and shall monthly pay to the Contractor, while carrying on the work, the balance not retained, as aforesaid, after deducting there from all previous payments and all sums to be kept or retained under the provisions of the contract. No such estimate or payment shall be required to be made, when in the judgment of the Engineer, the work is not the total value of the work done since the last estimate amounts to less than five hundred dollars (\$500).

5. Time of Completion

The Contractor shall complete all work as identified in this bid proposal in no more than 60 calendar days from the issuance by the City of a Notice to Proceed, which will occur immediately after this bid contract has been signed by both parties with a starting date of no later than 15 days.

Contractor shall comply with all applicable laws, rules, regulations and ordinances in its performance of this contract.

6. Compliance with Laws

Contractor shall use the proper standard of care in performing the services and shall comply with

all applicable federal, state and local laws, codes, ordinances and regulations. In addition, if the request for proposal to provide professional services which are the subject of this contract cited any federal or state financial assistance involved in the project for which the services are provided, the Contractor shall perform all services in accordance with all applicable federal and state laws, rates and regulations.

7. Licenses

Contractor represents and warrants to City that it has all licenses, permits, qualifications, insurance and approvals of whatsoever nature which are legally required of Contractor to lawfully and competently perform the services. Contractor represents and warrants to City that Contractor shall, at its sole cost and expense, keep in effect, or obtain at all times during the term of this contract, any licenses, permits, insurance and approvals which are legally required of Contractor to lawfully and competently perform the services. Contractor shall maintain a City of Hanford business license.

8. Assignment and Subcontracting

The parties recognize that a substantial inducement to City for entering into this contract is the reputation, experience and competence of Contractor. Assignments of any or all rights, duties or obligations of the Contractor under this contract will be permitted only with the express consent of the City, which consent may be withheld in the sole and absolute discretion of City. Contractor shall not subcontract any portion of the services to be performed under this contract without the written consent of the City, which consent may be withheld in the sole and absolute discretion of City. If City consents to such subcontract, Contractor shall be fully responsible to City for all acts or omissions of the subcontractor. Nothing in this contract shall: (1) create any contractual relationship between City and subcontractor; (2) create any obligation on the part of the City to pay or to see to the payment of any monies due to any such subcontractor; or (3) relieve Contractor of any of its obligations and responsibilities under this contract.

9. Attorney's Fees

If an action at law or in equity is necessary to enforce or interpret the terms of this contract, the prevailing party shall be entitled to reasonable attorneys' fees, costs and necessary disbursements, in addition to any other reasonable relief to which he may be entitled. With respect to any suit, action or proceeding arising out of or related to this contract or the documentation related hereto, the parties hereby submit to the jurisdiction and venue of the Superior Court in the County of Kings, State of California for any proceeding arising hereunder.

10. Sole and Only Contract

This contract supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the matters set forth herein and contains all of the covenants and agreements between the parties regarding said matters. Each party to this contract acknowledges that no representations, inducements, promises or agreements, orally or in writing, have been made by any party or anyone acting on behalf of any party which are not embodied in this contract, and no other agreement, statement or promise shall be valid or binding.

11. Invalidity

If any provision of this contract is held by a court of competent jurisdiction to be invalid, void or

unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.

12. Amendment

No change, amendment or modification of this contract shall be valid unless the same be in writing and signed by the parties hereto.

13. Governing Law

This contract shall be construed and governed pursuant to the laws of the State of California.

14. Waiver

Waiver of a breach or default under this contract shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this contract.

15. Authority to Enter Contract

Contractor has all requisite power and authority to conduct its business and to execute, deliver and perform the contract. Each party warrants that the individuals who have signed this contract have the legal power, right and authority to make this contract and to bind each respective party.

16. Notice

Except as otherwise expressly provided herein, any notice, consent, authorization or other communication to be given hereunder shall be in writing and shall be deemed duly given and received when delivered personally, when transmitted by facsimile or email if receipt is acknowledged by the addressee, one business day after being deposited for next-day delivery with a nationally recognized overnight delivery service, or three business days after being mailed by first class mail, charges and postage prepaid, properly addressed to the party to receive such notice at the address identified below.

OLD COURTHOUSE REFUSE ENCLOSURE PROJECT**SCOPE OF WORK:****Old Courthouse Refuse Enclosure:**

- 1. Remove existing wooden refuse enclosure and concrete pad.**
- 2. Remove existing granite curb, asphalt and turf.**
- 3. Install new City standard 10' x 30' refuse enclosure, with split face block and black powder coat wrought iron gates GE – 35. (See Attachment)**
- 4. Install six inch (6") thick concrete skirt #4 rebar eighteen inches (18") o.c. to match existing pavement and add asphalt if needed at edge of skirt and pavement with hot mix.**

The Contractor shall take precautions to eliminate damage to existing trees, irrigation and infrastructure. The Contractor shall ensure all trenches are backfilled, compacted at the existing grade, and ensure there is no settling of trenches. The Contractor shall ensure the area is clean and free of debris upon completion of the project. See attached detail sheet GE – 35.

CONTRACTOR: Figueron Concrete Partners
ADDRESS: 14186 Grangeville Blvd Hanford, CA 93230
PHONE NO: 559 836 7925
SIGNATURE:  **DATE:** 9/19/19
 (name) Ray Figueron
owner
 (title)

NOTE: The City of Hanford reserves the right to reject any and all bids.

CITY OF HANFORD

ACCEPTED BY:  **DATE:** 9/25/19
 Alvin Dias, Parks Superintendent



AGENDA STAFF REPORT

MEETING DATE: 10/1/2019	AGENDA SECTION: K
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SUBJECT:

Finance: Revised Warrant Register Dated 9/17/19

RECOMMENDATION:

Approve and file revised Warrant Register dated 9/17/19 for \$2,497,990.68.

BACKGROUND:

The Warrant Register submitted for Council approval on September 17, 2019 had some formatting errors, which were not discovered until after the report was submitted. After contacting our financial system provider, they were able to fix these errors immediately. Attached is a revised Register listing the correct amounts and payees for the period of 8/15/19 to 9/10/19 in the amount of \$2,497,990.68.

FISCAL IMPACT:

ATTACHMENTS:

WARRANT REGISTER-AGENDA 9-17-19 REVISED (2)



Warrant Register

Check Date Range: 8/15/2019 - 9/10/2019

Report Date: 9/24/2019

14.K.a

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0001 GENERAL FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150698	AMERIPRIDE UNIFORM SERVICE	\$110.87	1502405145	1610 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150698	AMERIPRIDE UNIFORM SERVICE	\$130.70	1502407085	1610 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150698	AMERIPRIDE UNIFORM SERVICE	\$124.33	1502414367	1610 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150698	AMERIPRIDE UNIFORM SERVICE	\$140.47	1502415337	1610 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150698	AMERIPRIDE UNIFORM SERVICE	\$130.70	1502416260	1610 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150698	AMERIPRIDE UNIFORM SERVICE	\$124.33	1502423450	1610 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150698	AMERIPRIDE UNIFORM SERVICE	\$140.47	1502424448	1610 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150699	CALIF DEPT OF TAX & FEE ADMIN	\$133.67	FY19 Q4	FY19 Q4
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150699	CALIF DEPT OF TAX & FEE ADMIN	\$110.00	FY19 Q4	FY19 Q4
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150699	CALIF DEPT OF TAX & FEE ADMIN	\$127.00	FY19 Q4	FY19 Q4
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150699	CALIF DEPT OF TAX & FEE ADMIN	\$189.31	FY19 Q4	FY19 Q4

Attachment: WARRANT REGISTER-AGENDA 9-17-19 REVISED (2) (Revised 9/17/19 Warrant Register)

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0001 GENERAL FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150700	DASSEL'S PETROLEUM, INC	\$68.98	50793	2011 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150700	DASSEL'S PETROLEUM, INC	\$82.37	50830	2011 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150700	DASSEL'S PETROLEUM, INC	\$71.04	51587	2011 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150702	JUSTIN HILL DBA	\$700.00	10345	1610 7412
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150707	RONALD HURT	\$125.00	CE19-0466	1412 7924
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150707	RONALD HURT	\$125.00	CE19-0468	1412 7924
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150707	RONALD HURT	\$125.00	CE19-0390	1412 7924
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150707	RONALD HURT	\$125.00	CE19-0391	1412 7924
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150714	HANOVER HOLDINGS DBA	\$71.11	FY19-2048	1412 4210
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150715	MOTOROLA SOLUTIONS, INC	\$6,832.90	16063165	1511 819121
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150716	MARIBEL V STINSON	\$241.28	EXP 6/28	1512-1 7770
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150718	TURBO DATA SYS INC	\$397.16	30527	520 4305 JUN
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150718	TURBO DATA SYS INC	\$203.78	30527	520 4305 JUN

Attachment: WARRANT REGISTER-AGENDA 9-17-19 REVISED (2) (Revised 9/17/19 Warrant Register)

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0001 GENERAL FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150720	WEST VALLEY SUPPLY INC	\$5.02	97273	1722 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150720	WEST VALLEY SUPPLY INC	\$3.97	97275	1722 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150832	ACTIVE911 INC	\$765.05	FY20 RENEWAL	1610 7320
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150833	ADMINISTRATIVE SOLUTIONS INC	\$4,376.00	149703	1111 7496
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150833	ADMINISTRATIVE SOLUTIONS INC	\$114.00	150781	1111 7496
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150833	ADMINISTRATIVE SOLUTIONS INC	\$108.00	155581	1111 7496
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150834	ALERE TOXICOLOGY SERVICES, INC	\$211.25	L203801	1111 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150834	ALERE TOXICOLOGY SERVICES, INC	\$253.50	L196158	1111 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150836	CALIF DEPT OF JUSTICE	\$32.00	374904	1111 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150836	CALIF DEPT OF JUSTICE	\$211.00	380867	1111 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150836	CALIF DEPT OF JUSTICE	\$514.00	392235	1111 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150838	CENTRAL VALLEY COMPREHENSIVE CARE	\$1,901.00	1442	1111 7495 2071 7495 203
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150839	RAYMOND DIAS	\$99.00	EXP 6/11-13	1511 7770

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0001 GENERAL FUND	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150840	DUNN'S SAND	\$12,500.00	52198	2011 7580
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150843	FRESNO BEE	\$786.38	331760	1111 7560
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150844	HANFORD VETERINARY HOSPITAL, INC	\$33.13	1120453	1520 7495
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150847	PHILLIP J GAPEN	\$151.13	4699	1610 7495
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150849	KINGS CO TREASURER	\$362.50	2019-06	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150849	KINGS CO TREASURER	\$220.00	2019-06	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$844.00	52040	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$200.00	52040	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$220.00	52040	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$460.00	52040	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$540.00	54944	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$110.00	54944	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$488.00	54944	MULTIPLE-SEE LINE DESCRIP

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0001 GENERAL FUND	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$60.00	54944	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$1,724.00	59195	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$50.00	59195	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$30.00	59195	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$270.00	59195	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$110.00	59195	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$100.00	59195	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$1,744.00	61640	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$910.00	61640	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$2,409.00	61640	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$207.00	64163	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$3,650.00	64163	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$110.00	64163	MULTIPLE-SEE LINE DESCRIP

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0001 GENERAL FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$110.00	64163	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150856	LIEBERT CASSIDY WHITMORE	\$1,110.00	1481581	1111 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150856	LIEBERT CASSIDY WHITMORE	\$2,634.00	1479717	1111 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150857	LORD'S UNIFORMS & TUXEDOS	\$206.87	089512	1611 7600 BRAD FARR
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150858	GABRIEL MARTINEZ	\$13.50	EXP 6/24-29	1610 7770
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150860	MORGAN & SLATES	\$166.87	1563794	1722 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150862	QAL-TEK ASSOCIATES LLC	\$766.00	INV-19-02181	1610 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150863	RYAN TOMEY	\$31.99	EXP 6/2-4	1511 7770
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150864	SCHAUB RENTAL AND SALES INC	\$356.77	2680	1722 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150864	SCHAUB RENTAL AND SALES INC	\$148.10	2818	1722 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150866	SUPERIOR SOIL SUPPLEMENTS LLC	\$11,797.50	1467	1722 7650 REISSUE CK#1346
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150868	UNITED PARCEL SERVICE	\$7.98	F7476V249	2011 7495 2073 819637
	412000 SALES TAX	9/10/2019	151142	MUNI SERVICES, LLC	\$500.00	INV06-006772	STARS CY19 QTR1
DIVISION/ORG TOTAL 0001 - GENERAL FUND					\$65,362.98		

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0004 ACCUM CAPITAL OUTLAY FUND	220000 ACCOUNTS PAYABLE- CONTROL	9/10/2019	151044	CALIFORNIA CHOICE ENERGY AUTHORITY	\$16,256.36	I200000032	2019-06 IMPLEMENTATION &
	DIVISION/ORG TOTAL 0004 - ACCUM CAPITAL OUTLAY FUND				\$16,256.36		
0040 GAS TAX -2105 FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150859	MOORE TWINING ASSOCIATES, INC	\$4,820.00	0055564	2661 819623
	DIVISION/ORG TOTAL 0040 - GAS TAX -2105 FUND				\$4,820.00		
0131 CDBG ENTITLEMENT FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150850	KINGS COMMUNITY ACTION ORGANIZTN	\$14,883.99	04-06 SVC DELIVERY	1450-018 7531-003
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150852	KINGS TULARE CONTINUUM OF CARE	\$456.48	1485	1450-018 7531-002
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150852	KINGS TULARE CONTINUUM OF CARE	\$1,427.15	1511	1450-018 7531-002
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150852	KINGS TULARE CONTINUUM OF CARE	\$786.04	1512	1450-018 7531-002
	DIVISION/ORG TOTAL 0131 - CDBG ENTITLEMENT FUND				\$17,553.66		
0182 FIRE PROTECTION IMP FEE FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150712	L N CURTIS & SONS	\$9,139.85	INV304010	2182 819108
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150837	CARVALHO CONSTRUCTION INC	\$115,979.54	RETENTION FS#3	2182 817673
	DIVISION/ORG TOTAL 0182 - FIRE PROTECTION IMP FEE FUND				\$125,119.39		
0240 LANDSCAPE ASSESS DIST FUND	753000 CITY SERVICES ALLOCATION	8/27/2019	150904	HANFORD SENTINEL	\$1,087.50	91889	PUBLIC HEARING NOTICE LAD
	755000 OTHER CONTRACTUAL SERVICE	9/10/2019	151054	CLEAN CUT LANDSCAPE MANAGEMENT INC	\$6,560.77	2080	2019-08
	755000 OTHER CONTRACTUAL SERVICE	9/10/2019	151069	ELITE MAINTENANCE AND TREE SERVICE	\$10,900.24	14289	2019-06

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0240 LANDSCAPE ASSESS DIST FUND	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150898	RAYMOND FIGUEROA	\$10,500.00	1366	248 WALNUT FOREST-RPR BLC
	778000 UTILITIES-ELECTRICITY	8/21/2019	150816	SOUTHERN CALIF EDISON CO	\$332.84	1158	2019-07
	778000 UTILITIES-ELECTRICITY	8/27/2019	150974	SOUTHERN CALIF EDISON CO	\$159.22	1624	2019-07
	778000 UTILITIES-ELECTRICITY	9/10/2019	151177	SOUTHERN CALIF EDISON CO	\$486.94	1962	2019-08
	DIVISION/ORG TOTAL 0240 - LANDSCAPE ASSESS DIST FUND				\$30,027.51		
0306 REFUSE OPERATIONS FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$428.98	223601	2031 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150838	CENTRAL VALLEY COMPREHENSIVE CARE	\$129.00	1442	1111 7495 2071 7495 203
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$440.00	54944	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$110.00	59195	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$110.00	64163	MULTIPLE-SEE LINE DESCRIP
DIVISION/ORG TOTAL 0306 - REFUSE OPERATIONS FUND					\$1,217.98		
0358 STORM DRAINAGE OPER FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$110.00	52040	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$110.00	54944	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$110.00	61640	MULTIPLE-SEE LINE DESCRIP
DIVISION/ORG TOTAL 0358 - STORM DRAINAGE OPER FUND					\$330.00		
0361 WASTEWATER OPER FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150699	CALIF DEPT OF TAX & FEE ADMIN	\$61.04	FY19 Q4	FY19 Q4

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0361 WASTEWATER OPER FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150713	LAKE SIDE IRRIGATION WATER DISTRICT	\$13,590.00	1111	2071 7551
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150717	TELSTAR INSTRUMENTS, INC	\$600.87	99745	2071 7412
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150717	TELSTAR INSTRUMENTS, INC	\$1,174.39	99746	2071 7412
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150717	TELSTAR INSTRUMENTS, INC	\$3,798.85	99747	2071 7412
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150717	TELSTAR INSTRUMENTS, INC	\$2,600.00	99749	2071 7412
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150717	TELSTAR INSTRUMENTS, INC	\$3,424.00	99751	2071 7412
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150838	CENTRAL VALLEY COMPREHENSIVE CARE	\$120.00	1442	1111 7495 2071 7495 203
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150842	FASTENAL INDUSTRIAL & CONST SUPP	\$23.72	CAHAN76251	2072 7412
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150842	FASTENAL INDUSTRIAL & CONST SUPP	\$4.00	CAHAN76255	2072 7412
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$60.00	52040	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$110.00	54944	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$100.00	59195	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$100.00	61640	MULTIPLE-SEE LINE DESCRIP

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0361 WASTEWATER OPER FUND	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150860	MORGAN & SLATES	\$14.31	1564743	2071 7600
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150867	TELSTAR INSTRUMENTS, INC	\$12,130.40	100257	2071 7412
	DIVISION/ORG TOTAL 0361 - WASTEWATER OPER FUND				\$37,911.58		
0362 WASTEWATER CAP & RESV FUND	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150868	UNITED PARCEL SERVICE	\$7.12	F7476V249	2011 7495 2073 819637
	DIVISION/ORG TOTAL 0362 - WASTEWATER CAP & RESV FUND				\$7.12		
0390 WATER OPERATIONS FUND	220000 ACCOUNTS PAYABLE-CONTROL	8/16/2019	150697	AMERICAN INCORPORATED	\$5,451.31	5322647	2081 7412
	220000 ACCOUNTS PAYABLE-CONTROL	8/16/2019	150704	FERGUSON ENTERPRISES INC 1423	\$1,149.99	1453385	2081 7990
	220000 ACCOUNTS PAYABLE-CONTROL	8/16/2019	150711	KINGS CO HEALTH DEPT	\$2,160.00	IN0050577	2081 7495
	220000 ACCOUNTS PAYABLE-CONTROL	8/21/2019	150765	FERGUSON ENTERPRISES INC 1423	(\$1,481.48)	CM121874	2081 819023
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$220.00	54944	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$220.00	59195	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$110.00	61640	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$110.00	64163	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150869	VALLEY PUMP & DAIRY SYSTEMS INC	\$10,650.04	14190A	2081 7412

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0390 WATER OPERATIONS FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150873	ZENNER PERFORMANCE METERS INC	\$17,696.25	0046173-IN	2081 7601
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150873	ZENNER PERFORMANCE METERS INC	\$19,675.28	0047020-IN	2081 7990
	220000 ACCOUNTS PAYABLE- CONTROL	8/27/2019	150874	ONE TIME VENDOR	\$102.43	REISSUE CK#133983	390 2020-002
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150933	ONE TIME VENDOR	\$37.21	11829040-19	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150935	ONE TIME VENDOR	\$37.96	10911400-08	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150936	ONE TIME VENDOR	\$58.11	10820466-01	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150937	ONE TIME VENDOR	\$102.49	08629200-16	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150938	ONE TIME VENDOR	\$92.40	11253008-01	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150939	ONE TIME VENDOR	\$26.90	09687720-04	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150940	ONE TIME VENDOR	\$145.44	12050279-01	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150941	ONE TIME VENDOR	\$51.53	10532200-08	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150942	ONE TIME VENDOR	\$170.92	08910600-17	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150943	ONE TIME VENDOR	\$115.31	10354200-11	UBS REFUND

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0390 WATER OPERATIONS FUND	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150946	ONE TIME VENDOR	\$141.92	14701335-00	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150947	ONE TIME VENDOR	\$38.44	14801100-01	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150948	ONE TIME VENDOR	\$40.34	14001042-00	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150949	ONE TIME VENDOR	\$112.70	02459600-16	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150950	ONE TIME VENDOR	\$467.28	11575500-00	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150951	ONE TIME VENDOR	\$126.89	06105400-07	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150953	ONE TIME VENDOR	\$24.03	14001282-00	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150954	ONE TIME VENDOR	\$150.00	01582500-03B	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150955	ONE TIME VENDOR	\$148.66	09519600-10	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150956	ONE TIME VENDOR	\$14.04	12050133-04	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150957	ONE TIME VENDOR	\$29.68	08361400-04	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150958	ONE TIME VENDOR	\$42.82	08566120-05	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	8/27/2019	150959	ONE TIME VENDOR	\$97.45	10830300-07	UBS REFUND
DIVISION/ORG TOTAL 0390 - WATER OPERATIONS FUND					\$58,336.34		

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0391 WATER CAPITAL & RESV FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150699	CALIF DEPT OF TAX & FEE ADMIN	\$1,329.29	FY19 Q4	FY19 Q4
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150870	WEST VALLEY CONSTRUCTION CO INC	\$81,792.40	818644 RELEASE RETNT	2910 818644
	DIVISION/ORG TOTAL 0391 - WATER CAPITAL & RESV FUND				\$83,121.69		
0400 CITY PAYROLL REVOL FUND	205704 INSUR-P/R DED LIFE	9/10/2019	151180	STANDARD LIFE INSURANCE COMPANY	\$515.30	2019-09	2019-09 LIFE INSUR
	205704 INSUR-P/R DED LIFE	9/10/2019	151180	STANDARD LIFE INSURANCE COMPANY	\$1,952.52	2019-09	2019-09 LIFE INSUR
	205900 EMPLOYEES ASSOCNS PAYABLE	8/16/2019	150686	G E M A 1121211070	\$600.00	2903	PAYROLL DEDUCTIONS
	205900 EMPLOYEES ASSOCNS PAYABLE	8/16/2019	150687	H M E A 0000129193	\$28.00	2913	PAYROLL DEDUCTIONS
	205900 EMPLOYEES ASSOCNS PAYABLE	8/16/2019	150688	H P O A 3242162141	\$3,135.00	2923	PAYROLL DEDUCTIONS
	205900 EMPLOYEES ASSOCNS PAYABLE	8/16/2019	150690	I A F F, LOCAL 3898 A/C#9129026	\$1,290.00	2933	PAYROLL DEDUCTIONS
	205900 EMPLOYEES ASSOCNS PAYABLE	8/16/2019	150694	S E I U LOCAL 521	\$2,585.48	2953	PAYROLL DEDUCTIONS
	205900 EMPLOYEES ASSOCNS PAYABLE	8/30/2019	151006	H M E A 0000129193	\$28.00	2914	PAYROLL DEDUCTIONS
	205900 EMPLOYEES ASSOCNS PAYABLE	8/30/2019	151007	H P O A 3242162141	\$3,135.00	2924	PAYROLL DEDUCTIONS
	205900 EMPLOYEES ASSOCNS PAYABLE	8/30/2019	151009	S E I U LOCAL 521	\$2,587.22	2954	PAYROLL DEDUCTIONS
	206300 EMPLOYEES ATTACHMENT PAY	8/16/2019	150683	CALIF STATE DISBURSEMENT UNIT	\$461.54	2873	PAYROLL DEDUCTIONS

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0400 CITY PAYROLL REVOL FUND	206300 EMPLOYEES ATTACHMENT PAY	8/16/2019	150684	EMPLOYMENT DEVELOPMENT DEPT	\$131.31	2883	PAYROLL DEDUCTIONS
	206300 EMPLOYEES ATTACHMENT PAY	8/16/2019	150685	FRANCHISE TAX BOARD	\$262.47	2893	PAYROLL DEDUCTIONS
	206300 EMPLOYEES ATTACHMENT PAY	8/16/2019	150691	KINGS COUNTY SHERIFF'S OFFICE	\$68.89	1156	PAYROLL DED
	206300 EMPLOYEES ATTACHMENT PAY	8/30/2019	151003	CALIF STATE DISBURSEMENT UNIT	\$461.54	2874	PAYROLL DEDUCTIONS
	206300 EMPLOYEES ATTACHMENT PAY	8/30/2019	151004	EMPLOYMENT DEVELOPMENT DEPT	\$136.59	2884	PAYROLL DEDUCTIONS
	206300 EMPLOYEES ATTACHMENT PAY	8/30/2019	151005	FRANCHISE TAX BOARD	\$251.31	2894	PAYROLL DEDUCTIONS
	207200 AMERICAN FID ASSURANCE	8/16/2019	150682	AMERICAN FIDELITY ASSURANCE	\$1,094.27	2853	PAYROLL DEDUCTIONS
	207300 AMERICAN FID FLEX DEF	8/16/2019	150681	AMERICAN FIDELITY ASSURANCE-FLEX	\$2,471.51	2863	PAYROLL DEDUCTIONS
	207400 TRANSAMERICA	8/16/2019	150695	TRANSAMERICA LIFE INSURANCE CO	\$1,016.96	2963	PAYROLL DEDUCTIONS
	207700 LEGAL SHIELD	8/16/2019	150693	PRE PAID LEGAL SERVICE, INC	\$778.18	2943	PAYROLL DEDUCTIONS
DIVISION/ORG TOTAL 0400 - CITY PAYROLL REVOL FUND					\$22,991.09		
0409 LIABILITY INSURANCE FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150872	YORK RISK SERVICES GROUP, INC	\$2,462.00	6207 6/19	1309 7330
	DIVISION/ORG TOTAL 0409 - LIABILITY INSURANCE FUND					\$2,462.00	
0416 BUILDING MAINTENANCE FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150697	AMERICAN INCORPORATED	\$2,898.44	5322642	2100 7550
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150845	JORGENSEN CO INC	\$204.02	5806862	2100 7550

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0416 BUILDING MAINTENANCE FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150848	KINGS CO PIPE & SUPPLY	\$45.58	1906-189266	2100 7600
	DIVISION/ORG TOTAL 0416 - BUILDING MAINTENANCE FUND				\$3,148.04		
0447 FLEET MAINT OPER FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150696	CENTRAL VALLEY GMC	(\$137.83)	F00354705101	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150696	CENTRAL VALLEY GMC	\$571.81	F003546303	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150696	CENTRAL VALLEY GMC	\$3,197.36	F00354660801	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150696	CENTRAL VALLEY GMC	\$117.29	F00354677501	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150696	CENTRAL VALLEY GMC	\$312.24	F00354680701	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150696	CENTRAL VALLEY GMC	\$225.35	F00354688801	2040 220000
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150696	CENTRAL VALLEY GMC	\$503.14	F00354698401	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150701	DELRAY TIRE & RETREADING, INC	\$22.00	0750032068	2040 7434
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150701	DELRAY TIRE & RETREADING, INC	\$1,169.23	0750032378	2040 7434
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150701	DELRAY TIRE & RETREADING, INC	\$676.81	0750032391	2040 7434
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150703	E M THARP INC	\$2,661.19	FR127135	2040 7495 2040 7600

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0447 FLEET MAINT OPER FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150703	E M THARP INC	\$8,447.22	FR127061	2040 7495 2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150705	HANFORD ALIGNMENT SERVICE	\$1,236.43	55288	2040 7600 2040 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$91.89	222997	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$77.09	223090	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$34.31	223095	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$11.88	223132	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$23.17	223139	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$184.94	223164	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$9.57	223177	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$11.10	223336	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$9.40	223558	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$19.24	223885	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$5.04	223942	2040 7600

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0447 FLEET MAINT OPER FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$12.47	223945	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$26.21	223949	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$53.12	223950	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$64.00	224008	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$319.59	224011	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$12.18	224221	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$76.56	224240	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$12.59	224279	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$46.88	224442	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$6.10	224672	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$10.73	224714	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$9.02	224783	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$156.93	224811	2040 7600

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0447 FLEET MAINT OPER FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$344.22	224822	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$16.71	224843	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$26.00	224950	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$23.05	224953	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$36.78	225053	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$8.16	225109	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$79.10	225777	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$33.55	226105	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150706	HANFORD AUTO & TRUCK PARTS, INC	\$24.44	226113	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150708	HANFORD MOTORS, LLC	\$948.30	85938CHW	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150709	HANFORD EQUIPMENT CO, INC	\$9.48	98672	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150710	INTERSTATE BATTERY SYSTEMS	\$356.76	80036704	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150719	TURF STAR INC	\$68.46	7071849-01	2040 7600

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0447 FLEET MAINT OPER FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150719	TURF STAR INC	\$1,843.97	7071849-00	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150719	TURF STAR INC	\$599.65	7071953-00	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150835	BADASCI TIRE CO, INC	\$1,982.23	153027	2040 7434
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150841	ELBERT DISTRIBUTING, INC	\$67.26	PI0019991-1	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150846	J V A C INC	\$19.73	50136076	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150846	J V A C INC	\$918.21	649563	2040 7600 2040 7495
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$220.00	61640	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150851	KINGS INDUSTRIAL OCCUP MEDICAL CTR	\$220.00	64163	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150853	KROEGER EQUIP & SUPPLY	\$880.84	K217691	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150853	KROEGER EQUIP & SUPPLY	\$69.71	K218162	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150854	LAWRENCE TRACTOR CO	\$100.04	352715	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150854	LAWRENCE TRACTOR CO	\$114.88	353784	2040 7600
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150854	LAWRENCE TRACTOR CO	\$51.30	356392	2040 7600

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0447 FLEET MAINT OPER FUND	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150854	LAWRENCE TRACTOR CO	\$25.01	357751	2040 7600
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150860	MORGAN & SLATES	\$559.38	1561016	2040 7600
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150860	MORGAN & SLATES	\$28.38	1563935	2040 7600
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150860	MORGAN & SLATES	\$76.58	1564075	2040 7600
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150860	MORGAN & SLATES	\$4.08	1565076	2040 7600
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150861	MUNICIPAL MAINTENANCE EQUIPMENT	\$1,640.12	0135671-IN	2040 7600
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150861	MUNICIPAL MAINTENANCE EQUIPMENT	\$2,047.42	0136496-IN	2040 7600
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150861	MUNICIPAL MAINTENANCE EQUIPMENT	(\$171.82)	0139062-CM	2040 7600
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150861	MUNICIPAL MAINTENANCE EQUIPMENT	(\$1,875.60)	0137842-CM	2040 7600
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150865	SMITH AUTO PARTS, INC	\$551.59	01IN374217	2040 7600
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150865	SMITH AUTO PARTS, INC	\$223.03	01IN374595	2040 7600
DIVISION/ORG TOTAL 0447 - FLEET MAINT OPER FUND					\$32,457.25		
0448 FLEET REPL RESV FUND	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150871	WILL TIESIERA FORD	\$30,770.20	3FA6P0SU0KR278203	2050 819319
	220000 ACCOUNTS PAYABLE-CONTROL	8/23/2019	150871	WILL TIESIERA FORD	\$30,770.20	3FA6P0SU2KR278204	2050 819319

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0448	DIVISION/ORG TOTAL 0448 - FLEET REPL RESV FUND				\$61,540.40		
0511 MISC CASH DEP TRUST FUND	300110 REC-AUDITORIUM DEP TRUST	8/27/2019	150945	ONE TIME VENDOR	\$1,250.00	10786	REFUND DEPOSIT PERMIT #11
	300110 REC-AUDITORIUM DEP TRUST	9/10/2019	151052	SAMUEL CHAVEZ JR	\$1,250.00	2003510	DEPOSIT REFUND #9945
	300500 KC-EL RANCHO DEBT SERVICE	9/10/2019	151117	KINGS CO PUBLIC WORKS	\$3,204.00	1781	DEBT SVC COLL JULY
	300521 KC-LIBRARY IMP FEES	9/10/2019	151115	KINGS CO DEPT OF FINANCE	\$15,361.83	2019-08	2019-08 IMPACT FEES
	300522 KC-CRIMINAL JSTC IMP FEES	9/10/2019	151115	KINGS CO DEPT OF FINANCE	\$36,641.55	2019-08	2019-08 IMPACT FEES
	300600 SCHOOL DEVEL FEES	9/10/2019	151116	KINGS CO OFFICE OF EDUCATION	\$20,034.39	2019-08	2019-08 DEVELOPER FEES
	300600 SCHOOL DEVEL FEES	9/10/2019	151116	KINGS CO OFFICE OF EDUCATION	\$246,691.28	2019-08	2019-08 DEVELOPER FEES
	DIVISION/ORG TOTAL 0511 - MISC CASH DEP TRUST FUND				\$324,433.05		
0513 RENTERS INSURANCE DEP FUND	546320 RENTERS INSURANCE DEPOSIT	9/10/2019	151105	HUB INTERNATIONAL OF CA INS SVC INC	\$376.75	91359	2019-08 E LINO
	546320 RENTERS INSURANCE DEPOSIT	9/10/2019	151105	HUB INTERNATIONAL OF CA INS SVC INC	\$242.07	91360	2019-08 M AVILA
	546320 RENTERS INSURANCE DEPOSIT	9/10/2019	151105	HUB INTERNATIONAL OF CA INS SVC INC	\$68.18	91361	2019-08 R SMITH
	546320 RENTERS INSURANCE DEPOSIT	9/10/2019	151105	HUB INTERNATIONAL OF CA INS SVC INC	\$171.38	91362	2019-08 S CHAVEZ
	546320 RENTERS INSURANCE DEPOSIT	9/10/2019	151105	HUB INTERNATIONAL OF CA INS SVC INC	\$171.38	91363	2019-08 K CORBETT
	DIVISION/ORG TOTAL 0513 - RENTERS INSURANCE DEP FUND				\$1,029.76		
0520 TRAFFIC SAFETY FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150718	TURBO DATA SYS INC	\$11.26	30527	520 4305 JUN

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0520 TRAFFIC SAFETY FUND	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150718	TURBO DATA SYS INC	\$2.65	30527	520 4305 JUN
	220000 ACCOUNTS PAYABLE- CONTROL	8/16/2019	150718	TURBO DATA SYS INC	\$63.40	30527	520 4305 JUN
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150849	KINGS CO TREASURER	\$25.00	2019-06	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150849	KINGS CO TREASURER	\$12.50	2019-06	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150849	KINGS CO TREASURER	\$162.50	2019-06	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150849	KINGS CO TREASURER	\$55.00	2019-06	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150849	KINGS CO TREASURER	\$225.00	2019-06	MULTIPLE-SEE LINE DESCRIP
	220000 ACCOUNTS PAYABLE- CONTROL	8/23/2019	150855	CITY OF LEMOORE	\$204.10	2019-06	520 4305-005
	430001 PARKING FINES	8/27/2019	150882	CITY OF AVENAL	\$246.93	1663	2019-07 AVENAL
	430001 PARKING FINES	8/27/2019	150894	CITY OF CORCORAN	\$209.13	1664	2019-07 CORCORAN
	430001 PARKING FINES	8/27/2019	150919	KINGS CO TREASURER	\$62.50	1665	2019-07
	430001 PARKING FINES	8/27/2019	150919	KINGS CO TREASURER	\$50.00	1665	2019-07
	430001 PARKING FINES	8/27/2019	150919	KINGS CO TREASURER	\$125.00	1665	2019-07
	430001 PARKING FINES	8/27/2019	150919	KINGS CO TREASURER	\$412.50	1665	2019-07
	430001 PARKING FINES	8/27/2019	150919	KINGS CO TREASURER	(\$5.66)	1665	2019-07

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0520 TRAFFIC SAFETY FUND	430001 PARKING FINES	8/27/2019	150996	TURBO DATA SYS INC	\$11.32	30689	JUL
	430001 PARKING FINES	8/27/2019	150996	TURBO DATA SYS INC	\$9.72	30689	JUL
	430001 PARKING FINES	8/27/2019	150996	TURBO DATA SYS INC	\$5.66	30689	JUL
	430001 PARKING FINES	8/27/2019	150996	TURBO DATA SYS INC	\$64.73	30689	JUL
	DIVISION/ORG TOTAL 0520 - TRAFFIC SAFETY FUND				\$1,953.24		
0999 INVEST CLEARING- TRS FUND	751300 BANKING/INVESTMENT FEES	8/27/2019	150944	ONE TIME VENDOR	\$1,600.00	773614	INVESTMENT POLICY
	DIVISION/ORG TOTAL 0999 - INVEST CLEARING- TRS FUND				\$1,600.00		
11000000 CITY COUNCIL	708604 INSURANCE-LIFE	9/10/2019	151180	STANDARD LIFE INSURANCE COMPANY	\$14.25	2019-09	2019-09 LIFE INSUR
	749500 PROF AND SPEC SERVICES	8/27/2019	150908	HUDSON HENDERSON & COMPANY INC	\$15,200.00	1738	FY19 AUDIT 2/19-8/19/19
	777000 TRAINING/TRAVEL/MEETING	8/27/2019	150923	LEAGUE OF CALIF CITIES	\$75.00	7810	DIVISION MEETING 8/8/19
	777000 TRAINING/TRAVEL/MEETING	9/6/2019	151012	FRANCISCO RAMIREZ	\$114.00	TR RAMIREZ1A	ADV/DC 9/9-14
	790400 CITY CONTRIBUTIONS TO	8/21/2019	150783	KINGS CO ECON DEVELOPMENT CORP	\$6,559.83	2254	2019-08 CONTRIBUTION
	DIVISION/ORG TOTAL 11000000 - CITY COUNCIL				\$21,963.08		
11100000 CITY MANAGER-CITY CLERK	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$61.38	120192032-0	2019-08
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$729.38	248265	OPENGOV/ANNUAL FEE
	DIVISION/ORG TOTAL 11100000 - CITY MANAGER-CITY CLERK				\$790.76		
11110000 PERSONNEL	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$32.19	13443076	2019-07

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
11110000 PERSONNEL	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$51.15	120192032-0	2019-08
	745000 PUBLICATIONS AND DUES	8/27/2019	150920	KINGS COUNTY EMPLOYER ADVISORY COUNCIL	\$100.00	1561	2019 EAC MEMBERSHIP FEE
	745000 PUBLICATIONS AND DUES	8/27/2019	150925	LIEBERT CASSIDY WHITMORE	\$2,885.00	1478923	FY20 MEMBERSHIP
	749500 PROF AND SPEC SERVICES	8/21/2019	150795	SCOTT MELLON	\$599.00	1315	TUITION
	749500 PROF AND SPEC SERVICES	8/21/2019	150820	JARED TURNER	\$690.00	1366	TUITION
	749500 PROF AND SPEC SERVICES	8/21/2019	150820	JARED TURNER	\$310.00	1367	TUITION
	749500 PROF AND SPEC SERVICES	8/27/2019	150883	BARRY, DANIKA	\$138.00	1518	TUITION
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$862.82	248265	OPENGOV/ANNUAL FEE
	749500 PROF AND SPEC SERVICES	9/10/2019	151050	CENTRAL VALLEY COMPREHENSIVE CARE	\$642.00	2019-07	2019-07 MEDICAL EXAMS
	749501 LIVE SCAN	8/27/2019	150887	CALIF DEPT OF JUSTICE	\$245.00	398223	LIVESCANS
	749600 GRP INSUR ADM EXPENSE	8/27/2019	150885	BENISTAR / HARTFORD-6795	\$357.00	09012019	2019-09
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151021	FRANK ALVISO	\$119.00	1573	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151038	RICHARD BUTTS	\$119.00	1583	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151041	JOHN M CAIN	\$119.00	1593	RETIREE INSURANCE-CITY CO

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
11110000 PERSONNEL	749600 GRP INSUR ADM EXPENSE	9/10/2019	151045	NICHOLAS CARDARAS	\$119.00	1603	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151046	TERRY CARR	\$119.00	1613	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151048	DEBORAH CASSERA	\$119.00	1623	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151053	JERRY CHOW	\$119.00	1633	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151062	BRIAN DECUIR	\$119.00	1643	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151080	DOLORES GALLEGOS	\$119.00	1653	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151081	DAVID E GARCIA	\$119.00	1663	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151087	JOHN L GOMES	\$119.00	1673	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151090	DON GREEN	\$119.00	1683	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151091	CATHY GREGORY	\$119.00	1693	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151101	ROBERT HERNANDEZ	\$119.00	1703	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151114	CHRIS JORDAN	\$119.00	1713	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151120	ARTHUR KNIGHT	\$119.00	1723	RETIREE INSURANCE-CITY CO

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11110000 PERSONNEL	749600 GRP INSUR ADM EXPENSE	9/10/2019	151124	JOHN LOBOA	\$119.00	1733	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151125	GLORIA LOPEZ	\$119.00	1743	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151131	MARY MATA	\$119.00	1753	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151135	MANUEL MEDRANO	\$119.00	1763	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151138	PETER M MOES	\$119.00	1773	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151143	LUIS M NAVARRO	\$119.00	1783	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151163	JOE H RAMSEY	\$119.00	1793	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151164	DAVID REBELO	\$119.00	1803	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151165	JERRY REED	\$119.00	1813	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151166	JAN REYNOLDS	\$119.00	1823	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151174	GEORGE SEPEDA	\$119.00	1833	RETIREE INSURANCE-CITY CO
	749600 GRP INSUR ADM EXPENSE	9/10/2019	151200	WES YEARY	\$119.00	1843	RETIREE INSURANCE-CITY CO
	756000 ADVERTISING & PUBLIC REL	8/27/2019	150923	LEAGUE OF CALIF CITIES	\$950.00	57768	CITY MANAGER AD

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11110000 PERSONNEL	777000 TRAINING/TRAVEL/MEETING	8/30/2019	150998	SARAH CARDOZA	\$99.00	TR CARDOZA1A	ADV/OAKLAND 9/11-12
	DIVISION/ORG TOTAL 11110000 - PERSONNEL				\$11,293.16		
12010000 FINANCE-ACCOUNTING	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$61.38	120192032-0	2019-08
	745000 PUBLICATIONS AND DUES	8/27/2019	150889	CALIF MUNICIPAL TREASURERS ASSOC	\$95.00	1588	ADD 1 ADDITIONAL MEMBER I
	745000 PUBLICATIONS AND DUES	9/10/2019	151030	ASSOC OF PUBLIC TREASURERS- US & CANADA	\$332.00	21511	10/19-9/20 MEMB- LOFGREN
	746000 DUPLICATING EXPENSE	9/10/2019	151039	C C H, INC	\$503.43	4804449845	GAAP GUIDE 2020
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$1,370.18	248265	OPENGOV/ANNUAL FEE
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151157	REBECCA KOZLOWSKI	\$278.85	410065196	ENVELOPES
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151157	REBECCA KOZLOWSKI	\$437.98	410065196	ENVELOPES
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151157	REBECCA KOZLOWSKI	\$3,499.66	410065777	ENVELOPES
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151061	DEBORAH FOWLER	\$39.55	EXP 8/29	EXP/VISALIA 8/29
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151077	PARK UNIVERSITY ENTERPRISE INC	\$128.00	20-27329147	REG/VISALIA 10/2-3
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151176	ALEJANDRO SOLORIO LOPEZ	\$16.00	EXP 8/29	EXP/VISALIA 8/29
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151181	PENNY SUTPHIN	\$16.00	EXP 8/29	EXP/VISALIA 8/29

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
12010000 FINANCE-ACCOUNTING	799900 CAL CARD CLEARING	9/10/2019	151188	U S BANK CORPORATE PAYMENT SYSTEM	\$24,398.85	1792	CAL CARD 2019-08
	DIVISION/ORG TOTAL 12010000 - FINANCE-ACCOUNTING				\$31,176.88		
12100000 FINANCE-UTILITY BILLING	707130 UNIFORM EXPENSE	8/21/2019	150728	ARAMARK UNIFORM SERVICES, INC	\$56.32	2019-07	2019-07 UNIFORMS
	707130 UNIFORM EXPENSE	9/10/2019	151037	BOOT BARN	\$280.65	INV00008176	FY20 SHOES
	707130 UNIFORM EXPENSE	9/10/2019	151108	J H TACKETT INC	\$38.57	2492	PW HAT EMBROIDERY
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$61.38	120192032-0	2019-08
	732000 COMMUNICATIONS	9/10/2019	151197	VERIZON WIRELESS	\$8.80	9836008620	2019-08
	745500 POSTAGE AND FREIGHT	8/27/2019	150964	REBECCA KOZLOWSKI	\$17.99	410065056	0805-08/19/19
	745500 POSTAGE AND FREIGHT	8/27/2019	150964	REBECCA KOZLOWSKI	\$1,292.55	410064939	2019-08
	745500 POSTAGE AND FREIGHT	9/10/2019	151129	MAILFINANCE INC	\$1,039.64	N7880687	MAIL/FOLDER FY20 QTR2
	745500 POSTAGE AND FREIGHT	9/10/2019	151157	REBECCA KOZLOWSKI	\$25.27	410065258	8/12-8/16/19
	745500 POSTAGE AND FREIGHT	9/10/2019	151157	REBECCA KOZLOWSKI	\$26.95	410065467	8/19-8/23/19
	745500 POSTAGE AND FREIGHT	9/10/2019	151157	REBECCA KOZLOWSKI	\$16.78	410065609	8/26-8/30/19
	747000 PRINTING	8/27/2019	150964	REBECCA KOZLOWSKI	\$238.09	410064939	2019-08
	749500 PROF AND SPEC SERVICES	9/10/2019	151082	GARDA CL WEST INC	\$635.18	10510323	2019-09
	749500 PROF AND SPEC SERVICES	9/10/2019	151082	GARDA CL WEST INC	\$635.18	10489453	REISSUE CK#134177
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150733	RUTH COREY	\$228.08	14858	PINK DOOR HANGER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
12100000 FINANCE-UTILITY BILLING	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$826.39	248265	OPENGOV/ANNUAL FEE
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151157	REBECCA KOZLOWSKI	\$953.13	410065196	ENVELOPES
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151157	REBECCA KOZLOWSKI	\$5,728.83	410065777	ENVELOPES
	DIVISION/ORG TOTAL 12100000 - FINANCE-UTILITY BILLING				\$12,109.78		
13000000 CITY ATTORNEY/LEGAL SVCS	749000 CONTRACTED LEGAL SERVICES	9/10/2019	151092	GRISWOLD, LASALLE, COBB, DOWD & GIN	\$38,211.52	20857-2019-08	2019-08
	751800 SPECIAL LEGAL SERVICES	9/10/2019	151092	GRISWOLD, LASALLE, COBB, DOWD & GIN	\$21,636.30	20857-2019-08	2019-08
	751900 LIABILITY RISK MANAGEMENT	9/10/2019	151092	GRISWOLD, LASALLE, COBB, DOWD & GIN	\$4,348.53	20857-2019-08	2019-08
	DIVISION/ORG TOTAL 13000000 - CITY ATTORNEY/LEGAL SVCS				\$64,196.35		
13090000 LIABILITY INSURANCE	733000 LIABILITY INSURANCE	8/27/2019	150990	YORK RISK SERVICES GROUP, INC	\$507.80	2019-07	2019-07 MONTHLY CLAIM SVC
	733800 SPECIAL-LITIGATION EXPENS	9/10/2019	151122	LIEBERT CASSIDY WHITMORE	\$31,752.50	1483003	LEGAL
	733800 SPECIAL-LITIGATION EXPENS	9/10/2019	151122	LIEBERT CASSIDY WHITMORE	\$874.00	1483003	LEGAL
	733800 SPECIAL-LITIGATION EXPENS	9/10/2019	151122	LIEBERT CASSIDY WHITMORE	\$152.00	1483003	LEGAL
	DIVISION/ORG TOTAL 13090000 - LIABILITY INSURANCE				\$33,286.30		
13100000 WORKERS' COMPENSATION	707169 WORKERS' COMP INSURANCE	8/21/2019	150724	ACCLAMATION INSURANCE MGMT SVC-WC	\$6,241.37	110278	2019-07 ADMIN SVC FEES
	707169 WORKERS' COMP INSURANCE	9/6/2019	151010	ACCLAMATION INSURANCE MGMT SVC-WC	\$48,075.31	1932	FY20 REPLENISH TRUST
	DIVISION/ORG TOTAL 13100000 - WORKERS' COMPENSATION				\$54,316.68		

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
13140000 COMPUTER REPL RESERVE	800200 CAPITAL IMPRV PROJECTS	8/21/2019	150821	TYLER TECHNOLOGIES INC	\$1,200.00	045-272541	TYLER IMPLEMENTATION
	800200 CAPITAL IMPRV PROJECTS	8/21/2019	150821	TYLER TECHNOLOGIES INC	\$6,163.32	045-272982	TYLER IMPLEMENTATION
	DIVISION/ORG TOTAL 13140000 - COMPUTER REPL RESERVE				\$7,363.32		
13150000 I T S INFORMATIONAL TECH SERV	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$40.92	120192032-0	2019-08
	745500 POSTAGE AND FREIGHT	9/10/2019	151073	FEDERAL EXPRESS 1119-4936-0	\$82.93	670970503	SHIPPING
	749500 PROF AND SPEC SERVICES	8/21/2019	150744	COMCAST CABLE COMMUNICATIONS, INC	\$240.94	0287568 8/19	BLANKET PURCHASE ORDER-8
	749500 PROF AND SPEC SERVICES	8/21/2019	150825	VERIZON WIRELESS	\$38.01	9835209022	2019-07 IT AIRCARD
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$411.46	248265	OPENGOV/ANNUAL FEE
	749500 PROF AND SPEC SERVICES	9/10/2019	151040	C D W GOVERNMENT LLC	\$5,400.00	TMJ7168	FY20 NIMBLE SUPPORT
	749500 PROF AND SPEC SERVICES	9/10/2019	151059	COMPUTER SYSTEMS PLUS INC	\$1,782.00	97867	2019-08 SCAN/HOSTING
	749500 PROF AND SPEC SERVICES	9/10/2019	151085	GLOBAL C T I GROUP INC	\$5,014.80	136805	FY20 PHONE SYS SUPPORT
	749500 PROF AND SPEC SERVICES	9/10/2019	151182	SWAGIT PRODUCTIONS, LLC	\$50.00	13558	2019-08 AUDIO STREAMING
	800121 COMPUTER/MDT/MONITOR	9/10/2019	151064	DELL FINANCIAL SERVICES LLC	\$52,182.40	80095566	819024 VXRAIL SOLUTION FY
	800121 COMPUTER/MDT/MONITOR	9/10/2019	151064	DELL FINANCIAL SERVICES LLC	\$2,575.44	80102275	819024 DELL UPS LEASE
DIVISION/ORG TOTAL 13150000 - I T S INFORMATIONAL TECH SERV					\$67,818.90		

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
14110000 PLANNING OPERATIONS	492200 SUBDIVISION & ZONING FEES	8/21/2019	150804	ONE TIME VENDOR	\$15,389.21	1207	ANXNO153301-0222 WITHDRAW
	492200 SUBDIVISION & ZONING FEES	8/27/2019	150934	ONE TIME VENDOR	\$3,954.00	506-0416	WITHDRAWL TPM2019-04
	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$8.40	13443066	583-1633
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$40.75	120192032-0	2019-08
	745500 POSTAGE AND FREIGHT	9/10/2019	151086	GOLDEN STATE OVERNIGHT	\$7.30	3992539	SHIPPING
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$1,300.40	248265	OPENGOV/ANNUAL FEE
	756000 ADVERTISING & PUBLIC REL	8/27/2019	150905	HANFORD SENTINEL 234- 60007669	\$161.06	92245	BLANKET PURCHASE ORDER
	777000 TRAINING/TRAVEL/MEETIN G	9/6/2019	151011	GABRIELLE DE SILVA MYERS	\$115.50	TR MYERS1A	ADV/ LOS ANGELES 9/12-13
DIVISION/ORG TOTAL 14110000 - PLANNING OPERATIONS					\$20,976.62		
14120000 BUILDING INSPECTION	421000 CONSTRUCTION PERMITS	8/27/2019	150952	ONE TIME VENDOR	\$36.68	FY20-0183	FY20-0183 REFUND DEPOSIT
	421000 CONSTRUCTION PERMITS	8/27/2019	150987	VIVINT SOLAR DEVELOPER LLC	\$100.00	FY20-0077	FY20-0077 REFUND DEPOSIT
	707130 UNIFORM EXPENSE	8/21/2019	150728	ARAMARK UNIFORM SERVICES, INC	\$147.96	2019-07	2019-07 UNIFORMS
	707130 UNIFORM EXPENSE	8/21/2019	150829	WORKINGMAN'S STORE INC	\$155.50	1386	FY20 SHOES
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	(\$15.08)	381688	FY20 ROUND CITY PATCHES-3
	707130 UNIFORM EXPENSE	9/10/2019	151037	BOOT BARN	\$320.00	INV00008176	FY20 SHOES
	707130 UNIFORM EXPENSE	9/10/2019	151108	J H TACKETT INC	\$51.44	2492	PW HAT EMBROIDERY

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14120000 BUILDING INSPECTION	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$8.40	13443066	583-1633
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$112.53	120192032-0	2019-08
	745500 POSTAGE AND FREIGHT	9/10/2019	151086	GOLDEN STATE OVERNIGHT	\$16.60	3992539	SHIPPING
	749500 PROF AND SPEC SERVICES	8/27/2019	150911	INTERWEST CONSULTING GROUP INC	\$8,859.54	50662	PROF SVCS 5/1-5/31
	749500 PROF AND SPEC SERVICES	8/27/2019	150911	INTERWEST CONSULTING GROUP INC	\$360.00	50139	PROF SVCS 4/29-6/6
	749500 PROF AND SPEC SERVICES	8/27/2019	150911	INTERWEST CONSULTING GROUP INC	\$5,938.97	52170	PROF SVCS 7/1-31
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$1,055.62	248265	OPENGOV/ANNUAL FEE
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150740	MICHAEL COELHO	\$148.00	TR COELHO1A	ADV/NEWPORTBEACH 8/25-27
	DIVISION/ORG TOTAL 14120000 - BUILDING INSPECTION				\$17,296.16		
14130000 CITY HFD PUBLIC HSG AUTH	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$8.40	13443066	583-1633
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$30.69	120192032-0	2019-08
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$325.15	248265	OPENGOV/ANNUAL FEE
	DIVISION/ORG TOTAL 14130000 - CITY HFD PUBLIC HSG AUTH				\$364.24		
14140000 CANNABIS OPER	493000 CANNABIS APPLICATION FEE	9/10/2019	151148	ONE TIME VENDOR	\$5,032.00	CANAPP-420-0001	CANAPP-420-0001 WITHDRAW
	749500 PROF AND SPEC SERVICES	9/10/2019	151102	HINDERLITER, DE LLAMAS & ASSOCIATES	\$7,112.50	0031765-IN	CANNABIS MANAGEMENT PRG
	DIVISION/ORG TOTAL 14140000 - CANNABIS OPER				\$12,144.50		

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
14500200 CDBG ENTITLEMENT	753100 ADMINISTRATIVE EXPENSES	8/21/2019	150796	ROBERTA MONZELLI	\$7.00	EXP 8/12-13	EXP/SF 8/12-13
	753100 ADMINISTRATIVE EXPENSES	9/10/2019	151098	HANFORD SENTINEL 234-60007669	\$318.56	92679	2018-19 CDBG CAPER
	792300 GRANT PROGRAM EXPENSES	8/21/2019	150767	HANFORD SENTINEL 234-60007669	\$1,107.81	91943	AD- REBID CDBG
	792300 GRANT PROGRAM EXPENSES	9/10/2019	151063	FELICIANO DELGADILLO	\$1,350.00	1779	742 LINCOLN FLOOR REPAIR
	792300 GRANT PROGRAM EXPENSES	9/10/2019	151151	PARKER & PARKER MECHANICAL INC	\$8,555.30	32867	742 LINCOLN PLUMBING REPA
	792300 GRANT PROGRAM EXPENSES	9/10/2019	151190	UNITED PARCEL SERVICE	\$29.87	F7476V349	CIP0818666
	792300 GRANT PROGRAM EXPENSES	9/10/2019	151194	VALU PLUMBING	\$10,500.00	37079	512 CARSON PLUMBING RPRS
	DIVISION/ORG TOTAL 14500200 - CDBG ENTITLEMENT				\$21,868.54		
15110000 POLICE-SUPPORT SERVICE	732000 COMMUNICATIONS	8/21/2019	150826	VERIZON WIRELESS	\$1,408.79	9835117165	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$350.35	13443076	2019-07
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$555.28	120192032-0	2019-08
	745000 PUBLICATIONS AND DUES	9/10/2019	151096	ROTARY CLUB OF HANFORD	\$920.00	13744	FY20 DUES ANDERSON
	749500 PROF AND SPEC SERVICES	8/21/2019	150723	DAVID B JONES	\$800.00	1162	E AGUAYO BACKGROUND INV
	749500 PROF AND SPEC SERVICES	8/21/2019	150737	CALIF DEPT OF JUSTICE	\$1,046.00	395345	BLANKET PURCHASE ORDER

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
15110000 POLICE-SUPPORT SERVICE	749500 PROF AND SPEC SERVICES	8/21/2019	150741	COMCAST CABLE COMMUNICATIONS, INC	\$14.94	0146699 8/19	BLANKET PURCHASE ORDER- F
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$2,299.77	248265	OPENGOV/ANNUAL FEE
	749500 PROF AND SPEC SERVICES	9/10/2019	151016	DAVID B JONES	\$100.00	1730	D ORTEGA BKGRND INV
	749500 PROF AND SPEC SERVICES	9/10/2019	151057	COMCAST CABLE COMMUNICATIONS, INC	\$199.95	0695141 8/19	INV INTERNET
	749500 PROF AND SPEC SERVICES	9/10/2019	151058	COMCAST CABLE COMMUNICATIONS, INC	\$249.95	0704471 9/19	PAL SVC
	749500 PROF AND SPEC SERVICES	9/10/2019	151126	M S A B INC	\$3,250.00	34002	FY20 LICENSE RENEWAL-EVID
	749500 PROF AND SPEC SERVICES	9/10/2019	151144	NICK CHAMPI ENTERPRISES INC	\$48.26	23657	PD TEMP FENCE
	758000 RENTS AND LEASES-EQUIP	9/10/2019	151025	AMERIPRIDE UNIFORM SERVICE	\$77.27	1502459809	INV MATS
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150729	B & H FOTO & ELECTRONICS CORP	\$2,758.77	160874294	NIKON CAMERAS & MEMORY C
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151024	AMERICAN NATIONAL RED CROSS	\$1,429.31	29003431	AMERICAN RED CROSS INSTR
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151070	EVIDENT, INC	\$948.59	147935A	EVIDENCE SUPPLIES
	760300 SWAT EXPENSES	9/10/2019	151123	LIVE ACTION SAFETY	\$123.99	63026	SWAT LITTER CARRIER
	777000 TRAINING/TRAVEL/MEETIN G	8/21/2019	150726	ALSIE ORTEGA	\$115.50	TR ORTEGA1A	ADV/SANTA CLARA 9/4-6

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
15110000 POLICE-SUPPORT SERVICE	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150726	ALSIE ORTEGA	\$379.44	TR ORTEGA1L	LDG/SANTA CLARA 9/4-6
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150745	JARRED COTTA	\$115.50	TR COTTA1A	ADV/WHITTIER 9/11-12
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150745	JARRED COTTA	\$250.14	TR COTTA1L	LDG/WHITTIER 9/11-12
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150746	D PREP INC	\$223.00	TR DAVIS	REG/VISALIA 9/16-17
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150750	RAYMOND DIAS	\$115.50	TR DIAS1A	ADV/WHITTIER 9/11-12
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150757	HEATHER FELEPPA	\$115.50	TR FELEPPA1A	ADV/WHITTIER 9/11-12
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150759	FRESNO POLICE REGIONAL TRNG CTR	\$406.00	TR JIMENEZ	REG/FRESNO 9/10-12
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150762	NANCY GALLEGOS	\$115.50	TR GALLEGOS1A	ADV/SANTA CLARA 9/4-6
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150762	NANCY GALLEGOS	\$379.44	TR GALLEGOS1L	LDG/SANTA CLARA 9/4-6
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150769	KIMBERLY HERNANDEZ-WILLHITE	\$115.50	TR HERNANDEZ1A	ADV/WHITTIER 9/11-12
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150769	KIMBERLY HERNANDEZ-WILLHITE	\$250.14	TR HERNANDEZ1L	LDG/WHITTIER 9/11-12
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150772	STEPHANIE HUDDLESTON	\$115.50	TR HUDDLESTON2A	ADV/SANTA CLARA
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150772	STEPHANIE HUDDLESTON	\$379.44	TR HUDDLESTON2L	LDG/SANTA CLARA

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15110000 POLICE-SUPPORT SERVICE	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150799	NICK RAMOS	\$135.00	TR COTTA	REG/WHITTIER 9/11-12
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150800	NICK RAMOS	\$135.00	TR DIAS	REG/WHITTIER 9/11-12
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150801	NICK RAMOS	\$135.00	TR FELEPPA	REG/WHITTIER 9/11-12
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150802	NICK RAMOS	\$135.00	TR HERNANDEZ	REG/WHITTIER 9/11-12
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150808	ROSAMARIA PACHECO	\$115.50	TR PACHECO1A	ADV/SANTA CLARA 9/4-6
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150808	ROSAMARIA PACHECO	\$379.44	TR PACHECO1L	LDG/SANTA CLARA 9/4-6
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150809	RYAN TOMEY	\$99.00	EXP 7/9-11	EXP/FRESNO 7/9-11
	777000 TRAINING/TRAVEL/MEETING	8/27/2019	150900	FRESNO POLICE REGIONAL TRNG CTR	\$406.00	TR WILLIAMS	REG/FRESNO 10/1-3
	777000 TRAINING/TRAVEL/MEETING	8/27/2019	150917	BRODERRICK JOHNSON	\$51.00	EXP 8/6-8	EXP/FRESNO 8/6-8
	777000 TRAINING/TRAVEL/MEETING	8/30/2019	151000	FRESNO CITY COLLEGE	\$58.00	TR CARRILLO	REG/FRESNO 9/4-6
	777000 TRAINING/TRAVEL/MEETING	8/30/2019	151001	FRESNO CITY COLLEGE	\$58.00	TR DAVIS	REG/FRESNO 9/4-6
	777000 TRAINING/TRAVEL/MEETING	8/30/2019	151002	FRESNO CITY COLLEGE	\$58.00	TR MARTINEZ	REG/FRESNO 9/4-6
	777000 TRAINING/TRAVEL/MEETING	9/6/2019	151013	NATIONAL TRAINING CONCEPTS, INC	\$315.00	TR VALLIN	REG/SAN MATEO 9/9-11

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15110000 POLICE-SUPPORT SERVICE	777000 TRAINING/TRAVEL/MEETING	9/6/2019	151014	JUSTIN VALLIN	\$181.50	TR VALLIN1A	ADV/SAN MATEO
	777000 TRAINING/TRAVEL/MEETING	9/6/2019	151014	JUSTIN VALLIN	\$482.42	TR VALLIN1L	LDG/SAN MATEO 9/9-11
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151019	CHAD ALLEN	\$247.50	TR ALLEN2A	ADV/FOLSOM 9/22-25
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151019	CHAD ALLEN	\$320.70	TR ALLEN2L	LDG/FOLSOM 9/22-25
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151027	KARL ANDERSON	\$49.50	2099	REISSUE CK#133647
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151078	FRESNO CITY COLLEGE	\$185.00	TR ESTRADA	REG/FRESNO 9/9-13
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151079	FRESNO POLICE REGIONAL TRNG CTR	\$406.00	TR PONTECORVO	REG/FRESNO 10/8-10
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151106	INTERNATIONAL ASSC OF POLICE CHIEFS	\$800.00	TR SEVER	REG/CHICAGO 10/25-30
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151106	INTERNATIONAL ASSC OF POLICE CHIEFS	\$600.00	TR ANDERSON	REG/CHICAGO 10/25-30
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151159	PUBLIC SAFETY TRAINING INSTITUTE	\$220.00	TR BRAZ	REG/HUNTINGTON BEACH 10/
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151162	JOSHUA W RAGSDALE	\$123.73	EXP 8/13-15	EXP/FRESNO 8/13-15
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151162	JOSHUA W RAGSDALE	\$160.74	EXP 8/26-30	EXP/VISALIA 8/26-30
	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151172	BRIAN SCANDURA	\$161.66	EXP 8/26-30	EXP/VISALIA 8/26-30

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15110000 POLICE-SUPPORT SERVICE	777000 TRAINING/TRAVEL/MEETING	9/10/2019	151193	JUSTIN VALLIN	\$51.00	EXP 8/20-22	EXP/FRESNO 8/20-22
	778000 UTILITIES-ELECTRICITY	9/10/2019	151177	SOUTHERN CALIF EDISON CO	\$2,524.21	1962	2019-08
	778500 UTILITIES-GAS	8/27/2019	150975	SOUTHERN CALIF GAS CO	\$43.11	1625	2019-08
	778500 UTILITIES-GAS	9/10/2019	151178	SOUTHERN CALIF GAS CO	\$14.30	1960	2019-08
	792300 GRANT PROGRAM EXPENSES	9/10/2019	151170	SAN LUIS OBISPO CO SHERIFF'S OFFICE	\$1,305.00	10/11-12 COMP	CENTRL VALLEY LAW ENFORC
	800121 COMPUTER/MDT/MONITOR	9/10/2019	151072	FARO TECHNOLOGIES INC	\$5,494.37	90697317	ASSET10093 LAPTOP
	DIVISION/ORG TOTAL 15110000 - POLICE-SUPPORT SERVICE				\$35,108.00		
15121000 POLICE-RECORDS	745500 POSTAGE AND FREIGHT	9/10/2019	151145	EXPRESS MESSENGER SYSTEMS	\$13.93	8970282	AXON SHIPPING
	745500 POSTAGE AND FREIGHT	9/10/2019	151155	PITNEY BOWES INC	\$168.03	0012616734 8/19	POSTAGE MACHINE LEASE
	749500 PROF AND SPEC SERVICES	8/21/2019	150812	SHRED-IT US JV LLC	\$104.22	8127880743	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$688.40	248265	OPENGOV/ANNUAL FEE
	DIVISION/ORG TOTAL 15121000 - POLICE-RECORDS				\$974.58		
15122000 POLICE-COMMUNICATIONS	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$2,019.94	248265	OPENGOV/ANNUAL FEE
	777000 TRAINING/TRAVEL/MEETING	8/27/2019	150978	MARIBEL V STINSON	\$297.00	TR STINSON1A	ADV/SACTO 9/9-13
	777000 TRAINING/TRAVEL/MEETING	8/27/2019	150978	MARIBEL V STINSON	\$565.03	TR STINSON1L	LDG/SACTO 9/9-13
	DIVISION/ORG TOTAL 15122000 - POLICE-COMMUNICATIONS				\$2,881.97		

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15130000 POLICE-OPERATIONS	741300 SOFTWARE MAINTENANCE	9/10/2019	151186	TYLER TECHNOLOGIES INC	\$20,853.00	130-8302	ANNUAL SAAS FEES 9/19-8/2
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$7,747.87	248265	OPENGOV/ANNUAL FEE
	754000 PARKING CITATN ADMIN COST	8/27/2019	150919	KINGS CO TREASURER	\$375.00	1665	2019-07
	754000 PARKING CITATN ADMIN COST	8/27/2019	150919	KINGS CO TREASURER	\$82.50	1665	2019-07
	754000 PARKING CITATN ADMIN COST	8/27/2019	150996	TURBO DATA SYS INC	\$321.33	30689	JUL
	754000 PARKING CITATN ADMIN COST	8/27/2019	150996	TURBO DATA SYS INC	\$203.78	30689	JUL
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151118	BRANDON K AINSWORTH	\$16.09	2788	NAME PLATES
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151192	GEIL ENTERPRISES, INC	\$1,020.00	367780	BA MONITORING SERVICE 9/1
	792300 GRANT PROGRAM EXPENSES	9/10/2019	151056	COMBAT BRANDS, LLC	\$7,532.87	2054605	PAL BOXING EQUIPMENT
DIVISION/ORG TOTAL 15130000 - POLICE-OPERATIONS					\$38,152.44		
15140000 POLICE-TRAFFIC ENFORCEMNT	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$587.32	248265	OPENGOV/ANNUAL FEE
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151161	R H F, INC	\$77.00	74534	RECERTIFICATION 10 RADAR
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151161	R H F, INC	\$85.00	74535	RECERTIFICATION 10 RADAR
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151161	R H F, INC	\$77.00	74536	RECERTIFICATION 10 RADAR

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15140000 POLICE-TRAFFIC ENFORCEMNT	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151161	R H F, INC	\$76.00	74537	RECERTIFICATION 10 RADAR
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151161	R H F, INC	\$77.00	74538	RECERTIFICATION 10 RADAR
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151161	R H F, INC	\$105.00	74539	RECERTIFICATION 10 RADAR
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151161	R H F, INC	\$105.00	74540	RECERTIFICATION 10 RADAR
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151161	R H F, INC	\$105.00	74547	RECERTIFICATION 10 RADAR
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151161	R H F, INC	\$210.00	74549 74551	RECERTIFICATION 10 RADAR
	DIVISION/ORG TOTAL 15140000 - POLICE-TRAFFIC ENFORCEMNT				\$1,504.32		
15150000 POLICE- MULT-AGCY TASK	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$438.90	248265	OPENGOV/ANNUAL FEE
	DIVISION/ORG TOTAL 15150000 - POLICE- MULT-AGCY TASK				\$438.90		
15160000 POLICE-SCHOOL OFFICER PRG	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$1,196.38	248265	OPENGOV/ANNUAL FEE
	DIVISION/ORG TOTAL 15160000 - POLICE-SCHOOL OFFICER PRG				\$1,196.38		
15170000 POLICE-POP PROGRAM	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$796.82	248265	OPENGOV/ANNUAL FEE
	DIVISION/ORG TOTAL 15170000 - POLICE-POP PROGRAM				\$796.82		
15180000 POLICE-ANIMAL CONTROL	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$252.28	248265	OPENGOV/ANNUAL FEE
	749500 PROF AND SPEC SERVICES	9/10/2019	151099	HANFORD VETERINARY HOSPITAL, INC	\$52.00	1125450	EMERGENCY EXAM

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15180000 POLICE-ANIMAL CONTROL	749500 PROF AND SPEC SERVICES	9/10/2019	151099	HANFORD VETERINARY HOSPITAL, INC	\$52.00	1125451	EMERGENCY EXAM
	749500 PROF AND SPEC SERVICES	9/10/2019	151099	HANFORD VETERINARY HOSPITAL, INC	\$52.00	1125452	EMERGENCY EXAM
	749500 PROF AND SPEC SERVICES	9/10/2019	151099	HANFORD VETERINARY HOSPITAL, INC	\$52.00	1125453	EMERGENCY EXAM
	749500 PROF AND SPEC SERVICES	9/10/2019	151099	HANFORD VETERINARY HOSPITAL, INC	\$52.00	1125454	EMERGENCY EXAM
	749500 PROF AND SPEC SERVICES	9/10/2019	151099	HANFORD VETERINARY HOSPITAL, INC	\$52.00	1125455	EMERGENCY EXAM
	749500 PROF AND SPEC SERVICES	9/10/2019	151099	HANFORD VETERINARY HOSPITAL, INC	\$146.50	1125679	EMERGENCY EXAM
	749500 PROF AND SPEC SERVICES	9/10/2019	151099	HANFORD VETERINARY HOSPITAL, INC	\$90.05	1126397	EMERGENCY EXAM
	751000 ANIMAL CONTROL	8/21/2019	150768	HANFORD VETERINARY HOSPITAL, INC	\$354.00	1121932	EMERG EXAM
DIVISION/ORG TOTAL 15180000 - POLICE-ANIMAL CONTROL					\$1,154.83		
15190000 POLICE-HART	749500 PROF AND SPEC SERVICES	9/10/2019	151119	KINGS WASTE & RECYCLE AUTHORITY	\$356.75	580004	DUMP FEE-HART
	800121 COMPUTER/MDT/MONITOR	8/21/2019	150734	C D W GOVERNMENT LLC	\$721.96	TKM6050	ASSET 10023- HART MICROSC
	800121 COMPUTER/MDT/MONITOR	9/10/2019	151065	DELL MARKETING LP	\$2,222.10	10337935321	ASSET 10023- HART COMPUTE
DIVISION/ORG TOTAL 15190000 - POLICE-HART					\$3,300.81		
15200000 POLICE-CANINE	749500 PROF AND SPEC SERVICES	8/21/2019	150768	HANFORD VETERINARY HOSPITAL, INC	\$101.67	1123168	K9 NICO EXAM/FOOD

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15200000 POLICE-CANINE	749500 PROF AND SPEC SERVICES	8/21/2019	150768	HANFORD VETERINARY HOSPITAL, INC	\$66.25	1123516	K9 NICO FOOD
	749500 PROF AND SPEC SERVICES	8/21/2019	150768	HANFORD VETERINARY HOSPITAL, INC	\$33.13	1125051	K9 TIG FOOD
	749500 PROF AND SPEC SERVICES	9/10/2019	151068	EDEN K9 CONSULTING & TRAINING CORP	\$522.00	1464	ANNUAL COMPUTER K9 TRACK
	749500 PROF AND SPEC SERVICES	9/10/2019	151099	HANFORD VETERINARY HOSPITAL, INC	\$21.00	1125789	K9 TIG EXAM VACCINE
	DIVISION/ORG TOTAL 15200000 - POLICE-CANINE				\$744.05		
16100000 FIRE- ADMIN/SUPPRESSION	701000 REGULAR EMPLOYEES	8/16/2019	150692	THOMAS LEE	\$1,962.07	2973	NO DIRECT DEPOSIT
	701000 REGULAR EMPLOYEES	8/30/2019	151008	THOMAS LEE	\$1,964.46	2974	NO DIRECT DEPOSIT
	707133 VOLUNTEER FIREFIGHTERS	8/27/2019	150877	ALLSTAR FIRE EQUIPMENT INC	\$482.63	217553	VOL HELMET SHIELDS
	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$38.86	13443076	2019-07
	732000 COMMUNICATIONS	8/27/2019	150986	VERIZON WIRELESS	\$179.15	9835623110	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$235.29	120192032-0	2019-08
	745000 PUBLICATIONS AND DUES	8/27/2019	150965	AMERICAN FUTURE SYSTEMS INC	\$254.95	07250444	PUBLIC EMPLOYMENT BOOKS
	746000 DUPLICATING EXPENSE	8/21/2019	150830	XEROX CORP	\$273.64	097705208	2019-07
	749500 PROF AND SPEC SERVICES	8/21/2019	150755	FASHION CLEANERS INC	\$13.80	337362	UNIFORM DECONTAMINATION
	749500 PROF AND SPEC SERVICES	8/21/2019	150807	TAYLOR BROTHERS, INC	\$52.00	1749217	BLANKET PURCHASE ORDER

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
16100000 FIRE- ADMIN/SUPPRESSIO N	749500 PROF AND SPEC SERVICES	8/27/2019	150967	TAYLOR BROTHERS, INC	\$45.00	1749273	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	8/27/2019	150967	TAYLOR BROTHERS, INC	\$45.00	1749272	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$5,949.56	248265	OPENGOV/ANNUAL FEE
	749500 PROF AND SPEC SERVICES	9/10/2019	151067	MICHAEL HARRIS	\$70.00	23241	DIAGNOSTIC FEE/ICE MAKER
	749500 PROF AND SPEC SERVICES	9/10/2019	151173	SCHAUB RENTAL AND SALES INC	\$23.90	3751	YARD EQUIP LABOR
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150788	L N CURTIS & SONS	\$1,393.13	INV304726	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150901	GOLDEN WEST INDUSTRIAL SUPPLY	\$147.65	2098504	FIRE/RESCUE SUPPLIES
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150907	HOME DEPOT U S A INC-DEPT 32 2540194606	\$5.70	486639081	STATION SUPPLIES
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150907	HOME DEPOT U S A INC-DEPT 32 2540194606	\$27.12	487396053	STATION SUPPLIES
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150907	HOME DEPOT U S A INC-DEPT 32 2540194606	\$189.86	494893050	STATION SUPPLIES
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150907	HOME DEPOT U S A INC-DEPT 32 2540194606	\$16.19	499062479	STATION SUPPLIES
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150921	L N CURTIS & SONS	\$223.03	INV307077	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151134	CONSOLIDATED ELEC DIST, INC	\$15.53	2877-486256	LIGHT BULBS

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16100000 FIRE-ADMIN/SUPPRESSION	778000 UTILITIES-ELECTRICITY	8/21/2019	150816	SOUTHERN CALIF EDISON CO	\$1,055.48	1158	2019-07
	778000 UTILITIES-ELECTRICITY	9/10/2019	151177	SOUTHERN CALIF EDISON CO	\$2,315.93	1962	2019-08
	778500 UTILITIES-GAS	8/27/2019	150975	SOUTHERN CALIF GAS CO	\$175.39	1625	2019-08
	778500 UTILITIES-GAS	9/10/2019	151178	SOUTHERN CALIF GAS CO	\$113.90	1960	2019-08
	DIVISION/ORG TOTAL 16100000 - FIRE-ADMIN/SUPPRESSION				\$17,269.22		
16110000 FIRE-FIRE PREVENTION	745500 POSTAGE AND FREIGHT	9/10/2019	151086	GOLDEN STATE OVERNIGHT	\$30.84	3992539	SHIPPING
	749500 PROF AND SPEC SERVICES	8/21/2019	150774	INTERWEST CONSULTING GROUP INC	\$240.00	FR20-0001	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	8/21/2019	150774	INTERWEST CONSULTING GROUP INC	\$870.00	51673	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	8/21/2019	150780	JERRY MATOS	\$490.00	1300	F-19-0144 WEED CLEANUP
	749500 PROF AND SPEC SERVICES	8/27/2019	150915	JERRY MATOS	\$975.00	1303	F20-0009 CLEAN UP
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$158.58	248265	OPENGOV/ANNUAL FEE
	749500 PROF AND SPEC SERVICES	9/10/2019	151110	JERRY MATOS	\$658.20	1305	F-20-0011 CLEAN UP
	749500 PROF AND SPEC SERVICES	9/10/2019	151110	JERRY MATOS	\$1,192.40	1285	F-19-0093 CLEAN UP
	DIVISION/ORG TOTAL 16110000 - FIRE-FIRE PREVENTION				\$4,615.02		
17100000 PARKS & REC-ADMIN	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$40.92	120192032-0	2019-08
	741200 EQUIPMENT MAINTENANCE	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$538.19	248265	OPENGOV/ANNUAL FEE

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
17100000 PARKS & REC-ADMIN	744000 OFFICE EXPENSE MISC	9/10/2019	151097	HANFORD SENTINEL	\$432.99	234-00089750 8/19	ANNUAL SUBSCRIPTION
DIVISION/ORG TOTAL 17100000 - PARKS & REC-ADMIN					\$1,012.10		
17110000 PARKS & REC-SPORTS	732000 COMMUNICATIONS	8/21/2019	150722	A T & T	\$23.75	13443064	582-4092 2019-07
	749500 PROF AND SPEC SERVICES	8/27/2019	150881	GEORGE AUSTIN	\$208.00	1570	SFTBL OFCL 8/12-22
	749500 PROF AND SPEC SERVICES	8/27/2019	150892	JESSE CHAVARRIA	\$92.00	1571	SFTBL OFCL 8/13-15
	749500 PROF AND SPEC SERVICES	8/27/2019	150897	TERRY GENE DUNCIL	\$72.00	1572	SFTBL OFCL 8/5-19
	749500 PROF AND SPEC SERVICES	8/27/2019	150899	FISHER, BRYCE	\$36.00	1573	SFTBL OFCL 8/13-20
	749500 PROF AND SPEC SERVICES	8/27/2019	150916	AARON JOHNSON	\$24.00	1574	SFTBL OFCL 8/13
	749500 PROF AND SPEC SERVICES	8/27/2019	150918	FRANK JOHNSON	\$69.00	1575	SFTBL OFCL 8/22
	749500 PROF AND SPEC SERVICES	8/27/2019	150922	RODNEY LAWRENCE	\$46.00	1576	SFTBL OFCL 8/12-19
	749500 PROF AND SPEC SERVICES	8/27/2019	150924	WARREN LEASURE	\$184.00	1577	SFTBL OFCL 8/12-19
	749500 PROF AND SPEC SERVICES	8/27/2019	150926	TONI MARIN	\$156.00	1578	SFTBL OFCL 8/12-22
	749500 PROF AND SPEC SERVICES	8/27/2019	150928	RYAN MERCER	\$230.00	1580	SFTBL OFCL 8/13-22
	749500 PROF AND SPEC SERVICES	8/27/2019	150932	LUCIO MONTOYA	\$92.00	1582	SFTBL OFCL 8/13-20

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
17110000 PARKS & REC- SPORTS	749500 PROF AND SPEC SERVICES	8/27/2019	150961	ZANE PERREIRA	\$132.00	1583	SFTBL OFCL 8/13-22
	749500 PROF AND SPEC SERVICES	8/27/2019	150962	MANDY S PHILLIPS	\$84.00	1584	SFTBL OFCL 8/15-22
	749500 PROF AND SPEC SERVICES	8/27/2019	150971	ANTHONY SANCHEZ	\$480.00	1585	SFTBL OFCL 8/12-22
	749500 PROF AND SPEC SERVICES	8/27/2019	150973	STEPHEN SMITH	\$46.00	1586	SFTBL OFCL 8/20
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$163.04	248265	OPENGOV/ANNUAL FEE
	749500 PROF AND SPEC SERVICES	9/10/2019	151031	GEORGE AUSTIN	\$162.00	1877	SFTBL OFCL 8/26-29
	749500 PROF AND SPEC SERVICES	9/10/2019	151034	MATHEW BERTAINA	\$144.00	1878	SFTBL OFCL 8/31
	749500 PROF AND SPEC SERVICES	9/10/2019	151034	MATHEW BERTAINA	\$84.00	1880	SFTBL OFCL 9/1
	749500 PROF AND SPEC SERVICES	9/10/2019	151051	JESSE CHAVARRIA	\$69.00	1881	SFTBL OFCL 8/29
	749500 PROF AND SPEC SERVICES	9/10/2019	151066	LELAND DIHEL	\$72.00	1882	SFTBL OFCL 8/31
	749500 PROF AND SPEC SERVICES	9/10/2019	151075	FISHER, BRYCE	\$36.00	1883	SFTBL OFCL 8/27-29
	749500 PROF AND SPEC SERVICES	9/10/2019	151083	ARNOLD GARZA	\$184.00	1763	SFTBL OFCL 8/5-26
	749500 PROF AND SPEC SERVICES	9/10/2019	151112	AARON JOHNSON	\$48.00	1885	SFTBL OFCL 8/26-27

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
17110000 PARKS & REC- SPORTS	749500 PROF AND SPEC SERVICES	9/10/2019	151113	FRANK JOHNSON	\$216.00	1886	SFTBL OFCL 8/27-31
	749500 PROF AND SPEC SERVICES	9/10/2019	151113	FRANK JOHNSON	\$84.00	1887	SFTBL OFCL 9/1
	749500 PROF AND SPEC SERVICES	9/10/2019	151130	TONI MARIN	\$72.00	1888	SFTBL OFCL 8/27-29
	749500 PROF AND SPEC SERVICES	9/10/2019	151136	RYAN MERCER	\$138.00	1889	SFTBL OFCL 8/27-29
	749500 PROF AND SPEC SERVICES	9/10/2019	151139	LUCIO MONTOYA	\$46.00	2098	SFTBL OFCL 8/27
	749500 PROF AND SPEC SERVICES	9/10/2019	151152	ZANE PERREIRA	\$48.00	1892	SFTBL OFCL 8/27-29
	749500 PROF AND SPEC SERVICES	9/10/2019	151154	MANDY S PHILLIPS	\$72.00	1893	SFTBL OFCL 8/27-29
	749500 PROF AND SPEC SERVICES	9/10/2019	151171	ANTHONY SANCHEZ	\$342.00	1895	SFTBL OFCL 8/27-31
	749500 PROF AND SPEC SERVICES	9/10/2019	151171	ANTHONY SANCHEZ	\$324.00	1896	SFTBL OFCL 9/1-6
	749500 PROF AND SPEC SERVICES	9/10/2019	151175	STEPHEN SMITH	\$23.00	1897	SFTBL OFCL 8/29
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150732	BAVCO	\$696.17	916083	BACKFLOW REPAIR KIT
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150770	HOME DEPOT U S A INC-DEPT 32 2540194606	\$124.32	504898800	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$205.79	503504300	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
17110000 PARKS & REC-SPORTS	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150810	SANCHEZ FEED & SEED, INC	\$35.38	266412	GOPHER TRAP
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150884	BAVCO	\$245.96	918162	BACKFLOW REPAIR LEARNING
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150970	SANCHEZ FEED & SEED, INC	\$77.19	266772	BLANKET PURCHASE ORDER
	778000 UTILITIES-ELECTRICITY	9/10/2019	151177	SOUTHERN CALIF EDISON CO	\$2,352.62	1962	2019-08
	DIVISION/ORG TOTAL 17110000 - PARKS & REC-SPORTS				\$8,039.22		
17130000 PARKS & REC-LONGFIELD CTR	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$12.76	13443076	2019-07
	749500 PROF AND SPEC SERVICES	8/21/2019	150743	COMCAST CABLE COMMUNICATIONS, INC	\$237.82	0714199 8/19	LONGFIELD INTERNET
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$34.42	248265	OPENGOV/ANNUAL FEE
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150927	RICHARD F STOCKLE, JR	\$550.00	29999	INSTALL POOL TABLE
	778000 UTILITIES-ELECTRICITY	8/27/2019	150974	SOUTHERN CALIF EDISON CO	\$1,285.95	1624	2019-07
	778500 UTILITIES-GAS	9/10/2019	151178	SOUTHERN CALIF GAS CO	\$14.30	1960	2019-08
	DIVISION/ORG TOTAL 17130000 - PARKS & REC-LONGFIELD CTR				\$2,135.25		
17140000 PARKS & REC-AQUATIC/SKATE	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$19.75	13443076	2019-07
	741200 EQUIPMENT MAINTENANCE	9/10/2019	151103	HOME DEPOT U S A INC-DEPT 32 2540194606	\$19.14	1832	TOOL SET
	741200 EQUIPMENT MAINTENANCE	9/10/2019	151103	HOME DEPOT U S A INC-DEPT 32 2540194606	\$14.54	1833	MISC TUBES
	749500 PROF AND SPEC SERVICES	8/21/2019	150793	MATSON ALARM COMPANY, INC	\$24.50	1926649	2019-08

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
17140000 PARKS & REC- AQUATIC/SKATE	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$34.42	248265	OPENGOV/ANNUAL FEE
	749500 PROF AND SPEC SERVICES	9/10/2019	151132	MATSON ALARM COMPANY, INC	\$24.50	1939294	2019-09
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150791	LINCOLN EQUIPMENT INC	\$959.24	50482982	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150791	LINCOLN EQUIPMENT INC	\$1,100.88	50483124	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150791	LINCOLN EQUIPMENT INC	\$770.40	50484109	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150791	LINCOLN EQUIPMENT INC	\$632.12	50485074	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150791	LINCOLN EQUIPMENT INC	\$543.78	50485075	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150791	LINCOLN EQUIPMENT INC	\$864.82	50485286	BLANKET PURCHASE ORDER
	778000 UTILITIES-ELECTRICITY	9/10/2019	151177	SOUTHERN CALIF EDISON CO	\$1,459.56	1962	2019-08
	778500 UTILITIES-GAS	9/10/2019	151178	SOUTHERN CALIF GAS CO	\$18.42	1960	2019-08
DIVISION/ORG TOTAL 17140000 - PARKS & REC-AQUATIC/SKATE					\$6,486.07		
17160000 PARKS & REC- FACILITIES	447220 FM-FACILITIES-OTHER RENTS	9/10/2019	151147	ONE TIME VENDOR	\$30.00	2003509	REFUND PARK SHELTER #C
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$51.63	248265	OPENGOV/ANNUAL FEE
	DIVISION/ORG TOTAL 17160000 - PARKS & REC-FACILITIES					\$81.63	
17190000 PARKS & REC-YOUTH SERVICE	732000 COMMUNICATIONS	8/21/2019	150722	A T & T	\$21.70	13446287	587-1658 2019-07

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
17190000 PARKS & REC-YOUTH SERVICE	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$19.43	13443076	2019-07
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$20.46	120192032-0	2019-08
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$86.06	248265	OPENGOV/ANNUAL FEE
	749500 PROF AND SPEC SERVICES	8/30/2019	150999	DIRECTV LLC	\$84.49	36608329056	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/10/2019	151018	JASON HARPER	\$560.00	1778	FALL FESTIVAL ENTERTAINME
	749500 PROF AND SPEC SERVICES	9/10/2019	151127	JACKIE RAY	\$300.00	1936	FALL FESTIVAL ENTERTAINME
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150970	SANCHEZ FEED & SEED, INC	\$96.87	266839	T-BALL FIELD CHALK
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151095	CHERYL GONZALES	\$214.50	55883	TEEN CENTER TABLE & STOOL
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151104	HOME DEPOT U S A INC-DEPT 32 2540194606	\$885.89	509430518	STORAGE SHELVES
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151104	HOME DEPOT U S A INC-DEPT 32 2540194606	\$158.24	510335110	RECREATION STORAGE
DIVISION/ORG TOTAL 17190000 - PARKS & REC-YOUTH SERVICE					\$2,447.64		
17200000 PARKS & REC-ADULT/SPC SRV	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$19.58	13443076	2019-07
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$10.23	120192032-0	2019-08
	747000 PRINTING	9/10/2019	151029	ART PRINT SERVICES INC	\$940.51	190217	SENIOR WRITING BOOKS
	749500 PROF AND SPEC SERVICES	8/27/2019	150912	IRWIN ST INN INC	\$2,145.00	1553	100 MEALS PROM 9/13/19

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17200000 PARKS & REC- ADULT/SPC SRV	749500 PROF AND SPEC SERVICES	8/27/2019	150969	CINDY LYNN RODRIGUEZ	\$476.00	2019-08	2019-08 CLASSES
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$51.63	248265	OPENGOV/ANNUAL FEE
	749500 PROF AND SPEC SERVICES	9/10/2019	151060	JULIAN SALCIDO	\$150.00	1707	DJ PROM CHALLENGE 9/13/19
	749500 PROF AND SPEC SERVICES	9/10/2019	151088	THEODORE GOMEZ	\$600.00	1976	MELCO ENTERTAINMENT
	749500 PROF AND SPEC SERVICES	9/10/2019	151168	JOHN BENTON	\$250.00	1879	SEPTEMBER BARN DANCE
DIVISION/ORG TOTAL 17200000 - PARKS & REC-ADULT/SPC SRV					\$4,642.95		
17210000 PARKS & REC-COMM PROM/EV	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$10.23	120192032-0	2019-08
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$34.42	248265	OPENGOV/ANNUAL FEE
	756000 ADVERTISING & PUBLIC REL	8/27/2019	150931	MOMENTUM BROADCASTING	\$965.00	13784	REN FAIRE RADIO AD
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150988	WAL MART	\$61.84	2019-08	BLANKET PURCHASE ORDER
	761100 RENAISSANCE FAIRE EXPENSE	9/10/2019	151033	BARLEYCORN COUNTRY DANCERS	\$350.00	1759	RENAISSANCE FAIRE ENTERTAINMENT
	761100 RENAISSANCE FAIRE EXPENSE	9/10/2019	151036	JOHN MICHAEL BLOOM-RAMIREZ	\$225.00	1758	RENAISSANCE FAIRE PERFORMANCE
	761100 RENAISSANCE FAIRE EXPENSE	9/10/2019	151055	VIRGINIA CLEARWATER	\$500.00	1760	RENAISSANCE FAIRE PERFORMANCE
	761100 RENAISSANCE FAIRE EXPENSE	9/10/2019	151074	DANIEL FERNANDEZ	\$575.00	1761	RENAISSANCE FAIRE PERFORMANCE

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17210000 PARKS & REC-COMM PROM/EV	761100 RENAISSANCE FAIRE EXPENSE	9/10/2019	151076	LYDIA JANE FORTNER	\$400.00	1762	RENAISSANCE FAIRE PERFORM
	761100 RENAISSANCE FAIRE EXPENSE	9/10/2019	151084	THOMAS GIDDINGS	\$1,100.00	1764	RENAISSANCE FAIRE PERFORM
	761100 RENAISSANCE FAIRE EXPENSE	9/10/2019	151133	GEORGE MC ARTHUR	\$800.00	1767	RENAISSANCE FAIRE PERFORM
	761100 RENAISSANCE FAIRE EXPENSE	9/10/2019	151141	CHRIS MORGAN	\$225.00	1768	RENAISSANCE FAIRE PERFORM
	761100 RENAISSANCE FAIRE EXPENSE	9/10/2019	151146	ONE TIME VENDOR	\$75.00	1819	RENAISSANCE FAIRE PERFORM
	761100 RENAISSANCE FAIRE EXPENSE	9/10/2019	151153	MICHAEL PEREIRA	\$200.00	1769	RENAISSANCE FAIRE PERFORM
	761100 RENAISSANCE FAIRE EXPENSE	9/10/2019	151179	SAINT MICHAEL'S SALLE D'ARMES INC	\$500.00	1772	RENAISSANCE FAIRE PERFORM
	DIVISION/ORG TOTAL 17210000 - PARKS & REC-COMM PROM/EV				\$6,021.49		
17220000 PARKS & REC-PARKS	707130 UNIFORM EXPENSE	8/21/2019	150728	ARAMARK UNIFORM SERVICES, INC	\$280.39	2019-07	2019-07 UNIFORMS
	707130 UNIFORM EXPENSE	8/21/2019	150829	WORKINGMAN'S STORE INC	\$1,168.26	1386	FY20 SHOES
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	\$16.56	381688	FY20 ROUND CITY PATCHES-3
	707130 UNIFORM EXPENSE	9/10/2019	151037	BOOT BARN	\$955.37	INV00008176	FY20 SHOES
	707130 UNIFORM EXPENSE	9/10/2019	151108	J H TACKETT INC	\$192.89	2492	PW HAT EMBROIDERY
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$20.46	120192032-0	2019-08
	732000 COMMUNICATIONS	9/10/2019	151197	VERIZON WIRELESS	\$45.78	9836008620	2019-08
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$1,876.85	248265	OPENGOV/ANNUAL FEE

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
17220000 PARKS & REC-PARKS	755000 OTHER CONTRACTUAL SERVICE	9/10/2019	151167	RICHARD K GONZALES	\$2,500.00	1515	TRIM PINE TREE HV PARK
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150732	BAVCO	\$117.35	916084	BACKFLOW REPAIR KIT
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150753	EWING IRRIGATION PROD INC	\$219.17	7816262	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150760	FURTADO WELDING & INDUSTRIAL SUPPLY	\$152.12	19240	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$592.85	501380042	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$89.58	501307789	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$847.07	503500407	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$15.07	505344242	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$582.74	505420604	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$15.07	505581330	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150784	PHILLIP J GAPEN	\$5.90	4755	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150785	KINGS CO PIPE & SUPPLY	\$19.19	1908-K99835	LACEY PARK TOILET VALVE K
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150794	CONSOLIDATED ELEC DIST, INC	\$4.99	2877-485785	BLANKET PURCHASE ORDER

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17220000 PARKS & REC-PARKS	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$8.12	1567483	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$20.63	1568790	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150798	NICK CHAMPI ENTERPRISES INC	\$80.44	23553	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150798	NICK CHAMPI ENTERPRISES INC	\$600.00	23623	FENCE REPR/EFJ PARK
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150811	SCHAUB RENTAL AND SALES INC	\$61.72	3047	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150811	SCHAUB RENTAL AND SALES INC	\$55.50	3305	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150811	SCHAUB RENTAL AND SALES INC	\$327.27	3308	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150886	BIG STATE INDUSTRIAL SUPPLY INC	\$3,142.93	1353079	EMPLOYEE PPE SUPPLIES
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150907	HOME DEPOT U S A INC-DEPT 32 2540194606	\$418.94	507580314	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151094	HANFORD AUTO & TRUCK PARTS, INC	\$7.12	231379	LACEY BLVD HASH TAG PARTS
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151191	VALLEY OXYGEN, INC	\$78.05	411334	CHOPSAW WHEEL AND SQUAF
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151191	VALLEY OXYGEN, INC	\$6.18	411444	MASKING TAPE
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151196	VERDEGAAL BROTHERS	\$130.22	0805591-IN	WATER METER

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17220000 PARKS & REC-PARKS	778000 UTILITIES-ELECTRICITY	8/21/2019	150805	P G & E	\$9.86	1337	2019-07
	800137 RADIOS/OTHER ELECTRN	9/10/2019	151107	J ' S COMMUNICATIONS, INC	\$2,284.25	55591	ASSET10060 MOTOROLA HAM
	DIVISION/ORG TOTAL 17220000 - PARKS & REC-PARKS				\$16,948.89		
20100000 PW- ADMINISTRATION & ENGR	707130 UNIFORM EXPENSE	8/21/2019	150728	ARAMARK UNIFORM SERVICES, INC	\$186.42	2019-07	2019-07 UNIFORMS
	707130 UNIFORM EXPENSE	8/21/2019	150829	WORKINGMAN'S STORE INC	\$475.50	1386	FY20 SHOES
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	(\$10.85)	381688	FY20 ROUND CITY PATCHES-3
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	\$6.40	381687	FY20 CITY CRESCENT PATCHE
	707130 UNIFORM EXPENSE	9/10/2019	151108	J H TACKETT INC	\$77.16	2492	PW HAT EMBROIDERY
	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$21.93	13443065	583-1529
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$184.14	120192032-0	2019-08
	732000 COMMUNICATIONS	9/10/2019	151197	VERIZON WIRELESS	\$187.11	9836008620	2019-08
	745000 PUBLICATIONS AND DUES	8/21/2019	150736	CALIF DEPT OF CONSUMER AFFAIRS	\$115.00	C68225	L DOCK LICENSE RENEWAL
	745000 PUBLICATIONS AND DUES	8/27/2019	150929	METROPOLITAN TRANSPORTATION COMM	\$4,500.00	4926-AR11303	STREET SAVER SUB 10/19-9/
	745000 PUBLICATIONS AND DUES	8/27/2019	150992	ZUMWALT HANSEN, INC	\$229.86	1661	MAP ACT PUBLICATIONS
	749500 PROF AND SPEC SERVICES	8/27/2019	150930	MICHAEL SUTHERLAND & ASSN	\$260.00	182650-3	PROF SVCS 6/29-8/3
	749500 PROF AND SPEC SERVICES	8/27/2019	150930	MICHAEL SUTHERLAND & ASSN	\$455.00	192665-1	PROF SVCS 7/28-8/17

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20100000 PW- ADMINISTRATION & ENGR	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$3,297.18	248265	OPENGOV/ANNUAL FEE
	749500 PROF AND SPEC SERVICES	9/10/2019	151137	MICHAEL SUTHERLAND & ASSN	\$195.00	182652-4	TR 919 FSM 1ST REVIEW
	749500 PROF AND SPEC SERVICES	9/10/2019	151137	MICHAEL SUTHERLAND & ASSN	\$390.00	182648-3	TR 922 FSM 1ST REV
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150972	SHRED-IT US JV LLC	\$75.03	8127879446	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151017	ALERT-O-LITE	\$84.32	0049106-IN	INSPECTOR VESTS
	777000 TRAINING/TRAVEL/MEE TING	9/10/2019	151149	MARIO OROSCO	\$42.34	EXP 8/27	EXP/FRESNO 8/27
	DIVISION/ORG TOTAL 20100000 - PW-ADMINISTRATION & ENGR				\$10,771.54		
20110000 PW-STREET MAINTENANCE	707130 UNIFORM EXPENSE	8/21/2019	150728	ARAMARK UNIFORM SERVICES, INC	\$380.31	2019-07	2019-07 UNIFORMS
	707130 UNIFORM EXPENSE	8/21/2019	150829	WORKINGMAN'S STORE INC	\$797.65	1386	FY20 SHOES
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	\$7.11	381688	FY20 ROUND CITY PATCHES-3
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	\$26.13	381687	FY20 CITY CRESCENT PATCHE
	707130 UNIFORM EXPENSE	9/10/2019	151037	BOOT BARN	\$780.38	INV00008176	FY20 SHOES
	707130 UNIFORM EXPENSE	9/10/2019	151108	J H TACKETT INC	\$192.89	2492	PW HAT EMBROIDERY
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$20.46	120192032-0	2019-08
	732000 COMMUNICATIONS	9/10/2019	151197	VERIZON WIRELESS	\$6.98	9836008620	2019-08
	749500 PROF AND SPEC SERVICES	8/21/2019	150761	G I S WORKSHOP LLC	\$420.00	13415	FY20 SIMPLE SIGNS PROGRAM

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20110000 PW-STREET MAINTENANCE	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$1,645.93	248265	OPENGOV/ANNUAL FEE
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150776	J A MOMANEY SERVICES INC	\$240.24	122015	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150794	CONSOLIDATED ELEC DIST, INC	\$71.43	2877-485859	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$6.04	1565438	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150811	SCHAUB RENTAL AND SALES INC	\$144.34	3030	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150811	SCHAUB RENTAL AND SALES INC	\$210.86	3194	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150811	SCHAUB RENTAL AND SALES INC	\$23.29	3291	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150811	SCHAUB RENTAL AND SALES INC	\$55.75	3330	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150813	D L H TOOLS INC	\$53.45	0032520-IN	SIGN BRACKETS
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150977	STATEWIDE TRAFFIC SAFETY	\$763.94	04005638	COLD PATCHES
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151109	JAMAR TECHNOLOGIES INC	\$963.10	0046647	RAC GEOII W/ AUTO ADAPTER
	772000 STREET CONST & MAINT MTRL	8/21/2019	150752	ENNIS PAINT INC	\$4,290.00	379288	PAINT
	772000 STREET CONST & MAINT MTRL	8/21/2019	150752	ENNIS PAINT INC	\$64,254.57	379287-379289	PAINT

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20110000 PW-STREET MAINTENANCE	772000 STREET CONST & MAINT MTRL	8/21/2019	150781	TERRY JOHNSON TRUCKING	\$2,140.31	109534	24.50 TONS COLD MIX DELIV
	772000 STREET CONST & MAINT MTRL	9/10/2019	151111	TERRY JOHNSON TRUCKING	\$1,842.29	109885	PATCHING AC
	778000 UTILITIES-ELECTRICITY	8/21/2019	150816	SOUTHERN CALIF EDISON CO	\$38,416.57	1158	2019-07
	778000 UTILITIES-ELECTRICITY	8/27/2019	150960	P G & E	\$320.92	1612	2019-07 6899346425-1
	DIVISION/ORG TOTAL 20110000 - PW-STREET MAINTENANCE				\$118,074.94		
20200000 AIRPORT OPERATIONS	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$19.43	13443076	2019-07
	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$21.67	13443062	AIRPORT FUEL LINE
	743300 FUEL AND LUBE MAINTENANCE	8/21/2019	150731	W BANKS MOORE, INC CUST#01833	\$100.00	WO-8985	2019-08 INSPECTION
	749500 PROF AND SPEC SERVICES	8/21/2019	150793	MATSON ALARM COMPANY, INC	\$30.00	1926649	2019-08
	749500 PROF AND SPEC SERVICES	9/10/2019	151132	MATSON ALARM COMPANY, INC	\$30.00	1939294	2019-09
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150785	KINGS CO PIPE & SUPPLY	\$284.00	1908-196898	AIRPORT WATER HEATER
	778000 UTILITIES-ELECTRICITY	8/27/2019	150974	SOUTHERN CALIF EDISON CO	\$1,647.28	1624	2019-07
	DIVISION/ORG TOTAL 20200000 - AIRPORT OPERATIONS				\$2,132.38		
20310000 REFUSE OPERATIONS	707130 UNIFORM EXPENSE	8/21/2019	150728	ARAMARK UNIFORM SERVICES, INC	\$156.47	21754422	FY20 PT EMP UNIFORMS
	707130 UNIFORM EXPENSE	8/21/2019	150728	ARAMARK UNIFORM SERVICES, INC	\$292.00	2019-07	2019-07 UNIFORMS
	707130 UNIFORM EXPENSE	8/21/2019	150777	J H TACKETT INC	\$53.63	2490	FY20 REFUSE SHIRT PATCHES
	707130 UNIFORM EXPENSE	8/21/2019	150829	WORKINGMAN'S STORE INC	\$462.64	1386	FY20 SHOES

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20310000 REFUSE OPERATIONS	707130 UNIFORM EXPENSE	8/27/2019	150879	ROBERT ANAYA	\$141.57	W1038029945	FY20 BOOTS R ANAYA
	707130 UNIFORM EXPENSE	8/27/2019	150913	J H TACKETT INC	\$26.81	2494	FY20 REFUSE SHIRT PATCHES
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	\$41.97	381688	FY20 ROUND CITY PATCHES-3
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	\$45.83	381687	FY20 CITY CRESCENT PATCHE
	707130 UNIFORM EXPENSE	9/10/2019	151026	ROBERT ANAYA	\$18.43	1679	FY20 BOOTS REIMB-R ANAYA
	707130 UNIFORM EXPENSE	9/10/2019	151028	ARAMARK UNIFORM SERVICES, INC	\$159.68	21774200	FY20 REFUSE PT EMP UNIFOR
	707130 UNIFORM EXPENSE	9/10/2019	151037	BOOT BARN	\$2,154.90	INV00008176	FY20 SHOES
	707130 UNIFORM EXPENSE	9/10/2019	151108	J H TACKETT INC	\$334.34	2492	PW HAT EMBROIDERY
	707130 UNIFORM EXPENSE	9/10/2019	151108	J H TACKETT INC	\$26.81	2542	REFUSE SHIRTS EMBROD
	707149 OTHER PERSONNEL BENEFITS	8/27/2019	150909	I C M A RETIREMENT CORP #303617	\$125.00	43099	FY20 PLAN FEE
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$40.92	120192032-0	2019-08
	732000 COMMUNICATIONS	9/10/2019	151197	VERIZON WIRELESS	\$9.57	9836008620	2019-08
	741200 EQUIPMENT MAINTENANCE	8/21/2019	150797	MORGAN & SLATES	\$189.27	1567993	BLANKET PURCHASE ORDER
	747000 PRINTING	9/10/2019	151157	REBECCA KOZLOWSKI	\$363.77	410065756	UTILITY BILL INSERTS/FOLD
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$3,002.90	248265	OPENGOV/ANNUAL FEE
	755000 OTHER CONTRACTUAL SERVICE	8/21/2019	150786	KINGS WASTE & RECYCLE AUTHORITY	\$215,945.25	2019-07	2019-07 TIPPING FEES

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20310000 REFUSE OPERATIONS	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150784	PHILLIP J GAPEN	\$293.44	4735	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150784	PHILLIP J GAPEN	\$55.00	4757	BLANKET PURCHASE ORDER
	800200 CAPITAL IMPRV PROJECTS	9/10/2019	151047	CARVALHO CONSTRUCTION INC	\$190,251.56	1809	819604 #04 07/01-08/15/19
	800200 CAPITAL IMPRV PROJECTS	9/10/2019	151140	MOORE TWINING ASSOCIATES, INC	\$1,249.00	0055665	CIP0817603
	DIVISION/ORG TOTAL 20310000 - REFUSE OPERATIONS				\$415,440.76		
20320000 REFUSE STREET CLEANING	707130 UNIFORM EXPENSE	8/21/2019	150728	ARAMARK UNIFORM SERVICES, INC	\$64.68	2019-07	2019-07 UNIFORMS
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	(\$5.56)	381688	FY20 ROUND CITY PATCHES-3
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	\$6.40	381687	FY20 CITY CRESCENT PATCHE
	707130 UNIFORM EXPENSE	9/10/2019	151037	BOOT BARN	\$623.99	INV00008176	FY20 SHOES
	707130 UNIFORM EXPENSE	9/10/2019	151108	J H TACKETT INC	\$77.16	2492	PW HAT EMBROIDERY
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$514.77	248265	OPENGOV/ANNUAL FEE
	DIVISION/ORG TOTAL 20320000 - REFUSE STREET CLEANING				\$1,281.44		
20400000 FLEET MAINTENANCE OPER	707130 UNIFORM EXPENSE	8/21/2019	150728	ARAMARK UNIFORM SERVICES, INC	\$122.84	2019-07	2019-07 UNIFORMS
	707130 UNIFORM EXPENSE	8/21/2019	150829	WORKINGMAN'S STORE INC	\$405.80	1386	FY20 SHOES
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	(\$2.41)	381688	FY20 ROUND CITY PATCHES-3
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	\$16.27	381687	FY20 CITY CRESCENT PATCHE
	707130 UNIFORM EXPENSE	9/10/2019	151037	BOOT BARN	\$795.50	INV00008176	FY20 SHOES

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	707130 UNIFORM EXPENSE	9/10/2019	151108	J H TACKETT INC	\$154.31	2492	PW HAT EMBROIDERY
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$20.46	120192032-0	2019-08
	741100 RADIO MAINTENANCE	8/21/2019	150775	J ' S COMMUNICATIONS, INC	\$9,408.33	55360	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	8/21/2019	150751	ELBERT DISTRIBUTING, INC	\$294.43	PI0020285	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	8/21/2019	150751	ELBERT DISTRIBUTING, INC	\$848.26	PI0020533	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	8/21/2019	150751	ELBERT DISTRIBUTING, INC	\$294.43	PI0020775	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	8/21/2019	150773	INTER STATE OIL COMPANY	\$547.84	0687991-IN	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	8/21/2019	150814	SILVAS OIL CO INC	\$20,228.57	844756	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	8/21/2019	150814	SILVAS OIL CO INC	\$20,188.41	844760	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	8/21/2019	150814	SILVAS OIL CO INC	\$21,013.24	844762	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	8/21/2019	150814	SILVAS OIL CO INC	(\$20,228.57)	844759	BILLED INCORRECTLY
	743300 FUEL AND LUBE MAINTENANCE	8/27/2019	150910	INTER STATE OIL COMPANY	\$547.84	0690240-IN	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	9/10/2019	151199	WRIGHT EXPRESS FSC	\$459.52	61217752	2019-08 GAS CARD
	743400 TIRES AND TUBES	8/21/2019	150730	BADASCI TIRE CO, INC	\$285.85	153467	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150730	BADASCI TIRE CO, INC	\$6,249.02	153383	BLANKET PURCHASE ORDER

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20400000 FLEET MAINTENANCE OPER	743400 TIRES AND TUBES	8/21/2019	150730	BADASCI TIRE CO, INC	\$285.85	153437	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$1,337.62	750032424	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$394.79	750032511	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$150.90	750032575	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$316.22	750032636	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$252.28	750032668	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$3,103.60	750032669	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$701.76	750032859	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$45.89	750032890	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$712.26	750032506	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$2,006.95	750032815	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$247.81	750032902	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$417.10	750032935	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$1,846.98	750032873	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$1,672.46	750032949	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$501.04	750032957	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$22.00	750032983	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	8/21/2019	150749	DELRAY TIRE & RETREADING, INC	\$2,331.71	750032990	BLANKET PURCHASE ORDER

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20400000 FLEET MAINTENANCE OPER	749500 PROF AND SPEC SERVICES	8/21/2019	150730	BADASCI TIRE CO, INC	\$79.00	153767	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	8/21/2019	150766	HANFORD ALIGNMENT SERVICE	\$69.00	55326	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	8/21/2019	150782	J V A C INC	\$256.90	649994-2A	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	8/21/2019	150792	LITTLE WORLEY'S AUTO ELECTRIC	\$35.00	52620	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	8/21/2019	150827	WATERDROPS EXPRESS CAR WASH LLC	\$100.00	428804	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	8/21/2019	150828	WATERDROPS EXPRESS CAR WASH LLC	\$850.00	535849	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	8/27/2019	150895	CUMMINS PACIFIC LLC	\$1,900.00	Y4-17747	RPR UNIT #361
	749500 PROF AND SPEC SERVICES	8/27/2019	150906	C & J TOWING DBA	\$35.00	13906	TOW UNIT #13 TO CORP YARD
	749500 PROF AND SPEC SERVICES	8/27/2019	150906	C & J TOWING DBA	\$35.00	13940	TOW UNIT #3 TO CORP YARD
	749500 PROF AND SPEC SERVICES	8/27/2019	150906	C & J TOWING DBA	\$35.00	13951	TOW UNIT #1 TO CORP YARD
	749500 PROF AND SPEC SERVICES	8/27/2019	150906	C & J TOWING DBA	\$35.00	13967	TOW UNIT #53 TO CORP YARD
	749500 PROF AND SPEC SERVICES	8/27/2019	150963	PREMIERE COLLISION CENTER	\$231.20	6536	REPAIR PD UNIT #119
	749500 PROF AND SPEC SERVICES	8/27/2019	150968	ROADLINE PRODUCTS INC	\$1,140.00	15134	RPR HYD SYSTEM #139

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20400000 FLEET MAINTENANCE OPER	749500 PROF AND SPEC SERVICES	8/27/2019	150985	CHRISTOPHER R JONES	\$950.40	3801364	REPAIR PD UNIT #42
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$1,232.63	248265	OPENGOV/ANNUAL FEE
	749500 PROF AND SPEC SERVICES	8/27/2019	150995	TEREX UTILITIES INC	\$1,100.00	90967889	RPR HYD CONTROL #67
	749500 PROF AND SPEC SERVICES	9/10/2019	151032	W BANKS MOORE, INC CUST#01833	\$300.00	WO-8981	APCD VAPOR TEST
	749500 PROF AND SPEC SERVICES	9/10/2019	151198	WORLD OIL ENVIRONMENTAL SERVICES	\$65.00	I500-00471240	280 GALS USED MIXED OIL
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150730	BADASCI TIRE CO, INC	\$2,989.44	153554	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150730	BADASCI TIRE CO, INC	\$290.10	153664	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150730	BADASCI TIRE CO, INC	\$991.12	153666	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150751	ELBERT DISTRIBUTING, INC	\$74.58	PI0020729	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150751	ELBERT DISTRIBUTING, INC	\$68.04	PI0020286	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150763	E M THARP INC	\$280.88	F818576	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150763	E M THARP INC	\$77.86	F818593	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150763	E M THARP INC	\$1,240.93	F819121	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150763	E M THARP INC	\$272.87	F819361	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150763	E M THARP INC	\$62.83	F819411	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150763	E M THARP INC	\$1,107.76	F819954	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150763	E M THARP INC	\$187.69	F20119	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150763	E M THARP INC	\$943.40	F20126	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150766	HANFORD ALIGNMENT SERVICE	\$18.73	55326-1	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150778	JACK B MARTIN	\$291.48	26702	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150779	JEFF'S AUTO SUPPLY	\$131.10	D-215128	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150779	JEFF'S AUTO SUPPLY	\$11.86	D-215134	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150779	JEFF'S AUTO SUPPLY	\$96.92	D-215383	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150782	J V A C INC	\$381.65	649994/2	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150782	J V A C INC	\$325.68	50137036	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150782	J V A C INC	\$71.75	50137491	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150784	PHILLIP J GAPEN	\$30.00	4802	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150787	KROEGER EQUIP & SUPPLY	\$769.30	K219194	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150787	KROEGER EQUIP & SUPPLY	\$179.05	K219311	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150787	KROEGER EQUIP & SUPPLY	\$179.05	K219583	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150787	KROEGER EQUIP & SUPPLY	\$732.53	K219832	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150787	KROEGER EQUIP & SUPPLY	\$1,060.17	K220022	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150789	LAWRENCE TRACTOR CO	\$1,855.07	362505	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150789	LAWRENCE TRACTOR CO	\$82.67	362512	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150789	LAWRENCE TRACTOR CO	\$10.15	362561	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150789	LAWRENCE TRACTOR CO	\$64.52	364573	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150790	LAWSON PRODUCTS, INC	\$259.63	9306843956	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150790	LAWSON PRODUCTS, INC	\$106.50	9306847250	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150792	LITTLE WORLEY'S AUTO ELECTRIC	\$23.49	52734	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$165.77	1567822	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$6.44	1567935	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$75.85	1563554	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$101.64	1568709	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$9.22	1568736	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$6.17	1568084	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$47.33	1568913	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150803	O'REILLY AUTOMOTIVE STORES INC	\$123.01	3632-270177	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150815	SMITH AUTO PARTS, INC	\$600.41	01IN378826	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150815	SMITH AUTO PARTS, INC	\$446.05	01IN378971	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150819	TURF STAR INC	\$42.18	7073969-01	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150819	TURF STAR INC	\$853.12	7073969-00	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150876	ALERT-O-LITE	\$235.18	0043865-IN	WATER COOLER BRACKETS FL

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150893	COMMERCIAL RADIATOR WORKS INC	\$1,333.49	46812	COMPLETE RADIATOR #141
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150895	CUMMINS PACIFIC LLC	\$1,408.24	Y4-17747	RPR UNIT #361
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150963	PREMIERE COLLISION CENTER	\$571.49	6536	REPAIR PD UNIT #119
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150968	ROADLINE PRODUCTS INC	\$168.17	15134	RPR HYD SYSTEM #139
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150985	CHRISTOPHER R JONES	\$395.75	3801364	REPAIR PD UNIT #42
	778000 UTILITIES-ELECTRICITY	8/21/2019	150816	SOUTHERN CALIF EDISON CO	\$4,021.62	1158	2019-07
	778500 UTILITIES-GAS	9/10/2019	151178	SOUTHERN CALIF GAS CO	\$14.30	1960	2019-08
	800121 COMPUTER/MDT/MONITOR	8/21/2019	150748	DELL MARKETING LP	\$790.55	10332862548	MECHANIC LAPTOP
DIVISION/ORG TOTAL 20400000 - FLEET MAINTENANCE OPER					\$113,131.07		
20610000 STORM DRAINAGE OPERATIONS	707130 UNIFORM EXPENSE	8/21/2019	150728	ARAMARK UNIFORM SERVICES, INC	\$207.30	2019-07	2019-07 UNIFORMS
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	(\$15.08)	381688	FY20 ROUND CITY PATCHES-3
	707130 UNIFORM EXPENSE	9/10/2019	151037	BOOT BARN	\$960.00	INV00008176	FY20 SHOES
	707130 UNIFORM EXPENSE	9/10/2019	151108	J H TACKETT INC	\$102.87	2492	PW HAT EMBROIDERY
	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$21.67	13443073	BLANKET PURCHASE ORDER
	741200 EQUIPMENT MAINTENANCE	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$599.96	248265	OPENGOV/ANNUAL FEE
	741200 EQUIPMENT MAINTENANCE	9/10/2019	151185	TELSTAR INSTRUMENTS, INC	\$136.40	99278	UPS SURGE PROTECTOR

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20610000 STORM DRAINAGE OPERATIONS	741200 EQUIPMENT MAINTENANCE	9/10/2019	151185	TELSTAR INSTRUMENTS, INC	\$136.40	99279	UPS BATTERY BACK UP
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150756	FASTENAL INDUSTRIAL & CONST SUPP	\$7.57	CAHAN76490	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150798	NICK CHAMPI ENTERPRISES INC	\$26.81	23569	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151156	JOSEPH G POLLARD CO INC	\$91.80	0136333	COVERALLS FOR SPRAYING
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151185	TELSTAR INSTRUMENTS, INC	\$231.30	99277	ARK FLASH GEAR
	778000 UTILITIES-ELECTRICITY	9/10/2019	151177	SOUTHERN CALIF EDISON CO	\$1,566.15	1962	2019-08
	800200 CAPITAL IMPRV PROJECTS	9/10/2019	151049	CEN CAL PAVING INC	\$11,077.99	2589	CIP00000012
	DIVISION/ORG TOTAL 20610000 - STORM DRAINAGE OPERATIONS				\$15,151.14		
20710000 WASTEWATER OPERATIONS	707130 UNIFORM EXPENSE	8/21/2019	150728	ARAMARK UNIFORM SERVICES, INC	\$282.97	2019-07	2019-07 UNIFORMS
	707130 UNIFORM EXPENSE	8/21/2019	150829	WORKINGMAN'S STORE INC	\$470.14	1386	FY20 SHOES
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	\$13.45	381688	FY20 ROUND CITY PATCHES-3
	707130 UNIFORM EXPENSE	9/10/2019	151037	BOOT BARN	\$480.00	INV00008176	FY20 SHOES
	707130 UNIFORM EXPENSE	9/10/2019	151108	J H TACKETT INC	\$192.89	2492	PW HAT EMBROIDERY
	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$103.51	13443071	584-8633
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$92.07	120192032-0	2019-08
	732000 COMMUNICATIONS	9/10/2019	151197	VERIZON WIRELESS	\$168.06	9836008620	2019-08

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20710000 WASTEWATER OPERATIONS	741200 EQUIPMENT MAINTENANCE	8/27/2019	150994	TELSTAR INSTRUMENTS, INC	\$542.00	100296	BLANKET PURCHASE ORDER
	741200 EQUIPMENT MAINTENANCE	8/27/2019	150994	TELSTAR INSTRUMENTS, INC	\$396.83	100297	BLANKET PURCHASE ORDER
	741200 EQUIPMENT MAINTENANCE	9/10/2019	151042	CAL WEST RAIN, INC	\$41.32	0174132-IN	12" COUPLER
	741200 EQUIPMENT MAINTENANCE	9/10/2019	151185	TELSTAR INSTRUMENTS, INC	\$1,515.21	100398	CL2 ANALYZER'S PA-T'S
	741200 EQUIPMENT MAINTENANCE	9/10/2019	151185	TELSTAR INSTRUMENTS, INC	\$3,123.68	100595	INFLATABLE PIPE PLUG
	745000 PUBLICATIONS AND DUES	9/10/2019	151185	TELSTAR INSTRUMENTS, INC	\$10,345.00	100579	FY19-20 WONDERARE RENEW
	749500 PROF AND SPEC SERVICES	8/21/2019	150754	FRUIT GROWERS LABORATORY, INC	\$5,765.00	4015877 2019-07	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	8/21/2019	150793	MATSON ALARM COMPANY, INC	\$24.50	1926649	2019-08
	749500 PROF AND SPEC SERVICES	8/21/2019	150822	UNITED PARCEL SERVICE	\$41.42	F7476V329	SHIPPING
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$1,527.29	248265	OPENGOV/ANNUAL FEE
	749500 PROF AND SPEC SERVICES	9/10/2019	151071	FRUIT GROWERS LABORATORY, INC	\$4,246.00	2019-08	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/10/2019	151132	MATSON ALARM COMPANY, INC	\$24.50	1939294	2019-09
	749500 PROF AND SPEC SERVICES	9/10/2019	151169	SAN JOAQUIN VALLEY AIR POLLUTION	\$2,135.00	C296299	19/20 WWTP ANNUAL PERMIT

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20710000 WASTEWATER OPERATIONS	755000 OTHER CONTRACTUAL SERVICE	8/21/2019	150725	D S WATERS OF AMERICA, INC	\$72.48	9408211 080119	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$15.84	1567068	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$87.52	1567412	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$12.44	1567554	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$8.31	1566602	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150797	MORGAN & SLATES	\$29.76	1568432	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150888	CALIFORNIA INDUSTRIAL RUBBER	\$97.32	T-006911	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150979	SUEZ WTS SERVICES USA, INC	\$1,104.80	99933976	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151089	GARLICK, INC	\$380.16	12797	CAR SOAP/HAND SOAP
	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150903	HACH COMPANY	\$193.43	11598786	BLANKET PURCHASE ORDER
	778000 UTILITIES-ELECTRICITY	8/21/2019	150816	SOUTHERN CALIF EDISON CO	\$25,604.52	1158	2019-07
	778000 UTILITIES-ELECTRICITY	8/27/2019	150974	SOUTHERN CALIF EDISON CO	\$1,861.37	1624	2019-07
	778500 UTILITIES-GAS	9/10/2019	151178	SOUTHERN CALIF GAS CO	\$14.30	1960	2019-08
DIVISION/ORG TOTAL 20710000 - WASTEWATER OPERATIONS					\$61,013.09		

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20720000 SANITARY SEWER COLLECTION	707130 UNIFORM EXPENSE	8/21/2019	150728	ARAMARK UNIFORM SERVICES, INC	\$93.75	2019-07	2019-07 UNIFORMS
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	\$2.89	381688	FY20 ROUND CITY PATCHES-3
	707130 UNIFORM EXPENSE	9/10/2019	151037	BOOT BARN	\$800.00	INV00008176	FY20 SHOES
	707130 UNIFORM EXPENSE	9/10/2019	151108	J H TACKETT INC	\$102.87	2492	PW HAT EMBROIDERY
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$20.46	120192032-0	2019-08
	732000 COMMUNICATIONS	9/10/2019	151197	VERIZON WIRELESS	\$47.34	9836008620	2019-08
	741200 EQUIPMENT MAINTENANCE	8/21/2019	150756	FASTENAL INDUSTRIAL & CONST SUPP	\$19.10	CAHAN76900	BLANKET PURCHASE ORDER
	741200 EQUIPMENT MAINTENANCE	8/21/2019	150817	TELSTAR INSTRUMENTS, INC	\$1,375.00	100182	2019 SCADATEC PHONE SUPPL
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$643.89	248265	OPENGOV/ANNUAL FEE
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150735	CA BIOLOGICAL SOLUTIONS INC	\$3,582.69	7372	BUCKET GREASE/LIFT STATIO
	777000 TRAINING/TRAVEL/MEETING	8/21/2019	150738	CALIF WATER ENVIRONMENT ASSOC	\$180.00	1183	BYPASS PLAN & SAFETY TRAI
	778000 UTILITIES-ELECTRICITY	8/21/2019	150805	P G & E	\$343.63	1337	2019-07
	778000 UTILITIES-ELECTRICITY	8/27/2019	150974	SOUTHERN CALIF EDISON CO	\$2,271.96	1624	2019-07
	778000 UTILITIES-ELECTRICITY	9/10/2019	151150	P G & E	\$202.98	1961	209-08 6359810294-3
DIVISION/ORG TOTAL 20720000 - SANITARY SEWER COLLECTION					\$9,686.56		
20730000 WASTEWATER CAPITAL & RESV	800200 CAPITAL IMPRV PROJECTS	9/10/2019	151035	BLAIR CHURCH & FLYNN INC	\$161.70	59824	CIP0817668

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20730000 WASTEWATER CAPITAL & RESV	800200 CAPITAL IMPRV PROJECTS	9/10/2019	151190	UNITED PARCEL SERVICE	\$31.93	F7476V339	CIP0819637 CIP0819655
	DIVISION/ORG TOTAL 20730000 - WASTEWATER CAPITAL & RESV				\$193.63		
20810000 WATER OPERATIONS	707130 UNIFORM EXPENSE	8/21/2019	150728	ARAMARK UNIFORM SERVICES, INC	\$533.64	2019-07	2019-07 UNIFORMS
	707130 UNIFORM EXPENSE	8/21/2019	150829	WORKINGMAN'S STORE INC	\$1,885.28	1386	FY20 SHOES
	707130 UNIFORM EXPENSE	8/27/2019	150913	J H TACKETT INC	\$26.81	2506	FY20 WATER OPS PATCHES
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	\$29.29	381688	FY20 ROUND CITY PATCHES-3
	707130 UNIFORM EXPENSE	8/27/2019	150989	WORKINGMAN'S STORE INC	\$160.00	102772	FY20 BOOTS A ELIAS
	707130 UNIFORM EXPENSE	9/10/2019	151037	BOOT BARN	\$479.26	INV00008176	FY20 SHOES
	707130 UNIFORM EXPENSE	9/10/2019	151108	J H TACKETT INC	\$257.19	2492	PW HAT EMBROIDERY
	732000 COMMUNICATIONS	8/21/2019	150742	COMCAST CABLE COMMUNICATIONS, INC	\$105.94	0439763 8/19	8155500390439763 SCADA
	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$20.38	13443069	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$40.92	120192032-0	2019-08
	732000 COMMUNICATIONS	9/10/2019	151197	VERIZON WIRELESS	\$205.80	9836008620	2019-08
	741200 EQUIPMENT MAINTENANCE	8/21/2019	150824	VALLEY PUMP & DAIRY SYSTEMS INC	\$6,235.05	14367	WELL #49 MOTOR REPAIR
	741200 EQUIPMENT MAINTENANCE	8/27/2019	150878	AMERICAN INCORPORATED	\$432.16	7102473	A/C COMPRESSOR REPLACEMENT
	741200 EQUIPMENT MAINTENANCE	9/10/2019	151185	TELSTAR INSTRUMENTS, INC	\$270.00	100517	PROGRAM WELL #40 PUMP

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20810000 WATER OPERATIONS	741200 EQUIPMENT MAINTENANCE	9/10/2019	151185	TELSTAR INSTRUMENTS, INC	\$1,119.05	100518	CL2 PUMP HOSES
	745000 PUBLICATIONS AND DUES	8/21/2019	150817	TELSTAR INSTRUMENTS, INC	\$3,691.00	100264	CY19-20 WONDERWARE RENEWA
	745000 PUBLICATIONS AND DUES	8/21/2019	150831	ZENNER PERFORMANCE METERS INC	\$450.00	0048069-IN	HANDHELD RENT
	745000 PUBLICATIONS AND DUES	8/27/2019	150994	TELSTAR INSTRUMENTS, INC	\$1,375.00	100421	SCADA ANNUAL PHONE SUPPC
	745000 PUBLICATIONS AND DUES	9/10/2019	151022	AMERICAN BACKFLOW PREVENTION ASC	\$80.00	42630446 8/19	FY20 BACKFLOW DUES
	749500 PROF AND SPEC SERVICES	8/27/2019	150993	RAMUNDSEN SUPERIOR HOLDINGS LLC DBA	\$2,451.53	248265	OPENGOV/ANNUAL FEE
	749500 PROF AND SPEC SERVICES	9/10/2019	151169	SAN JOAQUIN VALLEY AIR POLLUTION	\$900.00	C296366	19/20 PERMIT #C5999
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150806	JOSEPH G POLLARD CO INC	\$210.09	0145852	SAMPLING GLOVES
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150818	TRIPLE J CONCRETE	\$76.58	15186	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150818	TRIPLE J CONCRETE	\$76.58	15191	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151103	HOME DEPOT U S A INC-DEPT 32 2540194606	\$710.08	1831	PVC CEMENT & SUPPLIES
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151185	TELSTAR INSTRUMENTS, INC	\$324.92	99276	ACL FLASH GEAR
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151187	U S A BLUEBOOK	\$70.73	974511	EXTRACTOR SET

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20810000 WATER OPERATIONS	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151191	VALLEY OXYGEN, INC	\$359.94	411094	WELDING UMBRELLAS
	760100 SYS REPR/NON-INVENT ITEMS	8/27/2019	150991	ZENNER PERFORMANCE METERS INC	\$2,288.58	0048173-IN	BRONZE METER WELL #50
	760100 SYS REPR/NON-INVENT ITEMS	9/10/2019	151093	FERGUSON ENTERPRISES INC 1423	\$3,142.92	1481866	VALVES WELL #50
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150823	UNIVAR	\$540.09	FO908074	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150823	UNIVAR	\$444.79	FO908075	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150823	UNIVAR	\$579.80	FO908076	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150823	UNIVAR	\$206.51	FO908077	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150823	UNIVAR	\$285.94	FO908078	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150823	UNIVAR	\$428.90	FO908675	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150823	UNIVAR	\$1,175.49	FO908677	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150823	UNIVAR	\$413.02	FO908678	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/21/2019	150823	UNIVAR	\$270.05	FO908679	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$492.44	FO909096	BLANKET PURCHASE ORDER

Attachment: WARRANT REGISTER-AGENDA 9-17-19 REVISED (2) (Revised 9/17/19 Warrant Register)

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20810000 WATER OPERATIONS	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$1,016.64	FO909097	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$397.12	FO909098	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$381.24	FO909100	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$524.20	FO908455	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$540.09	FO908456	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$534.49	FO908457	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$277.99	FO908458	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$190.61	FO908459	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$476.56	FO908833	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$619.52	FO908834	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$603.64	FO908835	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$317.71	FO908836	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$277.99	FO908837	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20810000 WATER OPERATIONS	765000 CHEMICAL AND CHEMICAL SUP	8/27/2019	150997	UNIVAR	\$279.85	FO908866	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/10/2019	151156	JOSEPH G POLLARD CO INC	\$246.87	0145828	FREE CL2 TEST AGENT
	778000 UTILITIES-ELECTRICITY	8/21/2019	150816	SOUTHERN CALIF EDISON CO	\$83,379.42	1158	2019-07
	799000 MATERIALS/SUPP'S/INVENTORY	8/21/2019	150732	BAVCO	\$307.15	916085	LEAD FREE TEST COCKS
	799000 MATERIALS/SUPP'S/INVENTORY	8/21/2019	150765	FERGUSON ENTERPRISES INC 1423	\$2,330.63	1473696	PVC PIPES & SUPPLIES
	799000 MATERIALS/SUPP'S/INVENTORY	8/27/2019	150902	FERGUSON ENTERPRISES INC 1423	\$679.00	1456514	METER GASKETS
	799000 MATERIALS/SUPP'S/INVENTORY	9/10/2019	151093	FERGUSON ENTERPRISES INC 1423	\$722.44	146514-1	METER GASKETS
	800114 FIRE HYDRANTS	9/10/2019	151093	FERGUSON ENTERPRISES INC 1423	\$17,456.83	1477487	FIRE HYDRANTS
DIVISION/ORG TOTAL 20810000 - WATER OPERATIONS					\$144,405.74		
20910000 INTERMODAL FACILITY OPER	755000 OTHER CONTRACTUAL SERVICE	8/21/2019	150747	MATTOS, DAVID	\$975.00	9576	2019-07 TRAIN STATION CLE
	755000 OTHER CONTRACTUAL SERVICE	8/21/2019	150793	MATSON ALARM COMPANY, INC	\$49.00	1926649	2019-08
	755000 OTHER CONTRACTUAL SERVICE	8/27/2019	150875	A T & T	\$40.03	13443068	583-9688
	755000 OTHER CONTRACTUAL SERVICE	9/10/2019	151132	MATSON ALARM COMPANY, INC	\$49.00	1939294	2019-09
	778000 UTILITIES-ELECTRICITY	9/10/2019	151177	SOUTHERN CALIF EDISON CO	\$489.85	1962	2019-08
DIVISION/ORG TOTAL 20910000 - INTERMODAL FACILITY OPER					\$1,602.88		

Attachment: WARRANT REGISTER-AGENDA 9-17-19 REVISED (2) (Revised 9/17/19 Warrant Register)

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
21000000 BUILDING MAINTENANCE	707130 UNIFORM EXPENSE	8/21/2019	150728	ARAMARK UNIFORM SERVICES, INC	\$373.91	2019-07	2019-07 UNIFORMS
	707130 UNIFORM EXPENSE	8/21/2019	150777	J H TACKETT INC	\$5.36	2488	EMBROD PW JACKET
	707130 UNIFORM EXPENSE	8/21/2019	150829	WORKINGMAN'S STORE INC	\$665.14	1386	FY20 SHOES
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	(\$2.41)	381688	FY20 ROUND CITY PATCHES-3
	707130 UNIFORM EXPENSE	8/27/2019	150976	STADRI EMBLEMS	\$16.27	381687	FY20 CITY CRESCENT PATCHE
	707130 UNIFORM EXPENSE	9/10/2019	151037	BOOT BARN	\$149.60	INV00008176	FY20 SHOES
	707130 UNIFORM EXPENSE	9/10/2019	151108	J H TACKETT INC	\$77.16	2492	PW HAT EMBROIDERY
	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$41.69	13443080	589-6436
	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$41.59	13443075	585-0706
	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$40.03	13443067	583-8452
	732000 COMMUNICATIONS	8/27/2019	150875	A T & T	\$41.75	13446286	583-8911
	732000 COMMUNICATIONS	9/10/2019	151183	U S TELEPACIFIC CORP	\$30.69	120192032-0	2019-08
	732000 COMMUNICATIONS	9/10/2019	151197	VERIZON WIRELESS	\$43.37	9836008620	2019-08
	755000 OTHER CONTRACTUAL SERVICE	8/21/2019	150727	AMERICAN INCORPORATED	\$989.31	7102095	RPR ICE MACHINE
	755000 OTHER CONTRACTUAL SERVICE	8/21/2019	150784	PHILLIP J GAPEN	\$428.91	4833	BLANKET PURCHASE ORDER
	755000 OTHER CONTRACTUAL SERVICE	8/21/2019	150793	MATSON ALARM COMPANY, INC	\$279.00	1926649	2019-08
	755000 OTHER CONTRACTUAL SERVICE	8/27/2019	150878	AMERICAN INCORPORATED	\$467.81	7102470	RPR A/C REFUSE OFFICE

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
21000000 BUILDING MAINTENANCE	755000 OTHER CONTRACTUAL SERVICE	8/27/2019	150880	ARAMARK UNIFORM SERVICES, INC	\$30.45	602049730	TRAINSTATION MATS
	755000 OTHER CONTRACTUAL SERVICE	9/10/2019	151023	AMERICAN INCORPORATED	\$152.50	7102781	A/C RPR UNIT #16 CITY HAL
	755000 OTHER CONTRACTUAL SERVICE	9/10/2019	151132	MATSON ALARM COMPANY, INC	\$279.00	1939294	2019-09
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150756	FASTENAL INDUSTRIAL & CONST SUPP	\$86.15	CAHAN76445	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150756	FASTENAL INDUSTRIAL & CONST SUPP	\$3.24	CAHAN76454	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150756	FASTENAL INDUSTRIAL & CONST SUPP	\$38.89	CAHAN76795	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150758	THE SHERWIN WILLIAMS COMPANY	\$92.56	30547188570719	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150764	GRAINGER, INC	\$409.76	9234640077	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$76.09	500442132	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$23.97	500678941	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$76.09	501599427	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$26.32	502090012	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$22.49	502299902	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
21000000 BUILDING MAINTENANCE	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$6.41	503499584	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$545.90	503723405	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$21.43	504660358	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$1,759.36	50087053	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150771	HOME DEPOT U S A INC-DEPT 32 2540194606	\$455.73	503290876	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150785	KINGS CO PIPE & SUPPLY	\$11.79	1907-195307	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/21/2019	150785	KINGS CO PIPE & SUPPLY	\$6.91	1907-191414	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	8/27/2019	150993	RAMUNDSSEN SUPERIOR HOLDINGS LLC DBA	\$852.39	248265	OPENGOV/ANNUAL FEE
	760000 SPECIAL DEPARTMENTAL EXP	9/10/2019	151073	FEDERAL EXPRESS 1119-4936-0	\$70.05	670970503	SHIPPING
	778000 UTILITIES-ELECTRICITY	9/10/2019	151177	SOUTHERN CALIF EDISON CO	\$9,552.07	1962	2019-08
	778500 UTILITIES-GAS	9/10/2019	151178	SOUTHERN CALIF GAS CO	\$108.71	1960	2019-08
DIVISION/ORG TOTAL 21000000 - BUILDING MAINTENANCE					\$18,397.44		
21020000 BLDG (CITY) OPER ER	800103 BUILDINGS	9/10/2019	151020	ALLIED STORAGE CONTAINERS INC	\$6,724.58	S19086259	HIGH CUBE STORAGE CONTAI
	800103 BUILDINGS	9/10/2019	151104	HOME DEPOT U S A INC-DEPT 32 2540194606	\$1,087.52	508240793	RACKS FOR STORAGE CONTAI
	800184 MISC EQUIP-BLD MAINT	9/10/2019	151100	RUSSELL DEAN HAYES	\$18,660.00	1242	FLEET ROLL UP DOORS
	DIVISION/ORG TOTAL 21020000 - BLDG (CITY) OPER ER				\$26,472.10		

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
21040000 ACCUM CAPITAL OUTLAY	800200 CAPITAL IMPRV PROJECTS	8/27/2019	150890	CALIFORNIA CHOICE ENERGY AUTHORITY	\$16,000.00	2020001HAN	CIP0818671 CLA IMPLEMENTA
	800200 CAPITAL IMPRV PROJECTS	8/27/2019	150914	JACK B MARTIN	\$63.51	26760	ADA SIGN FOR COUNCIL CHAM
	800200 CAPITAL IMPRV PROJECTS	9/10/2019	151160	QUAD KNOFF, INC	\$314.00	100331	CIP0813602
	DIVISION/ORG TOTAL 21040000 - ACCUM CAPITAL OUTLAY				\$16,377.51		
21310000 COURTHOUSE SQUARE FACIL	749500 PROF AND SPEC SERVICES	8/21/2019	150793	MATSON ALARM COMPANY, INC	\$178.00	1926649	2019-08
	749500 PROF AND SPEC SERVICES	8/27/2019	150875	A T & T	\$21.67	13443070	584-8145
	749500 PROF AND SPEC SERVICES	8/27/2019	150878	AMERICAN INCORPORATED	\$366.25	7102471	RPR A/C UNIT #101
	749500 PROF AND SPEC SERVICES	8/27/2019	150878	AMERICAN INCORPORATED	\$223.75	7102472	RPR A/C UNIT #204
	749500 PROF AND SPEC SERVICES	9/10/2019	151132	MATSON ALARM COMPANY, INC	\$178.00	1939294	2019-09
	778000 UTILITIES-ELECTRICITY	9/10/2019	151177	SOUTHERN CALIF EDISON CO	\$3,390.30	1962	2019-08
	778500 UTILITIES-GAS	9/10/2019	151178	SOUTHERN CALIF GAS CO	\$68.82	1960	2019-08
	DIVISION/ORG TOTAL 21310000 - COURTHOUSE SQUARE FACIL				\$4,426.79		
21800000 PARKS FACILITY IMPACT FEE	800200 CAPITAL IMPRV PROJECTS	9/10/2019	151158	PROS CONSULTING	\$23,087.59	PROS 4507	CIP0819657 PARKS MASTER
	DIVISION/ORG TOTAL 21800000 - PARKS FACILITY IMPACT FEE				\$23,087.59		
21810000 TRANSPORTN FACLTY IMP FEE	800200 CAPITAL IMPRV PROJECTS	9/10/2019	151121	LANE ENGINEERS, INC	\$15,472.75	43533	CIP0819621
	DIVISION/ORG TOTAL 21810000 - TRANSPORTN FACLTY IMP FEE				\$15,472.75		

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
26650000 GAS TAX - 2103	800200 CAPITAL IMPRV PROJECTS	9/10/2019	151043	CALIF STATE WATER RESOURCE CTL BRD	\$736.00	512266	CIP0818624 SWPPP NOI FEE
DIVISION/ORG TOTAL 26650000 - GAS TAX - 2103					\$736.00		
26660000 GAS TAX - ROAD MTC REHAB	800200 CAPITAL IMPRV PROJECTS	9/10/2019	151184	T R C ENGINEERS, INC	\$8,775.00	25300	CIP0818656
DIVISION/ORG TOTAL 26660000 - GAS TAX - ROAD MTC REHAB					\$8,775.00		
26670000 T.D.A. - TRANSPORTATION	800200 CAPITAL IMPRV PROJECTS	8/16/2019	150689	HANFORD SENTINEL 234- 60007669	\$690.31	91453	CIP0819655
	800200 CAPITAL IMPRV PROJECTS	8/21/2019	150721	A A A QUALITY SERVICES, INC	\$108.83	00286798	CIP0819655
	800200 CAPITAL IMPRV PROJECTS	8/21/2019	150739	CEN CAL PAVING INC	\$23,064.03	2583	CIP0000006
	800200 CAPITAL IMPRV PROJECTS	9/10/2019	151015	A A A QUALITY SERVICES, INC	\$108.83	00287880	CIP0819655
	800200 CAPITAL IMPRV PROJECTS	9/10/2019	151190	UNITED PARCEL SERVICE	\$5.93	F7476V339	CIP0819637 CIP0819655
	DIVISION/ORG TOTAL 26670000 - T.D.A. - TRANSPORTATION					\$23,977.93	
37500100 2012 RFD SWR REV BD	749500 PROF AND SPEC SERVICES	9/10/2019	151189	UNION BANK, NA	\$1,695.00	1170065	FY20 TRUST FEES 671199920
DIVISION/ORG TOTAL 37500100 - 2012 RFD SWR REV BD					\$1,695.00		
		TOTAL AMOUNTS FOR CHECKS:			\$2,456,900.57		



**AGENDA
STAFF REPORT**

MEETING DATE: 10/1/2019

AGENDA SECTION: L

SUBJECT:

Finance: Warrant Register.

RECOMMENDATION:

Approve warrant register for \$1,715,213.51.

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

WARRANT REGISTER-DIVISION ORDER 10-1-19



Warrant Register

Check Date Range: 9/11/2019 - 9/23/2019

Report Date: 9/24/2019

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0240 LANDSCAPE ASSESS DIST FUND	778000 UTILITIES-ELECTRICITY	9/23/2019	151397	SOUTHERN CALIF EDISON CO	\$630.84	2440	2019-08
	DIVISION/ORG TOTAL 0240 - LANDSCAPE ASSESS DIST FUND				\$630.84		
0390 WATER OPERATIONS FUND	220002 UNAPPLIED CREDITS FOR UBS	9/23/2019	151366	ONE TIME VENDOR	\$943.25	09968329-00	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	9/23/2019	151367	ONE TIME VENDOR	\$58.90	08588000-07	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	9/23/2019	151368	ONE TIME VENDOR	\$18.23	09325500-00	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	9/23/2019	151369	ONE TIME VENDOR	\$76.84	14101032-00	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	9/23/2019	151370	ONE TIME VENDOR	\$58.65	09030705-11	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	9/23/2019	151371	ONE TIME VENDOR	\$106.56	08318900-18	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	9/23/2019	151372	ONE TIME VENDOR	\$126.74	08566180-06	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	9/23/2019	151373	ONE TIME VENDOR	\$44.75	09501012-12	UBS REFUND
	220002 UNAPPLIED CREDITS FOR UBS	9/23/2019	151374	ONE TIME VENDOR	\$92.21	2471	UBS REFUND
	DIVISION/ORG TOTAL 0390 - WATER OPERATIONS FUND				\$1,526.13		

Attachment: WARRANT REGISTER-DIVISION ORDER 10-1-19 (Finance: Warrant Register)

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
0400 CITY PAYROLL REVOL FUND	205900 EMPLOYEES ASSOCNS PAYABLE	9/13/2019	151264	G E M A 1121211070	\$600.00	2904	PAYROLL DEDUCTIONS
	205900 EMPLOYEES ASSOCNS PAYABLE	9/13/2019	151265	H M E A 0000129193	\$28.00	2915	PAYROLL DEDUCTIONS
	205900 EMPLOYEES ASSOCNS PAYABLE	9/13/2019	151266	H P O A 3242162141	\$3,135.00	2925	PAYROLL DEDUCTIONS
	205900 EMPLOYEES ASSOCNS PAYABLE	9/13/2019	151267	I A F F, LOCAL 3898 A/C#9129026	\$1,247.00	2934	PAYROLL DEDUCTIONS
	205900 EMPLOYEES ASSOCNS PAYABLE	9/13/2019	151270	S E I U LOCAL 521	\$2,641.64	2955	PAYROLL DEDUCTIONS
	206300 EMPLOYEES ATTACHMENT PAY	9/13/2019	151261	CALIF STATE DISBURSEMENT UNIT	\$461.54	2875	PAYROLL DEDUCTIONS
	206300 EMPLOYEES ATTACHMENT PAY	9/13/2019	151262	EMPLOYMENT DEVELOPMENT DEPT	\$128.57	2885	PAYROLL DEDUCTIONS
	206300 EMPLOYEES ATTACHMENT PAY	9/13/2019	151263	FRANCHISE TAX BOARD	\$331.71	2895	PAYROLL DEDUCTIONS
	207200 AMERICAN FID ASSURANCE	9/13/2019	151260	AMERICAN FIDELITY ASSURANCE	\$1,094.27	2854	PAYROLL DEDUCTIONS
	207300 AMERICAN FID FLEX DEF	9/13/2019	151259	AMERICAN FIDELITY ASSURANCE-FLEX	\$2,471.51	2864	PAYROLL DEDUCTIONS
	207400 TRANSAMERICA	9/13/2019	151271	TRANSAMERICA LIFE INSURANCE CO	\$1,016.96	2964	PAYROLL DEDUCTIONS
	207700 LEGAL SHIELD	9/13/2019	151269	PRE PAID LEGAL SERVICE, INC	\$761.23	2944	PAYROLL DEDUCTIONS
DIVISION/ORG TOTAL 0400 - CITY PAYROLL REVOL FUND					\$13,917.43		
11000000 CITY COUNCIL	749500 PROF AND SPEC SERVICES	9/23/2019	151377	REBECCA KOZLOWSKI	\$1,997.75	410065812	FY20 BUDGET BOOKS

Attachment: WARRANT REGISTER-DIVISION ORDER 10-1-19 (Finance: Warrant Register)

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
11000000 CITY COUNCIL	760000 SPECIAL DEPARTMENTAL EXP	9/12/2019	151255	CALIF DEPT OF MOTOR VEHICLES	\$1,405.00	2127	TITLE/FREDDIE FIRE TRUCK
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151352	LEMOORE CHAMBER OF COMMERCE	\$160.00	7854	2019 PUBLIC SAFETY LUNCH/
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151394	SMART & FINAL CORP	\$137.29	376423 8/19	BLANKET PURCHASE ORDER
	790400 CITY CONTRIBUTIONS TO	9/23/2019	151342	KINGS CO ECON DEVELOPMENT CORP	\$6,559.83	2263	2019-09 CONTRIBUTION
	DIVISION/ORG TOTAL 11000000 - CITY COUNCIL				\$10,259.87		
11100000 CITY MANAGER-CITY CLERK	744000 OFFICE EXPENSE MISC	9/23/2019	151364	OFFICE DEPOT (CONTRACT)	\$168.94	2449	BLANKET PURCHASE ORDER
	746000 DUPLICATING EXPENSE	9/23/2019	151424	XEROX CORP	\$278.90	098003554	2019-08
	746000 DUPLICATING EXPENSE	9/23/2019	151427	ZOOM IMAGING SOLUTIONS INC	\$43.18	2136512	2019-08
	756000 ADVERTISING & PUBLIC REL	9/23/2019	151327	HANFORD SENTINEL CLASSIFIED	\$456.81	92961	AD#92961 PUBLICATION
	DIVISION/ORG TOTAL 11100000 - CITY MANAGER-CITY CLERK				\$947.83		
11110000 PERSONNEL	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$36.32	13606173	2019-08
	746000 DUPLICATING EXPENSE	9/23/2019	151424	XEROX CORP	\$278.90	098003554	2019-08
	746000 DUPLICATING EXPENSE	9/23/2019	151427	ZOOM IMAGING SOLUTIONS INC	\$44.23	2136512	2019-08
	749600 GRP INSUR ADM EXPENSE	9/23/2019	151274	ADMINISTRATIVE SOLUTIONS INC	\$4,400.00	160018	2019-08 ADMIN FEES
	749600 GRP INSUR ADM EXPENSE	9/23/2019	151286	BENISTAR / HARTFORD-6795	\$357.00	10012019	RETIREE INSURANCE
	756000 ADVERTISING & PUBLIC REL	9/23/2019	151288	BOXWOOD TECHNOLOGY	\$295.00	3433113	CITY ENGINEER AD

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
11110000 PERSONNEL	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151330	HOLIDAY SIGNS, LLC	\$20.27	13798	HOLIDAY DOOR SIGNS 2020
	DIVISION/ORG TOTAL 11110000 - PERSONNEL				\$5,431.72		
12010000 FINANCE-ACCOUNTING	744000 OFFICE EXPENSE MISC	9/23/2019	151364	OFFICE DEPOT (CONTRACT)	\$469.81	2450	BLANKET PURCHASE ORDER
	745500 POSTAGE AND FREIGHT	9/23/2019	151365	EXPRESS MESSENGER SYSTEMS	\$3.93	8970559	SHIPPING
	745500 POSTAGE AND FREIGHT	9/23/2019	151365	EXPRESS MESSENGER SYSTEMS	\$3.93	8970559	SHIPPING
	745500 POSTAGE AND FREIGHT	9/23/2019	151377	REBECCA KOZLOWSKI	\$744.04	410063746	7-9/19 QTR GR
	746000 DUPLICATING EXPENSE	9/23/2019	151424	XEROX CORP	\$329.12	097836823	2019-07
	746000 DUPLICATING EXPENSE	9/23/2019	151424	XEROX CORP	\$424.43	098003556	2019-08
	746000 DUPLICATING EXPENSE	9/23/2019	151424	XEROX CORP	\$329.12	098095957	2019-08
	746000 DUPLICATING EXPENSE	9/23/2019	151427	ZOOM IMAGING SOLUTIONS INC	\$382.08	2136512	2019-08
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151272	A T & T	\$25.00	13606177	589-6436 2019-08
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151377	REBECCA KOZLOWSKI	\$370.79	410063746	7-9/19 QTR GR
	800121 COMPUTER/MDT/MONITOR	9/23/2019	151292	C D W GOVERNMENT LLC	\$739.04	TQK1013	ASSET10094 PRINTER/OLIVIA
DIVISION/ORG TOTAL 12010000 - FINANCE-ACCOUNTING					\$3,821.29		
12100000 FINANCE-UTILITY BILLING	707130 UNIFORM EXPENSE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$70.40	2019-08	2019-08 WEEKLY EMP UNIFORM
	744000 OFFICE EXPENSE MISC	9/23/2019	151364	OFFICE DEPOT (CONTRACT)	\$157.38	2451	BLANKET PURCHASE ORDER
	744000 OFFICE EXPENSE MISC	9/23/2019	151427	ZOOM IMAGING SOLUTIONS INC	\$84.61	2136512	2019-08

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12100000 FINANCE-UTILITY BILLING	745500 POSTAGE AND FREIGHT	9/23/2019	151377	REBECCA KOZLOWSKI	\$1,196.61	410065888	2019-08 DELINQ
	747000 PRINTING	9/23/2019	151377	REBECCA KOZLOWSKI	\$220.43	410065888	2019-08 DELINQ
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151330	HOLIDAY SIGNS, LLC	\$20.98	13798	HOLIDAY DOOR SIGNS 2020
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151376	JOSEPH G POLLARD CO INC	\$416.82	0145853	UB LOCKS
	DIVISION/ORG TOTAL 12100000 - FINANCE-UTILITY BILLING				\$2,167.23		
13090000 LIABILITY INSURANCE	733000 LIABILITY INSURANCE	9/23/2019	151278	ALLIANT INSURANCE SERVICES INC	\$7,232.00	1174758	CRIM INS POLICY 09/19-07/
	733000 LIABILITY INSURANCE	9/23/2019	151425	YORK RISK SERVICES GROUP, INC	\$277.20	2439	2019-08 MONTHLY CLAIM SVC
	733800 SPECIAL-LITIGATION EXPENS	9/11/2019	151254	LIEBERT CASSIDY WHITMORE	\$988.00	1484381	FF-FLSA ISSUES 8/31/19
	DIVISION/ORG TOTAL 13090000 - LIABILITY INSURANCE				\$8,497.20		
13100000 WORKERS' COMPENSATION	707169 WORKERS' COMP INSURANCE	9/23/2019	151273	ACCLAMATION INSURANCE MGMT SVC-WC	\$3,105.19	110328	2019-08 ADMIN SVC FEES
	749000 CONTRACTED LEGAL SERVICES	9/23/2019	151354	MARIOTTO MARIA B DBA	\$35.00	071928	2019-07 ADR
	749000 CONTRACTED LEGAL SERVICES	9/23/2019	151354	MARIOTTO MARIA B DBA	\$315.00	081930	2019-08 ADR
	DIVISION/ORG TOTAL 13100000 - WORKERS' COMPENSATION				\$3,455.19		
13150000 I T S INFORMATIONAL TECH SERV	749500 PROF AND SPEC SERVICES	9/11/2019	151208	COMCAST BUSINESS	\$3,933.85	87697229	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/23/2019	151320	ERIC DODD	\$1,500.00	3434	IT TECH NETWORK WIRING
	749500 PROF AND SPEC SERVICES	9/23/2019	151396	SOLARWINDS INC	\$140.00	IN448039	FY20 ANNUAL MAINTENANCE

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13150000 I T S INFORMATIONAL TECH SERV	749500 PROF AND SPEC SERVICES	9/23/2019	151416	VERIZON WIRELESS	\$38.01	9837206361	2019-08 IT AIRCARD
	800121 COMPUTER/MDT/MONITOR	9/23/2019	151292	C D W GOVERNMENT LLC	\$6,348.13	SQW9171	ASSET10096 MUNIS FUJITSU
	800121 COMPUTER/MDT/MONITOR	9/23/2019	151292	C D W GOVERNMENT LLC	\$5,534.10	TNC7602	ASSET10096 MUNIS FUJITSU
	800121 COMPUTER/MDT/MONITOR	9/23/2019	151308	DELL MARKETING LP	\$25,776.38	10338821802	REPL COMPUTER ASSET10064
	DIVISION/ORG TOTAL 13150000 - I T S INFORMATIONAL TECH SERV				\$43,270.47		
14110000 PLANNING OPERATIONS	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$8.32	13606163	583-1633 2019-08
	744000 OFFICE EXPENSE MISC	9/23/2019	151364	OFFICE DEPOT (CONTRACT)	\$75.77	2452	BLANKET PURCHASE ORDER
	746000 DUPLICATING EXPENSE	9/23/2019	151424	XEROX CORP	\$85.75	098003557	2019-08
	746000 DUPLICATING EXPENSE	9/23/2019	151427	ZOOM IMAGING SOLUTIONS INC	\$2.70	2136512	2019-08
	756000 ADVERTISING & PUBLIC REL	9/11/2019	151221	HANFORD SENTINEL 234-60007669	\$251.06	92465	BLANKET PURCHASE ORDER
	756000 ADVERTISING & PUBLIC REL	9/11/2019	151221	HANFORD SENTINEL 234-60007669	\$158.31	92688	BLANKET PURCHASE ORDER
	756000 ADVERTISING & PUBLIC REL	9/11/2019	151221	HANFORD SENTINEL 234-60007669	\$152.31	92733	BLANKET PURCHASE ORDER
	756000 ADVERTISING & PUBLIC REL	9/23/2019	151328	HANFORD SENTINEL 234-60007669	\$245.06	92753	BLANKET PURCHASE ORDER
	777000 TRAINING/TRAVEL/MEETIN G	9/23/2019	151306	DARLENE R MATA	\$215.00	TR MATA1A	ADV/LONG BEACH 10/15-18
DIVISION/ORG TOTAL 14110000 - PLANNING OPERATIONS					\$1,194.28		

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
14120000 BUILDING INSPECTION	707130 UNIFORM EXPENSE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$148.95	2019-08	2019-08 WEEKLY EMP UNIFORM
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$8.31	13606163	583-1633 2019-08
	744000 OFFICE EXPENSE MISC	9/23/2019	151364	OFFICE DEPOT (CONTRACT)	\$98.26	2453	BLANKET PURCHASE ORDER
	745500 POSTAGE AND FREIGHT	9/23/2019	151321	GOLDEN STATE OVERNIGHT	\$41.84	4006724	SHIP TO INTERWEST
	746000 DUPLICATING EXPENSE	9/23/2019	151424	XEROX CORP	\$138.04	098003557	2019-08
	746000 DUPLICATING EXPENSE	9/23/2019	151427	ZOOM IMAGING SOLUTIONS INC	\$91.87	2136512	2019-08
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151384	FRANK ROCHA	\$136.50	TR ROCHA1A	ADV/ONTARIO 10/13-15
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151400	ROBERT SUTTON	\$136.50	TR SUTTON1A	ADV/ONTARIO 10/15-17
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151421	TOM WEBB	\$226.50	TR WEBB1A	ADV/ONTARIO 10/13-17
	DIVISION/ORG TOTAL 14120000 - BUILDING INSPECTION				\$1,026.77		
14130000 CITY HFD PUBLIC HSG AUTH	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$8.32	13606163	583-1633 2019-08
	744000 OFFICE EXPENSE MISC	9/23/2019	151364	OFFICE DEPOT (CONTRACT)	\$132.24	2454	BLANKET PURCHASE ORDER
	744000 OFFICE EXPENSE MISC	9/23/2019	151399	STAPLES DEPT11-0007061138	\$114.44	2206	OFFICE SUPPLIES
	744000 OFFICE EXPENSE MISC	9/23/2019	151399	STAPLES DEPT11-0007061138	\$77.42	2207	OFFICES SUPPLIES
	746000 DUPLICATING EXPENSE	9/23/2019	151424	XEROX CORP	\$90.11	098003557	2019-08
	746000 DUPLICATING EXPENSE	9/23/2019	151427	ZOOM IMAGING SOLUTIONS INC	\$5.72	2136512	2019-08
	DIVISION/ORG TOTAL 14130000 - CITY HFD PUBLIC HSG AUTH				\$428.25		
14500100 CDBG ENTITLEMENT REUSE	749500 PROF AND SPEC SERVICES	9/23/2019	151317	G M S, INC	\$245.00	232207	9/19 LIC & WARRANTY

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
14500100 CDBG ENTITLEMENT REUSE	749500 PROF AND SPEC SERVICES	9/23/2019	151317	G M S, INC	\$65.00	232208	9/19 SERV & SUPPORT
	749500 PROF AND SPEC SERVICES	9/23/2019	151317	G M S, INC	\$56.25	232209	ANNL MTX RED FLAG
	749500 PROF AND SPEC SERVICES	9/23/2019	151317	G M S, INC	\$42.00	232210	ANNL MTC YTD ACTIVITY
	749500 PROF AND SPEC SERVICES	9/23/2019	151346	KINGS CO RECORDER	\$8.00	13891	LEIN RELEASE
	DIVISION/ORG TOTAL 14500100 - CDBG ENTITLEMENT REUSE				\$416.25		
14500200 CDBG ENTITLEMENT	792300 GRANT PROGRAM EXPENSES	9/23/2019	151348	KINGS TULARE CONTINUUM OF CARE	\$826.78	1516	COC JULY PROGRAM DELIVER
	DIVISION/ORG TOTAL 14500200 - CDBG ENTITLEMENT				\$826.78		
15110000 POLICE-SUPPORT SERVICE	732000 COMMUNICATIONS	9/11/2019	151201	A T & T	\$878.24	13442998	BLANKET PURCHASE ORDER-2
	732000 COMMUNICATIONS	9/11/2019	151201	A T & T	\$21.67	13443074	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/11/2019	151201	A T & T	\$148.23	13443077	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/11/2019	151201	A T & T	\$29.11	13443078	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/11/2019	151201	A T & T	\$41.69	13443079	BLANKET PURCHASE ORDER-
	732000 COMMUNICATIONS	9/11/2019	151201	A T & T	\$21.67	13443207	BLANKET PURCHASE ORDER-
	732000 COMMUNICATIONS	9/11/2019	151201	A T & T	\$81.61	13443258	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/11/2019	151250	MCI NETWORK SERV, INC	\$622.26	71208132	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/11/2019	151252	VERIZON WIRELESS	\$2,121.15	9835701844	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$345.04	13606173	2019-08

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15110000 POLICE-SUPPORT SERVICE	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$147.86	13606174	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$29.38	13606175	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$40.79	13606176	BLANKET PURCHASE ORDER-
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$21.22	13606304	BLANKET PURCHASE ORDER-
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$81.32	13606355	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$878.24	13606095	BLANKET PURCHASE ORDER-2
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$21.22	13606171	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/23/2019	151415	VERIZON WIRELESS	\$20.04	9837224707	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/23/2019	151417	VERIZON WIRELESS	\$46.52	9837206360	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/23/2019	151418	VERIZON WIRELESS	\$1,428.60	9837114999	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/23/2019	151419	VERIZON WIRELESS	\$2,121.13	9837701371	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/11/2019	151245	TRANSUNION RISK & ALTERNATIVE DATA	\$64.00	47911-201908-1	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/23/2019	151293	CALIF DEPT OF JUSTICE	\$703.00	401439	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/23/2019	151302	COMCAST CABLE COMMUNICATIONS, INC	\$14.94	0146699 9/19	BLANKET PURCHASE ORDER-
	749500 PROF AND SPEC SERVICES	9/23/2019	151412	GEIL ENTERPRISES, INC	\$159.00	369145	10-12/2019 ALARM MAINT
	758000 RENTS AND LEASES-EQUIP	9/23/2019	151280	AMERIPRIDE UNIFORM SERVICE	\$77.27	1502469238	MATS

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15110000 POLICE-SUPPORT SERVICE	760000 SPECIAL DEPARTMENTAL EXP	9/12/2019	151257	JAMES E SIZEMORE, JR	\$4,605.32	1353	PUBLIC SAFETY PINK DESIGN
	760300 SWAT EXPENSES	9/23/2019	151388	SAN DIEGO POLICE EQUIP CO	\$585.41	639132	SIM ROUNDS
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151296	ALBERT CANO	\$195.25	TR CANO2A	ADV/SLO 10/10-12
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151315	NATHANIEL ESTRADA	\$361.00	TR ESTRADA1A	ADV/MONTEREY 9/30-1/4
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151315	NATHANIEL ESTRADA	\$815.48	TR ESTRADA1L	LDG/MONTEREY 9/30-10/4
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151333	STEPHANIE HUDDLESTON	\$237.77	EXP 9/4-6	EXP/SANTA CLARA 9/4-6
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151333	STEPHANIE HUDDLESTON	\$249.85	EXP 8/11-14	EXP/ORANGE 8/11-14
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151337	GABRIEL JIMENEZ	\$361.00	TR JIMENEZ1A	ADV/MONTEREY 9/30-10/4
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151337	GABRIEL JIMENEZ	\$815.48	TR JIMENEZ1L	LDG/MONTEREY 9/30-10/4
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151341	JUAN HERNANDEZ	\$361.00	TR HERNANDEZ1A	ADV/MONTEREY 9/30-10/4
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151341	JUAN HERNANDEZ	\$815.48	TR HERNANDEZ1L	LDG/MONTEREY 9/30-10/4
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151355	FRANK J MARTINEZ	\$51.00	EXP 9/4-6	EXP/FRESNO 9/4-6
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151383	JONATHAN RIVERA	\$361.00	TR RIVERA1A	ADV/MONTEREY 9/30-10/4

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15110000 POLICE-SUPPORT SERVICE	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151383	JONATHAN RIVERA	\$815.48	TR RIVERA1L	LDG/MONTEREY 9/30-10/4
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151414	DENNIS J VARGAS	\$195.25	TR VARGAS1A	ADV/SLO 10/10-12
	DIVISION/ORG TOTAL 15110000 - POLICE-SUPPORT SERVICE				\$20,990.97		
15110100 POLICE CAP/EQUIP REPL RES	800150 FIXTURES/LIGHTING	9/23/2019	151379	PYRAMID SYSTEMS, INC	\$10,800.00	13340	ASSET10104 CABINETS
	DIVISION/ORG TOTAL 15110100 - POLICE CAP/EQUIP REPL RES				\$10,800.00		
15121000 POLICE-RECORDS	744000 OFFICE EXPENSE MISC	9/23/2019	151364	OFFICE DEPOT (CONTRACT)	\$418.65	2455	BLANKET PURCHASE ORDER
	746000 DUPLICATING EXPENSE	9/23/2019	151307	DATAFLOW BUSINESS SYSTEMS, INC	\$37.32	272381	BLANKET PURCHASE ORDER
	746000 DUPLICATING EXPENSE	9/23/2019	151307	DATAFLOW BUSINESS SYSTEMS, INC	\$53.77	272383	BLANKET PURCHASE ORDER
	746000 DUPLICATING EXPENSE	9/23/2019	151307	DATAFLOW BUSINESS SYSTEMS, INC	\$149.98	272382	BLANKET PURCHASE ORDER
	746000 DUPLICATING EXPENSE	9/23/2019	151307	DATAFLOW BUSINESS SYSTEMS, INC	\$55.99	272384	BLANKET PURCHASE ORDER
	746000 DUPLICATING EXPENSE	9/23/2019	151424	XEROX CORP	\$209.88	098003563	2019-08
	746000 DUPLICATING EXPENSE	9/23/2019	151427	ZOOM IMAGING SOLUTIONS INC	\$199.73	2136512	2019-08
	749500 PROF AND SPEC SERVICES	9/23/2019	151391	SHRED-IT US JV LLC	\$119.11	8128098996	BLANKET PURCHASE ORDER
	DIVISION/ORG TOTAL 15121000 - POLICE-RECORDS				\$1,244.43		
15122000 POLICE-COMMUNICATIONS	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151295	CALIF LAW ENFORCEMENT ASSOCIATION	\$30.00	TR GREGORY	REG/DINUBA 9/13
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151295	CALIF LAW ENFORCEMENT ASSOCIATION	\$40.00	TR CARRILLO	REG/DINUBA 9/13
	DIVISION/ORG TOTAL 15122000 - POLICE-COMMUNICATIONS				\$70.00		

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15130000 POLICE-OPERATIONS	747000 PRINTING	9/23/2019	151344	KINGS CO INFO TECHNOLOGY DEPT	\$180.08	995080 8/19	FORMS
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151347	BRANDON K AINSWORTH	\$24.13	2945	NAME PLATES
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151352	LEMOORE CHAMBER OF COMMERCE	\$320.00	7855	PSA LUNCHEON
	DIVISION/ORG TOTAL 15130000 - POLICE-OPERATIONS				\$524.21		
15180000 POLICE-ANIMAL CONTROL	749500 PROF AND SPEC SERVICES	9/23/2019	151332	HOUK & HORNBURG INC	\$400.00	79979	AC HEARING #79979
	DIVISION/ORG TOTAL 15180000 - POLICE-ANIMAL CONTROL				\$400.00		
15200000 POLICE-CANINE	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151378	PROFORCE LAW ENFORCEMENT	\$392.93	386770	VEST CARRIER
	DIVISION/ORG TOTAL 15200000 - POLICE-CANINE				\$392.93		
16100000 FIRE-ADMIN/SUPPRESSION	701000 REGULAR EMPLOYEES	9/13/2019	151268	THOMAS LEE	\$1,848.46	2975	NO DIRECT DEPOSIT
	707133 VOLUNTEER FIREFIGHTERS	9/23/2019	151282	CAROLINE NOTALY ARANDA	\$60.00	2324	VOL FF 2019-08
	707133 VOLUNTEER FIREFIGHTERS	9/23/2019	151287	COREY BLANKENSHIP	\$60.00	2235	VOL FF 2019-08
	707133 VOLUNTEER FIREFIGHTERS	9/23/2019	151297	STUART R CARDOZA	\$60.00	2237	VOL FF 2019-08
	707133 VOLUNTEER FIREFIGHTERS	9/23/2019	151299	ROGELIO U CHAVEZ	\$30.00	2238	VOL FF 2019-08
	707133 VOLUNTEER FIREFIGHTERS	9/23/2019	151323	DAVID W GREEN	\$60.00	2246	VOL FF 2019-08
	707133 VOLUNTEER FIREFIGHTERS	9/23/2019	151338	LISADRO A JIMENEZ	\$60.00	2252	VOL FF 2019-08

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16100000 FIRE- ADMIN/SUPPRESSIO N	707133 VOLUNTEER FIREFIGHTERS	9/23/2019	151339	JUSTIN M JONES	\$60.00	2253	VOL FF 2019-08
	707133 VOLUNTEER FIREFIGHTERS	9/23/2019	151381	JENNIFER R RAWLS	\$30.00	2384	VOL FF 2019-08
	707133 VOLUNTEER FIREFIGHTERS	9/23/2019	151390	ABIMAEAL A SHIYOMURA	\$60.00	2271	VOL FF 2019-08
	707133 VOLUNTEER FIREFIGHTERS	9/23/2019	151401	TARGET SAFETY.COM, INC	\$455.00	TSINV00000031017	FY20 VOL-ANNUAL FEE
	707133 VOLUNTEER FIREFIGHTERS	9/23/2019	151406	CAITLYNN TUCULET	\$60.00	2420	VOL FF 2019-08
	707133 VOLUNTEER FIREFIGHTERS	9/23/2019	151420	MATTHEW J VOYLES	\$60.00	2277	VOL FF 2019-08
	732000 COMMUNICATIONS	9/11/2019	151251	VERIZON WIRELESS	\$235.33	9836212521	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$36.23	13606173	2019-08
	741200 EQUIPMENT MAINTENANCE	9/23/2019	151361	MUNICIPAL EMERGENCY SERVICES INC	\$462.20	IN1364418	SCOTT CAMERA REPAIR
	744000 OFFICE EXPENSE MISC	9/23/2019	151364	OFFICE DEPOT (CONTRACT)	\$225.21	2456	BLANKET PURCHASE ORDER
	746000 DUPLICATING EXPENSE	9/23/2019	151424	XEROX CORP	\$306.94	098003558	2019-08
	746000 DUPLICATING EXPENSE	9/23/2019	151427	ZOOM IMAGING SOLUTIONS INC	\$49.49	2136512	2019-08
	749500 PROF AND SPEC SERVICES	9/23/2019	151380	TAYLOR BROTHERS, INC	\$52.00	1758020	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151223	HOME DEPOT U S A INC-DEPT 32 2540194606	\$115.38	1824	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151331	HOME DEPOT U S A INC-DEPT 32 2540194606	\$353.43	511749863	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
16100000 FIRE-ADMIN/SUPPRESSION	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151340	JORGENSEN CO INC	\$270.56	5823488	BLANKET PURCHASE ORDER
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151314	ERIC L KAUFMAN	\$96.59	2330	BURRITOS FOR FIRE INC#357
	777000 TRAINING/TRAVEL/MEETING	9/23/2019	151352	LEMOORE CHAMBER OF COMMERCE	\$160.00	7873	PSA LUNCHEON
	778000 UTILITIES-ELECTRICITY	9/23/2019	151397	SOUTHERN CALIF EDISON CO	\$1,072.36	2440	2019-08
	778500 UTILITIES-GAS	9/23/2019	151398	SOUTHERN CALIF GAS CO	\$93.45	2441	2019-09
	DIVISION/ORG TOTAL 16100000 - FIRE-ADMIN/SUPPRESSION				\$6,432.63		
16100100 FIRE CAP/EQUIP REPL RES	800138 PERSONAL GEAR	9/23/2019	151350	L N CURTIS & SONS	\$2,759.70	INV310109	ASSET10038 BOOTS
	DIVISION/ORG TOTAL 16100100 - FIRE CAP/EQUIP REPL RES				\$2,759.70		
16110000 FIRE-FIRE PREVENTION	745500 POSTAGE AND FREIGHT	9/23/2019	151321	GOLDEN STATE OVERNIGHT	\$14.24	4006724	SHIP TO INTERWEST
	749500 PROF AND SPEC SERVICES	9/11/2019	151225	INTERWEST CONSULTING GROUP INC	\$390.00	52486	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/23/2019	151336	JERRY MATOS	\$485.00	1301	F-20-0002 WEED CLEAN UP
	749500 PROF AND SPEC SERVICES	9/23/2019	151336	JERRY MATOS	\$405.00	1282	F-19-0077 WEED CLEAN UP
	749500 PROF AND SPEC SERVICES	9/23/2019	151336	JERRY MATOS	\$150.00	1294	F-19-0139 WEED CLEAN UP
	DIVISION/ORG TOTAL 16110000 - FIRE-FIRE PREVENTION				\$1,444.24		
17100000 PARKS & REC-ADMIN	744000 OFFICE EXPENSE MISC	9/23/2019	151364	OFFICE DEPOT (CONTRACT)	\$303.86	2457	BLANKET PURCHASE ORDER
	DIVISION/ORG TOTAL 17100000 - PARKS & REC-ADMIN				\$303.86		
17110000 PARKS & REC-SPORTS	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$23.30	13606161	582-4092 2019-08

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17110000 PARKS & REC-SPORTS	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151237	STEVE MORRISON DBA	\$401.11	K72619-C	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151283	B S N SPORTS, INC	\$557.86	905932044	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151331	HOME DEPOT U S A INC-DEPT 32 2540194606	\$233.13	509878526	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151331	HOME DEPOT U S A INC-DEPT 32 2540194606	\$287.64	509881629	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151353	LOWE'S	\$13.72	2336	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151360	STEVE MORRISON DBA	\$720.72	K72619-A	BLANKET PURCHASE ORDER
	DIVISION/ORG TOTAL 17110000 - PARKS & REC-SPORTS				\$2,237.48		
17130000 PARKS & REC-LONGFIELD CTR	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$18.16	13606173	2019-08
	749500 PROF AND SPEC SERVICES	9/23/2019	151304	COMCAST CABLE COMMUNICATIONS, INC	\$237.82	0714199 9/19	LONGFIELD INTERNET
	749500 PROF AND SPEC SERVICES	9/23/2019	151310	DIRECTV LLC	\$149.48	36660735624	BLANKET PURCHASE ORDER
	778000 UTILITIES-ELECTRICITY	9/23/2019	151397	SOUTHERN CALIF EDISON CO	\$1,220.60	2440	2019-08
	DIVISION/ORG TOTAL 17130000 - PARKS & REC-LONGFIELD CTR				\$1,626.06		
17140000 PARKS & REC-AQUATIC/SKATE	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$18.16	13606173	2019-08
	749500 PROF AND SPEC SERVICES	9/23/2019	151301	CLARK PEST CONTROL, INC	\$65.00	2019-08	2019-08
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151236	LINCOLN EQUIPMENT INC	\$1,148.10	50485633	BLANKET PURCHASE ORDER

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17140000 PARKS & REC- AQUATIC/SKATE	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151236	LINCOLN EQUIPMENT INC	\$378.58	50486253	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151236	LINCOLN EQUIPMENT INC	\$1,234.96	50486260	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151236	LINCOLN EQUIPMENT INC	\$392.70	50486702	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151236	LINCOLN EQUIPMENT INC	\$755.55	50487771	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151236	LINCOLN EQUIPMENT INC	\$543.78	50487778	BLANKET PURCHASE ORDER
	DIVISION/ORG TOTAL 17140000 - PARKS & REC-AQUATIC/SKATE				\$4,536.83		
17160000 PARKS & REC- FACILITIES	749500 PROF AND SPEC SERVICES	9/11/2019	151209	COMCAST CABLE COMMUNICATIONS, INC	\$109.95	0454929 8/19	BLANKET PURCHASE ORDER-
	DIVISION/ORG TOTAL 17160000 - PARKS & REC-FACILITIES				\$109.95		
17190000 PARKS & REC-YOUTH SERVICE	501701 TR-CONTRACTED CLASSES	9/23/2019	151290	JASMINE BURROUGHS	\$294.00	2301	CHEERLEADING 2019-09
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$21.22	13610325	587-1658 2019-08
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$18.16	13606173	2019-08
	744000 OFFICE EXPENSE MISC	9/23/2019	151364	OFFICE DEPOT (CONTRACT)	\$54.65	2458	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/11/2019	151229	JOEY'S JUMPING CASTLE	\$595.00	2108	BLANKET PURCHASE ORDER
	756000 ADVERTISING & PUBLIC REL	9/23/2019	151362	NATIONAL PEN CORPORATION	\$178.25	110959873	GEL PENS
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151300	SUSAN CHAVEZ	\$68.92	53525	MAZE FALL FESTIVAL SUPPLI
DIVISION/ORG TOTAL 17190000 - PARKS & REC-YOUTH SERVICE					\$1,230.20		

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
17200000 PARKS & REC- ADULT/SPC SRV	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$18.16	13606173	2019-08
	747000 PRINTING	9/23/2019	151424	XEROX CORP	\$252.42	098003559	2019-08
	749500 PROF AND SPEC SERVICES	9/23/2019	151316	GARY FEINSTEIN	\$125.00	2312	PROMO PICS NIGHT TO REME
	749500 PROF AND SPEC SERVICES	9/23/2019	151385	CINDY LYNN RODRIGUEZ	\$480.00	2386	2019-09 AEROBICS
	756000 ADVERTISING & PUBLIC REL	9/23/2019	151362	NATIONAL PEN CORPORATION	\$379.41	110959812	LED PROMO FLASHLIGHTS
	756000 ADVERTISING & PUBLIC REL	9/23/2019	151362	NATIONAL PEN CORPORATION	\$380.01	110961580	SENIORS TOOL BOX PENS
	DIVISION/ORG TOTAL 17200000 - PARKS & REC-ADULT/SPC SRV				\$1,635.00		
17210000 PARKS & REC-COMM PROM/EV	744000 OFFICE EXPENSE MISC	9/23/2019	151427	ZOOM IMAGING SOLUTIONS INC	\$26.12	2136512	2019-08
	747000 PRINTING	9/23/2019	151424	XEROX CORP	\$252.43	098003559	2019-08
	749500 PROF AND SPEC SERVICES	9/23/2019	151358	MOMENTUM BROADCASTING	\$1,125.00	12200-2	KJUG CONCERT #2
	756000 ADVERTISING & PUBLIC REL	9/23/2019	151316	GARY FEINSTEIN	\$300.00	2311	PROMO SHOTS RENAISSANCE
	761100 RENAISSANCE FAIRE EXPENSE	9/23/2019	151305	JOSE L ROMAN VELLEGAS	\$1,890.00	2240	RENAISSANCE FAIRE SECURIT
	761100 RENAISSANCE FAIRE EXPENSE	9/23/2019	151360	STEVE MORRISON DBA	\$489.06	K72519	RENAISSANCE FAIRE SHIRTS
	800121 COMPUTER/MDT/MONITOR	9/23/2019	151308	DELL MARKETING LP	\$1,142.48	10338821802	REPL COMPUTER ASSET10064
DIVISION/ORG TOTAL 17210000 - PARKS & REC-COMM PROM/EV					\$5,225.09		

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17220000 PARKS & REC-PARKS	707130 UNIFORM EXPENSE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$642.90	2019-08	2019-08 WEEKLY EMP UNIFORM
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151319	* USE 102516 * GILBERT ELECTRIC CO	\$3,052.70	3442	INSTALL GFCI OUTLETS
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151329	HEDGES PEST CONTROL, INC	\$125.00	199757	WASP CONTROL
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151329	HEDGES PEST CONTROL, INC	\$90.00	199789	INSECTICIDE CENTENNIAL PA
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151222	HOLT LUMBER INC	\$13.79	671031	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151222	HOLT LUMBER INC	\$2.34	523449	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151222	HOLT LUMBER INC	\$12.19	523546	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151223	HOME DEPOT U S A INC-DEPT 32 2540194606	\$188.49	1827	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151224	HOME DEPOT U S A INC-DEPT 32 2540194606	\$60.27	507964898	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151224	HOME DEPOT U S A INC-DEPT 32 2540194606	\$435.27	508722436	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151232	PHILLIP J GAPEN	\$46.01	4854	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151232	PHILLIP J GAPEN	\$73.36	4867	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151234	SCHAUB RENTAL AND SALES INC	\$56.45	3726	BLANKET PURCHASE ORDER

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17220000 PARKS & REC-PARKS	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151234	SCHAUB RENTAL AND SALES INC	\$25.83	3727	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151234	SCHAUB RENTAL AND SALES INC	\$217.25	3728	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151234	SCHAUB RENTAL AND SALES INC	\$93.04	3730	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151235	LAWRENCE TRACTOR CO	\$123.92	361976	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$275.95	338089	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$58.46	97794	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$161.48	97818	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$18.82	97823	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$72.39	97833	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$598.83	97872	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$441.14	97879	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$434.36	97944	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$16.22	97998	BLANKET PURCHASE ORDER

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17220000 PARKS & REC-PARKS	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$46.55	98000	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$11.90	98001	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$66.77	98022	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$66.02	98030	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$83.61	98080	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151331	HOME DEPOT U S A INC-DEPT 32 2540194606	\$124.32	510335409	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151353	LOWE'S	\$768.90	2337	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151356	CONSOLIDATED ELEC DIST, INC	\$11.52	2877-486454	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151356	CONSOLIDATED ELEC DIST, INC	\$18.62	2877-486548	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$72.80	1572944	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$261.33	1569328	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$41.29	1570799	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$84.71	1571023	BLANKET PURCHASE ORDER

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17220000 PARKS & REC-PARKS	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$16.21	1571139	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151411	VALLEY OXYGEN, INC	\$22.68	411004	OXYGEN CYLINDER-TORCH
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151239	NUTRIEN AG SOLUTIONS INC	\$2,531.10	40052127	BLANKET PURCHASE ORDER
	778000 UTILITIES-ELECTRICITY	9/23/2019	151375	P G & E	\$10.51	2202	2019-08
	778000 UTILITIES-ELECTRICITY	9/23/2019	151397	SOUTHERN CALIF EDISON CO	\$245.89	2440	2019-08
	DIVISION/ORG TOTAL 17220000 - PARKS & REC-PARKS				\$11,821.19		
20100000 PW-ADMINISTRATION & ENGR	707130 UNIFORM EXPENSE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$127.11	2019-08	2019-08 WEEKLY EMP UNIFORM
	744000 OFFICE EXPENSE MISC	9/23/2019	151364	OFFICE DEPOT (CONTRACT)	\$265.74	2459	BLANKET PURCHASE ORDER
	746000 DUPLICATING EXPENSE	9/23/2019	151424	XEROX CORP	\$832.35	098003555	2019-08
	746000 DUPLICATING EXPENSE	9/23/2019	151427	ZOOM IMAGING SOLUTIONS INC	\$4.36	2136512	2019-08
	DIVISION/ORG TOTAL 20100000 - PW-ADMINISTRATION & ENGR				\$1,229.56		
20110000 PW-STREET MAINTENANCE	707130 UNIFORM EXPENSE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$444.45	2019-08	2019-08 WEEKLY EMP UNIFORM
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151203	ALERT-O-LITE	\$303.10	0047353-IN	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151203	ALERT-O-LITE	\$210.11	0048211-IN	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151203	ALERT-O-LITE	\$96.42	0048677-IN	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151203	ALERT-O-LITE	\$281.10	0049102-IN	BLANKET PURCHASE ORDER

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20110000 PW-STREET MAINTENANCE	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151226	J A MOMANEY SERVICES INC	\$240.24	122776	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151234	SCHAUB RENTAL AND SALES INC	\$21.44	723	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151276	ALERT-O-LITE	\$58.78	0049882-IN	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151311	DISPENSING TECHNOLOGY CORP	\$294.02	12437	3 INCH SWIVEL DISC
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151353	LOWE'S	\$174.35	2339	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151356	CONSOLIDATED ELEC DIST, INC	\$71.48	2877-486471	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151356	CONSOLIDATED ELEC DIST, INC	\$127.16	2877-486846	BLANKET PURCHASE ORDER
	778000 UTILITIES-ELECTRICITY	9/23/2019	151397	SOUTHERN CALIF EDISON CO	\$38,279.20	2440	2019-08
DIVISION/ORG TOTAL 20110000 - PW-STREET MAINTENANCE					\$40,601.85		
20200000 AIRPORT OPERATIONS	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$18.16	13606173	2019-08
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$21.22	13606159	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/23/2019	151410	UNWIRED BROADBAND INC	\$79.99	INV00720565	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	9/23/2019	151285	W BANKS MOORE, INC CUST#01833	\$100.00	WO-9408	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/23/2019	151318	* USE 102516 * GILBERT ELECTRIC CO	\$536.20	3415	INSTALL ANTENNA AIRPORT C
	749500 PROF AND SPEC SERVICES	9/23/2019	151343	KINGS CO HEALTH DEPT	\$943.62	IN0050997	ANNUAL EHS FEES

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20200000 AIRPORT OPERATIONS	778000 UTILITIES-ELECTRICITY	9/23/2019	151397	SOUTHERN CALIF EDISON CO	\$1,615.14	2440	2019-08
	DIVISION/ORG TOTAL 20200000 - AIRPORT OPERATIONS				\$3,314.33		
20310000 REFUSE OPERATIONS	707130 UNIFORM EXPENSE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$159.68	21799092	FY20 REFUSE PT EMPLOYEES
	707130 UNIFORM EXPENSE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$471.25	2019-08	2019-08 WEEKLY EMP UNIFORM
	741200 EQUIPMENT MAINTENANCE	9/11/2019	151223	HOME DEPOT U S A INC-DEPT 32 2540194606	\$388.17	1830	BLANKET PURCHASE ORDER
	741200 EQUIPMENT MAINTENANCE	9/23/2019	151359	MORGAN & SLATES	\$144.02	1573460	BLANKET PURCHASE ORDER
	741200 EQUIPMENT MAINTENANCE	9/23/2019	151359	MORGAN & SLATES	\$267.04	1571046	BLANKET PURCHASE ORDER
	741200 EQUIPMENT MAINTENANCE	9/23/2019	151411	VALLEY OXYGEN, INC	\$224.58	410353	BLANKET PURCHASE ORDER
	741200 EQUIPMENT MAINTENANCE	9/23/2019	151411	VALLEY OXYGEN, INC	\$222.23	410455	BLANKET PURCHASE ORDER
	741200 EQUIPMENT MAINTENANCE	9/23/2019	151411	VALLEY OXYGEN, INC	\$40.54	410611	BLANKET PURCHASE ORDER
	741200 EQUIPMENT MAINTENANCE	9/23/2019	151411	VALLEY OXYGEN, INC	\$83.28	410748	BLANKET PURCHASE ORDER
	744000 OFFICE EXPENSE MISC	9/23/2019	151364	OFFICE DEPOT (CONTRACT)	\$114.10	2460	BLANKET PURCHASE ORDER
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151349	KINGS WASTE & RECYCLE AUTHORITY	\$205,174.45	2019-08	TIPPING FEES 2019-08
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151345	PHILLIP J GAPEN	\$8.02	4943	BLANKET PURCHASE ORDER
	DIVISION/ORG TOTAL 20310000 - REFUSE OPERATIONS				\$207,297.36		

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20320000 REFUSE STREET CLEANING	707130 UNIFORM EXPENSE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$52.80	2019-08	2019-08 WEEKLY EMP UNIFORM
	DIVISION/ORG TOTAL 20320000 - REFUSE STREET CLEANING				\$52.80		
20400000 FLEET MAINTENANCE OPER	707130 UNIFORM EXPENSE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$406.75	2019-08	2019-08 WEEKLY EMP UNIFORM
	743300 FUEL AND LUBE MAINTENANCE	9/11/2019	151211	ELBERT DISTRIBUTING, INC	\$294.43	PI0021258	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	9/11/2019	151211	ELBERT DISTRIBUTING, INC	\$848.26	PI0021291	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	9/11/2019	151227	J C LANSLOWNE DIST INC	\$1,198.62	46737	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	9/11/2019	151227	J C LANSLOWNE DIST INC	\$875.97	46908	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	9/23/2019	151289	BUFORD OIL COMPANY INC	\$23,116.23	72073	DIESEL FUEL
	743300 FUEL AND LUBE MAINTENANCE	9/23/2019	151312	ELBERT DISTRIBUTING, INC	\$294.43	PI0021836	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	9/23/2019	151312	ELBERT DISTRIBUTING, INC	\$848.26	PI0022074	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	9/23/2019	151312	ELBERT DISTRIBUTING, INC	\$294.43	PI0022282	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	9/23/2019	151334	INTER STATE OIL COMPANY	\$547.84	0692708-IN	BLANKET PURCHASE ORDER
	743300 FUEL AND LUBE MAINTENANCE	9/23/2019	151335	J C LANSLOWNE DIST INC	\$22,426.57	H7299	FUEL
	743300 FUEL AND LUBE MAINTENANCE	9/23/2019	151386	ROE OIL COMPANY	\$253.97	182909CT	2019-08

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	743300 FUEL AND LUBE MAINTENANCE	9/23/2019	151393	SILVAS OIL CO INC	\$23,382.06	844933	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/11/2019	151206	BADASCI TIRE CO, INC	\$743.34	153051	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/11/2019	151206	BADASCI TIRE CO, INC	\$1,312.87	153857	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/11/2019	151206	BADASCI TIRE CO, INC	\$266.50	153858	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/11/2019	151206	BADASCI TIRE CO, INC	\$1,531.72	153864	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/11/2019	151206	BADASCI TIRE CO, INC	(\$266.50)	153865	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/11/2019	151206	BADASCI TIRE CO, INC	(\$743.34)	154273	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/11/2019	151206	BADASCI TIRE CO, INC	\$1,774.45	153996	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/11/2019	151210	DELRAY TIRE & RETREADING, INC	\$701.76	750033020	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/11/2019	151210	DELRAY TIRE & RETREADING, INC	\$821.43	750033247	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/11/2019	151210	DELRAY TIRE & RETREADING, INC	\$347.97	750033394	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/11/2019	151210	DELRAY TIRE & RETREADING, INC	\$989.54	750033356	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/11/2019	151210	DELRAY TIRE & RETREADING, INC	\$1,779.69	750033333	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/11/2019	151210	DELRAY TIRE & RETREADING, INC	\$92.75	750033270	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/12/2019	151256	DELRAY TIRE & RETREADING, INC	\$338.19	750033004	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/23/2019	151309	DELRAY TIRE & RETREADING, INC	\$821.05	750033491	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/23/2019	151309	DELRAY TIRE & RETREADING, INC	\$547.37	750033472	BLANKET PURCHASE ORDER
	743400 TIRES AND TUBES	9/23/2019	151309	DELRAY TIRE & RETREADING, INC	\$814.42	250020577	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	743400 TIRES AND TUBES	9/23/2019	151309	DELRAY TIRE & RETREADING, INC	\$45.89	750033510	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/11/2019	151206	BADASCI TIRE CO, INC	\$105.00	153822	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/11/2019	151206	BADASCI TIRE CO, INC	\$105.00	154522	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/11/2019	151207	MC KEE ENTERPRISES, LLC DBA	\$35.00	70057	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/11/2019	151220	HANFORD MOTORS, LLC	\$1,400.00	CHCS113619A	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/11/2019	151220	HANFORD MOTORS, LLC	\$2,100.00	CHCS113726A	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/11/2019	151230	J V A C INC	\$1,066.00	650292A	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/11/2019	151230	J V A C INC	\$197.50	650824A	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/11/2019	151231	KELLER MOTORS OF HANFORD	\$286.00	6102236A	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/23/2019	151284	BADASCI TIRE CO, INC	\$258.00	154638A	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/23/2019	151284	BADASCI TIRE CO, INC	\$105.00	154553	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/23/2019	151423	WORLD OIL ENVIRONMENTAL SERVICES	\$165.00	I500-00476591	USED OIL FILTERS
	749500 PROF AND SPEC SERVICES	9/23/2019	151423	WORLD OIL ENVIRONMENTAL SERVICES	\$65.00	I500-00479159	200 GALS USED OIL

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20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151202	CENTRAL VALLEY GMC	\$441.93	F00355202201	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151202	CENTRAL VALLEY GMC	\$6,820.84	F00355258201	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151202	CENTRAL VALLEY GMC	\$47.45	F00355385801	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151202	CENTRAL VALLEY GMC	\$515.43	F00355410601	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151202	CENTRAL VALLEY GMC	\$811.10	F00355428701	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151202	CENTRAL VALLEY GMC	\$19.30	F00355459001	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151202	CENTRAL VALLEY GMC	\$212.78	F00355461101	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151211	ELBERT DISTRIBUTING, INC	\$94.36	PI0021149	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151214	FASTENAL INDUSTRIAL & CONST SUPP	\$3.05	CAHAN77097	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151217	GARLICK, INC	\$123.03	12790	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151220	HANFORD MOTORS, LLC	(\$70.00)	CM85938CHW	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151220	HANFORD MOTORS, LLC	(\$70.00)	CM86119CHW	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151220	HANFORD MOTORS, LLC	(\$70.00)	CM86138CHW	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151220	HANFORD MOTORS, LLC	\$322.37	CHCS113619	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151220	HANFORD MOTORS, LLC	\$173.75	86469CHW	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151220	HANFORD MOTORS, LLC	\$380.29	86564CHW	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151220	HANFORD MOTORS, LLC	\$41.41	86570CHW	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151220	HANFORD MOTORS, LLC	\$72.40	8668CHW	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151220	HANFORD MOTORS, LLC	\$1,589.20	CHCS113726	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151228	JEFF'S AUTO SUPPLY	\$10.26	D-215534	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151228	JEFF'S AUTO SUPPLY	\$490.94	D-215751	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151228	JEFF'S AUTO SUPPLY	\$102.32	D-215778	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151230	J V A C INC	\$317.30	650292	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151230	J V A C INC	\$70.81	50138984	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151230	J V A C INC	\$121.71	650824	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151231	KELLER MOTORS OF HANFORD	\$231.61	6102236	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151235	LAWRENCE TRACTOR CO	\$38.75	366001	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151235	LAWRENCE TRACTOR CO	(\$253.48)	365999	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151235	LAWRENCE TRACTOR CO	\$224.37	366002	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151235	LAWRENCE TRACTOR CO	\$253.48	365996	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151235	LAWRENCE TRACTOR CO	\$141.66	365484	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151235	LAWRENCE TRACTOR CO	\$44.88	365451	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151235	LAWRENCE TRACTOR CO	\$7.61	367140	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151235	LAWRENCE TRACTOR CO	\$90.74	368248	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151235	LAWRENCE TRACTOR CO	\$8.10	368981	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151235	LAWRENCE TRACTOR CO	\$70.10	369561	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151235	LAWRENCE TRACTOR CO	\$13.34	369255	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151240	SEQUOIA EQUIP CO INC	\$61.40	1113227	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151241	JACK B MARTIN	\$246.49	26740	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151246	TURF STAR INC	\$721.50	7080355-00	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151284	BADASCI TIRE CO, INC	\$319.53	154638	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$40.18	1568968	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$65.24	1569724	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$3.52	1569756	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$9.52	1569888	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$47.73	1569907	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$83.38	1569953	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151364	OFFICE DEPOT (CONTRACT)	\$109.54	2461	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$88.09	705796	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$4,000.62	705809	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$2,684.30	705826	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$4,574.86	705836	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$1,678.00	705837	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$635.20	706006	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$284.41	705907	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$145.01	705927	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$143.26	705938	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$849.37	705941	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$3,347.23	705972	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$1,367.81	705975	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$635.20	705906	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$942.62	706013	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$13.68	706014	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$345.52	706027	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$345.52	706031	BLANKET PURCHASE ORDER

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20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$54.72	706036	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$260.00	706065	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$178.28	706082	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$75.80	706083	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$8.68	706096	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151387	RUCKSTELL CALIF SALES CO	\$119.42	706127	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151395	SMITH AUTO PARTS, INC	\$491.02	01IN387044	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151395	SMITH AUTO PARTS, INC	\$301.13	01IN389774	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151395	SMITH AUTO PARTS, INC	\$373.02	01IN391846	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151395	SMITH AUTO PARTS, INC	\$228.47	01IN391840	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151404	THERMO-LAY MANUFACTURING LLC	\$65.83	1496	HYD VALVE SPRING #135
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151407	TURF STAR INC	\$677.21	7054737-00	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151423	WORLD OIL ENVIRONMENTAL SERVICES	\$102.96	I500-00477247	20 GALS USED COOLANT

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20400000 FLEET MAINTENANCE OPER	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151423	WORLD OIL ENVIRONMENTAL SERVICES	\$383.42	I500-00477249	55 GALS RED COOLANT
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151423	WORLD OIL ENVIRONMENTAL SERVICES	\$108.86	I500-00477250	29 GALS GREEN COOLANT
	778000 UTILITIES-ELECTRICITY	9/23/2019	151397	SOUTHERN CALIF EDISON CO	\$3,861.27	2440	2019-08
	DIVISION/ORG TOTAL 20400000 - FLEET MAINTENANCE OPER				\$137,116.43		
20500000 FLEET REPLACEMENT RESERVE	800199 MISC-NON CATAGORIZED EQUI	9/23/2019	151275	AGRI-TURF DISTRIBUTING LLC	\$8,421.39	40663	ASSET10027 WEED SPRAYER
	DIVISION/ORG TOTAL 20500000 - FLEET REPLACEMENT RESERVE				\$8,421.39		
20610000 STORM DRAINAGE OPERATIONS	707130 UNIFORM EXPENSE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$150.00	2019-08	2019-08 WEEKLY EMP UNIFORM
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$21.22	13606170	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151223	HOME DEPOT U S A INC-DEPT 32 2540194606	\$67.27	1825	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151234	SCHAUB RENTAL AND SALES INC	\$19.29	1786	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151234	SCHAUB RENTAL AND SALES INC	\$89.13	3179	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151234	SCHAUB RENTAL AND SALES INC	\$59.26	3302	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151326	HANFORD AUTO & TRUCK PARTS, INC	\$24.66	23522	DEGREASER CLEANER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$523.42	1575896 1573318-19	GLOVES
	800127 CAMERA/VIDEO/SRVLCN/D RONE	9/23/2019	151376	JOSEPH G POLLARD CO INC	\$6,962.94	0146098	ASSET10002 OPTICAM STORM
	DIVISION/ORG TOTAL 20610000 - STORM DRAINAGE OPERATIONS				\$7,917.19		

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20710000 WASTEWATER OPERATIONS	707130 UNIFORM EXPENSE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$326.22	2019-08	2019-08 WEEKLY EMP UNIFORM
	741200 EQUIPMENT MAINTENANCE	9/11/2019	151216	GRAINGER, INC	\$665.67	9248588874	BLANKET PURCHASE ORDER
	741200 EQUIPMENT MAINTENANCE	9/23/2019	151325	HACH COMPANY	\$439.34	11627269	BLANKET PURCHASE ORDER
	741200 EQUIPMENT MAINTENANCE	9/23/2019	151356	CONSOLIDATED ELEC DIST, INC	\$37.32	2877-486297	BLANKET PURCHASE ORDER
	744000 OFFICE EXPENSE MISC	9/23/2019	151364	OFFICE DEPOT (CONTRACT)	\$328.51	2462	BLANKET PURCHASE ORDER
	746000 DUPLICATING EXPENSE	9/23/2019	151424	XEROX CORP	\$243.21	098003562	2019-08
	749500 PROF AND SPEC SERVICES	9/11/2019	151205	ARAMARK UNIFORM SERVICES, INC	\$108.83	602224219	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/11/2019	151205	ARAMARK UNIFORM SERVICES, INC	\$88.30	602238740	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$98.95	602253181	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/23/2019	151382	RESOURCE COMPLIANCE INC	\$650.00	011994	ANNUAL PSM AGREEMENT
	755000 OTHER CONTRACTUAL SERVICE	9/11/2019	151249	UNWIRED BROADBAND INC	\$69.95	INV00719027	BLANKET PURCHASE ORDER
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151277	D S WATERS OF AMERICA, INC	\$198.33	9408211 090119	BLANKET PURCHASE ORDER
	755100 WWTP EFFLUENT DISPOSAL	9/11/2019	151233	LAKESIDE IRRIGATION WATER DISTRICT	\$14,880.00	2019-07	BLANKET PURCHASE ORDER
	755100 WWTP EFFLUENT DISPOSAL	9/23/2019	151351	LAKESIDE IRRIGATION WATER DISTRICT	\$990.00	2019-08	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20710000 WASTEWATER OPERATIONS	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151219	HANFORD AUTO & TRUCK PARTS, INC	\$19.28	233646	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151223	HOME DEPOT U S A INC-DEPT 32 2540194606	\$600.20	1826	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151253	WEST VALLEY SUPPLY INC	\$202.20	97744	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151294	CALIFORNIA INDUSTRIAL RUBBER	\$435.70	T-012759	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151357	E & B LANDSCAPE & GARDEN SUPP INC DBA	\$740.03	182644	SANDBLASTING SAND
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$173.90	1573406	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$29.68	1574164	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$79.91	1574549	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$132.92	1574661	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$14.89	1574796	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$344.83	1575020	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$87.45	1571178	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$6.98	1571614	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20710000 WASTEWATER OPERATIONS	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$10.04	1572560	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$6.82	1572209	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151204	AQUA BEN CORP	\$7,054.91	39445	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151213	EVANTEC LAB SUPPLY	\$205.25	193070	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151218	HACH COMPANY	\$100.31	11585763	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151218	HACH COMPANY	\$206.16	11587766	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151243	THATCHER CO OF CALIF INC	(\$6,000.00)	266870	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151243	THATCHER CO OF CALIF INC	\$12,045.04	266869	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151243	THATCHER CO OF CALIF INC	(\$6,000.00)	267269	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151243	THATCHER CO OF CALIF INC	\$12,045.04	267268	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/23/2019	151291	BUTTONWILLOW WAREHOUSE CO	\$2,259.52	939087	CHEMICALS
	765000 CHEMICAL AND CHEMICAL SUP	9/23/2019	151325	HACH COMPANY	\$319.82	11627248	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/23/2019	151335	J C LANSDOWNE DIST INC	\$381.38	46738	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20710000 WASTEWATER OPERATIONS	765000 CHEMICAL AND CHEMICAL SUP	9/23/2019	151403	THATCHER CO OF CALIF INC	\$12,045.04	268349	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/23/2019	151403	THATCHER CO OF CALIF INC	(\$6,000.00)	268350	CONTAINER DEPOSIT REFUND
	778000 UTILITIES-ELECTRICITY	9/23/2019	151397	SOUTHERN CALIF EDISON CO	\$23,472.78	2440	2019-08
	DIVISION/ORG TOTAL 20710000 - WASTEWATER OPERATIONS				\$74,144.71		
20720000 SANITARY SEWER COLLECTION	707130 UNIFORM EXPENSE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$131.89	2019-08	2019-08 WEEKLY EMP UNIFORM
	741200 EQUIPMENT MAINTENANCE	9/11/2019	151242	TELSTAR INSTRUMENTS, INC	\$475.42	99668	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/11/2019	151205	ARAMARK UNIFORM SERVICES, INC	\$54.46	602224221	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/11/2019	151205	ARAMARK UNIFORM SERVICES, INC	\$61.55	602238742	BLANKET PURCHASE ORDER
	749500 PROF AND SPEC SERVICES	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$54.46	602253183	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151222	HOLT LUMBER INC	\$27.16	523578	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151223	HOME DEPOT U S A INC-DEPT 32 2540194606	\$124.54	1828	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/12/2019	151258	TRIPLE J CONCRETE	\$85.59	13090	CONCRETE PO22100151
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$39.38	1571056	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$6.56	1572195	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20720000 SANITARY SEWER COLLECTION	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151411	VALLEY OXYGEN, INC	\$256.20	410347	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151411	VALLEY OXYGEN, INC	\$96.54	410637	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151411	VALLEY OXYGEN, INC	\$51.48	410771	BLANKET PURCHASE ORDER
	778000 UTILITIES-ELECTRICITY	9/23/2019	151375	P G & E	\$517.08	2202	2019-08
	778000 UTILITIES-ELECTRICITY	9/23/2019	151397	SOUTHERN CALIF EDISON CO	\$2,375.68	2440	2019-08
	DIVISION/ORG TOTAL 20720000 - SANITARY SEWER COLLECTION				\$4,357.99		
20810000 WATER OPERATIONS	707130 UNIFORM EXPENSE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$456.94	2019-08	2019-08 WEEKLY EMP UNIFORM
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$20.32	13606166	BLANKET PURCHASE ORDER
	732000 COMMUNICATIONS	9/23/2019	151303	COMCAST CABLE COMMUNICATIONS, INC	\$105.94	0439763 9/19	8155500390439763 SCADA
	741200 EQUIPMENT MAINTENANCE	9/23/2019	151402	TELSTAR INSTRUMENTS, INC	\$1,006.00	100680	HACH DR300 POCKET COLORIMETER
	741200 EQUIPMENT MAINTENANCE	9/23/2019	151402	TELSTAR INSTRUMENTS, INC	\$182.59	100679	WATSON MARLOW PUMP
	741200 EQUIPMENT MAINTENANCE	9/23/2019	151402	TELSTAR INSTRUMENTS, INC	\$616.00	100754	WATSON MARLOW LOW PRESSURE
	744000 OFFICE EXPENSE MISC	9/23/2019	151427	ZOOM IMAGING SOLUTIONS INC	\$33.31	2136512	2019-08
	749500 PROF AND SPEC SERVICES	9/23/2019	151377	REBECCA KOZLOWSKI	\$12,584.95	410065027	2019 CONSUMER CONFIDENCE
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151223	HOME DEPOT U S A INC-DEPT 32 2540194606	\$207.15	1829	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20810000 WATER OPERATIONS	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151238	NICK CHAMPI ENTERPRISES INC	\$50.05	23645	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151324	FERGUSON ENTERPRISES INC 1423	\$175.19	1491649	SAW BLADE
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151353	LOWE'S	\$12.96	2338	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$101.84	1573316	RATCHET STRAP HOOKS
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$9.31	1568963	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$114.44	1569552	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$3.76	1570806	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$22.22	1570810	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$10.94	1571133	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151359	MORGAN & SLATES	\$77.85	1571145	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151363	NICK CHAMPI ENTERPRISES INC	\$50.05	23721	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151408	U S A BLUEBOOK	\$75.54	994821	WOODEN WATER PLUGS
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151411	VALLEY OXYGEN, INC	\$30.24	411431	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20810000 WATER OPERATIONS	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151422	WEST VALLEY SUPPLY INC	\$13.62	98362	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$444.79	FO909236	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$571.86	FO909237	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$571.86	FO909238	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$301.81	FO909239	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$238.27	FO909240	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$889.57	FO909487	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$444.79	FO909488	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$500.37	FO909489	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$555.98	FO909682	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$241.45	FO909683	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$349.47	FO909684	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$594.10	FO909685	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20810000 WATER OPERATIONS	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$559.15	FO909686	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$238.27	FO909687	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$285.94	FO909908	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$1,310.52	FO909909	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$476.56	FO909910	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/11/2019	151248	UNIVAR	\$476.56	FO909911	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/23/2019	151409	UNIVAR	\$468.60	FO910025	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/23/2019	151409	UNIVAR	\$579.80	FO910026	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/23/2019	151409	UNIVAR	\$595.69	FO910027	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/23/2019	151409	UNIVAR	\$333.59	FO910028	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/23/2019	151409	UNIVAR	\$333.59	FO910029	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/23/2019	151409	UNIVAR	\$417.77	FO910258	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/23/2019	151409	UNIVAR	\$1,286.70	FO910259	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20810000 WATER OPERATIONS	765000 CHEMICAL AND CHEMICAL SUP	9/23/2019	151409	UNIVAR	\$444.79	FO910260	BLANKET PURCHASE ORDER
	765000 CHEMICAL AND CHEMICAL SUP	9/23/2019	151409	UNIVAR	\$508.32	FO910261	BLANKET PURCHASE ORDER
	778000 UTILITIES-ELECTRICITY	9/23/2019	151397	SOUTHERN CALIF EDISON CO	\$87,437.80	2440	2019-08
	799000 MATERIALS/SUPP'S/INVENTORY	9/23/2019	151359	MORGAN & SLATES	\$1,429.60	1570460	MISC PARTS
	799000 MATERIALS/SUPP'S/INVENTORY	9/23/2019	151426	ZENNER PERFORMANCE METERS INC	\$19,421.51	0048575-IN	METERS
	800114 FIRE HYDRANTS	9/23/2019	151426	ZENNER PERFORMANCE METERS INC	\$869.72	0048518-IN	HYDRANT METER CHECK VALV
	DIVISION/ORG TOTAL 20810000 - WATER OPERATIONS				\$139,140.01		
20910000 INTERMODAL FACILITY OPER	755000 OTHER CONTRACTUAL SERVICE	9/11/2019	151205	ARAMARK UNIFORM SERVICES, INC	\$50.99	602223252	BLANKET PURCHASE ORDER
	755000 OTHER CONTRACTUAL SERVICE	9/11/2019	151205	ARAMARK UNIFORM SERVICES, INC	\$14.00	602216048	BLANKET PURCHASE ORDER
	755000 OTHER CONTRACTUAL SERVICE	9/11/2019	151205	ARAMARK UNIFORM SERVICES, INC	\$14.00	602230562	BLANKET PURCHASE ORDER
	755000 OTHER CONTRACTUAL SERVICE	9/11/2019	151205	ARAMARK UNIFORM SERVICES, INC	\$50.99	602237782	BLANKET PURCHASE ORDER
	755000 OTHER CONTRACTUAL SERVICE	9/11/2019	151244	TOTAL FILTRATION SERVICES, INC	\$52.14	PSV1941598	BLANKET PURCHASE ORDER
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151272	A T & T	\$39.13	13606165	583-9688 2019-08
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$50.99	602252234	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
20910000 INTERMODAL FACILITY OPER	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$14.00	602259468	BLANKET PURCHASE ORDER
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151301	CLARK PEST CONTROL, INC	\$50.00	2019-09	2019-09
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151301	CLARK PEST CONTROL, INC	\$50.00	2019-08	2019-08
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151320	ERIC DODD	\$3,800.00	3436	STATION SIGN LIGHTING REP
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151405	TOTAL FILTRATION SERVICES, INC	\$52.14	PSV1955943	BLANKET PURCHASE ORDER
	DIVISION/ORG TOTAL 20910000 - INTERMODAL FACILITY OPER				\$4,238.38		
21000000 BUILDING MAINTENANCE	707130 UNIFORM EXPENSE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$315.85	2019-08	2019-08 WEEKLY EMP UNIFORM
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$38.05	13606172	585-0706 2019-08
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$40.79	13610324	583-8911 2019-08
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$39.13	13606164	583-8452 2019-08
	732000 COMMUNICATIONS	9/23/2019	151272	A T & T	\$40.79	13606177	589-6436 2019-08
	755000 OTHER CONTRACTUAL SERVICE	9/11/2019	151205	ARAMARK UNIFORM SERVICES, INC	\$104.04	602216049	BLANKET PURCHASE ORDER
	755000 OTHER CONTRACTUAL SERVICE	9/11/2019	151205	ARAMARK UNIFORM SERVICES, INC	\$104.04	602230563	BLANKET PURCHASE ORDER
	755000 OTHER CONTRACTUAL SERVICE	9/11/2019	151244	TOTAL FILTRATION SERVICES, INC	\$82.51	PSV1941597	BLANKET PURCHASE ORDER
	755000 OTHER CONTRACTUAL SERVICE	9/11/2019	151244	TOTAL FILTRATION SERVICES, INC	\$134.92	PSV1941599	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
21000000 BUILDING MAINTENANCE	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151279	AMERICAN INCORPORATED	\$247.50	7103946	RPR A/C #16 CITY HALL
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151281	ARAMARK UNIFORM SERVICES, INC	\$104.04	602259469	BLANKET PURCHASE ORDER
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151301	CLARK PEST CONTROL, INC	\$341.00	2019-09	2019-09
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151301	CLARK PEST CONTROL, INC	\$386.00	2019-08	2019-08
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151301	CLARK PEST CONTROL, INC	\$45.00	2305	2019-09 CORP YARD
	755000 OTHER CONTRACTUAL SERVICE	9/23/2019	151392	SHURE INCORPORATED	\$440.79	15800916	MIC REPAIR
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151212	KINGS CO PIPE & SUPPLY	\$3.69	1908-200022	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151212	KINGS CO PIPE & SUPPLY	\$19.19	1908-201405	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151212	KINGS CO PIPE & SUPPLY	\$16.83	1908-201919	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151212	KINGS CO PIPE & SUPPLY	\$78.40	1908-201934	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151215	THE SHERWIN WILLIAMS COMPANY	\$152.24	16892191400819	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151215	THE SHERWIN WILLIAMS COMPANY	\$116.85	1688-4	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151216	GRAINGER, INC	\$4.59	9267528207	BLANKET PURCHASE ORDER

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DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
21000000 BUILDING MAINTENANCE	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151216	GRAINGER, INC	\$132.03	9267528215	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151224	HOME DEPOT U S A INC-DEPT 32 2540194606	\$905.11	505643353	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151224	HOME DEPOT U S A INC-DEPT 32 2540194606	\$58.04	507332997	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151224	HOME DEPOT U S A INC-DEPT 32 2540194606	\$704.90	508017704	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151224	HOME DEPOT U S A INC-DEPT 32 2540194606	\$1,501.94	508722428	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151224	HOME DEPOT U S A INC-DEPT 32 2540194606	(\$9.72)	505872903	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151224	HOME DEPOT U S A INC-DEPT 32 2540194606	\$4.27	505908228	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/11/2019	151224	HOME DEPOT U S A INC-DEPT 32 2540194606	\$9.62	509192530	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151313	KINGS CO PIPE & SUPPLY	\$53.74	1909-204549	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151331	HOME DEPOT U S A INC-DEPT 32 2540194606	\$1,006.73	510335391	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151331	HOME DEPOT U S A INC-DEPT 32 2540194606	\$31.69	511039430	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151331	HOME DEPOT U S A INC-DEPT 32 2540194606	\$41.76	511251753	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151331	HOME DEPOT U S A INC-DEPT 32 2540194606	\$23.01	511292823	BLANKET PURCHASE ORDER

Attachment: WARRANT REGISTER-DIVISION ORDER 10-1-19 (Finance: Warrant Register)

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
21000000 BUILDING MAINTENANCE	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151331	HOME DEPOT U S A INC-DEPT 32 2540194606	\$169.54	511040552	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151353	LOWE'S	\$156.91	2340	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151356	CONSOLIDATED ELEC DIST, INC	\$10.44	2877-486843	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151356	CONSOLIDATED ELEC DIST, INC	\$34.30	2877-486876	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151356	CONSOLIDATED ELEC DIST, INC	\$102.24	2877-486850	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151356	CONSOLIDATED ELEC DIST, INC	\$5.09	2877-486085	BLANKET PURCHASE ORDER
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151389	THE SHERWIN WILLIAMS COMPANY	\$98.27	2229-6	BLANKET PURCHASE ORDER
	DIVISION/ORG TOTAL 21000000 - BUILDING MAINTENANCE				\$7,896.15		
21020000 BLDG (CITY) OPER ER	800184 MISC EQUIP-BLD MAINT	9/23/2019	151411	VALLEY OXYGEN, INC	\$1,694.55	411352	ASSET100200 PORTABLE MIG
	DIVISION/ORG TOTAL 21020000 - BLDG (CITY) OPER ER				\$1,694.55		
21310000 COURTHOUSE SQUARE FACIL	749500 PROF AND SPEC SERVICES	9/23/2019	151272	A T & T	\$21.22	13606167	584-8145 2019-08
	749500 PROF AND SPEC SERVICES	9/23/2019	151301	CLARK PEST CONTROL, INC	\$60.00	2019-09	2019-09
	749500 PROF AND SPEC SERVICES	9/23/2019	151301	CLARK PEST CONTROL, INC	\$60.00	2019-08	2019-08
	760000 SPECIAL DEPARTMENTAL EXP	9/23/2019	151353	LOWE'S	\$31.95	2341	BLANKET PURCHASE ORDER
	DIVISION/ORG TOTAL 21310000 - COURTHOUSE SQUARE FACIL				\$173.17		

Attachment: WARRANT REGISTER-DIVISION ORDER 10-1-19 (Finance: Warrant Register)

DIVISION/ORG CODE	ACCOUNT/OBJECT CODE	CHECK DATE	CHECK NUMBER	VENDOR NAME	AMOUNT	INVOICE	INVOICE DESCRIPTION
21810000 TRANSPORTN FACLT Y IMP FEE	800200 CAPITAL IMPRV PROJECTS	9/23/2019	151322	GRANITE CONSTRUCTION CO	\$898,255.40	2216	CIP0819621 #03 08/01-08/3
DIVISION/ORG TOTAL 21810000 - TRANSPORTN FACLT Y IMP FEE					\$898,255.40		
26670000 T.D.A. - TRANSPORTATION	800200 CAPITAL IMPRV PROJECTS	9/23/2019	151298	CEN-CAL PAVING INC	\$7,759.94	2593	CIP0000006
DIVISION/ORG TOTAL 26670000 - T.D.A. - TRANSPORTATION					\$7,759.94		
		TOTAL AMOUNTS FOR CHECKS:			\$1,715,213.51		



AGENDA STAFF REPORT

MEETING DATE: 10/1/2019

AGENDA SECTION: A

SUBJECT:

Utilities & Engineering: Conduct a public hearing regarding Tract 915 for the formation of Landscape Assessment District No. 19-02 at Aquifer Drive and Millennium Way, and adopt Resolution 19-37-R establishing the formation of the Tract 915 district and confirming the levy and collection of annual assessments.

RECOMMENDATION:

That the City Council, by motion:

- 1) Conduct a public hearing for the formation of Landscape Assessment District No. 19-02 in accordance with the Landscape and Lighting Act of 1972.
- 2) Adopt Resolution 19-37-R establishing the formation of Landscape Assessment District No. 19-02 and confirming levy and collection of annual assessments.

BACKGROUND:

The developer of Tract No. 915 (The Enclave), Holly Hills Group, has requested that the City form a Landscape Assessment District pursuant to the Landscape and Lighting Act of 1972, to fund the continued maintenance of the following:

1. The maintenance of decorative block fencing, landscaping, and irrigation system improvements along Aquifer Drive and Millennium Way located adjacent to Tract No. 915 (which includes 66 lots).

Provisions in the Landscaping and Lighting Act stipulate that a public hearing must be held to allow for written and oral public comments prior to action being taken to create a new district. Also required is an election in which property owners may vote to support or oppose the formation of the district, and the levy and collection of annual assessments.

Attached is the resolution to form a new district, and to levy the assessment on the properties within Tract 915.

FISCAL IMPACT:

Approval of the district will create a funding mechanism to maintain common area landscape and interior street lights located adjacent to and within the Tract No. 915 The Enclave Subdivision. The City of Hanford will be responsible for coordinating maintenance for the district and administering the district's funding account.

ATTACHMENTS:

TR. 915 LAD 19-02 - Establish Formation and Confirm Levy (Final)
Tract 915 Location Map 2

RECORDING REQUESTED BY:

CITY OF HANFORD

WHEN RECORDED RETURN TO:

City Clerk
 CITY OF HANFORD
 319 North Douty Street
 Hanford, California 93230

RESOLUTION NO. 19-37-R

**RESOLUTION OF THE CITY COUNCIL OF
 THE CITY OF HANFORD ESTABLISHING THE FORMATION
 OF ASSESSMENT DISTRICT NO. 19-01,
 TRACT NO. 915 – THE ENCLAVE
 AND CONFIRMING LEVY AND COLLECTION OF ANNUAL ASSESSMENTS**

At a regular meeting of the City Council of the City of Hanford, duly called and held on October 1, 2019, at 7:00 p.m., it was moved by Council Member _____, seconded by Council Member _____, and duly carried that the following resolution be adopted:

WHEREAS, On August 6, 2019, the City Council of the City of Hanford adopted a resolution initiating proceedings for the creation of Landscape Assessment District No. 19-02 pursuant to the Landscape and Lighting Act of 1972 (“District”) for Tract No. 915 – The Enclave;

WHEREAS, on August 6, 2019, the City Council of the City of Hanford adopted a resolution of intention to create the District, levy and assessment and to confirm the Engineer’s Report, which is incorporated herein by reference, with regards to the District;

WHEREAS, at its regular meeting on August 6, 2019, the City Council for the City of Hanford did approve the Engineer’s Report which: (1) gave a full and detailed description of the improvements and boundaries of the District and any zones therein; (2)

1 identified the proposed assessments upon assessed lots and parcels of land within the
2 District; (3) established that each lot or parcel of real property which is within the District
3 and which is subject to the levy of assessment is receiving a special benefit from the
4 public improvements and maintenance thereof identified in the Engineer's Report above
5 and beyond any general benefit to the general public; and (4) established that the special
6 benefit is proportionate to the amount of the assessment. At said meeting, the City
7 Council also adopted a resolution of intention scheduling a public hearing to be held on
8 October 1, 2019, at the hour of 7:00 p.m. and also stating its intention at said public
9 hearing to create the District and to levy the proposed assessment as set forth in the
10 Engineer's Report for the District;

12 WHEREAS, the City Council for the City of Hanford provided written notice of
13 the public hearing as required by Section 54954.6 of the California Government Code
14 and Article XIID, Section 4(e) of the California Constitution;

16 WHEREAS, a public hearing was held by the City Council for the City of Hanford
17 on October 1, 2019, at 7:00 p.m. in the City of Hanford Council Chambers at the Civic
18 Auditorium, 400 North Douty Street, Hanford, California at which time affected property
19 owners were afforded an opportunity to give oral testimony and submit written ballots
20 identifying the affected property owners' support or opposition to the creation of the
21 District and the levy of the proposed assessment;

23 WHEREAS, the written ballots were received and tabulated at the public hearing.
24 All affected property owners voted in support of the creation of the District and levy of
25 the assessment identified in the Engineer's Report.

26 NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of
27 Hanford hereby confirms the Assessment Diagram as originally identified and proposed
28

1 in the Engineer's Report and does hereby create Landscape and Lighting Assessment
 2 District 19-01 pursuant to the Landscape and Lighting Act of 1972 for Tract No. 915 –
 3 The Enclave in accordance with the provisions of the Landscape and Lighting Act of
 4 1972;

5 RESOLVED FURTHER, that the City Council of the City of Hanford hereby
 6 confirms the Assessment Diagram and assessment contained in the Engineer's Report
 7 and levies the assessment for the fiscal year 2019-2020 as stated in the Engineer's Report
 8 in the amount of \$ 11,036.80.

9 RESOLVED FURTHER, commencing with the calendar year 2020-2021, and
 10 January 1 of each calendar year ("Adjustment Date") thereafter during the life of the
 11 District, the Total Annual Subdivision Assessment amount for the next calendar year shall
 12 be an amount equal to the greater of:
 13

14 (i) the Total Annual Subdivision Assessment amount in effect immediately
 15 prior to the Adjustment Date; or
 16

17 (ii) the product obtained by multiplying the Total Annual Subdivision
 18 Assessment in effect immediately prior to the Adjustment Date by a
 19 fraction, the numerator of which is the Index published nearest but prior to
 20 the Adjustment Date and the denominator of which is the Index published
 21 nearest but prior to January 1 of the first year the Subdivision Assessment
 22 became effective.
 23

24 The term "Index" means the Consumer Price Index for Urban Wage Earners and
 25 Clerical Worker, San Francisco-Oakland-San Jose Consolidated Statistical Area, 1982-
 26 1984, equals 100, published by the Bureau of Labor Statistics of the United States
 27 Department of Labor. If the Bureau of Labor Statistics revises the Index, the Bureau of
 28

1 Labor Statistics will be the sole judge of the comparability of successive indexes, but if
 2 that agency fails to supply indexes that it deems comparable or if no succeeding index is
 3 published, the City shall determine an appropriate alternative published price index.

4 Passed and adopted at a regular meeting of the City Council of the City of
 5 Hanford on October 1, 2019, by the following vote:

6 AYES: Council Member _____

7 _____

8 _____

9 _____

10 _____

11 NOES: Council Member _____

12 _____

13 ABSTAIN: Council Member _____

14 _____

15 ABSENT: Council Member _____

16 _____

17 APPROVED: _____

Sue Sorensen
 MAYOR of City of Hanford

18 ATTEST: _____
 19 Sarah Martinez, City Clerk

1 STATE OF CALIFORNIA)
 2 COUNTY OF KINGS)
 3 CITY OF HANFORD)

4 I, Sarah Martinez, City Clerk of the City of Hanford, do hereby certify that the
 5 foregoing resolution was duly passed and adopted by the City Council of the City of
 6 Hanford at a regular meeting thereof held on the 1st day of October, 2019.

7 Dated: _____, 2019 _____
 8 City Clerk

LACEY BOULEVARD

AQUIFER DRIVE

PARCEL A
PM 19-100
K.C.R.

CENTENNIAL DRIVE

PARCEL B
PM 19-100
K.C.R.

PARCEL C
PM 19-100
K.C.R.

UNIT I

MILLENNIUM WAY

UNIT II

PARCEL D
PM 19-100
K.C.R.

SITE

BASIN

Attachment: Tract 915 Location Map 2 (UE: Tract No. 915 Formation of LAD)



AGENDA STAFF REPORT

MEETING DATE: 10/1/2019	AGENDA SECTION: A
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SUBJECT:

Administration: Authorization for the City of Hanford to enter into a contract for public relations services with DMI Agency \$44,250 over a 12 month period and authorization for the City Manager to sign the contract.

RECOMMENDATION:

That the City Council approve a contract with DMI Agency for public relations services in the amount of \$44,250 and authorize the City Manager to sign a contract for services.

BACKGROUND:

As part of the City Council goals and objectives, the Council prioritized bringing on a public relations firm to provide social media services, improve the City website and provide more transparency in the work done by the City of Hanford.

The City executive staff interviewed two firms, DMI Agency and The Lockwood Agency in August. The executive group decided to request a proposal from DMI Agency, attached. The proposal includes providing public relations services including updating the City website, to make it more user friendly and optimized for mobile devices, and social media services as outlined in the letter proposal.

The staff liason to DMI will be Sarah Martinez, City Clerk. Each department will play a role in identifying information that can be shared on social media to optimize City public relations.

FISCAL IMPACT:

The proposed contract would be for \$44,250 for a 12 month period. The FY 19/20 budget allocated \$40,000. It is anticipated that based on a monthly billing of \$3,687.50 that the City would pay \$29,500. The remainder would be paid from FY 20/21.

ATTACHMENTS:

City of Hanford Proposal DMI



September 10, 2019

Darlene Mata
Community Development Director
City of Hanford
317 North Douty Street
Hanford, CA 93230

**City of Hanford
Proposal and Scope of Work
Public Relations Services
Term: One year (12 months)**

SUMMARY

Originally incorporated in 1891, the City of Hanford has grown to become a bustling city in the South Valley. As the county seat, Hanford is the retail-shopping hub for Kings County, and also home to a wide spectrum of health care options, including Adventist Health Hospital.

Hanford provides a comprehensive calendar of City-sponsored family events and recreational sports programs for youth, adults and families in addition to the opportunities provided by several local non-profits for both resident and visitor entertainment needs.

Recently, Hanford recognized the need for more communication and better public relations with its residents. Current best practices for good local governance advise cities to strive to provide as much transparency as possible. When information is forthcoming from the city, it instills an increased level of trust in city leaders. In contrast, when information is not free flowing, it can cause mistrust and skepticism.

CHALLENGES IN PROVIDING BETTER TRANSPARENCY

In a review of the existing website, while the overall design is modern, the information is outdated and unorganized. For instance, when a visitor to the site clicks on "Mayor's Message" they will find it to be from the previous mayor, who has not been in that position since December 2018. In addition, there are redundancies and areas where improvement in the flow of information would make a better online experience. Improving the search function and organization of information would promote accountability by city leadership allowing residents to have greater access about what is happening in their community. When the constituency is better informed, the dialogue between residents and government

officials improves and may result in better decisions regarding policy, planning and development.

Another challenge in providing more transparency by local government is the obvious cost. Better transparency is not free, whether funded through staff hours or another medium. Social media allows for direct input from the public, and addressing those questions and comments is critical.

Fortunately, digital technology, including social media, has made it easier for local governments to communicate with the communities they serve at a relatively low cost. By keeping the website current and by using even a few of the social media tools available, the City of Hanford can increase its Public Relations outreach and create an environment of honesty, transparency and accountability.

APPROACH – CULTURAL FIT

Having a public relations/communications partner that understands your goals is critical to the strategy's success. Even more important, the City of Hanford should consider a cultural fit and chemistry with its communications partner. Although your agency will not be employed as staff, you are investing in a partner that will be an extension and public-facing representative of the City of Hanford. City leadership should ask, "Can we see ourselves working side by side with the DMI team?"

TACTICS AND BUDGET

ACCOUNT MANAGEMENT AND SERVICE

One of the first tactics DMI will employ will be to meet with City elected officials and/or administrative staff in order to get a better understanding of goals and objectives.

The initial discovery and planning is often a lengthy process between DMI and the client. However, the more we understand your goals and objectives upfront, the smoother the designing and implementing of the public relations services.

After discovery is complete, regular meetings will be scheduled as necessary in order to keep you up-to-date on the plan's progress and to make periodic adjustments. Account management will include client communication, DMI staff direction, and all project management.

UPDATES TO CITY OF HANFORD WEBSITE

The website will be the foundation of the public relation services, as it will be the hub for the release of community information. Updates to the website would include:

- Condensing and organizing content for a better user experience and ease of management.
- Updates and/or corrections to content that is out of date or does not function properly
- Optimization of the site for mobile devices

The cost to update and improve the users' experience and the website's optimization may include additional pages, and may also include CMS training of the City's staff.

REVIEW AND/OR CREATE A PUBLIC INFORMATION POLICY

Our approach is focused on generating a new perception, increasing awareness, and improving transparency on behalf of the City of Hanford. The policy will serve to establish general standards and responsibilities for acceptable content for the website and social media. The policy will govern the use, administration, management, monitoring and retention of social media content, consistent with state, federal and city laws and regulations, as well as promote the goals of the City of Hanford.

The policy will describe the official use of social media and social networking tools in the establishment and use by the City, or a City bureau of a third-party social networking or social media account or service, as an official means of communication or public engagement.

Currently, DMI Agency recommends using three social media platforms (Facebook, Twitter, Instagram) with the expectation of adding YouTube upon the availability of video.

Our immediate social media goals will be to develop and plan messaging, build the audience and increase engagement.

All content created, received, transmitted, stored on or deleted from City information systems is exclusively the property of the City of Hanford.

CREATE A STRATEGY AND SOCIAL MEDIA CALENDAR

BENEFITS OF SOCIAL MEDIA

When used in accordance with applicable laws, regulations and policies, as well as prudent operational, security and privacy considerations, web-based social media tools can among other benefits:

- Enhance the speed, reach, and targeting of communications (particularly during disaster/emergency incidents)
- Facilitate collaboration
- Improve information exchange between residents and employees
- Increase citizen engagement and dialogue
- Increase the City's ability to broadcast messages to the appropriate audience

Upon understanding of the City of Hanford's goals, DMI Agency will develop a social media strategy and calendar, post to the appropriate social media platforms and monitor responses, while forwarding comments and questions from the public to the attention of the City as indicated in the public information policy.

BUDGET PERIOD: 12 MONTHS

Account Services \$3,620

Website: initial updates and monthly maintenance \$5,840

Social Media Management..... \$34,790
*Includes a paid social media spend not less than (\$1,800) and not to exceed (\$3,000)***Total Budget..... \$44,250***Payable monthly, 12 installments of \$3,687.50***INVOICING AND TERMS**

- The Agency will invoice the City for one month prior to the start of the project, and monthly, in advance for the duration of the agreement. Terms are Net 30 days.
- Account Service Monthly Payments
The City may make a monthly payment of \$3,687.50 each for twelve (12) months to cover charges related to the account service and consultation, website updates and social media management. The amount is based on the total project cost and both the City and DMI agree that the amount of time necessary to accomplish client goals will vary from month to month.
- Charges for advertising space, radio and television time are not included, other than as outlined above for social media spend. The planning and placement of all media buys will be performed by DMI and subject to commissions as offered by the media.
- DMI Agency's hourly rate as of July 1, 2019 is \$110 per hour.

REFERENCES

City of Visalia
Leslie Caviglia
559.713.4317
Leslie.Caviglia@visalia.city

Tulare County
Board of Supervisors
Amy Shuklian
559.636.5000
AShuklian@co.tulare.ca.us

Tulare County
Auditor-Controller
Cass Cook
559.636.5250
ccook1@co.tulare.ca.us

Visalia Chamber of Commerce
Gail Zurek
559.734.5876
gail@visaliachamber.org

Measure N Committee
Janice Avila
hyehranice@att.net



AGENDA STAFF REPORT

MEETING DATE: 10/1/2019	AGENDA SECTION: B
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SUBJECT:

Police: Resolution in Support of No Tobacco and Vaping in City Parks.

RECOMMENDATION:

That the City Council by motion pass the attached resolution in support of the California Health Collaborative's presentation on designating the City Parks as "Tobacco-Vaping Free Zones."

BACKGROUND:

The City Council saw a presentation by our local high school students, under the direction of the California Health Collaborative-Regional Advocates Countering Tobacco (REACT).

The students outlined the dangers of smoking and the unhygienic trash left behind by smokers and tobacco users. They brought to Council the discarded cigarette items they found in the parks during one of their clean-up efforts.

By recommendation of the Parks & Recreation Commission, Council requested the City Staff write a resolution in support of the efforts of the REACT group. Due to the prevalence of vaping/e-cigarettes and the close relationship between vaping and tobacco use, Staff included vaping in the resolution.

Attached is the resolution for the Council's approval.

FISCAL IMPACT:

None

ATTACHMENTS:

No Tobacco Use Resolution

Resolution No. 19-36-R

A RESOLUTION OF THE HANFORD CITY COUNCIL IN SUPPORT OF NO SMOKING IN PUBLIC PARKS

Whereas, the City of Hanford Parks are meant for the enjoyment and well-being of everyone visiting them; and

Whereas, the Hanford City Council acknowledges that second hand tobacco smoke and chemical vapors from vaping poses a threat to the health, safety and welfare of adults and minor children; and

Whereas, 11.7% of all high school and 3.3% of middle school students have tried vaping in the last 30 days and it is common for children who are vaping to also use traditional tobacco products; and

Whereas, the U.S. Surgeon General has determined that there is no safe level of exposure to tobacco smoke; and

Whereas, second hand smoke is responsible for over 50,000 deaths among non-smokers; each year; and

Whereas, 80% of smokers started smoking before the age of 18, and the average initiation age is 12 years; and

Whereas, the Hanford City Council desires to discourage tobacco use and vaping in all of its parks in order to promote the public health by encouraging all city owned parks to be “tobacco/vaping free zones.”

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Hanford supports the idea of “tobacco/vaping free zones” and discourages such activities in all of its city owned parks.

PASSED, ADOPTED AND APPROVED this ____ day of _____, 2019 by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

Susan Sorensen
MAYOR of the City of Hanford

Attest:

Sarah Martinez
CITY CLERK

Attachment: No Tobacco Use Resolution [Revision 1] (Police: No Tobacco in Parks Resolution)

STATE OF CALIFORNIA)
COUNTY OF KINGS) ss
CITY OF HANFORD)

I, Sarah Martinez, City Clerk of the City of Hanford, do hereby certify the foregoing Resolution was duly passed and adopted at a regular meeting of the City Council of the City of Hanford held on the _____ day of _____, 2019.

Date: _____

City Clerk

Attachment: No Tobacco Use Resolution [Revision 1] (Police: No Tobacco in Parks Resolution)



AGENDA STAFF REPORT

MEETING DATE: 10/1/2019

AGENDA SECTION: C

SUBJECT:

Community Development: Authorization for the Mayor to enter into a Cost Recovery and Indemnification Agreement with Greenbrier Hemp Company, LLC. An agreement for the reimbursement of costs associated with the preparation of an ordinance for Commercial Hemp processing and manufacturing in the City of Hanford.

RECOMMENDATION:

Staff recommends that the City Council authorize the Mayor to enter into the Cost Recovery and Indemnification Agreement with Greenbrier Hemp Company, LLC.

BACKGROUND:

The City has received a request to amend the Municipal Code to allow commercial hemp activities in the City of Hanford. The City currently has adopted an urgency ordinance restricting hemp processing and manufacturing until a permanent ordinance is adopted.

The potential applicant, Greenbrier Hemp Company, LLC (Greenbrier) wishes to participate in a cost reimbursement agreement for the development of the permanent hemp ordinance in order to expedite the process. The proposed agreement, attached, will be between the City of Hanford and Greenbrier. Greenbrier will fund the costs of preparing the ordinance amendment and any other City work required for the project. Greenbrier will deposit \$25,000 initially, with additional deposits, if necessary, to cover all city work. The agreement was approved by City legal counsel and applicant has agreed to the content of the agreement. A photocopy of a signed agreement is attached. An original signed copy will be submitted by Greenbrier, along with the \$25,000 deposit, prior to the Mayor signing the agreement.

Staff anticipates hiring a consultant to assist in the development of an ordinance and regulations for the Hemp processing and manufacturing industry. Any ordinance will be submitted to the Planning Commission and City Council for consideration.

FISCAL IMPACT:**ATTACHMENTS:**

Hanford Cost Recovery Agreement - COPY

COST-RECOVERY AND INDEMNIFICATION AGREEMENT

* * * * *

This Cost-Recovery and Indemnification Agreement (“**Agreement**”) is effective the _____ day of _____, 2019, and is made and entered into by and between the City of Hanford, a California municipal corporation (“**the City**”) and GREENBRIER HEMP COMPANY, LLC, a California limited liability company (“**Company**”). The City and Company are sometimes collectively referred to herein as “**Parties**” and individually as “**Party**.”

RECITALS

A. Company desires to engage in the manufacturing and processing of industrial hemp (collectively “**Commercial Uses**”) on property within the City’s boundaries (“**Project**”).

B. The Commercial Uses are not currently permitted land uses in any of the City’s zone districts. As a result, in order for such operations to occur legally in the City, Title 17 of the Hanford Municipal Code (“**HMC**”) must be amended.

C. If the City is inclined to amend the HMC to allow Commercial Uses, Company will need to obtain various land use approvals and entitlements (collectively “**Entitlements**”) from the City in order to construct the Project and operate its Commercial Uses operations. One such entitlement that Company may have to obtain is a Conditional Use Permit pursuant to HMC Title 17, as may be amended.

D. As a condition of allowing Commercial Uses to occur within a zone district of the City, the City may develop a new permitting program for Commercial Uses operations (“**Permit Program**”) that is separate and distinct from the Entitlements.

E. The City’s actions associated with the items and tasks described in Section B. through D. above, will be subject to the environmental review process set forth in California Public Resources Code Section 21000, *et seq.*, which is known as the California Environmental Quality Act (“**CEQA**”).

F. The work described above that the City would undertake to permit Commercial Uses to occur within a zone district of the City, entitle the Project, develop and adopt the Permit Program, and perform the required environmental review is non-exhaustive as the Commercial Uses industry is in its infancy and the City may determine that additional work (“**Additional Work**”) is required to protect the public’s interest and welfare. For purposes of this Agreement, the work performed by the City and its employees, consultants, contractors, and attorneys that is described in Sections B. through E. above, and any Additional Work, shall be collectively referred to herein as the “**City Work**.”

G. The City will incur significant costs in undertaking the City Work, and Company is willing pay all of the costs of the City Work.

H. It is the City's standard practice to require every party that requires land use entitlements for a project, including, without limitation, a Conditional Use Permit, to indemnify, defend, and hold the City harmless in that party's matter. Company is willing to indemnify, defend, and hold the City harmless in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, THE CITY AND COMPANY HEREBY AGREE AS FOLLOWS:

1. **Payment of the City's Costs.**

A. Upon the Parties' execution of this Agreement, Company will deposit Twenty-Five Thousand Dollars (\$25,000.00) ("**Initial Deposit**") with the City. Such amount shall serve as an initial deposit that the City will utilize to pay the costs incurred by the City for the City Work.

B. Should the City exhaust the Initial Deposit before the City Work is completed, the City may require Company to deposit additional funds with the City as a condition of the City's continuation of the City Work. The City agrees to provide a good faith, non-binding budget estimate for completion of the City Work prior to requesting Company to deposit additional funds. The City may immediately cease performing the City Work should the Initial Deposit or any subsequent deposit be exhausted and Company fails to deposit the additional amount identified by the City. Company acknowledges that the Initial Deposit amount is not an estimate as to the magnitude of the total cost of the City Work; rather, the Initial Deposit is the amount that the City requires to commence the City Work.

(1) Notwithstanding anything to the contrary set forth in this Agreement, in the event that at any time the City elects to pursue the City Work also on behalf of and/or in coordination with third parties seeking to engage in any of the Commercial Uses in the City (collectively "**Third Party Proponents**"), then the City shall so inform Company. The future obligations and liabilities of Company under this Agreement shall be shared on an equal, pro rata basis among Company and all of the other Third Party Proponents and, accordingly, Company's future liability shall be limited to its pro rata share of the amounts incurred by the City pursuant to this Agreement; excluding, however, any portion of the City Work that pertains solely to the Project, and excluding Company's obligations under Section 2, 3, and 4 below, that relate to Company's actions and omissions, for which Company will remain solely responsible. Likewise, Company shall not be obligated for the cost of any City Work pertaining solely to projects of any Third Party Proponents.

(2) For purposes of calculating Company's and each Third Party Proponent's pro rata share of liabilities, the date on which the sharing of liabilities shall commence will be the date on which a Third Party Proponent submits an application to the City for entitlements needed for any Commercial Uses. For example, beginning on the date on which the first Third Party Proponent submits an application for entitlements, all future costs associated with City work will be divided evenly between Company and the Third Party Proponent; beginning on the date on which the second Third Party Proponent submits an application for entitlements, all

future costs associated with the City Work will be divided evenly between Company and the two Third Party Proponents. The costs of the City Work incurred prior to a Third Party Proponent's submission of an application for entitlements will not be considered when calculating Company's and each Third Party Proponent's pro rata share of future City Work costs.

(3) Commencing on the date on which the City provides written notification to Company that the City Work has been completed, no additional Third Party Proponents will be added for purposes of the pro rata allocation of City Work costs.

(4) City will have no obligation to seek reimbursement on behalf of Company from a Third Party Proponent for costs of City Work paid by Company prior to the date on which a Third Party Proponent becomes responsible for a pro rata portion of City Work costs.

C. If Company intends to pay the Initial Deposit or any subsequent deposit in cash, Company will notify the City at least five (5) business days prior to remitting payment.

D. The preparation of an Environmental Impact Report ("**EIR**") may be required under CEQA, in which case, an EIR would be written as part of the City Work. Company acknowledges that the preparation of an EIR could be time-consuming and costly; the cost to prepare an EIR may greatly exceed the Initial Deposit.

E. Should any funds deposited by Company remain following the completion of the City Work, the City will promptly refund the remaining monies to Company. The City will not be required to pay interest on the refunded monies. The City shall have sole discretion in determining whether the City Work has been completed.

F. Company will notify the City in writing ("**Company Termination Notice**") should Company wish to withdraw its applications for amendment of the HMC or Entitlements or otherwise wishes for the City to cease the City Work prior to completion. In such case, the City will utilize the remaining funds deposited by Company to pay all Company's City costs (or Company's pro rata share thereof) incurred by the City through the date of the City's receipt of Company's written notice. Company will deposit additional funds with the City should the funds held by the City be insufficient to pay such City costs ("**Company's Post-Termination Payment Obligation**"). Any funds deposited by Company that remain following the payment of all of the City's costs incurred prior to the City's receipt of the Company Termination Notice shall be promptly refunded to Company (the "**City's Refund Obligation**"). The City will not be required to pay interest on any refunded monies. Upon the City's receipt of the Company Termination Notice, this Agreement shall terminate, other than the obligations set forth in this Section, and such other obligations which, pursuant to the express terms of this Agreement, expressly survive termination.

G. The City shall issue an invoice to Company on a monthly basis reflecting costs incurred by the City associated with the portion of the City Work performed during the prior month and which were paid by funds deposited by Company. Each invoice will reflect the

beginning and ending balance of Company's deposit and the amount and timeframe which the City estimates will be required to complete the portion of the City Work described in such invoice.

2. **Indemnity.** As a condition of the City engaging in the City Work, Company shall, except as otherwise provided herein, indemnify, defend and hold harmless the City and its elected and appointed officials, officers, employees, agents, representatives, consultants, attorneys, and contractors (collectively the "**Indemnified Parties**") from and against all claims, demands, actions, injuries, liabilities, losses, costs or damages, direct or indirect, and any and all reasonable attorneys' fees and other expenses which the Indemnified Parties, or any of them, may sustain or incur as a consequence of or in any way related to: (i) any legal challenges or proceedings associated with the City Work, including, without limitation, a challenge brought by any private party or government agency; (ii) the Indemnified Parties' actions or omissions in connection with the City Work; or (iii) Company's negligence or willful misconduct in performing this Agreement. The duty to indemnify, defend, and hold harmless shall survive the termination of this Agreement. The duties described of Company in this section will not, however, apply to the gross negligence or intentional misconduct of the Indemnified Parties or of any Third Party Proponents.

3. **Attack of Proceedings.** To the fullest extent permitted by law, Company shall defend, indemnify, and hold harmless the Indemnified Parties, and each of them, from any claim, action, or proceeding against the Indemnified Parties, or any of them, to attack, set aside, void, or annul any aspect of the City Work; provided however, such duty will not extend to any claim, action, or proceeding arising from the gross negligence or intentional misconduct of the Indemnified Parties.

4. **Defense of Claim.** If any claim, action, or proceeding is brought against the Indemnified Parties, or any of them, with respect to any aspect of the City Work, Company shall, at the City's election, defend the City at Company's sole expense by counsel satisfactory to the City or, upon demand, pay any and all of the City's legal fees should the City elect to utilize its own legal counsel. Should the City elect to utilize its own legal counsel, the City may require Company to deposit additional funds in accordance with Section 1 above that will serve to pay the City's legal expenses associated with any such claim, action, or proceeding. Such duty to defend will not, however, extend to any claim, action, or proceeding arising from the gross negligence or intentional misconduct of the Indemnified Parties.

5. **Notice of Claim.** The City shall promptly notify Company of any claim, action, or proceeding against the Indemnified Parties, or any of them, relating to the City Work or any other Indemnified Claim. The Indemnified Parties shall cooperate fully in the defense of such claim, action, or proceeding.

6. **Interpretation.**

A. This Agreement shall not be interpreted as a guaranty that the City will approve all of the necessary Entitlements or that the City will amend the HMC to allow Commercial Uses. Development of the Project is contingent upon Company applying for and

obtaining the necessary approvals and Entitlements required under all applicable laws, ordinances, and regulations.

B. The City shall process Company's application(s) for Entitlements in a manner consistent with City's existing practice. Company acknowledges that the completion of the City Work will depend on the information and material that the City receives from Company, and Company will provide complete and accurate information and material required by the City in a timely manner.

C. The Hanford City Council ("**City Council**") will approve the required HMC amendment and the Entitlements only if it can make the findings required under applicable laws, ordinances, and regulations, including, without limitation, the HMC. The City's execution of this Agreement shall not be interpreted as a representation by the City that the required findings may or will be made by the City Council. If the City Council does not make all of the required findings, Company's application(s) for Entitlements will be denied and Company will be prohibited from developing the Project within the City's boundaries. Company will not be entitled to a refund of any monies paid to the City hereunder should Company's application for Entitlements be denied by the City.

D. This Agreement shall not be interpreted to limit the City's ability to establish conditions, which the City deems appropriate in its discretion, on the approvals and Entitlements required for the Project. Likewise, this Agreement shall not be interpreted to limit Company's right to oppose or challenge any conditions it considers unlawful.

7. Entire Agreement. This Agreement, including the Recitals above, shall constitute the entire understanding and agreement of the Parties with respect to the subject matters contained herein.

8. Execution in Counterpart. This Agreement may be executed in counterparts. Each such counterpart shall be deemed an original, but all such executed counterparts together shall constitute one and the same instrument.

9. Notice. Except as otherwise provided herein, all notices under this Agreement will be in writing and will be given by personal delivery; or by registered or certified U.S. mail, postage prepaid, return receipt requested; or by facsimile if transmitted by a machine that produces a transmission report verifying the date and time of transmission and the telephone number to which transmitted, and a confirming hard copy is mailed to the recipient; or by overnight delivery service that issues a receipt and addressed to the appropriate party at the address set forth below. Notice given (a) by personal delivery will be effective upon delivery; (b) by mail will be effective upon receipt or three (3) calendar days after the postmark date, whichever is earlier; (c) by facsimile will be effective on the date shown on the transmission receipt; and (d) by overnight service will be effective on the date of receipt.

For City:

City of Hanford
Attn: City Manager
319 N. Douty St.
Hanford, CA 93230
Facsimile: (559) 585-2595

For Company:

Chris Drake
Greenbrier Hemp Company, LLC
470 E. Herndon Ave., #254
Fresno, CA 93720
P.O. Box 25128
Fresno, CA 93729
Facsimile: _____

With a copy (which will not
constitute notice) to:

Ty N. Mizote
GRISWOLD, LaSALLE,
COBB, DOWD & GIN, L.L.P.
111 E. 7th St.
Hanford, CA 93230
Facsimile: (800) 948-2707

10. Captions. Headings or captions to the provisions of this Agreement are solely for the convenience of the Parties, are not part of this Agreement, and shall not be used to interpret or determine the validity of this Agreement. Any ambiguity in this Agreement shall not be construed against the drafter, but rather the terms and provisions hereof shall be given a reasonable interpretation as if both Parties had in fact drafted this Agreement.

11. Attorney Preparation. Each Party hereto represents and warrants that each of them has read, knows, and understands the contents of this Agreement and has executed this document knowingly, willingly, and voluntarily, and has been represented by counsel, legal or otherwise, throughout the negotiations resulting in this Agreement. The Parties intend and agree that the provisions of this Agreement shall be interpreted fairly and evenly by the courts, and shall not be interpreted strictly for or against any Party hereto.

12. Venue. This Agreement shall be interpreted and enforced under the applicable laws of the State of California, and the applicable ordinances of the City. Any lawsuit filed by either Party relative to this Agreement shall be filed with the California Superior Court for the County of Kings, if in state court, or the United States District Court for the Eastern District of California (Fresno), if in federal court.

13. Attorneys' Fees. If either Party initiates any lawsuit to enforce or interpret the terms and conditions of this Agreement, the prevailing Party shall be entitled to recover its reasonable attorneys' fees and costs, in addition to any other relief, as determined by the court, to which it may be entitled, which shall be determined by the court in such proceedings, or in a separate action brought for that purpose. This Section 13 shall survive the termination of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Cost-Recovery and Indemnification Agreement to be executed as of the date and year first above written.

CITY OF HANFORD

By: _____ Date _____
 SUE SORENSEN
 Mayor

Attest:

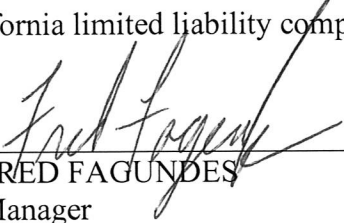
By: _____ Date _____
 SARAH MARTINEZ
 City Clerk

Approved as to Form:

GRISWOLD, LaSALLE, COBB,
 DOWD & GIN, L.L.P., City Attorney

By: _____ Date _____
 TY N. MIZOTE

GREENBRIER HEMP COMPANY, LLC
 a California limited liability company

By:  _____ Date _____
 FRED FAGUNDES
 Manager

Attachment: Hanford Cost Recovery Agreement - COPY (CD: Hemp Reimbursement Agreement)



AGENDA STAFF REPORT

MEETING DATE: 10/1/2019	AGENDA SECTION: D
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SUBJECT:

Community Development: Mural Permit - Sign Referral No. 2019-46: a request to allow a mural to be painted on the rear wall facing the alley for JH Tackett Inc. located in the MX-D Downtown Mixed Use zone district. The project is located at 329 W. Seventh Street (APN 012-056-001).

See staff report, attached.

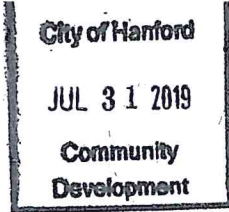
FISCAL IMPACT:

ATTACHMENTS:

Attachment 1 - Application

Staff Report - Mural

Attachment 2 - Main Street Hanford Recommendation



CITY OF HANFORD

Application for:

SIGN PERMIT NO. 2019-46 / 522-07.1

City of Hanford Community Development Dept.
317 N. Douty Street
Hanford, CA 93230
(559) 585-2580 FAX: (559) 583-1633

Application Fee: N/A
Receipt Number:
Received by: DB
Date: 7-31-19

The purpose of this review is to determine if the proposed sign(s) conform(s) to the provisions of the Zoning Ordinance. Only the owner or owner's agent may submit an application. When filing is done by mail, the signature must be notarized. The following information is necessary; incomplete applications will not be accepted or acted upon. Please follow these directions and PRINT or TYPE all information.

Part A. General Information

Owner: Name Jeanette Tackett
Address 329 W 7th St
City Hanford State CA
Zip 93230
Phone 559-469-4900

Applicant: Name SAMK
Address
City State
Zip
Phone
Email jeanette@jhtackett.com

Sign Contractor: Name Jennifer Butts
Address
City State
Zip
Phone 559-410-2576
Fax
Contractor's License No. 1055669

Project Address: 329 W 7th St
A.P.N.: Hanford CA 93230
VALUATION: 7000.00
APPLICANT SIGNATURE: [Signature]

THIS APPLICATION MUST INCLUDE THREE SETS OF THE FOLLOWING (AT LEAST ONE SET MUST BE IN COLOR):

- 1. A scaled plot plan of the site for which the signing is proposed indicating clearly and with full dimensions the following information:
 - a. lot and building dimensions
 - b. all buildings, structures, and generalized site layout
 - c. all adjacent streets, roads, or alleys
 - d. location and dimensions of all existing signs
 - e. location of all proposed signs
- 2. A scaled drawing of each proposed sign indicating the dimensions, number of faces, method of securing the sign to the building or base, and type of illumination, if any. (At least one set must be in color.)

Part B. Determination

THE PROPOSED SIGNING MEETS THE REQUIREMENTS OF THE MUNICIPAL CODE AND IS APPROVED.
THE PROPOSED SIGNING GENERALLY MEETS THE REQUIREMENTS OF THE MUNICIPAL CODE AND IS APPROVED WITH THE FOLLOWING CONDITIONS:
THE PROPOSED SIGNING DOES NOT MEET THE REQUIREMENTS OF THE MUNICIPAL CODE AND IS NOT APPROVED.

BY: DATE:

Attachment: Attachment 1 - Application (CD: Mural Application Review - Jeanette Tackett)

JH Tackett Marketing
 Back Alley Mural Area
 329 W 7th Street
 559-469-4900
 Jeanette Tackett

35.5'



Attachment: Attachment 1 - Application (CD: Mural Application Review - Jeanette Tackett)

Proposed Image for Rainforest Mural

Location: 329 W. 7th Ave, Hanford, CA 93230

Right section of alley wall (approximately 35.5'x12' portion of wall)

Muralist: Jennifer Butts Murals & Painting, Lic #1055669



Slight adjustment to mural:

Alligator will be moved from far right to under central palm trees. Lower right will have more leaves due to dumpster.

CITY OF HANFORD CITY COUNCIL STAFF REPORT

MEETING DATE: Tuesday, October 1, 2019

PROJECT: **Mural Permit – Sign Ref. No. 2019-46:** a request to allow a mural to be painted on the rear wall facing the alley for JH Tackett Inc. located in the MX-D Downtown Mixed Use zone district.

LOCATION: The project is located at 329 W. Seventh Street (APN 012-056-001).

STAFF RECOMMENDATION

- Staff recommends that the City Council deny the application, as the mural proposed does not meet the criteria set forth in Section 17.56.230 of the Hanford Municipal Code.

RECOMMENDED MOTION

- I move to deny Mural Permit Sign Ref. No. 2019-46.

PROJECT DESCRIPTION

The project is a request to paint a mural on the rear wall facing the alley for JH Tackett Marketing located at 329 W. Seventh Street. The project is located as shown in Figure 1. The project is in the MX-D Downtown Mixed Use zone district. The proposal is attached as **Attachment 1**.

Figure 1: Project Location



The proposed mural encompasses a 35.5' by 12' portion of the rear wall along the alley. The mural features a rainforest theme with a gorilla, butterflies, parrots, an elephant, alligator, tree frog, and plants common to a rainforest ecosystem. See Figure 2 below:

Figure 2: Proposed Image for Rainforest Mural



PROJECT EVALUATION

An evaluation of the project in accordance with Section 17.56.230 Wall Mural Placement and Design Criteria appears below:

- A. Wall Mural Definition. "Wall mural" or "mural" means an art form consisting of paint applied to a wall surface depicting a scene, personal experience or observation. A wall mural is to be public art, not for the purpose of identifying, advertising or drawing attention to a particular business, service or economic activity.

Analysis: The mural is an art form and does not advertise a particular business, service, or economic activity.

- B. Maximum Number of Murals per Site. One mural per structure. In unique circumstances, whereby the design of the mural(s) and structure are enhanced by additional murals, more than one (1) mural per structure may be approved.

Analysis: The applicant does not propose more than one mural for the structure.

- C. No Advertising. Words and/or images may not be incorporated within the mural which specifically identifies or reflects the business, products and/or services provided by any business service or economic activity.

Analysis: The mural does not propose any advertising for the business.

- D. Placement. Wall murals must be painted directly onto an exterior wall surface. Wall murals may not be prefabricated and thereafter mounted onto a building. Wall murals may occupy an entire single wall on which the mural is applied. The wall mural must be architecturally incorporated into the building so that it does not appear to be a sign attached to the building or have the appearance that the structure is ancillary to the mural. The wall mural may not be mounted on the building roof or extend above the cornice of a flat roof or above the roof eave of a gable or mansard roof.

Analysis: The mural is proposed to be painted onto utility boxes and the wall. **The applicant would need to provide signed verification from the utility companies that applying paint to the boxes is permitted.**

- E. Timing. A wall mural must be completed within ninety (90) days after the date painting commences. The final anti-graffiti protective clear-coat must be applied within this (ninety) 90-day period. Time extensions may be granted by the Community Development Director in thirty (30) day increments up to a maximum of sixty (60) days upon a showing of good cause.

Analysis: If approved, the mural would be required to be completed within 90 days after the painting commences. The final anti-graffiti protective clear-coat would be required to be applied within the 90-day period.

- F. Lighting. Wall murals shall not be illuminated unless such lighting is incidentally and indirectly illuminated from surrounding street and building lighting.

Analysis: Illumination of the mural is not proposed.

- G. Ownership/Maintenance. Maintenance of the wall mural is the responsibility of the property owner. It shall be the property owner's responsibility to remove the wall mural if it is not maintained as required. Proper maintenance shall include periodic painting so that the wall mural does not exhibit chipping, peeling or fading and other required maintenance as identified in conditions of approval issued by the Community Development Director. Wall murals not maintained at all times as required shall be deemed a nuisance. In addition to its other remedies, the City shall have the right to require removal of the wall mural and if the wall mural is not removed within the time period designated by the City, the City shall have the right to remove the wall mural at the property owner's expense.

Analysis: If approved, this would be a condition of approval.

- H. Application and Permitting Process. No person shall paint a wall mural on the exterior of any structure or change any existing mural on the exterior of any structure prior to the issuance of a wall mural permit issued by the City Council. An application for a wall mural permit shall be submitted on the form prescribed by the Community Development Director and shall include a colored detailed drawing or sketch of the mural plus any other information as prescribed on the application form. The application must be made by the owner of the structure or include the written consent of the owner of the structure consenting to the painting of the wall mural on the structure consistent with the mural identified in the application. Applications for wall murals located within the Central Parking and Business Improvement District will be submitted to the Main Street Hanford Design Review Committee for a recommendation.

Analysis: The project is located within the Central Parking and Business Improvement District. Therefore, a recommendation from Main Street Hanford's Design Review Committee is

required. Staff forwarded the application to Main Street Hanford for a recommendation on August 27th. The Design Review Committee was unable to recommend approval of the mural application, since the mural did not meet the design criteria set forth in this section.

See the letter received from Main Street Hanford, recommending denial of the mural application – **Attachment 2**.

I. Design Criteria. An application for a wall mural permit must satisfy the following criteria:

1. The subject matter of the wall mural shall be of historical significance regarding the growth and development of the City of Hanford and its surrounding environs. Wall murals can also include buildings, land or seascapes, crop or farm animal depictions or mechanical history depictions.

Analysis: **Unable to satisfy criteria** – The subject matter of the wall mural is a rainforest theme. The rainforest theme does not depict a subject matter of historical significance regarding the growth and development of the City of Hanford and its surrounding environs.

2. The colors used in the wall mural shall be complimentary and harmonious with exterior colors of the structure and consistent with historical color pallet. Fluorescent colors are not in keeping with the historical color pallet.

Analysis: The colors used in the wall mural are bright, however, the building is not within the Historic Overlay Zone, and therefore, there is not an objection to the colors utilized.

3. The paint and/or materials to be used and applied on the structure shall be appropriate for use in an outdoor locale for an artistic rendition and shall be of a permanent or long lasting variety.

Analysis: If approved, this would be a condition of approval.

4. The proposed wall mural shall exhibit exceptional design quality and incorporate high quality materials that enhance the overall development and appearance of the site.

Analysis: **Unable to satisfy criteria.** The artist rendering is not indicative of exceptional design quality. Staff recommends the applicant provide a higher quality, to-scale drawing of the mural proposed.

Analysis: If approved, use of high-quality materials would be a condition of approval.

5. The proposed wall mural shall be well integrated with the buildings and other elements of the property and be harmonious with surrounding historic character.

Analysis: **Unable to satisfy criteria.** The mural proposed is not harmonious with the historic character of the downtown.

6. The proposed wall mural, by its design, construction and location, shall not have a substantial adverse effect on abutting property or the permitted use thereof, and will contribute to the City's unique character and quality of life.

Analysis: The proposed wall mural design, construction, and location will not have a substantial adverse effect on abutting property.

Unable to make finding: The mural does not depict the City's unique character or the City's quality of life.

7. The wall mural shall be designed and painted by, or supervised by, someone with sufficient knowledge in the design of such projects and the application of paints for such projects.

Analysis: The muralist for the painting is Jennifer Butts Murals and Painting. Jennifer Butts was a utility box muralist for Main Street Hanford's Public Art project. See Figure 3 and 4, below. (Image Source: Main Street Hanford's Facebook Page).

Figure 3 and 4 – Jennifer Butts Utility Box Mural Images





8. To the extent feasible, the mural shall be vandal and graffiti resistant.

Analysis: If approved, this would be a condition of approval.

- J. Conditions of Approval. The City Council shall identify conditions of approval to the issuance of a wall mural permit.

Analysis: If approved, the City Council shall identify any conditions of approval requested for the project.

- K. Hold Harmless. As a condition of approval of any wall mural permit, the applicant, the owner of the structure and the artist shall agree pursuant to language prepared by the City to indemnify, defend, and hold the City of Hanford its officials, officers, employees and agents

harmless from and against any and all damages or liabilities of whatever nature arising out of or in connection with the wall mural.

Analysis: If approved, this would be a condition of approval.

Staff cannot recommend approval of the mural application to the City Council, due to an inability to satisfy all criteria for development.

RECOMMENDATION

1. Staff recommends that the City Council deny the application, as the mural proposed does not meet the criteria set forth in Section 17.56.230 of the Hanford Municipal Code.

Applicant/Property Owner

JH Tackett Marketing
c/o Jeanette Tackett
329 W. Seventh Street
Hanford, CA 93230

Muralist

Jennifer Butts Murals & Painting



September 9th, 2019

Darlene Mata
City of Hanford
319 N. Douty Street
Hanford, CA 93230

Dear Ms. Mata,

Based on the Design Criteria listed in the Municipal Code 17.56.230, Main Street Hanford's Design Review Committee recommends that the mural application submitted by Jeanette Tackett (329 W. 7th Street) be denied for approval. The subject matter of the proposed mural design does not represent the City of Hanford and does not hold historical significance regarding the growth and development of Hanford.

Sincerely,

Michelle Brown, Executive Director



AGENDA STAFF REPORT

MEETING DATE: 10/1/2019	AGENDA SECTION: E
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SUBJECT:

Public Works: Approval of contract change order (No. 2) with the firm of Mead & Hunt Inc., of Roseville, Ca., for additional consulting services related to the Airport Taxi-lane Rehabilitation Project (Phases 2/3), in the amount \$40,202.73.

RECOMMENDATION:

That the City Council, by motion, approve a contract change order (No.2) with the firm of Mead & Hunt, Inc., of Roseville, Ca., for additional consulting services related to the Airport Taxi-lane Rehabilitation Project (Phase 2/3), in the amount of \$40,202.73.

BACKGROUND:

In October of 2016, the City Council awarded a project design and management contract to the firm of Mead & Hunt, Inc., for the Airport Taxi-lane Rehabilitation Project (Phase 2/3) for \$185,666. Subsequent to completion of project designs, a construction contract was awarded to the firm of Cen-Cal Paving Company of Lemoore, with construction starting in the summer of 2017. The project had a specified construction time frame of 82 working days. Unfortunately, due to the ineffective allocation of resources by the contractor and re-performance of non-compliant work, the project took 122 working days to complete. Because of project delays caused by contractor, our consultant Mead & Hunt incurred additional costs for project management services. These services included providing full time inspection services, as required by the Federal Aviation Administration (FAA), performing additional site visits, submittal reviews, material testing and other services. The additional costs to perform these services totaled \$79,428.23. A contract change order (No.1) in the amount of \$39,225.50 was approved in November of 2018, copy attached, to partially pay for a portion of the additional services provided by Mead & Hunt. The amount coincided with liquidated damages and material re-testing charges that were assessed against our construction contractor for non-performance. It was agreed upon by representatives from Mead & Hunt and staff that the balance of service costs owed to Mead & Hunt would be tolled until additional funding became available. A request for additional FAA funding was made in January 2019. The funding request for additional work

performed by our consultant, as well as compensation for some previously incurred city expenses associated with the project, was approved by the FAA on August 15, 2019, letter attached.

Attached is a contract change order in the amount of \$40,202.73 which will fully compensate our consulting engineer Mead & Hunt for work performed beyond their original work scope. A notice of completion for the project was approved by Council on June 5, 2018. The FAA has also accepted our project close-out documents.

FISCAL IMPACT:

The original FAA grant award for the project provided \$1,132,037.00 for the Airport Taxi-lane Rehabilitation Project (Phase 2/3). Amendment No.1 to the grant award was approved August 15, 2019, in the amount of \$58,371.00, thereby increasing our total grant award amount for the project to \$1,190,408.00. The additional amount provided in the grant amendment will be utilized to reimburse the City for payment to Mead & Hunt (Change order No.2) as well as some previously incurred city expenses associated with the project.

ATTACHMENTS:

Contract Change Order No. 2 (Mead n Hunt)
Contract Change Order No.1 (Executed Copy)
FAA Amendment Letter No.1
Project Notice of Completion

Department of Public Works

900 South 10th Ave. • HANFORD, CA 93230-5234 • (559) 585-2550

CONTRACT CHANGE ORDER NO. 2 REV. NO. SUPPL. NO.

SHEET 1 **OF** 1

CONTRACT NO. 023-2014-817655

NOTE: THIS CHANGE ORDER IS NOT EFFECTIVE UNTIL APPROVED BY THE CITY.

Change Order No. 1: \$39,225.50

IF THE CONTRACTOR DOES NOT SIGN ACCEPTANCE OF THIS ORDER, HIS ATTENTION IS DIRECTED TO THE REQUIREMENTS OF THE SPECIFICATIONS AS TO PROCEEDING WITH THE ORDERED WORK AND FILING A WRITTEN PROTEST WITHIN THE TIME THEREIN SPECIFIED.

Attachment: Contract Change Order No. 2 (Mead n Hunt) (PW: Approval of Contract Change Order with the firm of Mead & Hunt, Inc., for



Contract Amendment No. 2

September 23, 2019

Mr. Lou Camara
City of Hanford
900 South 10th Avenue
Hanford, CA 93230-5234

Project Name: Hanford Municipal Airport – Taxilane
Pavement Reconstruction Phases 2 & 3
Project Location: Hanford, California
Project number: 0822700-161297.01
Mead & Hunt Manager: Bob Casagrande

Project: HJO Taxilane Pavement Reconstruction, Phases 2 & 3 Construction
AIP Project No. 3-06-0098-024
M&H #: 0822700-161297.01

Subject: Amendment No. 2

Dear Mr. Camara:

The above-referenced PROJECT requires an Amendment to cover the additional time-and-expense charges for services provided in Phases 2 and 3. These costs were beyond the fees stated in the original Scope of Services and Work Order No. 4 between the City of Hanford (CLIENT) and Mead & Hunt, Inc. (CONSULTANT), dated June 21, 2016.

The CLIENT agrees that the CONSULTANT has provided additional professional consulting services for the PROJECT as set forth in this Amendment, and the CLIENT shall provide payment for those services.

Reason for Amendment 2

The completion of construction for the PROJECT was delayed due to ineffective allocation of resources and performance of non-compliant work by the construction contractor Cen-Cal Paving (Contractor); thus, additional construction services, administration efforts, and inspection fees were required of CONSULTANT. Amendment No.1, which was executed November 16, 2018, covered liquidated damages charged to the Contractor in the amount of \$39,225.50, and was paid to the Consultant for part of the additional required services during the execution of the work. Amendment No. 2 will cover the additional services provided by CONSULTANT for Construction Administration and Post Construction Services that were not covered by liquidated damages, as stated in Amendment No 1.

Amended Scope of Services

In addition, to the extra working days covered by the liquidated damages, CONSULTANT was required to provide additional professional engineering consulting services for the duration of the Project. A detailed breakdown of services and quantity overruns was included in the Final Construction Report.

The additional services required / performed during construction were as follows:

1. Project management services;
2. Additional site visits by Project Manager;
3. Review of additional pay applications;
4. Review and submittal of additional change orders;

Mr. Lou Camara
September 23, 2019
Page 2

5. Review and submittal of additional weekly FAA reports; and
6. Additional project coordination and inspection for Contractor-performed work.

Amended Schedule

The PROJECT was completed as follows:

- End date of Construction, March 12, 2018.
- End date of Construction Administration Services, January 31, 2019.

Amended Compensation

Form of compensation for work in this Amendment will be in accordance with the *Terms and Conditions* of the existing CONTRACT. The City of Hanford (CLIENT will pay Mead & Hunt an **increase of Forty Thousand Two Hundred Two Dollars Seventy-three Cents (\$40,202.73)** for the work performed under Amendment 2. This Amendment and previous Amendment No.1 results in a revised **total CONTRACT** amount of **Two Hundred Sixty-five Thousand Ninety-four Dollars Twenty-three Cents (\$265,094.23)** for the PROJECT.

Authorization for Amendment

Signatures of authorized representatives of City of Hanford (CLIENT and Mead & Hunt shall amend the existing Agreement (original CONTRACT and all previous amendments, if applicable) between the two parties, and receipt of one signed copy shall be considered authorization to bill for the work described in this Amendment. All services were and will be performed in accordance with the *Terms and Conditions* of the original CONTRACT and amendment, if applicable.

Respectfully submitted,

MEAD & HUNT, Inc.

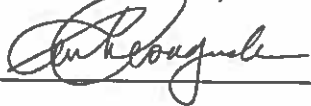
Robert Casagrande

Project Manager

Accepted by: **CITY OF HANFORD**

Approved by: **MEAD & HUNT, INC.**

By: _____

By:  _____

Name: _____

Name: **Robert A. Casagrande**

Title: _____

Title: **Vice President**

The above person is authorized to sign for Client and bind the Client to the terms hereof.

The above person is an authorized signer for Mead & Hunt, Inc.

Date: _____

Date **September 23, 2019**



CITY OF HANFORD
Department of Public Works

900 South 10th Ave. • HANFORD, CA 93230-5234 • (559) 585-2550

ENGINEERING DIVISION

CONTRACT CHANGE ORDER NO. 1 REV. NO. SUPPL. NO.

PROJECT Airport Taxiway Rehabilitation - Phase 2 & 3 (Work Order No. 4)
 SHEETS

SHEET 1 OF 1

TO CONTRACTOR Mead and Hunt, Inc.

CONTRACT NO. 923-2014-817655

YOU ARE HEREBY DIRECTED TO MAKE THE HEREIN DESCRIBED CHANGES FROM THE PLANS AND SPECIFICATIONS OR DO THE FOLLOWING DESCRIBED WORK NOT INCLUDED IN THE PLANS AND SPECIFICATIONS ON THIS CONTRACT.

NOTE: THIS CHANGE ORDER IS NOT EFFECTIVE UNTIL APPROVED BY THE CITY.

DESCRIPTION OF WORK TO BE DONE, ESTIMATE OF QUANTITIES AND PRICES TO BE PAID. SEGREGATE BETWEEN ADDITIONAL WORK AT CONTRACT PRICE, AGREED PRICE AND FORCE ACCOUNT. UNLESS OTHERWISE STATED, RATES FOR RENTAL OF EQUIPMENT COVER ONLY SUCH TIME AS EQUIPMENT IS ACTUALLY USED AND NO ALLOWANCE WILL BE MADE FOR IDLE TIME.

Contract Amount: \$185,666.00

CHANGE REQUESTED BY: City of Hanford

THE LAST PERCENTAGE SHOWN IS THE NET ACCUMULATED INCREASE OR DECREASE FROM THE ORIGINAL QUANTITY IN THE ENGINEER'S ESTIMATE.

1. Change Order to Work Order No. 4 equal to the amount of Liquidated Damages and additional testing charged to Cen-Cal Paving covered in the contractor's Change Order 6 to cover Project management and Inspection costs by Mead and Hunt, Inc.

For a Net Increase of \$39,225.50

ESTIMATED COST THIS CHANGE, INCREASE \$39,225.50
 CONTRACT TOTAL, INCLUDING THIS CHANGE \$224,891.50

BY REASON OF THIS ORDER THE TIME OF COMPLETION WILL BE AS FOLLOWS: Unchanged

APPROVAL RECOMMENDED, Project Manager

DATE 11/16/18

APPROVED, CITY OF HANFORD

DATE 11-16-18

WE, THE UNDERSIGNED CONSULTANT, HAVE GIVEN CAREFUL CONSIDERATION TO THE CHANGE PROPOSED AND HEREBY AGREE IF THIS PROPOSAL IS APPROVED, THAT WE WILL PROVIDE ALL EQUIPMENT, FURNISH ALL MATERIALS, EXCEPT AS MAY OTHERWISE BE NOTED ABOVE, AND PERFORM ALL SERVICES NECESSARY FOR THE WORK ABOVE SPECIFIED, AND WILL ACCEPT AS FULL PAYMENT THEREFOR THE PRICES SHOWN ABOVE.

ACCEPTED, DATE 11/15/18

CONSULTANT

BY

TITLE

IF THE CONTRACTOR DOES NOT SIGN ACCEPTANCE OF THIS ORDER, HIS ATTENTION IS DIRECTED TO THE REQUIREMENTS OF THE SPECIFICATIONS AS TO PROCEEDING WITH THE ORDERED WORK AND FILING A WRITTEN PROTEST WITHIN THE TIME THEREIN SPECIFIED.

Attachment: Contract Change Order No.1 (Executed Copy) (PW: Approval of Contract Change Order with the firm of Mead & Hunt, Inc., for



Contract Amendment

November 15, 2018

Mr. Camara
City of Hanford
900 South 10th Avenue
Hanford, CA 9323-5234

Project Name: Hanford Municipal Airport – Taxi Lane
Pavement Reconstruction Phases 2 & 3
Project Location: Hanford, California
Project number: 0822700-161297.01
Mead & Hunt Manager: Bob Casagrande

Project: HJO Taxi Lane Pavement Reconstruction, Phases 2 & 3 Construction
AIP Project No. 3-06-0098-024

Subject: Amendment No. 1

Dear Mr. Camara:

The above-referenced PROJECT requires an Amendment. The work in this Amendment is in addition to the Scope of Services stated in the original Work Order No. 4 between the CLIENT City of Hanford and the CONSULTANT (Mead & Hunt, Inc.) dated June 21, 2016.

The CLIENT agrees that the CONSULTANT provided professional consulting services for the PROJECT as set forth in this Amendment and the attached *Exhibit A*, and the CLIENT shall provide payment for those services as provided for in this Amendment.

A detailed description of our understanding of the Amended PROJECT Scope of Services, Schedule, and Compensation is provided below.

Reason for Amendment

Additional work efforts required by CONSULTANT due to delay of work caused by Contractor, Cen-Cal Paving.

Amended Scope of Services

The Scope of Services for the PROJECT is amended as follows:
See attached *Exhibit A*.

Amended Schedule

Mead & Hunt proposes the following revised dates to complete the work for this PROJECT:

- End date of construction, March 12, 2018.

Mr. Camara
November 15, 2018
Page 2

- End date of Post Construction Services, May 18, 2018 (contingent on release of the Stop Notice).

Amended Compensation

Form of compensation for work in this Amendment will be in accordance with the *Terms and Conditions* of the existing CONTRACT. The City of Hanford will pay Mead & Hunt an increase of \$39,225.50 for the work performed under this Amendment. This Amendment results in a revised contract amount of \$224,891.50 for the total PROJECT.

Authorization for Amendment

Signatures of authorized representatives of City of Hanford and Mead & Hunt shall amend the existing Agreement (original CONTRACT and all previous amendments, if applicable) between the two parties, and receipt of one signed copy shall be considered authorization to proceed with the work described in this Amendment. All services will be performed in accordance with the *Terms and Conditions* of the original CONTRACT and amendment, if applicable.

Respectfully submitted,

MEAD & HUNT, Inc.



Robert Casagrande
Project Manager

Attachments:

Exhibit A – Amendment 1 Request letter

Accepted by: CITY OF HANFORD

By:

Name:

Title:

The above person is authorized to sign for Client and bind the Client to the terms hereof.

Date:

Approved by: MEAD & HUNT, INC.

By:

Name:

Title:

Vice President

The above person is an authorized signer for Mead & Hunt, Inc.

Date:



U.S Department
of Transportation
**Federal Aviation
Administration**

Western-Pacific Region
Airports Division

San Francisco ADO
831 Mitten Road, Suite 210
Burlingame, CA 94010

PH 2/3
16.E.c

August 15, 2019

Mr. Lou Camara
Public Works Director
City of Hanford
900 S. 10th Avenue
Hanford, CA 93230

Dear Mr. Camara:

Airport: Hanford Municipal
AIP Project No. 3-06-0098-024;
Informal Letter Amendment No. 1

This is in response to your letter dated January 9, 2019 requesting an amendment to the Grant Agreement for the subject AIP project to increase the maximum obligation of the United States, as set forth in the Grant Agreement accepted by the Sponsor on September 7, 2016. This letter together with your letter, effects the amendment, as requested and commits the Federal Aviation Administration, acting for and on behalf of the United States of America, to increase the maximum grant amount by 5.2% or \$58,371.00 from \$1,132,037.00 to \$1,190,408.00. The project description, as shown on page 1 of the Grant Agreement, will not change from the the original description.

Under the terms of the Grant Agreement, this document is incorporated into and constitutes Amendment No. 1 to the above referenced Grant Agreement. All other terms and conditions of the Grant Agreement remain in full force and effect.

Sincerely,

Laurie J. Suttmeier

for Laurie J. Suttmeier
Manager, Airports District Office

Attachment: FAA Amendment Letter No.1 (PW: Approval of Contract Change Order with the firm of Mead & Hunt, Inc., for Consulting Services.)

RECORDING REQUESTED BY:
CITY OF HANFORD



DOC NBR: 1809353 06/06/2018 01:01:47 PM
OFFICIAL RECORDS OF Kings County
Clerk-Recorder, Kristine Lee
RECORDING FEE: \$0.00
COUNTY TAX: \$0.00
CITY TAX: \$0.00

When recorded return to:

CONFORMED COPY

DOC TYPE: 17
2 PGS
R002

City Clerk
City of Hanford
315 North Douty Street
Hanford, California 93230-3951

G.C. 27361.3 - Fee NIL

NOTICE OF COMPLETION

TO WHOM IT MAY CONCERN:

YOU ARE HEREBY NOTIFIED AS FOLLOWS:

1. The work of Improvement is located: Hanford Airport
APN: 016032022000
2. The Improvement is particularly described as: Airport Taxilane Rehabilitation Project –
Phases 2/3
3. The date of completion of the work of Improvement: March 12th, 2018
4. The Owner of the work of Improvement: City of Hanford.
5. The nature of the owner's interest or estate: Fee Simple Title.
6. The name of the original contractor for the work of Improvement:
CenCal Paving
7. The surety for the work of Improvement: Nationwide Mutual Insurance Company
8. All work for this project has been completed.
9. Accepted by minute action of the City Council of the City of Hanford on:
June 5th, 2018

I certify under penalty of perjury that the foregoing is true and correct.
Dated this 5th day of June, 2018.

BY: _____

David G. Ayers, Mayor
City of Hanford, County of Kings, State of California

Attachment: Project Notice of Completion (PW: Approval of Contract Change Order with the firm of Mead & Hunt, Inc., for Consulting Services.)

I, the undersigned, say:

I am the person who signed the foregoing notice. I have read the above notice and know its contents, and the facts stated therein are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at Hanford, California, this 5th day of JUNE, 2018.

BY: _____

David G. Ayers, Mayor
City of Hanford, County of Kings, State of California

Authority: Section 1181 Civil Code

END OF DOCUMENT



AGENDA STAFF REPORT

MEETING DATE: 10/1/2019	AGENDA SECTION: F
--------------------------------	--------------------------

SUBJECT:

Utilities and Engineering: Award a contract to JT2, Inc. dba Todd Companies in the amount of \$941,179.00 for the FY 15/16 Minor Water Main Replacement Project; Establish a construction contingency of \$94,100 for this project, and Approve an additional appropriation of \$118,900.00 from the Water Capital Reserves. (Located between Seventh and Eighth Streets, from Redington Street to Green Street)

RECOMMENDATION:

That the City Council, by motion:

1. Award a contract to JT2, Inc. dba Todd Companies, of Visalia, CA in the amount of \$941,179.00 for the FY 15/16 Minor Water Main Replacement Project;
2. Establish a construction contingency of \$94,100 for this project;
3. Approve an additional appropriation of \$118,900.00 from the Water Capital Reserves.

BACKGROUND:

This project consists of the replacement of old 4" and 6" cast iron mains that do not meet city standards for fire protection or for delivery of water to consumers. The water main in the alley between Seventh and Eighth Street from Redington Street to Green Street will be replaced, including all necessary appurtenances to make the system fully operational.

In accordance with bidding procedures, bids were solicited and opened on September 17th, 2019 for the FY 15/16 Minor Water Main Replacement Project. A total of four (4) responsive bids were received ranging from a low base bid of \$941,179.00 from JT2, Inc. dba Todd Companies, to a high base bid of \$1,178,047.00. A copy of the bid tabulations is attached for Council review.

The contract stipulates that the project be completed forty-five (45) calendar days from the date of the Notice to Proceed. If approved, work on this project is expected to begin late October, 2019.

FISCAL IMPACT:

The FY 15/16 Water Capital Improvement Program Budget has an account balance of \$254,485 for construction, including contingency and the FY 19/20 Water Capital Improvement Program Budget provides \$660,000 for construction, including contingency of a minor water main replacement project. An additional appropriation of \$118,900 is necessary to fully fund the project. There is approximately \$2,000,000 in the Water Capital Reserves that is unencumbered. A copy of the budget pages are attached for Council review.

ATTACHMENTS:

Budget Page 248

Budget Page FY1920.

Bid Tabulation

816637

Minor Water Main Replacement Program

Project Background:

This project will replace existing small mains and older mains that do not meet City standards for fire protection or for delivery of water to consumers.

Existing Conditions:

Project Justification:

Projects will include replacement of steel and cast iron mains, undersized mains causing low pressure areas, and in-fill in areas where minor adjustments to the distribution system will enhance system performance.

Fiscal Implications:

Funding for the Minor Water Main Replacement Program will be allocated from water capital reserves.

Project Budget Summary:

		6-Year Funding Allocation					
		2015	2016	2017	2018	2019	2020
Expenditure	Program or Project		Construction	Construction	Construction	Construction	Construction
	Engineering / Inspection		20,000	20,000	20,000	20,000	20,000
	Construction		250,000	250,000	250,000	250,000	250,000
	Contingency		25,000	25,000	25,000	25,000	25,000
	Department Overhead		5,000	5,000	5,000	5,000	5,000
Total Expenditure		\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Revenue	Funding						
	391 Water Capital		300,000	300,000	300,000	300,000	300,000
	Total Funding	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000

Water Main Replacement Program

CIP0000022

Project Background:

This project will replace existing small mains and older mains that do not meet City standards for fire protection or for delivery of water to consumers.

Existing Conditions:**Project Justification:**

Projects will include replacement of steel and cast iron mains, undersized mains causing low pressure areas, and in-fill in areas where minor adjustments to the distribution system will enhance system performance.

Fiscal Implications:

Funding for the Water Main Replacement Program will be allocated from water capital reserves.

Project Budget Summary:

		5-Year Funding Allocation				
		2020	2021	2022	2023	2024
Expenditure	Program or Project	Construction		Construction		Construction
	Engineering / Inspection	38,000		38,000		38,000
	Construction	600,000		600,000		600,000
	Contingency	60,000		60,000		60,000
	Department Overhead	2,000		2,000		2,000
Total Expenditure		\$700,000	\$0	\$700,000	\$0	\$700,000
Revenue	Funding					
	0391 Water Capital	700,000		700,000		700,000
Total Funding		\$700,000	\$0	\$700,000	\$0	\$700,000

FY 15-16 Minor Water Main Replacement Project
391-2910-816637

BID TABULATION

JT2, Inc. dba Todd
Companies

Lyles Utility Construction,
LLC

West Valley Construction
Company, Inc.

Bill Nelson General
Engineering Construction,
Inc.

ITEM	QUANTITY	UNIT	Unit Cost		Subtotal		Unit Cost		Subtotal		Unit Cost		Subtotal		Unit Cost		Subtotal	
			Unit Cost	Subtotal	Unit Cost	Subtotal	Unit Cost	Subtotal	Unit Cost	Subtotal	Unit Cost	Subtotal	Unit Cost	Subtotal	Unit Cost	Subtotal	Unit Cost	Subtotal
1	Site Preparation, Demolition, and Mobilization.	1.0	LS	\$169,120.00	\$169,120.00	\$142,000.00	\$142,000.00	\$154,555.00	\$154,555.00	\$235,000.00	\$235,000.00							
2	Storm Water Pollution Prevention Compliance.	1.0	LS	\$2,800.00	\$2,800.00	\$13,000.00	\$13,000.00	\$2,500.00	\$2,500.00	\$25,000.00	\$25,000.00							
3	Install 6" dia. C900 PVC Water Main Minimum CL 150 DR 18 (includes, backfill, paving, and concrete work)	85.0	LF	\$73.00	\$6,205.00	\$300.00	\$25,500.00	\$155.00	\$13,175.00	\$253.00	\$21,505.00							
4	Install 8" dia. C900 Water PVC Main Minimum CL 150 DR 18 (includes backfill, paving, and concrete work)	2,620.0	LF	\$75.00	\$196,500.00	\$161.00	\$421,820.00	\$158.00	\$413,960.00	\$102.00	\$267,240.00							
5	Install 12" dia. C900 Water PVC Main Minimum CL 150 DR 18 (includes, backfill, paving, and concrete work)	40.0	LF	\$98.00	\$3,920.00	\$338.00	\$13,520.00	\$167.00	\$6,680.00	\$283.00	\$11,320.00							
6	Connect to Existing Water Mains (1-4" connection, 6 – 6" connections, 2-8" connections, 2-12" connections) and Abandon all existing mains as show on plans.	1.0	LS	\$64,960.00	\$64,960.00	\$72,000.00	\$72,000.00	\$61,000.00	\$61,000.00	\$99,238.00	\$99,238.00							
7	Install 1" Water Service per City Standard WA-11, connect to existing Meter. (Short Side) (Abandon Existing Service)	23.0	EA	\$3,656.00	\$84,088.00	\$1,500.00	\$34,500.00	\$1,950.00	\$44,850.00	\$2,511.00	\$57,753.00							
8	Install 1" Water Service per City Standard WA-11, connect to existing Meter. (Long Side) (Abandon Existing Service)	3.0	EA	\$5,039.00	\$15,117.00	\$2,200.00	\$6,600.00	\$4,100.00	\$12,300.00	\$5,313.00	\$15,939.00							
9	Install 1" Water Service per City Standard WA-11, connect to existing Meter, with New Traffic Box (Short Side) (Abandon Existing Service)	15.0	EA	\$3,983.00	\$59,745.00	\$2,100.00	\$31,500.00	\$2,675.00	\$40,125.00	\$2,857.00	\$42,855.00							
10	Install 1" Water Service per City Standard WA-11, connect to existing Meter, with New Traffic Box (Long Side) (Abandon Existing Service)	6.0	EA	\$4,537.00	\$27,222.00	\$2,600.00	\$15,600.00	\$4,825.00	\$28,950.00	\$5,565.00	\$33,390.00							
11	Install 1" Water Service per City Standard WA-11, with New Meter and Traffic Box (Short side) (Abandon Existing Service)	2.0	EA	\$5,363.00	\$10,726.00	\$2,200.00	\$4,400.00	\$2,700.00	\$5,400.00	\$2,977.00	\$5,954.00							
12	Install 1" Water Service per City Standard WA-11, with New Meter and Traffic Box (Long side) (Abandon Existing Service)	7.0	EA	\$4,617.00	\$32,319.00	\$3,000.00	\$21,000.00	\$4,830.00	\$33,810.00	\$5,647.00	\$39,529.00							
13	Install 1 1/2" Water Service per City Standard WA-11, connect to existing Meter. (Short Side) (Abandon Existing Service)	1.0	EA	\$6,073.00	\$6,073.00	\$2,500.00	\$2,500.00	\$2,400.00	\$2,400.00	\$3,077.00	\$3,077.00							
14	Install 1 1/2" Water Service per City Standard WA-11, connect to existing Meter. (Long Side) (Abandon Existing Service)	1.0	EA	\$5,777.00	\$5,777.00	\$2,900.00	\$2,900.00	\$4,640.00	\$4,640.00	\$5,791.00	\$5,791.00							
15	Install 2" Water Service per City Standard WA-14, connect to existing Meter. (Short Side) (Abandon Existing Service)	2.0	EA	\$4,710.00	\$9,420.00	\$2,400.00	\$4,800.00	\$2,700.00	\$5,400.00	\$3,416.00	\$6,832.00							
16	Install 2" Water Service per City Standard WA-14, connect to existing Meter. (Long Side) (Abandon Existing Service)	2.0	EA	\$5,206.00	\$10,412.00	\$2,700.00	\$5,400.00	\$4,900.00	\$9,800.00	\$6,131.00	\$12,262.00							
17	Install 2" Water Service per City Standard WA-14, with New Meter and Traffic Box. (Long Side) (Abandon Existing Service)	1.0	EA	\$7,606.00	\$7,606.00	\$4,500.00	\$4,500.00	\$6,500.00	\$6,500.00	\$7,863.00	\$7,863.00							
18	Replace 3 Fire Services (4" or 6", Size Unknown) include WA-23 Gate Valves, (25 LF Total) Abandon Exist.	1.0	LS	\$26,880.00	\$26,880.00	\$15,000.00	\$15,000.00	\$13,800.00	\$13,800.00	\$27,221.00	\$27,221.00							
19	Install Fire Hydrant Assembly per City Standard WA-20.	2.0	EA	\$7,280.00	\$14,560.00	\$9,000.00	\$18,000.00	\$10,500.00	\$21,000.00	\$9,326.00	\$18,652.00							
20	Install 12" Gate Valve, per City Standard WA-23.	1.0	EA	\$2,800.00	\$2,800.00	\$3,000.00	\$3,000.00	\$2,600.00	\$2,600.00	\$4,032.00	\$4,032.00							
21	Install 8" Gate Valve, per City Standard WA-23	12.0	EA	\$1,792.00	\$21,504.00	\$2,100.00	\$25,200.00	\$1,700.00	\$20,400.00	\$2,878.00	\$34,536.00							
22	Install 6" Gate Valve, per City Standard WA-23	3.0	EA	\$1,456.00	\$4,368.00	\$1,700.00	\$5,100.00	\$1,400.00	\$4,200.00	\$2,485.00	\$7,455.00							
23	Abandon-In-Place Existing Water Valve to City Specification's (Various Sizes)	11.0	EA	\$2,408.00	\$26,488.00	\$470.00	\$5,170.00	\$425.00	\$4,675.00	\$1,442.00	\$15,862.00							
24	24" (Min.). Cover Concrete 2 Sack Slurry Where Cover is Less than 36".	1,376.0	LF	\$42.00	\$57,792.00	\$30.00	\$41,280.00	\$55.00	\$75,680.00	\$27.00	\$37,152.00							
25	2 Sack Slurry Over Existing Water Main or utilities to Stabilize Where Separation is less than 12".	381.0	LF	\$35.00	\$13,335.00	\$11.00	\$4,191.00	\$27.00	\$10,287.00	\$16.00	\$6,096.00							
26	Install 4" Elbow Fitting (includes thrust block and ancillary materials)	1.0		\$644.00	\$644.00	\$260.00	\$260.00	\$350.00	\$350.00	\$1,804.00	\$1,804.00							
27	Install 6" Elbow Fitting (includes thrust block and ancillary materials)	8.0		\$812.00	\$6,496.00	\$345.00	\$2,760.00	\$395.00	\$3,160.00	\$2,870.00	\$14,960.00							
28	Install 8" Elbow Fitting (includes thrust block and ancillary materials)	36.0		\$823.00	\$29,628.00	\$510.00	\$18,360.00	\$500.00	\$18,000.00	\$1,958.00	\$70,488.00							
29	Install 12" Elbow Fitting (includes thrust block and ancillary materials)	4.0		\$1,456.00	\$5,824.00	\$900.00	\$3,600.00	\$850.00	\$3,400.00	\$2,324.00	\$9,296.00							
30	Install 8"x4" Concentric Reducer Fitting (includes thrust block and ancillary materials)	1.0		\$448.00	\$448.00	\$340.00	\$340.00	\$500.00	\$500.00	\$2,148.00	\$2,148.00							
31	Install 8"x6" Concentric Reducer Fitting	4.0	EA	\$448.00	\$1,792.00	\$400.00	\$1,600.00	\$550.00	\$2,200.00	\$2,216.00	\$8,864.00							
32	Install 12"x8" Concentric Reducer Fitting	2.0	EA	\$1,120.00	\$2,240.00	\$1,100.00	\$2,200.00	\$1,115.00	\$2,230.00	\$2,644.00	\$5,288.00							
33	Install 8" Tee Fitting	3.0	EA	\$1,624.00	\$4,872.00	\$1,300.00	\$3,900.00	\$1,200.00	\$3,600.00	\$2,935.00	\$8,805.00							
34	Install 8"x6" Reducing Cross Fitting	2.0	EA	\$1,725.00	\$3,450.00	\$1,350.00	\$2,700.00	\$1,230.00	\$2,460.00	\$2,686.00	\$5,372.00							
35	Install 12"x8" Reducing Cross Fitting	2.0	EA	\$3,024.00	\$6,048.00	\$4,600.00	\$9,200.00	\$2,300.00	\$4,600.00	\$4,734.00	\$9,468.00							
				\$941,179.00		\$983,401.00		\$1,039,187.00		\$1,178,047.00								

Attachment: Bid Tabulation (UE: Award a Contract for the FY 15/16 Minor Water Main Replacement



AGENDA STAFF REPORT

MEETING DATE: 10/1/2019

AGENDA SECTION: G

SUBJECT:

City Council: Discuss the voting preferences of two League of California Cities Annual Conference Resolutions (#1, #2) for the City of Hanford's Voting Delegate, Vice Mayor John Draxler.

RECOMMENDATION:

The Council discuss the League of California Cities' proposed resolutions and provide Vice Mayor John Draxler with direction on how to vote on each resolution as the City of Hanford's Voting Delegate.

BACKGROUND:

The League of California Cities' 2019 Annual Conference is scheduled for October 16th through October 18th in Long Beach, California. An important part of the Annual Conference is the Annual Business Meeting scheduled for 12:30 p.m. on Friday, October 18th. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

The League sent out the resolutions packet to be voted on at the 2019 Annual Business Meeting to be reviewed by each of the member cities. The resolutions to be considered are as follows:

1. Resolution of the League of California Cities calling on the California Public Utilities Commission to amend Rule 20A to add projects in very high fire hazard severity zones to the list of eligibility criteria and to increase funding allocations for Rule 20A projects.
2. Resolution calling upon the Federal and State Governments to address the devastating impacts of international transboundary pollution flows into the southernmost regions of California and the Pacific Ocean.

FISCAL IMPACT:

None.

ATTACHMENTS:

LCC Resolution Packet Cover Letter

LCC Resolution #1

LCC Resolution #2



September 6, 2019

To: Mayors, City Managers and City Clerks

From: Dan Carrigg, Deputy Executive Director and Legislative Director, League of California Cities

Re: League's 2019 Annual Conference Resolutions Packet

Please find an enclosed copy of the Resolutions Packet for the League of California Cities' 2019 Annual Conference, October 16-18 in Long Beach. The conference announcement has previously been sent to all cities and we hope that you and your colleagues will be able to join us. More information about the conference is available on the League's Web site at www.cacities.org/ac.

Two resolutions have been submitted. The attached comprehensive packet contains the text of the proposed resolutions, background materials supplied by the sponsors, supporting letters from cities and city officials, and League staff analyses for each resolution. The packet also includes detailed information on the League's resolution process including meeting locations and times when the resolutions will be considered. A copy of the resolution packet is posted on the League's website for your convenience: www.cacities.org/resolutions.

Resolutions:

- **Resolution 1 - Amendment to Rule 20A** –Calls upon the California Public Utilities Commission (CPUC) to expand its Rule 20A program for undergrounding overhead utilities to include projects in high fire hazard severity zones.
- **Resolution 2 - International Transboundary Pollution Flows** – Calls upon the state and the federal governments of the U.S. and Mexico to address water quality issues resulting from transboundary flows from Mexico's Tijuana River into the United States.

Closing Luncheon/General Assembly - Friday, October 18, 12:30 p.m., Long Beach Convention Center.

Voting Delegates: In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity. If your city has not already done so, Please complete the Voting Delegate form and return it to the League's office no later than Friday, October 4. This will allow us time to establish voting delegate/alternate records prior to the conference.

We encourage each city council to consider the resolutions and to determine a city position so that your voting delegate can represent your city's position on the resolution. Should you have any questions regarding the attached material, please contact Carly Shelby cselby@cacities.org 916-658-8279 or Meg Desmond mdesmond@cacities.org 916-658-8224 at the League office.

Attachment: LCC Resolution Packet Cover Letter (Council: LCC Annual Conf. Resolution Voting)

1. RESOLUTION OF THE LEAGUE OF CALIFORNIA CITIES CALLING ON THE CALIFORNIA PUBLIC UTILITIES COMMISSION TO AMEND RULE 20A TO ADD PROJECTS IN VERY HIGH FIRE HAZARD SEVERITY ZONES TO THE LIST OF ELIGIBILITY CRITERIA AND TO INCREASE FUNDING ALLOCATIONS FOR RULE 20A PROJECTS

Source: City of Rancho Palos Verdes

Concurrence of five or more cities/city officials

Cities: City of Hidden Hills, City of La Cañada Flintridge, City of Laguna Beach, City of Lakeport, City of Malibu, City of Moorpark, City of Nevada City, City of Palos Verdes Estates, City of Rolling Hills Estates, City of Rolling Hills, City of Ventura

Referred to: Environmental Quality Policy Committee; Transportation, Communications, and Public Works Policy Committee

WHEREAS, the California Public Utilities Commission regulates the undergrounding conversion of overhead utilities under Electric Tariff Rule 20 and;

WHEREAS, conversion projects deemed to have a public benefit are eligible to be funded by ratepayers under Rule 20A; and

WHEREAS, the criteria under Rule 20A largely restricts eligible projects to those along streets with high volumes of public traffic; and

WHEREAS, the cost of undergrounding projects that do not meet Rule 20A criteria is left mostly or entirely to property owners under other parts of Rule 20; and

WHEREAS, California is experiencing fire seasons of worsening severity; and

WHEREAS, undergrounding overhead utilities that can spark brush fires is an important tool in preventing them and offers a public benefit; and

WHEREAS, brush fires are not restricted to starting near streets with high volumes of public traffic; and

WHEREAS, expanding Rule 20A criteria to include Very High Fire Hazard Severity Zones would facilitate undergrounding projects that would help prevent fires; and

WHEREAS, expanding Rule 20A criteria as described above and increasing funding allocations for Rule 20A projects would lead to more undergrounding in Very High Fire Hazard Severity Zones; and now therefore let it be,

RESOLVED that the League of California Cities calls on the California Public Utilities Commission to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility and to increase funding allocations for Rule 20A projects.

Background Information on Resolution No. 1

Source: City of Rancho Palos Verdes

Background:

Rancho Palos Verdes is the most populated California city to have 90 percent or more of residents living in a Cal Fire-designated Very High Fire Hazard Severity Zone. Over the years, the Palos Verdes Peninsula has seen numerous brush fires that were determined to be caused by electrical utility equipment.

Across the state, some of the most destructive and deadly wildfires were sparked by power equipment. But when it comes to undergrounding overhead utilities, fire safety is not taken into account when considering using ratepayer funds to pay for these projects under California's Electric Tariff Rule 20 program. The program was largely intended to address visual blight when it was implemented in 1967. Under Rule 20A, utilities must allocate ratepayer funds to undergrounding conversion projects chosen by local governments that have a public benefit and meet one or more of the following criteria:

- Eliminate an unusually heavy concentration of overhead lines;
- Involve a street or road with a high volume of public traffic;
- Benefit a civic or public recreation area or area of unusual scenic interest; and,
- Be listed as an arterial street or major collector as defined in the Governor's Office of Planning and Research (OPR) Guidelines.

As we know, brush fires are not restricted to erupting in these limited areas. California's fire season has worsened in severity in recent years, claiming dozens of lives and destroying tens of thousands of structures in 2018 alone.

Excluding fire safety from Rule 20A eligibility criteria puts the task of undergrounding power lines in Very High Fire Hazard Severity Zones squarely on property owners who are proactive, willing and able to foot the bill.

The proposed resolution calls on the California Public Utilities Commission to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the proposed resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

If adopted, utilities will be incentivized to prioritize undergrounding projects that could potentially save millions of dollars and many lives.

League of California Cities Staff Analysis on Resolution No. 1

Staff: Rony Berdugo, Legislative Representative, Derek Dolfie, Legislative Representative, Caroline Cirrincione, Legislative Policy Analyst
Committees: Environmental Quality; Transportation, Communications, and Public Works

Summary:

This Resolution, in response to intensifying fire seasons and hazards associated with exposed energized utility lines, proposes that the League of California Cities (League) call upon the California Public Utilities Commission (CPUC) to amend the Rule 20A program by expanding the criteria for undergrounding overhead utilities to include projects in Very High Fire Hazard Severity Zones (VHFHSZ). This Resolution also proposes that the League call upon the CPUC to increase utilities' funding allocations for Rule 20A projects.

Background

California Wildfires and Utilities

Over the last several years, the increasing severity and frequency of California's wildfires have prompted state and local governments to seek urgent prevention and mitigation actions. Record breaking wildfires in Northern and Southern California in both 2017 and 2018 have caused destruction and loss of life. This severe fire trend has local officials seeking solutions to combat what is now a year-round fire season exacerbated by years of drought, intense weather patterns, untamed vegetation and global warming.

These conditions create a dangerous catalyst for wildfires caused by utilities as extreme wind and weather events make downed power lines more of a risk. In response to recent catastrophic wildfires, Governor Newsom established a Strike Force tasked with developing a "comprehensive roadmap" to address issues related to wildfires, climate change, and utilities. The Strike Force report acknowledges that measures to harden the electrical grid are critical to wildfire risk management. A key utility hardening strategy: undergrounding lines in extreme high-fire areas.

Governor Newsom's Wildfire Strike Force program report concludes, "It's not a question of 'if' wildfire will strike, but 'when.'"

Very High Fire Hazard Severity Zones

This Resolution seeks to expand the undergrounding of overhead utility lines in VHFHSZ. California Government Code Section 51178 requires the Director of the California Department of Forestry and Fire Protection (CalFIRE) to identify areas in the state as VHFHSZ based on the potential fire hazard in those areas. VHFHSZ are determined based on fuel loading, slope, fire weather, and other relevant factors. These zones are in both local responsibility areas and state responsibility areas. Maps of the statewide and county by county VHFHSZ can be found here.¹

¹ <https://osfm.fire.ca.gov/divisions/wildfire-prevention-planning-engineering/wildland-hazards-building-codes/fire-hazard-severity-zones-maps/>

More than 25 million acres of California wildlands are classified under very high or extreme fire threat. Approximately 25 percent of the state's population, **11 million** people, live in those high-risk areas. Additionally, over 350,000 Californians live in cities that are nearly encompassed within Cal Fire's maps of VHFHSZ. Similar to the proponents of this Resolution, City of Rancho Palos Verdes, over 75 communities have 90 percent or more of residents living in a VHFHSZ.

CPUC Rule 20 Program

The CPUC's Rule 20 program lays out the guidelines and procedures for converting overhead electric and telecommunication facilities to underground electric facilities. Rule 20 funding and criteria is provided at four levels. Levels A, B, and C, reflect progressively diminishing ratepayer funding for undergrounding projects. Recently added Rule 20D is a relatively new program that is specific to San Diego Gas and Electric (SDG&E), which was created in response to the destructive 2007 wildfires. Each of these levels will be discussed below:

Rule 20A

The first California overhead conversion program, Rule 20A, was created in 1967 under then Governor Ronald Reagan. The program was created to provide a consistent and structured means of undergrounding utility lines throughout the state with costs covered broadly by utility ratepayers.

Each year, Investor Owned Utilities (IOUs) propose their Rule 20A allocation amounts to the CPUC during annual general rate case proceedings. In this process, IOUs propose revised utility customer rates based on expected service costs, new energy procurement and projects for the following year, including Rule 20 allocations. The CPUC then reviews, amends, and approves IOU rates. Currently, the cumulative budgeted amount for Rule 20A for Pacific Gas and Electric (PG&E), Southern California Edison (SCE), and San Diego Gas and Electric (SDG&E) totals around \$95.7 million.

The funding set aside by IOUs for Rule 20A is allocated to local governments through a credit system, with each credit holding a value to be used solely for the costs of an undergrounding project. The credit system was created so that local governments and IOUs can complete undergrounding projects without municipal financing. Through Rule 20A, municipalities that have developed and received city council approval for an undergrounding plan receive annual credits from the IOU in their service area. At the last count by the CPUC, over 500 local governments (cities and counties) participate in the credit system.

While these credits have no inherent monetary value, they can be traded in or banked for the conversion of overhead lines. Municipalities can choose to accumulate their credits until their credit balance is sufficient to cover these conversion projects, or choose to borrow future undergrounding allocations for a period of up to five years. Once the cumulative balance of credits is sufficient to cover the cost of a conversion project, the municipality and the utility can move forward with the undergrounding. All of the planning, design, and construction is performed by the participating utility. Upon the completion of an undergrounding project, the utility is compensated through the local government's Rule 20A credits.

At the outset of the program, the amount of allocated credits were determined by a formula which factored in the number of utility meters within a municipality in comparison to the utilities' service territory. However, in recent years the formula has changed. Credit allocations for IOUs, except for PG&E, are now determined based on the allocation a city or county received in 1990 and is then adjusted for the following factors:

- 50% of the *change from the 1990* total budgeted amount is allocated for the ratio of the number of overhead meters in any city or unincorporated area to the total system overhead meters; and
- 50% of the *change from the 1990* total budgeted amount is allocated for the ratio of the number of meters (which includes older homes that have overhead services, and newer homes with completely underground services) in any city or the unincorporated area to the total system meters.

As noted, PG&E has a different funding formula for their Rule 20A credit allocations as they are not tied to the 1990 base allocation. Prior to 2011, PG&E was allocating approximately five to six percent of its revenue to the Rule 20A program. The CPUC decided in 2011 that PG&E's Rule 20A allocations should be reduced by almost half in an effort to decrease the growing accumulation of credits amongst local governments. Since 2011, PG&E's annual allocations for Rule 20A have been around \$41.3 million annually, which is between two and three percent of their total revenue.

Criteria for Rule 20A Projects

For an undergrounding project to qualify for the Rule 20A program, there are several criteria that need to be met. The project must have a public benefit and:

1. Eliminate an unusually heavy concentration of overhead lines
2. Involve a street or road with a high volume of public traffic
3. Benefit a civic or public recreation area or area of unusual scenic interest,
4. Be listed as an arterial street or major collector as defined in the Governor's Office of Planning and Research (OPR) Guidelines

Notably, fire safety is excluded from the list of criteria that favors aesthetic and other public safety projects.

Rule 20A Credit System Imbalance Threatens Program Effectiveness

Allocations are made by utilities each year for Rule 20A credits. These current budget allocations total \$95.7 million a year. Currently, the cumulative balance of credits throughout the state totals over \$1 billion dollars. The Rule 20A cumulative balances aggregated by region can be found [here](#).²

² Program Review, California Overhead Conversion Program, Rule 20A for Years 2011-2015, "The Billion Dollar Risk," California Public Utilities Commission.

[https://www.cpuc.ca.gov/uploadedFiles/CPUC_Public_Website/Content/About_Us/Organization/Divisions/Policy_and_Planning/PPD_Work_Products_\(2014_forward\)\(1\)/PPD_Rule_20-A.pdf](https://www.cpuc.ca.gov/uploadedFiles/CPUC_Public_Website/Content/About_Us/Organization/Divisions/Policy_and_Planning/PPD_Work_Products_(2014_forward)(1)/PPD_Rule_20-A.pdf)

Note: The existing credit allocation formulas do not consider a municipality's need or plans for overhead conversion projects, resulting in large credit balances in some jurisdictions.

Cities and counties are, however, able to trade or sell unallocated Rule 20A credits if they will not be used to fund local undergrounding projects. There have been several cases where one agency has sold their unused credits, often for less than the full dollar value of the credits themselves to another agency.

Rule 20B

Rule 20B projects are those that do not fit the Rule 20A criteria, but do, however, involve both sides of the street for at least 600 feet. These projects are typically done in conjunction with larger developments and are mostly paid for by the developer or applicant. Additionally, the applicant is responsible for the installation.

Rule 20C

Rule 20C projects are usually small projects that involve property owners. The majority of the cost is usually borne by the applicants. Rule 20C applies when the project does not qualify for either Rule 20A or Rule 20B.

Rule 20D--Wildfire Mitigation Undergrounding Program

Rule 20D was approved by the CPUC in January of 2014 and only applies to SDG&E. The Rule 20D program was established largely in response to the destructive wildfires that occurred in San Diego in 2007 as a wildfire mitigation undergrounding program. According to SDG&E, the objective of the Rule 20D undergrounding is exclusively for fire hardening as opposed to aesthetics. The program is limited in scope and is restricted to communities in SDG&E's Fire Threat Zone (now referred to as the High Fire Threat District or HFTD). As of this time, the program has yet to yield any projects and no projects are currently planned.

For an undergrounding project to qualify for the Rule 20D program, a minimum of three of the following criteria must be met. The project must be near, within, or impactful to:

- Critical electric infrastructure
- Remaining useful life of electric infrastructure
- Exposure to vegetation or tree contact
- Density and proximity of fuel
- Critical surrounding non-electric assets (including structures and sensitive environmental areas)
- Service to public agencies
- Accessibility for firefighters

Similar to Rule 20A, SDG&E must allocate funding each year through their general rate case proceedings to Rule 20D to be approved by the CPUC. This funding is separate from the allocations SDG&E makes for Rule 20A. However, the process of distributing this funding to localities is different. The amount of funding allocated to each city and county for Rule 20D is based on the ratio of the number of miles of overhead lines in SDG&E Fire Threat Zones in a city or county to the total miles of SDG&E overhead lines in the entire SDG&E fire zone. The

Rule 20D program is administered by the utility consistent with the existing reporting, engineering, accounting, and management practices for Rule 20A.

The Committee may want to consider whether Rule 20D should instead be expanded, adapted, or further utilized to support funding for overhead conversions within VHFHSZ throughout the state.

Fiscal Impact:

The costs to the State associated with this Resolution will be related to the staff and programmatic costs to the CPUC to take the necessary measures to consider and adopt changes to Rule 20A to include projects in VHFHSZ to the list of criteria for eligibility.

This Resolution calls for an unspecified increase in funding for Rule 20A projects, inferring that portions of increased funds will go towards newly eligible high fire hazard zones. While the Resolution does not request a specific amount be allocated, it can be assumed that these increased costs will be supported by utility ratepayers. According to the CPUC, the annual allocations towards Rule 20A are \$95.7 million.

The CPUC currently reports a cumulative credit surplus valued at roughly \$1 billion that in various regions, given the approval of expanded eligibility called for by this Resolution, could be used to supplement and reduce the level of new dollars needed to make a significant impact in VHFHSZ. The CPUC follows that overhead conversion projects range from \$93,000 per mile for rural construction to \$5 million per mile for urban construction.

The Resolution states that “California is experiencing fire seasons of worsening severity” which is supported by not only the tremendous loss of property and life from recent wildfires, but also in the rising costs associated with clean up, recovery, and other economic losses with high estimates in the hundreds of billions of dollars.

The Committee may wish to consider the costs associated with undergrounding utility lines in relation to the costs associated with past wildfires and wildfires to come.

Comments:

CPUC Currently Exploring Revisions to Rule 20

In May 2017, the CPUC issued an Order Instituting Rulemaking to Consider Revisions to Electric Rule 20 and Related Matters. The CPUC will primarily focus on revisions to Rule 20A but may make conforming changes to other parts of Rule 20. The League is a party in these proceedings will provide comments.

Beyond Rule 20A: Additional Options for Funding Undergrounding Projects

There are various ways in which cities can generate funding for undergrounding projects that fall outside of the scope of Rule 20A. At the local level, cities can choose to forgo the Rule 20A process and opt to use their own General Fund money for undergrounding. Other options are also discussed below:

Rule 20D Expansion

The City of Berkeley in a 2018 study titled “Conceptual Study for Undergrounding Utility Wires in Berkeley.” found that the city could possibly qualify for Rule 20D funding if they actively pursued this opportunity in partnership with PG&E and the CPUC.

One of the study’s recommendations is to advocate for release of 20D funds (now earmarked exclusively for SDG&E) to be used for more aggressive fire hardening techniques for above-ground utility poles and equipment, for undergrounding power lines, and for more aggressive utility pole and vegetation management practices in the Very High Hazard Fire Zone within Berkeley’s city limits.

As an alternative to changing the criteria for Rule 20A, the Committee may wish to consider whether there is the opportunity to advocate for the expansion of Rule 20D funding more broadly, expanding its reach to all IOU territories.

Franchise Surcharge Fees

Aside from Rule 20 allocations, cities can generate funding for undergrounding through franchise fee surcharges. For example, SDG&E currently operates under a 50-year City franchise that was granted in 1970. Under the franchises approved by the San Diego City Council in December 1970, SDG&E agreed to pay a franchise fee to the City equivalent to 3% of its gross receipts from the sales of both natural gas and electricity for 30 years.

These fees were renegotiated in 2000 and in 2001 an agreement was between the City of San Diego, SDG&E, and the CPUC to extend the existing franchise fee to include revenues collected from surcharges. SDG&E requested an increase of 3.88% to its existing electric franchise fee surcharge. The bulk, 3.53% of this increase is to be used for underground conversion of overhead electric wires.

Based on SDG&E's revenue projections, the increase would result in an additional surcharge revenue amount of approximately \$36.5 million per year. SDG&E estimates that this would create a monthly increase of approximately \$3.00 to a typical residential customer's electric bill. These surcharge revenues would pay for additional undergrounding projects including those that do not meet the Rule 20A criteria. The City of Santa Barbara has also adopted a similar franchise surcharge fee.

Having this funding source allows the City of San Diego to underground significantly more miles of above ground utility lines than other municipalities. However, the surcharge is currently being challenged in court, as it is argued that the City had SDG&E impose a tax without a ballot measure.

Utility Bankruptcy and Undergrounding Funding

In considering this Resolution, it is important to understand that Rule 20A allocations have been more substantial in the past. As mentioned earlier, prior to 2011, PG&E was allocating approximately 5% to 6% of its revenue to the Rule 20A program. Therefore, it is not unreasonable to encourage an increase in Rule 20A allocations as history shows that utilities had the capacity to do so in the past.

However, in a time where IOUs such as PG&E are facing bankruptcy as the result of utility caused wildfires, there is the possibility that expanding rule 20A funding will generate more costs for the ratepayers.

Questions to Consider:

- 1) Is Rule 20A or Rule 20D the more appropriate program to advocate for such an expansion?
- 2) Are there any wildfire risks outside of VHFHSZ that could be mitigated by undergrounding projects?

Existing League Policy:

Public Safety:

The League supports additional funding for local agencies to recoup the costs associated with fire safety in the community and timely mutual aid reimbursement for disaster response services in other jurisdictions. (pg. 43)

The League supports the fire service mission of saving lives and protecting property through fire prevention, disaster preparedness, hazardous-materials mitigation, specialized rescue, etc., as well as cities' authority and discretion to provide all emergency services to their communities. (pg. 43)

Transportation, Communication, and Public Works:

Existing telecommunications providers and new entrants shall adhere to local city policies on public utility undergrounding. (pg. 54)

The League supports protecting the additional funding for local transportation and other critical unmet infrastructure needs. (pg. 51)

The League supports innovative strategies including public private partnerships at the state and local levels to enhance public works funding. (pg. 52)

Environmental Quality

The League opposes any legislation that interferes with local utility rate setting authority and opposes any legislation that restricts the ability of a city to transfer revenue from a utility (or other enterprise activity) to the city's general fund. (pg. 9)

Cities should continue to have the authority to issue franchises and any program should be at least revenue neutral relative to revenue currently received from franchises. (pg. 9)

The League is concerned about the impacts of escalating energy prices on low income residents and small businesses. The League supports energy pricing structures and other mechanisms to soften the impacts on this segment of our community. (pg. 10)

2019 Strategic Goals

Improve Disaster Preparedness, Recovery and Climate Resiliency.

- Provide resources to cities and expand partnerships to better prepare for and recover from wildfires, seismic events, erosion, mudslides and other disasters.
- Improve community preparedness and resiliency to respond to climate-related, natural and man-made disasters.

Support:

The following letters of concurrence were received:

The City of Hidden Hills

The City of La Cañada Flintridge

The City of Laguna Beach

The City of Lakeport

The City of Malibu

The City of Moorpark

The City of Nevada City

The City of Palos Verdes Estates

The City of Rolling Hills Estates

The City of Rolling Hills

The City of Ventura

2. A RESOLUTION CALLING UPON THE FEDERAL AND STATE GOVERNMENTS TO ADDRESS THE DEVASTATING IMPACTS OF INTERNATIONAL TRANSBOUNDARY POLLUTION FLOWS INTO THE SOUTHERNMOST REGIONS OF CALIFORNIA AND THE PACIFIC OCEAN

Source: San Diego County Division

Concurrence of five or more cities/city officials

Cities: Calexico; Coronado; Imperial Beach; San Diego

Individual City Officials: City of Brawley: Mayor Pro Tem Norma Kastner-Jauregui; Council Members Sam Couchman, Luke Hamby, and George Nava. City of Escondido: Deputy Mayor Consuelo Martinez. City of La Mesa: Council Member Bill Baber. City of Santee: Mayor John Minto, City of Vista: Mayor Judy Ritter and Council Member Amanda Young Rigby

Referred to: Environmental Quality Policy Committee

WHEREAS, international transboundary rivers that carry water across the border from Mexico into Southern California are a major source of sewage, trash, chemicals, heavy metals and toxins; and

WHEREAS, transboundary flows threaten the health of residents in the United States and Mexico, harm important estuarine land and water of international significance, force closure of beaches, damage farmland, adversely impact the South San Diego County and Imperial County economy; compromise border security, and directly affect U.S. military readiness; and

WHEREAS, a significant amount of untreated sewage, sediment, hazardous chemicals and trash have been entering southern California through both the Tijuana River Watershed (75 percent of which is within Mexico) and New River flowing into southern California's coastal waterways and residential and agricultural communities in Imperial County eventually draining into the Salton Sea since the 1930s; and

WHEREAS, in February 2017, an estimated 143 million gallons of raw sewage flowed into the Tijuana River and ran downstream into the Pacific Ocean and similar cross border flows have caused beach closures at Border Field State Park that include 211 days in 2015; 162 days in 2016; 168 days in 2017; 101 days in 2018; and 187 days to date for 2019 as well as closure of a number of other beaches along the Pacific coastline each of those years; and

WHEREAS, approximately 132 million gallons of raw sewage has discharged into the New River flowing into California through communities in Imperial County, with 122 million gallons of it discharged in a 6-day period in early 2017; and

WHEREAS, the presence of pollution on state and federal public lands is creating unsafe conditions for visitors; these lands are taxpayer supported and intended to be managed for recreation, resource conservation and the enjoyment by the public, and

WHEREAS, the current insufficient and degrading infrastructure in the border zone poses a significant risk to the public health and safety of residents and the environment on both

sides of the border, and places the economic stress on cities that are struggling to mitigate the negative impacts of pollution; and

WHEREAS, the 1944 treaty between the United States and Mexico regarding *Utilization of Waters of the Colorado and Tijuana Rivers and of the Rio Grande* allocates flows on trans-border rivers between Mexico and the United States, and provides that the nations, through their respective sections of the International Boundary Water Commission shall give control of sanitation in cross border flows the highest priority; and

WHEREAS, in 1993, the United States and Mexico entered into the *Agreement Between the Government of the United States of America and the Government of the United Mexican States Concerning the Establishment of a North American Development Bank* which created the North American Development Bank (NADB) to certify and fund environmental infrastructure projects in border-area communities; and

WHEREAS, public concerns in response to widespread threats to public health and safety, damage to fish and wildlife resources and degradation to California's environment resulting from transboundary river flow pollution in the southernmost regions of the state requires urgent action by the Federal and State governments, and

WHEREAS, Congress authorized funding under the U.S. Environmental Protection Agency's (EPA) Safe Drinking Water Act and established the State and Tribal Assistance Grants (STAG) program for the U.S.-Mexico Border Water Infrastructure Program (BWIP) in 1996 to provide grants for high-priority water, wastewater, and storm-water infrastructure projects within 100 kilometers of the southern border; and

WHEREAS, the EPA administers the STAG and BWIP programs, and coordinates with the North American Development Bank (NADB) to allocate BWIP grant funds to projects in the border zone; and

WHEREAS, since its inception, the BWIP program has provided funding for projects in California, Arizona, New Mexico and Texas that would not have been constructed without the grant program; and

WHEREAS, the BWIP program was initially funded at \$100 million per year, but, over the last 20 years, has been continuously reduced to its current level of \$10 million; and

WHEREAS, in its FY 2020 Budget Request, the Administration proposed to eliminate the BWIP program; and

WHEREAS, officials from EPA Region 9, covering California, have identified a multitude of BWIP-eligible projects along the southern border totaling over \$300 million; and

WHEREAS, without federal partnership through the BWIP program and state support to address pollution, cities that are impacted by transboundary sewage and toxic waste flows are

left with limited resources to address a critical pollution and public health issue and limited legal remedies to address the problem; and

WHEREAS, the National Association of Counties, (NACo) at their Annual Conference on July 15, 2019 and the U.S. Conference of Mayors at their Annual Conference on in July 1, 2019 both enacted resolutions calling on the federal and state governments to work together to fund and address this environmental crisis; and

WHEREAS, local governments and the public support the State's primary objectives in complying with environmental laws including the Clean Water Act, Porter-Cologne Water Quality Control Act, and Endangered Species Act and are supported by substantial public investments at all levels of government to maintain a healthy and sustainable environment for future residents of California, and

WHEREAS, League of California Cities policy has long supported efforts to ensure water quality and oppose contamination of water resources; and

NOW, THEREFORE, BE IT RESOLVED at the League General Assembly, assembled at the League Annual Conference on October 18, 2019 in Long Beach, that the League calls upon the Federal and State governments to restore and ensure proper funding to the U.S- Mexico Border Water Infrastructure Program (BWIP) and recommit to working bi-nationally to develop and implement long-term solutions to address serious water quality and contamination issues, such as discharges of untreated sewage and polluted sediment and trash-laden transboundary flows originating from Mexico, that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

Background Information on Resolution No. 2

Source: San Diego County Division

Background:

Along California's southern border with Mexico, the New River in Imperial County and the Tijuana River in San Diego County are a major sources of raw sewage, trash, chemicals, heavy metals, and toxins that pollute local communities. Sewage contaminated flows in the Tijuana River have resulted in significant impacts to beach recreation that includes the closure of Border Field State Beach for more than 800 days over the last 5-years. Similarly, contaminated flows in the New River presents comparable hazards, impacts farm land, and contributes to the ongoing crisis in the Salton Sea. These transboundary flows threaten the health of residents in California and Mexico, harms the ecosystem, force closures at beaches, damage farm land, makes people sick, and adversely affects the economy of border communities. The root cause of this cross border pollution is from insufficient or failing water and wastewater infrastructure in the border zone and inadequate federal action to address the problem through existing border programs.

The severity of cross border pollution has continued to increase, due in part to the rapid growth of urban centers since the passage of the North American Free Trade Agreement (NAFTA). While economic growth has contributed to greater employment, the environmental infrastructure of the region has not kept pace, which is why Congress authorized the Border Water Infrastructure Program (BWIP) in 1996. The U.S. Environmental Protection Agency (EPA) administers the BWIP and coordinates with the North American Development Bank (NADB) to provide financing and technical support for projects on both sides of the U.S./Mexico border. Unfortunately, the current BWIP funding at \$10 million per year is only a fraction of the initial program budget that shares funding with the entire 2,000 mile Mexican border with California, Arizona, New Mexico and Texas. EPA officials from Region 9 have identified an immediate need for BWIP projects totaling over \$300 million just for California. Without federal partnerships through the BWIP and state support to address cross border pollution, cities that are impacted by transboundary sewage and toxic waste flows are left with limited resources to address a critical pollution and public health issue.

The International Boundary and Water Commission (IBWC) is another important federal stakeholder that, under the Treaty of 1944 with Mexico, must address border sanitation problems. While IBWC currently captures and treats some of the pollution generated in Mexico, it also redirects cross border flows without treatment directly into California.

Improving environmental and public health conditions for communities along the border is essential for maintaining strong border economy with Mexico. The IBWC, EPA, and NADB are the important federal partners with existing bi-national programs that are able to immediately implement solutions on cross border pollution. California is in a unique position to take the lead and work with local and federal partners to implement real solutions that will addresses the long standing and escalating water quality crisis along the border.

For those reasons, the cities of Imperial Beach and Coronado requested the San Diego County Division to propose a resolution at the 2019 League Annual Conference calling upon the federal

and state governments to address the devastating impacts of international transboundary pollution flows into the waterways of the southernmost regions of California, San Diego and Imperial Counties and the Pacific Ocean.

On August 12, 2019 at the regularly scheduled meeting of the San Diego County Division, the membership unanimously endorsed submittal of the resolution, with close to 75% membership present and voting.

The Imperial County Division does not have a schedule meeting until after the deadline to submit proposed resolutions. However, the City of Calexico, which is most directly impacted by initial pollution flow of the New River from Mexicali, sent a letter in concurrence of this resolution as well as numerous city official from cities within Imperial County and the Imperial County Board of Supervisors. The League Imperial County Division will place a vote to support this resolution on the agenda of their September 26, 2019 meeting.

League of California Cities Staff Analysis on Resolution No. 2

Staff: Derek Dolfie, Legislative Representative
 Carly Shelby, Legislative and Policy Development Assistant
 Committees: Environmental Quality

Summary:

This Resolution states that the League of California Cities should call upon the State and Federal governments to restore and ensure proper funding for the U.S. – Mexico Border Water Infrastructure Program (BWIP) and work bi-nationally to address water quality issues resulting from transboundary flows from Mexico’s Tijuana River into the United States containing untreated sewage, polluted sediment, and trash.

Background:

The League of California Cities’ San Diego County Division is sponsoring this resolution to address their concerns over the contaminated flows from the Tijuana River into California that have resulted in the degradation of water quality and water recreational areas in Southern California.

The Tijuana River flows north through highly urbanized areas in Mexico before it enters the Tijuana River Estuary and eventually the Pacific Ocean via waterways in San Diego County in California. Urban growth in Tijuana has contributed to a rise in rates of upstream flows from water treatment facilities in Mexico. These treatment facilities have raised the amount of untreated sewage and waste in the Tijuana River due to faulty infrastructure and improper maintenance. The federal government refers to the river as an “impaired water body” because of the presence of pollutants in excess, which pose significant health risks to residents and visitors in communities on both sides of the border.

Federal Efforts to Address Pollution Crisis

To remedy the Tijuana River’s low water quality, the United States and Mexico entered into a Treaty in 1944 entitled: *Utilization of Waters of the Colorado River and Tijuana Rivers and of the Rio Grande – the International Boundary and Water Commission (IBWC)*. The IBWC was designed to consist of a United States section and a Mexico section. Both sections were tasked with negotiating and implementing resolutions to address water pollution in the area, which includes overseeing the development of water treatment and diversion infrastructure.

After the formation of the IBWC, the U.S. and Mexico entered into a treaty in 1993 entitled: *Agreement Concerning the Establishment of a Border Environment Cooperation Commission and a North American Development Bank*. This agreement established the North American Development Bank (NADB), which certifies and funds infrastructure projects located within 100 kilometers (62 miles) of the border line. The NADB supports federal programs like the Border Water Infrastructure Program (BWIP), which was initially funded at \$100 million, annually.

The degradation of existing water treatment infrastructure along the border coincides with the federal government’s defunding of the BWIP, which has steadily decreased from \$100 million in 1996 to \$10 million today. The Federal FY 2020 Budget proposes eliminating BWIP funding

altogether. EPA's regions 6 and 9 (includes U.S. states that border Mexico) have identified a number of eligible projects that address public health and environmental conditions along the border totaling \$340 million.

The NADB has funded the development of water infrastructure in both the U.S. and Mexico. Water diversion and treatment infrastructure along the U.S – Mexico border includes, but is not limited to, the following facilities:

- *The South Bay International Wastewater Treatment Plant (SBIWTP)*. This facility was constructed by the U.S. in 1990 and is located on the California side of the border and is operated under the jurisdiction of the IBWC. The SBIWTP serves as a diversion and treatment sewage plant to address the flow of untreated sewage from Mexico into the United States.
- *Pump Station CILA*. CILA was constructed by Mexico in 1991 and is located along the border in Mexico. This facility serves as the SBIWTP's Mexican counterpart.

Both the SBIWTP and CILA facilities have had a multitude of overflows containing untreated sewage and toxic waste that spills into the Tijuana River. The cause of overflows can be attributed to flows exceeding the maximum capacity that the infrastructure can accommodate (this is exacerbated during wet and rainy seasons) and failure to properly operate and maintain the facilities. Much of the existing infrastructure has not had updates or repairs for decades, causing overflows to become more frequent and severe. The most notable overflow occurred in February 2017, wherein 143 million gallons of polluting waste discharged into the Tijuana River; affecting the Tijuana Estuary, the Pacific Ocean, and Southern California's waterways.

State Actions

In response to the February 2017 overflow, the San Diego Water Board's Executive Officer sent a letter to the U.S. and Mexican IBWC Commissioners which included recommendations on how to improve existing infrastructure and communications methods between both nations.

In September of 2018, California Attorney General Xavier Becerra submitted a lawsuit against IBWC for Violating the Clean Water Act by allowing flows containing sewage and toxic waste to flow into California's waterways, posing a public health and ecological crisis. The cities of Imperial Beach, San Diego, Chula Vista, the Port of San Diego, and the San Diego Regional Water Quality Board have also filed suit against the IBWC. The suit is awaiting its first settlement conference on October 19, 2019. If parties are unable to reach a settlement, the case will go to trial.

Fiscal Impact:

California's economy is currently the sixth largest in the world, with tourism spending topping \$140.6 billion in 2018. In the past five years, San Diego's Border Field State Park has been closed for over 800 days because of pollution from the Tijuana River. A decline in the State's beach quality and reputation could carry macroeconomic effects that could ripple outside of the San Diego County region and affect coastal communities throughout California.

Existing League Policy

The League of California Cities has extensive language on water in its Summary of Existing Policy and Guiding Principles. Fundamentally, the League recognizes that beneficial water quality is essential to the health and welfare of California and all of its citizens. Additionally, the League advocates for local, state and federal governments to work cooperatively to ensure that water quality is maintained.

The following policy relates to the issue of water quality:

- Surface and groundwater should be protected from contamination.
- Requirements for wastewater discharge into surface water and groundwater to safeguard public health and protect beneficial uses should be supported.
- When addressing contamination in a water body, water boards should place priority emphasis on clean-up strategies targeting sources of pollution, rather than in stream or end-of-pipe treatment.
- Water development projects must be economically, environmentally and scientifically sound.
- The viability of rivers and streams for instream uses such as fishery habitat, recreation and aesthetics must be protected.
- Protection, maintenance, and restoration of fish and wildlife habitat and resources.

Click here to view the **Summary of Existing Policy and Guiding Principles 2018**.

Comments:

1. Water quality issues are prevalent across California and have been a constant priority of the State's legislature and residents. In 2014, California's voters approved Proposition 1, which authorized \$7.5 billion in general obligation bonds to fund water quality improvement projects. In 2019, the Legislature reached an agreement to allocate \$130 million from the State's Greenhouse Gas Reduction Fund (GGRF) to address failing water infrastructure and bad water qualities for over one million of California's residents in rural communities. Water quality is not an issue unique to the County of San Diego and communities along the border.
2. Tijuana River cross-border pollution has caught national attention. Members of Congress have proposed recent funding solutions to address the pollution crisis, including:
 - In February of 2019, California Congressional Representatives Vargas, Peters, and Davis helped secure \$15 million for the EPA to use as part of its BWIP.
 - *H.R. 3895 (Vargas, Peters, 2019), The North American Development Bank Pollution Solution Act*. This bill seeks to support pollution mitigation efforts along the border by increasing the NADB's capital by \$1.5 billion.
 - *H.R. 4039 (Levin, 2019), The Border Water Infrastructure Improvement Act*. This bill proposes increasing funding to the BWIP from the existing \$10 million to \$150 million as a continuous appropriation until 2025.

Additionally, the National Association of Counties (NACo) and the U.S. Conference of Mayors enacted resolutions in support of increased funding for U.S. – Mexico border water infrastructure to address the environmental crisis in 2019.

3. The border pollution problem has sparked action from local, state, and federal actors. Should this resolution be adopted, League membership should be aware that future action will be adapted by what is explicitly stated in the resolution's language. In current form, the resolution's resolve clause cites the BWIP as the only program that should receive reinstated and proper funding. League staff recommends the language be modified to state:

"NOW, THEREFORE, BE IT RESOLVED at the League General Assembly, assembled at the League Annual Conference on October 18, 2019 in Long Beach, that the League calls upon the Federal and State governments to restore and ensure proper funding for environmental infrastructure on the U.S. – Mexico Border, including ~~to the U.S.–Mexico~~ Border Water Infrastructure Program (BWIP), and recommit to working bi-nationally to develop and implement long-term solutions to address serious water quality and contamination issues, such as discharges of untreated sewage and polluted sediment and trash-laden transboundary flows originating from Mexico, that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state."

Modifying the language would ensure enough flexibility for the League to support funding mechanisms outside of the prescribed federally-operated BWIP.

4. It remains unclear if there is an appetite in Washington to fund border-related infrastructure projects that address environmental quality. Given the high probability of another overflow containing waste and sewage from the existing infrastructure operated by the IBWC, League membership should consider the outcome if no resolution is reached to address the issue.

Support:

The following letters of concurrence were received:

Cities:

The City of Calexico

The City of Coronado

The City of Imperial Beach

The City of San Diego

In their individual capacity:

Amanda Young Rigby, City of Vista Council Member

Bill Baber, City of La Mesa Council Member

Consuelo Martinez, City of Escondido Deputy Mayor

George A. Nava, City of Brawley Council Member

John Minto, City of Santee Mayor

Judy Ritter, City of Vista Mayor

Luke Hamby, City of Brawley Council Member

Norma Kastner-Jauregui, City of Brawley Mayor Pro-Tempore

Sam Couchman, City of Brawley Council Member



AGENDA STAFF REPORT

MEETING DATE: 10/1/2019

AGENDA SECTION: H

SUBJECT:

Police: Approve declaration of nine firearms as Surplus Property.

RECOMMENDATION:

That the City Council, by motion approve declaring nine (9) firearms as Surplus Property and to use the acquired funds for a less lethal weapon purchase.

BACKGROUND:

The department has in storage the following firearms;

1. Benelli 12 Gauge Shotgun - M175060
2. Benelli 12 Gauge Shotgun - M175061
3. Heckler & Koch Mp5 Submachine Gun - 63-100275
4. Smith & Wesson .357 Magnum Revolver - N198354
5. Smith & Wesson .357 Magnum Revolver - N198500
6. Smith & Wesson .357 Magnum Revolver - AJD9466
7. Remington Model 300 .308 Rifle - B6770978
8. Remington Model 300 .308 Rifle - B6770978
9. Remington Model 300 .308 Rifle - B6770978

Some of these firearms are over 30 years old and have been in secure storage for years. We no longer utilize any of these firearms and they are no longer useful to our department.

We are requesting that the firearms be listed as surplus property. The department will then determine fair market value based on a review of the firearms from one of our vendors, and they will be sold for that price. One of these weapons in particular is a controlled firearm (sub-machine gun) and will have to be sold to either a Class 3 Firearms dealer or to another agency.

The Police Department will then use the acquired funds to purchase less lethal weapon options. None of the firearms will be offered for sale to the general public.

FISCAL IMPACT:

None

ATTACHMENTS: