



City Council Meeting Agenda

September 19, 2023
7:00 PM – Regular Meeting
Council Chambers
400 N. Douty St.

Council Members will meet in-person in the Council Chambers. The meeting will also be lived streamed on the City's website: <http://livestream.hanford.city/>

4:00 PM CALL TO ORDER STUDY SESSION AND CLOSED SESSION:

ROLL CALL BY THE CITY CLERK:

PUBLIC COMMENT:

*Study Sessions are considered Special Meetings under the Brown Act. Accordingly, comments from the public are limited to items listed on the agenda (GC 54954.3a). Public Comment will be accepted during each agenda item. 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. Presentation from Lechowicz & Tseng Municipal Consultants on progress of a Rate Study for water, wastewater and storm drain rates and Council direction to staff and consultants to assist with the completion of the Study.
- B. Preview of the Active Transportation Plan, including the scope of work, timeline, community outreach, and it's relationship with the Reconnecting Communities Program

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- A. PUBLIC EMPLOYEE APPOINTMENT (GC 54957)
TITLE: Police Chief

CALL TO ORDER REGULAR SESSION:

ROLL CALL:

INVOCATION:

Albert Toralez

FLAG SALUTE:

CLOSED SESSION ACTION REPORT:

RECOGNITION:

Oath of office and Badge Pinning Ceremony for Officer Robert Leist, Officer Michael Crawmer, Officer Dario Salazar, Officer Cyrena Lopez, and Officer Evan Gonzales

COUNCIL REPORTS/GENERAL REPORTS:

Brief information-only reports from City Council and/or Staff, including committee reports and reports by City Council related to meetings attended at City expenses (AB1234).

PUBLIC COMMENT:

This is the time for citizens to comment on subject matters 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. State law does not allow the Council to discuss or take action on issues not on the agenda, except that members of the Council or staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights (Gov. Code sec. 54954.2). A maximum of three minutes is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.

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. Procedural Waiver: Waive reading in full of resolutions and ordinances and approval and adoption of same by reading title the only.
- B. City Clerk: Approval of the Minutes of the August 1, 2023 Meeting
- C. City Clerk: Approval of the Minutes of the August 15, 2023 Meeting
- D. Administration: Approval of a 5-year contract with Brandley Engineering, of Loomis, California, to provide Airport Engineering, Planning and Construction Management Services for State and Federally funded Airport Improvement Projects.
- E. IT: Approval of the renewal of the three-year Microsoft software licensing from Dell Computer Corporation in the amount of \$244,154.58
- F. Public Works: Approval of the Notice of Completion, for a final project cost of \$3,594,350.00, for the Drilling and Development of Water Wells 51 and 52 Project, by ZIM Industries, Inc., and Authorization for the Mayor to execute and the City Clerk to attest and file said Notice with Kings County Recorder's Office.
- G. Public Works: Approval of the Suggested Routes to School plans for Hanford Elementary School District and Saint Rose-Thomas McCarthy School for the upcoming 2023-2024 school year.
- H. Public Works: Approval of the Suggested Routes to School plans for Frontier Elementary School, Pioneer Elementary School, and Pioneer Middle School for the upcoming 2023-2024 school year.
- I. Fire: Approval of the acceptance of an award from the 2022 State Homeland Security Grant Program (SHSGP) funding, in the amount of \$49,115 for the Hanford Fire Department; Appropriation and Authorization to utilize the funding to purchase Unmanned Aircraft (Drones) and Incident Command Training.

PUBLIC HEARING:

- A. Community Development: Public hearing to consider any comments received regarding the 2022-23 CDBG Consolidated Annual Performance and Evaluation Report (CAPER) and Approval of the submittal of the Program Year 2022 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report.

GENERAL BUSINESS:

- A. Public Works: Approval of a two-year contract, with three one year options for a total of five (5) years, with Sweeping Corporation of America (Visalia, CA) in the amount of \$632,660.07 and approve designating four City owned street sweepers as surplus and authorizing their sale.

COUNCIL COMMENTS AND COMMUNICATIONS:

At this time, any Council Member may ask a question for clarification, make an announcement, or report briefly on their activities. In addition, subject to Council Policies and Procedures, they may request staff to report back to the Council at a subsequent meeting concerning any matter or take action to direct staff to place a matter of business on a future agenda. (GOV. CODE SEC. 54954.2)

- A. Council Future Agenda Items
- B. Upcoming Events and Important Dates:
 - September 20 & 21: Active Transportation Plan (ATP) Walk Assessment Open House in the Civic Auditorium [More info](#)
 - September 20-22: League of California Cities Annual Conference and Expo in Sacramento
 - September 23 & 30: Free Fitness Court Classes 8:00 a.m. - 9:00 a.m. at Hidden Valley Park
 - October 3: Regular City Council Meeting
 - October 3: Hanford Police Department 2023 National Night Out 6:00 p.m. - 8:00 p.m. in Civic Park
 - October 7 & 8: Renaissance Fair 10:00 a.m. - 6:00 p.m. in Civic Park

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: 9/19/2023

AGENDA SECTION: STUDY SESSION

SUBJECT:

Presentation from Lechowicz & Tseng Municipal Consultants on progress of a Rate Study for water, wastewater and storm drain rates and Council direction to staff and consultants to assist with the completion of the Study.

RECOMMENDATION: Recommendation: That City Council receive a presentation from Lechowicz & Tseng Municipal Consultants on progress of a Rate Study for water, wastewater and storm drain rates and provide direction to staff and consultants for completion.

Recommended Motion: Provide direction to staff and consultants for the Rate Study.

BACKGROUND:

Utility operations in water, sewer and storm drain are self-supporting enterprise funds that provide services for a fee. Charges for service through rates are the primary source of funding for operations and also fund a significant portion of the capital improvement program which includes the debt service (principal and interest) for bonds issued to fund these projects. Developer fees are the other funding source for capital projects. However, impact fees paid by developers are legally limited to addressing the impacts caused by the impacts of the developers' projects. For example, a project's impact fees may not be utilized to address normal wear and tear to infrastructure improvements that are not caused by that project.

It has been five years since water rate adjustments. The last water rate increase was July 1, 2018 (adopted in Resolution No. 15-60-R on December 15, 2015). The last sewer/storm rate increase was July 1, 2011 (adopted in Resolution No. 09-77-R on November 17, 2009) over twelve years ago. Without updating rates the City will not have long term sustainability.

City Council has the authority to approve rate changes when necessary to ensure the continued recovery of costs for services and to secure reinvestment into the system infrastructure for long term sustainability.

Proposition 218 (Prop 218), approved in 1996, adds Article XIII D (Voter Approval for Local Tax Levies) to the California Constitution. All property-related fees, such as water, wastewater and storm drain fees and charges, must meet Prop 218's requirements. It applies to most utility charges and fees; however, electric and gas utility charges were specifically exempted from the definition of property-related charges in the statute. The City is required to provide notice of proposed increases to the sewer, water and refuse collection service fees and charges to all affected ratepayers and record receipt of all written protests during a public hearing. Prop 218 prohibits increases to fees and

charges if a majority of the affected ratepayers submit written opposition to proposed increases.

The City's utilities are faced with many current and future challenges including aging infrastructure, preserving groundwater supply, adapting to changing water and wastewater quality regulations, and increased operational and capital costs. A growing proportion of Hanford's utility infrastructure is aging beyond its expected useful life. For example, the expected useful life of water distribution pipeline is 40 years. Hanford's operational costs are not immune to the impacts of inflation, which increase construction and equipment costs as well. In addition, adequate fund balance must be maintained to maintain applicable bond requirements and sustain operations in event of a fiscal emergency.

The consultant Lechowicz & Tseng and staff will present to Council a preliminary look at the needs of the water and sewer enterprises and seek Council's direction on how to draft a final report before final public notification and public hearings. Per Government Code Sections 53750 and 53751, the California Legislature has determined that, for purposes of Proposition 218, "sewer" includes sanitary sewer and storm water collection and disposal systems. As a result, increases to storm water fees are subject to Proposition 218's "majority protest" rules and do not require voter approval. Any new rates (if warranted) are recommended to be in place by January 1, 2024.

Fiscal Impact:

There is no fiscal impact at this time. City Council's direction today will help to shape how the City is able to adequately fund water and sewer operations and capital needs.

The proposed five-year water utility rate plan will fund future operating and capital costs, maintain reserve levels and financial metrics that comply with approved fiscal and reserve policies, and maintain current bond ratings to keep current and potential borrowing costs for capital investments low.

Based on Council direction today, staff and the consultant will bring back an updated draft study for consideration to prepare all documents necessary for public noticing of a rate proposal, to update proposed rate schedules to reflect changes due to the rate proposal, and to update any other documents necessary for the public hearing. New rates would be proposed to be effective as of January 1, 2024.

ATTACHMENTS:

None



AGENDA STAFF REPORT

MEETING DATE: 9/19/2023

AGENDA SECTION: STUDY SESSION

SUBJECT:

Preview of the Active Transportation Plan, including the scope of work, timeline, community outreach, and it's relationship with the Reconnecting Communities Program

RECOMMENDATION:

Recommendation: The Council receive a presentation on the Active Transportation Plan and overview of the Reconnecting Communities Program and the proposed project for this funding cycle.

Recommended Motion:

BACKGROUND:

On October 27, 2022, the City of Hanford submitted a Sustainable Transportation Planning Grant application to the California Department of Transportation (Caltrans), requesting \$252,143 to create an Active Transportation Plan (ATP) to update the 2016 Pedestrian and Bicycle Plan. In May 2023, the City was awarded \$253,499 to create an ATP.

The existing bicycle and pedestrian networks within the City of Hanford are disjointed and incomplete, with high-stress segments, missing sections of sidewalk and bicycle facilities, and significant barriers (Highway 198 and UPRR Railroad) that lack clear, safe, and comfortable crossings for active transportation users. Additionally, the City of Hanford is poised for significant growth over the next decade from the California High-Speed Rail Kings/Tulare station, currently under construction on the City's eastern edge. This presents an opportunity to leverage this significant regional transportation asset and facilitate a more significant modal shift towards active transportation.

The City of Hanford will develop an Active Transportation Plan (ATP) to provide the community with a clear roadmap to guide investments in non-motorized infrastructure, policies, and programs. The Plan will enhance bicyclist and pedestrian safety, facilitate modal shifts out of personal vehicles, and improve the quality of life for Hanford's large disadvantaged community. Half the population (29,651 people) live in poor census tracts (scoring in the bottom 10.8% according to the Healthy Places Index and CalEnviroscreen 4.0 scores from 91-99). Hanford does not have a robust multimodal network (Class I, Class IV, and no buffered Class II bike lanes; standard Class II bike lanes exist on only three streets). There is currently no dedicated space for bicyclists to cross Highway 198 safely, thus creating a barrier between high-poverty neighborhoods and the majority of essential services and jobs.

Furthermore, 13 of 16 Class III bike routes are high-speed (35 mph and up) roadways with no

dedicated space or lane markings. As a result, residents suffer from high crash rates within disadvantaged communities. Despite the lack of connected, comfortable routes, people living in underprivileged areas use active transportation more frequently than 45.5% of all California census tracts (Attachment 2B-3). This Plan will engage the public with a focus on hearing from historically marginalized stakeholders to reflect their needs.

The City will invite participation from the Kings County Action Organization, Tachi Yokut Tribe, local businesses and employers, Kings County Association of Governments, and Caltrans District 6. In addition, the Plan will identify first/last mile to transit connections to align with the forthcoming California High-Speed Rail (HSR) Kings/Tulare Station.

The final Plan will include a prioritized list of recommendations, including planning level cost estimates and implementation strategy (see attached Work Plan). In addition, the City will refine the top three priority projects into project concepts, including 15% design-level concepts for future grant applications.

This project will thoroughly review the existing conditions within the City of Hanford and gather feedback from the public to identify existing issues, concerns, and deficiencies for active transportation users. The project will evaluate current levels of traffic stress, equity considerations, demand, and mode shift potential in addition to specific locations identified by the public through an interactive mapping exercise. The project will ultimately produce an Active Transportation Plan for the City, which includes a prioritized list of active transportation infrastructure projects and non-infrastructure programs/policies for improving active transportation in the City of Hanford, as well as implementation guidance.

We are currently implementing Task 2, Public Outreach and Data Gathering. Task 2 includes the following:

- Public Engagement Plan
- Equity Framework
- Active Transportation Advisory Committee
- Pop-Up Events
- Project Website and Online Engagement
- Public Outreach Signage
- Community Walking Audit

Attachments:

ATP Cost and Schedule
ATP Scope of Work

FISCAL IMPACT:

The Active Transportation Plan is fully funded through the Sustainable Transportation Planning Grant, funded by the California Department of Transportation (Caltrans), in the amount of \$252,143.

ATTACHMENTS:

1. ATP Cost and Schedule
2. ATP Scope of Work

**Sustainable Communities Grant
2022/2023
City of Hanford Active Transportation Plan
City of Hanford**

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Scope of Work

Task 01 Project Administration

The following tasks will be performed by the City of Hanford under this task:

- Conduct Project kick-off meeting with Caltrans at the start of the grant
- Invoicing and quarterly reporting to Caltrans

Task 01 Deliverables:

- Caltrans / City of Hanford Kick-off meeting (agenda, goals, agreements, and schedules) and meeting notes
- Monthly invoicing to Caltrans
- Quarterly reporting to Caltrans

Task 02 Consultant Procurement

The following tasks will be performed by the City of Hanford under this task:

- Develop Request for Proposals for CONSULTANT to assist in the development of the Active Transportation Plan
- Coordinate with Caltrans to develop approved RFP
- Conduct Procurement following Caltrans guidance

Task 02 Deliverables:

- Executed contract with CONSULTANT to complete Active Transportation Plan following Tasks 1 – 7 below.

Task 1 Project Planning & Coordination

KICK-OFF MEETING

The CONSULTANT team will plan and facilitate a project kick-off meeting to clarify the project scope, background, expectations, and measures of success. CONSULTANT will prepare the agenda and meeting notes. Recommended objectives for the kick-off meeting include:

- Establish communication channels and protocols
- Review project objectives
- Refine project work plan and schedule
- Identify known preliminary issues
- Develop list of background data/plans to request and review

PROJECT COORDINATION

Throughout the project, there will be ongoing coordination between the CONSULTANT team and the Hanford City Staff. CONSULTANT Project Manager will be in regular communication with the City Project Manager – including email, phone, and written communications to keep the City apprised of progress. CONSULTANT's overall project management services will include:

- General project management. CONSULTANT will administer the project contract, coordinate personnel, prepare and maintain the project schedule and budget, and prepare invoicing.
- Quality assurance and quality control. Each of submittal will be reviewed by the Principal-in-Charge and a copy editor to see that the City quality standards are met. CONSULTANT should demonstrate that they will utilize senior level staff

for all submittal reviews, and clearly communicate project requirements to the entire project team so all team members understand the project expectations.

- Project schedule. CONSULTANT shall prepare and maintain a project schedule throughout the life of the project. The schedule will be used as a tool to manage the project and updated as the specific milestones are achieved.
- CONSULTANT will coordinate regular project update calls and meetings to review project status and schedule milestone updates.
- Monthly progress reports.
- Meeting notes.

Task 1 Deliverables:

- Kick-off meeting (agenda, goals, agreements, and schedules) and meeting notes
- Project update calls
- Monthly progress reports

Task 2 Public Outreach & Data Gathering

PUBLIC ENGAGEMENT PLAN

As the City of Hanford considers making improvements to its active transportation infrastructure, it is critical to involve citizens and stakeholders in the process. In order to encourage strong participation from the large Hispanic community, each public meeting / event must provide Spanish language accommodations and all outreach materials must be provided in English and Spanish. Early and sustained involvement helps make a successful project, but drawn out schedules can sap the interest of all but most the serious advocates. In our experience, successful engagement requires:

- Tangible projects, project concepts, and well-defined questions that can elicit meaningful input
- Defined, fun exercises that engage the public about project benefits and trade-offs
- Limited timeframes for participation
- Multiple methods of interaction so participants can stay for as much or little time as they like
- Online engagement to reach a broader audience

CONSULTANT will develop a detailed Public Engagement Plan (PEP) that describes proposed events and identifies the schedule and key considerations for each event. This document will describe (1) the goals of the engagement effort, (2) the key audiences to reach within the City, and (3) the strategies (meetings, advertising, and other efforts), to reach these audiences. CONSULTANT will continue to update the engagement strategy as the planning process continues, updating lists of stakeholders and other participants as well as identifying additional activities as needed to support the Plan. All public input will be captured and summarized in a chapter of the Plan.

CONSULTANT will be able to provide access to digital video conferencing software that can accommodate simultaneous participants for webinars or interactive meetings, which can include polling, virtual “breakout sessions”, screen sharing, and live-chats. CONSULTANT will monitor updates on the COVID-19 restrictions and work with the City of Hanford to make any changes to the Public Engagement Plan, as appropriate.

EQUITY FRAMEWORK

CONSULTANT will develop an Equity Framework as part of the PEP which will ensure that all citizens of Hanford have the opportunity to engage meaningfully in the ATP process. The Equity Framework would be used by the City, project stakeholders, and other community-based organizations that are involved in the planning process to focus on what role active transportation facilities and programs can help, if at all, to address disparities. The Framework will help ensure that groups who frequently face greater transportation disparities and vulnerabilities (ex. people of color, women, people of no-and low-income, people with limited English proficiency, people with disabilities, children and seniors, single parents, and people who don’t own cars or do

not drive) are fully considered in the evaluation of existing conditions and in recommendations. This Framework will guide the identification of community outreach events and ensure that engagement with disparate or vulnerable groups is prioritized.

ACTIVE TRANSPORTATION ADVISORY COMMITTEE

CONSULTANT will develop, through active promotion and advertising, an ATP Technical Advisory Committee (ATP-TAC) comprised of various stakeholders and interested citizens willing to volunteer their time to provide input and oversight throughout the duration of the project. This team would serve in a volunteer capacity and meet regularly to review project updates, provide feedback, and assist the project team in meeting project goals. In order to ensure representation from a broad array of the community, the desired make-up of the ATP-TAC will include representatives from the following groups:

- Youth
- Seniors
- People with Disabilities
- Limited English Proficiency
- Low-Income populations

The ATP-TAC shall meet at least quarterly throughout the duration of the project and may meet more frequently, as needed.

CONSULTANT will work with City staff to develop a list of potential stakeholders with an interest in pedestrian and bicycle facilities within the region. These stakeholders shall include, but are not limited to City staff, police services, school district's staff, representatives from service organizations, the Tulare/Kings Hispanic Chamber of Commerce, the local branch of the American Legion (Post 3), Self-Help Housing (benefits low-income families with limited English proficiency), disabled residents, senior citizens, businesses, neighborhood leaders, residents, local bicycle and running clubs, the Tachi Yokut Tribe, King Area Rural Transit (KART), and other interested groups. CONSULTANT will work with City staff to develop a final list of stakeholders and contact specific groups.

CONSULTANT will facilitate up to three (3) ATP-TAC meetings. These meetings may be held concurrently with other public engagement efforts. CONSULTANT will lead all logistical considerations and coordination with stakeholders. CONSULTANT will prepare meeting agendas and will document attendance and input received. The proposed meetings will include:

- Meeting 1 – Listening Session: One meeting at the onset of the project to understand local and regional issues related to bicycling and walking and help set the stage for the development of the project.
- Meeting 2 – Collaboration Session: One meeting to present the summary of existing conditions and gather feedback on early findings. This meeting shall take place prior to the first community workshop. Feedback will be used in the development of materials for the first public workshop.
- Meeting 3 – Presentation Session: One meeting to present the final infrastructure, policy and programmatic recommendations. This meeting shall take place prior to presenting recommendations at the second community workshop. Feedback from this meeting will be incorporated to the final recommendations to be presented at the second and last community workshop.

CONSULTANT will begin specifically promoting opportunities for citizen involvement using general promotion efforts as soon as possible. These efforts shall include, but are not limited to, public notices as follows:

- A total of ten (10), full-color flyers (8.5" x 11") provided to the City for posting on the interior of the KART buses and local establishments
- A public notice provided to the Hanford City Clerk for posting at City Hall
- A public notice advertised in the Hanford News, with an additional public notice posted two weeks later
- A public notice posted to the project website which can be used throughout the duration of the project

POP-UP EVENTS

CONSULTANT shall develop materials and coordinate with the City and ATP-TAC members to conduct up to eight (8) pop-up events during the duration of the project. CONSULTANT will be required to attend a total of four pop-up events with the remaining four to be conducted by City staff or ATP-TAC members. The CONSULTANT will work with the City to publicize the mobile workshops to ensure all members of the public know about the workshop and have the opportunity to attend. CONSULTANT will develop materials, maps, methods to gather input, and summary notes each event. CONSULTANT will provide materials in English and Spanish.

CONSULTANT will work with the City of Hanford to propose a substitution for any activities including pop-up engagement opportunities that may not be possible due to COVID19 related restrictions.

PROJECT WEBSITE AND ONLINE ENGAGEMENT

CONSULTANT will create a project website (in both English and Spanish) which will include a brief summary of the project, a description of the project milestones, a list of key dates, copies of documents cleared for public access that are available for download, contact information for the CONSULTANT point person, and any other materials or resources that may be beneficial to the public. CONSULTANT will regularly post project updates throughout the duration of the project.

CONSULTANT will also provide brief updates (1-2 sentences) to the City on a regular basis for the City to post to City social media (Facebook and Twitter) accounts and on the project website.

CONSULTANT will manage a survey, to be made available in English and Spanish and for both paper and online access, for gathering input on community needs/priorities and challenges in the existing pedestrian and bicycle network. Results from the survey will help inform recommendations to the active transportation network.

CONSULTANT will provide the City with an online interactive community map in order to increase the opportunities for the public to provide meaningful input and feedback. CONSULTANT will utilize online mapping for two project phases:

- Phase 1 Needs: The online map will be available for open-ended comments, feedback, and input from the public. Members of the community may identify priority destinations for walking and biking, routes they would like to see improved, and similar information. The map will allow users to comment on input from other users, allowing for a dialogue among residents. This phase would be online through Task 3.
- Phase 2 Recommendations: The online map will show the draft recommended bicycle, pedestrian, and trail networks developed by CONSULTANT as a result of community input and independent analysis. Members of the public may comment on the recommendations to indicate their approval or disapproval of the network.

PUBLIC OUTREACH SIGNAGE

CONSULTANT will develop one unique poster / yard sign which include a QR code and link to the project website for each outreach phase of the project and print 10 copies (for a total of 20). These promotional materials will help drive locals to the online survey and interactive mapping exercises. The CONSULTANT will work with City staff to place promotional materials at locations that are highly trafficked by pedestrians and bicyclists in the City of Hanford such as the intersection of W 7th Street and Douty Street, the KART transit center, Centennial Park, Freedom Park, the Hanford Sports Complex, and the Civic Center Park.

COMMUNITY WORKSHOPS

CONSULTANT will facilitate four (4) in-person community workshops during the course of the project to highlight the Plan, focused on providing the public with tangible products that require public engagement. There will be two workshops conducted during each outreach phase as described below. CONSULTANT will develop flyers, draft agenda, presentation materials, maps, methods to gather input, and summary notes for the workshop. CONSULTANT will also provide materials in English and Spanish, and will make sure Spanish-speaking staff attend the workshops. The City of Hanford will secure the meeting location and distribute noticing. Beginning thirty (30) days prior to each scheduled workshop, CONSULTANT will engage in multiple methods of outreach to promote the community workshop. CONSULTANT will engage in a concerted public outreach effort using flyers,

public notices, outreach signage, the project website, and social media to advertise the event and encourage participation. Workshops will be developed around the following project phases:

- Phase 1 - Needs Workshops (Workshops 1 & 2) – The first and second workshops will present the existing network and programs, gather feedback on network gaps and areas of concern, and review data on safety concerns, connectivity, and other factors.
- Phase 2 – Recommendations Workshops (Workshops 3 & 4) – The third and fourth community workshops will be used to review the draft policy and infrastructure recommendations, and solicit feedback from the community.

CONSULTANT will demonstrate availability and familiarity with a secondary fully virtual option to Community Workshops as a contingency option for COVID related restrictions.

COMMUNITY WALKING AUDIT

The CONSULTANT will work with the City and ATP-TAC to conduct one walking / bicycling audit within the City and invite community members and the ATP-TAC to participate. The goal of the audit will be to highlight barriers and concerns of residents and to assess existing conditions related to active transportation. The CONSULTANT will oversee coordination and promotion of the audit while managing audit logistics such as scheduling with community partners, route planning, developing of printed materials like route maps or checklists, and providing a summary of findings.

COMMUNITY INVOLVEMENT SUMMARY

At the conclusion of the public involvement portion of the project, CONSULTANT will provide a summary of public engagement with special emphasis on accomplishments with key stakeholders including the school district and underserved portions of the community.

Task 2 Deliverables:

- Final Public Engagement Plan describing goals of the outreach and proposed events
- A total of ten (10), full-color flyers (8.5" x 11") provided to the City for posting on the interior of the Start buses and local bicycle establishments
- A total of twenty (20) yard sign / poster sized promotional signs for posting at highly visible and highly trafficked pedestrian areas
- A public notice provided to the Hanford City Clerk for posting at City Hall
- A public notice advertised in the Hanford News, with an additional public notice posted two weeks later
- A public notice posted to an CONSULTANT-created project website which can be used throughout the duration of the project
- Up to three (3) Technical Advisory Team meetings and meeting materials
- Two (2) community workshops and public notice of workshops (materials in English and Spanish with bilingual interpretation available)
- Project website with monthly updates
- Nine (9) social media posts for City to distribute
- Interactive online survey and map (English and Spanish)
- Up to four (2) pop-up events (materials in English and Spanish with bilingual interpretation available)
- Public engagement summary

Task 3 Community Needs Assessment-User Analysis

Through this task, the CONSULTANT will focus on understanding where the biggest needs and the biggest opportunities may be for providing more comfortable and connected bicycle and pedestrian networks. More specifically, CONSULTANT staff will focus on the following sub tasks:

PLAN REVIEW

CONSULTANT will review relevant plans, policies, and reports that pertain to active transportation in the City to allow for consistency. At the onset of the project, CONSULTANT will work with the City to finalize a list of plans/ documents / policies to be reviewed. CONSULTANT will submit a data request memo to City staff, to request all available plans, policies, and regulations which may have any effect on the development of the plan and recommendations. Following the review of the documents, CONSULTANT staff will develop a summary of plans and how they pertain to the development and implementation of bicycle and pedestrian recommendations in the Plan. The CONSULTANT will consider the potential for displacement of existing community members resulting from recommended projects and provide

VISION, GOALS, AND OBJECTIVES

Based on review of existing plans and input from City staff, CONSULTANT will develop a vision statement for the draft plan. The vision will be a broad and inspirational statement that presents the desired impact on pedestrian and bicycle travel in the future. Goals, policies, and action statements will be developed to support the vision statement. CONSULTANT will develop a memo that will be the foundation of this section of the plan. CONSULTANT will revise the memo based on one set of internally consistent client comments and include final changes in the Draft Active Transportation Plan.

EXISTING CONDITIONS AND BASE MAPS

CONSULTANT will work with the City to compile and organize available information on existing conditions for the project area such as demographics, traffic volumes, state route planning and construction plans, aerial and base maps, and existing bicycle and pedestrian facilities. CONSULTANT will then prepare a series of base maps for design and analysis work that can be easily understood by the public for use at meetings and the public events. Data will also be collected using available data and verified with desktop review and strategic field visits. CONSULTANT will share the final map (with all GIS shape files) with the City.

GAP ANALYSIS

CONSULTANT will conduct a detailed assessment of gaps and needs of on- and off-street bicycle facilities, and pedestrian facilities. This assessment will quantify factors that impact walking and bicycling activity, locate network gaps as potential projects, and identify key pedestrian and bicycling areas based on demand and supply variables. Analysis under this task shall include:

- Demand Analysis (Land Use Analysis). CONSULTANT will use data about existing and proposed land use, trips, and others to identify where there is high demand for biking and walking in Hanford. This will consider access to transit, schools, work, commercial destinations, trail heads, and others. CONSULTANT will coordinate with City Planning Department to consider future land uses surrounding the Kings/Tulare HSR Station and their impacts on future biking and walking demand. CONSULTANT will provide memo summarizing results of up to four analyzed land use scenarios.
- Safety Analysis (Collision Analysis): CONSULTANT will conduct an analysis of safety issues in Hanford. CONSULTANT will use the latest five years of vehicular, bicycle, and pedestrian collisions using the Statewide Integrated Traffic Records System (SWITRS) and Transportation Injury Mapping System (TIMS) to develop maps that illustrate bicycle and pedestrian collision locations based on severity. High injury corridors and intersections will be identified for special consideration in the recommendations section of the plan update. CONSULTANT will work with the city to perform high level audits to identify safety concerns at high-collision locations.
- Modeshare Analysis: CONSULTANT will work with the City to understand the estimated number of existing bicycle trips and pedestrian trips in the plan area, both in absolute numbers and as a percentage of all trips, and the estimated increase in the number of bicycle trips and pedestrian trips resulting from implementation of the plan. CONSULTANT will use data about existing multimodal infrastructure to develop an understanding of how well destinations and areas of demand are connected for people who want to walk and bike for both transportation and recreation. It will also consider how Hanford's bicycle, pedestrian, and trail networks connect to the City's neighbors.
- Equity Analysis: CONSULTANT will map demographic information city-wide to understand specific conditions related to low income, minority households, and households without access to a motor vehicle in the study area. This information can be used to identify programmatic strategies to support students, families, and schools with limited capacity and resources, and in the project prioritization phase to focus resources in areas that have been traditionally less well-served by city infrastructure. As part of this analysis, the CONSULTANT will consider the potential for displacement

caused by recommended projects due to cost-of-living increases and provide policy considerations for the City to proactively address potential issues. This will include a review of industry best practices on displacement mitigation from across the United States.

- Level of Traffic Stress Analysis: CONSULTANT will assess the Level of Traffic Stress (LTS) on the existing bikeway facilities using available data including number of vehicle travel lanes, existing bicycle facilities, and intersection controls. Gaps in the network will be identified in terms of user comfort, identifying where a segment drops below the desired level of traffic stress and implications for ridership. This task will look at:
 - Accessibility of regional destinations
 - Potential new facility requirements (in excess of existing and planned facilities)
 - Existing barriers to bicycle access

CONSULTANT will use these analyses to identify:

- New trail opportunities along creeks/water features, other infrastructure right-of-ways, or adjacent to public street right-of-ways;
- Gaps in existing bicycle networks, intersection crossing needs, and other conflict points,
- Gaps in pedestrian networks, such as sidewalk gaps, crossing needs in areas of pedestrian activities or at crossings of streets and other public right-of-ways;
- Priorities in route choice and how specific project improvements improve overall bicycle mobility based on specific user groups and their preferences;
- Potential enhancements to existing trails and bicycle and pedestrian facilities to meet design and/or Americans with Disabilities Act (ADA) standards, and
- Needs for supporting bicycle facilities, such as bicycle parking, repair stations and other

CONSULTANT will produce a series of maps, tables, and narrative that describe gaps and needs, developing a chapter for the plan that synthesize this information into critical needs and gaps that can be addressed by the City. CONSULTANT will also produce a map specifically identifying opportunities for and barriers to walking and bicycling around schools in the Hanford Elementary School District.

CONSULTANT will develop an Existing Conditions Memo that includes deliverables from Task 3.

Task 3 Deliverables:

- Map identifying opportunities and barriers around schools in the HESD
- Vision, goals, and objectives
- Base map files (GIS format and with all shape files)
- Existing Conditions Memo

Task 4 Non-Infrastructure and Programs

POLICIES AND PROGRAMS REVIEW

CONSULTANT team will catalog any additional policies and programs that the City and non-profit partners conduct to promote pedestrian and bicycle safety. CONSULTANT will categorize programs into the following program areas:

- Education
- Encouragement
- Enforcement
- Evaluation

NON-INFRASTRUCTURE RECOMMENDATIONS

CONSULTANT will develop specific program recommendations in coordination with implementing agencies. CONSULTANT will develop a pedestrian and bicycle programs memo that will be the foundation of the update to the plan for this section. CONSULTANT will revise the memo based on one set of internally consistent client comments.

Task 4 Deliverables:

- Summary of existing policies and programs
- Pedestrian and bicycle programs memo

Task 5 Development and Implementation of the ATP

This task will provide Hanford with a list of projects, a method to prioritize projects, and identification of funding sources to support future projects. The outcome will be a plan with prioritized locations and specific improvements for streets, sidewalks, and intersections that support all users.

DESIGN GUIDELINES

CONSULTANT will develop design guidelines to reflect changes in best practices and in coordination with the City's policies. CONSULTANT will consult the FHWA *Small Town and Rural Multimodal Networks Guide* (STAR) as well as Caltrans Highway Design Manuals and Design Information Bulletins, and 2010 ADA Standards for Accessible Design. The design guidelines will be a stand-alone document. CONSULTANT will develop and revise the design guidelines based on one set of internally consistent client comments. Design guidelines will include the following:

- Bikeway, trail, and sidewalk recommended widths
- Bikeway and trail intersection guidance
- Bicycle detection recommendations
- Striping and signing recommendations
- Bicycle parking recommendations by land use type
- Pedestrian improvement standards, accessibility issues, and crosswalk Prioritization Policy
- Traffic calming and control devices for universal access

CONSULTANT will develop a set of design guidelines tailored to the unique context of the City of Hanford, using images and information on local infrastructure that provides the City with a resource to implement ongoing bicycle and pedestrian design solutions as part of project opportunities that arise from other projects such as new development or regular street resurfacing.

BICYCLE AND PEDESTRIAN NETWORK RECOMMENDATIONS

CONSULTANT will develop pedestrian and bicycle network recommendations. The networks will be developed with a variety of users in mind (school children, commuters, elderly and disabled adults, and recreational users), and enhance local non-motorized connections. The CONSULTANT team will prepare maps depicting existing, funded, and proposed bicycle and pedestrian projects. We will also produce a project list. Each listed project will include the project name, proposed facility type, segment endpoints and segment length. Recommendations will be categorized by facility type and may include:

- Local and regional bikeways (e.g., Class I/II/III/IV facilities)
- Pedestrian spot improvements (e.g., sidewalk infill, crossing enhancements)
- Support facilities (e.g., short- and long-term bike parking and trailheads)
- Future studies (e.g., trail feasibility studies, bike share feasibility studies, signal timing enhancements, and other improvements requiring further analysis)

ORDER OF MAGNITUDE COST ESTIMATES

Based on the draft network recommendations, CONSULTANT will develop planning-level order of magnitude cost ranges for the bicycle and pedestrian network improvements. Order of magnitude cost estimates will include a range of cost to provide decision

makers and the public with an indication of the potential order of magnitude of costs when considering recommendations. Orders of magnitude will be based on the latest unit costs used in Hanford and nearby communities.

PROJECT PRIORITIZATION

CONSULTANT will develop a Project Prioritization matrix that will allow the city to rank the proposed projects. CONSULTANT will develop an initial set of evaluation criteria to be reviewed by the City and ATP-TAC. The evaluation criteria will be used to measure the relative importance of each recommended bicycle and pedestrian improvement. Project evaluation criteria may include:

- Public Support
- Safety
- Connectivity
- Transit Support
- Quality
- Feasibility

The City and the ATP-TAC will provide the final criteria and evaluation method for the CONSULTANT to apply to the proposed projects. As part of this task and using the cost ranges developed during Task 5, CONSULTANT will also identify projects that will require additional review and studies (ex. feasibility, traffic study, ROW needs, etc.). This will help the City identify both priorities and appropriate methods for implementation, including relevant funding sources. The implementation strategy will include general development guidelines for conditioning future development to implement projects identified in this Plan as the opportunity arises.

FUNDING ANALYSIS AND NEEDS

As part of this task, CONSULTANT will provide an implementation strategy that identifies potential funding opportunities – including local, regional, and statewide funding – and applies them to each project. CONSULTANT will compile existing conditions data to help meet the grant application requirements of various federal and state grant programs regularly used to fund non-motorized improvement projects, as identified in the funding portion of the AT Plan, to include, but not limited to, the Highway Safety Improvement Program (HSIP), Active Transportation Program (ATP), and Office of Traffic Safety (OTS) grant program. CONSULTANT will create a funding opportunity matrix to match project recommendations with eligible funding sources.

Task 5 Deliverables:

- Citywide design guidelines for the development of active transportation facilities
- Proposed bicycle and pedestrian network improvements
- Planning level cost estimates for proposed active transportation improvements
- Prioritized project list, including maps and tables that capture the top feasible priorities for the City
- Project recommendations and implementation memo

Task 6 Project Concept Plans

CONSULTANT will develop concept plans of the top three (3) priority projects derived from the funding and needs analysis. These will be suitable for the City to apply for grant funding for implementation and include the following signing, striping and other improvements that can be used to develop preliminary planning-level cost estimates and inform a future detailed design phase. Any changes to the curb/gutter and sidewalks or other work changing the vertical alignment of the area will not include consideration of drainage improvements. New curb or upgraded curb ramp locations will be noted in the concept plans and included cost estimates, but not designed. The CONSULTANT will develop one administrative draft per concept for the City to review and provide one round of comments.

CONSULTANT will revise each concept plan based on one set of internally consistent client comments.

Task 6 Deliverables:

- Concept plans for three (3) priority projects

Task 7 Draft and Final Plan

PREPARE ADMINISTRATIVE DRAFT PLAN

CONSULTANT will prepare and circulate an administrative draft plan for review by City staff and members of the advisory group. The Plan will be comprised of content drafted and approved in the working memos from previous tasks, including conceptual designs, recommendations and standards for improved road safety and operations, pedestrian, bicycle and transit facilities, and enhanced streetscapes. It will identify a network of routes that can be retrofitted in stages over time as part of the City capital improvement program, or as grants, and other funding sources are attained. The document will also contain a record of the outreach process, proposed timing, and prioritization for implementation of the recommendations, and potential funding sources and strategies. City staff will compile and organize comments for response and provide direction for the first round of revisions.

PREPARE PUBLIC REVIEW OF DRAFT PLAN

CONSULTANT will revise the administrative draft based on one set of internally consistent City comments and produce the public draft of the Hanford Active Transportation Plan. The DRAFT plan will be posted on the project website for public comment for a period of one (1) month.

CITY COUNCIL PRESENTATION

CONSULTANT will revise the public draft based on public feedback on the DRAFT plan and guidance from City staff and prepare the final draft of the Hanford Active Transportation Plan. CONSULTANT will present the final draft to the Hanford City Council for approval and adoption.

FINAL DRAFT AND PLAN SUBMISSION

CONSULTANT will finalize the document and transmit electronic source files. CONSULTANT will print and ship up to three (3) hard copies of the final plan to the City, and will deliver one (1) electronic copy to the City.

Task 7 Deliverables:

- Administrative draft plan
- Public draft plan
- Presentation of the final draft to City Council for approval and adoption
- Final draft (including electronic source files and one electronic copy)
- Print and ship up to three (3) hardcopies of the final draft



AGENDA STAFF REPORT

MEETING DATE: 9/19/2023

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of the Minutes of the August 1, 2023 Meeting

RECOMMENDATION:

Recommended Motion: Motion to approve the minutes from the August 1, 2023 meeting.

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

1. August 1, 2023



**City Council Regular Meeting
Minutes**

**August 1, 2023 7:00 PM
Council Chambers
400 N. Douty St.**

4:00 PM CALL TO ORDER STUDY SESSION AND CLOSED SESSION:

Mayor Paden called the study session and closed session to order at 4:00 p.m.

ROLL CALL BY THE CITY CLERK:

Present:	Absent:
Council Member Mark Kairis Council Member Lou Martinez Council Member Travis Paden Council Member Diane Sharp Council Member Kalish Morrow	

PUBLIC COMMENT:

*Study Sessions are considered Special Meetings under the Brown Act. Accordingly, comments from the public are limited to items listed on the agenda (GC 54954.3a). Public Comment will be accepted during each agenda item. A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

Dennis Ham commented on the selection process for the Chair and Vice Chair of the Planning Commission. City Attorney Ty Mizote responded to his comments.

Bob Ramos spoke in favor of allowing public comment for three minutes.

Nick Wagner questioned the study session start time and expressed his concerns regarding comments made by Vice Mayor Kairis.

Mark Pratter expressed his concerns about the Council's discussion about the public comment period.

Jim Nelson commented on the selection process for the Chair and Vice Chair for the city's commissions.

Rusty Brookshire commented on the public comment period time limit.

STUDY SESSION:

- A. Presentation regarding the Annual Fire inspection process and an overview of the Program including the types, frequency, and costs of the inspections.

Fire Chief Pendergrass provided an overview of the fire inspection process including the types, frequency, and cost. Chief Pendergrass took the Council through the West Wing of the Civic Auditorium for a walkthrough fire inspection. Staff answered questions from the Council. No action was taken. The presentation was for informational purposes only.

B. Review of the Handbook of Rules and Procedures for the Hanford City Council and discussion of potential amendments

City Manager Cifuentez provided an overview of the City Council's Rules and Procedures Handbook, covering the major sections. He also discussed the process of amendments. The Council discussed special sessions, the brown act, and the public comment section. The Council provided their feedback. The City Manager will bring back the Handbook with staff recommendations for the Council's review and consideration at a future meeting.

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- A. CONFERENCE WITH LEGAL COUNSEL-REAL PROPERTY NEGOTIATIONS (GC 54956.8):
1. Property: 113 Court St. (Court House) APN: 010-265-001-000
Agency Negotiators: Mario Cifuentez and Ty Mizote
Negotiating Party: Kevin Nickell and Jason Carvalho
 2. Property: 113 Court St. (Bastille) APN: 010-265-001-000
Agency Negotiators: Mario Cifuentez and Ty Mizote
Negotiating Party: Julie Green and Steven Green

CALL TO ORDER REGULAR SESSION:

Mayor Paden called the meeting to order at 7:00 p.m.

ROLL CALL:

Present:	Absent:
Council Member Mark Kairis Council Member Lou Martinez Council Member Travis Paden Council Member Diane Sharp Council Member Kalish Morrow	

INVOCATION:

The invocation was led by Pastor Bobby Guerra.

FLAG SALUTE:

The flag salute was led by Vice Mayor Kairis.

CLOSED SESSION ACTION REPORT:

None.

COUNCIL REPORTS/GENERAL REPORTS:

Brief information-only reports from City Council and/or Staff, including committee reports and reports by City Council

related to meetings attended at City expenses (AB1234).

The Council discussed the meetings and events they attended. The Council also addressed the homeless camp located at Hume Ave. and Shepard Dr.

PUBLIC COMMENT:

This is the time for citizens to comment on subject matters 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. State law does not allow the Council to discuss or take action on issues not on the agenda, except that members of the Council or staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights (Gov. Code sec. 54954.2). A maximum of three minutes is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.

Liz Wagner spoke in opposition to the proposed location of the homeless shelter.

Steven Denton, has been working with Vice Mayor Kairis regarding the stray cats in his neighborhood and he is seeking additional assistance from the Council.

Nick Wagner commented on the proposed location of the homeless shelter. He expressed his concerns regarding the increase in homeless people by having a homeless shelter in the city.

Bob Ramos expressed his concerns about pedestrian safety in the area of the proposed location of the homeless shelter.

Mark Pratter commented on the 18 acres across from Hidden Valley Park.

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.

Mayor Paden pulled item C. Motion to approve the consent calendar except for the items pulled for separate discussion.

RESULT:	Passed (UNANIMOUS)
MOVER:	Council Member Diane Sharp
SECONDER:	Council Member Mark Kairis
AYES:	Travis Paden, Kalish Morrow, Lou Martinez, Mark Kairis, Diane Sharp

- A. Procedural Waiver: Waive reading in full of resolutions and ordinances and approval and adoption of same by reading title the only.
- B. Public Works: Approval of FY 23/24 blanket purchase orders (BPOs) over \$50,000 for various divisions in the Public Works Department. The total amount of these BPOs for FY 23/24 is \$5,520,900.
- C. Finance: Adoption of Resolution 23-29-R to update the authorization of investment of monies in the Local Agency Investment Fund.
- D. Finance: Acceptance and authorization for staff to File the City of Hanford's Quarterly Investment Portfolio and Transactions Reports as of 06/30/2023.

PULLED CONSENT ITEMS:

- A. Public Works: Approval of the Final Map and Subdivision Agreement for Tract No. 934 with Lennar Homes of California, LLC, and adopt the attached Resolution 23-27-R

Establishing the Formation of Assessment District No. 20-02; and adopt the attached Resolution 23-31-R Intention to Levy Assessment and Confirmation of Engineer's Report; and adopt the attached Resolution 23-30-R Initiating Proceedings for the Formation of Assessment District No. 20-02.

[Item C]

Pulled by Mayor Paden.

Mayor Paden recused himself from the discussion and the vote.

Motion to Approve.

RESULT:	Passed
MOVER:	Council Member Diane Sharp
SECONDER:	Council Member Kalish Morrow
AYES:	Kalish Morrow, Diane Sharp, Mark Kairis, Lou Martinez
ABSTAIN:	Travis Paden

PUBLIC HEARING:

- A. Parks and Community Services: Public Hearing to Adopt Resolution 23-28-R, approving the collection of Landscape Assessment District assessments as outlined, pursuant to Chapter 3 of the Landscape and Lighting Act of 1972, and approving the assessment increases as proposed.

Mayor Paden opened up the public hearing at 7:38 p.m. The Parks and Community Services Director Brad Albert, presented the staff report and invited questions from the Council. Mayor Paden questioned the district's property taxes. Vice Mayor Kairis commented on the district areas. Staff and City Attorney Mizote responded to questions from the Council. The Council provided their feedback regarding outreach and educating the homeowners in the districts.

Public Comment:

IN-FAVOR:

None.

OPPOSED:

None.

Mayor Paden closed the public hearing at 8:00 p.m.

Motion to Approve.

RESULT:	Passed (UNANIMOUS)
MOVER:	Council Member Mark Kairis
SECONDER:	Council Member Kalish Morrow
AYES:	Travis Paden, Kalish Morrow, Lou Martinez, Mark Kairis, Diane Sharp

GENERAL BUSINESS:

- A. Police: Adoption of Resolution No. 23-32-R, authorizing the acceptance of a grant from California Highway Patrol in the amount of \$63,033.28, Amendment to the Police Department operating budget to recognize the grant, Appropriation of the same amount in the General Fund for the Police Department, and Authorization for the Police Chief to execute the grant agreement.

Police Chief Sever discussed the grant for the Council's review and approval. Chief Sever answered questions from the Council.

Motion to Approve.

RESULT: (UNANIMOUS)
MOVER: Council Member Lou Martinez
SECONDER: Council Member Mark Kairis
AYES: Travis Paden, Kalish Morrow, Lou Martinez, Mark Kairis, Diane Sharp

- B. Parks and Community Services: Approval of a contract with Park Planet, totaling \$174,586.80, for the purchase of replacement playground equipment and installation services at Earl F Johnson Park, to be funded by the Accumulated Capital Outlay (ACO) Fund.

Parks and Community Services Director Brad Albert discussed the contract and the vendor selection process. He also recommended relocating the playground equipment. The Council discussed the high school students in the area. Council Members Sharp and Morrow spoke in support of relocating the equipment and expressed some concerns regarding the budget.

Motion to approve the contract with the amendment to relocate the playground to site number two, in an amount not to exceed 252,000.

Motion to Approve.

RESULT: (UNANIMOUS)
MOVER: Council Member Kalish Morrow
SECONDER: Council Member Diane Sharp
AYES: Travis Paden, Kalish Morrow, Lou Martinez, Mark Kairis, Diane Sharp

COUNCIL COMMENTS AND COMMUNICATIONS::

At this time, any Council Member may ask a question for clarification, make an announcement, or report briefly on their activities. In addition, subject to Council Policies and Procedures, they may request staff to report back to the Council at a subsequent meeting concerning any matter or take action to direct staff to place a matter of business on a future agenda. (GOV. CODE SEC. 54954.2)

A. Council Future Agenda Items

B. Upcoming Events and Important Dates:

Every Saturday: Free Fitness Court Classes at Hidden Valley Park 8:00 a.m. - 9:00 a.m.

August 12: Helping Hands Volunteer Program at Hidden Valley Park 8:00 a.m. - 12:00 noon

August 15: Regular City Council Meeting

August 19: Walk with a Doc at Hanford Mall (food court entrance) 9:00 a.m.-10:00 a.m.

More info

September 4: City offices will be closed in observance of Labor Day

September 5: Cancelled City Council meeting

ADJOURNMENT:

Mayor Paden adjourned the meeting at 8:29 p.m.

Respectfully submitted,

/s/ Natalie Corral
City Clerk



AGENDA STAFF REPORT

MEETING DATE: 9/19/2023

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of the Minutes of the August 15, 2023 Meeting

RECOMMENDATION:

Recommended Motion: Motion to approve the minutes for the August 15, 2023 meeting.

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

1. August 15, 2023



City Council Regular Meeting Minutes

August 15, 2023 7:00 PM
Council Chambers
400 N. Douty St.

4:00 PM CALL TO ORDER STUDY SESSION AND CLOSED SESSION:

Mayor Paden called the study session and closed session to order at 4:00 p.m.

ROLL CALL BY THE CITY CLERK:

Present:	Absent:
Council Member Lou Martinez Council Member Kalish Morrow Council Member Travis Paden Council Member Diane Sharp Council Member Mark Kairis	

PUBLIC COMMENT:

*Study Sessions are considered Special Meetings under the Brown Act. Accordingly, comments from the public are limited to items listed on the agenda (GC 54954.3a). Public Comment will be accepted during each agenda item. A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

Bob Ramos commented on the mural approval process. He also commented on basketball hoops, and spoke in opposition to creating a permitting process.

Judy Scott agreed with Council Member Morrow's comments regarding the mural approval process.

Jennifer Butts, a local muralist, commented on the mural approval process and shared her experience in other cities. She also answered questions from Council Member Morrow.

STUDY SESSION:

- A. Community Development: Presentation regarding potential changes to the City's mural approval process that would either limit content-based restrictions on murals or effectively prohibit murals within the city

Deputy City Manager Jason Waters discussed the potential changes to the city's mural approval process for the Council's review and direction. The Council discussed the presented options and provided their feedback. Dep. Waters and City Attorney Mizote answered questions from the Council. Council Member Morrow spoke in favor of streamlining the process. After much discussion, the Council directed staff to bring back a mural policy for the Council's review and approval.

B. Community Development: Presentation regarding the required permitting and ordinance changes needed to allow basketball hoops in the City's right-of-way

Deputy City Manager Jason Waters discussed the possible permitting process for allowing basketball hoops in the city's right of way. Dep. Waters also discussed the California Attorney General's suggestion on how to protect the public. The Council discussed staff time, the code enforcement process, the current policy, and the challenges of implementing a permitting process. Staff answered questions from the Council. It was a Council consensus to not take any action at this time.

Mayor Paden adjourned the study session at 5:20 p.m.

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

A. CONFERENCE WITH LEGAL COUNSEL- REAL PROPERTY NEGOTIATION (GC 54956.8)

APN: 014-230-030

Negotiation Party: Thomas G. Loogman, Robert A. Loogman, Colette M. Quinn, John M. Loogman, Jr., Lisa M. Askins, and Trudy N. Simas

Agency Negotiators: Mario Cifuentez, Ty Mizote, and Brad Albert

B. CONFERENCE WITH LEGAL COUNSEL- REAL PROPERTY NEGOTIATION (GC 54956.8)

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

Negotiating Party: Philip Verwey

Agency Negotiators: Mario Cifuentez and Ty Mizote

CALL TO ORDER REGULAR SESSION:

Mayor Paden called the meeting to order at 7:01 p.m.

ROLL CALL:

Present:	Absent:
Council Member Lou Martinez Council Member Kalish Morrow Council Member Travis Paden Council Member Diane Sharp Council Member Mark Kairis	

INVOCATION:

The invocation was led by Ralph Hurtado.

FLAG SALUTE:

The flag salute was led by Council Member Sharp.

CLOSED SESSION ACTION REPORT:

None.

COUNCIL REPORTS/GENERAL REPORTS:

Brief information-only reports from City Council and/or Staff, including committee reports and reports by City Council related to meetings attended at City expenses (AB1234).

The Council members discussed the meetings and events that they attended.

PUBLIC COMMENT:

This is the time for citizens to comment on subject matters 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. State law does not allow the Council to discuss or take action on issues not on the agenda, except that members of the Council or staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights (Gov. Code sec. 54954.2). A maximum of three minutes is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.

Geni Lefler commented on the code violation notice she received from the city.

Eliazbeth Garzarick commented on the city's youth camps programs.

Mike Mendoza commented on his past complaint regarding his tenants' water bill and the lien notice he received. He also questioned the policy for delinquent bills.

Larry Faria spoke in support of the request for approval to add two new police officers.

Victor Chavarin Jr., representative for Senator Hurtardo's office, introduced himself to the Council.

Jaime Barrella commented on animal control's schedule. He stated that the city needs animal control to be available on weekends.

Noor Memon commented on the letters he sent to the Council and the City Manager and he requested a response.

Bob Ramos commented on the basin in the city that remains dry. He stated, "it needs to be checked". He also asked why the Civic Park restrooms were closed during the Main Street event.

Susan Davis, an employee at the Star restaurant, commented on an incident at the restaurant. She also provided pictures of the homeless issue in the alley. She also commented on the homeless issue in the downtown area.

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.

Items E, F, and H were pulled by the Council. Motion to approve the consent calendar except for the items pulled for separate discussion.

Motion to Approve.

RESULT:	Passed (UNANIMOUS)
MOVER:	Council Member Diane Sharp
SECONDER:	Council Member Kalish Morrow
AYES:	Travis Paden, Kalish Morrow, Lou Martinez, Mark Kairis, Diane Sharp

- A. Procedural Waiver: Waive reading in full of resolutions and ordinances and approval and adoption of same by reading title the only.
- B. City Clerk: Approval of the Minutes of the July 18, 2023 Meeting
- C. City Attorney: Approval of the Lease with Latis, LLC for the property known as the Future Heroes Park Land and Authorization for the Mayor to execute the Lease Agreement.
- D. City Attorney: Approval of an Agricultural Ground Lease with Phillip Verwey Farms for the 1,600 acres of land owned by the City's Wastewater Fund for an annual amount of \$161,600, with an annual credit of \$69,000 for the development of two (2) wells on the site by the Lessee.
- E. Public Works: Approval of a Grant of Easement to Southern California Edison for the

purpose of installing utilities to a telecommunications site and Authorization for the City Manager to execute and the City Clerk to attest and file said deeds with the Kings County Recorder's Office; and Approval of an Access and Utility Agreement with T-Mobile West LLC, a Delaware limited liability company for the right to construct, operate, maintain, repair, and replace utility infrastructure within the easement.

- F. Police: Approval of an amended contract between the City of Hanford and Kings County Office of Education School Resource Officer services, for an annual contract amount to \$98,000 for one officer.

PULLED CONSENT ITEMS:

- A. Community Development: Adoption of Resolution 23-34-R, Supporting the submittal of an application for up to \$3,000,000 from the California Department of Housing and Community Development (HCD) State's 2023 Manufactured Housing Opportunity and Revitalization Program (MORE) program, for the Rehabilitation or Replacement of Resident's Mobile homes within Hanford city limits.

[Item E]

Pulled by Council Member Martinez.

Housing Analyst Sandra Lerma-Martinez answered questions from Council Members Martinez and Morrow.

Motion to Approve.

RESULT:	Passed (UNANIMOUS)
MOVER:	Council Member Lou Martinez
SECONDER:	Council Member Mark Kairis
AYES:	Travis Paden, Kalish Morrow, Lou Martinez, Mark Kairis, Diane Sharp

- B. Parks and Community Services: Approval of a three-year agreement with Magic Ice, Inc. (Miami, FL) for the rental of a 60' x 100' natural ice skating rink for the Winter Wonderland Event for a total contract price of \$552,917

[Item F]

Pulled by Council Member Martinez.

Parks and Community Services Director Brad Albert answered questions from the Council.

Motion to Approve.

RESULT:	Passed (UNANIMOUS)
MOVER:	Council Member Mark Kairis
SECONDER:	Council Member Lou Martinez
AYES:	Travis Paden, Kalish Morrow, Lou Martinez, Mark Kairis, Diane Sharp

- C. Police: Approval of an amended contract between the City of Hanford and the Hanford Joint Union High School School District, in the amount of \$98,000 for each of the four School Resource officers, for a total contract amount of \$392,000 annually.

[Item H]

Pulled by Mayor Paden.

Mayor Paden expressed his concerns regarding the overtime expenditures for school events. Chief Sever clarified. The Mayor would like the contracts to be more specific. Vice Mayor Kairis expressed his concerns regarding the contract

verbiage and would like at least to see an addendum to cover that area. Council Member Sharp motioned to approve as presented and instruct staff to approach the district and see if they would be amenable to drilling down and see how they can cover these overtime events. After a brief discussion regarding her motion, Council Member Sharp clarified her motion.

Motion to approve as written and instruct staff to visit the District about this issue and report back to Council with possible addendum.

RESULT: Passed
MOVER: Council Member Diane Sharp
SECONDER: Council Member Kalish Morrow
AYES: Travis Paden, Kalish Morrow, Lou Martinez, Diane Sharp
NAYS: Mark Kairis

GENERAL BUSINESS:

- A. Police: Authorization to add two (2) new Police Officer positions and one (1) new patrol vehicle from existing and 2023/2024 funding from the Citizens Options' for Public Safety (COPS) Fund and Appropriation of \$317,800 in the fiscal year 2023/2024 budget to cover the expenses.

Chief Sever presented to the staff a report for the Council's review and consideration. Staff answered questions from the Council.

Motion to Approve.

RESULT: Passed (UNANIMOUS)
MOVER: Council Member Kalish Morrow
SECONDER: Council Member Lou Martinez
AYES: Travis Paden, Kalish Morrow, Lou Martinez, Mark Kairis, Diane Sharp

- B. Community Development: Approval of the purchase of four (4) 2023 Ford E-Transit-350 Cargo Vans from Future Ford of Clovis (Clovis, CA) for a total price of \$266,821.52, to be partially funded by \$80,000 in grant funding from the San Joaquin Valley Unified Air Pollution Control District (SJVUAPCD) and adoption of Resolution No. 23-35-R to authorize the City Manager as administrator for the Alternative Fuel New Vehicle Program Grant.

Deputy City Manager Jason Waters discussed the transition to a Mobile Workspace vehicle for building inspectors. Staff answered questions from the Council.

Motion to Approve.

RESULT: Passed (UNANIMOUS)
MOVER: Council Member Diane Sharp
SECONDER: Council Member Mark Kairis
AYES: Travis Paden, Kalish Morrow, Lou Martinez, Mark Kairis, Diane Sharp

COUNCIL COMMENTS AND COMMUNICATIONS:

At this time, any Council Member may ask a question for clarification, make an announcement, or report briefly on their activities. In addition, subject to Council Policies and Procedures, they may request staff to report back to the Council at a subsequent meeting concerning any matter or take action to direct staff to place a matter of business on a future agenda. (GOV. CODE SEC. 54954.2)

A. Council Future Agenda Items

Council Member Sharp addressed some concerns expressed by the public regarding the homeless situation. Mayor Paden addressed Mr. Mendoza's public comment and question the language in the utility policy regarding delinquency. City Attorney Mizote responded to the Mayor's comments and questions. The Council advised Mr. Mendoza to contact

the Utility Department regarding his situation.

The Council directed staff to provide a budget update at a future meeting, brought forth by Vice Mayor Kairis.

B. Upcoming Events and Important Dates:

Every Saturday: Free Fitness Court Classes at Hidden Valley Park 8:00 a.m. - 9:00 a.m.

August 19: Walk with a Doc at the Hanford Mall (food court entrance) 9:00 a.m. - 10:00 a.m.

September 4: City offices will be closed in observance of Labor Day

September 5: Cancelled City Council Meeting

September 19: Regular City Council Meeting

September 20-22: Annual Conference and Expo in Sacramento

ADJOURNMENT:

Mayor Paden adjourned the meeting at 8:16 p.m.

Respectfully submitted,

/s/ Natalie Corral
City Clerk



AGENDA STAFF REPORT

MEETING DATE: 9/19/2023

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of a 5-year contract with Brandley Engineering, of Loomis, California, to provide Airport Engineering, Planning and Construction Management Services for State and Federally funded Airport Improvement Projects.

RECOMMENDATION:

Recommendation: That the City Council, by motion, approve the award of a 5-year contract with Brandley Engineering, of Loomis, California, to provide Airport Engineering, Planning and Construction Management Services for State and Federally funded Airport Improvement Projects.

BACKGROUND:

In accordance with the requirements of the Federal Aviation Administration (FAA), a Request for Qualifications was issued in order to seek Statements of Qualifications from any and all firms interested in providing consulting, engineering, planning and construction management services for the next five (5) years. The FAA encourages sponsors (the City accepting the grant) to keep a firm under contract, as opposed to a project by project basis, because the federal funding process for Airport Improvement Projects is typically a 2 year process which includes the project submission for initial consideration, filling of an application and a tentative allocation issued by the FAA. This contract secures the services of the firm and then individual Supplemental Services Agreements will be approved by Council in the future and then executed for each project, which will include the FAA-approved fees for their work on that project.

The RFQ process began earlier this year. Once the RFQ was issued, a consultant selection committee was established that reviewed three (3) proposals that were received in response to the Request for Statement of Qualifications for a multi-year contract for engineering design services for the Hanford Airport. The three (3) firms that responded to the RFQ were:

- Mead & Hunt, Santa Rosa, CA
- Tartaglia Engineering, Atascadero, CA
- Brandley Engineering, Loomis, CA

All of the three (3) firms were invited for an interview, based on a review and evaluation of their written Statements of Qualifications. Mead & Hunt chose to withdraw from the process prior to the interviews. The firms were rated on the merit of their proposals, their knowledge and expertise in both airport projects and AIP funded grant programs. Additionally, they were rated on the record of past performance with other airports as well as any knowledge of local conditions that were exhibited in the proposals and interviews.

Interviews were conducted by a panel including the City Manager, Deputy City Manager and the Airport Manager. The panel ranked the firms based on experience with FAA funded projects and expertise in designing and overseeing the types of projects included in the attached Hanford Airport's federal Airport Capital Improvement Program (ACIP). Brandley Engineering ranked the highest in the interview process. Additionally, Brandley Engineering has worked at other valley airports for over 25 years and is familiar with the area. During that time, they have overseen a variety of airport's capital program, developed airport layout plans, and written grant applications that have resulted in the airport sponsors being offered over \$20 million in AIP grant funding. While the Hanford Airport receives an annual Entitlement Grant of \$150,000, the airport can also qualify for discretionary funding. FAA grants are not "competitive" per se, but the method in which the narrative is written and the ability to phase projects always helps the FAA in their decision on where the discretionary funding gets allocated.

Brandley Engineering has over 70 years of experience in airport design and FAA funded programs. They specialize in pavement and infrastructure projects, with a strong geotechnical background. Given that the Hanford Airport has mostly paving and sealing projects projected for the next 5 years, their proposal rated very strongly. Because the fee structure is provided by the FAA, price is not a deciding factor in this process.

It has been almost 20 years since the airport issued a request for Statements of Qualifications for engineering design services. FAA regulations require airport sponsors to go through a consultant selection process every 5-10 years. Accordingly, the FAA requested that the airport do so after our most recent grant agreement was closed. Staff timed the RFQ and subsequent review process to allow for a new contract period to commence with the new FAA project cycle, which begins each October (Federal Fiscal Year).

Work to be done under this contract will be accomplished over the course of several grant projects and services will be limited to projects which are expected to be initiated within five (5) years of the date of contract execution. The Scope of Work will require the consultant to provide professional services which are generally of an architectural, civil, geotechnical, structural, mechanical and electrical engineering nature. The basic services which will be required of the consultant are usually conducted in four distinct and sequential phases:

- (a) Preliminary Phase – Activities required for defining the scope of a project, such as: (1) conferring with the City and the FAA; (2) planning and procuring the necessary surveys and studies required for preliminary design considerations; and (3) developing design schematics, preliminary layouts and cost estimates.
- (b) Design Phase – Activities required to undertake and accomplish a full and complete project, such as: (1) conducting and attending meetings and design conferences; (2) collecting engineering data and undertaking field investigations; (3) performing geotechnical engineering studies and special environmental studies; (4) preparing necessary engineering reports and recommendations; (5) preparing detailed plans, specifications and cost estimates; and (6) printing and providing copies of engineering drawings and contract specifications.
- (c) Bidding or Negotiation Phase – Assist the City in advertising and securing bids, negotiating for services, analyzing bid results, furnishing recommendations on award of contracts and preparing contract documents.
- (d) Construction Phase – Basic services rendered after the award of a construction contract,

including: (1) providing consultation and advice to the City during all phases of construction; (2) attending pre-construction conferences; (3) inspecting work in progress and providing appropriate reports to the City; (4) reviewing and approving shop drawings for compliance with design concepts; (5) preparing and negotiating change orders; (6) determining amounts owed to contractors; and (7) making final inspections.

In addition to the above requirements, the consultant would be required to participate in the preparation of application documents for FAA grants. The consultant will also act as an extension of City staff and be responsible for the tracking of grants, preparation of Grant Drawdown documents, and all close-out documents and grant compliance.

Proposed projects to be included under the contract include, but are not limited to:

YEAR	PROJECT DESCRIPTION	ESTIMATED COST
2024	Pavement Maintenance Management Plan	\$165,000
2024	Design & Construct – New Fuel Island and Storage Tanks	\$1,890,570
2025	Design & Construct – Relocated Segmented Circle and Windcone	\$241,000

These projects are all part of the airport's 5 year planned Airport Capital Program. Projects will be submitted to the FAA annually for consideration and the FAA will issue a grant offer for those projects that rate the highest on the funding matrix and then qualify for sufficient funding for the project. The year list above is simply for planning purposes. The actual year of funding will depend on when the FAA issues the grant for that particular project. All of the projects will be funded 95% by the FAA, with the local match coming from money budgeted in the Airport Enterprise Fund for capital improvements.

FISCAL IMPACT:

Brandley Engineering will be paid a negotiated fee, based on the value of the projects designed and in accordance with a fee schedule approved by the FAA. All fees are AIP eligible and covered under the individual Federal AIP Grants and the CalTrans Airport Matching Grant program.

ATTACHMENTS:

1. 2023.09.01 Brandley PROFESSIONAL SERVICES AGREEMENT (redline for consultant)
2. Exhibit C combined-federal-contract-provisions Jan 2023
3. Brandley SOQ - Hanford, CA - Engineering3-signed
4. Brandley SOQ - Hanford, CA - Planning3-signed
5. Brandley SOQ - Hanford, CA - ConstMgmt3-signed
6. Hanford Airport - 2024-29 ACIP FINAL

PROFESSIONAL SERVICES AGREEMENT
Professional, Planning, Architectural and Design/Engineering Services
associated with Airport Development Projects for the Hanford Municipal Airport

This Agreement, entered into this _____ day of _____, 2023, by and between the City of Hanford, hereinafter referred to as the "CITY", and Brandley Engineering, Inc. as the "CONSULTANT". hereinafter referred to as the "CONSULTANT."

W I T N E S S E T H

WHEREAS, the CITY is authorized and empowered to employ consultants and specialists in the performance of its duties and functions; and

WHEREAS, the CITY has the desire to secure certain technical and professional services to assist in the preparation and completion of the items of work described as "Scope of Work" in Exhibit "A", and hereinafter referred to as the "PROJECT"; and

WHEREAS, the CONSULTANT represents it is licensed, qualified and willing to provide such services pursuant to terms and conditions of this Agreement.

NOW, THEREFORE, CITY and CONSULTANT agree as follows:

I. SERVICES TO BE PERFORMED BY THE CONSULTANT

- A. Authorized Scope of Work: The CONSULTANT agrees to perform all work necessary to complete in a manner satisfactory to the CITY those tasks described in Exhibit "A" - Scope of Work, for the cost identified in ~~Exhibit "B" - Project Fee(s)~~, each Supplemental Services Agreement.
- B. Additional Services: Incidental work related to the PROJECT and not provided for in Exhibit "A" may be needed during the performance of this Agreement. The CONSULTANT agrees to provide any and all additional services at the rates identified in attached Exhibit "~~C~~ B" - Schedule of Fees for Professional Services. Such additional services shall not be performed by CONSULTANT without the written consent of CITY.

II. TIME OF PERFORMANCE

The CONSULTANT shall commence performance of this Agreement within five (5) days following receipt of fully executed Agreement and Notice to Proceed and shall complete the work within the timeframes outlined in ~~Exhibit "A"~~, each Supplemental Services Agreement, unless otherwise extended in writing by CITY, in its sole discretion (to be altered if negotiated timeframes).

If the CONSULTANT fails to complete the PROJECT within the time specified, plus any extensions of time which may be granted, the CITY shall determine the percent of each work item completed and shall pay the CONSULTANT on that basis.

CONSULTANT shall not be responsible for delays which are due to causes beyond the CONSULTANT's reasonable control. In the case of any such delay, the time of completion shall be extended accordingly in a writing signed by both parties.

III. COMPENSATION

- A. Total Compensation: For services performed pursuant to this Agreement, the CITY agrees to pay and the CONSULTANT agrees to accept, as payment in full, a sum not to exceed the fee defined in each Supplemental Services Agreement.
_____ dollars (\$_____). This amount shall constitute complete compensation, including document production and out-of-pocket expenses for all services for the work and PROJECT identified in Exhibits "A" and "B" each Supplemental Services Agreement.
- B. Payment of Compensation: The CONSULTANT shall be compensated according to the progress payment schedule set forth in Exhibit "D" each Supplemental Service Agreement upon completion of percentage of each noted phase. The CONSULTANT shall be paid no later than thirty (30) days following submission of a written, verified billing to the CITY. Said billing shall include the percentage of each task completed to date and since the date of the preceding billing, if any.

IV. AUTHORIZED REPRESENTATIVE

- A. CITY: The _____ shall represent the CITY in all matters pertaining to the services to be rendered under this Agreement, except where approval of the City Council of the City of Hanford is specifically required.
- B. CONSULTANT: Melissa Brandley shall represent and act as principle for CONSULTANT in all matters pertaining to the services to be rendered by it under this Agreement.

V. TERMINATION

The right to terminate this Agreement, with or without cause, may be exercised without prejudice to any other right or remedy to which the terminating party may be entitled at law or under this Agreement.

- A. Termination By Either Party Without Cause: The CITY or CONSULTANT may terminate this Agreement at any time by giving written notice to the other of such termination and specifying the effective date thereof, at least fifteen (15) days before the effective date of such termination.
- B. Termination of Agreement for Cause: The CITY may by written notice to the CONSULTANT specifying the effective date thereof, at least fifteen (15) days before the effective date of such termination, terminate the whole or any part of this Agreement in any of the following circumstances:

1. If the CONSULTANT fails to perform the services called for by this Agreement within time(s) specified herein or any extension thereof; or
2. If the CONSULTANT fails to make progress under this Agreement as to endanger performance of this Agreement in accordance with its terms, and does not correct such failure within a period of ten (10) days (or longer period as the CITY may authorize in writing) after receipt of notice from the CITY specifying such failure.

C. Post-Termination:

1. In the event the CITY terminates this Agreement with or without cause, the CITY may procure, upon such terms and such manner as it may determine appropriate, services similar to those terminated.
2. Except with respect to defaults of subconsultants, the CONSULTANT shall not be liable for any excess costs if the failure to perform this Agreement arises out of causes beyond the control and without the fault or negligence of the CONSULTANT. Such causes include, but are not limited to, acts of God or of the public enemy, floods, epidemics, quarantine restrictions, strikes, and unusually severe weather; but in the event the failure to perform is caused by the default of a subconsultant, the CONSULTANT shall not be liable for failure to perform, unless the services to be furnished by the subconsultant were obtainable from other sources in sufficient time and within budgeted resources to permit the CONSULTANT to meet the required delivery schedule or other performance requirements.
3. Should the Agreement be terminated with or without cause, the CONSULTANT shall provide the CITY with all finished and unfinished documents, data, studies, services, drawings, maps, models, photographs, reports, etc., prepared by the CONSULTANT pursuant to this Agreement.
4. Upon termination, with or without cause, CONSULTANT will be compensated for the services satisfactorily completed to the date of termination according to compensation provisions contained herein. In no event, shall the total compensation paid CONSULTANT exceed the total compensation agreed to herein.
5. If, after notice of termination of this Agreement, as provided for in this article, it is determined for any reason that the CONSULTANT was not in default under the provisions of this article, then the rights and obligations of the parties shall be the same as if the Agreement was terminated without cause.
6. Termination of this Agreement shall not terminate any obligation to indemnify, to maintain and make available any records pertaining to the Agreement, to cooperate with any audit, to be subject to offset, or to make any reports of pre-termination activities.

VI. INTEREST OF OFFICIALS AND THE CONSULTANT

- A. No officer, member, or employee of the CITY who exercises any functions or responsibilities in the review or approval of this Agreement shall:
 - 1. Participate in any decision relating to this Agreement which effects his personal interest or the interest of any corporation, partnership, or association in which he has, directly or indirectly, any interest; or
 - 2. Have any interest, direct or indirect, in this Agreement or the proceeds thereof during his tenure or for one year thereafter.
- B. The CONSULTANT hereby covenants that he has, at the time of the execution of this Agreement, no interest, and that he shall not acquire any interest in the future, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed pursuant to this Agreement. The CONSULTANT further covenants that in the performance of this work, no person having any such interest shall be employed.

VII. NO PERSONNEL, AGENCY OR COMMISSION

The CONSULTANT warrants, by execution of this Agreement, that no personnel agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide established commercial or selling agencies maintained by the CONSULTANT for the purpose of securing business. For breach or violation of this warranty, the CITY shall have the right to annul this Agreement without liability or, in its discretion, to deduct from this Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

VIII. SUBCONTRACTING

- A. The CONSULTANT shall not subcontract or otherwise assign any portion of the work to be performed under this Agreement without the prior written approval of the CITY.
- B. In no event shall the CONSULTANT subcontract work in excess of 50% of the contract amount, excluding specialized services. Specialized services are those items not ordinarily furnished by a consultant performing the particular type of project.

IX. INDEPENDENT CONTRACTOR

In the performance of the services herein provided for, the CONSULTANT shall be, and is, an independent contractor and is not an agent or employee of the CITY. The CONSULTANT has and shall retain the right to exercise full control and supervision of all persons assisting the CONSULTANT in the performance of said services hereunder. The CONSULTANT shall be solely responsible for all matters relating to the payment of its employees including compliance with social security and income tax withholding and all other regulations governing such matters.

X. SPECIFICATIONS

All specifications, manuals, standards, etc., either attached to this Agreement or incorporated by reference, are binding as to the performance of the work specified in this Agreement unless they are changed by written amendment to this Agreement modified in writing to incorporate such changes.

XI. DOCUMENTS/DATA

- A. Ownership of Documents: All original papers and documents, produced as a result of this Agreement, shall become the property of the CITY. In addition, CITY shall be provided with access and use of any other papers and documents consistent with the purpose and scope of services covered by this Agreement. Any additional copies, not otherwise provided for herein, shall be the responsibility of the CITY.

Documents, including drawings and specifications, prepared by CONSULTANT pursuant to this Agreement, are not intended or represented to be suitable for reuse by CITY or others on extensions of the PROJECT or on any other project. Any use of the completed documents for other projects and any use of incomplete documents without the specific written authorization from CONSULTANT will be at CITY's sole risk and without liability to CONSULTANT. Further, any and all liability arising out of changes made to CONSULTANT's deliverables under this Agreement by CITY or persons other than CONSULTANT is waived as against CONSULTANT, and the CITY assumes full responsibility for such changes unless the CITY has given CONSULTANT prior notice and has received from CONSULTANT written consent for such changes.

- B. Publication: No report, information, or other data given or prepared or assembled by the CONSULTANT pursuant to this Agreement, shall be made available to any individual or organization by the CONSULTANT without the prior written approval of the CITY. Notwithstanding the foregoing, however, the CONSULTANT shall not be required to protect or hold in confidence and confidential information which (1) is or becomes available to the public with the prior written consent of the CITY; (2) must be disclosed to comply with law; or (3) must be disclosed in connection with any legal proceedings.
- C. Copyrights: The CONSULTANT shall be free to copyright material developed under this Agreement with the provision that the CITY be given a nonexclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use the material for government or public purposes.

XII. INDEMNIFICATION AND INSURANCE

- A. As respects acts, errors, or omissions in the performance of professional services, CONSULTANT agrees to indemnify and hold harmless CITY, its elected and appointed officers, and employees, ~~and CITY designated volunteers~~ from and against any and all ~~claims, demands, losses, defense costs,~~ liability for damages or consequential damages arising directly out of but only to the extent actually caused by CONSULTANT's negligent acts, errors or omissions in the performance of his/her services under the terms of this Agreement, except to the extent those arise out of the negligence of CITY. CONSULTANT's obligation to pay for any of the indemnitee's defense shall not exceed CONSULTANT'S proportionate percentage of

fault determined by a court of competent jurisdiction or established under a non-judicial settlement document executed by CONSULTANT.

- B. CITY agrees to indemnify and hold harmless CONSULTANT, its officers, employees, and designated volunteers from and against any and all losses, defense costs, liability or consequential damages to the extent arising out of CITY'S negligent acts, errors or omissions in the performance of this Agreement.
- C. As respects all acts or omissions which do not arise directly out of the performance of services, including but not limited to those acts or omissions normally covered by general and automobile liability insurance, CONSULTANT agrees to indemnify, defend (at CITY's option), and hold harmless CITY, its elected and appointed officers, agents, employees, representatives, and volunteers from and against any and all claims, demands, defense costs, liability, or consequential damages of any kind or nature arising out of or in connection with CONSULTANT's (or CONSULTANT's subcontractors, if any) performance or failure to perform, under the terms of this Agreement; except to the extent those which arise out of the negligence of CITY.
- ~~D. Without limiting CITY's right to indemnification, it is agreed that CONSULTANT shall secure prior to commencing any activities under this Agreement, and maintain during the term of this Agreement, insurance coverage as follows:~~
- ~~1. Workers' compensation insurance as required by California statutes.~~
 - ~~2. Commercial general liability insurance with a combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence. Such insurance shall include coverage for Premises and Operations, Contractual Liability, Personal Injury Liability, Products and Completed Operations Liability, Broad Form Property Damage (if applicable), Independent Contractor's Liability (if applicable).~~
 - ~~3. Professional liability insurance coverage, in an amount not less than One Million Dollars (\$1,000,000).~~
 - ~~4. Comprehensive Automobile Liability coverage with a combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence. Such insurance shall include coverage for owned, hired, and non-owned automobiles and shall be provided by a business automobile policy.~~
- ~~E. CITY'S Risk Manager is hereby authorized to reduce the requirements set forth above in the event he/she determines that such reduction is in the CITY'S best interest.~~
- ~~F. Each insurance policy required by this Agreement shall contain the following clause:~~
- ~~"This insurance shall not be canceled, limited in scope or coverage, or non-renewed until after thirty (30) days prior written notice has been given to the City Clerk, City of Hanford, 319 N. Douty Street, Hanford, CA 93230."~~

~~In addition, the commercial general liability and comprehensive automobile liability policies required by this Agreement shall contain the following clauses:~~

~~"It is agreed that any insurance maintained by the City of Hanford shall apply in excess of and not contribute with insurance provided by this policy."~~

~~"The City of Hanford, its officers, agents, employees, representatives and volunteers are added as additional insureds as respects operations and activities of, or on behalf of the named insured, performed under contract with the City of Hanford."~~

~~G. Prior to commencing any work under this Agreement, CONSULTANT shall deliver to CITY insurance certificates confirming the existence of the insurance required by this Agreement, and including the applicable clauses referenced above. Within thirty (30) days of the execution date of this Agreement, CONSULTANT shall provide to CITY endorsements to the above-required policies, which add to these policies the applicable clauses referenced above. Said endorsements shall be signed by an authorized representative of the insurance company and shall include the signatory's company affiliation and title. Should it be deemed necessary by CITY, it shall be CONSULTANT's responsibility to see that CITY receives documentation acceptable to CITY which sustains that the individual signing said endorsements is indeed authorized to do so by the insurance company. CITY has the right to demand, and to receive within a reasonable time period, copies of any insurance policies required under this Agreement.~~

~~H. In addition to any other remedies CITY may have if CONSULTANT fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, CITY may, at its sole option:~~

- ~~1. Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement; or~~
- ~~2. Order CONSULTANT to stop work under this Agreement and/or withhold any payment(s) which become due to CONSULTANT hereunder until CONSULTANT demonstrates compliance with the requirements hereof; or~~
- ~~3. Terminate this Agreement.~~

~~Exercise of any of the above remedies, however, is an alternative to other remedies CITY may have and is not the exclusive remedy for CONSULTANT's failure to maintain insurance or secure appropriate endorsements.~~

Nothing herein contained shall be construed as limiting in any way the extent to which CONSULTANT may be held responsible for payments of damages to persons or property resulting from CONSULTANT's or its subcontractor's performance of the work covered under this Agreement.

XIII. INSURANCE

a. CONSULTANT, at CONSULTANT's own cost and expense, shall procure and maintain, for the duration of this Agreement, the following insurance policies.

i. Workers Compensation Coverage. 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.

ii. Commercial General Liability (CGL) Coverage. Insurance Services Office (ISO) Form CG 0001, including products and completed operations, with a limit of no less than TWO MILLION AND NO/100 DOLLARS (\$2,000,000) per occurrence for bodily injury, personal injury, and property damage, and a general aggregate limit of no less than FOUR MILLION AND NO/100 DOLLARS (\$4,000,000).

iii. Automobile Liability Coverage. ISO Form Number CA 0001 covering any auto (Code 1), or if CONSULTANT has no owned autos, Code 8 (hired) and 9 (non-owned), with a limit no less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) per accident for bodily injury and property damage.

iv. Professional Liability Coverage. CONSULTANT will maintain Professional Liability coverage with limits no less than TWO MILLION AND NO/100 DOLLARS (\$2,000,000) per occurrence or claim, and TWO MILLION AND NO/100 DOLLARS (\$2,000,000) policy aggregate.

If CONSULTANT maintains higher limits than the minimums shown above, the CITY requires and shall be entitled to coverage for the higher limits maintained by CONSULTANT.

CONSULTANT's insurance policies shall be "occurrence" policies and not "claims-made" coverage except for Professional Liability Coverage. "Claims-made" policies must satisfy the following requirements: (i) the retroactive date of coverage must be shown and must precede the effective date of the contract; (ii) coverage shall be maintained and evidence of coverage must be provided for at least five (5) years after completion of the contract work; and (iii) if coverage is canceled or non-renewed and not replaced with another claims-made policy form with a retroactive date preceding the contract effective date, CONSULTANT must purchase "extended reporting" coverage for a minimum of five (5) years after completion of work.

CONSULTANT may maintain an Umbrella policy in conjunction with the insurance policies referenced above. In such case, CONSULTANT 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 section; 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.

b. Any deductibles or self-insured retentions must be declared to and approved by the CITY.

c. The policies are to contain, or be endorsed to contain, the following provisions:

i. The CITY and its officers, officials, employees, 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 CONSULTANT including materials, parts, or equipment furnished in connection with such work or operations; products used by CONSULTANT; or automobiles owned, leased, hired or borrowed by CONSULTANT. General liability coverage can be provided in the form of an endorsement to CONSULTANT'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, CG 20 26, CG 20 33 or CG 20 38 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 and its officers, officials, employees or volunteers.

ii. For any claims related to this contract, CONSULTANT's insurance coverage shall be primary coverage at least as broad as ISO CG 20 01 04 13 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 CONSULTANT's insurance and shall be non-contributory.

iii. Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the CITY.

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

CONSULTANT 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 CONSULTANT'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.

d. CONSULTANT hereby grants to the CITY and its officers, officials, employees, and volunteers a waiver of any right to subrogation which any insurer of CONSULTANT may acquire against the CITY and/or its officers, officials, employees, and volunteers by virtue of the payment of any loss under such insurance. CONSULTANT 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.

XIII.XIV. NON-DISCRIMINATION

CONSULTANT and all subcontractors shall not discriminate against any employee or applicant for employment on the basis of race, color, national origin, or sex in the performance of this Agreement. The CONSULTANT shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the Consultant to carry out these requirements is a material breach of this Agreement, which may result in the termination of this Agreement.

XIV.XV. MISCELLANEOUS PROVISIONS

- A. Asbestos and Hazardous Materials: In providing its services hereunder, CONSULTANT shall not be responsible for identification, handling, containment, abatement, or in any other respect, for any asbestos or hazardous material if such is present in connection with the PROJECT. In the event the CITY becomes aware of the presence of asbestos or hazardous material at the jobsite, CITY shall be responsible for complying with all applicable federal and state rules and regulations, and shall immediately notify CONSULTANT, who shall then be entitled to cease any of its services that may be affected by such presence, without liability to CONSULTANT arising therefrom.
- B. Successors and Assigns: This Agreement shall be binding upon and shall inure to the benefit of any successors to or assigns of the parties.

- C. Prohibition of Assignment: Neither the CITY nor CONSULTANT shall assign, delegate or transfer their rights and duties in this Agreement without the written consent of the other party.
- D. Firearms Prohibited: Guns may not be carried by contractors/vendors/consultants while working on City of Hanford premises without the expressed written approval of a City of Hanford Department Head, or an exemption in the contract. If a contractor/ vendor/consultant is caught carrying a gun, without City permission, their contract will be terminated.
- E. Dispute/Governing Law: Any dispute not resolvable by informal arbitration between the parties to this Agreement shall be adjudicated in a Court of Law under the laws of the State of California.
- F. Notices: Notice shall be sufficient hereunder if personally served upon the City Clerk of the CITY or an officer or principal of the CONSULTANT, or if sent via the United States Postal Service, postage prepaid, addressed as follows:

CITY OF HANFORD
319 N. Douty Street
Hanford, CA 93230
Attention: City Clerk

CONSULTANT
Brandley Engineering, Inc.
6125 King Rd. Ste 201
Loomis, CA 95650
Attention: Melissa Brandley

- G. Jurisdiction/Venue/Waiver Of Removal: This Agreement shall be administered and interpreted under the laws of the State of California. Jurisdiction of litigation arising from this Agreement shall be in that State. Any action brought to interpret or enforce this Agreement, or any of the terms or conditions hereof, shall be brought in Tulare-Kings County, California. The CONSULTANT hereby expressly waives any right to remove any action to a county other than Tulare-Kings County as permitted pursuant to Section 394 of the California Code of Civil Procedure.
- H. Integration/Modification: This Agreement and each of the exhibits referenced herein, which are incorporated by reference, represents the entire understanding of the CITY and the CONSULTANT as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing signed by the CITY and the CONSULTANT.
- I. Conflict With Law: If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said law, but the remainder of the Agreement shall be in full force and effect.
- J. Attorney's Fees: In the event either party commences any action, arbitration or legal proceedings for the enforcement of this Agreement, the prevailing party, as determined by the court or arbitrator, shall be entitled to recovery of its attorney's fees and court costs incurred in the action brought thereon.
- K. Construction: This Agreement is the product of negotiation and compromise on the part of each party and the parties agree, notwithstanding Civil Code Section 1654, that in the event of uncertainty the language will not be construed against the party causing the uncertainty to exist.

- L. Authority: Each signatory to this Agreement represents that it is authorized to enter into this Agreement and to bind the party to which its signature represents.
- M. Headings: Section headings are provided for organizational purposes only and do not in any manner affect the scope or intent of the provisions thereunder.

XVI. FEDERAL REQUIREMENTS

During the performance of this AGREEMENT, the ENGINEER, for itself, its assignees, and successors in interest, agrees to all the federal contract provisions provided in "Exhibit C," Contract Provisions for Obligated Sponsors and Airport Improvement Program Projects.

IN WITNESS WHEREOF, this Agreement is executed on the day and year first above written.

CITY OF HANFORD

CONSULTANT

City Manager

Melissa Brandley, Secretary, CFO

Approved as to Form

City Attorney

Project Manager

Attachments:

Exhibit "A": Scope of Work

The solicited scope of services includes, but is not limited to, the following tasks:

- Assist in preparation and development of the Airport Capital Improvement Plan (ACIP).
- Prepare necessary applications and documentation for Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant funding.
- Project planning; architecture, landscape architecture, and associated engineering; airfield civil, geotechnical, and electrical engineering for ACIP projects including Terminal, Runways, ~~and~~ Taxiways, aprons, nav aids, lighting, miscellaneous airport facilities and associated tasks.
- Project planning, architecture, landscape architecture, and associated engineering for projects in addition to the ACIP, such as hangars, parking lots, fuel island, and other airport projects as may be deemed appropriate.
- Environmental studies, assessments, and reports to include requirements of CEQA, NEPA, and associated regulations; and representing the County in discussions with regulatory agencies.
- Assistance during bidding and award of construction projects and construction management including review of material submittals and shop drawings, construction oversight, resident engineering, testing and inspection.
- Miscellaneous airport ~~planning~~, engineering and consulting support services as may be required from time to time by the City of Hanford including but not limited to Pavement Maintenance Management Plan, pavement design and evaluation, geotechnical studies, drainage studies, cost estimating, siting studies, surveying and other miscellaneous engineering services as needed. These consultant services may include representing the City in discussions with FAA regarding the work program, grant requirements and project documentation.
- Airport Planning Services including Airport Layout Plan Updates and Narrative Reports, Property Maps and Surveys, Master Planning, Land Use Planning, Land Acquisition, FAA compliance, AGIS Surveys and Obstruction Analysis and other miscellaneous planning services as needed.
- Future AIP projects include but are not limited to:
 - Windsock Relocation Project
 - South Transient Apron Reconstruction
 - Fuel Farm and Island design and construction
 - T-Hangar Design and Development
 - Acquire Land for New General Aviation Terminal
 - Airport Layout Plan Update

EXHIBIT “B” Schedule of Fees for Professional Services

Personnel

Principal Engineer	\$300.00/Hour
Senior Engineer	\$180.00/Hour
Junior Engineer	\$120.00/Hour
Senior Drafter	\$120.00/Hour
Junior Drafter	\$100.00/Hour
Laboratory Technician	\$90.00/Hour
Laboratory Apprentice	\$50.00/Hour
Project Administrator	\$100.00/Hour
Clerical	\$85.00/Hour
Resident Engineer	\$190.00/Hour
Senior Inspector	\$180.00/Hour
Apprentice	\$95.00/Hour

Travel and Vehicle Rental

Per Diem	\$195/Day*
Vehicle Rental	\$50.00/Day + \$0.655/Mile

Subconsultants

Consulting Services, Testing Services	Cost + 10%
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*Subject to change based on U.S. General Services Administration (GSA) Per Diem Rates.

EXHIBIT C – CONTRACT PROVISIONS FOR OBLIGATED SPONSORS AND AIRPORT IMPROVEMENT PROGRAM PROJECTS

C1 ACCESS TO RECORDS AND REPORTS

SOURCE

2 CFR § 200.334

2 CFR § 200.337

FAA Order 5100.38

The Contractor must maintain an acceptable cost accounting system. The Contractor agrees to provide the Owner, the Federal Aviation Administration and the Comptroller General of the United States or any of their duly authorized representatives access to any books, documents, papers and records of the Contractor which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts and transcriptions. The Contractor agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

C2 BREACH OF CONTRACT TERMS

SOURCE

2 CFR Part 200, Appendix II(A)

Any violation or breach of terms of this contract on the part of the *Consultant* or its subcontractors may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement.

Owner will provide *Consultant* written notice that describes the nature of the breach and corrective actions the *Consultant* must undertake in order to avoid termination of the contract. Owner reserves the right to withhold payments to Contractor until such time the Contractor corrects the breach or the Owner elects to terminate the contract. The Owner's notice will identify a specific date by which the *Consultant* must correct the breach. Owner may proceed with termination of the contract if the *Consultant* fails to correct the breach by the deadline indicated in the Owner's notice.

The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

C3 CIVIL RIGHTS - GENERAL

SOURCE

49 USC § 47123

GENERAL CIVIL RIGHTS PROVISIONS

In all its activities within the scope of its airport program, the Contractor agrees to comply with pertinent statutes, Executive Orders, and such rules as identified in Title VI List of Pertinent Nondiscrimination Acts and Authorities to ensure that no person shall, on the grounds of race, color, national origin (including

limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision is in addition to that required by Title VI of the Civil Rights Act of 1964.

The above provision binds the Contractor and subcontractors from the bid solicitation period through the completion of the contract.

C4 CIVIL RIGHTS – TITLE VI ASSURANCE

SOURCE

49 USC § 47123

FAA Order 1400.11

Title VI Solicitation Notice:

The City of Hanford, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and no businesses will be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in consideration for an award.

Title VI List of Pertinent Nondiscrimination Acts and Authorities

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “Contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 USC § 2000d *et seq.*, 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination in Federally-Assisted programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 USC § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 *et seq.*), as amended (prohibits discrimination on the basis of disability); and 49 CFR part 27 (Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance);
- The Age Discrimination Act of 1975, as amended (42 USC § 6101 *et seq.*) (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982 (49 USC § 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (PL 100-259) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);

- Titles II and III of the Americans with Disabilities Act of 1990 (42 USC § 12101, et seq) (prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Nondiscrimination statute (49 USC § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations);
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs [70 Fed. Reg. 74087 (2005)];
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 USC § 1681, et seq).

Compliance with Nondiscrimination Requirements:

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “Contractor”), agrees as follows:

1. **Compliance with Regulations:** The Contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
3. **Solicitations for Subcontracts, including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the contractor’s obligations under this contract and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.
4. **Information and Reports:** The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the Sponsor or the Federal

Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

5. **Sanctions for Noncompliance:** In the event of a Contractor's noncompliance with the non-discrimination provisions of this contract, the Sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
 - a. Withholding payments to the Contractor under the contract until the Contractor complies; and/or
 - b. Cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the Sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Contractor may request the Sponsor to enter into any litigation to protect the interests of the Sponsor. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

C5 CLEAN AIR AND WATER POLLUTION CONTROL

SOURCE

2 CFR Part 200, Appendix II(G)

42 USC § 7401, et seq

33 USC § 1251, et seq

Contractor agrees to comply with all applicable standards, orders, and regulations issued pursuant to the Clean Air Act (42 USC §§ 7401-7671q) and the Federal Water Pollution Control Act as amended (33 USC §§ 1251-1387). The Contractor agrees to report any violation to the Owner immediately upon discovery. The Owner assumes responsibility for notifying the Environmental Protection Agency (EPA) and the Federal Aviation Administration.

Contractor must include this requirement in all subcontracts that exceed \$150,000.

C6 CONTRACT WORKHOURS AND SAFETY STANDARDS ACT REQUIREMENTS

SOURCE

2 CFR Part 200, Appendix II(E)

2 CFR § 5.5(b)

40 USC § 3702

40 USC § 3704

1. Overtime Requirements.

No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic, including

watchmen and guards, in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

2. Violation; Liability for Unpaid Wages; Liquidated Damages.

In the event of any violation of the clause set forth in paragraph (1) of this clause, the Contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this clause, in the sum of \$29 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this clause.

3. Withholding for Unpaid Wages and Liquidated Damages.

The Federal Aviation Administration (FAA) or the Owner shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this clause.

4. Subcontractors.

The Contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs (1) through (4) and also a clause requiring the subcontractor to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this clause.

C7 DEBARMENT AND SUSPENSION

SOURCE

2 CFR Part 180 (Subpart B)

2 CFR Part 200, Appendix II(H)

2 CFR Part 1200

DOT Order 4200.5

Executive Orders 12549 and 12689

CERTIFICATION OF OFFEROR/BIDDER REGARDING DEBARMENT

By submitting a bid/proposal under this solicitation, the bidder or offeror certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

CERTIFICATION OF LOWER TIER CONTRACTORS REGARDING DEBARMENT

The successful bidder, by administering each lower tier subcontract that exceeds \$25,000 as a “covered transaction”, must confirm each lower tier participant of a “covered transaction” under the project is not presently debarred or otherwise disqualified from participation in this federally-assisted project. The successful bidder will accomplish this by:

1. Checking the System for Award Management at website: <http://www.sam.gov>.
2. Collecting a certification statement similar to the Certification of Offeror /Bidder Regarding Debarment, above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract.

If the Federal Aviation Administration later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

C8 DISADVANTAGED BUSINESS ENTERPRISE

SOURCE

49 CFR Part 26

Contract Assurance (49 CFR § 26.13)

The Contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- 1) Withholding monthly progress payments;
- 2) Assessing sanctions;
- 3) Liquidated damages; and/or
- 4) Disqualifying the Contractor from future bidding as non-responsible.

Prompt Payment (49 CFR § 26.29) –

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than 7 days from the receipt of each payment the prime contractor receives from City of Hanford. The prime contractor agrees further to return retainage payments to each subcontractor within 7 days after the subcontractor’s work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the City of Hanford. This clause applies to both DBE and non-DBE subcontractors.

Termination of DBE Subcontracts (49 CFR § 26.53(f)) –

The prime contractor must not terminate a DBE subcontractor listed in response to Supplemental Services Agreement No. 15 (or an approved substitute DBE firm) without prior written consent of City of Hanford. This includes, but is not limited to, instances in which the prime contractor seeks to perform work originally designated for a DBE subcontractor with its own forces or those of an affiliate, a non-DBE firm, or with another DBE firm.

The prime contractor shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless the contractor obtains written consent City of Hanford. Unless City of Hanford consent is provided, the prime contractor shall not be entitled to any payment for work or material unless it is performed or supplied by the listed DBE.

City of Hanford may provide such written consent only if City of Hanford agrees, for reasons stated in the concurrence document, that the prime contractor has good cause to terminate the DBE firm. For purposes of this paragraph, good cause includes the circumstances listed in 49 CFR §26.53.

Before transmitting to City of Hanford its request to terminate and/or substitute a DBE subcontractor, the prime contractor must give notice in writing to the DBE subcontractor, with a copy to City of Hanford, of its intent to request to terminate and/or substitute, and the reason for the request.

The prime contractor must give the DBE five days to respond to the prime contractor's notice and advise City of Hanford and the contractor of the reasons, if any, why it objects to the proposed termination of its subcontract and why City of Hanford should not approve the prime contractor's action. If required in a particular case as a matter of public necessity (e.g., safety) City of Hanford may provide a response period shorter than five days.

In addition to post-award terminations, the provisions of this section apply to preaward deletions of or substitutions for DBE firms put forward by offerors in negotiated procurements.

C9 DISTRACTED DRIVING

SOURCE

Executive Order 13513

DOT Order 3902.10

TEXTING WHEN DRIVING

In accordance with Executive Order 13513, “Federal Leadership on Reducing Text Messaging While Driving”, (10/1/2009) and DOT Order 3902.10, “Text Messaging While Driving”, (12/30/2009), the Federal Aviation Administration encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or subgrant.

In support of this initiative, the Owner encourages the Contractor to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Contractor must include the substance of this clause in all sub-tier contracts exceeding \$10,000 that involve driving a motor vehicle in performance of work activities associated with the project.

C10 PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

SOURCE

2 CFR § 200, Appendix II(K)

2 CFR § 200.216

Contractor and Subcontractor agree to comply with mandatory standards and policies relating to use and procurement of certain telecommunications and video surveillance services or equipment in compliance with the National Defense Authorization Act [Public Law 115-232 § 889(f)(1)].

C11 EQUAL EMPLOYMENT OPPORTUNITY (EEO)

SOURCE

2 CFR Part 200, Appendix II(C)

41 CFR § 60-1.4

41 CFR § 60-4.3

Executive Order 11246

EQUAL OPPORTUNITY CLAUSE

During the performance of this contract, the Contractor agrees as follows:

(1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff, or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

(4) The Contractor will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the Contractor's commitments under this section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any such rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) The Contractor will include the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions, including sanctions for noncompliance: *Provided*, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

STANDARD FEDERAL EQUAL EMPLOYMENT OPPORTUNITY CONSTRUCTION CONTRACT SPECIFICATIONS

1. As used in these specifications:

- a. "Covered area" means the geographical area described in the solicitation from which this contract resulted;
- b. "Director" means Director, Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor, or any person to whom the Director delegates authority;
- c. "Employer identification number" means the Federal social security number used on the Employer's Quarterly Federal Tax Return, U.S. Treasury Department Form 941;
- d. "Minority" includes:
 - (1) Black (all persons having origins in any of the Black African racial groups not of Hispanic origin);

- (2) Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race);
- (3) Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and
- (4) American Indian or Alaskan native (all persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identification).

2. Whenever the Contractor, or any subcontractor at any tier, subcontracts a portion of the work involving any construction trade, it shall physically include in each subcontract in excess of \$10,000 the provisions of these specifications and the Notice which contains the applicable goals for minority and female participation and which is set forth in the solicitations from which this contract resulted.

3. If the Contractor is participating (pursuant to 41 CFR part 60-4.5) in a Hometown Plan approved by the U.S. Department of Labor in the covered area either individually or through an association, its affirmative action obligations on all work in the Plan area (including goals and timetables) shall be in accordance with that Plan for those trades which have unions participating in the Plan. Contractors must be able to demonstrate their participation in and compliance with the provisions of any such Hometown Plan. Each contractor or subcontractor participating in an approved plan is individually required to comply with its obligations under the EEO clause and to make a good faith effort to achieve each goal under the Plan in each trade in which it has employees. The overall good faith performance by other contractors or subcontractors toward a goal in an approved Plan does not excuse any covered contractor's or subcontractor's failure to take good faith efforts to achieve the Plan goals and timetables.

4. The Contractor shall implement the specific affirmative action standards provided in paragraphs 7a through 7p of these specifications. The goals set forth in the solicitation from which this contract resulted are expressed as percentages of the total hours of employment and training of minority and female utilization the Contractor should reasonably be able to achieve in each construction trade in which it has employees in the covered area. Covered construction contractors performing construction work in a geographical areas where they do not have a Federal or federally assisted construction contract shall apply the minority and female goals established for the geographical area where the work is being performed. Goals are published periodically in the Federal Register in notice form, and such notices may be obtained from any Office of Federal Contract Compliance Programs office or from Federal procurement contracting officers. The Contractor is expected to make substantially uniform progress in meeting its goals in each craft during the period specified.

5. Neither the provisions of any collective bargaining agreement, nor the failure by a union with whom the Contractor has a collective bargaining agreement, to refer either minorities or women shall excuse the Contractor's obligations under these specifications, Executive Order 11246, or the regulations promulgated pursuant thereto.

6. In order for the nonworking training hours of apprentices and trainees to be counted in meeting the goals, such apprentices and trainees must be employed by the Contractor during the training period, and the Contractor must have made a commitment to employ the apprentices and trainees at the completion of their training, subject to the availability of employment opportunities. Trainees must be trained pursuant to training programs approved by the U.S. Department of Labor.

7. The Contractor shall take specific affirmative actions to ensure equal employment opportunity. The evaluation of the Contractor's compliance with these specifications shall be based upon its effort to achieve maximum results from its actions. The Contractor shall document these efforts fully, and shall implement affirmative action steps at least as extensive as the following:

a. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which the Contractor's employees are assigned to work. The Contractor, where possible, will assign two or more women to each construction project. The Contractor shall specifically ensure that all foremen, superintendents, and other onsite supervisory personnel are aware of and carry out the Contractor's obligation to maintain such a working environment, with specific attention to minority or female individuals working at such sites or in such facilities.

b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when the Contractor or its unions have employment opportunities available, and maintain a record of the organizations' responses.

c. Maintain a current file of the names, addresses, and telephone numbers of each minority and female off-the-street applicant and minority or female referral from a union, a recruitment source, or community organization and of what action was taken with respect to each such individual. If such individual was sent to the union hiring hall for referral and was not referred back to the Contractor by the union or, if referred, not employed by the Contractor, this shall be documented in the file with the reason therefor, along with whatever additional actions the Contractor may have taken.

d. Provide immediate written notification to the Director when the union or unions with which the Contractor has a collective bargaining agreement has not referred to the Contractor a minority person or woman sent by the Contractor, or when the Contractor has other information that the union referral process has impeded the Contractor's efforts to meet its obligations.

e. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and apprenticeship and trainee programs relevant to the Contractor's employment needs, especially those programs funded or approved by the Department of Labor. The Contractor shall provide notice of these programs to the sources compiled under 7b above.

f. Disseminate the Contractor's EEO policy by providing notice of the policy to unions and training programs and requesting their cooperation in assisting the Contractor in meeting its EEO obligations; by including it in any policy manual and collective bargaining agreement; by publicizing it in the company newspaper, annual report, etc.; by specific review of the policy with all management personnel and with all minority and female employees at least once a year; and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.

g. Review, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination, or other employment decisions including specific review of these items with onsite supervisory personnel such superintendents, general foremen, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time

and place of these meetings, persons attending, subject matter discussed, and disposition of the subject matter.

h. Disseminate the Contractor's EEO policy externally by including it in any advertising in the news media, specifically including minority and female news media, and providing written notification to and discussing the Contractor's EEO policy with other contractors and subcontractors with whom the Contractor does or anticipates doing business.

i. Direct its recruitment efforts, both oral and written, to minority, female, and community organizations, to schools with minority and female students and to minority and female recruitment and training organizations serving the Contractor's recruitment area and employment needs. Not later than one month prior to the date for the acceptance of applications for apprenticeship or other training by any recruitment source, the Contractor shall send written notification to organizations such as the above, describing the openings, screening procedures, and tests to be used in the selection process.

j. Encourage present minority and female employees to recruit other minority persons and women and, where reasonable, provide after school, summer, and vacation employment to minority and female youth both on the site and in other areas of a contractor's work force.

k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR part 60-3.

l. Conduct, at least annually, an inventory and evaluation at least of all minority and female personnel, for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.

m. Ensure that seniority practices, job classifications, work assignments, and other personnel practices do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and the Contractor's obligations under these specifications are being carried out.

n. Ensure that all facilities and company activities are nonsegregated except that separate or single-user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.

o. Document and maintain a record of all solicitations of offers for subcontracts from minority and female construction contractors and suppliers, including circulation of solicitations to minority and female contractor associations and other business associations.

p. Conduct a review, at least annually, of all supervisor's adherence to and performance under the Contractor's EEO policies and affirmative action obligations.

8. Contractors are encouraged to participate in voluntary associations, which assist in fulfilling one or more of their affirmative action obligations (7a through 7p). The efforts of a contractor association, joint contractor-union, contractor-community, or other similar group of which the Contractor is a member and participant may be asserted as fulfilling any one or more of its obligations under 7a through 7p of these specifications provided that the Contractor actively participates in the group, makes every effort to assure that the group has a positive impact on the employment of minorities and women in the industry, ensures that the concrete benefits of the program are reflected in the Contractor's minority and female workforce participation, makes a good faith effort to meet its individual goals and timetables, and can provide access

to documentation which demonstrates the effectiveness of actions taken on behalf of the Contractor. The obligation to comply, however, is the Contractor's and failure of such a group to fulfill an obligation shall not be a defense for the Contractor's noncompliance.

9. A single goal for minorities and a separate single goal for women have been established. The Contractor, however, is required to provide equal employment opportunity and to take affirmative action for all minority groups, both male and female, and all women, both minority and non-minority. Consequently, the Contractor may be in violation of the Executive Order if a particular group is employed in a substantially disparate manner (for example, even though the Contractor has achieved its goals for women generally, the Contractor may be in violation of the Executive Order if a specific minority group of women is underutilized).

10. The Contractor shall not use the goals and timetables or affirmative action standards to discriminate against any person because of race, color, religion, sex, sexual orientation, gender identity, or national origin.

11. The Contractor shall not enter into any subcontract with any person or firm debarred from Government contracts pursuant to Executive Order 11246.

12. The Contractor shall carry out such sanctions and penalties for violation of these specifications and of the Equal Opportunity Clause, including suspension, termination, and cancellation of existing subcontracts as may be imposed or ordered pursuant to Executive Order 11246, as amended, and its implementing regulations, by the Office of Federal Contract Compliance Programs. Any contractor who fails to carry out such sanctions and penalties shall be in violation of these specifications and Executive Order 11246, as amended.

13. The Contractor, in fulfilling its obligations under these specifications, shall implement specific affirmative action steps, at least as extensive as those standards prescribed in paragraph 7 of these specifications, so as to achieve maximum results from its efforts to ensure equal employment opportunity. If the Contractor fails to comply with the requirements of the Executive Order, the implementing regulations, or these specifications, the Director shall proceed in accordance with 41 CFR part 60-4.8.

14. The Contractor shall designate a responsible official to monitor all employment related activity to ensure that the company EEO policy is being carried out, to submit reports relating to the provisions hereof as may be required by the Government, and to keep records. Records shall at least include for each employee, the name, address, telephone numbers, construction trade, union affiliation if any, employee identification number when assigned, social security number, race, sex, status (e.g., mechanic, apprentice, trainee, helper, or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed. Records shall be maintained in an easily understandable and retrievable form; however, to the degree that existing records satisfy this requirement, contractors shall not be required to maintain separate records.

15. Nothing herein provided shall be construed as a limitation upon the application of other laws which establish different standards of compliance or upon the application of requirements for the hiring of local or other area residents (e.g. those under the Public Works Employment Act of 1977 and the Community Development Block Grant Program).

C12 FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)

SOURCE

29 USC § 201, et seq

2 CFR § 200.430

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, et seq, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part-time workers.

The *Consultant* has full responsibility to monitor compliance to the referenced statute or regulation. The *Consultant* must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

C13 LOBBYING AND INFLUENCING FEDERAL EMPLOYEES

SOURCE

31 USC § 1352 – Byrd Anti-Lobbying Amendment

2 CFR Part 200, Appendix II(I)

49 CFR Part 20, Appendix A

CERTIFICATION REGARDING LOBBYING

The Bidder or Offeror certifies by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Bidder or Offeror, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this

transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

C14 OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970

SOURCE

29 CFR Part 1910

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. The employer must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The employer retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (29 CFR Part 1910). The employer must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

C15 SEISMIC SAFETY

SOURCE

49 CFR Part 41

In the performance of design services, the Consultant agrees to furnish a building design and associated construction specification that conform to a building code standard that provides a level of seismic safety substantially equivalent to standards as established by the National Earthquake Hazards Reduction Program (NEHRP). Local building codes that model their building code after the current version of the International Building Code (IBC) meet the NEHRP equivalency level for seismic safety. At the conclusion of the design services, the Consultant agrees to furnish the Owner a “certification of compliance” that attests conformance of the building design and the construction specifications with the seismic standards of NEHRP or an equivalent building code.

C16 TAX DELINQUENCY AND FELONY CONVICTIONS

SOURCE

Section 8113 of the Consolidated Appropriations Act, 2022 (Public Law 117-103) and similar provisions in subsequent appropriations acts.

DOT Order 4200.6 – Appropriations Act Requirements for Procurement and Non-Procurement Regarding Tax Delinquency and Felony Convictions

CERTIFICATION OF OFFEROR/BIDDER REGARDING TAX DELINQUENCY AND FELONY CONVICTIONS

The applicant must complete the following two certification statements. The applicant must indicate its current status as it relates to tax delinquency and felony conviction by inserting a checkmark (✓) in the space following the applicable response. The applicant agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification in all lower tier subcontracts.

Certifications

- 1) The applicant represents that it is () is not (✓) a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
- 2) The applicant represents that it is () is not (✓) a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months.

Note

If an applicant responds in the affirmative to either of the above representations, the applicant is ineligible to receive an award unless the Sponsor has received notification from the agency suspension and debarment official (SDO) that the SDO has considered suspension or debarment and determined that further action is not required to protect the Government's interests. The applicant therefore must provide information to the owner about its tax liability or conviction to the Owner, who will then notify the FAA Airports District Office, which will then notify the agency's SDO to facilitate completion of the required considerations before award decisions are made.

Term Definitions

Felony conviction: Felony conviction means a conviction within the preceding twenty four (24) months of a felony criminal violation under any Federal law and includes conviction of an offense defined in a section of the U.S. Code that specifically classifies the offense as a felony and conviction of an offense that is classified as a felony under 18 USC § 3559.

Tax Delinquency: A tax delinquency is any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

C17 TERMINATION OF CONTRACT

SOURCE

2 CFR Part 200, Appendix II(B)

FAA Advisory Circular 150/5370-10, Section 80-09

TERMINATION FOR CONVENIENCE (PROFESSIONAL SERVICES)

The Owner may, by written notice to the Consultant, terminate this Agreement for its convenience and without cause or default on the part of Consultant. Upon receipt of the notice of termination, except as explicitly directed by the Owner, the Contractor must immediately discontinue all services affected.

Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

TERMINATION FOR CAUSE (PROFESSIONAL SERVICES)

Either party may terminate this Agreement for cause if the other party fails to fulfill its obligations that are essential to the completion of the work per the terms and conditions of the Agreement. The party initiating the termination action must allow the breaching party an opportunity to dispute or cure the breach.

The terminating party must provide the breaching party [7] days advance written notice of its intent to terminate the Agreement. The notice must specify the nature and extent of the breach, the conditions necessary to cure the breach, and the effective date of the termination action. The rights and remedies in this clause are in addition to any other rights and remedies provided by law or under this agreement.

a) **Termination by Owner:** The Owner may terminate this Agreement for cause in whole or in part, for the failure of the Consultant to:

1. Perform the services within the time specified in this contract or by Owner approved extension;
2. Make adequate progress so as to endanger satisfactory performance of the Project; or
3. Fulfill the obligations of the Agreement that are essential to the completion of the Project.

Upon receipt of the notice of termination, the Consultant must immediately discontinue all services affected unless the notice directs otherwise. Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

If, after finalization of the termination action, the Owner determines the Consultant was not in default of the Agreement, the rights and obligations of the parties shall be the same as if the Owner issued the termination for the convenience of the Owner.

b) **Termination by Consultant:** The Consultant may terminate this Agreement for cause in whole or in part, if the Owner:

1. Defaults on its obligations under this Agreement;
2. Fails to make payment to the Consultant in accordance with the terms of this Agreement;

3. Suspends the project for more than [180] days due to reasons beyond the control of the Consultant.

Upon receipt of a notice of termination from the Consultant, Owner agrees to cooperate with Consultant for the purpose of terminating the agreement or portion thereof, by mutual consent. If Owner and Consultant cannot reach mutual agreement on the termination settlement, the Consultant may, without prejudice to any rights and remedies it may have, proceed with terminating all or parts of this Agreement based upon the Owner's breach of the contract.

In the event of termination due to Owner breach, the Consultant is entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all justified reimbursable expenses incurred by the Consultant through the effective date of termination action. Owner agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

C18 TRADE RESTRICTION CERTIFICATION

SOURCE

49 USC § 50104

49 CFR Part 30

By submission of an offer, the Offeror certifies that with respect to this solicitation and any resultant contract, the Offeror –

- 1) is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (USTR);
- 2) has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the USTR; and
- 3) has not entered into any subcontract for any product to be used on the Federal project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18 USC § 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR § 30.17, no contract shall be awarded to an Offeror or subcontractor:

- 1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR; or

- 2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such USTR list; or
- 3) who incorporates in the public works project any product of a foreign country on such USTR list.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The Contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by USTR, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration (FAA) may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

C19 VETERAN'S PREFERENCE

SOURCE

49 USC § 47112(c)

In the employment of labor (excluding executive, administrative, and supervisory positions), the Contractor and all sub-tier contractors must give preference to covered veterans as defined within Title 49 United States Code Section 47112. Covered veterans include Vietnam-era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns (as defined by 15 USC § 632) owned and controlled by disabled veterans. This preference only applies when there are covered veterans readily available and qualified to perform the work to which the employment relates.

C20 DOMESTIC PREFERENCES FOR PROCUREMENTS

SOURCE

2 CFR § 200.322

2 CFR Part 200, Appendix II(L)

CERTIFICATION REGARDING DOMESTIC PREFERENCES FOR PROCUREMENTS

The Bidder or Offeror certifies by signing and submitting this bid or proposal that, to the greatest extent practicable, the Bidder or Offeror has provided a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including, but not limited to, iron, aluminum, steel, cement, and other manufactured products) in compliance with 2 CFR § 200.322.

STATEMENT OF QUALIFICATIONS

SUBMITTED FOR: ARCHITECTURAL & ENGINEERING SERVICES

RFQ #22-05 AIRPORT ENGINEERING SERVICES AT THE HANFORD MUNICIPAL



HANFORD MUNICIPAL AIRPORT



SUBMITTED FOR: ARCHITECTUAL & ENGINEERING SERVICES | DATE OF SUBMISSION: Nov. 4, 2022



November 4, 2022

City Clerk
319 N. Douty Street
Hanford, CA 93230

Subject: City of Hanford – Request for Statement of Qualifications – RFQ #22-05
Professional Planning, Architectural, and Design/Engineering Services
Airport Development Projects – Hanford Municipal Airport
Architectural/Engineering

Dear Sir/Madam:

In response to your Request for Qualifications RFQ #22-05 for Professional Planning, Architectural, and Design/Engineering Services associated with Airport Development Projects for the Hanford Municipal Airport, we are delighted to have the opportunity to work with the City of Hanford on the development of the Hanford Municipal Airport.

Brandley Engineering, Inc., located solely in Loomis, California, is a consulting airport engineering and planning office with one hundred percent of our business devoted to airport grant administration, planning, design, engineering, and construction management services for all types of airport development projects. We have been providing these services for the past 69 years. The upcoming projects at the Hanford Municipal Airport fit within our primary area of focus and expertise.

Melissa Brandley will be the project manager on all Hanford Municipal Airport projects. She will be available at all times to coordinate design projects. Damon Brandley and Tom Steinkamp will also be available to provide support engineering design services when needed.

The office of Brandley Engineering specializes in airport engineering, environmental, planning, and construction management services for all types of airport projects. Our office has completed numerous airport engineering design projects at many airports throughout Northern and Central California, including Visalia Municipal Airport, Madera Municipal Airport, Chowchilla Municipal Airport, Tracy Municipal Airport, and Sacramento International Airport.

Brandley Engineering's overall aviation experience will ensure that your projects will be completed according to FAA Standards and criteria in a timely and cost-effective manner. Our staff has an excellent and extensive knowledge of FAA procedures and regulations. This is accentuated by a close working relationship with the Northern California District Office of the FAA.

By submission of this Statement of Qualifications, Brandley Engineering acknowledges receipt of Addendum No. 1 to SOQ_F-2022-0002, on October 17, 2022.

We are excited to provide professional architectural/engineering services for the development of the Hanford Municipal Airport and look forward to working with City and Airport staff.

If you have any questions or need further information, please contact: Melissa Brandley, P.E., (916) 316-1415, Melissa@BrandleyEng.com.

Very truly yours,



Melissa S. Brandley, P.E.
Corporate Secretary/CFO

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CITY OF HANFORD

RFQ NO. 22-05

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SECTION A

GENERAL INFORMATION

FIRM: Brandley Engineering, Inc.
6125 King Road, Suite 201
Loomis, California 95650
Telephone: (916) 652-4725
Fax: (916) 652-9029

CONTACT: Melissa S. Brandley, P.E. 71139
Mobile: (916) 316-1415

TYPE OF ORGANIZATION: S Corporation

FEDERAL TAX ID: Will be submitted as part of the contract award process.

HANFORD TAX CERT NO.: We certify we will obtain a City of Hanford Business Tax Certificate prior to commencing work.

SURETY INFORMATION: See attached Certificate of Insurance

REFERENCES/REFERRALS **Ms. Katherine Bales**, Former Airport Superintendent, Visalia Municipal Airport, Current Assistant Airport Manager, Napa County Airport, 2030 Airport Road, Napa, California 94558, 707-299-1694, Katherine.Bales@countyofnapa.org

Ms. Paula Jessup, Airport Manager, Tracy Municipal Airport, 5749 S. Tracy Boulevard, Tracy, California 95377, 209-831-6215, Paula.Jessup@cityoftracy.org

Mr. Daniel Seldon, Senior Project Manager, UC Davis Design and Construction Management, TAPS Building, University of California Davis, California 95616, 530-219-7767, dfseldon@ucdavis.edu

Mr. Kevin Edwards, Airport Manager, Nevada County Airport, 13083 John Bauer Avenue, Grass Valley, California 95945, 530-273-3374, kevin.edwards2@co.nevada.ca.us



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/10/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AssuredPartners Design Professionals Insurance Services, LLC 3697 Mt. Diablo Blvd Suite 230 Lafayette CA 94549	CONTACT NAME: The Certificate Team PHONE (A/C, No, Ext): E-MAIL ADDRESS: CertsDesignPro@AssuredPartners.com	FAX (A/C, No):
INSURED Brandley Engineering, Inc. 6125 King Road, Suite 201 Loomis CA 95650	License#: 6003745 REINWBR-01	NAIC #
INSURER(S) AFFORDING COVERAGE		
INSURER A: Travelers Property Casualty Company of America		25674
INSURER B: Travelers Casualty and Surety Co of America		31194
INSURER C: Hartford Accident and Indemnity Company		22357
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES**CERTIFICATE NUMBER:** 604354414**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liab ☐ Included GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC ☐ OTHER:	Y	Y	6806P979947	3/1/2022	3/1/2023	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
C	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	Y	Y	57UEGGB2240	3/1/2022	3/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☐ EXCESS LIAB ☒ OCCUR ☐ CLAIMS-MADE DED ☒ RETENTION \$ 0	Y	Y	CUP6P985930	3/1/2022	3/1/2023	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y	N/A	UB6P985665	3/1/2022	3/1/2023	☒ PER STATUTE E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability			105415961	3/13/2022	3/13/2023	Per Claim \$2,000,000 Aggregate Limit \$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Umbrella Liability policy is a follow-form underlying General Liability/Auto Liability/Employers Liability.

Sample certificate to be used for proposals.

CERTIFICATE HOLDER**CANCELLATION** 30 Days Notice of Cancellation

SAMPLE CERTIFICATE	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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SECTION B

STAFF QUALIFICATIONS

Brandley Engineering has one of the most unique and highly qualified design teams. As a family business, our team consists of the second generation of Brandley Engineering, Melissa Brandley and Damon Brandley. Both Melissa and Damon Brandley planned on continuing the Brandley Engineering legacy from an early age and began working for the company as teenagers. As a result, our design team's background, education, and abilities have been carefully planned to perfectly complement each other to create the best possible team. Our approach to building a highly qualified design team centers on advanced education and knowledge, as these are the key ingredients to solving very difficult and complicated engineering challenges. All project managers have advanced master's degrees in Civil Engineering and extensive airport planning and engineering experience.

Melissa Brandley's master's degree in geotechnical engineering perfectly complements Damon Brandley's master's degree in pavements and materials. This, combined with their many years under the guidance of Reinard W. Brandley with his extensive knowledge and 69 years of experience in the airport engineering field, creates the ideal team to solve any engineering design challenge. Melissa and Damon Brandley are supported by a veteran team of five additional engineers, drafters and support staff with extensive experience in airport planning and design. Every employee of Brandley Engineering has spent their entire aviation career with our firm.

The project staffing for the office of Brandley Engineering has been structured to utilize experienced project managers, engineers, technicians, and administrative personnel. Project staffing workload in our office is largely controlled by limiting the number and type of projects to which we submit proposals and by minor adjustments to staffing. We have reserved space in our workload to provide the time and attention required for the projects anticipated at Hanford Municipal Airport over the next few years.

All members of the Brandley Engineering staff can begin work immediately following contract execution as needed on Hanford Municipal Airport projects. Brandley Engineering schedules the work as soon as we receive authorization to proceed on a project and holds weekly meetings to ensure all projects are being completed on time and within budget.

All members of the Brandley Engineering team have extensive knowledge of FAA regulations, policies, and procedures, including:

- Airport Capital Improvement Plans (ACIP)
- Airport Improvement Program (AIP) FAA grant funding
- Pavement Maintenance Management Plans (PMMP)
- Environmental processes
- Review process of plans and specifications
- Bidding process
- Contract award process
- Project/grant closeout.

All members of Brandley Engineering team have extensive knowledge of FAA procedures.

This knowledge qualifies our office to provide liaison with the FAA on behalf of Airports at any district or regional office. All staff members are kept up to date on all FAA Advisory Circulars and Design Guidelines. Team members receive weekly email updates on FAA regulations, policies, and procedures.

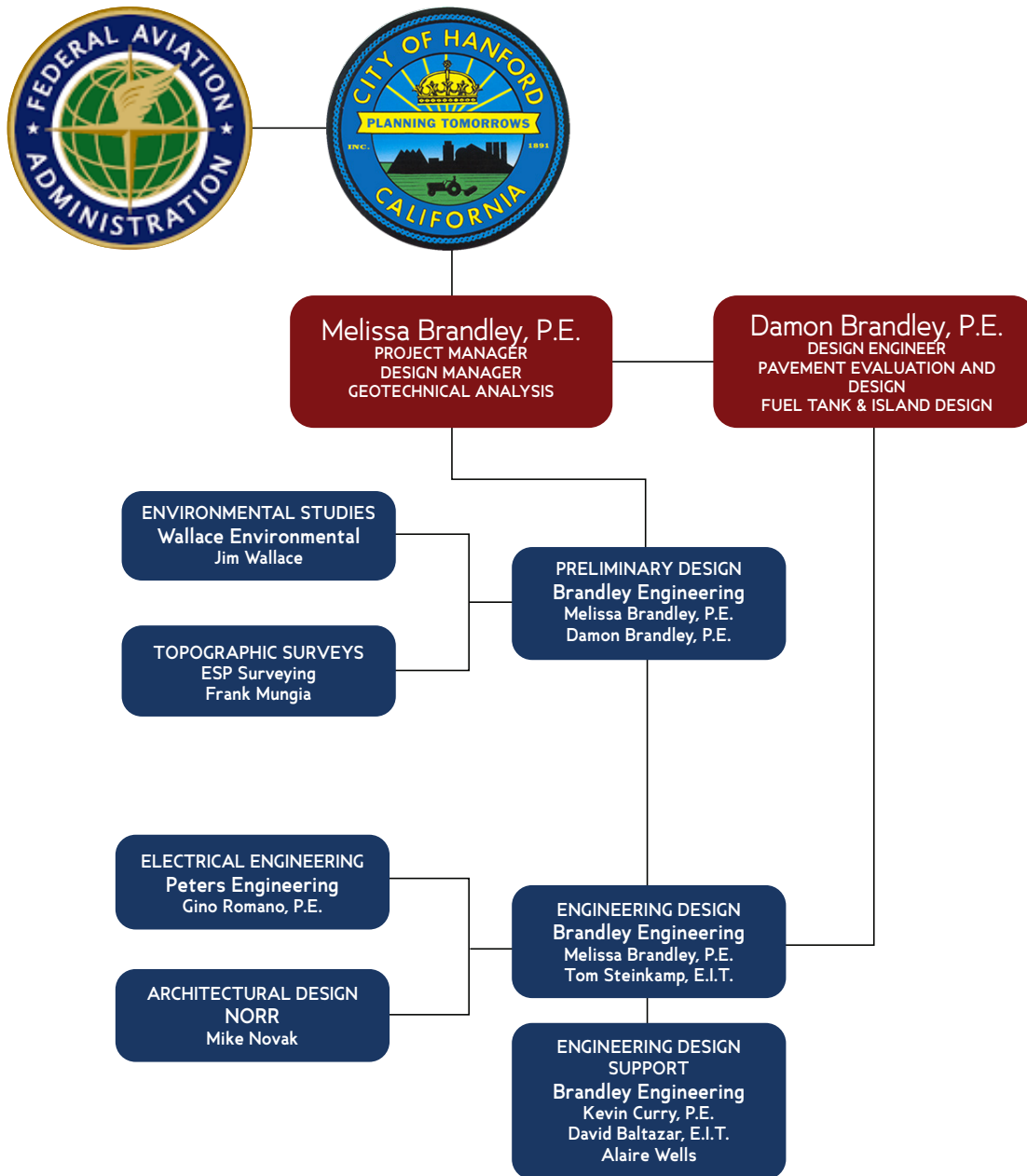
The basic design of a project can generally be prepared by any qualified engineer, but it is the details incorporated in the design that can make the difference between a short-lived, high-maintenance project and a long-life, low-maintenance project. Knowledge required to develop and incorporate the design details into a set of plans and specifications is obtained by advanced graduate schooling, experience, and research. All members of the Brandley Management Team have completed advanced graduate schooling with master's degrees. This will ensure all projects at Hanford Municipal Airport will be properly designed and result in long-life, low-maintenance projects.

SUBCONSULTANTS

The following subconsultants will supplement the Brandley Engineering staff for specialty services.

- ➔ Brandley Engineering designs all airfield lighting and signage in-house. For airport power and electrical systems and electric automobile and aircraft charging stations, we utilize the services of Gino Romano, P.E. of *Peters Engineering Company*. Electrical systems play an important role in modern airport facilities, and Gino brings his experience and knowledge to each assignment as he establishes appropriate technologies and cost-effective solutions for the project at hand. Over the last few years, Gino has been a valuable asset to the Brandley Engineering team on various projects at Stockton Metropolitan Airport, Lincoln Regional Airport, Visalia Municipal Airport, Chowchilla Municipal Airport and University Airport.
- ➔ For the architectural design of the proposed Pilot and Crew lounge and/or reception area, Brandley Engineering will team with **NORR** to provide architectural design services. We will work principally with Matthew Shighihara, Project Manager/Principal Architect, and Mike Novak, Associate/Studio Manager. Matthew has over 35 years of experience in managing complex projects to successful completion. He has led the planning, design, and management of terminal work at Sacramento International Airport, terminal work at Los Angeles World Airports, U.S. Customs Inspection Facility at Ontario International Airport, and the International Terminal Building at Honolulu International Airport.
- ➔ Topographic surveys will be provided by **ESP Surveying, Inc.**, operating out of Fresno, California. Frank Mungia will serve as Survey Manager and has over thirty-seven years of project planning, design, surveying, engineering, construction, and management in private and public sectors. He is experienced in construction, boundary, topographic, elevation certificates and aerial photography surveying. He has extensive experience in supervision of field crews, billing review, contractor oversight, and meetings with governmental agencies. Also he has been involved in various survey tasks, which include roadways, highways, bridges, subdivisions, airports, schools, railroads, photogrammetric, GPS surveying, and GIS projects.
- ➔ Most environmental Cat Ex documents are conducted under the Engineering/Architecture contract. For these environmental services, Brandley Engineering will team with Jim Wallace of **Wallace Environmental Consulting**. Mr. Wallace is an expert in the National Environmental Policy Act and the supporting special purpose laws and has over 40-years of experience as an environmental and resource consultant including the last 24 years as an environmental compliance and resource manager on federally obligated airports preparing over 250 NEPA and CEQA compliance documents for over 30 airports in Northern California. Mr. Wallace has demonstrated his dedication to providing direct and clear environmental consulting and is committed to the completion of all NEPA and CEQA compliance documents.

Work performed for the City of Hanford on Hanford Municipal Airport projects will be managed by **Melissa Brandley, P.E.** The organizational chart presented below shows the organizational structure that is proposed to implement Hanford Municipal Airport engineering/architecture projects.





The experience of each key staff member in the Brandley Engineering Team is presented in the resumes below describing education, credentials, related experience, and proposed roles for the contract.



MELISSA S. BRANDLEY, P.E.,
BRANDLEY ENGINEERING
PROJECT MANAGER/PROJECT ENGINEER

Melissa Brandley has been on staff since 2004 and will be Project Manager/Project Engineer and the main point of contact for Hanford Municipal Airport projects. Ms. Brandley is a major partner in Brandley Engineering and part of the second generation of Brandley Engineering. She is a registered Civil Engineer in the State of California (C 71139). Ms. Brandley received bachelor's & master's degrees in Civil Engineering from Texas A&M University with an emphasis in Geotechnical Engineering.

Melissa Brandley worked for Brandley Engineering for six summers during high school and college learning the basics of airport design and complying with FAA design standards and advisory circulars. She has been a full-time staff member and major partner in Brandley Engineering since completing her university studies in 2004. She is experienced in the planning and design of airfield facilities.

Melissa Brandley's vast airport design experience covers every facet of airport engineering including designs of runways, taxiways, aprons, hangar developments, roads, parking lots, drainage systems, lighting systems, navigational aids and fencing. Her graduate school studies in Geotechnical Engineering ensures that each design incorporates a detailed geotechnical evaluation of local soil conditions. This experience coupled with extensive knowledge of FAA standards and advisory circulars results in a design that meets all FAA standards and addresses unique local conditions and needs of the airport.

Over the past five years Melissa has performed engineering design and construction management for the reconstruction of aircraft parking apron and the construction of tee hangars and corporate hangar at Visalia Municipal Airport, the reconstruction of the general aviation apron and tee hangar taxilanes at Tracy Municipal Airport, the crack seal of airfield pavements at the Visalia Municipal Airport and Oroville Municipal Airport and the Airfield Drainage Improvements at Madera Municipal Airport. She recently completed the engineering design of the reconstruction of the runway at Chowchilla Municipal Airport and is currently working on the engineering design of the site for a new ARFF/Snow Removal Facility at Mammoth Yosemite Airport.

Melissa has been actively involved in airport design and construction control for seven summers while attending school and a full time project manager for Brandley Engineering since 2004. She has the ability to delegate responsibilities for each project including drafting of plans, preparation of specifications and reports, and preparation of estimates. The staff of Brandley Engineering respect her capabilities and is ready and willing to assist her on all projects.

Education

B.S., Civil Engineering, Texas A & M University, 2003

M.E., Civil Engineering, Geotechnical Engineering, Texas A & M University, 2004

REGISTRATION

California Professional Engineer, C 71139

EXPERIENCE

Representative projects on which Melissa has been Project Manager/Project Engineer for Brandley Engineering are as follows:

- ➔ **Madera Municipal Airport** – Airfield Drainage Improvements – 2022
- ➔ **Mammoth Yosemite Airport** – ARFF/Snow Removal Facility – Site Work – 2022
- ➔ **Chowchilla Municipal Airport** – Rehabilitation of Runway 12-30 and Airfield Electrical – 2021-22
- ➔ **Colusa County Airport** – Crack Seal and Slurry Seal Runway 13-31 including changing Runway Identification Numbers – 2021

- **Visalia Municipal Airport** – Seal Cracks and Remark Airfield Pavements - 2020
- **Visalia Municipal Airport** – Upgrade Airfield Guidance Signs - 2019
- **Oroville Municipal Airport** – Construct Taxiway K – 2018
- **Tracy Municipal Airport** – Tee Hangar Taxilanes – 2018
- **Visalia Municipal Airport** – Aircraft Hangar Buildings – 2018-19
- **Tracy Municipal Airport** – New 2-box PAPI Runway 30, Power Upgrades for PAPIs Runways 12, 8, and 26, Replace AWOS – 2017
- **Visalia Municipal Airport** – Reconstruct Apron A2 – 2017
- **Tracy Municipal Airport** – Reconstruct General Aviation Tie Down Apron - 2017
- **Madera Municipal Airport** – Reconstruct General Aviation Apron Phase 2 – 2016
- **Tracy Municipal Airport** – Reconstruct Runways and Taxiways – 2015
- **Stockton Metropolitan Airport** – Rehabilitate R/W and T/W Lights and Signs – 2014
- **Watsonville Municipal Airport** – Reconstruct T/W C and GA Apron Phase 1 – 2014
- **Oroville Municipal Airport** – North Side Apron Rehabilitation – 2013
- **Visalia Municipal Airport** – East Side Drainage Upgrade – 2012
- **Rogers Field, Chester, California** – Reconstruct Tee Hangar Taxilanes – 2012
- **Tulelake Municipal Airport** – Rehabilitation of Aircraft Parking Apron - 2012
- **Madera Municipal Airport** – Rehabilitation of General Aviation Apron Phase 1 - 2012
- **Chico Municipal Airport** – Rehabilitation of Aircraft Parking Apron (5 phases) – 2007 thru 2010
- **Lake Tahoe Airport** – Terminal Apron Reconstruction – 2009 through 2010
- **Fresno Chandler Executive Airport** – Construct North Parallel Taxiway – 2009
- **Visalia Municipal Airport** – Construction of South Side Taxiway - 2006



DAMON BRANDLEY, P.E.,
BRANDLEY ENGINEERING
AIRPORT PLANNER

Damon Brandley has been on staff since 2002 and will work with Melissa as needed on project management and project engineering, for Hanford Municipal Airport projects. Mr. Brandley is a major partner in Brandley Engineering and part of the second generation of Brandley Engineering. He is a registered Civil Engineer in the State of California (C 66558).

Damon has been actively involved in airport and airfield pavement design and construction control for nine summers while attending school and full time since 2002. He has completed a Research Assistantship at the University of Illinois in Champaign/Urbana while completing his master's degree. This research was conducted in conjunction with the FAA's Center of Excellence in Airport Pavement Research. His work as a Research

Assistant included airfield pavement design and testing, Super Pave asphalt mix designs, and various other research projects.

He is experienced in the planning and design of runways, taxiways, aprons, and roads, including paving, grading, drainage, lighting, utilities, etc. He has conducted construction management, testing, and inspection on many airports since 2002.

Damon has been lead engineer for Pavement Evaluation Studies over the past 13 years. He has been involved in all aspects of these studies including soil testing, pavement testing, pavement inspections, calculation of the remaining life of the pavements under forecast traffic, and the development of the Pavement Management Maintenance Plans (PMMP) for more than 30 airports. Damon is responsible for all pavement section designs and pavement material submittal reviews for Brandley Engineering projects. Mr. Brandley's master's degree and experience in the evaluation of airfield pavements is invaluable to our clients in the design and construction management of pavement rehabilitation, reconstruction, and/or maintenance projects.

Damon is the lead engineer on all new fuel tank and fuel island designs for Brandley Engineering and recently completed new fueling projects at Lincoln Regional Airport and Nervino Airport in Beckwourth, California.

Mr. Brandley's experience in the evaluation of airfield pavements is invaluable to our clients in the design and construction management of pavement rehabilitation, reconstruction, and/or maintenance projects.

EDUCATION

B.S., Civil Engineering, Texas A & M University, 2000

M.S., Civil Engineering, Transportation Engineering, University of Illinois, 2001

REGISTRATION

California Professional Engineer, C 66558

CONTINUING EDUCATION

AAAE GIS Conference and Exhibition, San Antonio, Texas

EXPERIENCE

Damon Brandley has conducted engineering design, construction management, testing, and inspection on several airports since 2002 for Brandley Engineering. Damon is responsible for all Pavement Maintenance Management Plans prepared for Brandley Engineering. Representative projects on which Damon was Project Manager/Engineer for Brandley Engineering include the following:

- ➔ **University Airport, Davis, California** – Runway 17-35 Reconstruction and Widening, Exit Pavements, and Airfield Lighting – 2022
- ➔ **Truckee Tahoe Airport** – Reconstruct Existing Runway 2-20 including Airfield Electrical - 2022
- ➔ **Truckee Tahoe Airport** – Reconstruct Taxiway A West – 2021

- ➔ **Mammoth Yosemite Airport** – Reconstruct East General Aviation Apron – 2020
- ➔ **Nervino Airport, Beckwourth, California** – Fuel Farm Expansion – 2020
- ➔ **Lincoln Regional Airport** – New Fuel Farm – 2019
- ➔ **Truckee Tahoe Airport** – Executive Hangar Development – 2018
- ➔ **Truckee Tahoe Airport** – Reconstruct Taxiway R – 2018
- ➔ **Sacramento Executive Airport** – Removal of Runway 16-34 – 2017
- ➔ **Tahoe City Helipad** – 2017
- ➔ **Sacramento International Airport** – Reconstruction of Taxiway D – 2016
- ➔ **Truckee Tahoe Airport** – Reconstruct Taxiway A – 2015
- ➔ **Chico Municipal Airport** – Reconstruct Aircraft Parking Apron – 2015
- ➔ **Truckee Tahoe Airport** – Reconstruct Apron A4 – 2015
- ➔ **Truckee Tahoe Airport** – 2014 Airfield Maintenance Projects
- ➔ **Lake Tahoe Airport** – Reconstruction of General Aviation Apron – 2013-14
- ➔ **Truckee Tahoe Airport** – 2013 Airfield Maintenance Projects
- ➔ **Tahoe City Helipad Feasibility** – 2012
- ➔ **Chico Municipal Airport** – Reconstruct Taxiway H – 2011
- ➔ **Truckee Tahoe Airport** – Runway 10-28 Rehabilitation and 2011 & 2012 Pavement Maintenance Projects – 2011-12
- ➔ **Oroville Municipal Airport** – Crack Seal Pavements, Airfield Guidance Signs – 2011
- ➔ **Lake Tahoe Airport** – Infield Grading – 2010
- ➔ **Lake Tahoe Airport** – Terminal Apron Reconstruction – 2009
- ➔ **Fresno Chandler Executive Airport** – Construct Taxiway H – 2009
- ➔ **Placerville Airport** – Crack Seal and Slurry Seal Airfield Pavements – 2009
- ➔ **Plumas County Airports** – Obstruction Removal – 2009
- ➔ **Stockton Metropolitan Airport** – Reconstruct GA Apron and Tee Hangar T/W – 2008
- ➔ **Lake Tahoe Airport** – Reconstruction of Runway 18-36 – 2008
- ➔ **Sacramento International Airport** – Terminal “A” East Apron Expansion – 2007

Over the past several years Damon Brandley has prepared PMMPs for the following airports:
Colusa County Airport, Oroville Municipal Airport, 3 Plumas County Airports – 2021 (in progress)

- ➔ **Watsonville Municipal Airport** – 2021
- ➔ **Nevada County Airport** – 2021
- ➔ **Truckee Tahoe Airport** – 2021
- ➔ **Chowchilla Municipal Airport (PCI)** – 2018
- ➔ **Alturas Municipal Airport** – 2017
- ➔ **Lake Tahoe Airport** – 2017
- ➔ **Chico Municipal Airport** – 2017
- ➔ **Fresno Chandler Executive Airport** – PCI Update – 2016
- ➔ **Stockton Metropolitan Airport** – 2016
- ➔ **Sacramento County Airports** – Sacramento International, Sacramento Mather, and Sacramento Executive – 2015-16
- ➔ **Madera Municipal Airport** – 2014
- ➔ **Mammoth Yosemite Airport** – 2014
- ➔ **Tracy Municipal Airport** – 2013
- ➔ **Truckee Tahoe Airport** -Truckee, California – 2011

THOMAS A. STEINKAMP, E.I.T.

PROJECT ENGINEER

Tom Steinkamp has been on staff since 1984 and will serve on the design team for Hanford Municipal Airport projects.

Mr. Steinkamp brings a dynamic engineering background to this firm with over 48 years of experience in engineering design. This experience began with a mechanical engineering degree and continued with 10 years of active employment with a civil engineering consulting/materials testing firm as a project designer and materials testing technician.

Mr. Steinkamp has been actively involved in airport and airfield pavement design and construction control on airports in the Western United States since 1984. He has over 38 years of progressive field and office experience in design and management of airfield projects in our office. He is experienced in the design of runways, taxiways, aprons, and roads, including paving, grading, drainage, lighting, utilities, etc.

Since he began working for Brandley Engineering in 1984, Mr. Steinkamp has developed a thorough knowledge of the principles and practices of civil and airport engineering and construction management with knowledge of and experience with FAA regulations, requirements, practices, design and planning criteria and advisory circulars.

Tom Steinkamp will serve on the design team for Hanford Municipal Airport projects. He recently worked with Melissa Brandley on the engineering design of the reconstruction of the runway at Chowchilla Municipal Airport. He will be available as needed for Hanford Municipal Airport projects.

EDUCATION

B.S., Mechanical Engineering, Oregon State University, 1979

EXPERIENCE

Representative projects on which Tom was Project Engineer for Brandley Engineering are as follows:

- ➔ **Truckee Tahoe Airport** – Reconstruct Existing Runway 2-20 including Airfield Electrical - 2022
- ➔ **Chowchilla Municipal Airport** - Rehabilitation of Runway 12-30 and Airfield Electrical – 2021-22
- ➔ **Nevada County Airport** - Crack Seal Taxiway A, Crack Seal and Slurry Seal Ramp 2, Crack Seal Ramps 1 and 5 - 2021
- ➔ **Mammoth Yosemite Airport** – Reconstruct Town Hangar Taxilane, Slurry Seal Taxiways, Upgrade Airfield Guidance Signs – 2020
- ➔ **Mammoth Yosemite Airport** – Relocate Wind Cone and Segmented Circle – 2019
- ➔ **Oroville Municipal Airport** – Construct Taxiway K – 2018-19
- ➔ **Watsonville Municipal Airport** – Airfield Guidance Sign Upgrade – 2018
- ➔ **Watsonville Municipal Airport** – 2-box PAPIs Runways 2 and 20 – 2017
- ➔ **Mammoth Yosemite Airport** – Wildlife/Security Fence - 2017
- ➔ **Bryant Field** – Stock Drive Realignment - 2016
- ➔ **Truckee Tahoe Airport** – Apron A2 Expansion, Taxiway E Removal, Reconstruct South Jet Apron – 2015-16
- ➔ **Oroville Municipal Airport** – Grade RSA and Improve Drainage - 2015
- ➔ **Tracy Municipal Airport** - Reconstruct Airfield Pavements - 2014
- ➔ **Bryant Field** - Reconstruct Runway 16-34 and Taxiway A – 2012
- ➔ **Visalia Municipal Airport** – Southwest Side Development – 2011
- ➔ **Truckee Tahoe Airport** – Runway 10-28 Rehabilitation/Pavement Maintenance Projects – 2011-12
- ➔ **Madera Municipal Airport** – Construct General Aviation Apron and Access Taxiway - 2010
- ➔ **Madera Municipal Airport** – Install New Taxiway Edge Lights and REIL – 2010

DAVID BALTAZAR, E.I.T.

DESIGN ENGINEER

David Baltazar has been involved in airport design and airfield pavement testing and inspection on airports in the Western United States since 2005. He has 17 years of progressive field and laboratory experience in testing and inspection of airfield projects in our office. He is experienced in the design and inspection of runways, taxiways, aprons, and roads, including paving, grading, drainage, lighting, utilities, etc.

Mr. Baltazar has developed and applied his skills for designing and inspecting airport construction projects. From the design phase to the finished construction he treats each project with respect and professionalism in the Airport's interests, which results in a quality project that will outperform and outlast expectations.

As an Engineer David has honed and utilized his proficiency in AutoCAD Civil 3D 2021 to design and draft detail-oriented construction plans and airport layout plans. He has been the lead designer on airfield pavement crack and joint seal projects for Lincoln and Tulelake Airports and pavement reconstruction projects for Rogers Field and Truckee-Tahoe Airport. He is capable of providing design and support wherever there is a need to maintain continuity throughout Brandley Engineering's design process. While working on many design jobs he has become proficient in quantity takeoffs and engineering estimates that deliver accuracy and clarity for each design project. During his time at Brandley Engineering he has helped create a system to provide a reprographic and digital maintenance that creates a smooth and timely delivery of plans when needed.

Mr. Baltazar will serve on the design staff for the Hanford Municipal Airport projects. He will devote the time required to complete the project within the time agreed.

EDUCATION

Bachelor of Science, Mechanical Engineering, California State University, Sacramento 2007

EXPERIENCE

Representative projects on which David served on the design team for Brandley Engineering are as follows:

- ➔ **University Airport** - Davis, California - Runway 17-35 Reconstruction and Widening, Exit Pavements, and Airfield Lighting – 2022
- ➔ **Truckee Tahoe Airport** – Reconstruct Taxiway A West – 2021
- ➔ **Truckee Tahoe Airport** – Reconstruct Runway 11-29 East Blast Pad, Construct Medical Services Apron, Construct New Wash Rack – 2020
- ➔ **Watsonville Municipal Airport** – Seal Cracks, Seal Coat, and Remark Runway 2-20 and Associated Taxiways – 2019
- ➔ **Visalia Municipal Airport** – Hangar Development – Building and Site – 2017-18
- ➔ **Chowchilla Municipal Airport** – Crack Seal, Slurry Seal, and Remark Taxiway A and Aircraft Parking Apron – 2018
- ➔ **Madera Municipal Airport** – Crack Seal All Airfield Pavements – 2017
- ➔ **Lake Tahoe Airport** – General Aviation Reconstruction Phase 4 – 2017
- ➔ **Visalia Municipal Airport** – Hangar Development - Building and Site - 2017
- ➔ **Tulelake Municipal Airport** – Saw and Seal Joints Runway 11-29 - 2016
- ➔ **Lincoln Regional Airport** – Crack Seal Airfield Pavements – 2015
- ➔ **Lake Tahoe Airport** – Taxiway Joint Seal, Remarking - 2014
- ➔ **Tracy Municipal Airport** – Reconstruction of Airfield Pavements – 2013-14
- ➔ **Oroville Municipal Airport** – North Side Apron Rehabilitation – 2013
- ➔ **Truckee Tahoe Airport** – Runway 10-20 Rehabilitation and Airfield Maintenance Projects – 2011-12
- ➔ **Plumas County Airports** – Reseal Pavement Joints and Paint Airfield Marking, AWOS III, Replace Rotating Beacon, New PAPI – 2011
- ➔ **Rogers Field** – Tee Hangar Taxiway Rehabilitation – 2011
- ➔ **Lake Tahoe Airport** – Terminal Ramp Reconstruction – 2010

KEVIN CURREY, P.E.

DESIGN ENGINEER

Mr. Currey has over 18 years' experience in design and engineering of civil infrastructure projects. In addition to airport-related projects, his professional experience includes large-scale residential, commercial, and mixed use land development; design of compensatory wetlands and environmental mitigation projects; drainage master plans; and public works planning, scoping, and engineering design. He is also experienced in land planning, surveying, and project scheduling.

Before joining the Brandley Engineering team in 2015, he provided AutoCAD design and training services to engineering firms.

Mr. Currey is an expert AutoCAD Civil 3D user, mentor, and trainer. He has helped companies successfully implement Civil 3D and trained employees to become proficient in using the software through all aspects of the design process. He also managed their AutoCAD and network infrastructure. His software competencies include AutoCAD Civil 3D, Autodesk Subassembly Composer and Part Builder for Civil 3D, Autodesk Storm & Sanitary Analysis, Microsoft Office, Microsoft Project, and Microsoft Windows networking administration.

Mr. Currey is very knowledgeable in airport design. He is well-versed in FAA design guidelines, and has used AutoCAD to model aircraft turning movements to design fillets that meet new FAA taxiway fillet design standards to meet airport operators' unique operational needs. He has been the project designer for the Sacramento International Airport East Taxiways Improvements, Gansner Field Runway 7-25 Reconstruction, Truckee Tahoe Airport Taxiway A Reconstruction, and Chico Municipal Airport Taxiway A Reconstruction.

Mr. Currey will serve on the design staff for the Hanford Municipal Airport projects. He will devote the time required to complete the project within the time agreed.

EDUCATION

Completed Undergraduate Major Coursework in Civil and Environmental Engineering, Brigham Young University, 2012

PROFESSIONAL REGISTRATION

California Professional Engineer, C 90627

EXPERIENCE

Representative projects on which Kevin served on the design team for Brandley Engineering are as follows:

- **Madera Municipal Airport** – Airfield Drainage Improvements - 2022
- **Chowchilla Municipal Airport** – Reconstruct Runway 12-30 – 2021-22
- **University Airport, Davis, California** – Runway 17-35 Reconstruction and Widening, Exit Pavements, and Airfield Lighting – 2021-22
- **Mammoth Yosemite Airport** – Security Gates and Terminal Area Fence – 2020
- **Visalia Municipal Airport** – Aircraft Hangar Buildings - 2019
- **Chico Municipal Airport** – Reconstruct Taxiway A – 2017-2018
- **Bryant Field Airport** – Obstruction Evaluation – 2016
- **Sacramento International Airport** – East Taxiways Improvements – 2015-16
- **Gansner Field Airport** – Runway 7-25 Reconstruction – 2015-16
- **Madera Municipal Airport** – Apron Reconstruction – 2016
- **Truckee Tahoe Airport** – Jet Apron Reconstruction – 2015-16
- **Alturas Municipal Airport** – Helicopter Apron – 2016
- **Truckee Tahoe Airport District** – Tahoe City Helipad – 2015
- **Truckee Tahoe Airport** – Taxiway A Reconstruction – 2015
- **McClellan Airfield** – Airfield Remarketing Plan – 2015
- **Tracy Municipal Airport** – Runway 12-30 & Taxiway B Reconstruction – 2015
- **Oroville Municipal Airport** – Drainage and Safety Area Improvements – 2015

ALAIRE WELLS

PROJECTS/GRANTS ADMINISTRATOR

Alaire Wells has been a member of the Brandley Engineering team since 1979. She is involved in the project administration and grants administration for all clients.

EDUCATION

AA, American River College, 1979

BACKGROUND

Alaire has been working for Brandley Engineering since 1979. In that time she has become very knowledgeable in all steps required to complete a project beginning with grant applications (FAA and State), preparation of specifications and reports, bidding process, award process, construction process including preparation of weekly reports, progress payments, FAA drawdown requests, and maintaining all records of construction, and the final closeout process including final report, final drawdown requests, and requests to FAA for closeout of the grant. She has a thorough knowledge of and experience with FAA regulations, requirements, practices, and advisory circulars.

EXPERIENCE

Ms. Wells has been actively involved in airport project and grant administration for Brandley Engineering since 1979. She has over 43 years of working with airports and the FAA to ensure that all projects meet FAA deadlines and are in compliance with FAA requirements and that information required by the FAA is assembled and delivered as required. All clients' requests are answered in a timely and accurate manner.

Examples of services Alaire performs for our clients include:

- ➔ Assisting Airport and Engineer in preparation of annual Airport Capital Improvement Program (ACIP).
- ➔ Assisting Airport and Engineer in preparation of grant applications.
- ➔ Keeping track of deadlines and budgets.
- ➔ Preparation of Construction Safety and Phasing Plan (CSPP) narrative.
- ➔ Assembly of specifications and reports for Project/Design Engineer's review.
- ➔ Preparation and submittal of Invitation for Bids to Airport for their use in advertising projects.
- ➔ When bids have been received, preparation of abstract of bids and application documents required for the FAA grant based on bids.
- ➔ During construction, maintenance of all records of construction.
- ➔ Assisting Airport in preparation of reimbursement requests for amounts reimbursable from grant projects (FAA Form 271).
- ➔ Assembly of final engineer's report for Resident Engineer's review.
- ➔ Obtain release of liens and other required final close-out documents from contractors.
- ➔ Assisting Airport in preparation of final drawdown request, the Federal Financial Report (FAA Form 425), and other documents the airport requires for closing out the FAA grant.

Gino Romano, P.E.

Vice President and Electrical Engineer

EDUCATION

Graduate B.S. – Electrical Engineering
California State University, Chico, 1989

REGISTRATION

California E 17247 2004

PROFESSIONAL AFFILIATION

- IEEE, Institute of Electrical and Electronics Engineers

EXPERIENCE

Over 30 years of experience in the electrical engineering industry.

Gino has worked in the field of design and design/ build since 1991. He joined Peters Engineering in 2008 and during this time he has completed several successful projects encompassing similar scopes at airports and other facilities.

Below is a brief summary of relevant projects:

- Stockton Airport Lighting Power Survey
- Lincoln Airport Fueling Station
- Visalia Airport Hangar Building
- Chowchilla Beacon
- Chowchilla Runway Lighting Rehab
- UCD University Airport Beacon Tower
- UCD University Airport New Electrical Vault
- UCD Mondavi Center Emergency Generator
- VERIZON Mega Data Center Emergency Generator
- Comcast Generator and Rectifier
- Sunguard Data Center Generator



2411 Alhambra Blvd., Suite 100
Sacramento, CA 95817
916.447.2841

consulting for
mechanical, electrical and
plumbing engineering



Matthew Shigihara

AIA, LEED® AP

Project Manager /Principal Architect

Matthew has over 35 years of experience in managing complex projects to successful completion. In addition to managing client relations, Matthew leads the planning, design and management of many public and private sector projects. His work ranges from designing small scale intricately detailed spaces to large master planned developments. His depth of project experience and knowledge of industry trends provides projects with designs that have a lasting and a sustainable impact.



EDUCATION

University Of Washington
Seattle, WA

- Master of Architecture
- Bachelor of Architecture

PROFESSIONAL AFFILIATIONS

- American Institute of Architects (AIA)
- Licensed Architect: CA, NV, AZ, OR, WA, HI
- Professional License State of CA: #C17421
- USGBC, LEED® Accredited Professional

PROFESSIONAL EXPERIENCE

NORR Experience
2019 — Present

Industry Experience
37 Years

SELECTED PROJECT EXPERIENCE

Sacramento International Airport (SMF)*
Sacramento, CA
Project Architect

- Terminal B Parades Concessions for multiple retail tenants (AOR)
- Terminal B Expansion Sustainability Services – LEED NC Registered
- Terminal B Phase 3 Modernization
- Terminal A Food Court Modernization

Los Angeles World Airports*

Los Angeles, CA

Project Architect

- Terminal Two Terminal Building
- Terminal Five US Customs Inspection Facility Upgrade
- Terminal Six 55,000 SF Connector Terminal
- Terminals Seven & Eight Ticket Counter Upgrade
- International Terminal Operations Offices for Varig Airlines
- Remote Terminals Remote Transit / Holdroom Buildings
- Continental Airlines Air Cargo Facility
- Delta Airlines Air Cargo Facility
- Japan Airlines Air Cargo Facility
- Qantas Airways Air Cargo Facility
- United Airlines First Class Lounge
- Continental Airlines President Club

Ontario International Airport*

Ontario, CA

Project Architect

U.S. Customs Inspection Facility in California. 50,000 SF

Airport Masterplan*

Glendale-Pasadena-Burbank Airport

Project Architect

International Terminal Building*

Honolulu International Airport

Project Architect

Spoils Cover Structures

Pacific Gas And Electric Company (PG&E)

Locations Throughout CA

Principal In Charge

The new cover structures provide a design solution to an ongoing stormwater challenge at 13 service center locations throughout Northern CA. The partially enclosed shed structures are for loose dirt, gravel, and asphalt material storage. The project also includes new concrete apron and berm systems. 2,000 – 5,000 SF, \$7M, 2020

A/E On-Call Facilities Retainer Services

Department Of Transportation (Caltrans)

Sacramento, CA

Principal In Charge

As needed A/E building forensic and assessment services for a wide variety of building system projects. These included chiller, boiler, domestic and fire waterlines, building exhaust, AC dampers, transformer and subpanels, fire alarm systems, along with architectural and structural facility studies, reports, and construction documentation. Ongoing

Phase I And II

Cache Creek Visitor Center & Trails

Yolo County, CA

Principal

Three-acre site with new visitor center, parking lot, grading, drainage, well and septic system improvements.

10,600 SF, \$11M, 2023 (est.)

**Performed with a previous affiliation.*

NORR

Mike Novak

RA

Associate | Studio Manager

Mike has over 15 years experience in the A/E industry. He brings his diverse architectural knowledge and experience to each of his projects. Mike has designed a wide variety of projects under various delivery methodologies. He leads multidiscipline design teams in developing options that address program challenges. His industry knowledge and experience enables him to ask the questions that pave a path for successful project performance that exceed expectations.



EDUCATION

California Polytechnic State University
San Luis Obispo, CA
• Bachelor of Architecture

PROFESSIONAL REGISTRATIONS

• Registered Architect: California — C32976

PROFESSIONAL AFFILIATIONS

- AIA Member: 2006 — 2017
- AIA Central Valley Emerging Professional Director: 2013 — 2015
- AIA National - Repositioning Ambassador: 2013 — 2014
- AIA Central Valley Director - Advocacy: 2015 — 2017
- AIA Liaison to Region Builders Trade Association: 2015 — 2017
- LEED AP: 2005 — 2015
- LEED BD+C: 2015 — 2016
- California Architects License C32976: 2011 to present

PROFESSIONAL EXPERIENCE

NORR Experience
2018 — Present

Industry Experience
16 Years



SELECTED PROJECT EXPERIENCE

Auburn Fleet And Warehouse
Pacific Gas And Electric Company (PG&E)
Auburn, CA
Project Architect
Phased construction of the new Warehouse (10,000 SF) and Fleet Maintenance buildings (12,000 SF), as well as three new structures. Also full repaving to bring older Service Center up to modern requirements. Additional covered storage structures also included for transformer, pole and spoils storage. 2022 (est.)

Pacific Energy Center Relocation
Pacific Gas And Electric Company (PG&E)
San Ramon, CA
Project Architect
Design for a new tenant improvement in a 10,000 SF warehouse space with exhibit hall, conference areas, tool check-out, and classrooms. Systems and energy-focused project with space as an educational opportunity for building engineers. The Pandemic changed approach after CDs completed. Then provided a new storage-only TI in a different warehouse space, which supports virtual classes with tool check-out services and some hands-on services with equipment. 2021

Fremont And Richmond Service Centers
Pacific Gas & Electric Company (PG&E)
Fremont & Richmond, CA
Architect
New vehicle wash bay building (PEMB) within both existing operating service centers, with recirculating water system. 2,000 SF (ea.), 2021

Redding Service Center
Pacific Gas And Electric Company (PG&E)
Redding, CA
Project Architect
Multi-building service center remodel. 40,000 SF, Ongoing

Spoils Covers Phase 2
Pacific Gas And Electric Company (PG&E)
13 Locations In California
Project Architect
Industrial metal buildings with storm-water remediation berm and apron system. Thirteen locations, each with a unique design. 3,000 — 7,000 SF, \$9M

Weld Shops
Pacific Gas & Electric (PG&E)
Multiple Locations, CA
Architect
Foundation up build of a new weld shops for PG&E maintenance employees. New weld shops at 5 different service centers to meet modern exhaust and safety requirements. 600 — 2,400 SF, \$1M to \$3M, 2020

Bishop Ranch Gas Control Room
Pacific Gas And Electric Company (PG&E)
San Ramon, CA
Project Architect
Tenant Improvement control room. 8,000 SF, \$2M, 2019

Pacific Gas And Electric Company (PG&E)
Locations Throughout CA
Project Architect

- West Sacramento Repro
- Burney Heliport
- PEC Relocation — Building C
- Redding Service Center
- Wheatland Fence Project
- Wheatland Restroom Building
- Bishop Ranch Gas Control Room
- PEC C-Lab — Contract Admin

2018 — Present

Phase I And II
Cache Creek Visitor Center & Trails
Yolo County, CA
Architect
Three-acre site with new visitor center, parking lot, grading, drainage, well and septic system improvements. 10,600 SF, \$11M, 2023 (est.)

FRANK MUNGIA

SURVEY MANAGER – ESP SURVEYING, INC.

Mr. Mungia has over thirty-seven years of project planning, design, surveying, engineering, construction, and management in private and public sectors. He is experienced in construction, boundary, topographic, elevation certificates and aerial photography surveying. He has extensive experience in supervision of field crews, billing review, contractor oversight, and meetings with governmental agencies. Also he has been involved in various survey tasks, which include roadways, highways, bridges, subdivisions, airports, schools, railroads, photogrammetric, GPS surveying, and GIS projects. Mr. Mungia's office experience includes record of survey maps, parcel maps, land net surveys, establishing control networks surveys, right of way engineering, subdivisions, ALTA survey maps, topographic surveys, site survey, design survey, lot line adjustments, preparation of legal descriptions and pre-calculations for field crew uses and knowledge with Caltrans Survey Manual and staking methods. Mr. Mungia's computer software skills include MS Office (Word, Excel, Access, PowerPoint, etc.), AutoCAD, GIS, Microstation, Arcview, Tripod Data Systems, Trimble GPS (TGO) and Ashtech GPS.

Mr. Mungia will provide topographic surveys for all Hanford Municipal Airport projects.

EDUCATION

Bachelor of Architecture, California Polytechnic State University, San Luis Obispo, 1974
B.S., Architectural California Polytechnic State University, San Luis Obispo, 1974
MBA Executive Program (Attendee), Pepperdine University

REGISTRATION

California Professional Engineer, CE 26317
California Professional Architect, C 12995

ESP SURVEYING, INC. (DIR #1000003735)

ESP Surveying, Inc. is a full-service land surveying firm established in 1991 and based in Fresno, California. ESP has 14 employees. ESP's surveying division consists of a professional staff with expertise in various aspects of land surveying, which includes boundary, topography, construction and A.L.T.A. surveys.

ESP's field surveys are performed with satellite GPS equipment, robotic total stations, laptops and advanced electronic instruments, giving them the capability of providing a quick and efficient response to survey requests. State-of-the-art computers, software and communications give office staff the ability to support field operations in an efficient manner. Their techniques allow them to quickly mobilize field crews to any part of the state, setting up a roving field office while "tele-commuting" office staff from the central base of operations in Fresno.

ESP is also certified DBE with the City of Fresno, UDBE with Caltrans, Small Business with the Department of General Services and certified WMBE (Women Minority Business Enterprise) with CPUC. The firm is also self certified for Federal work as a SBE (Small Business Enterprise), WOSB (Woman-Owned Small Business), and a SDB (Small Disadvantage Business).

EXPERIENCE

Representative projects on which surveying services were provided for Brandley Engineering are:

- ➔ **Madera Municipal Airport** – General Aviation Apron Reconstruction
- ➔ **Visalia Municipal Airport** – Reconstruct Apron A2
- ➔ **Visalia Municipal Airport** – Construction of Hangars – Site & Buildings
- ➔ **Chowchilla Municipal Airport** – Reconstruction of Runway 12-30



JIM WALLACE

WALLACE ENVIRONMENTAL CONSULTING
PRINCIPAL, SENIOR ENVIRONMENTAL CONSULTANT

Jim Wallace has been providing environmental consulting services to airports for over 23 years and will serve as Project Manager and lead EA author for all environmental documentation for Hanford Municipal Airport projects.

EDUCATION

B.A. History, Humboldt State University, Arcata, California
Graduate Work in Natural Resource Management, Humboldt State University, Arcata, California

AREAS OF EXPERTISE

Mr. Wallace has over 40 years of environmental and natural resources consulting experience including 25 years preparing over 270 NEPA and CEQA compliance documents for over 30 airports in northern California. Mr. Wallace serves as environmental project manager for airport improvement projects including passenger terminal expansions, runway and taxiway extensions and reconstruction, non-aviation developments, new access roads, runway safety area maintenance in sensitive habitats, parking lots, aircraft aprons and hangar development, wildlife hazards and land use compatibility plans. Nearly all of the airport projects include coordination with multi-disciplinary teams for compliance with Section 106 of the National Historic Preservation Act, Sections 401 and 404 of the US Clean Water Act, US Clean Air Act and US Endangered Species Act and many projects required compliance with the California Environmental Quality Act. Mr. Wallace has developed an excellent working relationship with FAA district and regional offices and with airport sponsors.

Mr. Wallace has extensive experience developing technical and policy strategies, testifying at public hearings and negotiating with elected officials and senior staff in U.S. Departments of Transportation, Interior, Agricultural, Commerce and the U.S. EPA. Mr. Wallace is skilled at navigating controversial project issues in public meetings and by providing relevant information and data that lead to sustainable solutions.

RELEVANT EXPERIENCE

→ Tulelake Municipal Airport

- In a controversial project, prepared the NEPA and CEQA compliance documents for the proposed construction of a perimeter fence. The airport and fence are located entirely within the historic boundaries of the World War II-era Tule Lake Segregation Center in Modoc County; the airport is owned by the Modoc Nation. Resolving project conflicts involved detailed cultural resource studies to comply with the National Historic Preservation Act and DOT Section 4(f) analysis.
- Prepared NEPA compliance documents for taxiway improvements, access road improvements and runway rehabilitation.

→ Lincoln Regional Airport (CA)

- Prepared an Environmental Assessment for the reconstruction of Runway 15/33; applied environmental permitting processes and mitigation measures included in a regional Habitat Conservation Plan.
- Prepared NEPA and CEQA compliance documents for Airport Master Plan; projects included new access road, commercial non-aviation development area, box hangar complex and taxiway extension. Prepared wetland delineation which identified over 30-acres of wetlands and fairy shrimp survey which complicated airport development.
- Prepared Draft Environmental Assessment for a proposed airport business park; project was discontinued, however, we prepared special purpose law studies including a preliminary wetland delineation.
- Prepared NEPA compliance document for runway safety area maintenance which required mitigating impacts to wetland features

→ **Mammoth Yosemite Airport**

- Prepared NEPA and CEQA compliance documents for a new passenger terminal and terminal development area.
- Prepared report requesting that the US Fish and Wildlife Service withdraw the airport from the Bi-State Distinct Population Segment of Greater Sage-Grouse proposed critical habitat.
- Prepared multiple NEPA compliance documents for taxiway and aircraft apron reconstruction; new security fence, obstruction lighting; backup electrical power systems and wind-sock relocation.
- Prepared Wildlife Hazard Management Plan, Biological Assessment which included an assessment of biological resources within a 5-mile radius of the airport.
- Prepared a memorandum regarding Federal environmental reviews and proposed commercial development on approved 1998 ALP.
- Prepared environmental scope of work included in the AIP for airport terminal development.

→ **Lake Tahoe Airport**

- Prepared NEPA compliance document to reduce runway width and return unpaved surfaces to the Truckee River Sensitive Environment Zone.
- Prepared NEPA compliance document for new taxiway.
- Conducted assessment of surface water quality impacts associated with year-round spring-fed drainage ditch.
- Prepared Wildlife Hazard Management Plan.
- Prepared Wildlife Hazard Management Plan, Biological Assessment which included an assessment of biological resources within a 5-mile radius of the airport.

Selected Airports for which Mr. Wallace prepared NEPA compliance documents:

- Stockton Metropolitan Airport
- Chico Municipal Airport
- Tracy Municipal Airport
- Colusa County Airport
- Truckee-Tahoe Airport
- Gansner Field, Quincy, California
- ICON Aircraft, Lake Berryessa
- Chowchilla Municipal Airport
- Visalia Municipal Airport
- Placerville Airport
- Healdsburg Municipal Airport
- Napa County Airport
- Weaverville Municipal Airport
- Rogers Field, Chester, California

SECTION C

RELATED EXPERIENCE

The City of Hanford plans several Airport Development projects at the Hanford Municipal Airport over the next several years and is requesting proposals from qualified firms for the Professional Architectural and Design/Engineering Services associated with these projects. Services required will be architectural/engineering, environmental, and consulting services for the maintenance and improvement of the Hanford Municipal Airport.

Brandley Engineering, Inc., located solely in Loomis, California, is a consulting airport engineering office with one hundred percent of our business devoted to airport grant administration, planning, design, engineering, and construction management services for all types of airport development projects. Reinard W. Brandley, P.E., founded the firm in 1953, and operated the firm under Reinard W. Brandley, Consulting Airport Engineer, until 2020 at which time it was transitioned to a S Corporation, Brandley Engineering Inc., with ownership by Melissa Brandley and Damon Brandley. Brandley Engineering has performed airport grant administration, engineering design, airport planning and construction management services for the past 69 years. The upcoming projects at the Hanford Municipal Airport fit within our primary area of focus and expertise.

Brandley Engineering's proven engineering excellence has made our quality name known throughout Northern and Central California. By focusing on airport design and planning, we can provide a high-quality plan that will meet all standards and needs of our clients and of the Federal Aviation Administration and of Caltrans Division of Aeronautics.

Our background in geotechnical engineering, pavement evaluation and airport design and engineering provides the experience and ability to make the best use of local materials and to provide a design that will create a long life, lowmaintenance project at reasonable initial cost.

Our close working relationship with the FAA allows us easy access to members of the staff for quick and responsive coordination and reviews of all projects. To further speed up FAA approval, we will review each project with them during design so that final plans will not require detailed time-consuming reviews. This excellent relationship also enables our office to be in the unique position of being made aware of when airport improvement funds are available to our clients. When funds are made available, we act quickly to coordinate with our clients on how to maximize the use of these funds and prepare applications to the FAA for improvement grants.

The experience of Brandley Engineering in working with all branches of the Federal Aviation Administration over the past 69 years has enabled our firm to be very familiar with procedures, regulations, funding, and all other aspects pertaining to airport development. This knowledge has been passed on to all staff members and qualifies our office to provide liaison with the FAA on behalf of Airports at any district or field office. All staff members are kept up to date on all FAA Advisory Circulars and Design Guidelines.

In addition to our experience in working with the FAA, we have also worked closely with Caltrans Division of Aeronautics on the preparation of matching AIP grants and construction projects for airports.

The vast experience of our office in airport planning, design, and research over the past 69 years will be utilized in the design for the Hanford Municipal Airport.

Our extensive experience in airport design throughout the United States places us in a unique position to provide inhouse a complete engineering service for engineering design of airport development projects.

Brandley Engineering understands and complies with the Disadvantaged Business Enterprise (DBE) Policy and Goals as established by the Federal government. Our office has established and implemented an aggressive affirmative action plan.

The experienced staff of Brandley Engineering provides the Sponsor the Engineering excellence needed for the design of any airport development project.

The office of Brandley Engineering has completed numerous airfield design assignments for general aviation airports that directly relate to the projects proposed at Hanford Municipal Airport. Over the past 69 years we have provided a broad range of services to all sizes of airports throughout the United States, and particularly in Northern and Central California. These services have included:

SCOPING

- Project Development
- Airport Capital Improvement Programs
- Grant Applications

ENGINEERING:

- Geotechnical Studies
- Pavement Evaluation Studies/Pavement Maintenance Management Programs
- Drainage Studies and Design
- Design of Airfield Pavements including Runways, Taxiways, Aprons, Roads, and Parking Lots
- Airfield Lighting and Signing
- Heliports and Helicopter Parking Areas
- Security Fencing
- Tee Hangar Development
- Visual and Navigational Aids
- Utilities
- Aircraft Storage Hangars
- Airline Terminal Facilities
- Fuel Farms
- Preparation of Cost Estimates

References for the three most comparable projects for which our firm is providing services similar to those anticipated for the Hanford Municipal Airport are as follows:

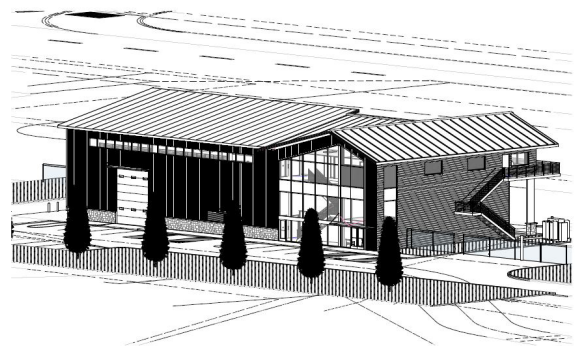
- **MS. KATHERINE BALES**, Former Airport Superintendent , Visalia Municipal Airport. Current Assistant Airport Manager - Napa County Airport, 2030 Airport Road, Napa, California 94558. (707) 299-1694, Katherine.bales@countyofnapa.org. In the last five years, Brandley Engineering provided the engineering design and construction management for the Reconstruction of Apron A2, Airfield Guidance Signs Update, Corporate and Tee Hangars – Buildings and Site Work, and the Crack Seal and Remark Airfield Pavements for the Visalia Municipal Airport.
- **MS. PAULA JESSUP**, Airport Manager, Tracy Municipal Airport, 5749 S. Tracy Boulevard, Tracy, California 95377, (209) 831-6215, Paula.Jessup@cityoftracy.org. Brandley Engineering performed the engineering design and construction management of the reconstruction of all pavements (runways, taxiways, aprons, and taxilanes) at the Tracy Municipal Airport and upgrades to the PAPIs, AWOS and beacon.
- **DANIEL SELDON**, Senior Project Manager, UC Davis Design and Construction Management, TAPS Building, University of California Davis, California 95616, 530-219-7767, dfselden@ucdavis.edu. Brandley Engineering performed the engineering design and construction management for the Beacon Replacement at the University Airport. We recently completed the engineering design of the Reconstruction and Widening of Runway 17-35, Exit Taxiways, and Airfield Electrical for this airport, which will begin construction in the spring of 2023. Our office will perform the construction management/resident engineering for this project.

The projects described on the next several pages have included the types of services that will be required during the engineering consultation on the Airport Development Projects at the Hanford Municipal Airport. These services include environmental studies; engineering design of pavements, grading, drainage, utilities, pavement marking and grooving, airfield lighting, electrical improvements, security fencing, tee hangars, fueling facilities, instrument approaches, and other related design elements; and resident engineering, testing, and inspection.

The projects described below were of similar nature and magnitude to those anticipated by the City of Hanford. For most projects our office provided full grant administration services including preparation of project applications to the FAA, engineering design including preparation of plans and specifications, filing all bid documentation with FAA in order to receive the grant and authorization to award the contract, conducting preconstruction conferences and preparing the minutes in order to obtain notice to proceed from the FAA, preparation of all requests for reimbursement to the FAA, filing all reports and submittals with the FAA and State, and preparation of final reports and record drawings in order to close out the grants.

7-BAY ARFF/SNOW REMOVAL FACILITY, UTILITIES, ACCESS ROAD, AND SITE WORK MAMMOTH YOSEMITE AIRPORT – 2022

The Town of Mammoth Lakes proposes to construct a 7-bay ARFF/Snow Removal Facility at the Mammoth Yosemite Airport. This facility will house the existing snow removal equipment, ARFF vehicle, and ARFF support rooms at the airport. The facility will include a 7-bay ARFF/Snow Removal Equipment Building, including office space, conference room, watch room, dorm rooms, restrooms and a kitchen. This building will have a composite footprint of 10,350 sf with 9,740 sf on the first floor and 4,840 sf on the second floor for a total of 14,580 sf. To provide airfield access to the new ARFF/Snow Removal Equipment Building, it will be necessary to construct a new paved apron (30,280 sf) and airside access road (35' x 340'). To provide landside access to the new ARFF/Snow Removal Equipment Building, it will be necessary to construct a new access road from Airport Road (24' x 1,330') and vehicle parking to accommodate 12 vehicle and ADA parking spaces.



- ➔ Project Owner – Town of Mammoth Lakes
- ➔ Contact Person – Sierra Shultz, Deputy Airport Manager, (760) 965-3654
- ➔ Specific Involvement – Design Engineer – Site Work; Building Architectural Design by NORR
- ➔ Estimated Construction Cost of Project - \$6,600,000
- ➔ Status of Completion – Design is 90% complete, Expected bidding in Feb. 2023

RECONSTRUCT EXISTING RUNWAY 2-20 INCLUDING RUNWAY LIGHTING TRUCKEE TAHOE AIRPORT – 2022

The 2014 Pavement Maintenance Management Plan (PMMP) prepared for Truckee Tahoe Airport shows that the pavement on Runway 2-20 needed to be reconstructed. This reconstruction will consist of the removal of the existing pavement, recompacting the existing base course, placing new aggregate base course, and placing new asphalt surface course, resulting in raising the runway 8 inches. A future planned runway widening on one side resulted in cost benefit analysis of the location of the crown of the runway. It was decided an offset crown to align with the future runway centerline was the best option. There will be new pavement section

constructed at the fillets for the cross taxiways required to meet the new geometry requirements for taxiway fillets in FAA's advisory circulars. Grading along the edge of the runway will be performed and shoulders and safety areas will be regraded to drain.

The existing runway lighting system is failing and going to ground as it is an old direct burial lighting system. The runway lighting system will be replaced, including new lights, cans, and installation of underground electrical duct, wire, and guidance signs. A new regulator will be installed in the airfield electrical vault.

- ➔ Project Owner – Truckee Tahoe Airport District
- ➔ Contact Person – Dave Hoffman, Director Operations and Maintenance, (530) 587-4119 x110
- ➔ Specific Involvement – Design Engineer, Future Construction Management
- ➔ Estimated Construction Cost of Project - \$5,831,000
- ➔ Status of Completion – Design is 85% complete, Expected bidding in Feb. 2023

REHABILITATE RUNWAY 12-30 AND CROSS TAXIWAYS AND AIRFIELD ELECTRICAL INCLUDING RUNWAY EDGE LIGHTS AND PAPI CHOWCHILLA MUNICIPAL AIRPORT – 2022



The Pavement Condition Index (PCI) report prepared by Brandley Engineering for Chowchilla Municipal Airport indicated that the pavements on Runway 12-30 have a PCI of 32. The pavements show significant thermal and structural cracking throughout all pavements on the runway and cross taxiways. It is necessary that these pavements be reconstructed at this time. This pavement design was challenging due to the presence of saturated and soft subgrade soils created by a perched water table and a very thin existing pavement section. The proposed rehabilitation of the runway and cross taxiways will consist of leaving the existing pavement sections in place in order to protect the soft subgrade soils, placing a porous concrete base course on top of the existing pavement section to provide a drainage layer and avoid sandwich construction, and then placing asphalt pavement on top of the porous concrete. The porous concrete base course is a unique design which was invented by Reinard W. Brandley in the 1980's. This unique design required significant coordination and communication with the FAA Regional and Headquarters offices to obtain a Modification of Standards.

Currently the existing stake-mounted runway edge and threshold lights are in poor condition and unreliable. The existing guidance signs are stake-mounted and non-standard. The Runway 30 VASI is old and obsolete and difficult to maintain. It is proposed to replace these facilities. This project includes new runway edge and threshold lights, guidance signs, PAPI, cable and conduit, and new pilot control panel and constant current regulator.

- ➔ Project Owner – City of Chowchilla
- ➔ Contact Person – Jason Rogers, Director of Public Works, (559) 665-8615, x300
- ➔ Specific Involvement – Design Engineer, Future Construction Management
- ➔ Estimated Construction Cost of Project - \$5,700,000
- ➔ Status of Completion – Design completed. Construction scheduled for 2023.



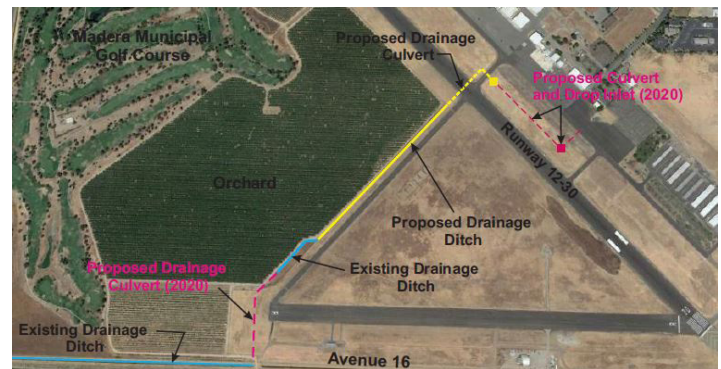
RECONSTRUCT AND WIDEN RUNWAY 17-35, EXIT PAVEMENTS, AND AIRFIELD LIGHTING UNIVERSITY AIRPORT, DAVIS, CALIFORNIA – 2021-2022

Runway 17-35 at the University Airport in Davis, California will be reconstructed and widened by 10 feet on the east side of the runway. A reconstructed pavement section, new widened pavement section and new blast pads will be constructed. This project will require grading and stabilization of the Runway Safety Areas to FAA standards and replacement of the existing non-standard runway lighting system with a new lighting system including new duct, cable, light bases, lights, REIL, PAPI, segmented circle and wind cone and all associated items for the runway and taxiway lighting systems. The project will also include replacing the existing electrical "closet" with a new stand alone electrical vault building and vault equipment and controls and updating the transformer for the main electrical service connection. This project included significant coordination with the FAA NAS Planning and Integration team on construction of the new FAA owned PAPI.

- ➔ Project Owner – The Regents of the University of California
- ➔ Contact Person – Daniel Seldon, Senior Project Manager, (530) 219-7767
- ➔ Specific Involvement – Design Engineer; Future Construction Management
- ➔ Estimated Cost of Project - \$4,081,605; Bid Cost of Project - \$3,675,524
- ➔ Status of Completion – Project has been bid – construction anticipated for spring/summer 2023.

AIRFIELD DRAINAGE IMPROVEMENTS MADERA MUNICIPAL AIRPORT – 2021-2022

The major drainage from the Madera Municipal Airport, including runways, taxiways, aprons, and tee hangar areas, carries the storm water into a ditch and pipe drainage system in the infield between Runway 12-30 and Taxiway P. This storm water is then carried under the runway and drains into a swale through the golf course to a detention pond located at the southwest corner of the golf course. The soil in this detention pond is very permeable and all drain water from the airport and golf course that is delivered to this pond quickly percolates into the ground. The detention pond has adequate capacity to accommodate all drainage from the golf course and the fully developed airport.



The swale through the golf course is through relatively impervious soil and minor amounts of storm water percolate into the ground in this area. The golf course swale is of inadequate size to accommodate the storm water created by the current development, including the airport and golf course, and is unable to accept future development of the airport even though the detention pond has adequate capacity for all the anticipated drain water. Current storm water carried through the golf course creates serious flooding of the golf course and additional development on the airport will increase the problems with golf course flooding. It is proposed to relocate the discharge system from the airport to a separate drainage ditch and pipe system that will ultimately discharge into the same detention pond.

- ➔ Project Owner – City of Madera
- ➔ Contact Person – Jamie Hickman, Interim Public Works Director, (559) 232-9615
- ➔ Specific Involvement – Design Engineer; Future Construction Management
- ➔ Estimated Construction Cost of Project - \$1,095,850; Bid Cost of Project - \$1,042,095
- ➔ Status of Completion – Project has been bid – construction anticipated for spring/summer 2023.

NEW BEACON AND BEACON TOWER CHOWCHILLA MUNICIPAL AIRPORT – 2021-2022

There is an existing beacon tower at the Chowchilla Municipal Airport, but there is not an existing beacon on the top. The existing beacon tower is too short to allow the beacon beam proper clearance of nearby power poles. Chowchilla Municipal Airport has a runway lighting system and to meet FAA standards it is required to have a beacon. The City of Chowchilla proposes to construct a new rotating beacon on a new tip down tower. The tower will be 45 feet in height. New electrical service and new electrical duct will be installed from the adjacent airport electrical vault.

- ➔ Project Owner – City of Chowchilla
 - ➔ Contact Person – Jason Rogers, Director of Public Works, (559) 665-8615, x300
 - ➔ Specific Involvement – Design Engineer; Future Construction Management
 - ➔ Estimated Construction Cost of Project - \$153,725; Bid Cost of Project - \$185,185
 - ➔ Status of Completion – Project has been bid – construction anticipated for fall 2022.
-

CRACK SEAL TAXIWAY A, CRACK SEAL AND SLURRY SEAL RAMP 2, CRACK SEAL RAMPS 1 AND 5 NEVADA COUNTY AIRPORT – 2021-2022

This project will consist of a crack repair, crack seal, and/or slurry seal of Taxiway A and Ramp 2 with bid alternates to include Ramps 1 & 5 at the Nevada County Airport. This is consistent with the recommendations of the recently completed 2021 PMMP. The PCI of these pavements is as follows: Taxiway A (PCI of 60 to 85, majority is 60-67), Ramp 2 (PCI of 60-65), Ramp 1 (PCI of 50), and Ramp 5 (PCI of 45-55). Taxiway A has transverse cracking at approximately 15' to 30' spacing that are 1" to 2" wide. These cracks require repair and resealing in order to preserve the life of the pavement surface. Ramp 2 has some fine cracks that require sealing. The surface course of Ramp 2 is very course and the fines from the asphalt have weathered away. A slurry seal is required to protect the surface and extend the life of the surface course. Ramps 1 & 5 both have light to moderate block cracking with cracks varying in width from 1/2" to 1", These cracks require repair and resealing in order to preserve the life of the pavement surface.

- ➔ Project Owner – County of Nevada
- ➔ Contact Person – Kevin Edwards, Airport Manager, (530) 273-3374
- ➔ Specific Involvement – Design Engineer; Future Construction Management
- ➔ Estimated Construction Cost of Project - \$437,255; Bid Cost of Project - \$270,406
- ➔ Status of Completion – Project has been bid – construction anticipated for fall 2022.

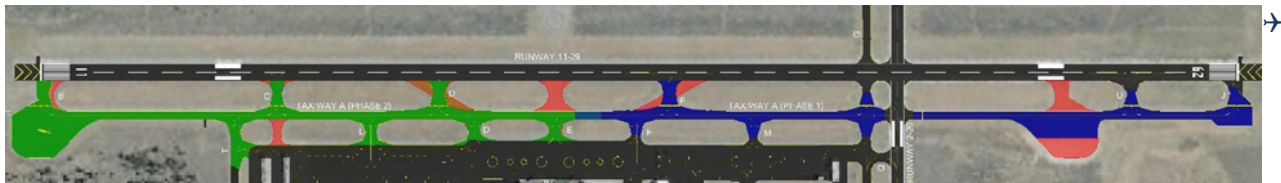
“Mr. Brandley, as well as his team, have extensive experience with the FAA AIP Grant program and has assisted the District successfully to complete many FAA AIP Grant Projects.”

~Kevin Smith - Former General Manager, Truckee Airport

RECONSTRUCT TAXIWAY A AND CROSS TAXIWAYS PHASES 1 AND 2 TRUCKEE TAHOE AIRPORT – 2016-2021

The Truckee Tahoe Airport District scheduled the reconstruction of the pavements on the parallel Taxiway A and cross taxiways in two phases. The east portion of the taxiway was reconstructed in 2016. The west portion of the taxiway was reconstructed in 2021. These projects included excavation, stabilization of subgrade soils, pulverizing existing base course and asphalt and reusing as subbase course, grading, drainage, paving, marking, new solar powered taxiway edge lights and new guidance signs.

After bids were received for the Phase 2 project, discussions were held with the FAA NAS Planning and Integration team, and it was found that the FAA pull boxes for the REIL were in Taxiway Safety Areas and did not meet FAA current standards. After coordination with the FAA NAS Planning and Integration team, it was determined that the existing conduit and pull box system for the FAA REIL would have to be protected and upgraded to the current FAA standards (FAA-C-1391e). It was determined that the most cost-effective solution was to replace the existing conduit and pull boxes and realign the conduit run so that it was a more direct routing with fewer taxiway crossings. This work was included in this project.



Project Owner – Truckee Tahoe Airport District

- ➔ Contact Person – Dave Hoffman, Director Operations and Maintenance, (530) 587-4119 x110
- ➔ Specific Involvement – Design Engineer, Construction Management, Resident Engineering
- ➔ Phase 1 – Estimated Construction Cost of Project - \$2,214,950; Final Cost of Project - \$2,096,487
- ➔ Phase 2 – Estimated Construction Cost of Project - \$3,792,175; Final Cost of Project - \$3,897,905
- ➔ Status of Completion – Construction completed, and grants closed out.

RECONSTRUCTION OF EAST GENERAL AVIATION APRON MAMMOTH YOSEMITE AIRPORT – 2020-2021

The Town of Mammoth Lakes reconstructed the East General Aviation Apron at the Mammoth Yosemite Airport. The PCI of the pavement on the East General Aviation Apron was 68 in 2014 and approximately 48 in 2020. The Pavement Maintenance Management Plan that was completed in 2014 for the Mammoth Yosemite Airport indicated that this pavement section would have a deep-seated subgrade failure in 2027. It was necessary to reconstruct this pavement prior to a complete failure of the subgrade and pavement section.

This project consisted of pulverizing the existing pavement section materials, excavating and temporarily stockpiling them, excavating to subgrade, placement of the pulverized materials as Aggregate Subbase Course, importing additional Aggregate Subbase Course, importing new Aggregate Base Course, and placing new Asphalt Surface Course. The project also included new aircraft tie down anchors, airfield markings, and drainage.

- ➔ Project Owner – Town of Mammoth Lakes
- ➔ Contact Person – Sierra Shultz, Deputy Airport Manager, (760) 965-3654
- ➔ Specific Involvement – Design Engineer, Construction Management, Resident Engineering
- ➔ Estimated Construction Cost of Project - \$3,026,480; Final Cost of Project - \$2,767,340
- ➔ Status of Completion – Construction completed in 2021.



CRACK SEAL AND REMARK AIRFIELD PAVEMENTS VISALIA MUNICIPAL AIRPORT – 2020

The pavement sections on most airfield pavements at the Visalia Municipal Airport are hot mix asphalt surfacing. Several shrinkage cracks were developing in these pavements caused by age of the pavement and weathering. To maintain the quality of pavement at the airport and to extend the life of the pavements all the cracks were sealed that had formed on Runway 12-30 (100' x 6,561.6'), Taxiway D, Taxiway N, and the Cross Taxiways E, F, G, H, J, and K (50' x 16,950'), Aircraft and Helicopter Parking Aprons (316,800 sq. ft.), Taxilanes (198,300 sq. ft.), and Roads and Parking Lots (203,500 sq. ft.). Brandley Engineering completed the design of the crack seal of all these pavements.

Once the design and plans and specifications were complete, the FAA indicated that there were limited funds available for this project. Our office separated the project into the runway work and the taxiway work and put the project out to bid with a Base Bid (Runway) and an Additive Alternate (Taxiway) to maximize the use of FAA funds. Very favorable bids were received due to a favorable bidding climate. After discussions among the Sponsor, the FAA, and the Brandley Engineering, it was determined to be satisfactory to add the crack sealing of the apron, hangar areas, roads and parking lots by change order.

- ➔ Project Owner – City of Visalia
- ➔ Contact Persons – Katherine Bales, Former Airport Superintendent , (707) 299-1694
- ➔ Specific Involvement – Design Engineer, Construction Management and Resident Engineering
- ➔ Estimated Construction Cost of Project - \$1,515,350; Final Cost of Project - \$870,620
- ➔ Status of Completion – Construction completed in 2020.

FUEL FARM EXPANSION NERVINO AIRPORT, BECKWOURTH – 2020

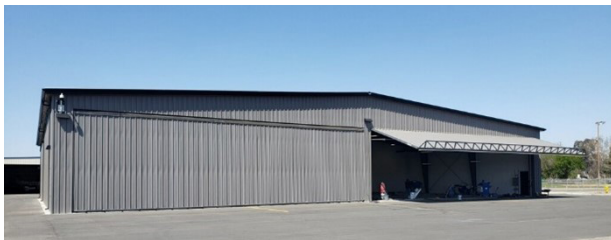
Plumas County constructed a 12,000-gallon 100 LL Avgas fuel tank on the tiedown apron next to the existing Jet A above ground tank at the Nervino Airport, Beckwourth, California. The new 100 LL Avgas fuel tank serves the increased demand for Avgas. Above ground fuel tank construction and installation was conducted in accordance with FAA Order 1050.15, Fuel Storage Tanks at FAA Facilities, and applicable US EPA regulations, 40 CFR parts 112, 280 and 281. The new fuel tank was constructed on the existing tie-down apron next to the existing fuel storage system. The Avgas fuel storage tank has key-lock system and is pilot operated.



- ➔ Project Owner – County of Plumas
- ➔ Contact Person – JD Moore, Director of Facility Services and Airports, (530) 283-6069
- ➔ Specific Involvement – Design Engineer, Construction Management and Resident Engineering
- ➔ Estimated Construction Cost of Project - \$329,900; Final Cost of Project - \$378,755
- ➔ Status of Completion – Construction completed in 2020.

HANGAR DEVELOPMENT – BUILDING AND SITE WORK VISALIA MUNICIPAL AIRPORT – 2018-19

Visalia Municipal Airport received a Grant Agreement from the U.S. Department of Transportation (DOT) under the Community Flexibility Pilot Program for the construction of aircraft hangars. The Visalia Municipal Airport serves general aviation needs in Tulare County. Many aircraft, ranging from the small single-engine aircraft to the business jet aircraft, are based at the Airport. Aircraft owners are desirous of storing their aircraft in hangars and the Airport has a waiting list for hangars from the small single-engine airplanes to the business jets. Brandley Engineering prepared the design and plans and specifications for this project for both the civil work and the building work.



The project was bid with a Base Bid and two Additive Alternates to maximize the funding available under the DOT grant. The Base Bid included one 4-unit corporate hangar building (125' x 140'), Additive Alternate A included one 8-unit nested tee hangar building, and Additive Alternate B included one 7-unit standard hangar building. There was not enough funding to construct all three buildings based on bids received. The City was desirous of constructing the corporate hangar and the 8-unit nested tee hangar, but the bids received were still over

the funding available. Melissa Brandley of Brandley Engineering worked with the contractor for the civil work to negotiate a reduction in prices to bring the total cost within the grant amount available.

- ➔ Project Owner – City of Visalia
- ➔ Contact Persons – Katherine Bales, Former Airport Superintendent , (707) 299-1694
- ➔ Specific Involvement – Design Engineer, Construction Management, and Resident Engineering
- ➔ Estimated Construction Cost of Project (Base Bid + Alternate A) - \$3,945,775; Bid Cost of Project - \$4,030,870; Contract Amount with Negotiated Change Order - \$3,769,234
- ➔ Status of Completion – Construction completed in 2020.

AIRPORT FUEL TANKS PROJECT LINCOLN REGIONAL AIRPORT – 2019

The City of Lincoln installed a new fuel system consisting of two 12,000-gallon UL 2085 tanks with bulk loading at the Lincoln Regional Airport. These tanks are designed for storage of flammable and combustible liquids at atmospheric pressure. The specific type-fuel stored in these tanks is Avgas, 100LL UN 1203, and/or Jet-A, UN 1863. The system was designed for loading refueling vehicles and for self-service over-the-wing aircraft fueling. The system includes:

- 1 fuel dispenser for Avgas and provision for the addition of a second fuel dispenser on the other end of the tank in the future.
- 1 fuel dispenser for Jet-A and provisions for the addition of a future 'daughter' Jet A tank in the future.
- 1 credit card reader – One Owner provided credit card reader was installed and connected by the contractor the north end of the tanks between the dispensers.



- ➔ Project Owner – City of Lincoln
- ➔ Contact Person – Roland Neufeld, Senior Engineer, (916) 434-2481
- ➔ Specific Involvement – Design Engineer and Construction Management
- ➔ Estimated Construction Cost of Project - \$690,000; Final Cost of Project - \$1,080,400
Not funded under AIP
- ➔ Status of Completion – Construction completed in 2020.

UPGRADE AIRFIELD GUIDANCE SIGNS VISALIA MUNICIPAL AIRPORT – 2019

The existing airfield guidance sign system at Visalia Municipal Airport did not meet current FAA standards. It was necessary to upgrade the sign system to meet these requirements. Brandley Engineering prepared the engineering design and preparation of plans and specifications for this project. The project included furnishing and installing new LED airfield guidance signs, relocating existing airfield guidance signs, and replacing sign panels on existing airfield guidance signs.

A change order was issued during this project for retrofit kits on old existing signs (2009) since the manufacturer no longer provided FAA-approved replacement bulbs for these signs. A retrofit kit was available to convert the existing signs to be compatible with the new style FAA approved bulbs which were readily available. In order to provide the Airport with a FAA compliant Airfield Guidance Sign system, these retrofit kits were installed on all existing ADB airfield guidance signs.

- ➔ Project Owner – City of Visalia
- ➔ Contact Persons – Katherine Bales, Former Airport Superintendent , (707) 299-1694
- ➔ Specific Involvement – Design Engineer, Construction Management, and Resident Engineering
- ➔ Estimated Construction Cost of Project - \$144,695; Final Cost of Project - \$208,317
- ➔ Status of Completion – Construction completed in 2020.

RECONSTRUCT TEE HANGAR TAXILANES TRACY MUNICIPAL AIRPORT – 2018-19

The City of Tracy retained the services of Brandley Engineering to prepare a Pavement Maintenance Management Plan (PMMP). This study included geotechnical studies, pavement condition surveys, and non-destructive tests and analyses. These studies showed severe cracking of the existing sections of pavement on the runways, cross taxiways, general aviation tie down apron, and tee hangar taxilanes. It was recommended that reconstruction of the pavements at this airport be completed as early as funding became available. Brandley Engineering prepared the engineering design, plans and specifications for the reconstruction of the runways, taxiways, the general aviation apron, and the tie down apron such that plans and specifications were "on the shelf" ready to bid.

The City of Tracy reconstructed the tee hangar taxilanes at Tracy Municipal Airport in 2019. This was the third and final phase of the reconstruction of all pavements at this airport. Brandley Engineering provided the engineering design and construction management of this project. The scope of work of this project was the reconstruction of the tee hangar taxilanes and aprons to the existing hangar area (718,470 sq. ft.).

Existing drainage in the tee hangar development area is sheet flow over the total 300-foot width of the old landing strip at Tracy Municipal Airport. Each of the hangars flooded during any storms that occurred at the airport. The design of the reconstruction of the hangar taxilanes was prepared to eliminate this flooding within the buildings by regrading the pavements between the buildings such that they slope away from the buildings to a swale. New drain lines were installed as needed.

- ➔ Project Owner – City of Tracy
 - ➔ Contact Person – Paula Jessup, Airport Manager, (209) 831-6215
 - ➔ Specific Involvement – Design Engineer, Construction Management, and Resident Engineering
 - ➔ Estimated Construction Cost of Project - \$1,989,400; Final Cost of Project - \$1,773,100
 - ➔ Status of Completion – Construction completed in 2019.
-

UPGRADE SEGMENTED CIRCLE AND WIND CONE MAMMOTH YOSEMITE AIRPORT – 2018

The Town of Mammoth Lakes upgraded the existing segmented circle, primary wind cone and supplementary wind cone for Runway 27 at the Mammoth Yosemite Airport. The existing segmented circle and primary wind cone were removed. A new segmented circle and primary wind cone were installed north of Taxiway A. To accommodate snow plow operations, the new segmented circle consists of a 125' x 160' x 3" thick asphalt pad with a painted segmented circle. A 12-foot-wide asphaltic concrete access road was constructed from the asphalt pad to the edge of Taxiway A to provide access during the winter months for plowing the snow off the segmented circle pad.

The existing primary wind cone, a L-807 wind cone, was removed and replaced with a L-807 LED wind cone. The existing supplementary wind cone for Runway 27 was removed and a new L-806 LED wind cone was located north of the holding apron and East of Taxiway A1.

- ➔ Project Owner – Town of Mammoth Lakes
- ➔ Contact Person – Sierra Shultz, Deputy Airport Manager, (760) 965-3654
- ➔ Specific Involvement – Design Engineer, Construction Management, and Resident Engineering
- ➔ Estimated Construction Cost of Project - \$318,430; Final Cost of Project - \$499,860
- ➔ Status of Completion – Construction completed in 2019.

EXECUTIVE HANGAR DEVELOPMENT TRUCKEE TAHOE AIRPORT – 2017-18

The Truckee Tahoe Airport District constructed two 5-unit executive hangar buildings (64' x 337') at the Truckee Tahoe Airport. This project included the site work, buildings, drainage, utilities, paving, and marking. Brandley Engineering prepared the engineering design and plans and specifications for this project. The site work and the building work were bid separately. The building plans set forth the minimum layout and requirements for the hangars. The contractor was required to develop and submit design calculations, plans, and specifications, for the construction of the hangars.



- Project Owner – Truckee Tahoe Airport District
- Contact Person – Dave Hoffman, Director Operations and Maintenance, (530) 587-4119 x110
- Specific Involvement – Design Engineer and Surveillance During Construction
- Estimated Construction Cost of Project - \$6,392,750; Final Construction Cost - \$7,156,400
- Status of Completion – Construction completed in 2018.

RECONSTRUCT APRON A2 VISALIA MUNICIPAL AIRPORT – 2017



The pavements on Apron A2 were originally constructed in 1986. According to the PMMP prepared by Brandley Engineering these pavements only had two years remaining life with forecast traffic. Our office prepared the engineering design, plans and specifications for the reconstruction of these pavements. The project included grading, drainage, paving, and marking. A new piping system was installed to transport drain water to existing drainage pipes.

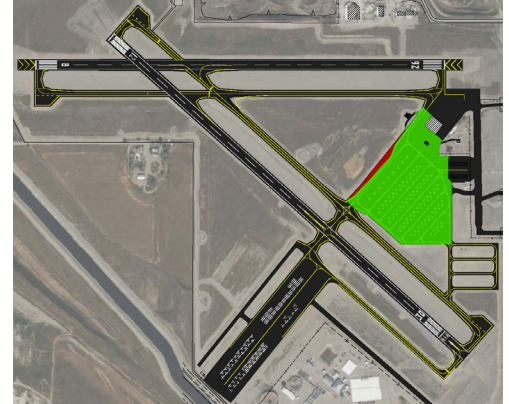
Due to the uncertainty of the amount of FAA funding that would be allocated for this project, the project was bid with a Base Bid and two Additive Alternates. Once bids were received, FAA issued a grant for the entire project.

- Project Owner – City of Visalia
- Contact Persons – Katherine Bales, Former Airport Superintendent , (707) 299-1694
- Specific Involvement – Design Engineer, Construction Management, and Resident Engineer
- Estimated Cost of Project - \$1,803,945; Final Construction Cost - \$1,185,870
- Status of Completion – Construction completed in 2017.

RECONSTRUCT GENERAL AVIATION TIE DOWN APRON TRACY MUNICIPAL AIRPORT – 2017

In 2015 Brandley Engineering prepared the engineering design for the reconstruction of all pavements at the Tracy Municipal Airport. In 2017 the general aviation tie down apron (608,900 sq. ft.) was reconstructed including grading, drainage, paving, marking, and tie downs. This was the second phase reconstruction of all pavements at the Tracy Municipal Airport. Brandley Engineering provided the construction management for this project.

- ➔ Project Owner – City of Tracy
- ➔ Contact Person – Paula Jessup, Airport Manager, (209) 831-6215
- ➔ Specific Involvement – Design Engineer, Construction Management, and Resident Engineering
- ➔ Estimated Cost of Project - \$4,222,440; Final Construction Cost - \$2,643,000
- ➔ Status of Completion – Construction completed in 2017.



A matrix showing representative airport design/engineering tasks performed by Brandley Engineering over the past 10 years is included below.

Representative Architectural/Engineering 2012 Through 2022



	Pavement Maintenance Management Plans	Airfield Pavements	Lighting and Signage	Electrical Systems	NAVAIDS	Fencing/Access Control Systems	Drainage	Fueling	Construction Management
Alturas Municipal Airport	✈	✈	✈	✈					✈
Beckwourth - Nervino Airport	✈	✈			✈			✈	✈
Bryant Field		✈	✈	✈			✈		✈
Chester - Rogers Field	✈	✈							✈
Chico Municipal Airport	✈	✈	✈	✈			✈		✈
Chowchilla Municipal Airport	✈	✈	✈	✈	✈		✈		✈
Colusa County Airport	✈	✈	✈						✈
Fresno Chandler Executive Airport	✈								✈
Lake Tahoe Airport	✈	✈	✈				✈		✈
Lampson Field Airport					✈				
Lincoln Regional Airport	✈	✈			✈	✈		✈	✈
Madera Municipal Airport	✈	✈	✈	✈	✈	✈	✈		✈
Mammoth Yosemite Airport	✈	✈	✈	✈	✈	✈	✈		✈
Nevada County Airport	✈	✈							
Oroville Municipal Airport	✈	✈			✈		✈		✈
Placerville Airport		✈				✈			✈
Quincy - Gansner Field	✈	✈	✈	✈	✈				✈
Sacramento Executive Airport	✈	✈	✈	✈			✈		✈
Sacramento Mather Airport	✈								✈
Sacramento International Airport	✈	✈	✈	✈	✈		✈		✈
Stockton Metropolitan Airport	✈		✈	✈	✈				✈
Tracy Municipal Airport	✈	✈	✈	✈	✈		✈		✈
Truckee Tahoe Airport	✈	✈	✈	✈	✈		✈		✈
Tulelake Municipal Airport	✈	✈		✈			✈		✈
University Airport - Davis	✈	✈	✈	✈	✈		✈		
Visalia Municipal Airport	✈	✈	✈	✈			✈		✈
Watsonville Municipal Airport	✈	✈	✈	✈	✈				✈

SECTION D

CONFLICT OF INTEREST

Brandley Engineering has no financial, business, or other relationship with the City of Hanford or with any member of the City staff that would have an impact on the outcome of projects at the Hanford Municipal Airport.

Brandley Engineering has no clients who would have a financial interest in the outcome of projects at the Hanford Municipal Airport.

SECTION E

OPTIONAL STATEMENTS

The engineering design approach to projects is an important consideration as it determines if the project will provide adequate design life, be cost-effective and be completed in a timely manner. The following illustrates the Brandley Engineering philosophy and approach to the design of all airport projects.

E1 Pavement Maintenance Management Plans (PMMP) – Project Approach

The FAA has a requirement for the Sponsor, in order to remain eligible for Federal funding, to prepare and maintain an updated copy of the Pavement Maintenance Management Plan (PMMP) for airports. The last PMMP for Hanford Municipal Airport was prepared in 2018 and only included evaluation of surface distress. Many of the pavements on Hanford Municipal Airport are old and exhibiting significant distress. In order to ensure future pavement projects are planned with the most cost effective and beneficial scope, and optimal project prioritization, it is important to have a recent PMMP that evaluates both surface distress and deep seated distress and failure. Brandley Engineering highly recommends Hanford Municipal Airport consider adding a comprehensive updated Pavement Maintenance Management Plan prior to any major pavement projects. Pavement Maintenance Management Plans are a specialty of Brandley Engineering and our unique approach to PMMPs is described below.

A proper Pavement Maintenance Management Plan includes a thorough evaluation of the existing pavement in order to identify and address the cause of the pavement issues, instead of throwing money at the symptoms. Reinard W. Brandley, Founder of Brandley Engineering, did his graduate work at Harvard University under Dr. Karl Terzaghi and Dr. Arthur Casagrande, the two top professionals in the field of geotechnical engineering. Mr. Brandley's research work toward his doctorate at Harvard University was on airfield pavement design and evaluation. It was from this research that he developed the Brandley Fatigue Analysis method of design of airfield pavements. This methodology has a 68-year performance record with a 90 to 95 percent success rate in predicting remaining life of a pavement section under forecast traffic.

The Brandley Engineering Pavement Maintenance Management Plan analysis utilizes our geotechnical expertise and the Brandley Fatigue Analysis technology, along with the Pavement Condition Index (PCI), which will provide the City of Hanford with the most economical, long-life pavement design and maintenance programs for Hanford Municipal Airport. A FAA FAARFIELD pavement evaluation analysis will also be prepared to satisfy FAA requirements.

Most standard FAA Pavement Maintenance Management Plans only evaluate the surface distress apparent in the existing pavement but do not include any evaluation or consideration of deep-seated distress. It is ideal and more cost effective to rehabilitate the pavement prior to deep-seated distress occurring. By only considering surface distress, an Engineer is only evaluating the existing condition of the surface with no determination of the cause of the distress and no forecasting of future distress and failure. This often results in throwing money at the symptoms instead of determining the cause of the problem and designing a proper solution. All Pavement Maintenance Management Plans developed by Brandley Engineering include evaluation of both deep-seated distress and surface distress. This allows the Airport to gain a complete picture of the current condition of their pavements, determine the cause of the existing distresses, and accurately forecast future distress and failures so the Airport and their consultant can properly plan rehabilitation projects to take place prior to failure. In addition, detailed cost benefit analyses are conducted to determine the proper rehabilitation method for each pavement section.

Brandley Engineering's approach to development of a Pavement Maintenance Management Plan for the Hanford Municipal Airport is as follows:

SURFACE DISTRESS EVALUATION PAVEMENT CONDITION INDEX (PCI)	A detailed visual inspection will be made of all pavements. The scope of investigation will be performed as set forth in ASTM D5340, Airport Pavement Condition Index Surveys. Once these surveys are complete, Pavement Condition Indexes (PCI) will be assigned to each section of pavement.
GEOTECHNICAL AND PAVEMENT TESTING	Existing pavement sections will be researched from as built drawings and/or coring operations if necessary Detailed geotechnical studies will be conducted by drilling test holes to depths of 10 feet and sampling, classifying and testing native soils Non-destructive testing will be conducted to obtain necessary basic data to evaluate existing strength of airfield pavements. All pavements will be tested with the heavy weight deflectometer (HWD) equipment with spacing of 100 to 200 feet.
TRAFFIC DETERMINATION AND FORECASTS	A determination of the current and forecast traffic at the airport will be made on each segment of airfield pavement based on the Airport's traffic records and forecasts.
DEEP-SEATED DISTRESS EVALUATION	• Modulus of Elasticity of each layer of the pavement section and subsoils will be back-calculated from the HWD test results. • Current and forecasted traffic loading will be modeled on each section of pavement • Brandley Fatigue Analysis methodology and FAA FAARFIELD methodology will be used to predict remaining life and time of failure under fatigue loading.
ANALYSIS AND RECOMMENDATIONS	Based on the PCI Determination and deep-seated distress analysis, the following analyses are made: • Forecast remaining pavement life. • Time and type of strengthening or rehabilitation or reconstruction required for each section. • Recommendation of different types of strengthening, overlaying, or reconstruction as needed • Cost benefit analyses of various rehabilitation options to determine the most cost-effective rehabilitation Recommendations for rehabilitation are made for each section, including time and type of repair or rehabilitation required. Recommendations for maintenance work required to extend the life of the pavements are also made.
REHABILITATION COSTS	Preliminary cost analyses will be conducted to determine the estimated cost of the recommended maintenance and rehabilitation.

PMMP REPORT

A PMMP report is prepared that summarizes all data obtained in the PCI determination, deep-seated distress study, traffic forecasts, and analysis and resulting recommendations. The report will include a detailed pavement rehabilitation plan and schedule including estimated costs.

E2 Engineering Design - Project Approach

Brandley Engineering's methodology for the engineering design of projects centers around providing a cost effective and efficient design for each project. The cornerstone of this methodology is the smooth integration of the design and construction of a project. Each project is designed with careful consideration of the constructability of the design. A project that is designed in a manner that promotes ease of construction will result in decreased construction cost and a more efficient construction while minimizing the disruption to the Airport. One very unique aspect of Brandley Engineering is the intentional diversification of our design and construction management staff. Whereas most firms have one design team and a separate construction management team, our firm has cross trained every staff member in the design and construction management of airfield improvement projects. This ensures our designs are completed with an eye towards constructability, which results in lower bid prices

“Teichert Construction has been awarded and constructed numerous airport construction contracts that Brandley Engineering has administered. These projects have been very successful due in part that Brandley Engineering provides a complete and accurate set of bid documents and a thorough and well administered construction management program.”

Daniel E. Brown, PE, Project Manager, Teichert Construction

Brandley Engineering's approach to efficient project management centers around consistent involvement and communication with the client and the FAA. At the beginning of each project we hold a scoping meeting with the client to discuss the scope of the project and identify all technical and functional needs of the Airport and any anticipated challenges or complications. This meeting is critical to ensure our design incorporates the needs of the client and fully accommodates the unique challenges that are specific to that airport. In addition, frequent meetings are held with the client throughout the design phase to review the status, discuss any new challenges that have been uncovered throughout the design, and ensure the airport's needs are being accommodated. This ensures that Brandley Engineering projects are completed on time and within budget.

Early and frequent involvement with the FAA staff of the San Francisco ADO and Regional Offices is a cornerstone of our project management philosophy and a key ingredient to efficient FAA approval of design projects. In addition, detailed cost estimates are developed early in the design phase to ensure the FAA programed grant funding matches our ultimate design and any modifications affecting costs are coordinated with the FAA.

Brandley Engineering has a qualified staff that works together daily as a team. We rely on each other, and sub-consultants as necessary, to ensure that top quality, coordinated construction documents are produced. The ability to work seamlessly together as an efficient team provides us the important capability to ensure that all phases of a project are coordinated and completed in an efficient and cost-effective manner. A project manager from our staff is assigned to each project and is responsible for carrying out the engineering design for that project. A staff meeting is held to determine the scope of the project, staff required to complete the project, and the project budget. Weekly reviews are made of the status of the project and time charged to the project. If necessary, adjustments are made to keep the project on schedule and within budget. Every project is thoroughly reviewed by the Project Manager throughout the design and before the final documents are submitted to the client.

Weekly updates are provided to the Project Manager to ensure that the project remains on schedule and within the budget. If any issues arise, they are addressed immediately. The project is continuously monitored to ensure that the best design that meets the needs and constraints of the project is utilized.

Brandley Engineering's project management process has been fine-tuned over the company's 69-year history and ensures that projects are completed on time, and at or under budget as a result of our coordination, supervision, and production capabilities. We are confident that we can provide the same smooth process for the Hanford Municipal Airport projects.

An outline of our approach to Engineering Design Projects is as follows:

PRELIMINARY DESIGN PHASE	• Coordinate with the City on project scope, finances, schedules, operational safety and phasing considerations, and other pertinent matters. • Prepare preliminary estimate of construction costs and a schematic design. • Prepare pre-applications for FAA funding. • Evaluate local conditions, including environmental constraints. • Geotechnical studies as required. • Complete necessary topographic surveys. • Pavement section alternatives analysis.
ENGINEERING DESIGN PHASE	• Conduct/attend design meetings to obtain information and to coordinate or resolve design matters. • Preparation of CSPP and uploading 7460-1 to OE/AAA website. • Complete engineering design of the project including grading, drainage, paving, lighting, marking and electrical systems. • Preparation of Engineer's Estimate of construction costs. • Submit plans to City and FAA for review comments.
FINAL DESIGN PHASE	• Incorporate City and FAA review comments. • Provide final design drawings, specifications (using AC 150/5370-10), and Engineer's Report including Engineer's Estimate. • Prepare complete "bid-ready" plans and specifications and submit to City and FAA.
BIDDING AND AWARD PHASE	• Attend pre-bid meeting. • Answer questions and Requests for Information. • Prepare any required addenda. • Analyze bid results and make recommendation to Sponsor for award. • Prepare final AIP application and contract documents.
PROJECT CLOSEOUT	• Provide electronic Record Drawings to the Airport and FAA. • Provide Final Engineer's Report to the Airport and FAA that includes summary of materials testing, summary of project change orders, and financial summary. • If a grant amendment is required, our office will prepare the grant amendment request to FAA and associated justification. • Obtain releases of liens/claims from the contractors. • Ensure FAA receives all information required to close out grant. • Manage and coordinate systems start-up. • Update the Airport Layout Plan to show the new development

E3 DEMONSTRATED ABILITY TO RESPOND QUICKLY



The Brandley Engineering Team's ability to complete projects in an efficient manner centers around the development of a qualified staff which works together as an efficient team and an organized approach to anticipate and avoid potential stumbling blocks which can result in costly delays. Our approach to airport engineering and design projects starts with placing a high importance on maintaining consistent involvement and communication with the client and the FAA staff at the San Francisco ADO and Regional Offices. At the beginning of each project, we hold a scoping meeting with the client to discuss the scope of the project and identify anticipated challenges or complications. This meeting is critical to ensure our design incorporates the needs of the client and fully accommodates the unique challenges that are specific to that airport. In addition, frequent meetings are held with the client throughout each project to review the status, discuss any new challenges that have been uncovered throughout the design effort, and ensure the Airport's needs are being accommodated. This ensures that Brandley Engineering projects are completed on time and within budget.

All members of the Brandley staff can begin work immediately following contract execution as needed on Hanford Municipal Airport projects. We schedule the work as soon as we receive authorization to proceed on a project and hold weekly meetings to ensure all projects are being completed on time and within budget.

Melissa will be the point of contact for all airport engineering design performed for the Hanford Municipal Airport. Our team understands the importance of responding quickly to client and FAA questions and requests and can make ourselves available for personal meetings, Zoom meetings, or phone calls with short notice.

The office of Brandley Engineering has a proven track record of producing projects on time and within budget. Our track record with FAA of successfully meeting very tight schedules has resulted in FAA's confidence to offer last minute funding to our clients.

One example of our demonstrated ability to meet difficult schedules and timelines is as follows:

The Regents of the University of California Davis planned the Reconstruct and Widen Runway 17-35, Runway Safety Area Grading and Electrical Improvements project at the University Airport for construction in 2021. They signed a contract and issued a Work Authorization for Brandley Engineering for the engineering design of this project on October 7, 2020. To meet FAA funding deadlines the project needed to be advertised for bids in February of 2021.

Brandley completed the preliminary design and submitted preliminary plans and specification for the project on December 1, 2020 (less than 2 months after receiving the Work Authorization). This preliminary design included the following:

- ➔ Topographic surveys
- ➔ Geotechnical Studies
- ➔ Site Layout Plans
- ➔ Construction Safety and Phasing Plans
- ➔ Preliminary Grading and Runway Plan and Profile Plans
- ➔ Electrical Demolition Plans
- ➔ New Runway Lighting System Layout
- ➔ Draft Specification
- ➔ Preliminary Construction Cost Estimate

This placed Brandley Engineering on track to have a complete bid ready package by end of January 2021. However, on December 8, 2020 FAA notified the Airport that construction discretionary funding for this project was not available for the 2021 AIP grant cycle. Brandley Engineering then worked with the Airport to re-strategize the funding priorities for the available entitlement funds and identified the Beacon Replacement and a Pavement Maintenance Management Plan as the most viable projects. The timeline for the design of the Beacon Replacement project was critical and required complete bid ready plans and specifications by middle of February 2021.

Brandley Engineering received authorization to begin design of the Beacon Replacement project on December 8, 2020. Design included geotechnical studies, investigation of the existing beacon electrical system, investigation of existing utilities in the vicinity of the new beacon tower, layout and design of the new beacon tower and beacon, aeronautical analysis to establish the new beacon tower height and design of a new electrical system serving the beacon including vault work, new duct, cable, photocell, relays etc. Special care was taken to ensure all new electrical items met fire code compliance requirements related to the proximity of an existing propane tank near the new beacon tower location. Gino Romano of Peters Engineering performed the Electrical Engineering on this project. The engineering design including complete bid ready plans, specifications and engineers report were completed and advertised for bids on February 14, 2021. Bids were opened on March 2, 2021 and Notice to Proceed issued to the contractor on March 31, 2021. University Airport was able to proceed with this important project as a direct result of the special capability of Brandley Engineering and Peters Engineering to complete engineering design projects on expedited timelines.

Once the beacon project design was complete, our attention returned to the completion of the runway reconstruction and widening design. FAA determined that funding would be available for the runway reconstruction and widening project in the 2022 fiscal year. Our office completed plans and specifications ready for bid in February 2022. Bids were opened on March 9, 2022. The University has issued a Notice to Proceed for this project for April 2023.

E4 ADDITIONAL QUALIFICATIONS

Some of the unique qualifications of Brandley Engineering are:

- ➔ The pavement design and evaluation capabilities of our office allow us to determine the remaining life of all existing pavements under forecast traffic and the overlay and/or reconstruction requirements to extend the life of the pavements as required at the Hanford Municipal Airport. We are also highly qualified to design new pavements that will provide a 40-year minimum life under forecast traffic.
- ➔ The office of Brandley Engineering has performed design engineering, planning, and construction management services for airports in the California Central Valley since 1955. Representative airports include Visalia Municipal Airport, Madera Municipal Airport, Chowchilla Municipal Airport, Stockton Metropolitan Airport, and Sacramento International Airport.
- ➔ The experience and expertise of Brandley Engineering in soils engineering, materials testing and inspection, and airport engineering provide unmatched support to the City both during the design phase and the construction phase of all projects.
- ➔ Our experience and ability in construction management, including furnishing Resident Engineering and testing and inspection services, places us in a position to provide a full service to the City for these projects through design and construction.
- ➔ Sixty-nine years of design and construction inspection of airport projects in the Northern and Central California area have provided us with a detailed knowledge of the quality of construction materials in the area and the capabilities of contractors. This knowledge places us in a position to produce high-quality projects on time and within budget.
- ➔ The City has need for consultation and assistance in dealing with FAA requirements and for expert consulting services in the preparation of grant applications, payment requests, Airport Capital Improvement Plans, and general assistance on all airport development matters. Our airport expertise and experience with the San Francisco ADO affords our office the capability of providing all required services.

- Our office can provide complete engineering consulting services to the City of Hanford on all airport design related matters. We will team with expert specialists for environmental studies, topographic surveys, electrical engineering, and architecture as required.
- The close working relationship with the FAA offices at the District, Regional, and Headquarters level positions our office to know when and where Federal funding is available and to optimize the potential of obtaining funding for development of the Hanford Municipal Airport and provides us with the unique capability to obtain approval to use innovative designs and to obtain quick approval of all plans.
- Our office and our team members are in a position from a workload standpoint to begin work immediately on the projects and complete the design in timely manner such that the construction phase of the project can fully utilize the available construction season.
- The education, training, and experience of Melissa Brandley, Damon Brandley, and Tom Steinkamp assures continuity of the expertise of Brandley Engineering.
- The personal service we can provide sets Brandley Engineering apart from the larger, multi-discipline civil engineering firms – YOU HIRE BRANDLEY – YOU GET BRANDLEY!

Brandley Engineering
specializes in Airport
Planning, Engineering,
and Construction
Management.

E5 INDEMNIFICATION EXCEPTIONS

CA Civil Code 2782.8 (amended Jan. 1, 2018) sets forth the requirements for indemnity including duty to defend for design professionals and limits this to the percentage at fault and specifically states those requirements cannot be modified by contract language. In order to ensure the contract language is consistent with the CA Civil Code Section 2782.8, we propose the following revisions to the indemnity language.

“As respects acts, errors, or omissions in the performance of professional services, CONSULTANT agrees to indemnify and hold harmless CITY, its elected and appointed officers, and employees, ~~and CITY designated volunteers~~ from and against any and all ~~claims, demands, losses, defense costs, liability for damages or consequential damages arising directly out of~~ but only to the extent actually caused by CONSULTANT’s negligent acts, errors or omissions in the performance of his/her services under the terms of this Agreement; except to the extent those arise out of the negligence of CITY. CONSULTANT has no obligation to pay for any of the indemnitees’ defense related cost prior to a final determination of liability or to pay any amount that exceeds CONSULTANT’S finally determined percentage of liability based upon the comparative fault of CONSULTANT.”

CITY agrees to indemnify and hold harmless CONSULTANT, its officers, employees, and designated volunteers from and against any and all losses, defense costs, liability or consequential damages to the extent arising out of CITY’S negligent acts, errors or omissions in the performance of this Agreement.

As respects all acts or omissions which do not arise directly out of the performance of services, including but not limited to those acts or omissions normally covered by general and automobile liability insurance, CONSULTANT agrees to indemnify, defend (at CITY’s option), and hold harmless CITY, its elected and appointed officers, agents, employees, representatives, and volunteers from and against any and all claims, demands, defense costs, liability, or consequential damages of any kind or nature arising out of or in connection with CONSULTANT’s (or CONSULTANT’s subcontractors, if any) performance or failure to perform, under the terms of this Agreement; except to the extent those which arise out of the negligence of CITY.”

E6 INSURANCE EXCEPTIONS

The City requires the Consultant’s insurance policy to contain the following clause. We request the following revision to this clause.

“This insurance shall not be canceled, ~~limited in scope or coverage, or non-renewed~~ until after thirty (30) days prior written notice has been given to the City Clerk, City of Hanford, 319 N. Douty Street, Hanford CA 93230, with the exception of cancellation for non-payment of premium, in which case ten (10) days notice shall be given.”

Our insurance provider will only provide notice to the City if the policy is canceled. Brandley Engineering certifies we will provide the City equivalent notice to the statement above if the policy is limited in scope or coverage or non-renewed. As a result, the notice provided to the City is the same, the only difference is the party providing the notice.



ATTACHMENT-1

Certificates/Affidavits

NON-COLLUSION AFFIDAVIT

To Accompany Submittal

TO: THE CITY OF HANFORD

The undersigned, in submitting a proposal for performing the following work by contract, being duly sworn, deposes and says:

That he/she has not, either directly or indirectly, entered into any agreement, participate in any collusion, or otherwise taken any action in restraint of free competition in connection with such contract.

Work to be Done:

RFQ-22-xx: Professional, Planning, Architectural and Design/Engineering Services associated with Airport Development projects for the Hanford Municipal Airport

Consultant's Name: Brandley Engineering, Inc.

Signature of Consultant: Melissa S. Brandley

Title: Secretary/CFO; Project Manager

Business Address: 6125 King Road, Suite 201, Loomis, CA 95650

Place of Residence: 2217 Misty Hollow Drive, Rocklin, CA 95765

State of California

County of Placer

On this 18 day of Oct 2022 before me, Steve Rutledge, a Notary Public, personally appeared Melissa S. Brandley, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

Signature Steve Rutledge (Seal)



WORKERS' COMPENSATION INSURANCE CERTIFICATE

To Accompany Submittal

STATE OF CALIFORNIA)
) ss
CITY OF HANFORD)

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

Company: Brandley Engineering, Inc.
Business Address: 6125 King Road, Suite 201, Loomis, CA 95650
Signature: Melissa S. Brandley
Name of Signing Official: Melissa S. Brandley
Title of Signing Official: Secretary/CFO
Date: Nov. 2, 2022

Company Seal:

EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE CERTIFICATE

To Accompany Submittal

Equal Opportunity Clause

Unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Executive Orders 28925, 11114 or Section 204 of Executive Order 11246 of September 24, 1965, during the performance of each contract with the City of Hanford, the Consultant agrees as follows:

1. The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, gender, national origin or political affiliation. The Consultant will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, gender, national origin or political affiliation. Such action shall include, but not be limited to, the following: employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
2. The Consultant will, in all solicitations or advertisements for employees, placed by or on behalf of the Consultant, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin or political affiliation.
3. The Consultant will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or the workers' representative of the Consultants' commitments under Section 202 of Executive order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. The Consultant will comply with all provisions of Executive Order 11246 of September 24, 1965, and the rules, regulations and relevancy orders of the Secretary of Labor.
5. The Consultant will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations and relevant orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
6. In the event of the Consultant's non-compliance with the non-discrimination clauses of this subcontract or with any of such rules, regulations or orders, this subcontract may be canceled, terminated or suspended, in whole, or in part and the Consultant may be declared ineligible for further government contracts in accordance with the procedures authorized in accordance with Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or otherwise provided by law.
7. The Consultant will include the provisions of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each Subcontractor or vendor. The Consultant will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions including sanctions for non-compliance. Provided, however, that in the event the Consultant becomes involved in, or is threatened with litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the Consultant may request the United States to enter into such litigation to protect the interest of the United States.

Certification on Non-Segregated Facilities

The Consultant hereby certifies that it does not or will not maintain segregated facilities not permit its employees to work at locations where facilities are segregated on the basis of race, color, religion, gender, national origin or political affiliation.

Brandley Engineering, Inc.
Name of Firm

Melissa S. Brandley
Authorized Signature

11-2-2012
Date

STATE OF CALIFORNIA
DRUG-FREE WORKPLACE CERTIFICATION
STD.21 (REV.12-93)

To Accompany Submittal

CERTIFICATION

I, the official named below, hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the certification described below. I am fully aware that this certification, executed on the date below, is made under penalty of perjury under the laws of the State of California.

CONTRACTOR/BIDDER FIRM NAME Brandley Engineering, Inc.	FEDERAL ID NUMBER 85-3022657
BY (Authorized Signature) <i>Melissa S. Brandley</i>	DATE EXECUTED <i>Nov. 2, 2022</i>
PRINTED NAME AND TITLE OF PERSON SIGNING Melissa S. Brandley, P.E., Secretary/CFO	TELEPHONE NUMBER (Include Area Code) (916) 652-4725
TITLE Project Manager	
CONTRACTOR/BIDDER FIRM'S MAILING ADDRESS 6125 King Road, Suite 201, Loomis, CA 95650	

The contractor or grant recipient named above hereby certifies compliance with Government Code Section 8355 in matters relating to providing a drug-free workplace. The above named contractor or grant recipient will:

1. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355(a).
2. Establish a Drug-Free Awareness Program as required by Government Code Section 8355(b), to inform employees about all of the following:
 - (a) The dangers of drug abuse in the workplace,
 - (b) The person's or organization's policy of maintaining a drug-free workplace,
 - (c) Any available counseling, rehabilitation and employee assistance programs, and
 - (d) Penalties that may be imposed upon employees for drug abuse violations.
3. Provide as required by Government Code Section 8355©, that every employee who works on the proposed contract or grant:
 - (a) Will receive a copy of the company's drug-free workplace policy statement, and
 - (b) Will agree to abide by the terms of the company's statement as a condition of employment on the contract or grant.

At the election of the contractor or grantee, from and after the "Date Executed" and until _____ (NOT TO EXCEED 36 MONTHS), the state will regard this certificate as valid for all contracts or grants entered into between the contractor or grantee and this state agency without requiring the contractor or grantee to provide a new and individual certificate for each contract or grant. If the contractor or grantee elects to fill in the blank date, than the terms and conditions of this certificate shall have the same force, meaning effect and enforceability as if a certificate were separately, specifically, and individually provided for each contract or grant between the contractor or grantee and this state agency.



*You Hire Brandley,
You Get Brandley.*

When you bring in Brandley Engineering, you will work directly with Principals Melissa and Damon Brandley on the phone, in meetings, on site during construction. Every time.



Melissa Brandley, P.E



Damon Brandley, P.E

STATEMENT OF QUALIFICATIONS

SUBMITTED FOR: ENVIRONMENTAL/PLANNING SERVICES

RFQ #22-05 AIRPORT ENGINEERING SERVICES AT THE HANFORD MUNICIPAL



HANFORD MUNICIPAL AIRPORT

ENVIRONMENTAL
& PLANNING
RFQ NUMBER 22-05



SUBMITTED FOR ENVIRONMENTAL/PLANNING SERVICES | DATE OF SUBMISSION: Nov. 4, 2022



November 4, 2022

City Clerk
319 N. Douty Street
Hanford, CA 93230

Subject: City of Hanford – Request for Qualifications – RFQ #22-05
Professional Planning, Architectural, and Design/Engineering Services
Airport Development Projects – Hanford Municipal Airport
Environmental/Planning

Dear Sir/Madam:

In response to your Request for Qualifications RFQ #22-05 for Professional Planning, Architectural, and Design/Engineering Services associated with Airport Development Projects for the Hanford Municipal Airport, we are delighted to have the opportunity to work with the City of Hanford on the development of the Hanford Municipal Airport.

Brandley Engineering, Inc., located solely in Loomis, California, is a consulting airport planning and engineering office with one hundred percent of our business devoted to airport grant administration, planning, design, engineering, and construction management services for all types of airport development projects. We have been providing these services for the past 69 years. The upcoming projects at the Hanford Municipal Airport fit within our primary area of focus and expertise.

Melissa Brandley will be the project manager on all Hanford Municipal Airport projects. She will be available at all times to coordinate planning and environmental projects. Damon and Tom will also be available to provide support planning services when needed.

The office of Brandley Engineering specializes in airport planning, engineering, environmental, and construction management services for all types of airport projects. Our office has completed numerous Airport Layout Plan updates and AGIS surveys and obstruction studies at many airports throughout Northern and Central California.

Jim Wallace of Wallace Environmental Consulting conducts all environmental studies for Brandley Engineering and has over 40 years of experience as an environmental consultant, including the last 24 years as an environmental compliance and resource manager on federally obligated airports, including three airports in close proximity to Hanford Municipal Airport.

Brandley Engineering's overall aviation experience will ensure that your projects will be completed according to FAA Standards and criteria in a timely and cost-effective manner. Our staff has an excellent and extensive knowledge of FAA procedures and regulations. This is accentuated by a close working relationship with the Northern California District Office of the FAA.

By submission of this Statement of Qualifications, Brandley Engineering acknowledges receipt of Addendum No. 1 to SOQ_F-2022-0002, on October 17, 2022.

We are excited to provide professional planning and environmental services for the development of the Hanford Municipal Airport and look forward to working with City and Airport staff.

If you have any questions or need further information, please contact: Melissa Brandley, P.E., (916) 316-1415, Melissa@BrandleyEng.com.

Very truly yours,



Melissa S. Brandley, P.E.
Secretary/CFO

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SECTION A

GENERAL INFORMATION

FIRM: Brandley Engineering, Inc.
6125 King Road, Suite 201
Loomis, California 95650
Telephone: (916) 652-4725
Fax: (916) 652-9029

CONTACT: Melissa S. Brandley, P.E. 71139
Mobile: (916) 316-1415

TYPE OF ORGANIZATION: S Corporation

FEDERAL TAX ID: Will be submitted as part of the contract award process.

HANFORD TAX CERT NO.: We certify we will obtain a City of Hanford Business Tax Certificate prior to commencing work.

SURETY INFORMATION: See attached Certificate of Insurance

REFERENCES/REFERRALS PLANNING

Ms. Paula Jessup, Airport Manager, Tracy Municipal Airport, 5749 S. Tracy Boulevard, Tracy, California 95377, 209-831-6215, Paula.Jessup@cityoftracy.org

Ms. Sierra Shultz, Deputy Airport Manager, Mammoth Yosemite Airport, 1300 Airport Road, Mammoth Lakes, California 93546, 760-965-3654, sshultz@townofmammothlakes.ca.gov

Mr. Jason Rogers, Public Works Director, City of Chowchilla, 130 S. Second Street, Chowchilla, California, 93610, 559-665-8615 x300, jrogers@cityofchowchilla.org

Mr. Roland Neufeld, Senior Engineer, City of Lincoln, 600 Sixth Street, Lincoln, California, 95648, 916-434-2481, Roland.Neufeld@LincolnCA.gov

ENVIRONMENTAL

Mr. Mitch Crosby, Road Commissioner, County of Modoc, 202 West 4th Street, Alturas, California, 96101, 530-233-6412, mitchcrosby@co.modoc.ca.us

Ms. Kim Cooke, Senior Planner, Town of Mammoth Lakes, Community and Economic Development, 437 Old Mammoth Road, Suite 230, Mammoth Lakes, California 93546, 760-965-3638, kcooke@townofmammothlakes.ca.gov

Mr. Roland Neufeld, Senior Engineer, City of Lincoln, 600 Sixth Street, Lincoln, California, 95648, 916-434-2481, Roland.Neufeld@LincolnCA.gov



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/10/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AssuredPartners Design Professionals Insurance Services, LLC 3697 Mt. Diablo Blvd Suite 230 Lafayette CA 94549		CONTACT NAME: The Certificate Team PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: CertsDesignPro@AssuredPartners.com
License#: 6003745 REINWBR-01		INSURER(S) AFFORDING COVERAGE
INSURED Brandley Engineering, Inc. 6125 King Road, Suite 201 Loomis CA 95650		INSURER A: Travelers Property Casualty Company of America INSURER B: Travelers Casualty and Surety Co of America INSURER C: Hartford Accident and Indemnity Company INSURER D: INSURER E: INSURER F:
		NAIC # 25674 31194 22357

COVERAGES

CERTIFICATE NUMBER: 604354414

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liab ☐ Included GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	Y	Y	6806P979947	3/1/2022	3/1/2023	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
C	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	Y	Y	57UEGBB2240	3/1/2022	3/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☒ RETENTION \$ 0 ☒ OCCUR ☐ CLAIMS-MADE	Y	Y	CUP6P985930	3/1/2022	3/1/2023	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y	N/A	UB6P985665	3/1/2022	3/1/2023	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability			105415961	3/13/2022	3/13/2023	Per Claim \$2,000,000 Aggregate Limit \$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Umbrella Liability policy is a follow-form underlying General Liability/Auto Liability/Employers Liability.

Sample certificate to be used for proposals.

CERTIFICATE HOLDER

CANCELLATION 30 Days Notice of Cancellation

SAMPLE CERTIFICATE	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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SECTION B

STAFF QUALIFICATIONS

B1 Organizational Structure

Brandley Engineering has one of the most unique and highly qualified planning teams. As a family business, our team consists of the second generation of Brandley Engineering, Melissa Brandley and Damon Brandley. Both Melissa and Damon Brandley planned on continuing the Brandley Engineering legacy from an early age and began working for the company as teenagers. As a result, our planning team's background, education, and abilities have been carefully planned to perfectly complement each other to create the best possible team. Our approach to building a highly qualified design team centers on advanced education and knowledge, as these are the key ingredients to solving very difficult and complicated planning challenges. All project managers have advanced master's degrees in Civil Engineering and extensive airport planning experience.

The project staffing for the office of Brandley Engineering has been structured to utilize experienced project managers, planners, engineers, technicians, and administrative personnel. Melissa Brandley will be the Project Manager with direct and continued responsibility over the entire project team for the duration of the contract and main point of contact for all Hanford Municipal Airport projects. All members of the Brandley Engineering staff can begin work immediately following contract execution as needed on Hanford Municipal Airport projects. Brandley Engineering schedules the work as soon as we receive authorization to proceed on a project and holds weekly meetings to ensure all projects are being completed on time and within budget.

All members of the Brandley Engineering team have extensive knowledge of FAA regulations, policies, and procedures, including:

- Airport Capital Improvement Plans (ACIP)
- Airport Improvement Program (AIP) FAA grant funding
- Airport Land Use Planning
- Airport Master Planning
- Airport Layout Plan Updates, including Program Narrative
- Terminal Development
- FAA Land Use Compliance
- Airport Geospatial Information System (AGIS)/Obstruction Mitigation Plans
- NEPA and CEQA Compliance Documents
- Testifying at public hearings and negotiating with elected officials
- Cultural resource studies
- Biological studies, including Wetlands
- Wildlife Hazard Management Plans
- Project/grant closeout.

“Mr. Brandley, as well as his team, have extensive experience with the FAA AIP Grant program and has assisted the District successfully to complete many FAA AIP Grant Projects.”

~ Kevin Smith - Former General Manager, Truckee Airport

The following subconsultants will supplement the Brandley Engineering staff for specialty services.

- **WOOLPERT INC.** will be responsible for conducting and analyzing the Airport Geospatial Information System (AGIS) survey. A national architecture, engineering and geospatial (AEG) firm, Woolpert, Inc. is dedicated to providing exceptional services, employing cutting-edge technologies, and developing and implementing industry-best processes for a wide range of clients. Started in 1911 as a small surveying firm (in business 110 years), they've grown their numbers, expanded their areas of expertise and matured their client relationships to become an industry-leading provider of quality consulting services. They believe their longevity and continued success is a direct result of their firm philosophy, their highly skilled professional staff, and the diversity of services they provide.

Woolpert's geospatial services group, consisting of nearly 250 employees, includes 14 ASPRS-recognized certified photogrammetrists, 4 certified mapping scientists, 6 pilots, 6 aerial photographers/sensor operators, 25 Certified GIS Professionals (GISP), 26 registered professional land surveyors licensed in multiple states including California (68 total land survey licenses), and 19 staff members who have completed the FAA online IDLE training course. Truly a full-service consulting firm, Woolpert also possesses a suite of professions and expertise on staff that include 72 professional engineers licensed in multiple states including California (258 engineering licenses), an Accredited Airport Executive, 36 LEED certified professionals, 7 landscape architects, 15 architects and a host of photogrammetric, survey, engineering, Lidar, GIS and CADD technicians, cartographers, and quality control specialists.

Woolpert offers an unparalleled level of experience and knowledge helping airports adapt to managing spatial data and leveraging such data to improve the planning, design and construction process in support of the FAA's Airports GIS standards, operations and maintenance, business processes, developing custom software for both internal and public-facing GIS, and developing aeronautical data for various kinds of airport projects.

- **JIM WALLACE OF WALLACE ENVIRONMENTAL CONSULTING, INC.** will serve as the project manager for all environmental work, primary EA author and will be the primary point of contact with the Airport and the FAA SFO ADO environmental specialists. Mr. Wallace is an expert in the National Environmental Policy Act and the supporting special purpose laws and has over 40-years of experience as an environmental and resource consultant including the last 24 years as an environmental compliance and resource manager on federally obligated airports preparing over 250 NEPA and CEQA compliance documents for over 30 airports in Northern California. Mr. Wallace has demonstrated his dedication to providing direct and clear environmental consulting and is committed to the completion of all NEPA and CEQA compliance documents.

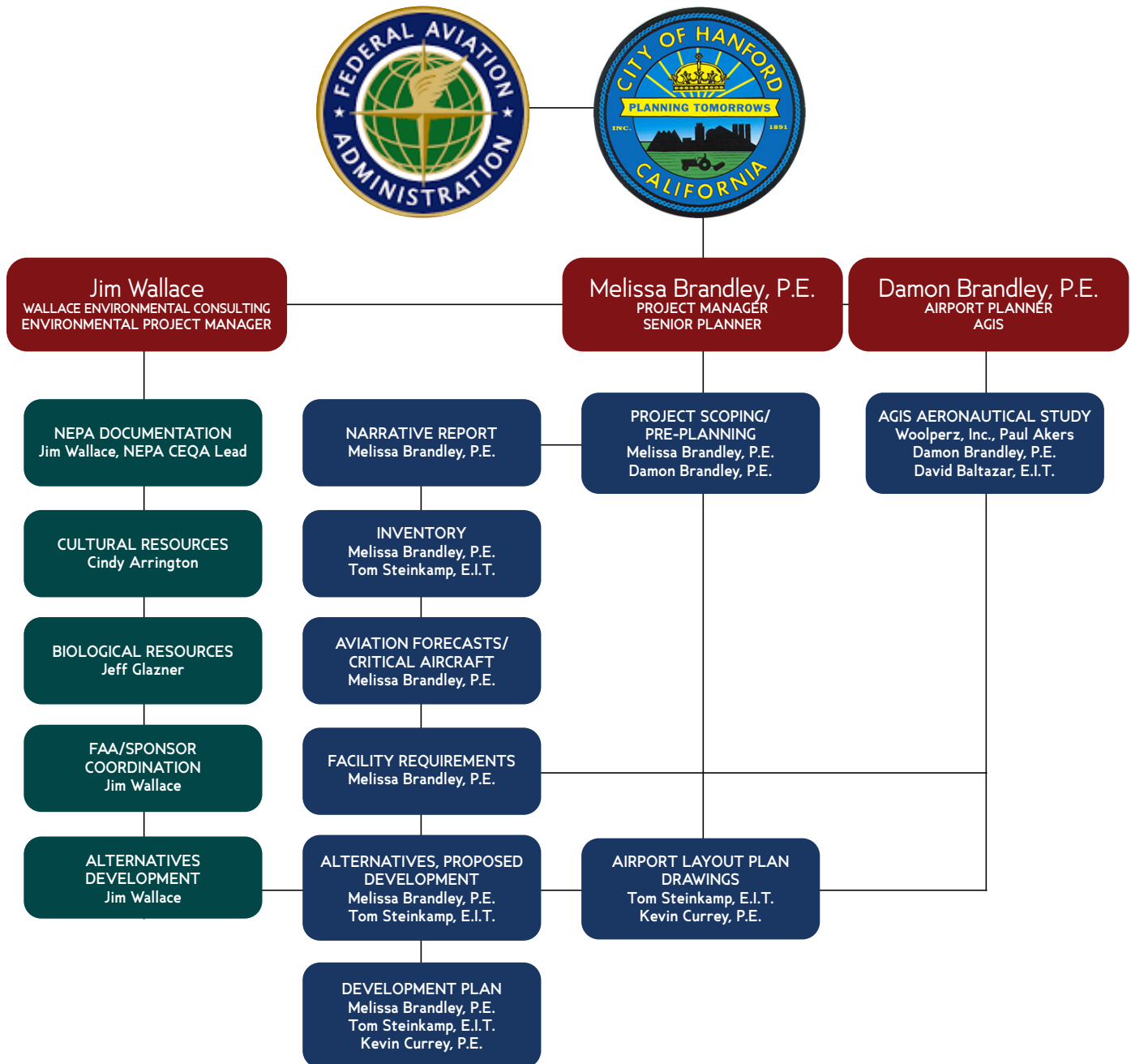
Jim Wallace's airport and aviation experience includes a close working relationship with the FAA's SFO ADO and a thorough understanding of FAA's NEPA compliance procedures and environmental compliance relationships with special purpose laws such as the Endangered Species Act, Clean Water Act and the National Historic Preservation Act. His range of airport projects include runway, taxiway and apron reconstruction and repair; runway and taxiway extensions; obstruction removal; drainage improvements; passenger terminal expansion and new construction; security fences; runway safety area improvements and expansion and land acquisition.

Every airport faces unique environmental circumstances. WEC has worked on airports that are designated critical habitat; or are the site of significant historical and cultural resources; airports that are adjacent to major wildlife attractants or are restrained by extensive wetlands and endangered species.

- **CINDY ARRINGTON**, a Registered Professional Archeologist, will be a subconsultant to Wallace Environmental and will provide all cultural resources studies required. Ms. Arrington has more than 25 years' experience in cultural resource management and has performed cultural resource studies on many airports including Tulelake Municipal Airport, Mammoth Yosemite Airport, and Lincoln Regional Airport.

→ **JEFF GLAZNER**, Principal Biologist and Wetland Specialist, will be a subconsultant to Wallace Environmental and will provide all biological studies required for the Hanford Municipal Airport. Mr. Glazner has more than 30 years' experience, particularly in northern California. His primary expertise is in wetland identification and mapping, botanical ecology, general biological assessments and surveys, and regulatory compliance. He has performed biological resources assessments at many airports including Chowchilla Municipal Airport, Livermore Municipal Airport, Mammoth Yosemite Airport, and Truckee Tahoe Airport.

Work performed for the City of Hanford on Hanford Municipal Airport projects will be managed by Melissa Brandley, P.E. The organizational chart presented below shows the organizational structure that is proposed to implement Hanford Municipal Airport planning and environmental projects.





B2 Resumes

The experience of each key staff member in the Brandley Engineering Team is presented in the resumes below describing education, credentials, related experience, and proposed roles for the contract.



MELISSA S. BRANDLEY, P.E.,
BRANDLEY ENGINEERING
PROJECT MANAGER/PROJECT ENGINEER

Melissa Brandley has been on staff since 2004 and will be Project Manager/Project Engineer/Airport Planner and the main point of contact for Hanford Municipal Airport projects. Ms. Brandley is a major partner in Brandley Engineering and part of the second generation of Brandley Engineering. She is a registered Civil Engineer in the State of California (C 71139). Ms. Brandley received bachelor's & master's degrees in Civil Engineering from Texas A&M University with an emphasis in Geotechnical Engineering.

Melissa worked for Brandley Engineering for six summers during high school and college learning the basics of airport planning and complying with FAA standards and advisory circulars. She has been a full-time staff member, project manager and major partner in Brandley Engineering since completing her university studies in 2004. She has the ability to delegate responsibilities for each project including drafting of plans, preparation of reports, preparation of cost estimates, and forecasting aircraft traffic. The staff of Brandley Engineering respect her capabilities and are ready and willing to assist her on all projects. She is experienced in the planning of runways, taxiways, aprons, helicopter parking areas, hangar developments, terminal developments and roads on airports.

Her responsibilities for the Hanford Municipal Airport will include coordinating with the City, FAA, and planning staff on the Airport Layout Plan development, coordinating with Jim Wallace on environmental studies, and meeting with the City and FAA to develop and prepare the Airport Capital Improvement Plan (ACIP) and AIP grant applications. She will be available at all times for Hanford Municipal Airport projects.

EDUCATION

B.S., Civil Engineering, Texas A & M University, 2003

M.E., Civil Engineering, Geotechnical Engineering, Texas A & M University, 2004

REGISTRATION

California Professional Engineer, C 71139

EXPERIENCE

Representative projects on which Melissa has provided planning management and coordination are:

- ➔ **Mammoth Yosemite Airport** - Airport Layout Plan Narrative including updated ALP drawings – 2020-22
- ➔ **Tracy Municipal Airport** - Airport Layout Plan with AGIS Survey/Obstruction Mitigation Plan – 2019-22
- ➔ **Lincoln Regional Airport** - Airport Layout Plan Narrative including updated ALP drawings – 2019
- ➔ **Chowchilla Municipal Airport** - Airport Layout Plan Narrative including updated ALP drawings – 2019
- ➔ **Tulelake Municipal Airport** - Airport Layout Plan Narrative including updated ALP drawings – 2018
- ➔ **Chico Municipal Airport** - Airport Layout Plan Narrative including updated ALP drawings – 2018-19
- ➔ **Plumas County Airports** - Nervino Airport, Rogers Field, and Gansner Field – Airport Layout Plan Narrative including updated ALP drawings – 2017
- ➔ **Cedarville Municipal Airport** - Airport Layout Plan Narrative including updated ALP drawings – 2017
- ➔ **Madera Municipal Airport** - Airport Layout Plan Narrative including updated ALP drawings – 2016
- ➔ **Visalia Municipal Airport** - Airport Layout Plan Narrative including updated ALP drawings – 2015
- ➔ **Visalia Municipal Airport** - Terminal Area Study – 2015
- ➔ **Oroville Municipal Airport** - Airport Layout Plan Narrative including updated ALP drawings – 2013
- ➔ **Watsonville Municipal Airport** - Drainage and Utility Master Plan – 2010
- ➔ **Watsonville Municipal Airport** - Master Plan Update – 2008



DAMON BRANDLEY, P.E.,
BRANDLEY ENGINEERING
AIRPORT PLANNER

Damon Brandley has been on staff since 2002 and will work with Melissa as needed on project management and project planning for Hanford Municipal Airport projects. He will be responsible for coordination of the AGIS survey portion of the ALP Update. Mr. Brandley is a major partner in Brandley Engineering and part of the next generation of Brandley Engineering. He is a registered Civil Engineer in the State of California (C 66558).

Damon completed a Research Assistantship at the University of Illinois in Champaign/Urbana while completing his master's degree. This research was conducted in conjunction with the FAA's Center of Excellence in Airport Pavement Research. His work as a Research Assistant included airfield pavement design and testing, Super Pave asphalt mix designs, and various other research projects.

Damon is experienced in the planning of runways, taxiways, aprons, helipads and helicopter parking areas, hangar developments, terminal developments and roads on airports.

Damon is responsible for coordinating all aeronautical studies and prepares the obstruction mitigation plans and aeronautical study reports for all projects. Damon will be responsible for the AGIS portion of Airport Layout Plan Updates for the Hanford Municipal Airport.

EDUCATION

B.S., Civil Engineering, Texas A & M University, 2000

M.S., Civil Engineering, Transportation Engineering, University of Illinois, 2001

REGISTRATION

California Professional Engineer, C 66558

CONTINUING EDUCATION

AAAE GIS Conference and Exhibition, San Antonio, Texas

EXPERIENCE

Damon Brandley has conducted planning for many airports since 2002 for Brandley Engineering. Damon is responsible for all Pavement Maintenance Management Plans prepared for Brandley Engineering and for all Obstruction Mitigation Plans and Aeronautical Studies (AGIS). Representative planning projects include the following:

- **University Airport, Davis** – AGIS Aeronautical Study - 2022
- **Tracy Municipal Airport** – AGIS Aeronautical Study – 2019
- **Lincoln Regional Airport** – Obstruction Mitigation Plan and Aeronautical Study – 2019
- **Alturas Municipal Airport** – Obstruction Mitigation Plan and Aeronautical Study – 2018

Determination of critical aircraft and Airport Reference Code (ARC) for the following airports:

- **Lincoln Regional Airport**
- **Chico Municipal Airport**
- **Chowchilla Municipal Airport**
- **Tracy Municipal Airport**
- **Visalia Municipal Airport**
- **Mammoth Yosemite Airport**
- **Stockton Metropolitan Airport** - Determination of declared distances for Runway 11L-29R - 2014

THOMAS A. STEINKAMP, E.I.T.

PROJECT ENGINEER/RESIDENT ENGINEER/AIRPORT PLANNER

Tom Steinkamp has been on staff since 1984 and will serve as the Airport Planner for the Hanford Municipal Airport.

Mr. Steinkamp brings a dynamic engineering background to this firm with over 48 years of experience in engineering design. This experience began with a mechanical engineering degree and continued with 10 years of active employment with a civil engineering consulting/materials testing firm as a project designer and materials testing technician.

Since he began working for Brandley Engineering in 1984, Mr. Steinkamp has developed a thorough knowledge of the principles and practices of civil and airport engineering and airport planning with knowledge of and experience with FAA regulations, requirements, practices, design criteria and advisory circulars.

Mr. Steinkamp has been actively involved in airport planning on airports in the Western United States for the past 38 years. He will be the Associate Planning Project Manager for any Hanford Municipal Airport, Airport Layout Plan Updates.

EDUCATION

B.S., Mechanical Engineering, Oregon State University, 1979

EXPERIENCE

Representative projects on which Tom served as Airport Planner include, but are not limited to:

- **Tracy Municipal Airport** – ALP Narrative including updated ALP Drawings – 2019-2022
- **Mammoth Yosemite Airport** – ALP Narrative including updated ALP Drawings – 2020-2022
- **Chico Municipal Airport** – ALP Narrative including updated ALP Drawings – 2018-19
- **Lincoln Regional Airport** – ALP Narrative including updated ALP Drawings – 2019
- **Chowchilla Municipal Airport** – ALP Narrative including updated ALP Drawings – 2019
- **Plumas County Airports** – Nervino Airport, Rogers Field, and Gansner Field – ALP Narratives including updated ALP Drawings – 2017
- **Mono County Airports** – Bryant Field, Bridgeport, California, and Lee Vining Airport – ALP Narratives including ALP Drawings – 2017
- **Cedarville Municipal Airport** – ALP Narrative including updated ALP Drawings – 2017
- **Madera Municipal Airport** – ALP Narrative including Updated ALP Drawings – 2016
- **Alturas Municipal Airport** – ALP Narrative including updated ALP Drawings – 2016
- **Visalia Municipal Airport** – Airport Layout Plan Update Study – 2015
- **Oroville Municipal Airport** – Airport Layout Plan Update Study – 2013
- **Rio Vista Municipal Airport** – Airport Layout Plan Update Study – 2013
- **Rogers Field** – Master Plan Update Study – 2008
- **Watsonville Municipal Airport** – Master Plan Update – 2008
- **Placerville Airport** – Master Plan Update Study – 2007
- **Georgetown Airport** – Master Plan Update Study – 2007
- **Madera Municipal Airport** – Airport Layout Plan Update Study – 2007

DAVID BALTAZAR, E.I.T.

DESIGN ENGINEER/SENIOR DRAFTER

David Baltazar has been on staff and involved in planning and design of airports in the Northern California since 2003.

Mr. Baltazar has developed and applied his skills for designing and planning airport projects. From the scoping phase to the final plan, he treats each project with respect and professionalism in the Airport's interests, which results in a quality plan that will outperform and outlast expectations.

As an Engineer David has honed and utilized his proficiency in AutoCAD R14 through AutoCAD Civil 3D 2020 to design and draft detail-oriented airport layout plans. He is capable of providing support wherever there is a need to maintain continuity throughout Brandley Engineering's planning process. During his time at Brandley Engineering, he has helped create a system to provide a reprographic and digital maintenance that creates a smooth and timely delivery of plans when needed.

David will work closely with Damon Brandley on development of any obstruction mitigation plans that are prepared based on any AGIS surveys of the Hanford Municipal Airport. He will also work with Tom Steinkamp on preparation of Airport Layout Plan drawings required.

EDUCATION

Bachelor of Science, Mechanical Engineering, California State University, Sacramento 2007

EXPERIENCE

Representative projects on which David served on the planning team for Brandley Engineering are as follows:

- ➔ **Mammoth Yosemite Airport** – ALP Narrative including updated ALP Drawings – 2020-2022
- ➔ **Tracy Municipal Airport** – ALP Drawings including Obstruction Mitigation Plans – 2019-2022
- ➔ **Lincoln Regional Airport** – ALP Narrative including updated ALP Drawings – 2019
- ➔ **Lincoln Regional Airport** – Obstruction Mitigation Plan and Aeronautical Study – 2019
- ➔ **Alturas Municipal Airport** – Obstruction Mitigation Plan and Aeronautical Study – 2018
- ➔ **Plumas County Airports** – Nervino Airport, Rogers Field, and Gansner Field – ALP Narratives including updated ALP Drawings – 2017
- ➔ **Alturas Municipal Airport** – ALP Narrative including updated ALP Drawings – 2016
- ➔ **Madera Municipal Airport** – ALP Narrative including Updated ALP Drawings – 2016
- ➔ **Oroville Municipal Airport** – Airport Layout Plan Update Study – 2013
- ➔ **Rio Vista Municipal Airport** – Airport Layout Plan Update Study – 2013
- ➔ **Mammoth Yosemite Airport** – Airport Layout Plan Update – 2012

KEVIN CURREY, P.E.

DESIGN ENGINEER/SENIOR DRAFTER

Kevin has been on staff and involved in preparation of Airport Layout Plans for Brandley Engineering since 2015.

Mr. Currey has over 10 years' experience in design and engineering of civil infrastructure projects. In addition to airport-related projects, his professional experience includes large-scale residential, commercial, and mixed use land development; design of compensatory wetlands and environmental mitigation projects; drainage master plans; and public works planning, scoping, and engineering design. He is also experienced in land planning, surveying, and project scheduling.

Mr. Currey is an expert AutoCAD Civil 3D user, mentor, and trainer. He has helped companies successfully implement Civil 3D and trained employees to become proficient in using the software through all aspects of the design process. He also managed their AutoCAD and network infrastructure. His software competencies include AutoCAD Civil 3D, Autodesk Subassembly Composer and Part Builder for Civil 3D, Autodesk Storm & Sanitary Analysis, Microsoft Office, Microsoft Project, and Microsoft Windows networking administration. His AutoCAD Civil 3D and other software expertise increase the accuracy and aesthetic value of the airport layout plans and narrative reports.

Mr. Currey will serve on the planning and design staff for the Hanford Municipal Airport projects. He will devote the time required to complete the project within the time agreed.

EDUCATION

Completed Undergraduate Major Coursework in Civil and Environmental Engineering, Brigham Young University, 2012

PROFESSIONAL REGISTRATION

California Professional Engineer, C 90627

EXPERIENCE

Representative projects on which Kevin served on the planning team for Brandley Engineering are as follows:

- ➔ **Mammoth Yosemite Airport** – ALP Narrative including updated ALP Drawings – 2020-2022
- ➔ **Tracy Municipal Airport** – ALP Narrative including updated ALP Drawings – 2019-2022
- ➔ **Chowchilla Municipal Airport** – ALP Narrative including updated ALP Drawings – 2019
- ➔ **Chico Municipal Airport** – ALP Narrative including updated ALP Drawings – 2018-2019
- ➔ **Plumas County Airports** – Nervino Airport, Rogers Field, and Gansner Field – ALP Narratives including updated ALP Drawings – 2017
- ➔ **Madera Municipal Airport** – ALP Narrative including Updated ALP Drawings - 2016
- ➔ **Alturas Municipal Airport** – ALP Narrative including updated ALP Drawings – 2016

ALAIRE WELLS

PROJECTS/GRANTS ADMINISTRATOR

Alaire Wells has been a member of the Brandley Engineering team since 1979. She is involved in the project administration and grants administration for all clients.

EDUCATION

AA, American River College, 1979

BACKGROUND

Alaire has been working for Brandley Engineering since 1979. In that time she has become very knowledgeable in all steps required to complete a project beginning with grant applications (FAA and State), gathering data for forecasting, assisting in drafting of the narrative report, FAA drawdown requests, and maintaining all records of meetings and progress, and the final FAA approval and grant closeout process including final drawdown requests, and requests to FAA for closeout of the grant. She has a thorough knowledge of and experience with FAA regulations, requirements, practices, and advisory circulars.

EXPERIENCE

Ms. Wells has been actively involved in airport project and grant administration for Brandley Engineering since 1979. She has over 43 years of working with airports and the FAA to ensure that all projects meet FAA deadlines and are in compliance with FAA requirements and that information required by the FAA is assembled and delivered as required. All clients' requests are answered in a timely and accurate manner.

Examples of services Alaire performs for our clients include:

- ➔ Assisting Airport and Engineer in preparation of annual Airport Capital Improvement Program (ACIP).
- ➔ Assisting Airport and Engineer in preparation of grant applications.
- ➔ Keeping track of deadlines and budgets.
- ➔ Assisting Melissa Brandley with writing and assembly of Airport Layout Plan Narrative.
- ➔ Assisting Melissa with preparation of development costs.
- ➔ Assisting Airport in preparation of reimbursement requests for amounts reimbursable from grant projects (FAA Form 271).
- ➔ Assisting Airport in preparation of final drawdown request, the Federal Financial Report (FAA Form 425), and other documents the airport requires for closing out the FAA grant.



Paul Akers, PLS, PMP

Geospatial Project Manager

A licensed professional surveyor and recognized expert in the FAA Airport GIS program, Paul Akers is responsible for multiple types of aviation geospatial projects and clientele. His extensive experience includes photogrammetric and geodetic surveys, GIS data collection and analysis, airborne GPS applications, topographic surveys, geodetic leveling, subsurface utility engineering, hydrographic and boundary surveys. As the Manager for numerous aviation-specific geospatial related projects, Paul possesses technical expertise on all mandatory aspects of FAA and related geospatial surveys and mapping requirements.

To-date, Paul has overseen the completion of over 500 aeronautical surveys. His project work has also extended into aviation planimetric and topographic data collection projects supporting Airport Layout Plans (ALPs), airport asset management data collection to support enterprise information system development, and high accuracy geodetic control establishment. Over the past five years, Paul has worked with the Woolpert team and the FAA on the development of documented standards, data model improvements, and quality control standards. He is frequently asked to participate on industry expert panels, provide workshops and informational presentations at industry events and conferences, and to provide his opinion on the data collection plans and reports developed by others in the industry.

Project Experience

Montgomery-Gibbs Executive Airport and Brown Field Municipal Airport ALP and Master Plan Development Services—San Diego, California. Project Manager responsible for overall contract management, scheduling, client coordination, data review, and QA/QC of orthophotography, final reports, and AGIS deliverables. As a subconsultant, Woolpert was selected to help prepare Master Plans and ALPs for Montgomery-Gibbs Executive Airport and Brown Field Municipal Airport. The Woolpert team also collected new digital color aerial photography and topographic/planimetric and obstruction mapping of each airport per FAA Advisory Circulars 150/5300-16B, -17C and -18B. The new aerial photography was used for preparing base maps, the ALPs, and airspace and inner approach surface drawings.

San Diego International Airport Airspace Analysis Survey—San Diego, California. Project Manager tasked with contract management, planning for aerial imagery acquisition, and safety-critical data delivery. Woolpert was selected to provide an airspace analysis survey of Runway 09 and 227 at the San Diego International Airport (SAN) per FAA Advisory Circular 150/5300-18B criteria for submission through the FAA Airports GIS portal. The Woolpert photogrammetry team developed a flight plan, coordinated the acquisition of new aerial photography, and processed and analyzed the collected imagery data. Research was performed on all NGS geodetic control marks within the area, along with a radial search and review of any potential obstructions listed on the FCC and OEAAA websites. Woolpert utilized BAE System's ClearFlite software for both photogrammetric obstruction analysis and as a quality control check of ground-surveyed obstructions. The final deliverables included an AGIS-compliant data file of safety-critical runway data and the final survey report.

Phoenix Sky Harbor International Airport Airspace Analysis Survey—Phoenix, Arizona. Project Manager who prepared fee estimates, provided quality control of imagery reports and survey data, communicated closely with the client, and delivered final reports. In support of the Phoenix Sky Harbor International Airport (PHX), the Aviation Department of Phoenix intended to collect GIS data in compliance with FAA Advisory Circulars 150/5300-16A, -17C, and -18B. The main goals of this effort were to evaluate applicable existing airport data for compliance with FAA Advisory Circular 150/5300-18B, Table 2-1-Aeronautical Survey and Airport Base Mapping Database requirements. Attributes were migrated from existing attribution 2D airport features to new 3D AGIS-compliant features as supported by the gap analysis report findings. Woolpert collected aerial photogrammetric data, conducted an obstruction survey, developed planimetric data and collected attributions to support airport planning, design, and construction activities. Subsequently, Woolpert developed and deliver GIS features for the airport configuration and data necessary to support an upcoming airport Master Plan and Runway Incursion Mitigation study.



Professional Data

Experience

35 years

Education

Associates, Civil Technology, Surveying and Mapping, Thompson School of Applied Science

Professional Registration

Professional Land Surveyor, AR #1565, FL #5377, GA #003020, NC #4144

Project Management Professional, National #1932572



Mike Zarlengo, PLS

Project Surveyor

Mike is a licensed Professional Land Surveyor with over 16 years of experience from multiple types of geospatial projects. His practical skills include photogrammetric and geodetic surveys, GIS data collection and analysis, airborne GPS applications, topographic surveys, geodetic leveling, subsurface utility planning, hydrographic, and boundary surveys. Mike coordinates with field survey crews, clients and engineers to perform project assignments, assists in developing the skills of other survey personnel, and is responsible for improvement of project quality control and quality assurance.

Mike is proficient with equipment including Trimble GPS, AutoCAD Civil 3D, ArcGIS, MicroStation, and geomatics as surveying data retrieval methods in his line of work. Mike has contributed to many national large-scale data collection procedures that involve land development, drainage, buildings, roads and pipelines. He has also extensively worked with green resource agencies to limit environmental impact to areas of concern, including special status, threatened and endangered species. Mike has conducted key preliminary assessments of natural resources in the event of draining installations, delineation of water sources, vegetation clearings, etc.

Project Experience

Montgomery-Gibbs Executive Airport and Brown Field Municipal Airport ALP and Master Plan Development Services—San Diego, California. Surveyor who finalized reports and AGIS deliverables. Woolpert was selected to help prepare Master Plans and ALPs for Montgomery-Gibbs Executive Airport and Brown Field Municipal Airport. The Woolpert team also collected new digital color aerial photography and topographic/planimetric and obstruction mapping of each airport per FAA Advisory Circulars 150/5300-16B, -17C and -18B.

San Diego International Airport Airspace Analysis Survey—San Diego, California. Surveyor responsible for conducting the airside survey. Woolpert was selected to provide an airspace analysis survey of Runway 09 and 27 at the San Diego International Airport (SAN) per FAA Advisory Circular 150/5300-18B criteria for submission through the FAA Airports GIS portal. The Woolpert photogrammetry team developed a flight plan, coordinated the acquisition of new aerial photography, and processed and analyzed the collected imagery data. Research was performed on all NGS geodetic control marks within the area, along with a radial search and review of any potential obstructions listed on the FCC and OEAAA websites. Woolpert utilized BAE System's ClearFlite software for both photogrammetric obstruction analysis and as a quality control check of ground-surveyed obstructions. The final deliverables included an AGIS-compliant data file of safety-critical runway data and the final survey report.

San Carlos Airport Airspace Analysis—San Carlos, California. Surveyor tasked with performing an airport airspace analysis survey of the existing approaches of Runway 12-30. The AAAS for this project followed the standards for a vertically guided runway survey. Woolpert initiated and completed the AGIS project process on the AGIS web portal as an instruction procedure development survey to develop SOW and plans as required. Woolpert also established photogrammetric control and collected stereo imagery covering the surface area of the runway standards. Woolpert compiled and submitted the necessary plans, reports, and data files to the FAA. The airside survey included tasks from preparation, coordination, observation, and reduction of safety criteria data. Woolpert utilized the ClearFlite software developed by BAE to measure and record obstructions and to quality control any obstruction analysis completed via the ground survey.

San Francisco International Airport Aerial Imagery and Obstruction Analysis—San Francisco, California. Surveyor responsible for field data collection and inventory. Woolpert collected aerial photogrammetry, conducted an obstruction survey, and evaluated changes to previously collect planimetric data to support San Francisco International Airport's (SFO) planning, design and construction activities. As part of the As-Needed GIS Support Services contract, the airport needed to maintain and update their AGIS data as well as other GIS datasets deemed important to their business needs. As part of this task order, Woolpert developed, collected and converted new imagery for areas both on and off the airport in compliance with FAA Advisory Circulars. The team updated obstacle data previously collected and used it to analyze impacts on the surrounding airspace.



Professional Data

Experience

16 years

Education

Bachelor of Science, Geomatics Engineering, The Ohio State University

Professional Registration

Professional Land Surveyor, California #8795



JIM WALLACE

WALLACE ENVIRONMENTAL CONSULTING
PRINCIPAL, SENIOR ENVIRONMENTAL CONSULTANT

Jim Wallace has been providing environmental consulting services to airports for over 25 years and will serve as Project Manager and lead EA author for all environmental documentation for Hanford Municipal Airport projects.

EDUCATION

B.A. History, Humboldt State University, Arcata, California
Graduate Work in Natural Resource Management, Humboldt State University, Arcata, California

EXPERIENCE

Total Years of Experience – 45 Years
Total Years of Airport Experience – 25 Years

WALLACE
Environmental Consulting, Inc

AREAS OF EXPERTISE

Mr. Wallace has over 40 years of environmental and natural resources consulting experience including 25 years preparing over 270 NEPA and CEQA compliance documents for over 30 airports in northern California. Mr. Wallace serves as environmental project manager for airport improvement projects including passenger terminal expansions, runway and taxiway extensions and reconstruction, non-aviation developments, new access roads, runway safety area maintenance in sensitive habitats, parking lots, aircraft aprons and hangar development, wildlife hazards and land use compatibility plans. Nearly all of the airport projects include coordination with multi-disciplinary teams for compliance with Section 106 of the National Historic Preservation Act, Sections 401 and 404 of the US Clean Water Act, US Clean Air Act and US Endangered Species Act and many projects required compliance with the California Environmental Quality Act. Mr. Wallace has developed an excellent working relationship with FAA district and regional offices and with airport sponsors.

Mr. Wallace has extensive experience developing technical and policy strategies, testifying at public hearings and negotiating with elected officials and senior staff in U.S. Departments of Transportation, Interior, Agricultural, Commerce and the U.S. EPA. Mr. Wallace is skilled at navigating controversial project issues in public meetings and by providing relevant information and data that lead to sustainable solutions.

RELEVANT EXPERIENCE

→ TULELAKE MUNICIPAL AIRPORT

In a controversial project, prepared the NEPA and CEQA compliance documents for the proposed construction of a perimeter fence. The airport and fence are located entirely within the historic boundaries of the World War II-era Tule Lake Segregation Center in Modoc County; the airport is owned by the Modoc Nation. Resolving project conflicts involved detailed cultural resource studies to comply with the National Historic Preservation Act and DOT Section 4(f) analysis.

Prepared NEPA compliance documents for taxiway improvements, access road improvements and runway rehabilitation.

→ LINCOLN REGIONAL AIRPORT (CA)

Prepared an Environmental Assessment for the reconstruction of Runway 15/33; applied environmental permitting processes and mitigation measures included in a regional Habitat Conservation Plan.

Prepared NEPA and CEQA compliance documents for Airport Master Plan; projects included new access road, commercial non-aviation development area, box hangar complex and taxiway extension. Prepared wetland delineation which identified over 30-acres of wetlands and fairy shrimp survey which complicated airport development.

Prepared Draft Environmental Assessment for a proposed airport business park; project was discontinued, however, we prepared special purpose law studies including a preliminary wetland delineation.

Prepared NEPA compliance document for runway safety area maintenance which required mitigating impacts to wetland features

➔ **MAMMOTH YOSEMITE AIRPORT**

Prepared NEPA and CEQA compliance documents for a new passenger terminal and terminal development area.

Prepared report requesting that the US Fish and Wildlife Service withdraw the airport from the Bi-State Distinct Population Segment of Greater Sage-Grouse proposed critical habitat.

Prepared multiple NEPA compliance documents for taxiway and aircraft apron reconstruction; new security fence, obstruction lighting; backup electrical power systems and wind-sock relocation.

Prepared Wildlife Hazard Management Plan, Biological Assessment which included an assessment of biological resources within a 5-mile radius of the airport.

Prepared a memorandum regarding Federal environmental reviews and proposed commercial development on approved 1998 ALP.

Prepared environmental scope of work included in the AIP for airport terminal development.

➔ **LAKE TAHOE AIRPORT**

Prepared NEPA compliance document to reduce runway width and return unpaved surfaces to the Truckee River Sensitive Environment Zone.

Prepared NEPA compliance document for new taxiway.

Conducted assessment of surface water quality impacts associated with year-round spring-fed drainage ditch.

Prepared Wildlife Hazard Management Plan.

Prepared Wildlife Hazard Management Plan, Biological Assessment which included an assessment of biological resources within a 5-mile radius of the airport.

Selected Airports for which Mr. Wallace prepared NEPA compliance documents:

- ➔ Stockton Metropolitan Airport
- ➔ Chico Municipal Airport
- ➔ Tracy Municipal Airport
- ➔ Colusa County Airport
- ➔ Truckee-Tahoe Airport
- ➔ Gansner Field, Quincy, California
- ➔ ICON Aircraft, Lake Berryessa
- ➔ Chowchilla Municipal Airport
- ➔ Visalia Municipal Airport
- ➔ Placerville Airport
- ➔ Healdsburg Municipal Airport
- ➔ Napa County Airport
- ➔ Weaverville Municipal Airport
- ➔ Rogers Field, Chester, California



EDUCATION

M.S., Historical Archeology, California State University, San Jose
B.A., Anthropology, California State University, San Jose

CERTIFICATIONS/AFFILIATIONS

Registered Professional Archeologist

40-hour Hazardous Operations and Response Certification (#99-146)

Cindy Arrington has more than 25 years of experience in cultural resources management. She has also served as a corporate trainer providing private and public clients with instruction in Section 106, and consulting with Native American groups. Ms. Arrington has extensive experience in multi-disciplinary team management in the environmental profession. She has expertise in project performance and compliance with federal, state, and local regulations; implementation of environmental mitigation monitoring plans for complex construction projects; preparation of reports; and direction of cultural resources surveys, and excavation. Ms. Arrington has authored/co-authored hundreds of technical reports under compliance with federal, state, and local regulations (NEPA, NHPA, Section 106, CEQA, SEPA) and agencies (Federal Aviation Administration, U.S. Bureau of Land Management, U.S. Bureau of Reclamation, U.S. Army Corps of Engineers, U.S. Forest Service, California Energy Commission, California Department of Transportation, California Public Utilities Commission, etc.).

REPRESENTATIVE PROJECT EXPERIENCE

Markley Cove Marina Project, Napa County, CA. Natural Investigations Company, Inc. was retained to provide cultural resources services for the reconstruction of the resort which was destroyed in 2020 by wild fire. Reconstruction includes: store and office, maintenance buildings, guest cabins, and miscellaneous infrastructure replacements. Lead federal agency: Bureau of Reclamation; Section 106 compliance.

Georgetown Airport Tree Obstruction Removal, Placer County, CA. Natural Investigations Company, Inc. was retained to provide cultural resources services for the removal of on-airport tree removal and documentation of existing Beacon Tower for replacement. Lead federal agency: Federal Aviation Administration; Section 106 compliance.

Placerville Airport Tree Obstruction Removal, Placer County, CA. Natural Investigations Company, Inc. was retained to provide cultural resources services for the removal of on-airport tree removal and documentation of existing Beacon Tower for replacement. Lead federal agency: Federal Aviation Administration; Section 106 compliance.

Chowchilla Airport, Madera County, CA. Natural Investigations Company, Inc. was retained to provide cultural resources services for the runway and taxiway reconstruction project. Lead federal agency: Federal Aviation Administration; Section 106 compliance.

Tulelake Municipal Airport Perimeter Fence Project, Modoc County, CA. Reviewed prior cultural resource studies and National Register eligibility evaluations of the Tule Lake Segregation Center (TLSC) component of a multi-component archaeological site within area of potential effects for undertaking, and recommended additional cultural resources analysis. Recommended the TLSC component be evaluated as a Traditional Cultural Property eligible for National Register listing under Criterion A for its association with events that have made a significant contribution to the broad pattern of history for the TLSC community. Lead federal agency: Federal Aviation Administration; Section 106 compliance.

JEFF GLAZNER

PRINCIPAL BIOLOGIST, WETLAND SPECIALIST



Mr. Glazner is the owner and Principal Biologist of Salix Consulting, Inc. He is a wetland scientist and biological consultant with more than 30 years of experience, primarily in northern California. He is formally trained as a botanist and specializes in aquatic resource assessments, delineations, and permitting. His areas of expertise include wetland identification and mapping, botanical ecology, general biological assessments and surveys, aerial photo analysis and interpretation, and regulatory compliance. He is fully knowledgeable of state and federal permitting requirements of the federal Clean Water Act, Federal and California Endangered Species Acts, California Department of Fish & Wildlife Streambed Alteration Agreements, California Regional Water Quality Control Board certifications, and the requirements of CEQA and NEPA.

PROFESSIONAL SKILLS AND EXPERIENCE

Mr. Glazner has been a business owner since 1996. His primary practice area is the mapping and definition of existing wetland and biological field resources and explanation of those resources during the entitlement phase of a project. He frequently assists clients with federal, state, and regional permitting requirements, working with regulators at all governmental levels to determine the threshold of significance for impacts to resources. Over the course of his professional career, he has conducted biological surveys and field analyses on more than 1,000 project sites covering hundreds of thousands of acres. Mr. Glazner holds a Private Pilot certificate and a FAA Part 107 Remote Pilot Certificate and is a skilled practitioner of Unmanned Aerial Systems. He has completed numerous large landscape photo interpretation and resource identification projects. In addition to managing client projects, he serves as a primary consultant to Placer County in the development of a Programmatic General Permit, a program to allow Placer County to issue wetland permits for projects involving small amounts of fill in waters of the U.S. in western Placer County.

ACADEMIC DEGREES AND PROFESSIONAL CERTIFICATES

B.S., Botany, University of California, Riverside, 1985
Private Pilot Certificate
Remote Pilot Certificate (Part 107)

PROFESSIONAL AFFILIATIONS

International Society of Wetland Scientists
California Botanical Society

CURRENT REPRESENTATIVE AIRPORT EXPERIENCE

→ CHOWCHILLA MUNICIPAL AIRPORT (2017-2020)

In 2020, at the request of the city of Chowchilla, Salix conducted a Biological Resources Assessment for an approximate 6.1-acre privately owned property with a building, located at the end of the runway of the Chowchilla Municipal Airport. In 2017, Salix conducted a preliminary wetland assessment at Chowchilla Municipal Airport and provided a map and report illustrating potential wetlands totaling just over an acre within the airport infield. The work was conducted as part of planning to implement improvements in the runway safety area at the north end of the 12-30 runway.

→ COLUSA COUNTY AIRPORT (2003 AND 2020)

In 2020, Salix provided aerial mapping services with an Unmanned Aerial Vehicle (UAV), providing high-resolution UAV-derived datasets of the Colusa County Airport. The coverage area included the entire airport property with a focus on the runway to identify pavement details. In 2003, a special-status plant survey was conducted on the airport, located to the west of the Colusa National Wildlife Refuge. The special-status plants targeted for the survey were identified in the Colusa County Airport Master Plan.

→ LIVERMORE MUNICIPAL AIRPORT (2020)

Salix conducted a wetland delineation and a Biological Resources Assessment for a 3-acre parcel that is owned by the City of Livermore and is part of the Livermore Municipal Airport. The parcel is being considered for retail development.

→ **MAMMOTH-YOSEMITE AIRPORT (2019-2020)**

The airport is owned by the Town of Mammoth Lakes and is located within the town limits. The Town has proposed a Terminal Area Development Plan that would significantly expand the airport's ability to provide services to airport users. Salix conducted a Biological Resources Assessment on the ±24 -acre Mammoth Yosemite Airport Terminal Area Development Plan study area. Salix also conducted UAV aerial surveys to collect aerial photography, topographic data, and other visuals that were used for outreach to inform the public on the proposed airport improvements.

→ **RAMONA AIRPORT (2020)**

Salix conducted a reconnaissance level biological and wetland site assessment of a 20-acre County-owned leased property located at the Ramona Airport in Ramona, CA, to evaluate potential effects on sensitive habitat and waters of the U.S.

→ **TRUCKEE-TAHOE AIRPORT (2012-2020)**

Between 2012 and 2020, Salix conducted five biological studies and several reconnaissance-level assessments in support of proposed Truckee-Tahoe Airport projects, such as runway rehabilitation, hangar construction, a medical flight facility, a land exchange, and expansion of the Administration Building parking lot. The studies included biological and wetland constraints assessments and a rare plant survey.

→ **TULELAKE MUNICIPAL AIRPORT (2020)**

Salix provided an analysis of current special-status species database queries to update Biological Resources Reports prepared in 2009 and 2003.

SECTION C

RELATED EXPERIENCE

The City of Hanford is anticipating planning and environmental projects for the Hanford Municipal Airport. Services required will be development and preparation of the Airport Capital Improvement Plan (ACIP), preparation of applications for Federal Aviation Administration Airport Improvement Program (AIP) grant funding, preparation of an Airport Layout Plan Narrative with Updated ALP Plans and an aeronautical study, environmental studies to satisfy requirements of NEPA and CEQA, and other miscellaneous airport planning and environmental consulting services required by the City.

Brandley Engineering, Inc., located solely in Loomis, California, is a consulting airport planning and engineering office with one hundred percent of our business devoted to airport grant administration, planning, environmental, engineering and construction management services for all types of airport development projects. Reinard W. Brandley, P.E., founded the firm in 1953, and operated the firm under Reinard W. Brandley, Consulting Airport Engineer, until 2020 at which time it was transitioned to a S Corporation, Brandley Engineering Inc., with ownership by Melissa Brandley and Damon Brandley. Brandley Engineering has performed airport grant administration, airport planning and environmental services for the past 69 years. The upcoming projects at the Hanford Municipal Airport fit within our primary area of focus and expertise.

Brandley Engineering's proven airport planning excellence has made our quality name known throughout Northern and Central California. By focusing on airport design and planning, we can provide a high-quality plan that will meet all standards and needs of our clients and of the Federal Aviation Administration and of Caltrans Division of Aeronautics.

Our close working relationship with the FAA allows us easy access to members of the staff for quick and responsive coordination and reviews of all projects. To further speed up FAA approval, we will review the Airport Layout Plan and critical aircraft with them during the initial planning stages so that the final plans and narrative will not require detailed time-consuming reviews. This excellent relationship also enables our office to be in the unique position of being made aware of when airport improvement and planning funds are available to our clients. When funds are made available, we act quickly to coordinate with our clients on how to maximize the use of these funds and prepare applications to the FAA for improvement or planning grants.

The experience of Brandley Engineering in working with all branches of the Federal Aviation Administration over the past 69 years has enabled our firm to be very familiar with procedures, regulations, funding, and all other aspects pertaining to airport planning. This knowledge has been passed on to all staff members and qualifies our office to provide liaison with the FAA on behalf of Airports at any district or field office. All staff members are kept up to date on all FAA Advisory Circulars and Design Guidelines.

In addition to our experience in working with the FAA, we have also worked closely with Caltrans Division of Aeronautics on the preparation of matching AIP grants and planning projects for airports.

The vast experience of our office in airport planning, design, and research over the past 69 years will be utilized in the planning and environmental services for the Hanford Municipal Airport.

Brandley Engineering understands and complies with the Disadvantaged Business Enterprise (DBE) Policy and Goals as established by the Federal government. Our office has established and implemented an aggressive affirmative action plan.

The office of Brandley Engineering has completed numerous airfield planning assignments for general aviation airports that directly relate to the Hanford Municipal Airport. Over the past 69 years we have provided a broad range of services to all sizes of airports throughout the United States, and particularly in Northern and Central California. These services have included:

SCOPING

- ➔ Project Development
- ➔ Airport Capital Improvement Programs
- ➔ Grant Applications

AIRPORT PLANNING:

- Airport Master Planning
- Preparation of Airport Layout Plans with Narrative Report
- Airport Geospatial Information System (AGIS) with obstruction analysis
- Land Use Compatibility Consulting
- 7460 Airspace Analysis
- ALP Maintenance and Upgrade
- Grant Assurance Compliance
- Land Acquisition

ENVIRONMENTAL:

- Environmental Assessments
- Biological Studies
- Cultural Resource Studies
- CEQA and NEPA documents required by the State and FAA
- Wildlife Hazard Assessments and Wildlife Hazard Management Plans

GRANT ADMINISTRATION

- Assisting Clients in preparation of Airport Capital Improvement Plan and Project Applications
- Preparation of Reimbursement Requests for Drawdown from Delphi
- Preparation of Documents for Close Out of AIP grants.

References for the three most comparable projects for which our firm is providing services similar to those anticipated for the Hanford Municipal Airport are as follows:

- **MS. PAULA JESSUP**, Airport Manager, Tracy Municipal Airport, 5749 S. Tracy Boulevard, Tracy, California 95377, (209) 831-6215, Paula.Jessup@cityoftracy.org. Brandley Engineering is currently providing airport planning services for the Airport Layout Plan Update with AGIS Surveys for the Tracy Municipal Airport. Wallace Environmental has prepared all required NEPA and CEQA documents for projects performed on the Tracy Municipal Airport since 2012.
- **MS. SIERRA SHULTZ**, Deputy Airport Manager, Mammoth Yosemite Airport, 1300 Airport Road, Mammoth Lakes, California 93546, 760-965-3654, sshultz@townofmammothlakes.ca.gov. Brandley Engineering has prepared the Airport Layout Plan Update and Narrative Report for the Mammoth Yosemite Airport, which is currently in review by the FAA. Wallace Environmental prepared the Environmental Assessment for the proposed new terminal development at the Mammoth Yosemite Airport. This EA has been approved by the FAA.
- **MR. ROLAND NEUFELD**, Senior Engineer, City of Lincoln, 600 Sixth Street, Lincoln, California 96548, 916-434-2481, Roland.Neufeld@LincolnCA.gov. Brandley Engineering prepared the Airport Layout Plan Update and Narrative Report for the Lincoln Regional Airport in 2020. Woolpert, Inc., performed an AGIS survey for the Lincoln Regional Airport in 2018, and Brandley Engineering prepared the Obstruction Mitigation Plan and Aeronautical Study. Wallace Environmental prepared the Environmental Assessment for the reconstruction of Runway 15-33, regrading of the runway safety areas, and realignment of two service roads at the Lincoln Regional Airport. This EA is in the final review stages by the FAA.

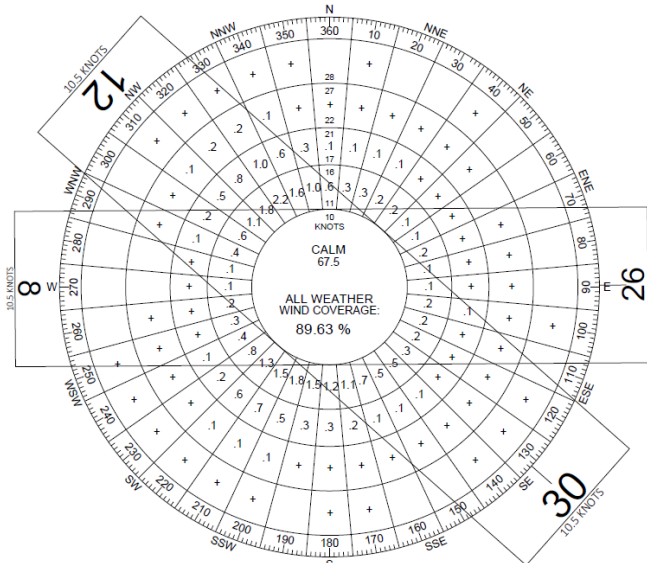
AIRPORT PLANNING PROJECTS

The projects described on the next several pages have included the types of services that will be required at the Hanford Municipal Airport. These services include planning projects, including Airport Layout Plan Updates, AGIS surveys, obstruction mitigation plans.

PROJECT LOCATION AND OWNER: Tracy Municipal Airport, City of Tracy, California

PROJECT NAME: Airport Layout Plan Narrative with Updated ALP Drawings including an Obstruction Mitigation Plan and Aeronautical Study, 2019-2022

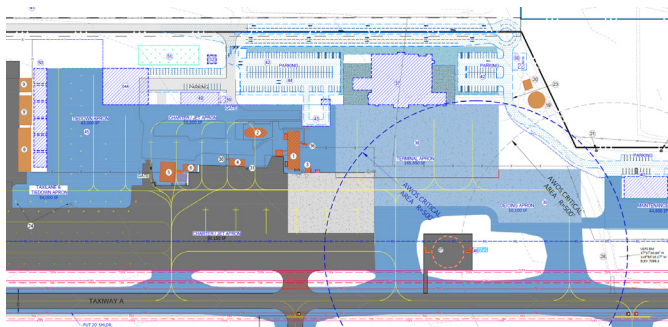
BRIEF PROJECT DESCRIPTION: An Airport Layout Plan Update was prepared for the Tracy Municipal Airport. Due to its proximity to the Bay Area, Tracy is a fast-growing community resulting in rapidly changing needs for the airport. The changing demographics and growth have increased general aviation operations and helicopter operations as well as justifying forecast growth of business jet traffic and eVTOL activity. The ALP included a new helicopter parking apron, eVTOL vetliport, parking and charging, expanded FBO facilities, a new general aviation terminal building, a cost benefit analysis of a restaurant or food truck area, expanded hangar developments, GA apron expansion, new taxiway lighting and fencing and security upgrades. This planning project identified deficiencies in the wind coverage triggering a feasibility study for reorientation of the two existing runways with special emphasis on a runway length analysis. This planning study identified several on airport utility features that were serving off airport developments without adequate easements or payment to the airport for this non-aeronautical use. This resulted in a FAA compliance review. Brandley Engineering is assisting the City with the FAA compliance review and developing a proposed resolution to satisfy FAA in a manner most beneficial to the Airport and City.



CONTACT: Paula Jessup, Airport Manager, Tracy Municipal Airport, (209) 831-6215, Paula.Jessup@cityoftracy.org

SPECIFIC INVOLVEMENT: All items of work required for an ALP Update including project scoping, aviation forecasts and determination of critical aircraft, determination of facility requirements, evaluation of alternative development, preparation of Airport Layout Plan drawings and Narrative Report, City meetings, public meetings, and coordination with FAA.

STATUS OF COMPLETION: AGIS complete. ALP Drawings and Narrative in review by Airport.



PROJECT LOCATION AND OWNER: Mammoth Yosemite Airport, Town of Mammoth Lakes, California

PROJECT NAME: Airport Layout Plan Narrative with Updated ALP Drawings, 2019-2022

BRIEF PROJECT DESCRIPTION: Significant changes in airline and business jet traffic have occurred at the Mammoth Yosemite Airport in the last five years. The

existing Airport Layout Plan was evaluated and additions and modifications necessary were provided. The existing airline aircraft and passenger forecasts are included in the Airport Layout Plan Narrative and the forecasts have been expanded to include all general aviation operations, business jet operations, corporate aircraft operations, and firefighting aircraft operations including fixed wing aircraft and helicopters. The final ALP development plan includes ample expansion including new airline terminal airside and landside facilities, expanded general aviation and charter jet aprons, relocated and expanded hangar facilities, new FBO facilities and a new helicopter parking apron. A significant feasibility study was also conducted for extensions to both ends of the runway. The critical factor in the runway extensions was the existing ground grades and grading requirements. In order to minimize the need for an expensive retaining wall and provide adequate runway length, shorter extensions are planned for both ends of the runway.

CONTACT: Sierra Shultz, Deputy Airport Manager, Mammoth Yosemite Airport, (760) 965-3654, sshultz@townofmammothlakes.ca.gov

SPECIFIC INVOLVEMENT: All items of work required for an ALP Update including project scoping, aviation forecasts and determination of critical aircraft, determination of facility requirements, evaluation of alternative development, preparation of Airport Layout Plan drawings and Narrative Report, Town meetings, public meetings, and coordination with FAA.

STATUS OF COMPLETION: ALP Drawings have been submitted to the FAA for review.

PROJECT LOCATION AND OWNER: Lincoln Regional Airport, City of Lincoln, California

PROJECT NAME: Obstruction Mitigation Plan and Aeronautical Study, 2019-2020

BRIEF PROJECT DESCRIPTION: Airport Geographic Information System (AGIS) survey and obstructions identification as defined by FAA Advisory Circular 150/5300-18B including surfaces for runways with vertical guidance, FAR Part 77 Surfaces, Threshold Siting Surfaces (TSS), and TERPS approach and departure surfaces to Runway 15-33 at the Lincoln Regional Airport. The FAA suggested that this AGIS survey be conducted to support the Airspace Analysis for instrument approach and departure procedures.

CONTACT: Roland Neufeld, Senior Engineer, City of Lincoln, (916) 434-2481, Roland.Neufeld@LincolnCA.gov

SPECIFIC INVOLVEMENT: The AGIS survey was completed by Woolpert, Inc. Our office prepared the Obstruction Mitigation Plan including Obstruction Plan drawings showing FAR Part 77 layouts, obstruction data tables, threshold siting surfaces, approach plans and profiles, OCS plans and profiles, and published nonstandard climb gradient plan and profile. The obstruction mitigation report prepared by our office presented an obstruction analysis and mitigation measures.

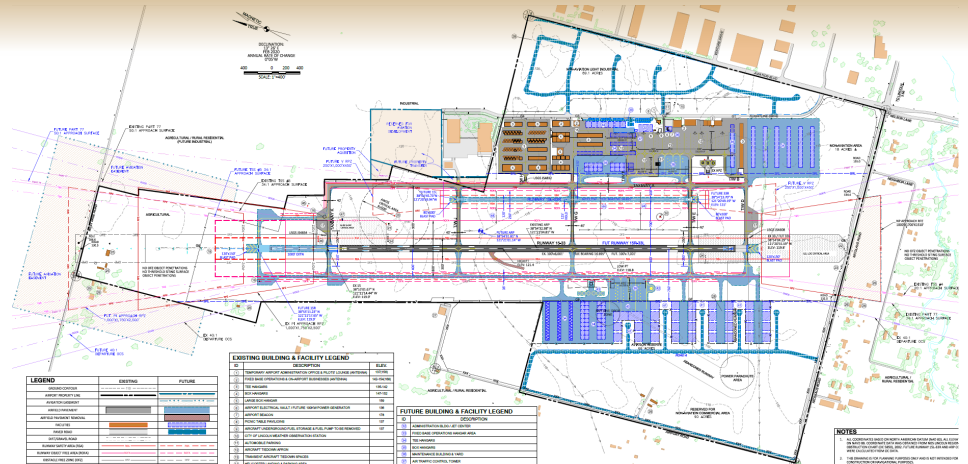
STATUS OF COMPLETION: Final Drawings and Reports submitted to and approved by the City and FAA.

PROJECT LOCATION AND OWNER: Lincoln Regional Airport, City of Lincoln, California

PROJECT NAME: Airport Layout Plan Narrative with Updated ALP Drawings, 2018-2019

BRIEF PROJECT DESCRIPTION: An Airport Layout Plan Update was prepared for the Lincoln Regional Airport. Due to its proximity to Sacramento, Lincoln is a fast-growing community resulting in rapidly changing needs for the airport. This planning project required special attention on determination of critical aircraft including extensive analysis and documentation of discrepancies in the number of operations between FAA and Airport records. This critical planning element was essential to determination of the Runway Design Code (RDC) which provided the Airport protection from the possible FAA requirement to narrow their runway during future runway rehabilitation projects if the desired critical aircraft had not been properly justified and accepted by the FAA. This planning

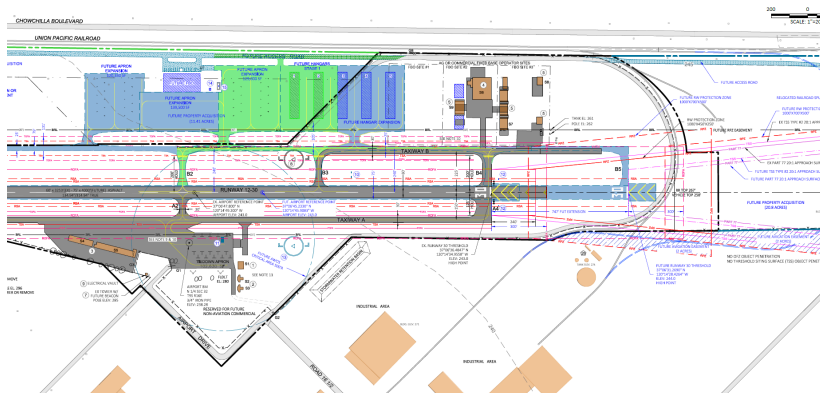
study included significant new development of additional hangars, apron and full development of the west side of the airport including a new parallel taxiway system, FBO facilities, helipad and helicopter parking facilities, apron, corporate and tee hangars, access road and a secondary fuel island. This successful ALP effort provides ample opportunity and flexibility for the airport to expand as needed for the long-term future in order to meet the rapid growth and needs of the surrounding community.



CONTACT: Roland Neufeld, Associate Civil Engineer, City of Lincoln, (916) 434-2481, Roland.Neufeld@LincolnCA.gov

SPECIFIC INVOLVEMENT: All items of work required for an ALP Update including project scoping, aviation forecasts and determination of critical aircraft, determination of facility requirements, evaluation of alternative development, preparation of Airport Layout Plan drawings and Narrative Report, City meetings, public meetings, and coordination with FAA.

STATUS OF COMPLETION: ALP Drawings and Narrative were submitted to and approved by the FAA.



PROJECT LOCATION AND OWNER: Chowchilla Municipal Airport, City of Chowchilla, California

PROJECT NAME: Airport Layout Plan Narrative with Updated ALP Drawings, 2018-2020

BRIEF PROJECT DESCRIPTION: The largest operator at Chowchilla Municipal Airport is an aerial spray operator which had a large influence in the Airport Layout Plan development. A detailed forecasting

evaluation resulted in justification to upgrade the Airport from a Runway Design Code A I Small to a B II due to the number of operations of the Air Tractor by the air spray company. This triggered a detailed study of the existing airport's Runway Design Code B II standard deficiencies and a financial feasibility study, which resulted in the decision that the Airport could not feasibly or economically comply with B II design standards at this time. As a result, the critical aircraft remained an A I Small. The ALP maintains the planning and ability to convert to a B II in the future when the City is financially ready and able, including planned geometry upgrades to accommodate the B II design standards. This approach highlights the importance placed on ensuring development of a practical and feasible plan combined with consideration of the City's financial impact while maintaining flexibility to adjust to future changes within the City. This project also included planning for significant new FBO, apron and hangar development on the east side, as well as land acquisitions to facilitate this development.

CONTACTS: Jason Rogers, Public Works Director, City of Chowchilla (559) 665-8615, Ext. 300, jrogers@CityOfChowchilla.org

SPECIFIC INVOLVEMENT: All items of work required for an ALP Update including project scoping, aviation forecasts and determination of critical aircraft, determination of facility requirements, evaluation of alternative development, preparation of Airport Layout Plan drawings and Narrative Report, City meetings, public meetings, and coordination with FAA.

STATUS OF COMPLETION: Final Drawings and Reports submitted to and approved by the City and FAA.

PROJECT LOCATION AND OWNER: Alturas Municipal Airport, City of Alturas, California

PROJECT NAME: Obstruction Mitigation Plan and Aeronautical Study, 2018-2019

BRIEF PROJECT DESCRIPTION: Airport Geographic Information System (AGIS) survey and obstructions identification as defined by FAA Advisory Circular 150/5300-18B including surfaces for runways with vertical guidance, FAR Part 77 Surfaces, Threshold Siting Surfaces (TSS), and TERPS approach and departure surfaces to Runway 3-21 and Runway 13-31 at the Alturas Municipal Airport. This remote, rural airport is surrounded by numerous potential obstructions including trees, vegetation, utility poles, terrain, fences, and railroads. Careful analysis and development of a proper mitigation plan for identified obstructions was essential to development of an effective yet practical plan to protect the Airport's existing runway length and night instrument operations.

CONTACTS: Joe Picotte, Public Works Director, City of Alturas, (530) 233-2052, jp Picotte@cityofalturas.us

SPECIFIC INVOLVEMENT: The AGIS survey was completed by Woolpert, Inc. Our office prepared the Obstruction Mitigation Plan including Obstruction Plan drawings showing FAR Part 77 layouts, obstruction data tables, threshold siting surfaces, approach plans and profiles, OCS plans and profiles, and published nonstandard climb gradient plan and profile. The obstruction mitigation report prepared by our office presented an obstruction analysis and mitigation measures.

STATUS OF COMPLETION: Final Drawings and Reports submitted to and approved by the City and FAA.

PROJECT LOCATION AND OWNER: Alturas Municipal Airport, City of Alturas, California

PROJECT NAME: Airport Layout Plan Narrative with Updated ALP Drawings, 2015

BRIEF PROJECT DESCRIPTION: An Airport Layout Plan Update was prepared for Alturas Municipal Airport. This planning project required special attention on understanding the role and importance of the airport to the surrounding remote and rural community including providing an opportunity for emergency services including air ambulance and fire fighting services. Determination of helicopter activity and the need for helicopter parking facilities at the airport was a key component to provide a variety of essential services to the remote community. Alturas Municipal Airport has crosswind runways, each with only a partial length parallel taxiway which requires aircraft to back taxi on the runway and thus presents a safety hazard. This planning effort involved a feasibility analysis on extension of the parallel taxiway to create a full length parallel taxiway system while maintaining compliance with all FAA taxiway requirements and standards.

CONTACTS: Joe Picotte, Public Works Director, City of Alturas, (530) 233-2052, jp Picotte@cityofalturas.us

SPECIFIC INVOLVEMENT: All items of work required for an ALP Update including project scoping, aviation forecasts and determination of critical aircraft, determination of facility requirements, evaluation of alternative development, preparation of Airport Layout Plan drawings and Narrative Report, City meetings, public meetings, and coordination with FAA.

STATUS OF COMPLETION: ALP Drawings and Narrative were submitted to and approved by the FAA.

AIRPORT ENVIRONMENTAL PROJECTS

Three projects for which environmental services were provided and on which Jim Wallace was the Project Manager for environmental services that are similar to those required by the City of Hanford are as follows:

PROJECT LOCATION AND OWNER: Tulelake Municipal Airport, County of Modoc, California

PROJECT NAME: Environmental Assessment and Environmental Impact Report; Perimeter Security Fence, 2011-Present

BRIEF PROJECT DESCRIPTION: WEC prepared the Environmental Assessment (NEPA) and Environmental Impact Report (CEQA) for the construction of a perimeter security fence. The proposed project, within the boundaries of the World War II-era Japanese internment camp, drew nearly 5,000 comments during project scoping period. The complex cultural resources process concluded that the airport is traditional cultural property for Native Americans and the Japanese American community. WEC has successfully navigated through complex issues for the most controversial airport project in California.

CONTACT: Mitch Crosby, Road Commissioner, Modoc County, 530-233-6412, mitchcrosby@co.modoc.ca.us

SPECIFIC INVOLVEMENT: All items of work required for an Environmental Assessment including County meetings, public meetings, and coordination with FAA.

STATUS OF COMPLETION: Environmental Assessment has been submitted to the FAA for review.

PROJECT LOCATION AND OWNER: Mammoth Yosemite Airport, Town of Mammoth Lakes, California

PROJECT NAME: Environmental Assessment and Environmental Impact Report; Terminal Area Development Plan, 2021

BRIEF PROJECT DESCRIPTION: WEC prepared the Environmental Assessment (NEPA) and Environmental Impact Report (CEQA) for the development of a terminal area development plan which

included a new 38,000 square foot passenger terminal, 8,600 square foot maintenance building, new de-icing apron and expanded aircraft apron. Specialized groundwater, cultural resources, biological resources, DOT Section 4(f) and visual simulation studies were conducted to assess the projects impacts.

CONTACT: Haislip Hayes, Director of Public Works, Town of Mammoth Lakes, Mammoth Yosemite Airport, (760) 965-3652, hhayes@townofmammothlakes.ca.gov

SPECIFIC INVOLVEMENT: All items of work required for an Environmental Assessment including Town meetings, public meetings, and coordination with FAA.

STATUS OF COMPLETION: Environmental Assessment has been approved by the FAA



PROJECT LOCATION AND OWNER: Lincoln Regional Airport, City of Lincoln, California

PROJECT NAME: Environmental Assessment and Mitigated Negative Declaration – Runway and Runway Safety Area Reconstruction, 2022

BRIEF PROJECT DESCRIPTION: WEC prepared an Environmental Assessment and Mitigated Negative Declaration for runway and runway safety area reconstruction. WEC coordinated the wetland delineation, special status species sampling and Clean Water Act Section 404 permit process.

CONTACT: Roland Neufeld, Environmental Services Manager, Lincoln Regional Airport, City of Lincoln, California, (916) 434-2481, Roland.Neufeld@LincolnCA.gov

SPECIFIC INVOLVEMENT: All items of work required for an Environmental Assessment including Town meetings, public meetings, and coordination with FAA.

STATUS OF COMPLETION: This Environmental Assessment is in progress with expected completion in October 2022

A matrix showing representative airport planning and environmental tasks performed by Brandley Engineering and Wallace Environmental Consulting over the past 10 years is included below.

BRANDLEY

ENGINEERING

Representative Planning & Environmental Projects 2012 Through 2022

	Airport Layout Plan Update with Narrative	AGIS Aeronautical Study/Obstruction	Airline Terminal Study	Site Selection Study	Categorical Exclusion (NEPA)	Environmental Assessment (EA)
Alturas Municipal Airport	✈	✈			✈	
Beckwourth - Nervino Airport	✈				✈	
Bryant Field	✈				✈	
Cedarville Municipal Airport	✈				✈	
Chester - Rogers Field	✈				✈	
Chico Municipal Airport	✈				✈	✈
Chowchilla Municipal Airport	✈				✈	
Lake Tahoe Airport	✈				✈	
Lee Vining Airport	✈					
Lincoln Regional Airport	✈	✈			✈	✈
Madera Municipal Airport	✈				✈	
Mammoth Yosemite Airport	✈		✈	✈	✈	✈
Oroville Municipal Airport	✈				✈	
Quincy - Gansner Field	✈				✈	
Rio Vista Municipal Airport	✈				✈	
Tracy Municipal Airport	✈	✈			✈	
Tulelake Municipal Airport	✈				✈	✈
Visalia Municipal Airport	✈		✈		✈	

SECTION D

CONFLICT OF INTEREST

Brandley Engineering has no financial, business, or other relationship with the City of Hanford or with any member of the City staff that would have an impact on the outcome of projects at the Hanford Municipal Airport.

Brandley Engineering has no clients who would have a financial interest in the outcome of projects at the Hanford Municipal Airport.

SECTION E

OPTIONAL STATEMENTS

The approach to planning and environmental projects is an important consideration as it determines if the project will result in a well thought out plan that fits the airport's long term goals and is completed in manner to meet FAA requirements and facilitate a smooth and timely approval. The following illustrates the Brandley Engineering and Wallace Environmental Consulting philosophy and approach to planning and environmental airport projects.

E1 AIRPORT PLANNING – PROJECT APPROACH

AIRPORT CAPITAL IMPROVEMENT PROGRAM (ACIP)

For all our clients we provide assistance in planning and development of their Airport Capital Improvement Plan (ACIP), including meeting with the client and the F.A.A. to review the desired development at the airport and preparing the ACIP including estimates of cost, program narrative, and sketch maps.

Our approach to development of a useful and practical Airport Capital Improvement Plan (ACIP) includes using the airport's Pavement Maintenance Management Plan (PMMP) as a guide to prioritize the rehabilitation needs of existing pavements and the Airport's Airport Layout Plan as a guide to prioritizing the need for new development on the Airport. The ideal ACIP includes finding a balance between the Airport's needs and priorities and FAA's funding priorities, as well as the client's available matching funds. As a result, we develop an ACIP that provides the Airport with a useful plan to achieve their goals and places the Airport in a position to have the maximum competitive advantage for receiving discretionary funding for FAA AIP grants.

FEDERAL AVIATION ADMINISTRATION (FAA) AIRPORT IMPROVEMENT PROGRAM (AIP)

Once the ACIP has been prepared and submitted to the FAA, our office prepares all necessary applications and documentation for the FAA AIP grant funding and, if desired, for the Caltrans matching grant program.

AIRPORT MASTER PLANNING

It is vital during the initial stages of an Airport Layout Plan Update that the critical aircraft (aircraft or group of aircraft with over 500 operations per year) be determined in order that the Runway Design Code (RDC) can be determined. This important step sets the standards which all Airport Layout Plan elements must meet. Careful and diligent examination of all available data is necessary in order to ensure the Airport determines the appropriate critical aircraft that is currently operating at the airport. This will provide the minimum dimensions of pavements, safety areas, and object free areas, which will help determine the areas on the airfield that are available for future development. This step requires careful coordination with the Airport and Airport users to gather as much available data as possible and also careful FAA coordination to ensure a smooth and efficient FAA approval of the critical aircraft.

For all Airport Layout Plan efforts, a high importance is placed on consideration of the environmental challenges unique to each individual airport and ensuring all future development plans minimize the environmental complications. The ALP narrative report will include a chapter on analysis of the general environmental challenges to the airport. This information will be considered during the "alternatives analysis" for all future developments in order to provide a practical plan for airport development that minimizes the environmental complications for future projects.

Our staff is current on FAA requirements for airport master planning and airport design. The Federal Aviation Administration has developed Standard Operating Procedures (SOP) for Airport Layout Plans and Property Maps, known as Exhibit "A". Our office prepares all Master Plans in accordance with Advisory Circular 150/5070-6B, Airport Master Plans, and with Advisory Circular 150/5300-13B, Airport Design. Appropriate data and recommendations from area-wide planning agencies and the California Department of Transportation, Division of Aeronautics, are used and evaluated in these planning documents.

As part of the Airport Layout Plan Update, an Airport Geospatial Information System (AGIS) survey will be conducted to support the Airspace Analysis for instrument approach and departure procedures into Runway Approach 14-32, along with the development of an Obstruction Mitigation Plan.

Woolpert Inc. will be responsible for the AGIS aeronautical survey. To

streamline the survey process and to assist with the obstacle

verification process, Woolpert has developed the Woolpert

Aeronautical Surveying Program (WASP) toolkit. A

proprietary collection of tools that allows for better

quality control and improved storage of large

datasets being developed. WASP connects to

the FADDS database and populates a research

checklist complete with the owner and manager

contact information, the existing runway

information, existing NAVAID information,

and the controlling obstacle for each runway

end. This toolkit can automatically create

any type of AC150/5300-18B-13A, Part 77,

or EB99 Obstacle Identification Surface

(OIS). Additionally, this toolkit incorporates

information from the National Geodetic Survey

(NGS), FCC Antenna Structure Registration, and the

OE/AAA databases. For example, the WASP toolkit was

utilized on the FAA's Wide Area Augmentation System (WAAS)

and allowed a streamlined obstacle verification approach to be developed, as well as included quality control

processes and improved storage of large datasets being developed. The OIS surfaces auto generated from

the WASP toolkit are imported into the Airfield 3D module of DAT/EM. DAT/EM Airfield 3D collects obstacle

and planimetric data in a 3D environment. Airfield 3D automatically sends 3D (x, y, z) ground coordinates to the

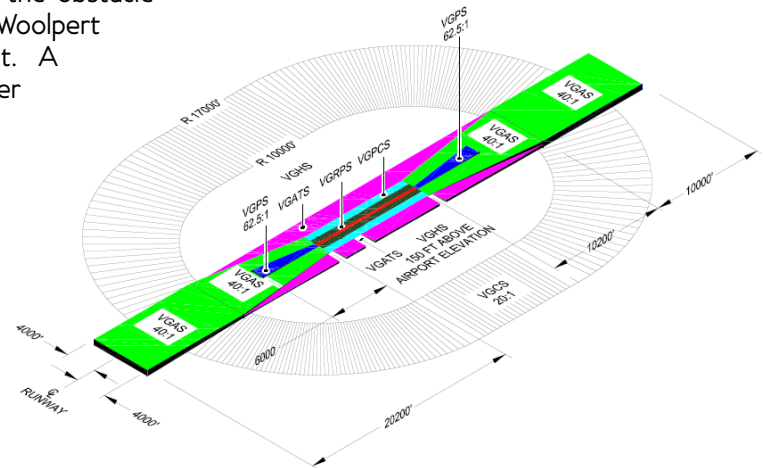
CAD and GIS software for immediate feedback and feature verification. The DAT/EM software is also capable

of identifying whether the elevations of the obstacles are above or below the OIS surfaces. The resulting

obstacles and penetration values are stored in the Airfield 3D/ESRI ArcMap software as a Geodatabase or

Shapefiles. If any additional planimetric mapping or topographic features need to be collected, those features

are extracted from the imagery, in a 3D stereo environment in the same Geodatabase or Shapefiles.



Brandley Engineering's approach to airport planning services is as follows:

PROJECT SCOPING/ PRE-PLANNING

Work with the Sponsor and the FAA to identify the specific airport development issues to be addressed and evaluate data available/required in the Airport Layout Plan Update, including but not limited to:

- Sponsor goals and objectives
- Availability of data including aviation forecasts and airport inventory data.
- Timeframe for forecasts – Short, intermediate, and long term.
- Environmental considerations
- Schedules – Coordination and reviews and completion of deliverables.
- Deliverables – Number, type, and format

INVENTORY

Evaluate existing airport conditions including surrounding community and the Airport's roles in supporting its community.

- Inventory existing airport facilities, features & services provided including Airfield Facilities, Building Facilities, Airspace, Lighting and Navaids, Services Available (Fuel, AWOS etc.), Access, Utilities and Security etc..

AVIATION FORECAST/ CRITICAL AIRCRAFT	It is vital during the initial stages of an ALP Update that the airport forecast and critical aircraft be determined in order to establish the existing and future operational demands on the airport and the Runway Design Code (RDC). This step requires careful coordination with the Airport and Airport users to gather as much available data as possible. Careful early FAA coordination is necessary to ensure a smooth and efficient FAA approval of the critical aircraft. Preparation of aviation forecasts is a very important first step in the preparation of an Airport Layout Plan as everything from determination of critical aircraft to future development of the airport is based on aviation forecasts.
ENVIRONMENTAL	Evaluate environmental challenges unique to the Airport when considering future development to provide a practical plan that minimizes the environmental complications for future projects. A portion of the Airport Layout Plan Narrative will be dedicated to Environmental and Wildlife Hazard Management Considerations.
AIRPORT GEOSPACIAL INFORMATION SYSTEM (AGIS)	An Airspace Analysis will be prepared for instrument approach and departure procedures into runway approaches. Aeronautical survey and mapping will meet the standards outlined in FAA Advisory Circulars 150/5300-16A, -17C, and 18B. The survey will be completed for: • Instrument Approach Procedure Development –Runway 14-32 • Part 77 analysis • Airport Layout Plan Data Our office will prepare an obstruction analysis based on the AGIS survey.
FACILITY REQUIREMENTS ANALYSIS	Evaluate the Airport's ability of existing features identified in the "Inventory" to meet the current and future demand based on the "Aviation Forecast". • Each airport feature is evaluated (Runway and taxiway width, length, orientation, apron size and configuration, airspace requirements, Nav aids, airport drainage etc.) and compared to the FAA design standards. • Incorporates obstruction analysis from the AGIS aeronautical survey. • Incorporates existing pavement rehabilitation needs from the PMMP. • Includes evaluation of existing environmental issues and constraints. • This important step provides justification for the future developments proposed on the ALP and identifies a list of "action items" which need to be addressed on the ALP
ALTERNATIVES DEVELOPMENT AND EVALUATION	Brandley Engineering will work with the City of Hanford to develop and evaluate various alternatives to address each "action item" identified in the "Facility Requirements Analysis". Potential solutions to the "action items" such as a taxiway extension, tee hangar development, apron expansion, access roads, parking lots, and navigational aids will be defined. Several different concept layouts will be presented with an accompanying cost/benefit analysis of each.

AIRPORT LAYOUT PLANS	Airport Layout Plan drawing set incorporating the selected "Alternative Developments" will include the following: • Cover Sheet • Airport Layout Plan • Data Tables • Terminal Area Layout Plan • Airport Airspace Drawing • Inner Portion of Approach Surface Drawing(s) • Airport Land Use Drawing • Airport Property Map, Exhibit "A"
DEVELOPMENT SUMMARY	Brandley Engineering will work with the City of Hanford to prioritize and phase the proposed development to meet the Airport's short-, medium- and long-term needs and goals. Cost estimates will be prepared for each proposed project. A realistic future project schedule and timeline will be created with careful consideration of local and FAA financial constraints.
NARRATIVE REPORT	The comprehensive Narrative Report will include details of each of the steps listed above and will provide the City of Hanford with a well justified and realistic plan for development of the Airport to improve the Airport's usability and importance in the local community.

E2 ENVIRONMENTAL SERVICES – PROJECT APPROACH

Wallace Environmental Consulting's philosophy for environmental studies centers around developing a plan that satisfies all environmental requirements and restrictions in a way which provides the least impact to the Airport and future airport development. Too often environmental studies focus solely on evaluating and mitigating the environmental constraints without considering the impact of potential mitigation measures on the future development of the Airport. Wallace Environmental Consulting studies various mitigation options and places a high importance on recommending a mitigation plan which provides the least impact to the Airport and minimizes limitations on the future development of the Airport. This results in a "practical" environmental study which provides the Airport with a plan to properly address environmental challenges in a manner which compliments the Airport's goals and future development.

All projects proposed to be developed on an airport are required to be categorically excluded in accordance with the National Environmental Policy Act (NEPA) as administered by the FAA. Wallace Environmental Consulting will prepare a Categorical Exclusion for each development project proposed on the Hanford Municipal Airport's 5-year ACIP. These documents will be submitted to the FAA for approval prior to submitting an application for FAA funding under the AIP grant program.

Any projects that cannot be categorically excluded in accordance with NEPA will be subject to an Environmental Assessment (EA). If required, Wallace Environmental Consulting will prepare an EA in accordance with NEPA, the Council on Environmental Quality (CEQ) regulations (Title 40, Code of Federal Regulations Parts 1500-1508), FAA Order 1050.1F, Chapter 6, Section 6-2, Sub-Section 6-2.1 (Policies and Procedures for Considering Environmental Impacts), and FAA Order 5050.4B, (National Environmental Policy Act Implementing Instructions for Airport Actions).

An EA evaluates the potential environmental impacts and, if necessary, recommends mitigation measures of proposed federal actions when those actions, as proposed by the Airport sponsor, cannot be categorically excluded in the presence of extraordinary circumstances in accordance with FAA Order 1050.1F. In an EA, Wallace Environmental Consulting, the City of Hanford, and the FAA will cooperatively develop the project's purpose and need and project alternatives. Alternative analysis must include a "no project" alternative, the preferred alternative and, if possible, reasonable alternatives which meet the project's purpose and need. Regardless of the alternatives evaluated in an EA, to fully assess the project's impacts, the EA will evaluate the environmental resource categories using guidance provided in FAA Order 1050.1F, and will be prepared to provide the community with full disclosure and to assist the FAA in making funding recommendations.

Wallace Environmental Consulting's approach to airport environmental services is as follows:

FAA COORDINATION	From the project outset to project completion, WEC will coordinate with the FAA to minimize delays and act as a liaison between the City and the FAA.
PROJECT SCOPING/ PRE-PLANNING	WEC will confirm that any proposed project is shown on the conditionally approved ALP, or that the FAA has agreed to a pen and ink change. Confirm that project design is at least 25% complete and that construction staging areas and ingress and egress routes are established.
CONFIRM NEPA /CEQA DOCUMENTATION	Confirm with the FAA the type of NEPA compliance document – Categorical Exclusion; Environmental Assessment. Confirm with the City
CEQA	CEQA documentation and NEPA documentation are closely aligned and can be prepared simultaneously. As required, WEC will coordinate CEQA public notices and public meeting with the NEPA process and will use NEPA research and documentation to inform the CEQA document. The FAA does not allow combining its NEPA document with CEQA documents, but can reimburse the sponsor for certain CEQA costs. WEC is very experienced managing the tandem NEPA/CEQA process.
PROJECT DESCRIPTION	WEC will work with the City and the Airport Engineer to develop a project description to be carried throughout the document. This is particularly important for a NEPA Environmental Assessment and for CEQA documents
PURPOSE AND NEED	There are two Purpose and Needs: 1) The FAA's Purpose and Need, and 2) the Sponsor's Purpose and Need. Although different, the two should align to provide precise reasons for the proposed action.
CATEGORICAL EXCLUSIONS	If the project is eligible as Categorical Exclusions, either as a simple written SOP or as a "Documented CatEx". WEC will prepare each Categorical Exclusion using FAA ADO guidance. New federal guidelines emphasize that an extraordinary circumstance, such as an impact to endangered species, does not automatically preclude the use of a "mitigated" Categorical Exclusion.

ALTERNATIVES DEVELOPMENT

In addition to the proposed action and the required no action alternative, WEC may recommend other project alternatives, usually to avoid an impact which could delay project construction. NEPA guidance allows documentation that only includes the proposed project and the no-action alternative. Project alternatives, if any, will meet the City's Purpose and Need and would reflect only reasonable alternatives.

ENVIRONMENTAL SETTING

WEC will describe the environmental setting for each environmental category. The more likely that an environmental category is located within the project area, the more detailed the environmental setting description.

ENVIRONMENTAL CONSEQUENCES

WEC will identify the environmental categories affected by the proposed project and will analyze the impacts to those environmental resources. If there are no impacts, the environmental document will so state and only those resources affected by the project will be evaluated in detail.

E3 DEMONSTRATED ABILITY TO RESPOND QUICKLY



The Brandley Engineering and Wallace Environmental Consulting Team's ability to complete projects in an efficient manner centers around the development of a qualified staff which works together as an efficient team and an organized approach to anticipate and avoid potential stumbling blocks which can result in costly delays. Our approach to airport planning and environmental projects starts with placing a high importance on maintaining consistent involvement and communication with the client and the FAA staff at the San Francisco ADO and Regional Offices. At the beginning of each project, we hold a scoping meeting with the client to discuss the scope of the project and identify all technical and functional needs of the Airport and any anticipated challenges or complications. This meeting is critical to ensure our planning incorporates the needs of the client and fully accommodates the unique challenges that are specific to that airport. In addition, frequent meetings are held with the client throughout each project to review the status, discuss any new challenges that have been uncovered throughout the planning effort, and ensure the Airport's needs are being accommodated. This ensures that Brandley Engineering and Wallace Environmental Consulting projects are completed on time and within budget.

All members of the Brandley/Wallace staff can begin work immediately following contract execution as needed on Hanford Municipal Airport projects. We schedule the work as soon as we receive authorization to proceed on a project and hold weekly meetings to ensure all projects are being completed on time and within budget.

Melissa will be the point of contact for all airport planning and environmental services performed for the Hanford Municipal Airport. Our team understands the importance of responding quickly to client and FAA questions and requests and can make ourselves available for personal meetings, Zoom meetings, or phone calls with short notice.

The offices of Brandley Engineering and Wallace Environmental Consulting have a proven track record of producing projects on time and within budget. Our track record with FAA of successfully meeting very tight schedules has resulted in FAA's confidence to offer last minute funding to our clients.

E4 ADDITIONAL QUALIFICATIONS

Some of the unique qualifications of Brandley Engineering are:

- ➔ The office of Brandley Engineering has performed planning services for airports in the California Central Valley since 1955. Representative airports include Visalia Municipal Airport, Madera Municipal Airport, Chowchilla Municipal Airport, Stockton Metropolitan Airport, and Sacramento International Airport.
- ➔ The City has need for consultation and assistance in dealing with FAA requirements and for expert consulting services in the preparation of grant applications, payment requests, Airport Capital Improvement Plans, and general assistance on all airport development matters. Our airport expertise and experience with the San Francisco ADO affords our office the capability of providing all required services.
- ➔ Our office can provide complete engineering consulting services to the City of Hanford on all airport planning related matters. We will team with expert specialists for environmental studies and AGIS surveys as required.
- ➔ The close working relationship with the FAA offices at the District, Regional, and Headquarters level positions our office to know when and where Federal funding is available and to optimize the potential of obtaining funding for development of the Hanford Municipal Airport.
- ➔ Our office and our team members are in a position from a workload standpoint to begin work immediately on the projects and complete the planning and environmental studies in timely manner.
- ➔ The education, training, and experience of Melissa Brandley, Damon Brandley, and Tom Steinkamp assures continuity of the expertise of Brandley Engineering.
- ➔ The personal service we can provide sets Brandley Engineering apart from the larger, multi-discipline civil engineering firms – YOU HIRE BRANDLEY – YOU GET BRANDLEY!

Brandley Engineering
specializes in Airport
Planning, Engineering,
and Construction
Management.

E5 INDEMNIFICATION EXCEPTIONS

CA Civil Code 2782.8 (amended Jan. 1, 2018) sets forth the requirements for indemnity including duty to defend for design professionals and limits this to the percentage at fault and specifically states those requirements cannot be modified by contract language. In order to ensure the contract language is consistent with the CA Civil Code Section 2782.8, we propose the following revisions to the indemnity language.

“As respects acts, errors, or omissions in the performance of professional services, CONSULTANT agrees to indemnify and hold harmless CITY, its elected and appointed officers, and employees, ~~and CITY designated volunteers~~ from and against any and all ~~claims, demands, losses, defense costs, liability for damages or consequential damages arising directly out of~~ but only to the extent actually caused by CONSULTANT’s negligent acts, errors or omissions in the performance of his/her services under the terms of this Agreement; except to the extent those arise out of the negligence of CITY. CONSULTANT has no obligation to pay for any of the indemnitees’ defense related cost prior to a final determination of liability or to pay any amount that exceeds CONSULTANT’S finally determined percentage of liability based upon the comparative fault of CONSULTANT.”

CITY agrees to indemnify and hold harmless CONSULTANT, its officers, employees, and designated volunteers from and against any and all losses, defense costs, liability or consequential damages to the extent arising out of CITY’S negligent acts, errors or omissions in the performance of this Agreement.

As respects all acts or omissions which do not arise directly out of the performance of services, including but not limited to those acts or omissions normally covered by general and automobile liability insurance, CONSULTANT agrees to indemnify, defend (at CITY’s option), and hold harmless CITY, its elected and appointed officers, agents, employees, representatives, and volunteers from and against any and all claims, demands, defense costs, liability, or consequential damages of any kind or nature arising out of or in connection with CONSULTANT’s (or CONSULTANT’s subcontractors, if any) performance or failure to perform, under the terms of this Agreement; except to the extent those which arise out of the negligence of CITY.”

E6 INSURANCE EXCEPTIONS

The City requires the Consultant’s insurance policy to contain the following clause. We request the following revision to this clause.

“This insurance shall not be canceled, ~~limited in scope or coverage, or non-renewed~~ until after thirty (30) days prior written notice has been given to the City Clerk, City of Hanford, 319 N. Douty Street, Hanford CA 93230, with the exception of cancellation for non-payment of premium, in which case ten (10) days notice shall be given.”

Our insurance provider will only provide notice to the City if the policy is canceled. Brandley Engineering certifies we will provide the City equivalent notice to the statement above if the policy is limited in scope or coverage or non-renewed. As a result, the notice provided to the City is the same, the only difference is the party providing the notice.



ATTACHMENT-1

Certificates/Affidavits

NON-COLLUSION AFFIDAVIT

To Accompany Submittal

TO: THE CITY OF HANFORD

The undersigned, in submitting a proposal for performing the following work by contract, being duly sworn, deposes and says:

That he/she has not, either directly or indirectly, entered into any agreement, participate in any collusion, or otherwise taken any action in restraint of free competition in connection with such contract.

Work to be Done:

RFQ-22-xx: Professional, Planning, Architectural and Design/Engineering Services associated with Airport Development projects for the Hanford Municipal Airport

Consultant's Name: Brandley Engineering, Inc.

Signature of Consultant: Melissa S. Brandley

Title: Secretary/CFO; Project Manager

Business Address: 6125 King Road, Suite 201, Loomis, CA 95650

Place of Residence: 2217 Misty Hollow Drive, Rocklin, CA 95765

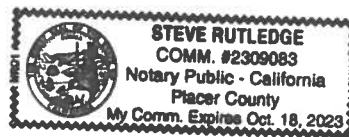
State of California
County of Placer

On this 18 day of Oct 2022 before me, Steve Rutledge, a Notary Public, personally appeared Melissa S Brandley, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

Signature Steve Rutledge (Seal)



WORKERS' COMPENSATION INSURANCE CERTIFICATE

To Accompany Submittal

STATE OF CALIFORNIA)
) ss
CITY OF HANFORD)

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

Company: Brandley Engineering, Inc.
Business Address: 6125 King Road, Suite 201, Loomis, CA 95650
Signature: Melissa S. Brandley
Name of Signing Official: Melissa S. Brandley
Title of Signing Official: Secretary/CFO
Date: Nov. 2, 2022

Company Seal:

EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE CERTIFICATE

To Accompany Submittal

Equal Opportunity Clause

Unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Executive Orders 28925, 11114 or Section 204 of Executive Order 11246 of September 24, 1965, during the performance of each contract with the City of Hanford, the Consultant agrees as follows:

1. The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, gender, national origin or political affiliation. The Consultant will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, gender, national origin or political affiliation. Such action shall include, but not be limited to, the following: employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
2. The Consultant will, in all solicitations or advertisements for employees, placed by or on behalf of the Consultant, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin or political affiliation.
3. The Consultant will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or the workers' representative of the Consultants' commitments under Section 202 of Executive order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. The Consultant will comply with all provisions of Executive Order 11246 of September 24, 1965, and the rules, regulations and relevancy orders of the Secretary of Labor.
5. The Consultant will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations and relevant orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
6. In the event of the Consultant's non-compliance with the non-discrimination clauses of this subcontract or with any of such rules, regulations or orders, this subcontract may be canceled, terminated or suspended, in whole, or in part and the Consultant may be declared ineligible for further government contracts in accordance with the procedures authorized in accordance with Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or otherwise provided by law.
7. The Consultant will include the provisions of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each Subcontractor or vendor. The Consultant will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions including sanctions for non-compliance. Provided, however, that in the event the Consultant becomes involved in, or is threatened with litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the Consultant may request the United States to enter into such litigation to protect the interest of the United States.

Certification on Non-Segregated Facilities

The Consultant hereby certifies that it does not or will not maintain segregated facilities not permit its employees to work at locations where facilities are segregated on the basis of race, color, religion, gender, national origin or political affiliation.

Brandley Engineering, Inc.
Name of Firm

Melrose S. Brandley
Authorized Signature

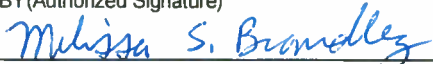
11-2-2022
Date

STATE OF CALIFORNIA
DRUG-FREE WORKPLACE CERTIFICATION
STD.21 (REV.12-93)

To Accompany Submittal

CERTIFICATION

I, the official named below, hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the certification described below. I am fully aware that this certification, executed on the date below, is made under penalty of perjury under the laws of the State of California.

CONTRACTOR/BIDDER FIRM NAME Brandley Engineering, Inc.	FEDERAL ID NUMBER 85-3022657
BY (Authorized Signature) 	DATE EXECUTED Nov. 2, 2022
PRINTED NAME AND TITLE OF PERSON SIGNING Melissa S. Brandley, P.E., Secretary/CFO	TELEPHONE NUMBER (Include Area Code) (916) 652-4725
TITLE Project Manager	
CONTRACTOR/BIDDER FIRM'S MAILING ADDRESS 6125 King Road, Suite 201, Loomis, CA 95650	

The contractor or grant recipient named above hereby certifies compliance with Government Code Section 8355 in matters relating to providing a drug-free workplace. The above named contractor or grant recipient will:

1. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355(a).
2. Establish a Drug-Free Awareness Program as required by Government Code Section 8355(b), to inform employees about all of the following:
 - (a) The dangers of drug abuse in the workplace,
 - (b) The person's or organization's policy of maintaining a drug-free workplace,
 - (c) Any available counseling, rehabilitation and employee assistance programs, and
 - (d) Penalties that may be imposed upon employees for drug abuse violations.
3. Provide as required by Government Code Section 8355©, that every employee who works on the proposed contract or grant:
 - (a) Will receive a copy of the company's drug-free workplace policy statement, and
 - (b) Will agree to abide by the terms of the company's statement as a condition of employment on the contract or grant.

At the election of the contractor or grantee, from and after the "Date Executed" and until _____ (NOT TO EXCEED 36 MONTHS), the state will regard this certificate as valid for all contracts or grants entered into between the contractor or grantee and this state agency without requiring the contractor or grantee to provide a new and individual certificate for each contract or grant. If the contractor or grantee elects to fill in the blank date, then the terms and conditions of this certificate shall have the same force, meaning effect and enforceability as if a certificate were separately, specifically, and individually provided for each contract or grant between the contractor or grantee and this state agency.



*You Hire Brandley,
You Get Brandley.*

When you bring in Brandley Engineering, you will work directly with Principals Melissa and Damon Brandley on the phone, in meetings, on site during construction. Every time.



Melissa Brandley, P.E



Damon Brandley, P.E

STATEMENT OF QUALIFICATIONS

SUBMITTED FOR: CONSTRUCTION MANAGEMENT & INSPECTION

RFQ #22-05 AIRPORT ENGINEERING SERVICES
AT THE HANFORD MUNICIPAL AIRPORT



HANFORD MUNICIPAL AIRPORT

CONSTRUCTION MGMT
& INSPECTION SERVICES
RFQ NUMBER 22-05



BRANDLEY
ENGINEERING

SUBMITTED FOR: CONSTRUCTION MANAGEMENT & INSPECTION SERVICES | DATE OF SUBMISSION: Nov. 4, 2022



November 4, 2022

City Clerk
319 N. Douty Street
Hanford, CA 93230

Subject: City of Hanford – Request for Statement of Qualifications – RFQ #22-05
Professional Planning, Architectural, and Design/Engineering Services
Airport Development Projects – Hanford Municipal Airport
Construction Management/Inspection

Dear Sir/Madam:

In response to your Request for Qualifications RFQ #22-05 for Professional Planning, Architectural, and Design/Engineering Services associated with Airport Development Projects for the Hanford Municipal Airport, we are delighted to have the opportunity to work with the City of Hanford on the development of the Hanford Municipal Airport.

Brandley Engineering, Inc., located solely in Loomis, California, is a consulting airport planning and engineering office with one hundred percent of our business devoted to airport grant administration, planning, design, engineering, and construction management services for all types of airport development projects. We have been providing these services for the past 69 years. The upcoming projects at the Hanford Municipal Airport fit within our primary area of focus and expertise.

Melissa Brandley will be the project manager on all Hanford Municipal Airport projects. She will be available at all times to coordinate construction management and inspection projects. Damon and Tom will also be available to provide support construction management services when needed.

The office of Brandley Engineering specializes in airport planning, engineering, environmental, and construction management services for all types of airport projects. Our office has completed numerous airport construction management, resident engineering, and inspection for projects at many airports throughout Northern and Central California, including Visalia Municipal Airport, Madera Municipal Airport, Chowchilla Municipal Airport, and Tracy Municipal Airport.

Brandley Engineering's overall aviation experience will ensure that your projects will be completed according to FAA Standards and criteria in a timely and cost-effective manner. Our staff has an excellent and extensive knowledge of FAA procedures and regulations. This is accentuated by a close working relationship with the Northern California District Office of the FAA.

By submission of this Statement of Qualifications, Brandley Engineering acknowledges receipt of Addendum No. 1 to SOQ_F-2022-0002, on October 17, 2022.

We are excited to provide professional construction management and inspection services for the development of the Hanford Municipal Airport and look forward to working with City and Airport staff.

If you have any questions or need further information, please contact: Melissa Brandley, P.E., (916) 316-1415, Melissa@BrandleyEng.com.

Very truly yours,



Melissa S. Brandley, P.E.
Corporate Secretary/CFO

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STATEMENT OF QUALIFICATIONS

CITY OF HANFORD

RFQ NO. 22-05

CONSTRUCTION MANAGEMENT/INSPECTION

AIRPORT DEVELOPMENT PROJECTS

HANFORD MUNICIPAL AIRPORT

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Attachment 1

Certificates/Affidavits

SECTION A

GENERAL INFORMATION

FIRM: Brandley Engineering, Inc.
6125 King Road, Suite 201
Loomis, California 95650
Telephone: (916) 652-4725
Fax: (916) 652-9029

CONTACT: Melissa S. Brandley, P.E. 71139
Mobile: (916) 316-1415

TYPE OF ORGANIZATION: S Corporation

FEDERAL TAX ID: Will be submitted as part of the contract award process.

HANFORD TAX CERT NO.: We certify we will obtain a City of Hanford Business Tax Certificate prior to commencing work.

SURETY INFORMATION: See attached Certificate of Insurance

REFERENCES/REFERRALS **Ms. Katherine Bales**, Former Airport Superintendent, Visalia Municipal Airport, Current Assistant Airport Manager, Napa County Airport, 2030 Airport Road, Napa, California 94558, 707-299-1694, Katherine.Bales@countyofnapa.org

Ms. Paula Jessup, Airport Manager, Tracy Municipal Airport, 5749 S. Tracy Boulevard, Tracy, California 95377, 209-831-6215, Paula.Jessup@cityoftracy.org

Mr. Dave Hoffman, Director Operations and Maintenance, Truckee Tahoe Airport, 10356 Truckee Airport Road, Truckee, California 96161, 530-587-4119 x110, Dave.Hoffman@truckeetahoeairport.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/10/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AssuredPartners Design Professionals Insurance Services, LLC 3697 Mt. Diablo Blvd Suite 230 Lafayette CA 94549	CONTACT NAME: The Certificate Team PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: CertsDesignPro@AssuredPartners.com
INSURED Brandley Engineering, Inc. 6125 King Road, Suite 201 Loomis CA 95650	INSURER(S) AFFORDING COVERAGE INSURER A: Travelers Property Casualty Company of America INSURER B: Travelers Casualty and Surety Co of America INSURER C: Hartford Accident and Indemnity Company INSURER D: INSURER E: INSURER F:
License#: 6003745 REINWBR-01	NAIC # 25674 31194 22357

COVERAGES**CERTIFICATE NUMBER:** 604354414**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liab ☐ Included GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:	Y	Y	6806P979947	3/1/2022	3/1/2023	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
C	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	Y	Y	57UEGBB2240	3/1/2022	3/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 0	Y	Y	CUP6P985930	3/1/2022	3/1/2023	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
A	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y	N/A	UB6P985665	3/1/2022	3/1/2023	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability			105415961	3/13/2022	3/13/2023	Per Claim Aggregate Limit \$2,000,000 \$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Umbrella Liability policy is a follow-form underlying General Liability/Auto Liability/Employers Liability.

Sample certificate to be used for proposals.

CERTIFICATE HOLDER**CANCELLATION 30 Days Notice of Cancellation**

SAMPLE CERTIFICATE

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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SECTION B

STAFF QUALIFICATIONS

Brandley Engineering has one of the most unique and highly qualified construction management and inspection teams. As a family business, our team consists of the second generation of Brandley Engineering, Melissa Brandley and Damon Brandley. Both Melissa and Damon Brandley planned on continuing the Brandley Engineering legacy from an early age and began working for the company as teenagers. As a result, our construction management team's background, education, and abilities have been carefully planned to perfectly complement each other to create the best possible team. Our approach to building a highly qualified team centers on advanced education and knowledge, as these are the key ingredients to solving very difficult and complicated construction challenges. All project managers have advanced master's degrees in Civil Engineering and extensive airport engineering and construction management experience.

Melissa Brandley's master's degree in geotechnical engineering perfectly complements Damon Brandley's master's degree in pavements and materials. This, combined with their many years under the guidance of Reinard W. Brandley with his extensive knowledge and 69 years of experience in the airport engineering field, creates the ideal team to solve any construction challenge. Melissa and Damon Brandley are supported by a veteran team of five additional engineers, drafters and support staff with extensive experience in airport design and construction management. Every employee of Brandley Engineering has spent their entire aviation career with our firm.

The project staffing for the office of Brandley Engineering has been structured to utilize experienced project managers, resident engineers, inspectors, technicians, and administrative personnel. Project staffing workload in our office is largely controlled by limiting the number and type of projects to which we submit proposals and by minor adjustments to staffing. We have reserved space in our workload to provide the time and attention required for the projects anticipated at Hanford Municipal Airport over the next few years.

All members of the Brandley Engineering staff can begin work immediately following contract execution as needed on Hanford Municipal Airport projects. Brandley Engineering schedules the work as soon as we receive authorization to proceed on a project and holds weekly meetings to ensure all projects are being completed on time and within budget.

All members of the Brandley Engineering team have extensive knowledge of FAA regulations, policies, and procedures, including:

- ➔ 7460-1 preparation and submittal on OE/AAA website
- ➔ Environmental requirements for construction projects
- ➔ Award process including all required submittals to FAA
- ➔ FAA Quality Control and Quality Assurance requirements
- ➔ Inspection requirements for all materials
- ➔ Standard Operating Procedures (SOP) for Construction Project Change Orders
- ➔ Construction management requirements
- ➔ Project/grant closeout.

All members of Brandley Engineering team have extensive knowledge of FAA procedures.

This knowledge qualifies our office to provide liaison with the FAA on behalf of Airports at any district or regional office. All staff members are kept up to date on all FAA Advisory Circulars and Design Guidelines. Team members receive weekly email updates on FAA regulations, policies, and procedures.

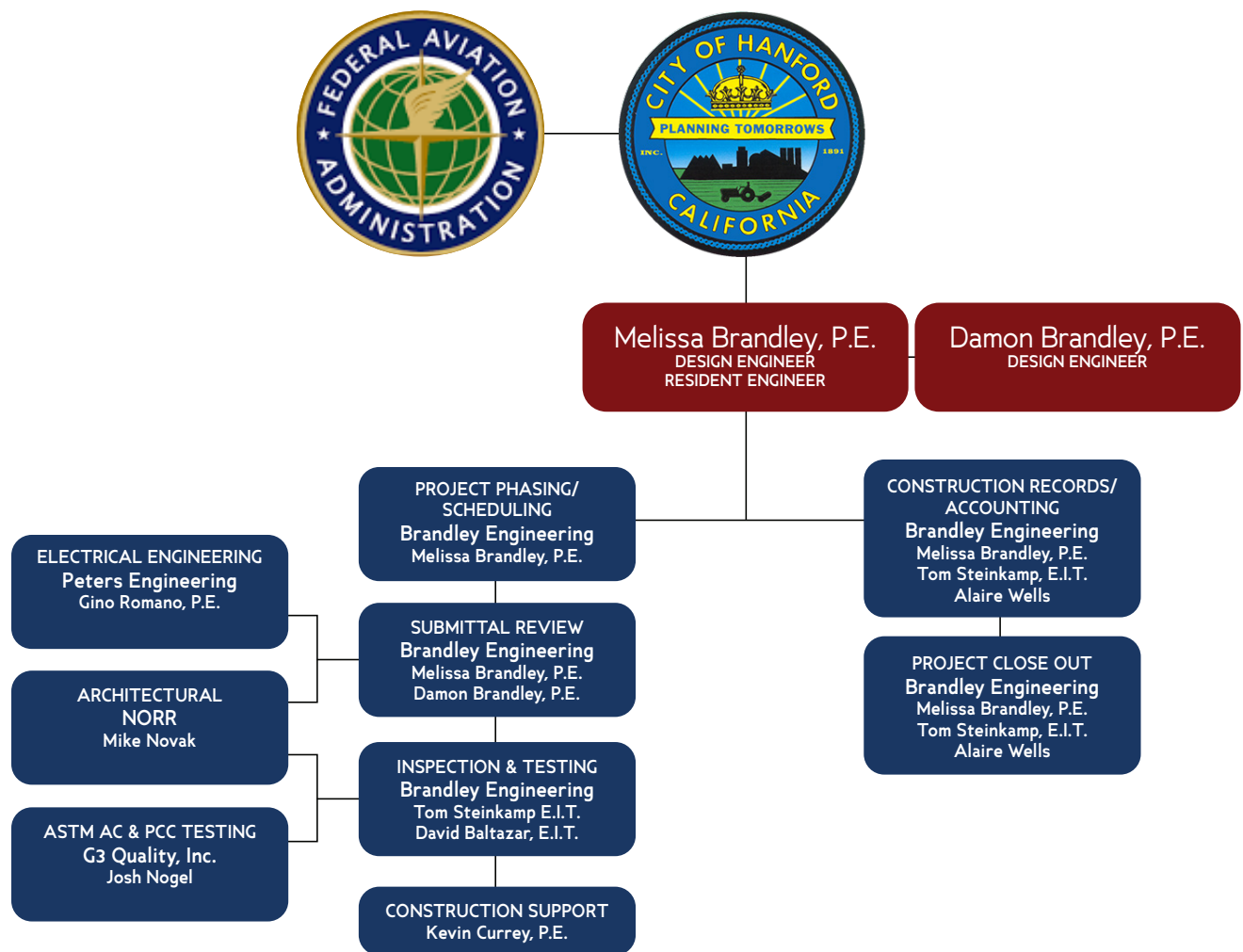
SUBCONSULTANTS

The following subconsultants will supplement the Brandley Engineering staff for specialty services.

- ➔ FAA has a requirement that certain asphalt and concrete testing be performed by an ASTM-certified laboratory. For this testing Brandley Engineering will utilize the services of Joshua Noegel of **G3 Quality**. He has experience managing Caltrans, FAA, and structural construction projects across the west coast. His experience also consists of material testing and quality control/quality assurance for construction projects.
- ➔ Necessary horizontal and vertical control surveys will be provided by **ESP Surveying, Inc.**, operating out of Fresno, California. Frank Mungia will serve as Survey Manager and has over thirty-seven years of project planning, design, surveying, engineering, construction, and management in private and public sectors. He is experienced in construction, boundary, topographic, elevation certificates and aerial photography surveying. He has extensive experience in supervision of field crews, billing review, contractor oversight, and meetings with governmental agencies. Also he has been involved in various survey tasks, which include roadways, highways, bridges, subdivisions, airports, schools, railroads, photogrammetric, GPS surveying, and GIS projects.
- ➔ Brandley Engineering inspects all airfield lighting and signage in-house. For airport power and electrical systems and electric automobile and aircraft charging stations, we utilize the services of Gino Romano, P.E. of **Peters Engineering Company** for review of submittals. Electrical systems play an important role in modern airport facilities, and Gino brings his experience and knowledge to each assignment as he establishes appropriate technologies and cost-effective solutions for the project at hand. Over the last few years, Gino has been a valuable asset to the Brandley Engineering team on various projects at Stockton Metropolitan Airport, Lincoln Regional Airport, Visalia Municipal Airport, Chowchilla Municipal Airport and University Airport.
- ➔ For the architectural portion of the proposed Pilot and Crew lounge and/or reception area, Brandley Engineering will team with **NORR** to provide architectural construction management and inspection services. We will work principally with Matthew Shighihara, Project Manager/Principal Architect, and Mike Novak, Associate/Studio Manager. Matthew has over 35 years of experience in managing complex

projects to successful completion. He has led the planning, design, and management of terminal work at Sacramento International Airport, terminal work at Los Angeles World Airports, U.S. Customs Inspection Facility at Ontario International Airport, and the International Terminal Building at Honolulu International Airport.

Work performed for the City of Hanford on Hanford Municipal Airport projects will be managed by Melissa Brandley, P.E. The organizational chart presented below shows the organizational structure that is proposed to implement Hanford Municipal Airport construction management/inspection projects.





The experience of each key staff member in the Brandley Engineering Team is presented in the resumes below describing education, credentials, related experience, and proposed roles for the contract.



MELISSA S. BRANDLEY, P.E.,
BRANDLEY ENGINEERING
PROJECT MANAGER/RESIDENT ENGINEER

Melissa Brandley has been on staff since 2004 and will be Project Manager/Resident Engineer and the main point of contact for Hanford Municipal Airport projects. Ms. Brandley is a major partner in Brandley Engineering and part of the second generation of Brandley Engineering. She is a registered Civil Engineer in the State of California (C 71139). Ms. Brandley received bachelor's & master's degrees in Civil Engineering from Texas A&M University with an emphasis in Geotechnical Engineering.

Melissa Brandley worked for Brandley Engineering for six summers during high school and college learning the basics of airport design, construction management and complying with FAA design standards and advisory circulars. She has been a full-time staff member and major partner in Brandley Engineering since completing her university studies in 2004. She is experienced in the design and construction management of airfield facilities.

Melissa Brandley's vast airport design experience covers every facet of airport design including design of runways, taxiways, aprons, hangar developments, roads, parking lots, drainage systems, lighting systems, navigational aids and fencing.

Melissa Brandley's airport design expertise is equally complimented with her knowledge and experience in construction management. She has been the Resident Engineer overseeing each phase of construction on most of her design projects. Melissa's master's degree in Geotechnical Engineering is invaluable to evaluating and resolving complicated geotechnical construction challenges such as soft and unstable subgrade. This unique combination of advanced education, design and construction management expertise ensures that each construction project is managed in a way that ensures conformance with the design and anticipating potential construction pitfalls in order to avoid costly change orders and delays during construction.

Over the past five years Melissa has performed engineering design and construction management for the reconstruction of aircraft parking apron and the construction of tee hangars and corporate hangar at Visalia Municipal Airport, the reconstruction of the general aviation apron and tee hangar taxilanes at Tracy Municipal Airport, the crack seal of airfield pavements at the Visalia Municipal Airport and Oroville Municipal Airport and the Airfield Drainage Improvements at Madera Municipal Airport.

Melissa has been actively involved in airport design and construction control for seven summers while attending school and a full-time project manager for Brandley Engineering since 2004. She has the ability to delegate responsibilities for each project. The staff of Brandley Engineering respect her capabilities and is ready and willing to assist her on all projects.

EDUCATION

B.S., Civil Engineering, Texas A & M University, 2003

M.E., Civil Engineering, Geotechnical Engineering, Texas A & M University, 2004

REGISTRATION

California Professional Engineer, C 71139

EXPERIENCE

Melissa Brandley has conducted engineering design, construction management, testing, and inspection on numerous airports since 2004 for Brandley Engineering. Representative projects on which Melissa has served as Construction Project Manager/Resident Engineer for Brandley Engineering are as follows:

- ➔ **Madera Municipal Airport** – Airfield Drainage Improvements – 2022
- ➔ **Chowchilla Municipal Airport** – New Beacon and Beacon Tower – 2022
- ➔ **Oroville Municipal Airport** – Crack Seal and Remark Runway 2-20 and Associated Taxiways - 2022

- ➔ **Colusa County Airport** – Seal Cracks and Slurry Seal Runway 13-31 Phase 1 - 2021
- ➔ **Visalia Municipal Airport** – Upgrade Airfield Guidance Signs – 2020
- ➔ **Visalia Municipal Airport** – Crack Seal & Remark Runway, Taxiways, Apron & Taxilanes - 2020
- ➔ **Visalia Municipal Airport** – Aircraft Hangar Buildings – 2019-2020
- ➔ **Tracy Municipal Airport** – Reconstruct Tee Hangar Taxilanes – 2019
- ➔ **Tracy Municipal Airport** – New Rotating Beacon on Existing Tower - 2019
- ➔ **Tracy Municipal Airport** – New 2 Box PAPI Runway 30, Upgrade PAPIs Runway 12, 8 and 26 – 2018
- ➔ **Tracy Municipal Airport** – Replace Existing AWOS III Equipment on Existing Tower and Foundations - 2018
- ➔ **Oroville Municipal Airport** – Construct Taxiway K - 2018
- ➔ **Visalia Municipal Airport** – Reconstruct Apron A2 – 2017
- ➔ **Tracy Municipal Airport** – Reconstruct General Aviation Tie Down Apron - 2017
- ➔ **Madera Municipal Airport** – Reconstruct General Aviation Apron Phase 2 – 2016
- ➔ **Tracy Municipal Airport** – Reconstruct Runways and Taxiways – 2015
- ➔ **Stockton Metropolitan Airport** – Rehabilitate Runway and Taxiway Lighting and Signage – 2014
- ➔ **Watsonville Municipal Airport** – Reconstruct T/W C and G.A. Apron Phase 1 – 2014
- ➔ **Oroville Municipal Airport** – North Side Apron Rehabilitation – 2013
- ➔ **Visalia Municipal Airport** – East Side Drainage Upgrade – 2013
- ➔ **Cedarville Municipal Airport** – Rehabilitate Airfield Pavement Joints, Slurry Seal Airfield Pavements, Construct Drainage Improvements - 2012
- ➔ **Rogers Field, Chester, California** – Reconstruct Tee Hangar Taxilanes – 2012
- ➔ **Tulelake Airport** – Rehabilitation of Aircraft Parking Apron –2012



DAMON BRANDLEY, P.E.,
BRANDLEY ENGINEERING
PROJECT ENGINEER

Damon Brandley has been on staff since 2002 and will work with Melissa as needed on construction management and inspection for Hanford Municipal Airport projects. Mr. Brandley is a major partner in Brandley Engineering and part of the second generation of Brandley Engineering. He is a registered Civil Engineer in the State of California (C 66558).

Damon has been actively involved in airport and airfield pavement design and construction control for nine summers while attending school and full time since 2002. He has completed a Research Assistantship at the University of Illinois in Champaign/Urbana while completing his master's degree. This research was conducted in conjunction with the FAA's Center of Excellence in Airport Pavement Research. His work as a Research Assistant included airfield pavement design and testing, Super Pave asphalt mix designs, and various other research projects.

He is experienced in the planning and design of runways, taxiways, aprons, and roads, including paving, grading, drainage, lighting, utilities, etc. He has conducted construction management, testing, and inspection on many airports since 2002. Damon's master's degree in pavement materials ensures all pavement material submittals are adequate and provide the required loading support per the design specifications and any material related construction challenges are properly analyzed to determine the root cause and proper solution in order to facilitate a long life, low maintenance finished product.

Damon is the lead engineer and construction manager on all new fuel tank and fuel island projects for Brandley Engineering and recently completed the design and construction management of new fueling projects at Lincoln Regional Airport and Nervino Airport in Beckwourth, California.

Mr. Brandley's experience in the evaluation of airfield pavements is invaluable to our clients in the design and construction management of pavement rehabilitation, reconstruction, and/or maintenance projects.

EDUCATION

B.S., Civil Engineering, Texas A & M University, 2000

M.S., Civil Engineering, Transportation Engineering, University of Illinois, 2001

REGISTRATION

California Professional Engineer, C 66558

CONTINUING EDUCATION

AAAE GIS Conference and Exhibition, San Antonio, Texas

EXPERIENCE

Damon Brandley has conducted engineering design, construction management, testing, and inspection on numerous airports since 2002 for Brandley Engineering. Representative projects on which Damon was both Project Manager/Engineer and Resident Engineer for Brandley Engineering include the following:

- ➔ **University Airport, Davis, California** – Runway 17-35 Reconstruction and Widening, Exit Pavements, and Airfield Lighting – 2022
- ➔ **University Airport, Davis, California** – Beacon Replacement - 2022
- ➔ **Truckee Tahoe Airport** – Reconstruct Taxiway A West – 2021
- ➔ **Mammoth Yosemite Airport** – Reconstruct East General Aviation Apron – 2020
- ➔ **Nervino Airport, Beckwourth, California** – Fuel Farm Expansion – 2020
- ➔ **Lincoln Regional Airport** – New Fuel Farm – 2019
- ➔ **Truckee Tahoe Airport** – Executive Hangar Development - 2018

- ➔ **Truckee Tahoe Airport** – Reconstruct Taxiway R – 2018
- ➔ **Sacramento Executive Airport** – Removal of Runway 16-34 – 2017
- ➔ **Tahoe City Helipad** – 2017
- ➔ **Sacramento International Airport** – Reconstruction of Taxiway D – 2016
- ➔ **Truckee Tahoe Airport** – Reconstruct Taxiway A – 2015
- ➔ **Chico Municipal Airport**, Reconstruct Aircraft Parking Apron – 2015
- ➔ **Truckee Tahoe Airport**, Reconstruct Apron A4 – 2015
- ➔ **Truckee Tahoe Airport** – 2014 Airfield Maintenance Projects
- ➔ **Lake Tahoe Airport** – Reconstruction of General Aviation Apron – 2013-14
- ➔ **Truckee Tahoe Airport** – 2013 Airfield Maintenance Projects
- ➔ **Tahoe City Helipad** – 2012
- ➔ **Chico Municipal Airport** – Reconstruct Taxiway H – 2011
- ➔ **Truckee Tahoe Airport** – Runway 10-28 Rehabilitation and 2011 & 2012 Pavement Maintenance Projects – 2011-12
- ➔ **Oroville Municipal Airport** – Crack Seal Pavements, Airfield Guidance Signs – 2011
- ➔ **Lake Tahoe Airport** – Infield Grading – 2010
- ➔ **Lake Tahoe Airport** – Terminal Apron Reconstruction – 2009
- ➔ **Fresno Chandler Executive Airport** – Construct Taxiway H – 2009
- ➔ **Placerville Airport** – Crack Seal and Slurry Seal Airfield Pavements – 2009
- ➔ **Plumas County Airports** – Obstruction Removal – 2009
- ➔ **Stockton Metropolitan Airport** – Reconstruct GA Apron and Tee Hangar T/W – 2008
- ➔ **Lake Tahoe Airport** – Reconstruction of Runway 18-36 – 2008
- ➔ **Sacramento International Airport** – Terminal "A" East Apron Expansion – 2007

THOMAS A. STEINKAMP, E.I.T.

PROJECT ENGINEER/RESIDENT ENGINEER

Tom Steinkamp has been on staff since 1984 and will assist with the construction management and inspection of Hanford Municipal Airport projects.

Mr. Steinkamp brings a dynamic engineering background to this firm with over 48 years of experience in engineering design and construction management. This experience began with a mechanical engineering degree and continued with 10 years of active employment with a civil engineering consulting/materials testing firm as a project designer and materials testing technician.

Mr. Steinkamp has been actively involved in airport and airfield pavement design and construction control on airports in the Western United States since 1984. He has over 38 years of progressive field and office experience in design and management of airfield projects in our office. He is experienced in the design of runways, taxiways, aprons, and roads, including paving, grading, drainage, lighting, utilities, etc. Mr. Steinkamp has been responsible for construction management, testing, and inspection on many airports over the past 33 years.

Since he began working for Brandley Engineering in 1984, Mr. Steinkamp has developed a thorough knowledge of the principles and practices of civil and airport engineering and construction management with knowledge of and experience with FAA regulations, requirements, practices, design and planning criteria and advisory circulars.

Tom Steinkamp will serve on the construction management team for Hanford Municipal Airport projects. He will be available as needed for Hanford Municipal Airport projects.

EDUCATION

B.S., Mechanical Engineering, Oregon State University, 1979

EXPERIENCE

Tom has served as Resident Engineer for Brandley Engineering on many projects over the past 38 years. Representative projects are listed below:

- ➔ **Mammoth Yosemite Airport** – Reconstruct Town Hangar Taxilane, Slurry Seal Taxiways, Upgrade Airfield Guidance Signs – 2021
- ➔ **Mammoth Yosemite Airport** – Security Gates and Terminal Area Fencing – 2021
- ➔ **Mammoth Yosemite Airport** – Reconstruct East General Aviation Apron – 2020
- ➔ **Watsonville Municipal Airport** – Crack Seal and Slurry Seal Runway 2-20 & Cross T/Ws – 2019
- ➔ **Gansner Field, Quincy** – Reconstruct R/W 7-25 and Cross T/Ws – 2017
- ➔ **Chico Municipal Airport** – Reconstruct Apron Phase 3 – 2016
- ➔ **Chico Municipal Airport** – Reconstruct T/W H and Apron Phase 5 – 2015
- ➔ **Watsonville Municipal Airport** – Reconstruct T/W C and G.A. Apron 1 – 2014
- ➔ **Madera Municipal Airport** – Reconstruct G.A. Apron Phase 1 – 2013
- ➔ **Chico Municipal Airport** – Remark Runways, Taxiways, and Apron – 2013
- ➔ **Bryant Field** – Reconstruct R/W and T/W, Construct New Cross R/W – 2012
- ➔ **Madera Municipal Airport** – New Taxiway Edge Light System – 2012
- ➔ **Madera Municipal Airport** – G.A. Apron Expansion Phase 2B – 2010
- ➔ **Madera Municipal Airport** – Extend T/W P, Hold Apron, Relocate T/W A – 2009
- ➔ **Mammoth Yosemite Airport** – Reconstruct Runway 9-27 & Taxiways – 2008
- ➔ **Madera Municipal Airport** – Construct Hangar Apron and Taxiway, Reconstruct General Aviation Apron, Construct Road 24 and 24 1/2 – 2005
- ➔ **Visalia Municipal Airport** – Construct South Side Taxiway – 2006

DAVID BALTAZAR, E.I.T.

RESIDENT ENGINEER

David Baltazar has been involved in airport design and airfield pavement testing and inspection on airports in the Western United States since 2005. He has 17 years of progressive field and laboratory experience in testing and inspection of airfield projects in our office. He is experienced in the design and inspection of runways, taxiways, aprons, and roads, including paving, grading, drainage, lighting, utilities, etc.

Mr. Baltazar has developed and applied his skills for designing and inspecting airport construction projects. From the design phase to the finished construction he treats each project with respect and professionalism in the Airport's interests, which results in a quality project that will outperform and outlast expectations.

Having spent a formidable period of his engineering profession performing laboratory testing, Mr. Baltazar has gained a familiarity of material testing that is the foundation of his Resident Engineer/Inspection expertise. He is familiar with and proficient in the testing and mechanics of asphalt pavement, asphalt mix designs, soils, and aggregate bases. Providing Resident Engineering services on successful construction projects, David has extensive experience in communicating with airport operators, advising, and directing contractors, coordinating airfield closures, maintaining an efficient construction schedule, and ensuring a quality finished project. He has served as a Resident Engineer/Inspector for crack seal, drainage, marking, lighting, earthwork, and pavement projects on airports throughout Northern California. When encountered with an onsite complication, David's knowledge of materials gives him the objective confidence and steadiness to adapt and make effective modifications when necessary. He has applied his experience during construction projects at Truckee Tahoe Airport and other airports throughout Northern California.

Mr. Baltazar will serve on the inspection staff for the Hanford Municipal Airport projects. He will devote the time required to complete the project within the time agreed.

EDUCATION

Bachelor of Science, Mechanical Engineering, California State University, Sacramento 2007

EXPERIENCE

David has served on the construction management team for Brandley Engineering on many projects since 2005. Representative projects are listed below:

- ➔ **Truckee Tahoe Airport** – Reconstruct Taxiway A West – 2021
- ➔ **Colusa County Airport** – Crack Seal and Slurry Seal Runway 13-31 – 2021
- ➔ **Truckee Tahoe Airport** – Reconstruct Runway 11-29 East Blast Pad, Construct Medical Services Apron, Construct New Wash Rack – 2020
- ➔ **Truckee Tahoe Airport** – Reconstruct Taxilane R – 2019
- ➔ **Watsonville Municipal Airport** – Crack Seal, Slurry Seal, and Remark Runway 2-20 and Associated Taxiways – 2019
- ➔ **Truckee Tahoe Airport** – Reconstruct Hangar Taxilanes CD and DE (East) – 2017
- ➔ **Alturas Municipal Airport** – Construct Helicopter Parking Apron – 2016
- ➔ **Rogers Field** – Reconstruct Tie Down Apron – 2015
- ➔ **Watsonville Municipal Airport** – Taxiway C & GA Apron Reconstruction – 2014
- ➔ **Rogers Field** – Rehabilitate Airfield Pavement Joints, Remark Airfield Pavement Markings – 2013
- ➔ **Truckee Tahoe Airport** – Runway 10-20 Rehabilitation – 2012
- ➔ **Oroville Municipal Airport** – Crack Seal and Mark Airfield Pavements, Airfield Guidance Sign Update – 2011
- ➔ **Madera Municipal Airport** – General Aviation Apron and Access Taxiway – 2010
- ➔ **Mammoth Yosemite Airport** – Reconstruct Runway 9-27 & Taxiways – 2008
- ➔ **Lake Tahoe Airport** – Reconstruct Runway 18-36 – 2008
- ➔ **Chico Municipal Airport** – Rehabilitation of Aircraft Parking Apron – 2008 thru 2010

KEVIN CURREY, P.E.

DESIGN ENGINEER/CONSTRUCTION SUPPORT

Kevin Currey has been on staff since 2015 and will serve on the construction management team for Hanford Municipal Airport projects. His primary role will be providing construction support for the Resident Engineering consisting of assistance researching utility conflicts, unforeseen field discrepancies, quantifying final quantity take offs, design and drafting of any required change orders.

Mr. Currey has over 18 years' experience in design and engineering of civil infrastructure projects. In addition to airport-related projects, his professional experience includes large-scale residential, commercial, and mixed use land development; design of compensatory wetlands and environmental mitigation projects; drainage master plans; and public works planning, scoping, and engineering design. He is also experienced in land planning, surveying, and project scheduling.

Mr. Currey is very knowledgeable in airport design and construction management. He is well-versed in FAA advisory circulars, requirements, and guidelines and is a valuable asset to the resident engineering and inspection team, providing construction support in the form of quantity take-offs, research, and other forms of office support. Kevin has also provided inspection services for Brandley Engineering.

EDUCATION

Completed Undergraduate Major Coursework in Civil and Environmental Engineering, Brigham Young University, 2012

PROFESSIONAL REGISTRATION

California Professional Engineer, C 90627

EXPERIENCE

Representative projects on which Kevin served on the construction management team for Brandley Engineering are as follows:

- ➔ **Mammoth Yosemite Airport** – Security Gates and Terminal Area Fence – 2020
- ➔ **Visalia Municipal Airport** – Crack Seal and Remark Airfield Pavements – 2020
- ➔ **Mammoth Yosemite Airport** – Reconstruct East General Aviation Apron – 2020
- ➔ **Visalia Municipal Airport** – Aircraft Hangar Buildings – 2019
- ➔ **Gansner Field Airport** – Runway 7-25 Reconstruction – 2017
- ➔ **Chico Municipal Airport** – Reconstruct Apron Phase 3 – 2016
- ➔ **Lincoln Regional Airport** – Crack Seal Runway, Taxiways, and Apron – 2016
- ➔ **Madera Municipal Airport** – Apron Reconstruction – 2016
- ➔ **Alturas Municipal Airport** – Helicopter Apron – 2016
- ➔ **Truckee Tahoe Airport District** – Tahoe City Helipad – 2015
- ➔ **Truckee Tahoe Airport** – Taxiway A Reconstruction – 2015
- ➔ **McClellan Airfield** – Airfield Remarking Plan – 2015
- ➔ **Tracy Municipal Airport** – Runway 12-30 & Taxiway B Reconstruction – 2015
- ➔ **Oroville Municipal Airport** – Drainage and Safety Area Improvements – 2015

ALAIRE WELLS

PROJECTS/GRANTS ADMINISTRATOR

Alaire Wells has been a member of the Brandley Engineering team since 1979. She is involved in the project administration and grants administration for all clients.

EDUCATION

AA, American River College, 1979

BACKGROUND

Alaire has been working for Brandley Engineering since 1979. In that time she has become very knowledgeable in all steps required to complete a project beginning with grant applications (FAA and State), preparation of specifications and reports, bidding process, award process, construction process including preparation of weekly reports, progress payments, FAA drawdown requests, and maintaining all records of construction, and the final closeout process including final report, final drawdown requests, and requests to FAA for closeout of the grant. She has a thorough knowledge of and experience with FAA regulations, requirements, practices, and advisory circulars.

EXPERIENCE

Ms. Wells has been actively involved in airport project and grant administration for Brandley Engineering since 1979. She has over 43 years of working with airports and the FAA to ensure that all projects meet FAA deadlines and are in compliance with FAA requirements and that information required by the FAA is assembled and delivered as required. All clients' requests are answered in a timely and accurate manner.

Examples of services Alaire performs for our clients include:

- ➔ Keeping track of deadlines and budgets.
- ➔ Maintenance of all records of construction.
- ➔ Assisting Airport in preparation of reimbursement requests for amounts reimbursable from grant projects (FAA Form 271).
- ➔ Assembly of final engineer's report for Resident Engineer's review.
- ➔ Obtain release of liens and other required final close-out documents from contractors.
- ➔ Assisting Airport in preparation of final drawdown request, the Federal Financial Report (FAA Form 425), and other documents the airport requires for closing out the FAA grant.

JOSHUA NOEGEL

CLIENT SERVICES MANAGER



Josh Noegel is a committed Project Manager with over 20 years of experience pursuing and managing multimillion-dollar complex public works infrastructure projects. He has experience managing Caltrans, FAA, and structural construction projects across the west coast. His experience also consists of material testing and quality control/quality assurance for construction projects. Josh has a proven track record of growing operations through successful project management, rapport building, and proposal activities. He has excellent technical, estimating, and relationship-building abilities. Josh has been a key member on the relevant projects listed below.

EXPERIENCE

20+ Years, <1 Years with G3

EDUCATION

General Studies

AIRPORT PROJECT EXPERIENCE

- ➔ Tracy Municipal Airport, Tracy, California: Reconstruction of Runway 12-30 and Taxiways B, D, and E; Tee Hangar Improvements; Aviation Tie Down Apron
- ➔ Columbia Airport, Columbia, California: Taxiway B and C Rehabilitation; Taxilane Reconstruction and Rehabilitation
- ➔ Mariposa/Yosemite Airport, Mariposa, California: Apron Rehabilitation
- ➔ Salinas Municipal Airport, Salinas, California: Runway 13-31 and 8-26 Rehabilitation
- ➔ Nut Tree Airport, Vacaville, California: Runway 2-20
- ➔ Yuba Airport, Olivehurst, California: Transient Apron Tiedown Rehabilitation
- ➔ Travis Air Force Base, Solano County, California: Ramp 400 Phase 1
- ➔ Buchanan Field Airport, Concord, California: Taxiway E and K; Runway 14L-32R Rehabilitation, Contra Costa County, California
- ➔ Palo Alto Airport, Palo Alto, California: Apron Reconstruction
- ➔ Oakdale Municipal Airport, Oakdale, California: Airport Rehabilitation
- ➔ Mather Airport, Mather, California: Taxiway Improvements; General Aviation Apron
- ➔ Stockton Airport, Stockton, California: Terminal Apron Extension; Taxiway B Extension; Taxiway D Phase 2, Mill and Overlay Rehabilitation; General Aviation Apron Phase 1 and 2 Rehabilitation
- ➔ San Jose Airport, San Jose, California: Terminal B, South Ramp Reconstruction Phase 1, 2 and 3; Southeast Apron
- ➔ San Francisco International Airport, San Francisco, California: Runway 28L Reconstruction; Taxiway B5 Rehabilitation; Runways 1-19s RSA Improvements Project; Taxilanes H and M Realignment; Runway 10R-28L Improvement
- ➔ Oakland International Airport, Oakland, California: North Field Runway Safety Area Improvements
- ➔ Sacramento International Airport, Sacramento, California: Runway 16L-34R Pavement Rehabilitation; East Taxiway Improvements; Taxiway Delta, Whiskey, Yankee Rehabilitation, Sacramento, California

FRANK MUNGIA

SURVEY MANAGER – ESP SURVEYING, INC.

Mr. Mungia has over thirty-seven years of project planning, design, surveying, engineering, construction, and management in private and public sectors. He is experienced in construction, boundary, topographic, elevation certificates and aerial photography surveying. He has extensive experience in supervision of field crews, billing review, contractor oversight, and meetings with governmental agencies. Also he has been involved in various survey tasks, which include roadways, highways, bridges, subdivisions, airports, schools, railroads, photogrammetric, GPS surveying, and GIS projects. Mr. Mungia's office experience includes record of survey maps, parcel maps, land net surveys, establishing control networks surveys, right of way engineering, subdivisions, ALTA survey maps, topographic surveys, site survey, design survey, lot line adjustments, preparation of legal descriptions and pre-calculations for field crew uses and knowledge with Caltrans Survey Manual and staking methods. Mr. Mungia's computer software skills include MS Office (Word, Excel, Access, PowerPoint, etc.), AutoCAD, GIS, Microstation, Arcview, Tripod Data Systems, Trimble GPS (TGO) and Ashtech GPS.

Mr. Mungia will provide topographic surveys for all Visalia Municipal Airport projects.

EDUCATION

Bachelor of Architecture, California Polytechnic State University, San Luis Obispo, 1974
B.S., Architectural California Polytechnic State University, San Luis Obispo, 1974
MBA Executive Program (Attendee), Pepperdine University

REGISTRATION

California Professional Engineer, CE 26317
California Professional Architect, C 12995

ESP SURVEYING, INC. (DIR #1000003735)

ESP Surveying, Inc. is a full-service land surveying firm established in 1991 and based in Fresno, California. ESP has 14 employees. ESP's surveying division consists of a professional staff with expertise in various aspects of land surveying, which includes boundary, topography, construction and A.L.T.A. surveys.

ESP's field surveys are performed with satellite GPS equipment, robotic total stations, laptops and advanced electronic instruments, giving them the capability of providing a quick and efficient response to survey requests. State-of-the-art computers, software and communications give office staff the ability to support field operations in an efficient manner. Their techniques allow them to quickly mobilize field crews to any part of the state, setting up a roving field office while "tele-commuting" office staff from the central base of operations in Fresno.

ESP is also certified DBE with the City of Fresno, UDBE with Caltrans, Small Business with the Department of General Services and certified WMBE (Women Minority Business Enterprise) with CPUC. The firm is also self certified for Federal work as a SBE (Small Business Enterprise), WOSB (Woman-Owned Small Business), and a SDB (Small Disadvantage Business).

EXPERIENCE

Representative projects on which surveying services were provided for Brandley Engineering are:

- ➔ Madera Municipal Airport – General Aviation Apron Reconstruction
- ➔ Visalia Municipal Airport – Reconstruct Apron A2
- ➔ Visalia Municipal Airport – Construction of Hangars – Site & Buildings

Gino Romano, P.E.

Vice President and Electrical Engineer

EDUCATION

Graduate B.S. – Electrical Engineering
California State University, Chico, 1989

REGISTRATION

California E 17247 2004

PROFESSIONAL AFFILIATION

- IEEE, Institute of Electrical and Electronics Engineers

EXPERIENCE

Over 30 years of experience in the electrical engineering industry.

Gino has worked in the field of design and design/ build since 1991. He joined Peters Engineering in 2008 and during this time he has completed several successful projects encompassing similar scopes at airports and other facilities.

Below is a brief summary of relevant projects:

- Stockton Airport Lighting Power Survey
- Lincoln Airport Fueling Station
- Visalia Airport Hangar Building
- Chowchilla Beacon
- Chowchilla Runway Lighting Rehab
- UCD University Airport Beacon Tower
- UCD University Airport New Electrical Vault
- UCD Mondavi Center Emergency Generator
- VERIZON Mega Data Center Emergency Generator
- Comcast Generator and Rectifier
- Sunguard Data Center Generator



2411 Alhambra Blvd., Suite 100
Sacramento, CA 95817
916.447.2841

consulting for
mechanical, electrical and
plumbing engineering



Matthew Shighihara

AIA, LEED® AP

Project Manager /Principal Architect

Matthew has over 35 years of experience in managing complex projects to successful completion. In addition to managing client relations, Matthew leads the planning, design and management of many public and private sector projects. His work ranges from designing small scale intricately detailed spaces to large master planned developments. His depth of project experience and knowledge of industry trends provides projects with designs that have a lasting and a sustainable impact.



EDUCATION

University Of Washington
Seattle, WA

- Master of Architecture
- Bachelor of Architecture

PROFESSIONAL AFFILIATIONS

- American Institute of Architects (AIA)
- Licensed Architect: CA, NV, AZ, OR, WA, HI
- Professional License State of CA: #C17421
- USGBC, LEED® Accredited Professional

PROFESSIONAL EXPERIENCE

NORR Experience
2019 — Present

Industry Experience
37 Years

SELECTED PROJECT EXPERIENCE

Sacramento International Airport (SMF)*
Sacramento, CA
Project Architect

- Terminal B Paradies Concessions for multiple retail tenants (AOR)
- Terminal B Expansion Sustainability Services – LEED NC Registered
- Terminal B Phase 3 Modernization
- Terminal A Food Court Modernization

Los Angeles World Airports*
Los Angeles, CA

Project Architect

- Terminal Two Terminal Building
- Terminal Five US Customs Inspection Facility Upgrade
- Terminal Six 55,000 SF Connector Terminal
- Terminals Seven & Eight Ticket Counter Upgrade
- International Terminal Operations Offices for Varig Airlines
- Remote Terminals Remote Transit / Holdroom Buildings
- Continental Airlines Air Cargo Facility
- Delta Airlines Air Cargo Facility
- Japan Airlines Air Cargo Facility
- Qantas Airways Air Cargo Facility
- United Airlines First Class Lounge
- Continental Airlines President Club

Ontario International Airport*
Ontario, CA

Project Architect

U.S. Customs Inspection Facility in California. 50,000 SF

Airport Masterplan*

Glendale-Pasadena-Burbank Airport
Project Architect

International Terminal Building*
Honolulu International Airport
Project Architect

Spoils Cover Structures

Pacific Gas And Electric Company (PG&E)
Locations Throughout CA
Principal In Charge

The new cover structures provide a design solution to an ongoing stormwater challenge at 13 service center locations throughout Northern CA. The partially enclosed shed structures are for loose dirt, gravel, and asphalt material storage. The project also includes new concrete apron and berm systems. 2,000 – 5,000 SF, \$7M, 2020

A/E On-Call Facilities Retainer Services
Department Of Transportation (Caltrans)
Sacramento, CA

Principal In Charge

As needed A/E building forensic and assessment services for a wide variety of building system projects. These included chiller, boiler, domestic and fire waterlines, building exhaust, AC dampers, transformer and subpanels, fire alarm systems, along with architectural and structural facility studies, reports, and construction documentation. Ongoing

Phase I And II

Cache Creek Visitor Center & Trails
Yolo County, CA
Principal

Three-acre site with new visitor center, parking lot, grading, drainage, well and septic system improvements.
10,600 SF, \$11M, 2023 (est.)

NORR

Mike Novak

RA

Associate | Studio Manager

Mike has over 15 years experience in the A/E industry. He brings his diverse architectural knowledge and experience to each of his projects. Mike has designed a wide variety of projects under various delivery methodologies. He leads multidiscipline design teams in developing options that address program challenges. His industry knowledge and experience enables him to ask the questions that pave a path for successful project performance that exceed expectations.



EDUCATION

California Polytechnic State University
San Luis Obispo, CA
• Bachelor of Architecture

PROFESSIONAL REGISTRATIONS

• Registered Architect: California — C32976

PROFESSIONAL AFFILIATIONS

- AIA Member: 2006 — 2017
- AIA Central Valley Emerging Professional Director: 2013 — 2015
- AIA National - Repositioning Ambassador: 2013 — 2014
- AIA Central Valley Director - Advocacy: 2015 — 2017
- AIA Liaison to Region Builders Trade Association: 2015 — 2017
- LEED AP: 2005 — 2015
- LEED BD+C: 2015 — 2016
- California Architects License C32976: 2011 to present

PROFESSIONAL EXPERIENCE

NORR Experience
2018 — Present

Industry Experience
16 Years

SELECTED PROJECT EXPERIENCE

Auburn Fleet And Warehouse
Pacific Gas And Electric Company (PG&E)
Auburn, CA
Project Architect
Phased construction of the new Warehouse (10,000 SF) and Fleet Maintenance buildings (12,000 SF), as well as three new structures. Also full repaving to bring older Service Center up to modern requirements. Additional covered storage structures also included for transformer, pole and spoils storage. 2022 (est.)

Pacific Energy Center Relocation
Pacific Gas And Electric Company (PG&E)
San Ramon, CA
Project Architect
Design for a new tenant improvement in a 10,000 SF warehouse space with exhibit hall, conference areas, tool check-out, and classrooms. Systems and energy-focused project with space as an educational opportunity for building engineers. The Pandemic changed approach after CDs completed. Then provided a new storage-only TI in a different warehouse space, which supports virtual classes with tool check-out services and some hands-on services with equipment. 2021

Fremont And Richmond Service Centers
Pacific Gas & Electric Company (PG&E)
Fremont & Richmond, CA
Architect
New vehicle wash bay building (PEMB) within both existing operating service centers, with recirculating water system. 2,000 SF (ea.), 2021

Redding Service Center
Pacific Gas And Electric Company (PG&E)
Redding, CA
Project Architect
Multi-building service center remodel

Spoils Covers Phase 2
Pacific Gas And Electric Company (PG&E)
13 Locations In California
Project Architect
Industrial metal buildings with storm-water remediation berm and apron system. Thirteen locations, each with a unique design. 3,000 — 7,000 SF, \$9M

Weld Shops
Pacific Gas & Electric (PG&E)
Multiple Locations, CA
Architect
Foundation up build of a new weld shops for PG&E maintenance employees. New weld shops at 5 different service centers to meet modern exhaust and safety requirements. 600 — 2,400 SF, \$1M to \$3M, 2020

Bishop Ranch Gas Control Room
Pacific Gas And Electric Company (PG&E)
San Ramon, CA
Project Architect
Tenant Improvement control room. 8,000 SF, \$2M, 2019

Pacific Gas And Electric Company (PG&E)
Locations Throughout CA
Project Architect
• West Sacramento Repro
• Burney Heliport
• PEC Relocation — Building C
• Redding Service Center
• Wheatland Fence Project
• Wheatland Restroom Building
• Bishop Ranch Gas Control Room
• PEC C-Lab — Contract Admin
2018 — Present

Phase I And II
Cache Creek Visitor Center & Trails
Yolo County, CA
Architect
Three-acre site with new visitor center, parking lot, grading, drainage, well and septic system improvements

NORR

SECTION C

RELATED EXPERIENCE

The City of Hanford plans several Airport Development projects at the Hanford Municipal Airport over the next several years and is requesting proposals from qualified firms for the Professional Construction Management/Inspection Services associated with these projects. Services required will be construction management, resident engineering, and inspection services on projects for the maintenance and improvement of the Hanford Municipal Airport.

Brandley Engineering, Inc., located solely in Loomis, California, is a consulting airport engineering office with one hundred percent of our business devoted to airport grant administration, planning, design, engineering, and construction management services for all types of airport development projects. Reinard W. Brandley, P.E., founded the firm in 1953, and operated the firm under Reinard W. Brandley, Consulting Airport Engineer, until 2020 at which time it was transitioned to a S Corporation, Brandley Engineering Inc., with ownership by Melissa Brandley and Damon Brandley. Brandley Engineering has performed airport grant administration, engineering design, airport planning and construction management services for the past 69 years. The upcoming projects at the Hanford Municipal Airport fit within our primary area of focus and expertise.

In 1953 Reinard W. Brandley set up a Geotechnical Engineering, Airport Engineering, and Materials Testing Laboratory in Sacramento, California. He later sold the Geotechnical Engineering and Materials Testing Laboratory portions of the business in order to focus solely on airport engineering. However, Brandley Engineering has maintained the equipment and experienced personnel such that we perform most materials testing for our airport engineering projects.

Brandley Engineering's proven engineering excellence has made our quality name known throughout Northern and Central California. By focusing on airport design and construction management, we can provide a high-quality plan that will meet all standards and needs of our clients and of the Federal Aviation Administration and of Caltrans Division of Aeronautics.

Our background in geotechnical engineering, pavement evaluation and airport design and engineering provides the experience and ability to make the best use of local materials and to provide a design that will create a long life, low maintenance project at reasonable initial cost.

Our close working relationship with the FAA allows us easy access to members of the staff for quick and responsive coordination and reviews of all projects. To further speed up FAA approval, we will review each project with them prior to and during construction so that the final product will meet all FAA guidelines and requirements.

The experience of Brandley Engineering in working with all branches of the Federal Aviation Administration over the past 69 years has enabled our firm to be very familiar with procedures, regulations, funding, and all other aspects pertaining to airport development. This knowledge has been passed on to all staff members and qualifies our office to provide liaison with the FAA on behalf of Airports at any district or field office. All staff members are kept up to date on all FAA Advisory Circulars and Construction Guidelines.

In addition to our experience in working with the FAA, we have also worked closely with Caltrans Division of Aeronautics on construction projects for airports.

The vast experience of our office in airport planning, design, construction management and research over the past 69 years will be utilized in the construction monitoring for the Hanford Municipal Airport.

Our extensive experience in airport engineering throughout the United States places us in a unique position to provide inhouse a complete engineering service for design and construction supervision.

Brandley Engineering understands and complies with the Disadvantaged Business Enterprise (DBE) Policy and Goals as established by the Federal government. Our office has established and implemented an aggressive affirmative action plan.

The experienced staff of Brandley Engineering provides the Sponsor the Engineering excellence needed for the design and construction management for any airport development project.

The office of Brandley Engineering has completed numerous airfield construction management and inspection assignments for general aviation airports that directly relate to the projects proposed at Hanford Municipal Airport. Over the past 69 years we have provided a broad range of services to all sizes of airports throughout the United States, and particularly in Northern and Central California. These services have included:

CONSTRUCTION MANAGEMENT

- Assisting Clients in Award of Construction Contracts
- Review and Approval of All Materials Submitted for Construction
- Resident Engineering, Testing/Inspection, Quality Assurance Program
- Administrative Services including Preparation of Change Orders, Pay Requests, etc.
- Final Inspection and Final Approval of Projects
- Preparation of final as-constructed plans and Final Engineer's Report.

References for the three most comparable projects for which our firm is providing services similar to those anticipated for the Hanford Municipal Airport are as follows:

- **MS. KATHERINE BALES**, Former Airport Superintendent , Visalia Municipal Airport. Current Assistant Airport Manager - Napa County Airport, 2030 Airport Road, Napa, California 94558. (707) 299-1694, Katherine.bales@countyofnapa.org. In the last five years, Brandley Engineering provided the engineering design and construction management for the Reconstruction of Apron A2, Airfield Guidance Signs Update, Corporate and Tee Hangars – Buildings and Site Work, and the Crack Seal and Remark Airfield Pavements for the Visalia Municipal Airport.
- **MS. PAULA JESSUP**, Airport Manager, Tracy Municipal Airport, 5749 S. Tracy Boulevard, Tracy, California 95377, (209) 831-6215, Paula.Jessup@cityoftracy.org. Brandley Engineering performed the engineering design and construction management of the reconstruction of all pavements (runways, taxiways, aprons, and taxilanes) at the Tracy Municipal Airport. We are currently providing airport planning services for the Airport Layout Plan Update with AGIS Surveys for the Tracy Municipal Airport.
- **DAVE HOFFMANN**, Director Operations and Maintenance, Truckee Tahoe Airport, 10356 Truckee Airport Road, Truckee, California 96161, 530-587-4119 x 110, Dave.Hoffman@truckeetahoeairport.com. Brandley Engineering performed the engineering design and construction management for the Reconstruction of Taxiway A, Phases 1 and 2, at the Truckee Tahoe Airport. We are completing the design for the Reconstruction of Existing Runway 2-20 with Airfield Marking and Lighting for this airport, which will begin construction in the spring of 2023. Our office will perform the construction management/resident engineering for this project.

The projects described on the next several pages have included the types of services that will be required during the engineering consultation on the Airport Development Projects at the Hanford Municipal Airport. These services include construction management, resident engineering, and inspection of pavements, grading, drainage, utilities, pavement marking and grooving, airfield lighting, electrical improvements, security fencing, tee hangars, fueling facilities, instrument approaches, and other related elements.

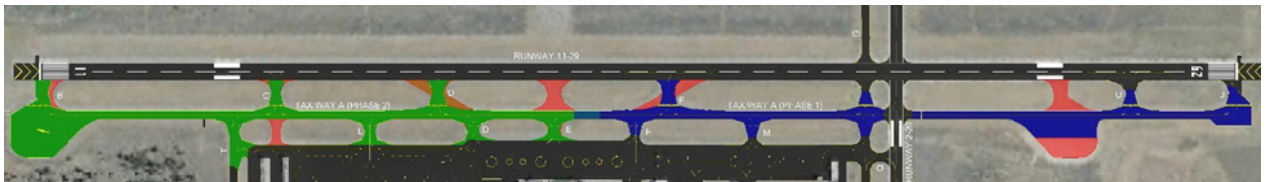
The projects described below were of similar nature and magnitude to those anticipated by the City of Hanford. For most projects our office provided full grant administration services including preparation of project applications to the FAA, engineering design including preparation of plans and specifications, filing all bid documentation with FAA in order to receive the grant and authorization to award the contract, conducting preconstruction conferences and preparing the minutes in order to obtain notice to proceed from the FAA, preparation of all requests for reimbursement to the FAA, filing all reports and submittals with the FAA and State, and preparation of final reports and record drawings in order to close out the grants.

“Mr. Brandley, as well as his team, have extensive experience with the FAA AIP Grant program and has assisted the District successfully to complete many FAA AIP Grant Projects.”

~Kevin Smith - Former General Manager, Truckee Airport

RECONSTRUCT TAXIWAY A AND CROSS TAXIWAYS PHASES 1 AND 2 TRUCKEE TAHOE AIRPORT – 2016-2021

The Truckee Tahoe Airport District scheduled the reconstruction of the pavements on the parallel Taxiway A and cross taxiways in two phases. The east portion of the taxiway was reconstructed in 2016. The west portion of the taxiway was reconstructed in 2021. These projects included excavation, stabilization of subgrade soils, pulverizing existing base course and asphalt and reusing as subbase course, grading, drainage, paving, marking, new solar powered taxiway edge lights and new guidance signs.



After bids were received for the Phase 2 project, discussions were held with the FAA NAS Planning and Integration team, and it was found that the FAA pull boxes for the REIL were in Taxiway Safety Areas and did not meet FAA current standards. After coordination with the FAA NAS Planning and Integration team, it was determined that the existing conduit and pull box system for the FAA REIL would have to be protected and upgraded to the current FAA standards (FAA-C-1391e). It was determined that the most cost-effective solution was to replace the existing conduit and pull boxes and realign the conduit run so that it was a more direct routing with fewer taxiway crossings. This work was included in this project.

- ➔ Project Owner – Truckee Tahoe Airport District
- ➔ Contact Person – Dave Hoffman, Director Operations and Maintenance, (530) 587-4119 x110
- ➔ Specific Involvement – Design Engineer, Construction Management, Resident Engineering
- ➔ Phase 1 – Bid Cost of Project - \$2,021,002; Final Cost of Project - \$2,096,487
- ➔ Phase 2 – Bid Cost of Project - \$3,686,000; Final Cost of Project - \$3,897,905
- ➔ Status of Completion – Construction completed, and grants closed out.

RECONSTRUCTION OF EAST GENERAL AVIATION APRON MAMMOTH YOSEMITE AIRPORT – 2020-2021

The Town of Mammoth Lakes reconstructed the East General Aviation Apron at the Mammoth Yosemite Airport. The PCI of the pavement on the East General Aviation Apron was 68 in 2014 and approximately 48 in 2020. The Pavement Maintenance Management Plan that was completed in 2014 for the Mammoth Yosemite Airport indicated that this pavement section would have a deep-seated subgrade failure in 2027. It was necessary to reconstruct this pavement prior to a complete failure of the subgrade and pavement section.



This project consisted of pulverizing the existing pavement section materials, excavating and temporarily stockpiling them, excavating to subgrade, placement of the pulverized materials as Aggregate Subbase Course, importing additional Aggregate Subbase Course, importing new Aggregate Base Course, and placing new Asphalt Surface Course. The project also included new aircraft tie down anchors, airfield markings, and drainage.

- ➔ Project Owner – Town of Mammoth Lakes
- ➔ Contact Person – Sierra Shultz, Deputy Airport Manager, (760) 965-3654
- ➔ Specific Involvement – Design Engineer, Construction Management, Resident Engineering
- ➔ Bid Cost of Project - \$2,911,000; Final Cost of Project - \$2,767,340
- ➔ Status of Completion – Construction completed in 2021.

CRACK SEAL AND REMARK AIRFIELD PAVEMENTS VISALIA MUNICIPAL AIRPORT – 2020

The pavement sections on most airfield pavements at the Visalia Municipal Airport are hot mix asphalt surfacing. Several shrinkage cracks were developing in these pavements caused by age of the pavement and weathering. To maintain the quality of pavement at the airport and to extend the life of the pavements all the cracks were sealed that had formed on Runway 12-30 (100' x 6,561.6'), Taxiway D, Taxiway N, and the Cross Taxiways E, F, G, H, J, and K (50' x 16,950'), Aircraft and Helicopter Parking Aprons (316,800 sq. ft.), Taxilanes (198,300 sq. ft.), and Roads and Parking Lots (203,500 sq. ft.). Brandley Engineering completed the design of the crack seal of all these pavements.

Once the design and plans and specifications were complete, the FAA indicated that there were limited funds available for this project. Our office separated the project into the runway work and the taxiway work and put the project out to bid with a Base Bid (Runway) and an Additive Alternate (Taxiway) to maximize the use of FAA funds. Very favorable bids were received due to a favorable bidding climate. After discussions among the Sponsor, the FAA, and the Brandley Engineering, it was determined to be satisfactory to add the remaining portions of the crack seal work by change order.

- ➔ Project Owner – City of Visalia
- ➔ Contact Persons – Katherine Bales, Former Airport Superintendent , (707) 299-1694
- ➔ Specific Involvement – Design Engineer, Construction Management and Resident Engineering
- ➔ Bid Cost of Project - \$802,305 (including change order to expand project due to favorable bids); Final Cost of Project - \$870,620
- ➔ Status of Completion – Construction completed in 2020.

FUEL FARM EXPANSION NERVINO AIRPORT, BECKWOURTH – 2020

Plumas County constructed a 12,000-gallon 100 LL Avgas fuel tank on the tiedown apron next to the existing Jet A above ground tank at the Nervino Airport, Beckwourth, California. The new 100 LL Avgas fuel tank serves the increased demand for Avgas. Above ground fuel tank construction and installation was conducted in accordance with FAA Order 1050.15, Fuel Storage Tanks at FAA Facilities, and applicable US EPA regulations, 40 CFR parts 112, 280



and 281. The new fuel tank was constructed on the existing tie-down apron next to the existing fuel storage system. The Avgas fuel storage tank has key-lock system and is pilot operated.

- ➔ Project Owner – County of Plumas
- ➔ Contact Person – JD Moore, Director of Facility Services and Airports, (530) 283-6069
- ➔ Specific Involvement – Design Engineer, Construction Management and Resident Engineering
- ➔ Bid Cost of Project - \$381,945; Final Cost of Project - \$378,755
- ➔ Status of Completion – Construction completed in 2020.

HANGAR DEVELOPMENT – BUILDING AND SITE WORK VISALIA MUNICIPAL AIRPORT – 2018-19

Visalia Municipal Airport received a Grant Agreement from the U.S. Department of Transportation (DOT) under the Community Flexibility Pilot Program for the construction of aircraft hangars. The Visalia Municipal Airport serves general aviation needs in Tulare County. Many aircraft, ranging from the small single-engine aircraft to the business jet aircraft, are based at the Airport. Aircraft owners are desirous of storing their aircraft in hangars and the Airport has a waiting list for hangars from the small single-engine airplanes to the business jets. Brandley Engineering prepared the design and plans and specifications for this project for both the civil work and the building work.



The project was bid with a Base Bid and two Additive Alternates to maximize the funding available under the DOT grant. The Base Bid included one 4-unit corporate hangar building (125' x 140'), Additive Alternate A included one 8-unit nested tee hangar building, and Additive Alternate B included one 7-unit standard hangar building. There was not enough funding to construct all three buildings based on bids received. The City was desirous of constructing the corporate hangar and the 8-unit nested tee

hangar, but the bids received were still over the funding available. Melissa Brandley of Brandley Engineering worked with the contractor for the civil work to negotiate a reduction in prices to bring the total cost within the grant amount available.

- ➔ Project Owner – City of Visalia
- ➔ Contact Persons – Katherine Bales, Former Airport Superintendent , (707) 299-1694
- ➔ Specific Involvement – Design Engineer, Construction Management, and Resident Engineering
- ➔ Contract Amount with Negotiated Change Order - \$3,769,234; Final Construction Cost \$3,589,284
- ➔ Status of Completion – Construction completed in 2020.

AIRPORT FUEL TANKS PROJECT LINCOLN REGIONAL AIRPORT – 2019

The City of Lincoln installed a new fuel system consisting of two 12,000-gallon UL 2085 tanks with bulk loading at the Lincoln Regional Airport. These tanks are designed for storage of flammable and combustible liquids at atmospheric



pressure. The specific type-fuel stored in these tanks is Avgas,100LL UN 1203, and/or Jet-A, UN 1863. The system was designed for loading refueling vehicles and for self-service over-the-wing aircraft fueling. The system includes:

- 1 fuel dispenser for Avgas and provision for the addition of a second fuel dispenser on the other end of the tank in the future.
 - 1 fuel dispenser for Jet-A and provisions for the addition of a future 'daughter' Jet A tank in the future.
 - 1 credit card reader – One Owner provided credit card reader was installed and connected by the contractor on the north end of the tanks between the dispensers.
- ➔ Project Owner – City of Lincoln
 - ➔ Contact Person – Roland Neufeld, Senior Engineer, (916) 434-2481
 - ➔ Specific Involvement – Design Engineer and Construction Management
 - ➔ Bid Cost of Project - \$1,020,100; Final Cost of Project - \$1,080,400 – Not funded under AIP
 - ➔ Status of Completion – Construction completed in 2020.
-

UPGRADE AIRFIELD GUIDANCE SIGNS VISALIA MUNICIPAL AIRPORT – 2019

The existing airfield guidance sign system at Visalia Municipal Airport did not meet current FAA standards. It was necessary to upgrade the sign system to meet these requirements. Brandley Engineering prepared the engineering design and preparation of plans and specifications for this project. The project included furnishing and installing new LED airfield guidance signs, relocating existing airfield guidance signs, and replacing sign panels on existing airfield guidance signs.

A change order was issued during this project for retrofit kits on old existing signs (2009) since the manufacturer no longer provided FAA-approved replacement bulbs for these signs. A retrofit kit was available to convert the existing signs to be compatible with the new style FAA approved bulbs which were readily available. In order to provide the Airport with an FAA compliant Airfield Guidance Sign system, these retrofit kits were installed on all existing ADB airfield guidance signs.

- ➔ Project Owner – City of Visalia
 - ➔ Contact Persons – Katherine Bales, Former Airport Superintendent , (707) 299-1694
 - ➔ Specific Involvement – Design Engineer, Construction Management, and Resident Engineering
 - ➔ Bid Cost of Project - \$139,931; Final Cost of Project - \$208,317 (included extra work requested by Airport Maintenance after project was complete)
 - ➔ Status of Completion – Construction completed in 2020.
-

RECONSTRUCT TEE HANGAR TAXILANES TRACY MUNICIPAL AIRPORT – 2018-19

The City of Tracy retained the services of Brandley Engineering to prepare a Pavement Maintenance Management Plan (PMMP). This study included geotechnical studies, pavement condition surveys, and non-destructive tests and analyses. These studies showed severe cracking of the existing sections of pavement on the runways, cross taxiways, general aviation tie down apron, and tee hangar taxilanes. It was recommended that reconstruction of the pavements at this airport be completed as early as funding became available. Brandley Engineering prepared the engineering design, plans and specifications for the reconstruction of the

runways, taxiways, the general aviation apron, and the tie down apron such that plans and specifications were "on the shelf" ready to bid.

The City of Tracy reconstructed the tee hangar taxilanes at Tracy Municipal Airport in 2019. This was the third and final phase of the reconstruction of all pavements at this airport. Brandley Engineering provided the engineering design and construction management of this project. The scope of work of this project was the reconstruction of the tee hangar taxilanes and aprons to the existing hangar area (718,470 sq. ft.).

Existing drainage in the tee hangar development area is sheet flow over the total 300-foot width of the old landing strip at Tracy Municipal Airport. Each of the hangars flooded during any storms that occurred at the airport. The design of the reconstruction of the hangar taxilanes was prepared to eliminate this flooding within the buildings by regrading the pavements between the buildings such that they slope away from the buildings to a swale. New drain lines were installed as needed.

- ➔ Project Owner – City of Tracy
- ➔ Contact Person – Paula Jessup, Airport Manager, (209) 831-6215
- ➔ Specific Involvement – Design Engineer, Construction Management, and Resident Engineering
- ➔ Bid Cost of Project - \$2,419,000; Final Cost of Project - \$1,773,100
- ➔ Status of Completion – Construction completed in 2019.

“Brandley Engineering can manage all of your needs from the design phase through construction. They believe in providing a quality of support that cannot be matched by anyone.”

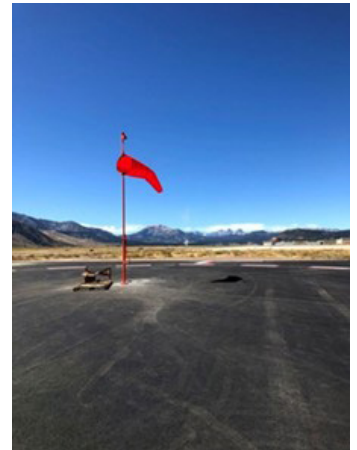
Paula Jessup, Airport Manager, Tracy Municipal Airport

UPGRADE SEGMENTED CIRCLE AND WIND CONE MAMMOTH YOSEMITE AIRPORT – 2018

The Town of Mammoth Lakes upgraded the existing segmented circle, primary wind cone and supplementary wind cone for runway 27 at the Mammoth Yosemite Airport. The existing segmented circle and primary wind cone were removed. A new segmented circle and primary wind cone were installed north of Taxiway A. To accommodate snow plow operations, the new segmented circle consists of a 125' x 160' x 3" thick asphalt pad with a painted segmented circle. A 12-foot-wide asphaltic concrete access road was constructed from the asphalt pad to the edge of Taxiway A to provide access during the winter months for plowing the snow off the segmented circle pad.

The existing primary wind cone, a L-807 wind cone, was removed and replaced with a L-807 LED wind cone. The existing supplementary wind cone for Runway 27 was removed and a new L-806 LED wind cone was located north of the holding apron and East of Taxiway A1.

- ➔ Project Owner – Town of Mammoth Lakes
- ➔ Contact Person – Sierra Shultz, Deputy Airport Manager, (760) 965-3654
- ➔ Specific Involvement – Design Engineer, Construction Management, and Resident Engineering
- ➔ Bid Cost of Project - \$505,080; Final Cost of Project - \$499,860
- ➔ Status of Completion – Construction completed in 2019.



RECONSTRUCT APRON A2 VISALIA MUNICIPAL AIRPORT – 2017

The pavements on Apron A2 were originally constructed in 1986. According to the PMMP prepared by Brandley Engineering these pavements only had two years remaining life with forecast traffic. Our office prepared the engineering design, plans and specifications for the reconstruction of these pavements. The project included grading, drainage, paving, and marking. A new piping system was installed to transport drain water to existing drainage pipes.



Due to the uncertainty of the amount of FAA funding that would be allocated for this project, the project was bid with a Base Bid and two Additive Alternates. Once bids were received, FAA issued a grant for the entire project.

- ➔ Project Owner – City of Visalia
- ➔ Contact Persons – Katherine Bales, Former Airport Superintendent , (707) 299-1694
- ➔ Specific Involvement – Design Engineer, Construction Management, and Resident Engineer
- ➔ Bid Cost of Project - \$1,316,535; Final Construction Cost - \$1,185,870
- ➔ Status of Completion – Construction completed in 2017.

RECONSTRUCT GENERAL AVIATION TIE DOWN APRON TRACY MUNICIPAL AIRPORT – 2017

In 2015 Brandley Engineering prepared the engineering design for the reconstruction of all pavements at the Tracy Municipal Airport. In 2017 the general aviation tie down apron (608,900 sq. ft.) was reconstructed including grading, drainage, paving, marking, and tie downs. This was the second phase reconstruction of all pavements at the Tracy Municipal Airport. Brandley Engineering provided the construction management for this project.

- ➔ Project Owner – City of Tracy
- ➔ Contact Person – Paula Jessup, Airport Manager, (209) 831-6215
- ➔ Specific Involvement – Design Engineer, Construction Management, and Resident Engineering
- ➔ Bid Cost of Project - \$2,495,460; Final Construction Cost - \$2,643,000
- ➔ Status of Completion – Construction completed in 2017.



A matrix demonstrating the vast airport construction management experience of Brandley Engineering over the past 10 years is included below.

Representative Construction Management 2011 Through 2022

	Airfield Pavements	Lighting and Signage	Electrical Systems	NAVAIDS	Fencing/Access Control Systems	Drainage	Fueling	Construction Management
Alturas Municipal Airport	✈	✈	✈					✈
Beckwourth - Nervino Airport	✈			✈			✈	✈
Bryant Field	✈	✈	✈			✈		✈
Chester - Rogers Field	✈							✈
Chico Municipal Airport	✈	✈	✈			✈		✈
Chowchilla Municipal Airport	✈	✈	✈	✈		✈		✈
Colusa County Airport	✈							✈
Fresno Chandler Executive Airport	✈							✈
Lake Tahoe Airport	✈	✈				✈		✈
Lincoln Regional Airport	✈			✈	✈		✈	✈
Madera Municipal Airport	✈	✈	✈	✈	✈	✈		✈
Mammoth Yosemite Airport	✈	✈	✈	✈	✈	✈		✈
Nevada County Airport	✈							✈
Oroville Municipal Airport	✈			✈		✈		✈
Placerville Airport	✈				✈			✈
Quincy - Gansner Field	✈	✈	✈	✈				✈
Sacramento Executive Airport	✈	✈	✈			✈		✈
Sacramento Mather Airport	✈							✈
Sacramento International Airport	✈	✈	✈	✈		✈		✈
Stockton Metropolitan Airport		✈	✈	✈				✈
Tracy Municipal Airport	✈	✈	✈	✈		✈		✈
Truckee Tahoe Airport	✈	✈	✈	✈		✈		✈
Tulelake Municipal Airport	✈		✈			✈		✈
University Airport - Davis	✈	✈	✈	✈		✈		✈
Visalia Municipal Airport	✈	✈	✈			✈		✈
Watsonville Municipal Airport	✈	✈	✈	✈				✈

SECTION D

CONFLICT OF INTEREST

Brandley Engineering has no financial, business, or other relationship with the City of Hanford or with any member of the City staff that would have an impact on the outcome of projects at the Hanford Municipal Airport.

Brandley Engineering has no clients who would have a financial interest in the outcome of projects at the Hanford Municipal Airport.

SECTION E

OPTIONAL STATEMENTS

The engineering approach to construction projects is an important consideration as it determines if the project will provide adequate design life, be cost-effective and be completed in a timely manner. The following illustrates the Brandley Engineering philosophy and approach to the construction management of all airport projects.

E1 Construction Management/Inspection - Project Approach



Brandley Engineering's approach to the construction management of airport development and improvements centers around consistent involvement and communication with the client, the FAA, and the contractor. At the beginning of each construction project, we hold a preconstruction meeting with the contractor and Airport to review the scope of the project, anticipated project schedule, required submittals, and expected contractor requirements with an emphasis on quality control requirements, conformance to plan and specification and airport safety. This meeting is critical to ensure our management of the construction incorporates the needs of the client and fully accommodates the unique challenges that are specific to that airport including safety on the airport during construction, keeping tenants/FBOs informed of the construction schedule, and creating a schedule that is efficient and cost effective. In addition, weekly meetings are held with the Airport and the contractor throughout the construction phase to review the status and schedule of the construction, discuss any problems encountered, ensure safety plans are being followed, and answer any questions the contractor, the Airport, and/or the tenants may have. This ensures that Brandley Engineering projects are completed on time and within budget.

During the construction of the project our office will provide full construction management services. It is important that the construction of the project be in full conformance with the plans and specifications. We, therefore, will provide a full-time Resident Engineer on site at all times the contractor is working on the project. The contractor will be responsible for all Quality Control (QC) testing and inspection. Our office will provide Quality Assurance (QA) testing and inspection to confirm that all work is performed in accordance with the plans and specifications. Our office has the expertise and the testing equipment to perform most of the Quality Assurance testing in-house by our Resident Engineer or another engineer from our office. FAA requires certain asphalt and concrete tests to be performed by a specially certified testing laboratory, which will be scheduled and coordinated through a local testing laboratory under the control and supervision of our Resident Engineer. The ability of our Resident Engineer to perform the QA testing allows our office to have complete control of the construction management services and enables all aspects of these services to be seamlessly coordinated.

“Teichert Construction has been awarded and constructed numerous airport construction contracts that Brandley Engineering has administered. These projects have been very successful due in part that Brandley Engineering provides a complete and accurate set of bid documents and a thorough and well administered construction management program.”

Daniel E. Brown, PE, Project Manager, Teichert Construction

A unique aspect of Brandley Engineering is that our office provides a Resident Engineer that was involved with the original design of the project. We feel that this is critical as the Design Engineer is well versed in the details of why the project was designed the way it was, which allows for the Resident Engineer to quickly answer any questions during construction or assist with any design modifications that may arise due to unforeseen field conditions. The ability of our Resident Engineer to be onsite and make quick decisions will minimize the risk of delays that can arise while a contractor is waiting on a response to a Request for Information (RFI).

“Brandley Engineering can manage all of your needs from the design phase through construction. They believe in providing a quality of support that cannot be matched by anyone.”

Paula Jessup, Airport Manager, Tracy Municipal Airport

Throughout construction our Resident Engineer will hold weekly construction progress meetings with the Owner, the Contractor, Project Engineer, and any other relevant parties. The purpose of this meeting is to review the safety plan conformance or issues, the contractor's progress, upcoming schedule, and overall project status. Weekly construction meetings are critical to ensure that the project stays on schedule and within budget. Melissa or Damon Brandley will also attend these weekly construction meetings to ensure that any necessary decisions are made to ensure the project stays on schedule and within budget with superior construction quality.

Brandley Engineering's construction management process has been fine-tuned over the company's 69-year history and ensures that projects are completed on time, and at or under budget as a result of our coordination, supervision, and production capabilities. We are confident that we can provide the same smooth process for the Hanford Municipal Airport projects.

An outline of our approach to Construction Management/Inspection projects is as follows:

CONSTRUCTION MANAGEMENT	• Represent the Airport at the Pre-construction Conference and prepare the minutes. • Prepare and maintain a master project schedule. • Provide consultation and advice to the Airport during all phases of construction. • Provide weekly inspection reports (FAA Form 5370-1) to the Airport and FAA. • Maintain all records of construction. • Review and approve all shop drawings and submittals. • Prepare and assist in negotiating any required change orders. • Coordination with affected utilities, agencies, and tenants. • Prepare payment requests for contractors and reimbursement requests to FAA. • Review Operation and Maintenance manuals.
RESIDENT ENGINEERING AND INSPECTION SERVICES	• Provide complete construction management services as required, including providing all resident engineering, testing and inspection services. • Review all materials and performance tests for compliance with specifications. • Perform field and/or construction surveys if required. • Perform final inspection including preparation of "punch list". • Conduct wage rate interviews and review contractor's weekly payrolls for wage compliance.

PROJECT CLOSEOUT

- Provide electronic Record Drawings to the Airport and FAA.
- Provide Final Engineer's Report to the Airport and FAA that includes summary of materials testing, summary of project change orders, and financial summary.
- If a grant amendment is required, our office will prepare the grant amendment request to FAA and associated justification.
- Obtain releases of liens/claims from the contractors.
- Ensure FAA receives all information required to close out grant.
- Manage and coordinate systems start-up.
- Update the Airport Layout Plan to show the new development

E2 Additional Qualifications

Some of the unique qualifications of Brandley Engineering are:

- ➔ The office of Brandley Engineering has performed design engineering, planning, and construction management services for airports in the California Central Valley since 1955. Representative airports include Visalia Municipal Airport, Madera Municipal Airport, Chowchilla Municipal Airport, Stockton Metropolitan Airport, and Sacramento International Airport.
- ➔ The experience and expertise of Brandley Engineering in soils engineering, materials testing and inspection, and airport engineering provide unmatched support to the City both during the design phase and the construction phase of all projects.
- ➔ Our experience and ability in construction management, including furnishing Resident Engineering and testing and inspection services, places us in a position to provide a full service to the City for these projects through design and construction.
- ➔ Sixty-nine years of design and construction inspection of airport projects in the Northern and Central California area have provided us with a detailed knowledge of the quality of construction materials in the area and the capabilities of contractors. This knowledge places us in a position to produce high-quality projects on time and within budget.
- ➔ Our office and our team members are in a position from a workload standpoint to begin work immediately on the projects and complete the design in timely manner such that the construction phase of the project can fully utilize the available construction season.
- ➔ The education, training, and experience of Melissa Brandley, Damon Brandley, and Tom Steinkamp assures continuity of the expertise of Brandley Engineering.
- ➔ The personal service we can provide sets Brandley Engineering apart from the larger, multi-discipline civil engineering firms – ***YOU HIRE BRANDLEY – YOU GET BRANDLEY!***

E3 Indemnification Exceptions

CA Civil Code 2782.8 (amended Jan. 1, 2018) sets forth the requirements for indemnity including duty to defend for design professionals and limits this to the percentage at fault and specifically states those requirements cannot be modified by contract language. In order to ensure the contract language is consistent with the CA Civil Code Section 2782.8, we propose the following revisions to the indemnity language.

“As respects acts, errors, or omissions in the performance of professional services, CONSULTANT agrees to indemnify and hold harmless CITY, its elected and appointed officers, and employees, ~~and CITY designated volunteers~~ from and against any and all ~~claims, demands, losses, defense costs,~~ liability for damages or consequential damages arising directly out of but only to the extent actually caused by CONSULTANT’s negligent acts, errors or omissions in the performance of his/her services under the terms of this Agreement; except to the extent those arise out of the negligence of CITY. CONSULTANT has no obligation to pay for any of the indemnitees’ defense related cost prior to a final determination of liability or to pay any amount that exceeds CONSULTANT’S finally determined percentage of liability based upon the comparative fault of CONSULTANT.”

CITY agrees to indemnify and hold harmless CONSULTANT, its officers, employees, and designated volunteers from and against any and all losses, defense costs, liability or consequential damages to the extent arising out of CITY’S negligent acts, errors or omissions in the performance of this Agreement.

As respects all acts or omissions which do not arise directly out of the performance of services, including but not limited to those acts or omissions normally covered by general and automobile liability insurance, CONSULTANT agrees to indemnify, defend (at CITY’s option), and hold harmless CITY, its elected and appointed officers, agents, employees, representatives, and volunteers from and against any and all claims, demands, defense costs, liability, or consequential damages of any kind or nature arising out of or in connection with CONSULTANT’s (or CONSULTANT’s subcontractors, if any) performance or failure to perform, under the terms of this Agreement; except to the extent those which arise out of the negligence of CITY.”

E4 Insurance Exceptions

The City requires the Consultant’s insurance policy to contain the following clause. We request the following revision to this clause.

“This insurance shall not be canceled, ~~limited in scope or coverage, or non-renewed~~ until after thirty (30) days prior written notice has been given to the City Clerk, City of Hanford, 319 N. Douty Street, Hanford CA 93230, with the exception of cancellation for non-payment of premium, in which case ten (10) days notice shall be given.”

Our insurance provider will only provide notice to the City if the policy is canceled. Brandley Engineering certifies we will provide the City equivalent notice to the statement above if the policy is limited in scope or coverage or non-renewed. As a result, the notice provided to the City is the same, the only difference is the party providing the notice.



ATTACHMENT-1

Certificates/Affidavits

NON-COLLUSION AFFIDAVIT

To Accompany Submittal

TO: THE CITY OF HANFORD

The undersigned, in submitting a proposal for performing the following work by contract, being duly sworn, deposes and says:

That he/she has not, either directly or indirectly, entered into any agreement, participate in any collusion, or otherwise taken any action in restraint of free competition in connection with such contract.

Work to be Done:

RFQ-22-xx: Professional, Planning, Architectural and Design/Engineering Services associated with Airport Development projects for the Hanford Municipal Airport

Consultant's Name: Brandley Engineering, Inc.

Signature of Consultant: Melissa S. Brandley

Title: Secretary/CFO; Project Manager

Business Address: 6125 King Road, Suite 201, Loomis, CA 95650

Place of Residence: 2217 Misty Hollow Drive, Rocklin, CA 95765

State of California

County of Placer

On this 18 day of Oct 2022 before me, Steve Rutledge, a Notary Public, personally appeared Melissa S. Brandley, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

Signature Steve Rutledge (Seal)



WORKERS' COMPENSATION INSURANCE CERTIFICATE

To Accompany Submittal

STATE OF CALIFORNIA)
) ss
CITY OF HANFORD)

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

Company: Brandley Engineering, Inc.
Business Address: 6125 King Road, Suite 201, Loomis, CA 95650
Signature: Melissa S. Brandley
Name of Signing Official: Melissa S. Brandley
Title of Signing Official: Secretary/CFO
Date: Nov. 2, 2022

Company Seal:

EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE CERTIFICATE

To Accompany Submittal

Equal Opportunity Clause

Unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Executive Orders 28925, 11114 or Section 204 of Executive Order 11246 of September 24, 1965, during the performance of each contract with the City of Hanford, the Consultant agrees as follows:

1. The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, gender, national origin or political affiliation. The Consultant will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, gender, national origin or political affiliation. Such action shall include, but not be limited to, the following: employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
2. The Consultant will, in all solicitations or advertisements for employees, placed by or on behalf of the Consultant, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin or political affiliation.
3. The Consultant will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or the workers' representative of the Consultants' commitments under Section 202 of Executive order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. The Consultant will comply with all provisions of Executive Order 11246 of September 24, 1965, and the rules, regulations and relevancy orders of the Secretary of Labor.
5. The Consultant will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations and relevant orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
6. In the event of the Consultant's non-compliance with the non-discrimination clauses of this subcontract or with any of such rules, regulations or orders, this subcontract may be canceled, terminated or suspended, in whole, or in part and the Consultant may be declared ineligible for further government contracts in accordance with the procedures authorized in accordance with Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or otherwise provided by law.
7. The Consultant will include the provisions of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each Subcontractor or vendor. The Consultant will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions including sanctions for non-compliance. Provided, however, that in the event the Consultant becomes involved in, or is threatened with litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the Consultant may request the United States to enter into such litigation to protect the interest of the United States.

Certification on Non-Segregated Facilities

The Consultant hereby certifies that it does not or will not maintain segregated facilities not permit its employees to work at locations where facilities are segregated on the basis of race, color, religion, gender, national origin or political affiliation.

Brandley Engineering, Inc.
Name of Firm

Melissa S. Brandley
Authorized Signature

11-2-2012
Date

STATE OF CALIFORNIA
DRUG-FREE WORKPLACE CERTIFICATION
STD.21 (REV.12-93)

To Accompany Submittal

CERTIFICATION

I, the official named below, hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the certification described below. I am fully aware that this certification, executed on the date below, is made under penalty of perjury under the laws of the State of California.

CONTRACTOR/BIDDER FIRM NAME Brandley Engineering, Inc.	FEDERAL ID NUMBER 85-3022657
BY (Authorized Signature) <i>Melissa S. Brandley</i>	DATE EXECUTED <i>Nov. 2, 2022</i>
PRINTED NAME AND TITLE OF PERSON SIGNING Melissa S. Brandley, P.E., Secretary/CFO	TELEPHONE NUMBER (Include Area Code) (916) 652-4725
TITLE Project Manager	
CONTRACTOR/BIDDER FIRM'S MAILING ADDRESS 6125 King Road, Suite 201, Loomis, CA 95650	

The contractor or grant recipient named above hereby certifies compliance with Government Code Section 8355 in matters relating to providing a drug-free workplace. The above named contractor or grant recipient will:

1. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355(a).
2. Establish a Drug-Free Awareness Program as required by Government Code Section 8355(b), to inform employees about all of the following:
 - (a) The dangers of drug abuse in the workplace,
 - (b) The person's or organization's policy of maintaining a drug-free workplace,
 - (c) Any available counseling, rehabilitation and employee assistance programs, and
 - (d) Penalties that may be imposed upon employees for drug abuse violations.
3. Provide as required by Government Code Section 8355©, that every employee who works on the proposed contract or grant:
 - (a) Will receive a copy of the company's drug-free workplace policy statement, and
 - (b) Will agree to abide by the terms of the company's statement as a condition of employment on the contract or grant.

At the election of the contractor or grantee, from and after the "Date Executed" and until _____ (NOT TO EXCEED 36 MONTHS), the state will regard this certificate as valid for all contracts or grants entered into between the contractor or grantee and this state agency without requiring the contractor or grantee to provide a new and individual certificate for each contract or grant. If the contractor or grantee elects to fill in the blank date, than the terms and conditions of this certificate shall have the same force, meaning effect and enforceability as if a certificate were separately, specifically, and individually provided for each contract or grant between the contractor or grantee and this state agency.



*You Hire Brandley,
You Get Brandley.*

When you bring in Brandley Engineering, you will work directly with Principals Melissa and Damon Brandley on the phone, in meetings, on site during construction. Every time.



Melissa Brandley, P.E



Damon Brandley, P.E

HANFORD MUNICIPAL AIRPORT
HANFORD, CALIFORNIA

AIRPORT CAPITAL IMPROVEMENT PROGRAM - 2024 thru 2028

SUMMARY OF PROJECT COSTS
(Based on 2023 Unit Prices)

Project/ Priority No.	Shown on ALP	Project Type	Development Year	Environmental	Development Type	Description	Delivery Method	Expected Bid Date	PCI	National Priority Rating Code	Construction Cost	Engineering and Administration Cost	Total Project Cost	F.A.A Participation			State Participation	Sponsor Participation	Available FAA Funds	
														AIP Entitlement	AIP Discretionary	AIG Allocated			AIP Entitlement	AIG Allocated
1	Yes	D	2024	N/A	PMMP	Pavement Maintenance Management Plan	-	-	-	PL PL MS = 56	\$ -	\$ 165,000	\$ 165,000	\$ 148,500	\$ -	\$ -	\$ 7,425	\$ 9,075		
2	Yes	D	2024	Submit 2023	Design	New Fuel Island & Tanks	DBB	-	-	OT OT FF = 19	-	157,000	157,000	-	-	141,300	-	15,700		
3	Yes	D	2024	Submit 2023	Construction	New Fuel Island & Tanks	DBB	Summer 24	-	OT OT FF = 19	1,635,000	254,000	1,889,000	-	-	-	-	1,889,000		
TOTAL 2024											\$ -	\$ 322,000	\$ 322,000	\$ 148,500	\$ -	\$ 141,300	\$ 7,425	\$ 24,775	\$600,000	\$447,000
4	Yes	D	2025	Submit 2024	Design/Construct	Relocate Segmented Circle and Wind Cone	DBB	Mar-25	--	ST OT IN = 42	\$ 123,000	\$ 118,000	\$ 241,000	\$ 216,900	\$ -	\$ -	\$ 10,845	\$ 13,255		
TOTAL 2025											\$ 123,000	\$ 118,000	\$ 241,000	\$ 216,900	\$ -	\$ -	\$ 10,845	\$ 13,255	\$600,000	\$449,700
5	Yes	D	2026	Submit 2025	Design	Reconstruct South Transient Ramp - Phase 1 & 2	DBB	-	36 - 2018	RC AP IM = 60	\$ -	\$ 278,000	\$ 278,000	\$ 250,200	\$ -	\$ -	\$ 12,510	\$ 15,290		
6	Yes	D	2026	Submit 2023	Construction	Construct Fuel Island & Tanks - Reimbursement	DBB	Mar-26	--	OT OT FF = 19	659,667		659,667	-	-	593,700	-	65,967		
TOTAL 2026											\$ 659,667	\$ 278,000	\$ 937,667	\$ 250,200	\$ -	\$ 593,700	\$ 12,510	\$ 81,257	\$533,100	\$593,700
7	Yes	D	2027	Submit 2025	Construction	Reconstruct South Transient Ramp - Phase 1	DBB	Mar-27	36 - 2018	RC AP IM = 60	\$ 2,119,000	\$ 287,000	\$ 2,406,000	\$ 432,900	\$ 1,732,500		\$ 108,270	\$ 132,330		
TOTAL 2027											\$ 2,119,000	\$ 287,000	\$ 2,406,000	\$ 432,900	\$ 1,732,500	\$ -	\$ 108,270	\$ 132,330	\$432,900	\$0
8	Yes	D	2028	Submit 2025	Construction	Reconstruct South Transient Ramp - Phase 2	DBB	Mar-28	36 - 2018	RC AP IM = 60	\$ 870,000	\$ 175,000	\$ 1,045,000	\$ 150,000	\$ 790,500		\$ 47,025	\$ 57,475		
TOTAL 2028											\$ 870,000	\$ 175,000	\$ 1,045,000	\$ 150,000	\$ 790,500	\$ -	\$ 47,025	\$ 57,475	\$150,000	\$0
						TOTAL PROJECT COSTS					\$ 3,771,667	\$ 1,180,000	\$ 4,951,667	\$ 1,198,500	\$ 2,523,000	\$ 735,000	\$ 186,075	\$ 309,092		



AGENDA STAFF REPORT

MEETING DATE: 9/19/2023

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of the renewal of the three-year Microsoft software licensing from Dell Computer Corporation in the amount of \$244,154.58

RECOMMENDATION:

Recommendation: That the City Council approve the renewal of three-year Microsoft software licensing from Dell Computer Corporation, in the amount of \$244,154.58

Recommended Motion: I move to approve the renewal of a three-year Microsoft software licensing from Dell Computer Corporation, in the amount of \$244,154.58.

BACKGROUND:

Each year the City pays for volume licenses for Microsoft server, workstation, and Office 365. These licenses are paid for each year as a subscription with a three-year term. This year will be the start of a new three-year term. Licenses entitle the City to utilize the Microsoft products licensed. These licenses include server operating systems, user licenses and productivity software licenses.

Pricing from Dell/Microsoft is quoted with government pricing through a "piggyback" agreement on the Riverside County license contract. The City's purchasing procedures allow to use another agency's contract for purchases or public works, a process known as "piggybacking". Generally, smaller agencies piggyback on contracts awarded by larger "host" agencies, allowing the smaller agencies to save time and obtain better prices and terms than they might be able to on their own.

Annual renewal payments in the amount of \$81,384.86 will commence through the term of the contract commencing 10/1/2023 through 09/30/2026.

FISCAL IMPACT:

This is a budgeted expense coming out of the IT Operations Budget (1315000-749500) and costs are allocated across all departments with licensed hardware as reflected in the approved fiscal year 2023/2024 budget. There is no budget adjustment required due to this approval.

ATTACHMENTS:

1. City of Hanford - EA Renewal - 8-22-23



Dell Customer Confidential

Quotation

Sam Andrews
sam.andrews@dell.com
512.720.4469

Customer: City of Hanford

Contract: Riverside County Master Agreement - PSA-0001524 (8084445)
Microsoft EA#: (renewal of 8627740, expires 9/30/2023)

Date of Issue: 8/22/2023
Quote Expires: 9/30/2023

Section 1- Licenses and Software Assurance

Product Description	Mfg#	Quantity	Unit Price	Ext. Price
Win Server Standard Core ALng SA 2-coreLic	9EM-00270	96	\$19.00	\$1,824.00
Win Remote Desktop Services CAL ALng SA User CAL	6VC-01254	25	\$23.30	\$582.50
Annual Payment Section 1:				\$2,406.50

Section 2- Monthly Subscriptions

Product Description	Mfg#	Quantity	Months	Unit Price	Ext. Price
Enterprise Online Services Products					
O365 G3 GCC Sub Per User	AAA-11894	300	12	\$20.13	\$72,468.00
Core CAL Bridge O365 From SA Sub Per User	AAA-12416	200	12	\$1.39	\$3,336.00
Core CAL Bridge O365 Sub Per User	AAA-12414	100	12	\$1.64	\$1,968.00
Additional Online Services Products					
Project P3 GCC Sub Per User	7MS-00001	3	12	\$22.34	\$804.24
Visio P2 GCC Sub Per User	P3U-00001	3	12	\$11.17	\$402.12
Teams Audio Conferencing with Dial Out US/CA GCC Sub Add-on (\$0.00) - this is a free SKU that will populate a phone# in your Teams meetings so that people can attend the meeting via dialing a regular phone# instead of having to be on the Teams client.	NYH-00001	300	12	\$0.00	\$0.00
Annual Payment Section 2:					
					\$78,978.36

Notes:

Microsoft Enterprise Agreement (EA) Master#: 8084445
Microsoft Enterprise Agreement (EA) Enrollment#: Future/TBD

Total Annual Payment Yr 1	\$81,384.86
Total Annual Payment Yr 2	\$81,384.86
Total Annual Payment Yr 3	\$81,384.86
Total of 3 years of Payments	\$244,154.58

Notes:

- Customer's purchase is subject to Dell's Terms and Conditions of Sale found at www.dell.com, unless Customer has a separate purchase agreement with Dell.
- Sales/use tax is based on the "ship to" address on your invoice. Please indicate your taxability status on your purchase order. If exempt, Customer must have an Exemption Certificate on file.
- If you have a question re: your tax status, please contact your Dell | ASAP Software Inside sales representative listed above. Shipments to California: for certain products, a State Environmental Fee of up to \$10 per item may be applied to your invoice. Prices do not reflect this fee unless noted. For more information, refer to www.dell.com/environmentalfee.
- All product descriptions and prices are based on latest information available and are subject to change without notice or obligation.
- All prices are based on Net 30 Terms. If not shown, shipping, handling, taxes, and other fees will be added at the time of order, where applicable.
- Customer understands and acknowledges that all warranties, representations and returns are subject to the manufacturer, publisher or distributor guidelines.



AGENDA STAFF REPORT

MEETING DATE: 9/19/2023

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of the Notice of Completion, for a final project cost of \$3,594,350.00, for the Drilling and Development of Water Wells 51 and 52 Project, by ZIM Industries, Inc., and Authorization for the Mayor to execute and the City Clerk to attest and file said Notice with Kings County Recorder's Office.

RECOMMENDATION:

That the City Council, by motion, approve the attached Notice of Completion, for a final project cost of \$3,594,350.00, for the New Water Supply Wells: Drilling and Development Phase of Water Wells 51 and 52 Project, and authorize the Mayor to execute and the City Clerk to attest and file said Notice with Kings County Recorder's Office.

BACKGROUND:

On February 15, 2022, Council awarded the Well No. 51 and Well No. 52 Drilling and Development Project to ZIM Industries, Inc. of Fresno CA. This project consisted of the drilling and development of two new deep water wells and abandoning two existing water wells that were out of production. Well No. 51 is located at the city water tank site on Fargo Avenue west of the BNSF railroad crossing, and Well No. 52 is located within the Public Works Corporation Yard on 10th Avenue. The drilling is the first phase of the two-phase construction needed to complete the water wells. Phase 2 will include site improvements, facilities piping, and installation of pumps to complete the water wells and put them online with the city water system.

The design for the site facilities improvements for each location are currently 95% complete.

There were two (2) contract change orders on this project, which are summarized as follows;

1. Contract time of completion – no cost increase.
2. Additional Compression sections and Balance of Quantities – for an increase of \$6,010.00.

The total amount of the contract change order(s) resulted in a net increase in the final contract price of \$6,010.00.

The total construction cost to complete the project was \$3,594,350.00. Attached are the Final Project Construction and Finance History for Council review.

FISCAL IMPACT:

The FY 21/22 Water Capital Budget and the FY 19/20 Water Capital Budget provides \$3,947,350.00 for the Drilling and Development of deep Water Well No. 51 and Water Well No. 52 Project, including contingencies.

ATTACHMENTS:

1. NOC Financial Report- Well 51 and 52 drilling
2. NOC - Recording Original - Well 51 and 52 drilling
3. NOC - Recording Original - Well 51 and 52 drilling (.doc)

FINAL PROJECT CONSTRUCTION AND FINANCE HISTORY

PROJECT: Well 51 and Well 52 Drilling and Development of Water Wells Project

CONTRACTOR: ZIM Industries, Inc.
4532 E. Jefferson Avenue
Fresno, CA 93725

CONTRACT DATES:	Bid Date	January 11, 2022
	Council Award	February 15, 2022
	Contractor Started Work	April 25, 2022
	Contract Time of Completion	December 12, 2022
	Contractor Completed Work	June 12, 2023

CONTRACT CHANGE ORDERS:

- **Change Order No. 1** - Change time of completion for project.
No cost change order.
- **Change Order No. 2** – Additional Compression sections, increase in reaming diameter, bentonite seal, Balance of Quantities,
for a net increase of \$6,010.00.

FINANCIAL HISTORY:

<u>SOURCE OF BUDGET FUNDING</u>	<u>AMOUNT</u>
FY 19/20 and FY 21/22 Water Capital Budget	\$ 3,080,000.00
Water Impact Fees – Additional Appropriations	<u>\$ 867,350.00</u>
Total Budget Funding	\$ 3,947,350.00

CONSTRUCTION COSTS

Contract – Total Bid Award	\$ 3,588,340.00
CCO #1	\$ 0.00
CCO# 2	<u>\$ 6,010.00</u>
Total Construction Cost	\$ 3,594,340.00
Additional project costs:	
Ken Schmidt consulting	\$97,682.02
Moore Twining Geotech	\$ 7,500.00
Total Additional Project costs	\$ 105,182.02
Fund Balance	\$ <u>247,817.98</u>

RECORDING REQUESTED BY:
CITY OF HANFORD

When recorded return to:

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 at: Well 51 – located at Fargo west of BNSF railroad crossing (APN 007-360-016) and Well 52 – located within the Public Works Corporation Yard on 10th Avenue north of Hanford Armona Road (APN 012-233-002), in Hanford CA.
2. The Improvement is particularly described as: New Water Supply Wells: Drilling and Development of Wells 51 and 52.
3. The date of completion of the work of Improvement: June 12, 2023.
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: ZIM Industries, Inc.
7. The surety for the work of Improvement: Everest Reinsurance 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: September 19, 2023

I certify under penalty of perjury that the foregoing is true and correct.
Dated this 19th day of September 2023.

BY: _____
Travis Paden, Mayor
City of Hanford, County of Kings, State of California

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 ____ day of _____, 2023.

BY: _____
Travis Paden, Mayor
City of Hanford, County of Kings, State of California

Authority: Section 1181 Civil Code

RECORDING REQUESTED BY:
CITY OF HANFORD

When recorded return to:

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 at: Well 51 – located at Fargo west of BNSF railroad crossing (APN 007-360-016) and Well 52 – located within the Public Works Corporation Yard on 10th Avenue north of Hanford Armona Road (APN 012-233-002), in Hanford CA.
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3. The date of completion of the work of Improvement: June 12, 2023.
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: ZIM Industries, Inc.
7. The surety for the work of Improvement: Everest Reinsurance 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: September 19, 2023

I certify under penalty of perjury that the foregoing is true and correct.
Dated this 19th day of September 2023.

BY: _____
Travis Paden, Mayor
City of Hanford, County of Kings, State of California

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 ____ day of _____, 2023.

BY: _____
Travis Paden, Mayor
City of Hanford, County of Kings, State of California

Authority: Section 1181 Civil Code



AGENDA STAFF REPORT

MEETING DATE: 9/19/2023	AGENDA SECTION: CONSENT CALENDAR
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SUBJECT:

Approval of the Suggested Routes to School plans for Hanford Elementary School District and Saint Rose-Thomas McCarthy School for the upcoming 2023-2024 school year.

RECOMMENDATION:

That the City Council, by motion, approve the Suggested Routes to School plans for Hanford Elementary School District and Saint Rose-Thomas McCarthy School for the upcoming 2023-2024 school year.

BACKGROUND:

Pursuant to State of California regulations, City staff met with Hanford Elementary School District staff and Saint Rose-McCarthy School to discuss plans and possible changes to the Suggested Routes to School plans for Hamilton, King, Lincoln, Monroe, Richmond, Roosevelt, Simas, Washington, Kennedy Jr. High, Wilson Jr. High, and Saint Rose-Thomas McCarthy Schools for the upcoming 2023-2024 school year. These plans are required by the State and are provided to the schools to educate students and parents about the suggested routes to schools and to inform the students of the suggested ways to get from home to school and back home. Additionally, the plans show the locations of the school bus stops for the noted school year.

California's Safe Route to Schools program makes Grants available to cities to help improve the safety of such routes. These grants may be used for infrastructure construction projects, which encourage and enable students from grades K-8 to safely walk and bike to school. These plans are a requirement for the grant application, and they are a requirement for the schools to hand out to students and parents.

For the upcoming 2023-2024 school year, the boundaries will remain the same as those contained in the last annual update. Students will continue to be transferred to Hamilton School and Monroe School. Attached are the maps and written descriptions for each school that describe the elements of each plan.

At the August 24, 2023, Parking and Traffic Commission meeting, the commission voted to recommend to the City Council that the Suggested Routes to School plans be approved for Hanford Elementary School District and Saint Rose-McCarthy School for the upcoming 2023-2024 school year as proposed. Attached are the meeting minutes of the Parking and Traffic Commission meeting for review.

FISCAL IMPACT:

There is no fiscal impact from this project. City staff prepares and provides the plans to the school districts and the school districts copy and distribute the plans to the parents and students.

ATTACHMENTS:

1. 8.24.23 Parking and Traffic Comm minutes
2. Hanford Elementary Maps



**Parking and Traffic Commission Regular Meeting
Minutes**

**August 24, 2023 5:30 PM
Council Chambers
400 N. Douty St.**

CALL TO ORDER:

Chairman DWIGGINS called the meeting to order at 5:30 PM.

ROLL CALL:

Present:	Absent:
Parking and Traffic Commissioner Jim Nelson Parking and Traffic Commissioner Alex Dwiggins Parking and Traffic Commissioner Scott Goddard Parking and Traffic Commissioner Orié Rubalcava	Parking and Traffic Commissioner Bert Parolini Parking & Traffic Commissioner Jeff Medlin

FLAG SALUTE:

Chairman DWIGGINS led the flag salute.

MINUTES APPROVAL:

- A. Public Works: Approve minutes from the June 26, 2023 Parking & Traffic meeting

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

Chris Pararra asked Commissioners why 13th Avenue was closed to through traffic from Devon Street going north. Staff informed Commissioners and Mr. Pararra that 13th Avenue is closed because of liability issues of a pole placed by Edison in the City right-of-way. The pole is directly in the alignment of the northbound lane of 13th Avenue. Staff stated that the pole is scheduled to be removed in 6 - 8 weeks.

STAFF REPORTS:

- A. Public Works: Suggested Routes to School, Pioneer Union Elementary School District

Staff presented the Suggested Routes to School plans for Pioneer Union Elementary School District. Motion made to accept staff's recommendation to City Council that the Suggested Routes to School plans be approved for Pioneer Union Elementary School District for the upcoming 2023-2024 school year.

Motion to Approve

RESULT: Passed (UNANIMOUS)
MOVER: Parking and Traffic Commissioner Scott Goddard
SECONDER: Parking and Traffic Commissioner Jim Nelson
AYES: Orie Rubalcava, Scott Goddard, Alex Dwiggins, Jim Nelson
ABSENT: Bert Parolini, Jeff Medlin

B. Public Works: Suggested Routes to School, Hanford Elementary School District

Staff presented the Suggested Routes to School plans for Hanford Elementary School District. Motion made to accept staff's recommendation to City Council that the Suggested Routes to School plans be approved for Hanford Elementary School District for the upcoming 2023-2024 school year.

Motion to Approve

RESULT: Passed (UNANIMOUS)
MOVER: Parking and Traffic Commissioner Scott Goddard
SECONDER: Parking and Traffic Commissioner Jim Nelson
AYES: Orie Rubalcava, Scott Goddard, Alex Dwiggins, Jim Nelson
ABSENT: Bert Parolini, Jeff Medlin

C. Public Works: Suggested Routes to School, St. Rose-Thomas McCarthy Catholic School

Staff presented the Suggested Routes to School plan for . Motion made to accept staff's recommendation to City Council that the Suggested Routes to School plan be approved for Saint Rose-Thomas McCarthy Catholic School District for the upcoming 2023-2024 school year.

Motion to Approve

RESULT: Passed (UNANIMOUS)
MOVER: Parking and Traffic Commissioner Scott Goddard
SECONDER: Parking and Traffic Commissioner Jim Nelson
AYES: Orie Rubalcava, Scott Goddard, Alex Dwiggins, Jim Nelson
ABSENT: Bert Parolini, Jeff Medlin

STAFF COMMUNICATION:

A. Public Works: City Council Actions

Staff spoke briefly about regarding City Council Actions.

COMMISSIONERS' ITEMS OF INTEREST:

At this time, any Commissioner may ask a question for clarification of matters within the Planning Commission's jurisdiction, make an announcement, or report briefly on activities in their role as a Planning Commissioner. In addition, subject to the Planning Commissioner's Handbook, Commissioners may request staff to report back to the Planning Commission at a subsequent meeting concerning any matter within the Commissioner's jurisdiction (GC 54954.2).

Commissioner RUBALCAVA stated that the traffic signal at 12th Avenue and Home Depot seemed to have a significantly long wait. Staff stated they are aware of the issue and are taking steps to correct it.

ADJOURNMENT:

Materials related to an item on this Agenda submitted to the Planning Commission after distribution of the agenda packet are available to public inspection in the Planning Division Office located at 317 N. Douty Street, Hanford, California 93230, during normal business hours. Such documents are also available at the city's website, www.cityofhanfordca.com subject to staff's ability to post documents 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 Planning Division's office, 559-585-2580, 317 N. Douty Street, Hanford, California 93230, at least 2 days prior to the meeting {28 CFR 35.102.35.104 ADA Title II} APPEALS: Any action of the Planning Commission, which is a final project decision, may be appealed to the City Council by the applicant or any adversely affected person. To file an appeal, an appeal application and filing fee of \$1,000.00 must be submitted to the Community Development Department, 317 N. Douty Street, Hanford, California, within ten (10) days following the date of the final decision of the Planning Commission.

Chariman DWIGGINS motioned to adjourn the meeting at 5:58 PM.

HAMILTON SCHOOL

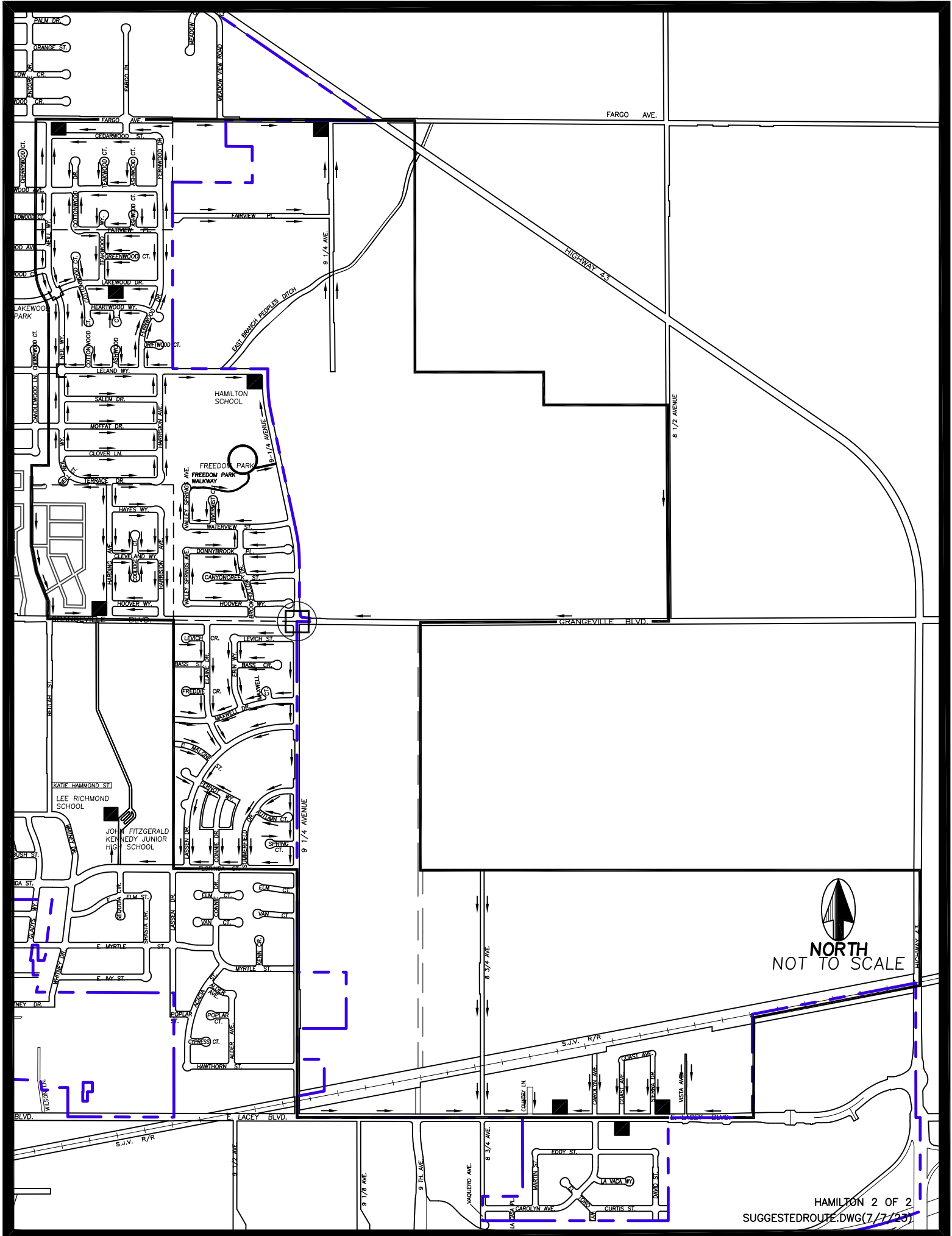
SUGGESTED ROUTE PLAN

PAGE 1 OF 2



LEGEND

	BUS STOP
	SUGGESTED SCHOOL ROUTE
	CROSSWALK
	SCHOOL BOUNDARY
	SIGNAL




NORTH
NOT TO SCALE

HAMILTON SCHOOL

Suggested Route to School

The key elements of this plan are as follows:

1. That the students living south of Fargo Avenue, west of Fernwood Drive, north of Fairview Place, and east of Neill Way walk to the bus stop at Fargo Avenue and Neill Way.
2. That the students living south of Fargo Avenue, west of 9 ¼ Avenue, north of Grangeville Boulevard, and east of Fernwood Drive walk to the bus stop at Fargo Avenue and 9 ¼ Avenue.
3. That the students living south of Fairview Place, west of Fernwood Drive, north of Leland Way and east of Neill Way walk to the bus stop at Lakewood Drive east of Teakwood Way.
4. That the students living south of Leland Way, west of 9-1/4 Avenue, north of Terrace Drive, and east of Neill Way walk to Hamilton School.
5. That the students living south of Leland Way, west of 8-1/2 Avenue, north of Grangeville Boulevard, and east of Harrison Avenue walk to Hamilton School.
6. That the students living south of Grangeville Boulevard, west of 9-1/4 Avenue, and north of Florinda Street walk to the bus stop at Richmond School/Kennedy Jr. High School.
7. That the students living south of Grangeville Boulevard, west of Highway 43, north of Lacey Boulevard, and east of 9-1/4 Avenue walk to the bus stop at Lacey Boulevard, west of Carolyn Avenue.
8. That the students living south of Grangeville Boulevard, west of Highway 43, north of Lacey Boulevard, and east of Carolyn Avenue walk to the bus stop at Lacey Boulevard east of Sierra Avenue.

MARTIN LUTHER KING JR. SCHOOL

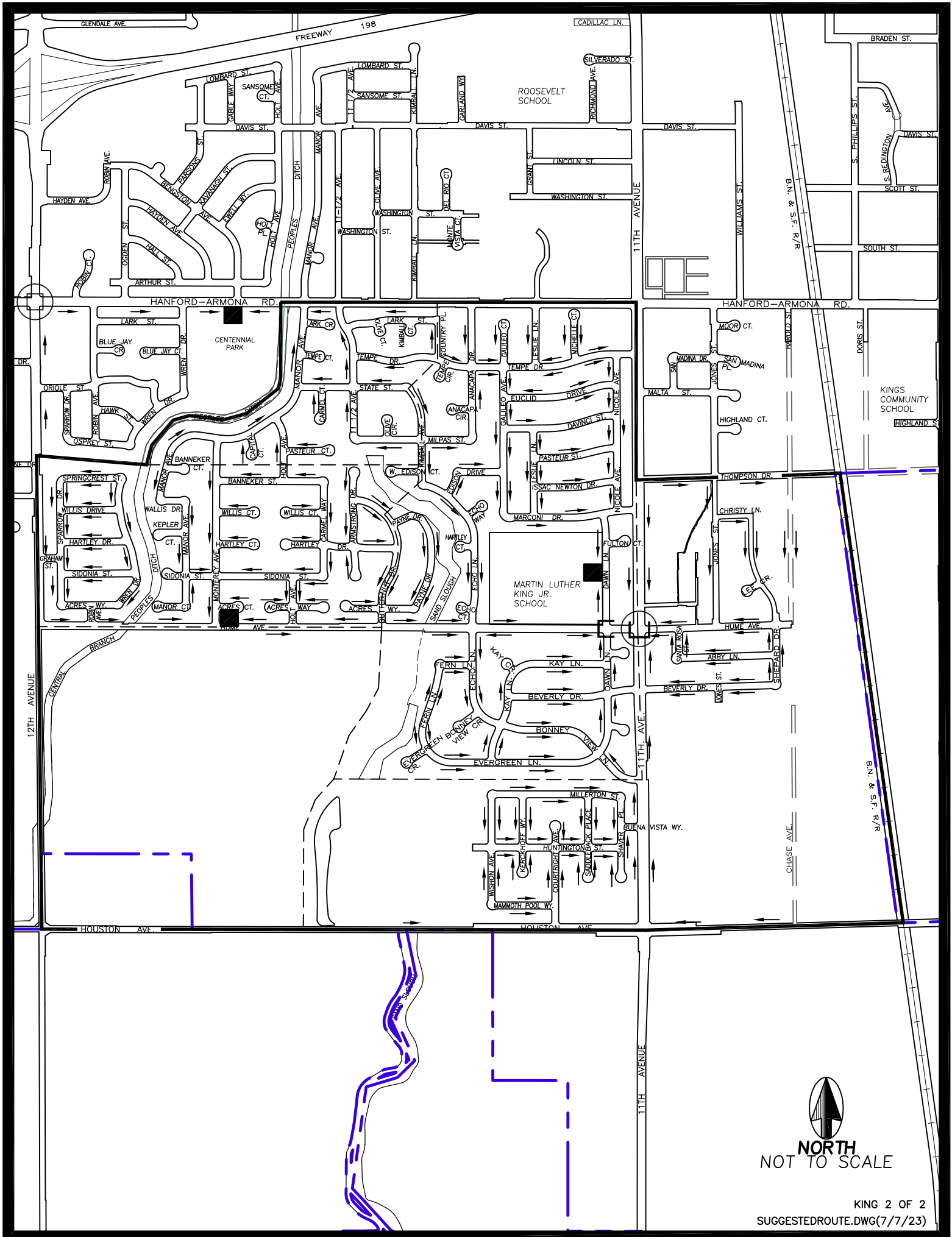
SUGGESTED ROUTE PLAN

PAGE 1 OF 2



LEGEND

	BUS STOP
	SUGGESTED SCHOOL ROUTE
	CROSSWALK
	SCHOOL BOUNDARY
	SIGNAL



NORTH
NOT TO SCALE

MARTIN LUTHER KING JR. SCHOOL

Suggested Routes to School

The key elements of this plan are as follows:

1. That the students living south of Hanford-Armona Road, west of the extension of Country Place/Kimball Avenue, north of Banneker Street/Edison Court, and east of 12th Avenue, walk to the bus stop at Hanford- Armona Road and Centennial Park.
2. That the students living south of Banneker Street, west of Butternut Drive, north of Hume Avenue, and east of 12th Avenue walk to the bus stop at Hume Avenue and Monterey Avenue.
3. That the students living south of Hanford-Armona Road, west of 11th Avenue, north of Millerton Street, and east of the extension of Butternut Drive/Kimball Avenue/Country Place walk to King School.
4. That the students living south of Millerton Street, west of 11th Avenue, north of Houston Avenue, and east of the extension of Butternut Drive/Kimball Avenue/Country Place walk to King School.
5. That the students living south of Thompson Drive, west of Santa Fe Railroad tracks, north of Houston Avenue, and east of 11th Avenue walk to King School.

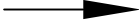
LINCOLN SCHOOL

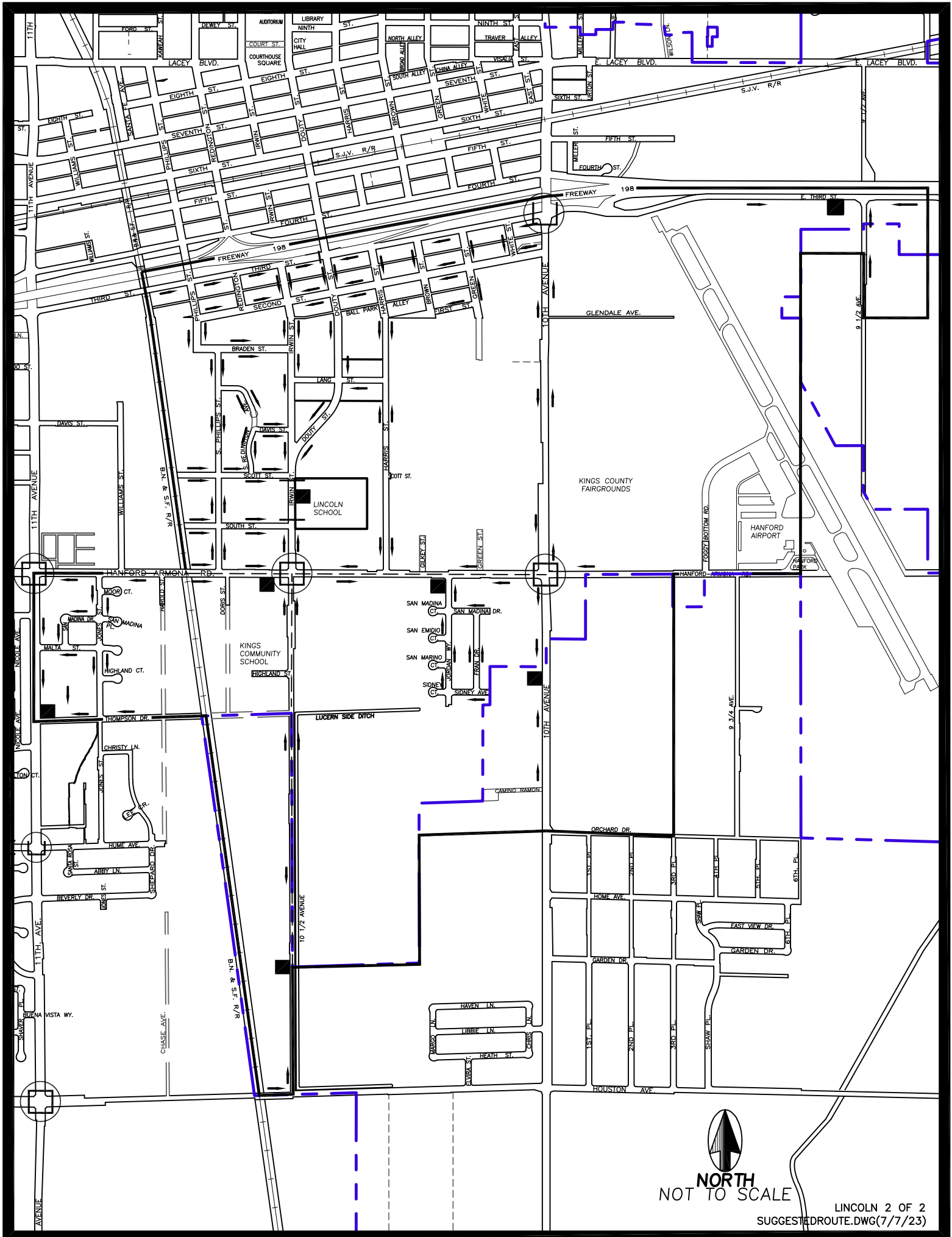
SUGGESTED ROUTE PLAN

PAGE 1 OF 2



LEGEND

- | | |
|---|------------------------|
|  | BUS STOP |
|  | SUGGESTED SCHOOL ROUTE |
|  | CROSSWALK |
|  | SCHOOL BOUNDARY |
|  | SIGNAL |



NORTH
NOT TO SCALE

LINCOLN SCHOOL

Suggested Routes to School The

key elements of this plan are as follows:

1. That the students living south of Freeway 198, west of 10th Avenue, north of Hanford-Armona Road, and east of Santa Fe Railroad tracks walk to Lincoln School.
2. That the students living south of Freeway 198, west of 9-1/2 Avenue, north of Hanford- Armona Road, and east of 10th Avenue walk to the bus stop at Third Street and 9-1/2 Avenue.
3. That the students living south of Hanford-Armona Road, west of Santa Fe Railroad tracks, north of Thompson Drive, and east of 11th Avenue walk to the bus stop at 11th Avenue and Thompson Drive.
4. That the students living south of Hanford-Armona Road, west of 10-1/2 Avenue, north of Houston, and east of Santa Fe Railroad tracks walk to the bus stop at Hanford-Armona Road and 10-1/2 Avenue and the bus stop on 10-1/2 Avenue north of Houston Avenue.
5. That the students living south of Hanford-Armona Road, west of Foggy Bottom Road, north of Orchard Drive, and east of 10-1/2 Avenue walk to the bus stop at Hanford-Armona Road and Jordan Way and the bus stop on 10th Avenue south of Hanford-Armona Road at Bakery on 10th Avenue.

MONROE SCHOOL

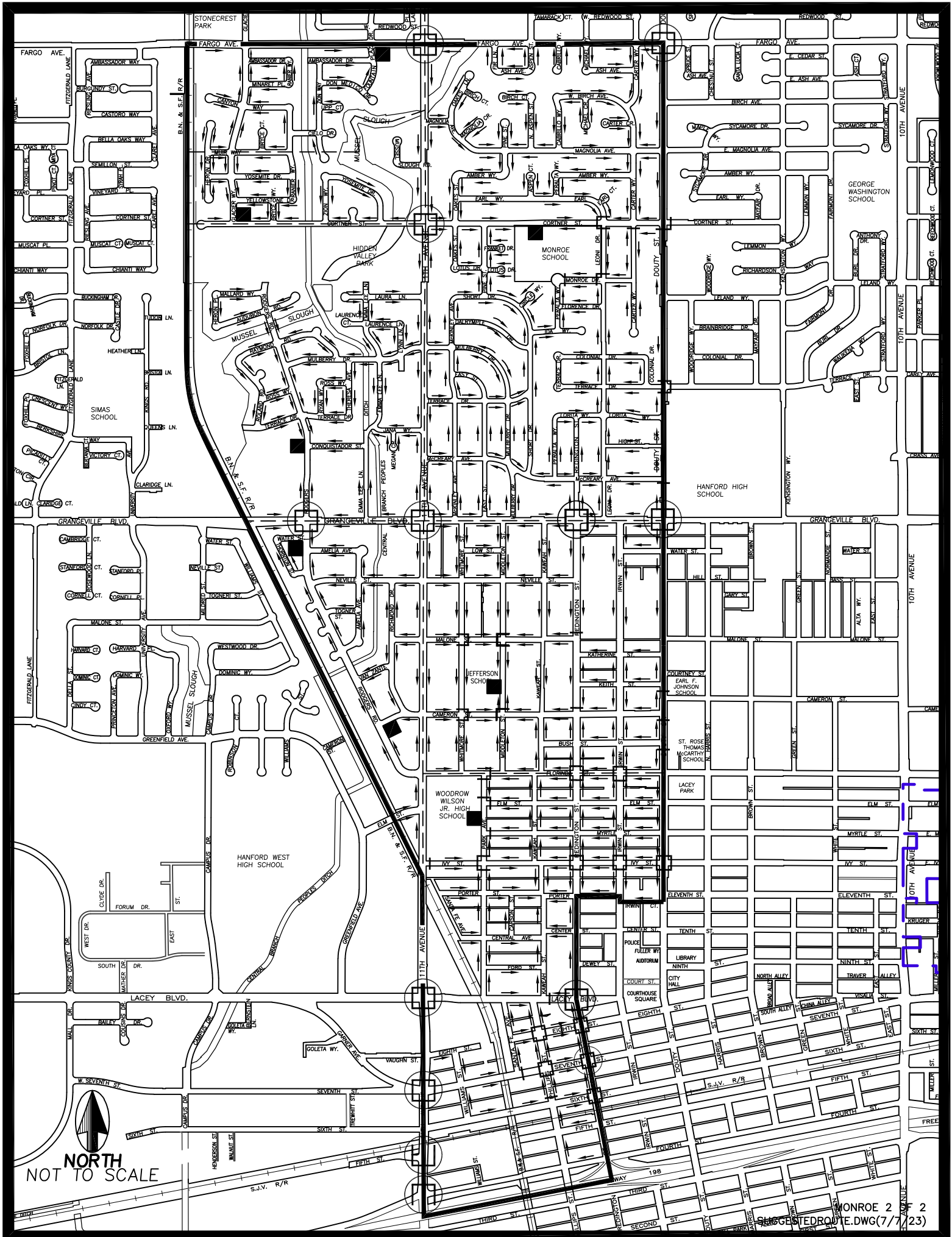
SUGGESTED ROUTE PLAN

PAGE 1 OF 2



LEGEND

	BUS STOP
	SUGGESTED SCHOOL ROUTE
	CROSSWALK
	SCHOOL BOUNDARY
	SIGNAL



NORTH

NOT TO SCALE

MONROE SCHOOL

Suggested Route to School

The key elements of this plan are as follows:

1. That the students living south of Fargo Avenue, west of 11th Avenue, north of Mussel Slough, west of Mussel Slough, north of Yosemite Drive, and east of Santa Fe Railroad tracks walk to the bus stop at Fargo Avenue and Fountain Plaza Drive.
2. That the students living south of Mussel Slough, west of 11th Avenue, north of Cortner Street, east of Santa Fe Railroad tracks, south of Muir Way and east of Mussel Slough walk to the bus stop on Glacier Way and Cortner Street.
3. That the students living south of Cortner Street, west of Douty Street, north of Grangeville Boulevard, and east of 11th Avenue walk to Monroe School.
4. That the students living south of Cortner Street, west of 11th Avenue, north of Grangeville Boulevard, and east of Santa Fe Railroad tracks walk to the bus stop at Rodgers Road and Conquistador Street.
5. That the students living south of Grangeville Boulevard, west of 11th Avenue, and east of Santa Fe Railroad tracks walk to the bus stop at Rodgers Road and Water Street and the bus stop at Rodgers Road and Cameron Street.
6. That the students living south of Grangeville Boulevard, west of Douty Street, north of Florinda Street, and east of 11th Avenue walk to the bus stop at Jefferson School.
7. That the students living south of Florinda Street, west of Douty Street, north of Highway 198, and east of 11th Avenue walk to the bus stop at Woodrow Wilson School.

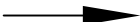
RICHMOND SCHOOL

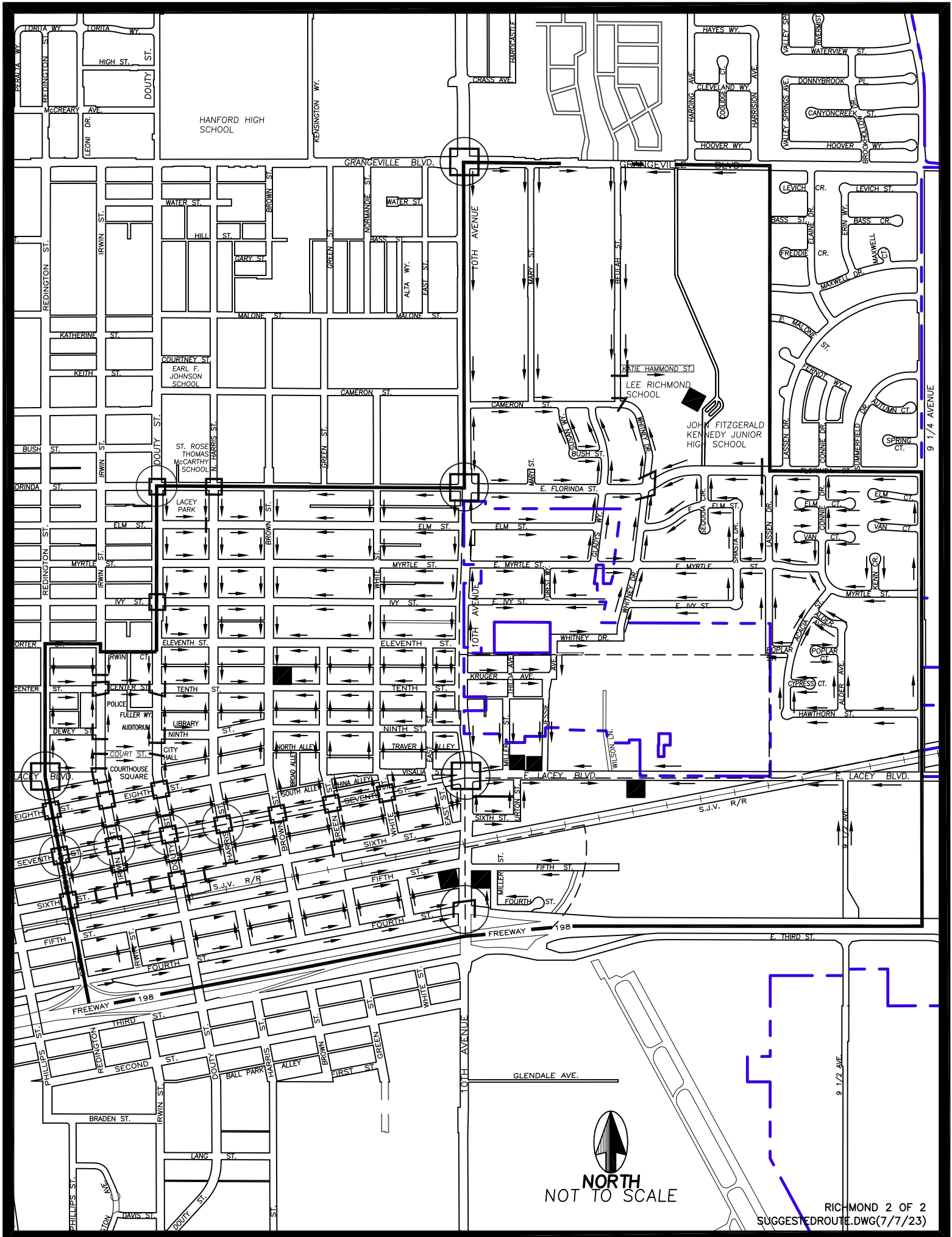
SUGGESTED ROUTE PLAN

PAGE 1 OF 2



LEGEND

	BUS STOP
	SUGGESTED SCHOOL ROUTE
	CROSSWALK
	SCHOOL BOUNDARY
	SIGNAL




NORTH
NOT TO SCALE

RICHMOND SCHOOL

Suggested Route to School

The key elements of this plan are as follows:

1. That the students living south of Grangeville Boulevard, west of 9¼ Avenue, north of San Joaquin Valley Railroad tracks, east of Lassen Drive, north of Kruger Avenue, and east of 10th Avenue walk to Richmond School.
2. That the students living south of Kruger Avenue, west of Lassen Drive, north of Lacey Boulevard, and east of 10th Avenue walk to the bus stop at Lacey Boulevard and Jessie Street for pick-up and Lacey Boulevard and Miller Street for drop-off.
3. That the students living south of Lacey Boulevard, west of 9¼ Avenue, north of Freeway 198, east of Peoples Ditch, north of San Joaquin Valley Railroad tracks, and east of 10th Avenue walk to the bus stop at Lacey Boulevard and Lacey Inn.
4. That the students living south of San Joaquin Valley Railroad tracks, west of Peoples Ditch, north of Freeway 198, and east of 10th Avenue walk to the bus stop at 10th Avenue and Fifth Street.
5. That the students living south of Florinda Street, west of 10th Avenue, north of Seventh Street, and east of Redington Street walk to the bus stop at Tenth Street and Brown Street.
6. That the students living south of Seventh Street, west of 10th Avenue, north of Freeway 198, and east of n Street, walk to the bus stop at 10th Avenue and Fifth Street.

ROOSEVELT SCHOOL

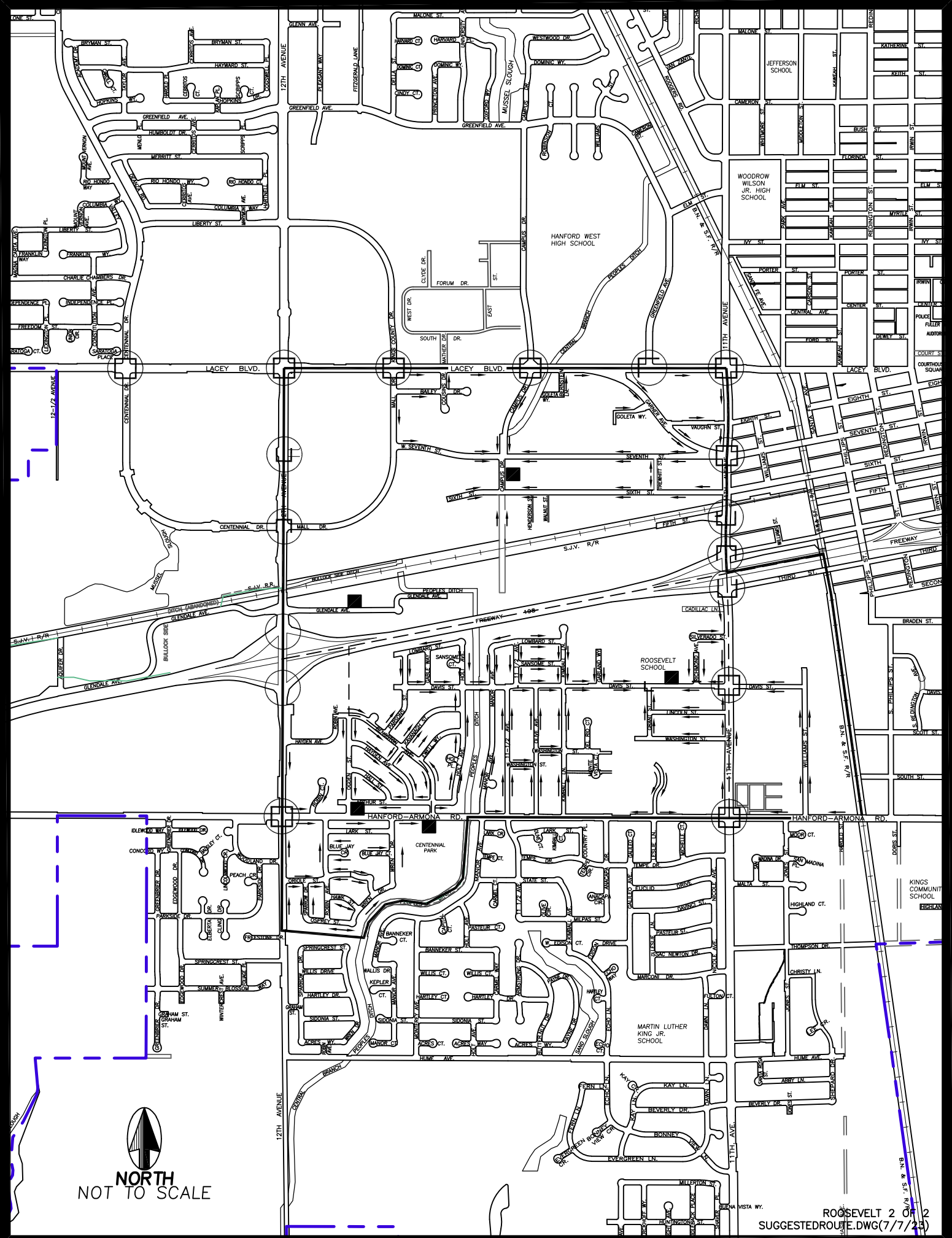
SUGGESTED ROUTE PLAN

PAGE 1 OF 2



LEGEND

-  BUS STOP
-  SUGGESTED SCHOOL ROUTE
-  CROSSWALK
-  SCHOOL BOUNDARY
-  SIGNAL



NORTH
NOT TO SCALE

ROOSEVELT SCHOOL

Suggested Route to School

The key elements of this plan are as follows:

1. That the students living east of 12th Avenue, south of Lacey Boulevard, west of 11th Avenue, and north of Freeway 198 walk to the bus stop at Campus Drive and Seventh Street.
2. That the students living south of Freeway 198, west of Bengston Avenue, north of Hanford-Armona Road and east of 12th Avenue walk to the bus stop at Hanford-Armona Road and Ogden Street.
3. That the students living south of Freeway 198, west of 11th Avenue north of Hanford-Armona Road, and east of Bengston Avenue walk to Roosevelt School.
4. That the students living south of Freeway 198, west of Santa Fe Railroad tracks, north of Hanford-Armona Road, and east of 11th Avenue walk to Roosevelt School.
5. That the students living south of Hanford-Armona Road, west of Peoples Ditch/Centennial Park, north of Osprey Street, and east of 12th Avenue walk to the bus stop at Hanford-Armona Road and Centennial Park.

SIMAS SCHOOL

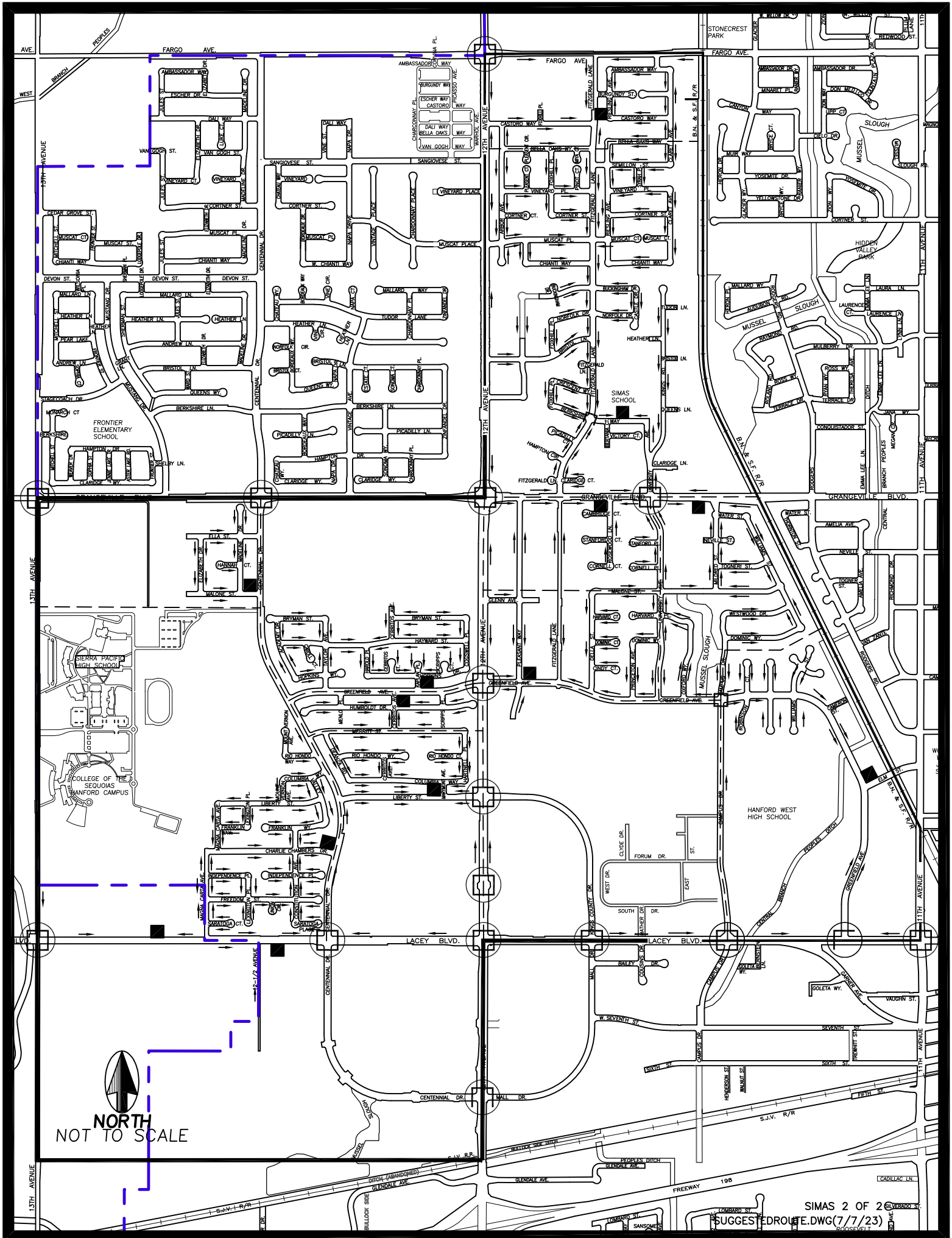
SUGGESTED ROUTE PLAN

PAGE 1 OF 2



LEGEND

	BUS STOP
	SUGGESTED SCHOOL ROUTE
	CROSSWALK
	SCHOOL BOUNDARY
	SIGNAL



SIMAS SCHOOL

Suggested Route to School

The key elements of this plan are as follows:

1. That the students living south of Fargo Avenue, west of Santa Fe Railroad tracks, north of Bella Oaks Way, and east of 12th Avenue walk to the bus stop on Fitzgerald Lane and Castoro Way.
2. That the students living south of Bella Oaks Way, west of Santa Fe Railroad tracks, north of Grangeville Boulevard, and east of 12th Avenue walk to Simas School.
3. That the students living south of Grangeville Boulevard, west of Centennial Drive, north of Lacey Boulevard, and east of 13th Avenue walk to the bus stop at Centennial Drive and Charlie Chambers Drive.
4. That the students living south of Lacey Boulevard, west of Centennial Drive, north of the San Joaquin Valley Railroad tracks and east of 13th Avenue walk to the bus stop at Lacey Boulevard and Hofman's Nursery.
5. That the students living south of Merritt Street, west of 12th Avenue, north of Lacey Boulevard, and east of Centennial Drive walk to the bus stop at Liberty Street and Marymont Avenue.
6. That the students living south of Grangeville Boulevard, west of 12th Avenue, north of Greenfield Avenue, and east of Centennial Drive walk to the bus stop at Greenfield Avenue and Kaplin Place.
7. That the students living south of Grangeville Boulevard, west of Centennial Drive, north of Bryman Street, east of 13th Ave. walk to the bus stop at Malone Street and Centennial Boulevard.
8. That the students living south of Greenfield Avenue, west of 12th Avenue, north of Merritt Street, and east of Centennial Drive walk to the bus stop at Greenfield Avenue and Cerritos Avenue.
9. That the students living south of Grangeville Boulevard, west of University Avenue, north of Glenn Avenue, and east of 12th Avenue walk to the bus stop at Grangeville Boulevard and Rosewood Lane.
10. That the students living east of 12th Avenue, south of Glenn Avenue, west of University Avenue, and north of Greenfield Avenue walk to the bus stop at Greenfield Avenue east of Pleasant Way.
11. That the students living south of Grangeville Boulevard, west of Santa Fe Railroad tracks, north of Dominic Way, west of Campus Drive, north of Greenfield Avenue, and east of University Avenue walk to the bus stop at Grangeville Boulevard and Mildred Street.

Simas School, Suggested Route to School, continued

12. That the students living south of Dominic Way, west of Santa Fe Railroad tracks and 11th Avenue, north of Lacey Boulevard, and east of Campus Drive walk to the bus stop at Elm Street and Greenfield Avenue.

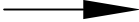
WASHINGTON SCHOOL

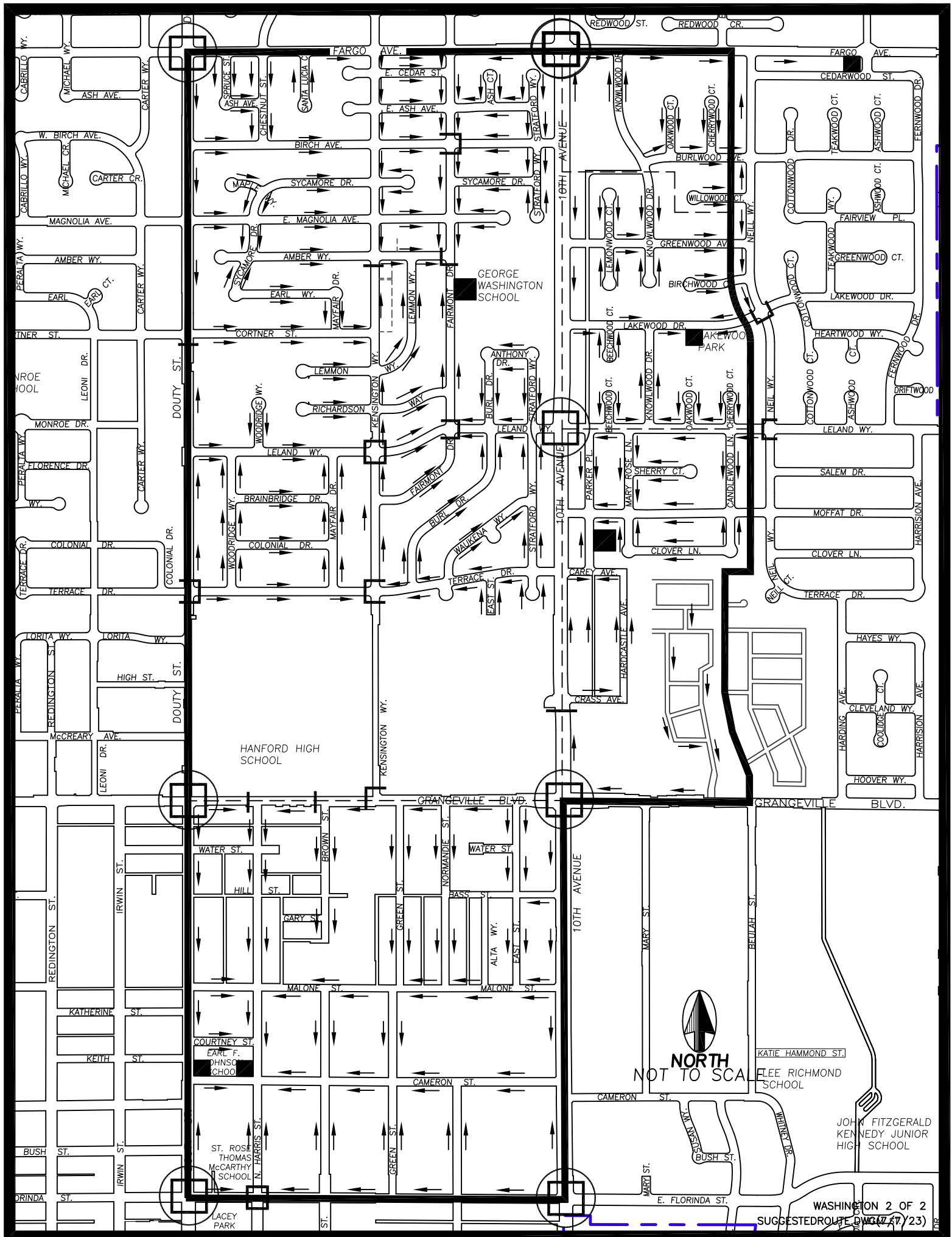
SUGGESTED ROUTE PLAN

PAGE 1 OF 2



LEGEND

	BUS STOP
	SUGGESTED SCHOOL ROUTE
	CROSSWALK
	SCHOOL BOUNDARY
	SIGNAL



WASHINGTON SCHOOL

Suggested Route to School

The key elements of this plan are as follows:

1. That the students living south of Fargo Avenue, west of 10th Avenue, north of Grangeville Boulevard, and east of Douty Street walk to Washington School.
2. That students living south of Fargo Avenue, west of Neill Way, north of Willowood Court, and east of 10th Avenue walk to the bus stop at Fargo Avenue and Cedarwood Street.
3. That the students living south of Willowood Court, west of Neill Way, north of Grangeville Boulevard, and east of 10th Avenue walk to the bus stop on Lakewood Drive west of Knowlwood Drive.
4. That the students living south of Leland Way, west of Neill Way, north of Grangeville Boulevard, and east of 10th Avenue walk to the bus stop at Parker Place and Moffat Drive.
5. That the students living south of Grangeville Boulevard, west of 10th Avenue, north of Florinda Street, and east of Douty Street walk to the bus stop at Harris Street and Cameron Street for pick-up and Douty Street and Cameron Street for drop-off.

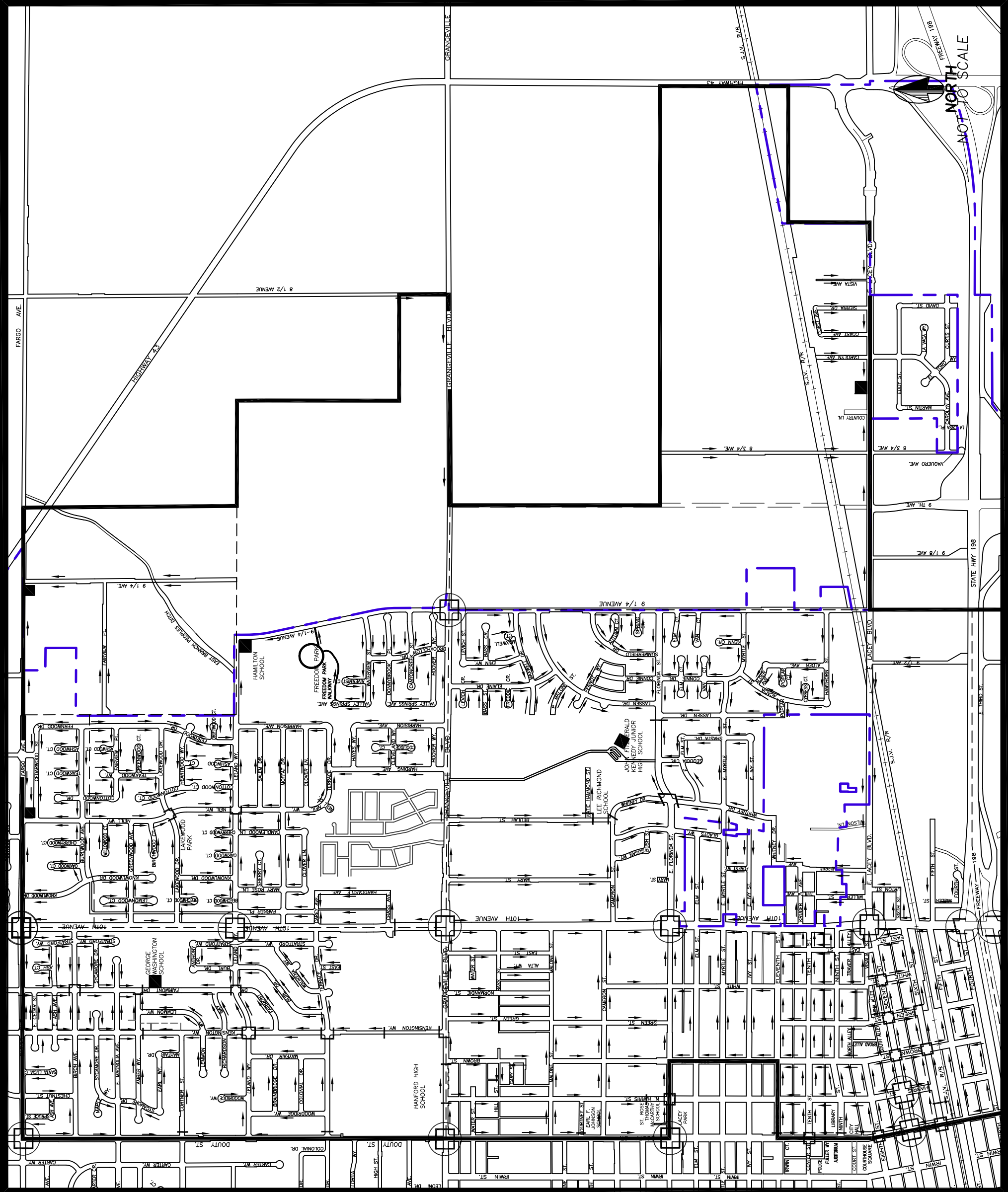
KENNEDY JR. HIGH SCHOOL

SUGGESTED ROUTE PLAN
PAGE 1 OF 2



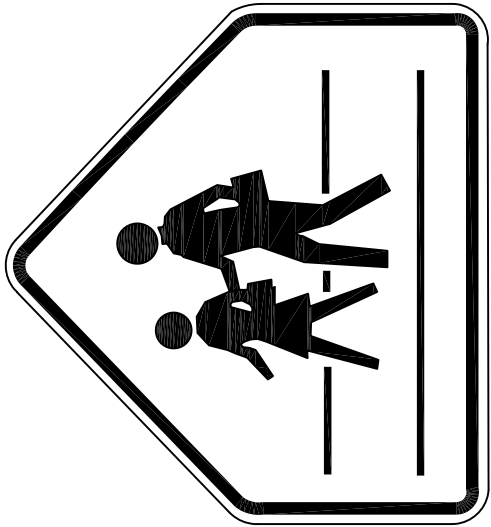
LEGEND

- BUS STOP
- SUGGESTED SCHOOL ROUTE
- CROSSWALK
- SCHOOL BOUNDARY
- SIGNAL



KENNEDY JR. HIGH SCHOOL

SUGGESTED ROUTE PLAN
PAGE 2 OF 2



LEGEND



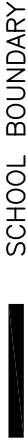
BUS STOP



SUGGESTED SCHOOL ROUTE



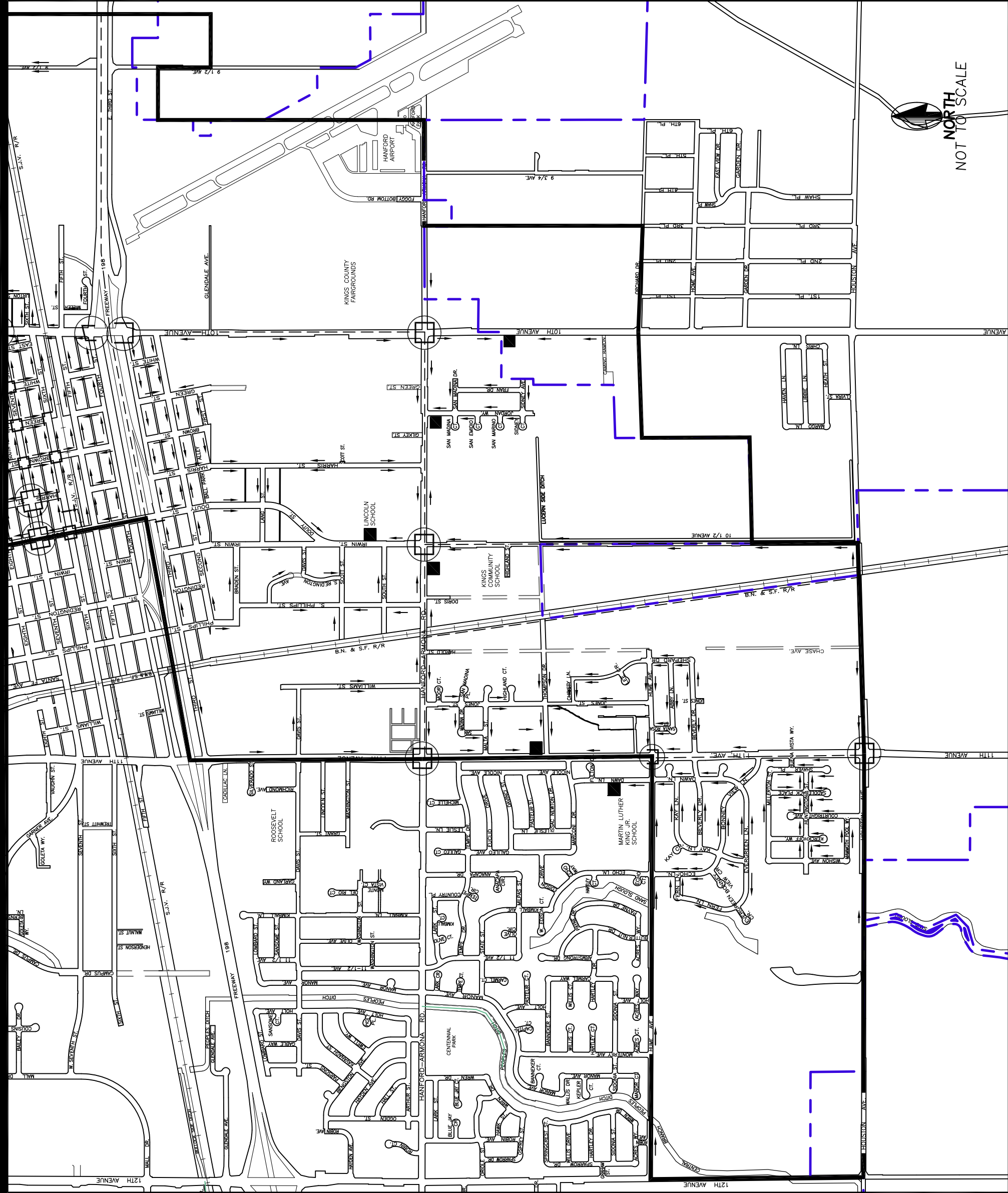
CROSSWALK



SCHOOL BOUNDARY



SIGNAL



KENNEDY JR. HIGH SCHOOL

Suggested Route to School

The key elements of this plan are as follows:

1. That the students living south of Fargo Avenue, west of 10th Avenue, north of Grangeville Boulevard, and east of Douty Street walk to the bus stop at Washington School.
2. That the students living south of Fargo Avenue, west of Fernwood Drive, north of Burlwood Avenue, and east of 10th Avenue walk to the bus stop at Fargo Avenue and Neill Way.
3. That the students living south of Fargo Avenue, west of 9¼ Avenue, north of Leland Way, and east of Fernwood Drive walk to the bus stop at Fargo Avenue and 9¼ Avenue.
4. That the students living south of Burlwood Avenue, west of Fernwood Drive, south of Leland Way, west of 8 ½ Avenue, north of Lacey Boulevard and east of 10th Avenue walk to the bus stop at Hamilton School.
5. That the students living south of Grangeville Boulevard, west of 9¼ Avenue, north of Freeway 198, east of Douty Street, walk to Kennedy Jr. School.
6. That the students living south of Florinda Street, east of 9 ¼ Avenue, west of Vista Avenue, and north of Lacey Boulevard walk to the bus stop at Lacey Boulevard, west of Carolyn Avenue.
7. That the students living south of Freeway 198, west of 10th Avenue, north of Hanford- Armona Road, and east of 11th Avenue walk to the bus stop at Lincoln School.
8. That the students living south of Hanford-Armona Road, west of Santa Fe Railroad tracks, north of Houston Avenue, east of 11th Avenue walk to the bus stop at 11th Avenue and Thompson Drive.
9. That the students living south of Hanford-Armona Road, west of 10½ Avenue, north of Houston Avenue, and east of Santa Fe Railroad tracks walk to the bus stop at Hanford-Armona Road and 10½ Avenue.
10. That the students living south of Hanford-Armona Road, west of Foggy Bottom Road, north of Orchard Drive, and east of 10½ Avenue walk to the bus stop at Hanford-Armona Road and Jordan Way and the bus stop at 10th Avenue south of Hanford-Armona Road at Faria's Bakery.
11. That the students living south of Hume Avenue, west of 11th Avenue, north of Houston Avenue and east of 12th Avenue walk to the bus stop at MLK School.

WILSON JR. HIGH SCHOOL

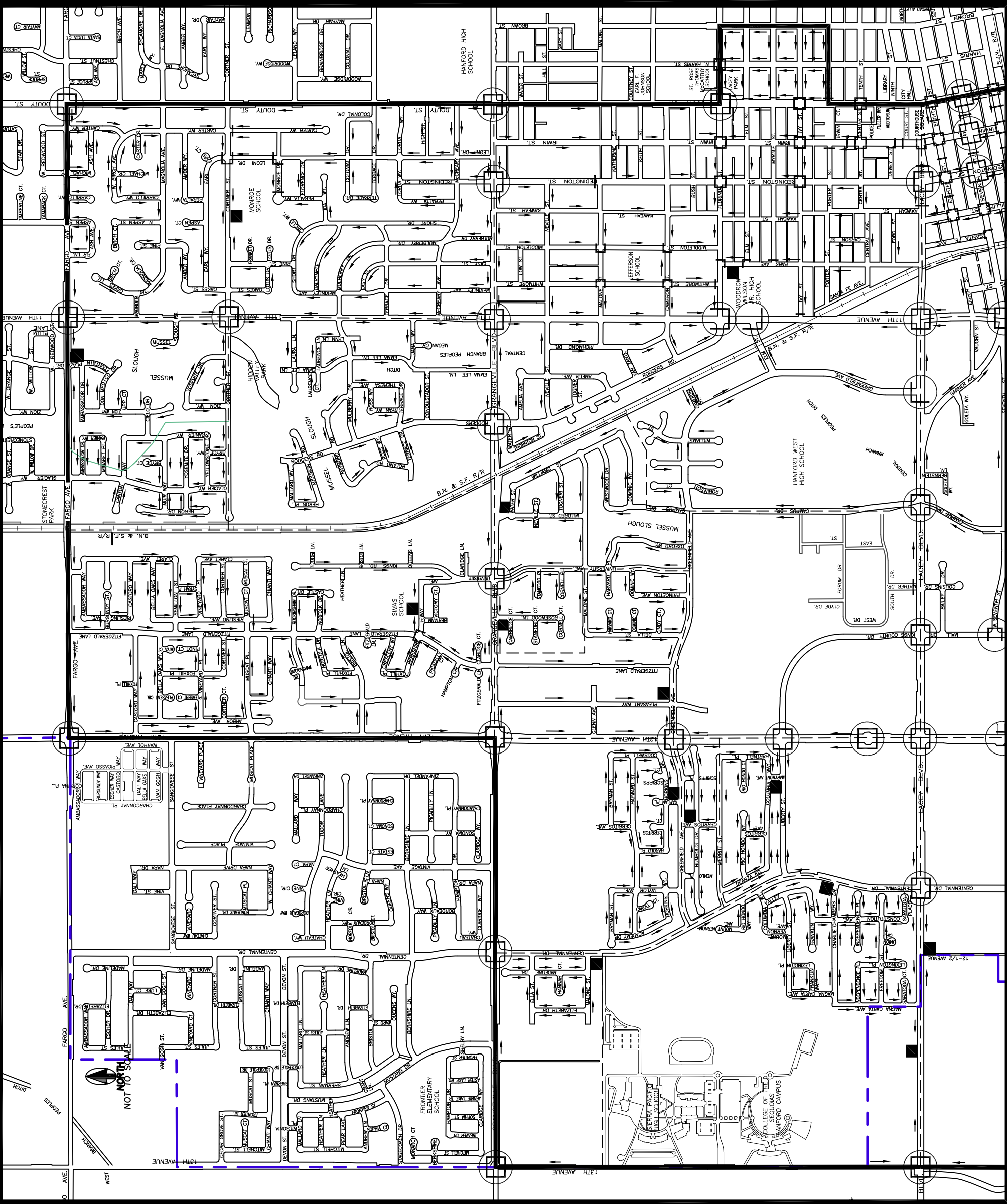
SUGGESTED ROUTE PLAN

PAGE 1 OF 2



LEGEND

- BUS STOP
- SUGGESTED SCHOOL ROUTE
- CROSSWALK
- SCHOOL BOUNDARY
- SIGNAL



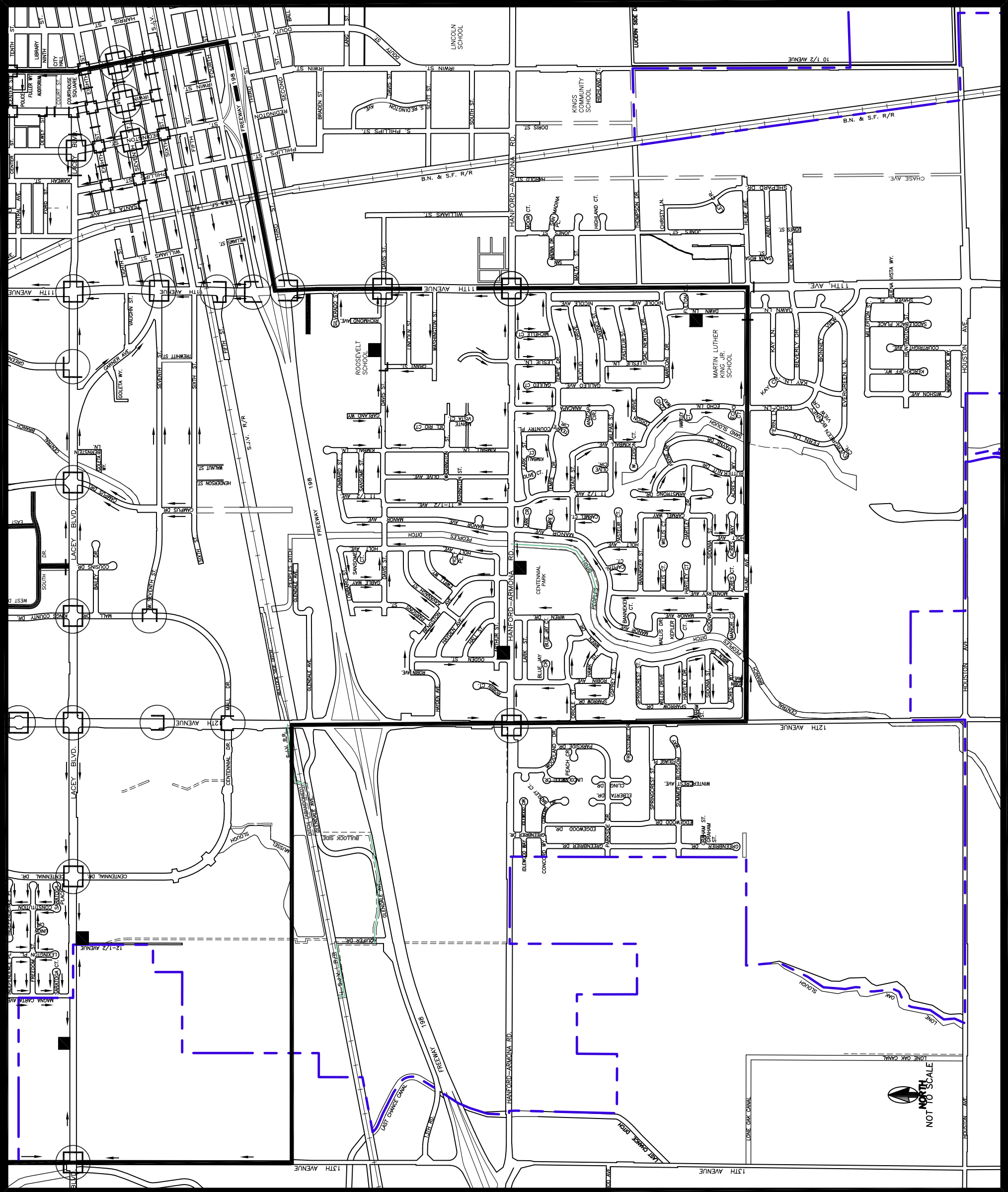
WILSON JR. HIGH SCHOOL

SUGGESTED ROUTE PLAN
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LEGEND

- BUS STOP
- SUGGESTED SCHOOL ROUTE
- CROSSWALK
- SCHOOL BOUNDARY
- SIGNAL



WILSON JR. HIGH
SCHOOL

Suggested Route to

School The key elements of this plan are as follows:

1. That the students living south of Fargo Avenue, west of Santa Fe Railroad tracks, north of Grangeville Boulevard, and east of 12th Avenue walk to the bus stop at Simas School.
2. That the students living south of Fargo Avenue, west of 11th Avenue, north of Cortner Street, and east of Santa Fe Railroad tracks walk to the bus stop at Fargo Avenue and Fountain Plaza Drive.
3. That the students living south of Cortner Street, west of 11th Avenue, north of Grangeville Boulevard, and east of the Santa Fe Railroad tracks walk to Wilson Jr. High School.
4. That the students living south of Fargo Avenue, west of Douty Street, north of Grangeville Boulevard, and east of 11th Avenue walk to the bus stop at Monroe School.
5. That the students living south of Grangeville Boulevard, west of Centennial Drive, north of Bryman Street, and east of 13th Avenue walk to the bus stop at Malone Street and Centennial Drive.
6. That the students living south of Grangeville Boulevard, west of 12th Avenue, north of Greenfield Avenue, and east of Centennial Drive walk to the bus stop at Greenfield Avenue and Kaplan Place.
7. That the students living south of Greenfield Avenue, west of 12th Avenue, north of Merritt Street, and east of Centennial Drive walk to the bus stop at Cerritos Avenue and Greenfield Avenue.
8. That the students living south of Merritt Street, west of 12th Avenue, north of Lacey Boulevard, and east of Centennial Drive walk to the bus stop at Liberty Street and Marymont Avenue.
9. That the students living south of Grangeville Boulevard, west of Fitzgerald Lane, south of Malone Street, west of University Avenue, north of Greenfield Avenue, and east of 12th Avenue walk to the bus stop at Pleasant Way and Greenfield Avenue.
10. That the students living south of Grangeville Boulevard, west of University Avenue, north of Malone Street, and east of Fitzgerald Lane walk to the bus stop at Rosewood Lane and Grangeville Boulevard.
11. That the students living south of Grangeville Boulevard, west of Santa Fe Railroad tracks, north of Dominic Way, west of Campus Drive, north of Greenfield Avenue, and east of University Avenue walk to the bus stop at Mildred Street and Water Street.

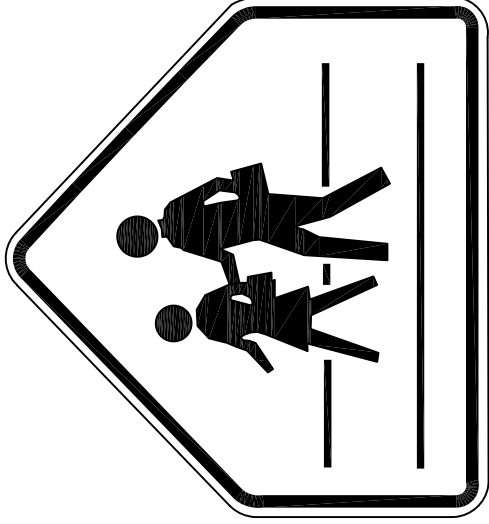
Wilson Jr High School, Suggested Route to School, continued

12. That the students living south of Grangeville Boulevard, west of Douty Street, north of Florinda Street, west of Brown Street, north of Eleventh Street, west of Douty Street, north of Lacey Boulevard, east of Campus Drive, south of Dominic Way, and east of Santa Fe Railroad tracks walk to Wilson Jr. High School.
13. That the students living south of Lacey Boulevard, west of 12th Avenue, north of San Joaquin Valley Railroad tracks, and east of 13th Avenue walk to the bus stop at Lacey Boulevard and Hofman's Nursery.
14. That the students living south of Lacey Boulevard, west of Douty Street, north of Freeway 198, and east of 12th Avenue walk to Wilson Jr. High School.
15. That the students living south of Freeway 198, west of Ogden Street, south and west of Bengston Avenue, north of Hanford-Armona Road, and east of 12th Avenue walk to the bus stop at Hanford-Armona Road and Ogden Street.
16. That the students living south of Freeway 198, west of 11th Avenue, north of Hanford- Armona Road, and east of Bengston Avenue walk to the bus stop at Roosevelt School.
17. That the students living south of Hanford-Armona Road, west of the extension of Country Place/Kimball Avenue/Butternut Drive, north of Hume Avenue, and east of 12th Avenue walk to the bus stop at Hanford-Armona Road and Centennial Park.
18. That the students living south of Hanford-Armona Road, west of 11th Avenue, north of Hume Avenue, and east of the extension of Butternut Drive/Kimball Avenue/Country Place walk to the bus stop at King School.

JEFFERSON SCHOOL

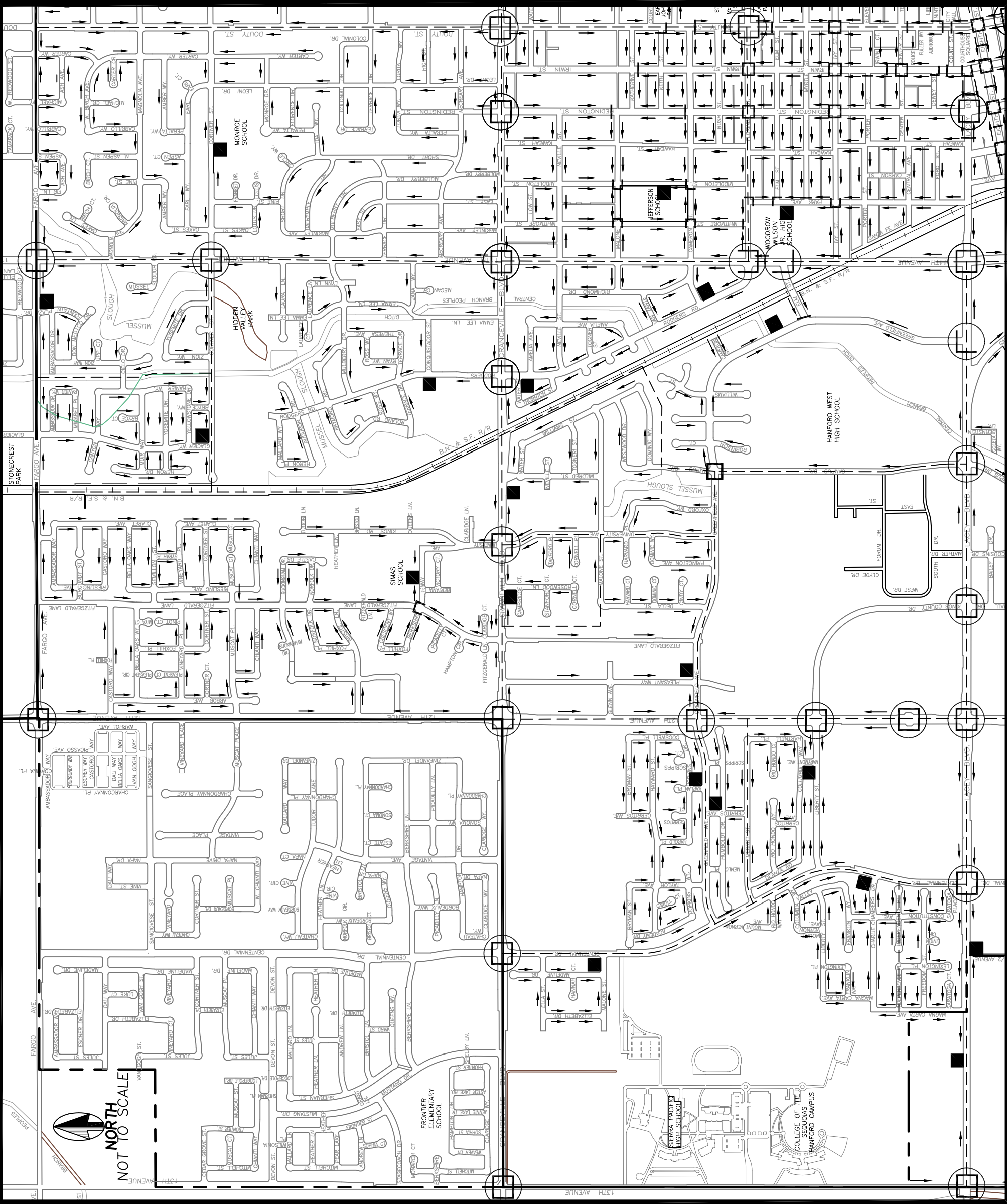
SUGGESTED ROUTE PLAN

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LEGEND

- BUS STOP
- SUGGESTED SCHOOL ROUTE
- CROSSWALK
- SCHOOL BOUNDARY
- SIGNAL



JEFFERSON SCHOOL

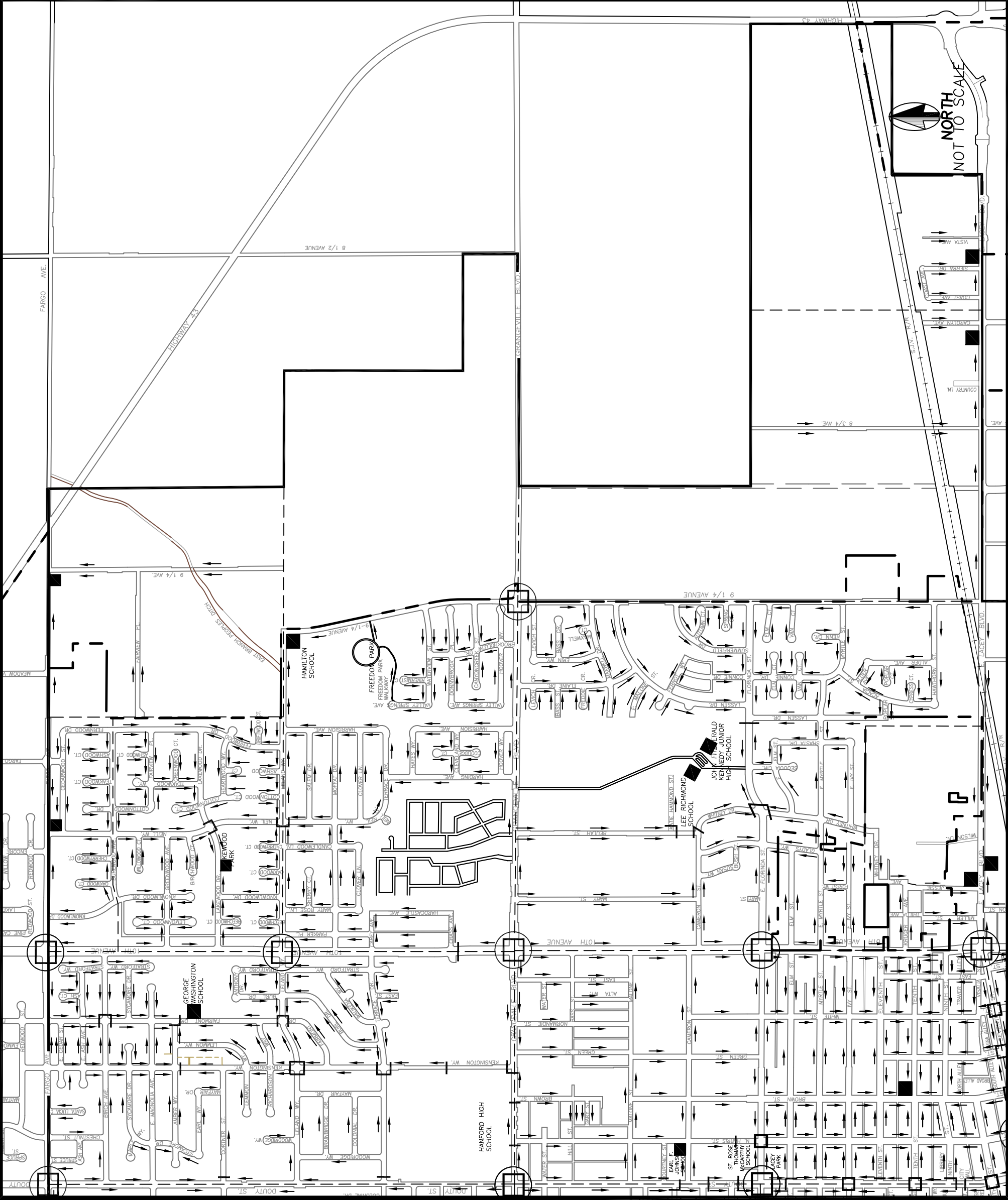
SUGGESTED ROUTE PLAN

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LEGEND

- BUS STOP
- SUGGESTED SCHOOL ROUTE
- CROSSWALK
- SCHOOL BOUNDARY
- SIGNAL



JEFFERSON SCHOOL

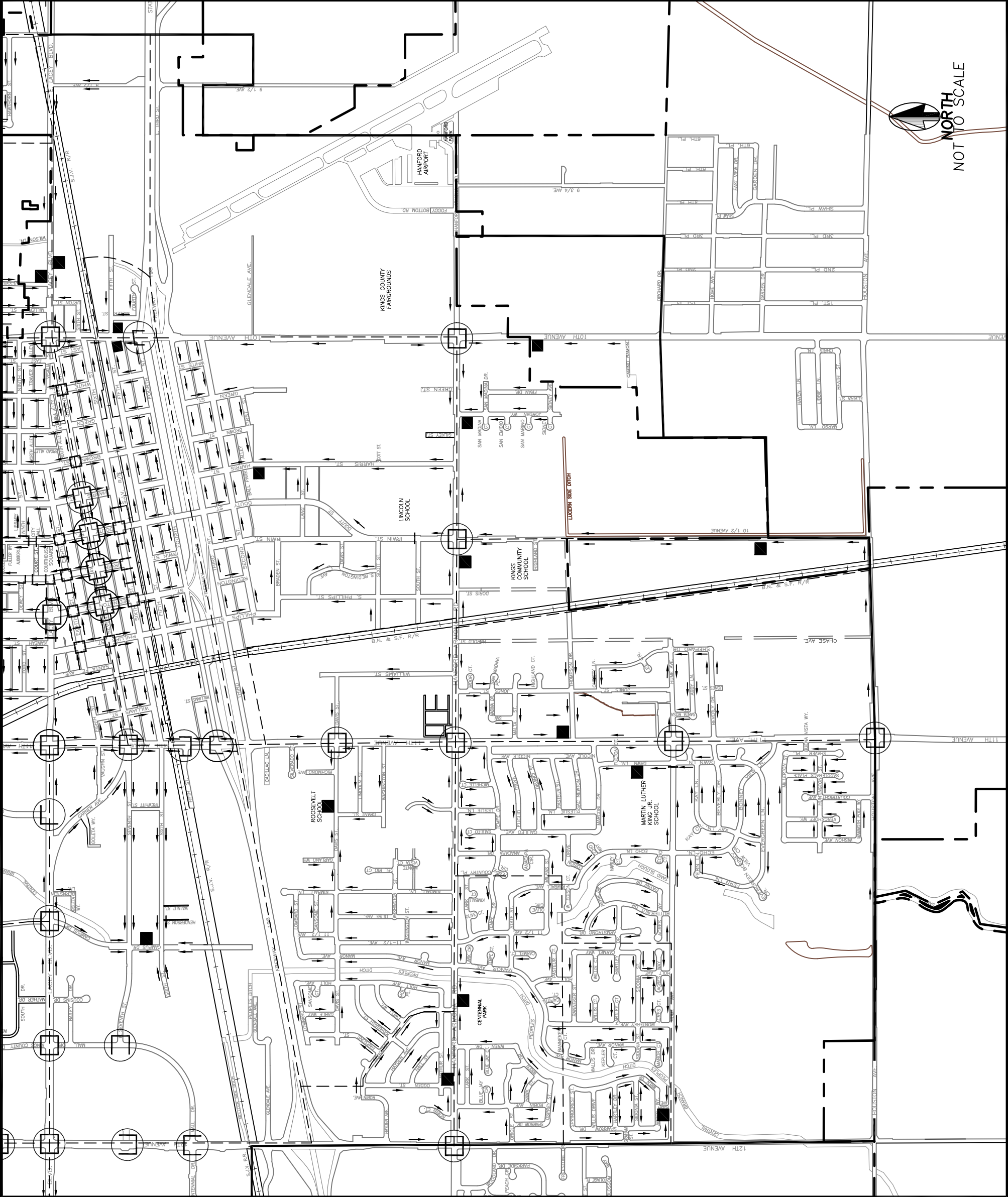
SUGGESTED ROUTE PLAN

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LEGEND

- BUS STOP
- SUGGESTED SCHOOL ROUTE
- CROSSWALK
- SCHOOL BOUNDARY
- SIGNAL



JEFFERSON SCHOOL
Suggested Route to School

The key elements of this plan are as follows:

1. That the students living south of Fargo Avenue, east of 12th Avenue, west of Santa Fe Railroad tracks, north of Grangeville Boulevard, walk to the bus stop at Simas School.
2. That the students living south of Fargo Avenue, east of Santa Fe Railroad, west of Peoples Ditch, north of Cortner Street walk to the bus stop at Cortner Street and Glacier Way.
3. That the students living south of Fargo Avenue, east of 11th Avenue, west of Peoples Ditch, north of Cortner Street walk to the bus stop at Fargo Avenue and Fountain Plaza Drive.
4. That the students living south of Fargo Avenue, west of Douty Street, north of Grangeville Boulevard, east of 11th Avenue walk to the bus stop at Monroe School.
5. That the students living south of Cortner Street, west of Douty Street, north of Grangeville Boulevard, east of Santa Fe Railroad walk to the bus stop at Rodgers Road and Conquistador Street.
6. That the students living south of Grangeville Boulevard, west of 12th Avenue, north of Greenfield Avenue, east of Centennial Drive walk to the bus stop at Greenfield Avenue and Kaplan Place.
7. That the students living south of Greenfield Avenue, west of 12th Avenue, north of Merritt Street, east of Centennial Drive walk to the bus stop at Cerritos Avenue and Greenfield Avenue.
8. That the students living south of Merritt Street, west of 12th Avenue, north of Lacey Boulevard, east of Centennial Drive walk to the bus stop at Liberty Street and Marymont Avenue.
9. That the students living south of Greenfield Avenue, west of Centennial Drive, north of Independence Place, east of Magna Carta Avenue walk to the bus stop at Centennial Drive and Charlie Chambers Drive.
10. That the students living south of south of Independence Place, west of Centennial Drive, north of Lacey Boulevard, east of 13th Avenue walk to the bus stop at Lacey Boulevard and Magna Carta Avenue.
11. That the students living south of Malone Street, west of University Avenue, north of Greenfield Avenue, east of 12th Avenue walk to the bus stop at Greenfield Avenue and Pleasant Way.

Jefferson School, Suggested Route to School, continued

12. That the students living south of Grangeville Boulevard, west of Santa Fe Railroad, north of Greenfield Avenue, east of Fitzgerald Lane walk to the bus stop at Grangeville Boulevard and Mildred Street.
13. That the students living south of Dominic Way, west of Santa Fe Railroad, north of Lacey Boulevard, east of Campus Drive walk to the bus stop at Greenfield Avenue and Elm Street.
14. That the students living south of Grangeville Boulevard, west of Douty Street, north of Ivy Street, east of 11th Avenue walk to Jefferson School.
15. That the students living south of Florinda Street, west of Douty Street, north of Lacey Boulevard, east of Santa Fe Railroad walk to the bus stop at Woodrow Wilson for transfer to Jefferson.
16. That the students living south of Fargo Avenue, west of 10th Avenue, north of Grangeville Boulevard, east of Douty Street walk to the bus stop at George Washington School.
17. That the students living south of Fargo Avenue, west of Fernwood Drive, north of Burlwood Avenue, east of 10th Avenue walk to the bus stop at Neill Way and Cedarwood Street.
18. That the students living south of Burlwood Avenue, west of Fernwood Drive, north of Leland Way, east of 10th Avenue walk to the bus stop at Lakewood Drive east of Knowlwood Drive.
19. That the students living south of Fargo Avenue, west of Highway 43, north of Leland Way, east of Fernwood Drive walk to the bus stop at Fargo Avenue and 9 ¼ Avenue.
20. That the students living south of Leland Way, west of 9 ¼ Avenue, north of Grangeville Boulevard, east of 10th Avenue walk to the bus stop at Hamilton School.
21. That the students living south of Grangeville Boulevard, west of 10th Avenue, north of Seventh Street, west of Douty Street walk to the bus stop at Tenth Street and Brown Street.
22. That the student living south of Grangeville Boulevard, west of Beulah Street, north of Whitney Drive, east of 10th Avenue walk to the bus stop at John F. Kennedy Jr. High School.
23. That the students living south of Grangeville Boulevard, west of 9 ¼ Avenue, north of Lacey Boulevard, east of Whitney Drive walk to the bus stop at John F. Kennedy Jr. High School.
24. That the students living south of San Joaquin Railroad, west of Vista Avenue, north of Lacey Boulevard, east of Coast Avenue walk to the bus stop at Sierra Drive.
25. That the students living south of Florinda Street, west of Coast Avenue, north of Lacey Boulevard, east of 9 ¼ Avenue walk to the bus stop at Lacey Boulevard and Carolyn Avenue.

Jefferson School, Suggested Route to School, continued

26. That the students living south of Whitney Drive, west of Lassen Drive, north of Lacey Boulevard, east of 10th Avenue walk to the bus stop at Lacey Boulevard and Jessie Avenue.
27. That the students living south of Lacey Boulevard, west of 11th Avenue, north of Highway 198, east of 12th Avenue walk to the bus stop at Campus Drive and Sixth Street.
28. That the students living south of Seventh Street, west of 10th Avenue, north of Highway 198, east of Douty Street walk to the bus stop at 10th Avenue and Fifth Street.
29. That the students living south of Lacey Boulevard, west of 9 ¼ Avenue, north of San Joaquin Railroad, east of 10th Avenue walk to the bus stop at Lacey Boulevard and Wilson Lane.
30. That the students living south of San Joaquin Railroad, west of Wilson Lane, north of Highway 198, east of 10th Avenue walk to the bus stop at 10th Avenue and Fifth Street.
31. That the students living south and west of Bengston Avenue, north of Hanford-Armona Road, east of 12th Avenue walk to the bus stop at Hanford-Armona Road and Ogden Street.
32. That the students living south of Highway 198, west of 11th Avenue, north of Hanford-Armona Road, east of Bengston Avenue walk to the bus stop at Roosevelt School.
33. That the students living south of Highway 198, west of 10th Avenue, north of Hanford-Armona Road, east of Santa Fe Railroad walk to the bus stop at Harris Street and First Street.
34. That the students living south of Hanford-Armona Road, west of Butternut Drive, north of Hume Avenue, east of 13th Avenue walk to the bus stop at Hanford-Armona Road and Bengston Avenue.
35. That the students living south of Hanford-Armona Road, west of 11th Avenue, north of Houston Avenue, east of Butternut Drive walk to the stop at M.L.K. School.
36. That the students living south of Hanford-Armona Road, west of Santa Fe Railroad, north of Buena Vista Way, east of 11th Avenue walk to the bus stop at 11th Avenue and Thompson Drive.
37. That the students living south of Hanford-Armona Road, west of 10 ½ Avenue, north of Thompson Drive, east of Santa Fe Railroad walk to the bus stop at Hanford-Armona Road and 10 ½ Avenue.

Jefferson School, Suggested Route to School, continued

38. The students living south of Hanford-Armona Road, west of 10 ½ Avenue, north of Houston Avenue, east of Santa Fe Railroad walk to the bus stop at 10 ½ Avenue north of Houston Avenue.
39. That the student living south of Hanford-Armona Road, west of Fran Drive, north of Houston Avenue, east of 10 ½ Avenue walk to the stop at Hanford-Armona Road and Jordan Way.
40. That the students living south of Hanford-Armona Road, west of 10th Avenue, north of Camino Ramon, east of Fran Drive walk to the bus stop at 10th Avenue south of Hanford- Armona Road.

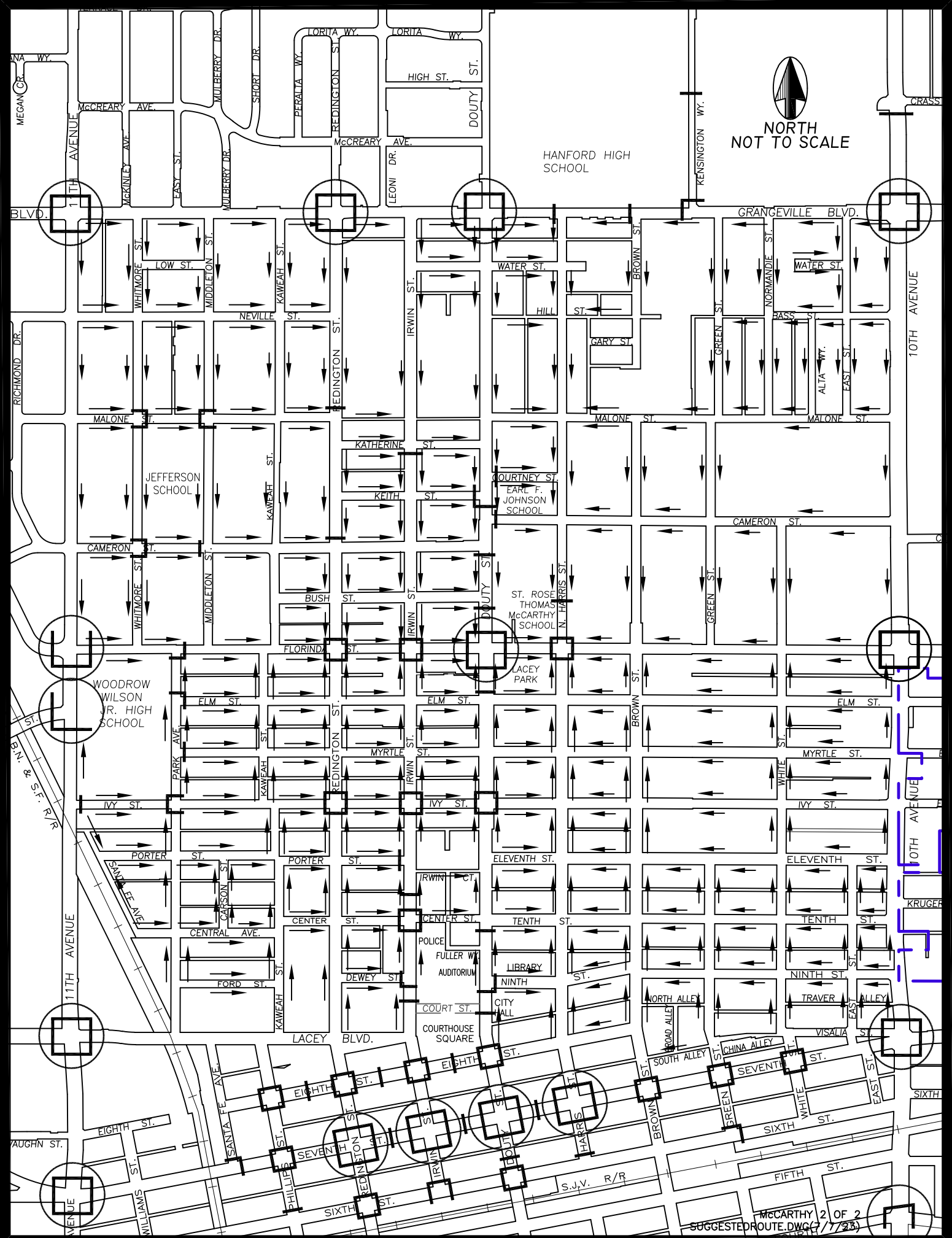
SAINT ROSE-THOMAS McCARTHY CATHOLIC SCHOOL

SUGGESTED ROUTE PLAN PAGE 1 OF 2



LEGEND

-  BUS STOP
-  SUGGESTED SCHOOL ROUTE
-  CROSSWALK
-  SCHOOL BOUNDARY
-  SIGNAL



NORTH
NOT TO SCALE



AGENDA STAFF REPORT

MEETING DATE: 9/19/2023	AGENDA SECTION: CONSENT CALENDAR
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SUBJECT:

Approval of the Suggested Routes to School plans for Frontier Elementary School, Pioneer Elementary School, and Pioneer Middle School for the upcoming 2023-2024 school year.

RECOMMENDATION:

That the City Council, by motion, approve the Suggested Routes to School plans for Frontier Elementary School, Pioneer Elementary School, and Pioneer Middle School for the upcoming 2023-2024 school year.

BACKGROUND:

Pursuant to State of California regulations, City staff met with Pioneer School District staff to discuss plans and possible changes to the Suggested Routes to School plans for Pioneer Elementary, Frontier Elementary, and Pioneer Middle School for the upcoming 2022-2023 school year. These plans are required by the State of California for schools and are prepared by city staff and provided to Hanford Public School Districts, to educate students and parents of the suggested routes to schools, and to indicate to students the suggested ways to get from home to school and back home. The plans additionally show the locations of the designated school bus stops for the noted school year.

California's Safe Route to Schools Grants are available to cities to apply for through the Active Transportation Program (ATP). These grants may be used for infrastructure construction projects which encourage and enable students from grades K-8 to safely walk and bike to school. The Suggested Routes to School Plans are a requirement for the ATP grant application. The city and schools both benefit from the preparation and approval of the Suggested Routes to School plans.

Pioneer Union School District staff provided the bus stop updates. For the upcoming 2023-2024 school year, boundaries will remain the same.

Attached are the maps and written descriptions for each school that describes the element of the plans.

At the August 24, 2023 Parking and Traffic Commission meeting, the commission voted to approve the Suggested Routes to School for Pioneer Elementary and Frontier Elementary Schools, and Pioneer Middle School Suggested Routes to School for the 2023-2024 school year.

Attached are the meeting minutes of the Parking and Traffic Commission meeting for review.

FISCAL IMPACT:

There is no fiscal impact from this project. City staff prepares and provides the plans to the school districts and the school districts copy and distribute the plans to the parents and students.

Additionally, the plans are used for applications to the ATP and other grants that benefit the City and the schools.

ATTACHMENTS:

1. 8.24.23 Parking and Traffic Comm minutes
2. Pioneer Union Elementary SRTS Maps



**Parking and Traffic Commission Regular Meeting
Minutes**

**August 24, 2023 5:30 PM
Council Chambers
400 N. Douty St.**

CALL TO ORDER:

Chairman DWIGGINS called the meeting to order at 5:30 PM.

ROLL CALL:

Present:	Absent:
Parking and Traffic Commissioner Jim Nelson Parking and Traffic Commissioner Alex Dwiggins Parking and Traffic Commissioner Scott Goddard Parking and Traffic Commissioner Orié Rubalcava	Parking and Traffic Commissioner Bert Parolini Parking & Traffic Commissioner Jeff Medlin

FLAG SALUTE:

Chairman DWIGGINS led the flag salute.

MINUTES APPROVAL:

- A. Public Works: Approve minutes from the June 26, 2023 Parking & Traffic meeting

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

Chris Pararra asked Commissioners why 13th Avenue was closed to through traffic from Devon Street going north. Staff informed Commissioners and Mr. Pararra that 13th Avenue is closed because of liability issues of a pole placed by Edison in the City right-of-way. The pole is directly in the alignment of the northbound lane of 13th Avenue. Staff stated that the pole is scheduled to be removed in 6 - 8 weeks.

STAFF REPORTS:

- A. Public Works: Suggested Routes to School, Pioneer Union Elementary School District

Staff presented the Suggested Routes to School plans for Pioneer Union Elementary School District. Motion made to accept staff's recommendation to City Council that the Suggested Routes to School plans be approved for Pioneer Union Elementary School District for the upcoming 2023-2024 school year.

Motion to Approve

RESULT: Passed (UNANIMOUS)
MOVER: Parking and Traffic Commissioner Scott Goddard
SECONDER: Parking and Traffic Commissioner Jim Nelson
AYES: Orie Rubalcava, Scott Goddard, Alex Dwiggins, Jim Nelson
ABSENT: Bert Parolini, Jeff Medlin

B. Public Works: Suggested Routes to School, Hanford Elementary School District

Staff presented the Suggested Routes to School plans for Hanford Elementary School District. Motion made to accept staff's recommendation to City Council that the Suggested Routes to School plans be approved for Hanford Elementary School District for the upcoming 2023-2024 school year.

Motion to Approve

RESULT: Passed (UNANIMOUS)
MOVER: Parking and Traffic Commissioner Scott Goddard
SECONDER: Parking and Traffic Commissioner Jim Nelson
AYES: Orie Rubalcava, Scott Goddard, Alex Dwiggins, Jim Nelson
ABSENT: Bert Parolini, Jeff Medlin

C. Public Works: Suggested Routes to School, St. Rose-Thomas McCarthy Catholic School

Staff presented the Suggested Routes to School plan for . Motion made to accept staff's recommendation to City Council that the Suggested Routes to School plan be approved for Saint Rose-Thomas McCarthy Catholic School District for the upcoming 2023-2024 school year.

Motion to Approve

RESULT: Passed (UNANIMOUS)
MOVER: Parking and Traffic Commissioner Scott Goddard
SECONDER: Parking and Traffic Commissioner Jim Nelson
AYES: Orie Rubalcava, Scott Goddard, Alex Dwiggins, Jim Nelson
ABSENT: Bert Parolini, Jeff Medlin

STAFF COMMUNICATION:

A. Public Works: City Council Actions

Staff spoke briefly about regarding City Council Actions.

COMMISSIONERS' ITEMS OF INTEREST:

At this time, any Commissioner may ask a question for clarification of matters within the Planning Commission's jurisdiction, make an announcement, or report briefly on activities in their role as a Planning Commissioner. In addition, subject to the Planning Commissioner's Handbook, Commissioners may request staff to report back to the Planning Commission at a subsequent meeting concerning any matter within the Commissioner's jurisdiction (GC 54954.2).

Commissioner RUBALCAVA stated that the traffic signal at 12th Avenue and Home Depot seemed to have a significantly long wait. Staff stated they are aware of the issue and are taking steps to correct it.

ADJOURNMENT:

Materials related to an item on this Agenda submitted to the Planning Commission after distribution of the agenda packet are available to public inspection in the Planning Division Office located at 317 N. Douty Street, Hanford, California 93230, during normal business hours. Such documents are also available at the city's website, www.cityofhanfordca.com subject to staff's ability to post documents 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 Planning Division's office, 559-585-2580, 317 N. Douty Street, Hanford, California 93230, at least 2 days prior to the meeting {28 CFR 35.102.35.104 ADA Title II} APPEALS: Any action of the Planning Commission, which is a final project decision, may be appealed to the City Council by the applicant or any adversely affected person. To file an appeal, an appeal application and filing fee of \$1,000.00 must be submitted to the Community Development Department, 317 N. Douty Street, Hanford, California, within ten (10) days following the date of the final decision of the Planning Commission.

Chariman DWIGGINS motioned to adjourn the meeting at 5:58 PM.

FRONTIER SCHOOL

SUGGESTED ROUTE PLAN

PAGE 1 OF 3

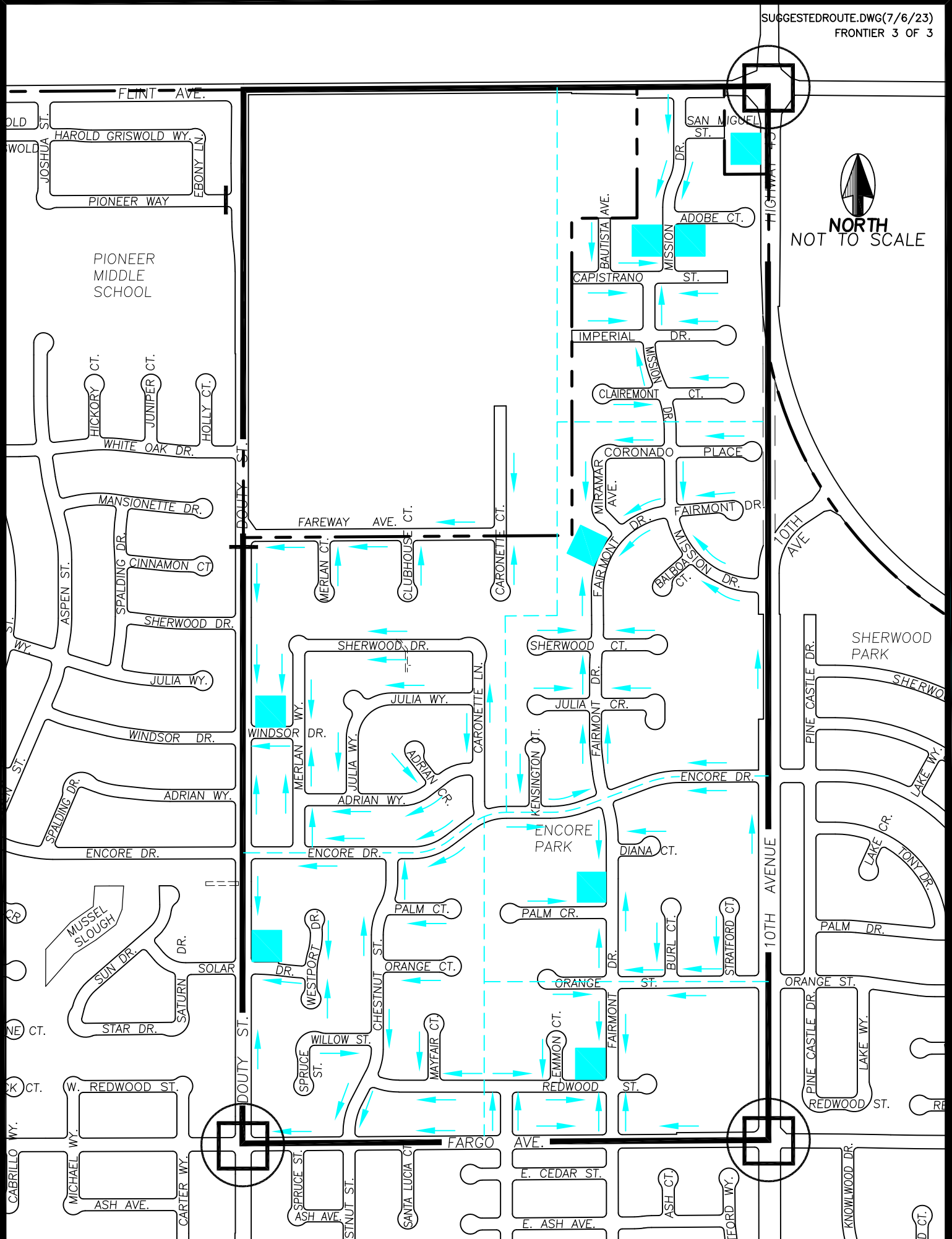


LEGEND

	BUS STOP
	SUGGESTED SCHOOL ROUTE
	CROSSWALK
	SCHOOL BOUNDARY
	SIGNAL



NORTH
NOT TO SCALE



FRONTIER SCHOOL

Suggested Route to School

The key elements of this plan are as follows:

1. That the students living south of Flint Avenue, west of Highway 43, north of Coronado Place, and east of Caronette Lane/Court walk to the bus stop at Mission Drive and Adobe Ct.
2. That the students living south of Coronado Place, west of 10th Avenue, north of Encore Drive, and east of Caronette Lane/Court walk to the bus stop at Fairmont Drive and Miramar Avenue.
3. That the students living south of Flint Avenue, west of Caronette Court, north of Sherwood Drive, and east of Douty Street walk to the school bus stop at Douty Street and Windsor Drive.
4. That the students living south of Sherwood Drive, west of Caronette Lane, north of Encore Drive, and east of Douty Street walk to the bus stop at Douty Street and Windsor Drive.
5. That the students living south of Encore Drive, west of 10th Avenue, north of Orange Street, and east of Caronette Lane walk to the bus stop at Encore Drive and Fairmont Drive.
6. That the students living south of Orange Street, west of 10th Avenue, north of Fargo Avenue and east of Caronette Lane walk to the bus stop at Fairmont Drive and Redwood Street.
7. That the students living south of Encore Drive, west of Caronette Lane, north of Fargo Avenue and east of Douty Street walk to the bus stop at Douty Street and Solar Drive.
8. That the students living south of Fargo Avenue, west of 12th Avenue, north of Sangiovese Street, east of Napa Drive walk to the bus stop at Fargo Avenue and Corvina Place.
9. That the students living south of Sangiovese Street, west of 12th Avenue, north of Mallard Way and east of Napa Drive walk to the bus stop at 12th Avenue and Muscat Place.
10. That the students living south of Mallard Way, west of Zinfandel Drive, north of Grangeville Boulevard, and east of Centennial Drive walk to Frontier School.

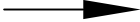
PIONEER SCHOOL

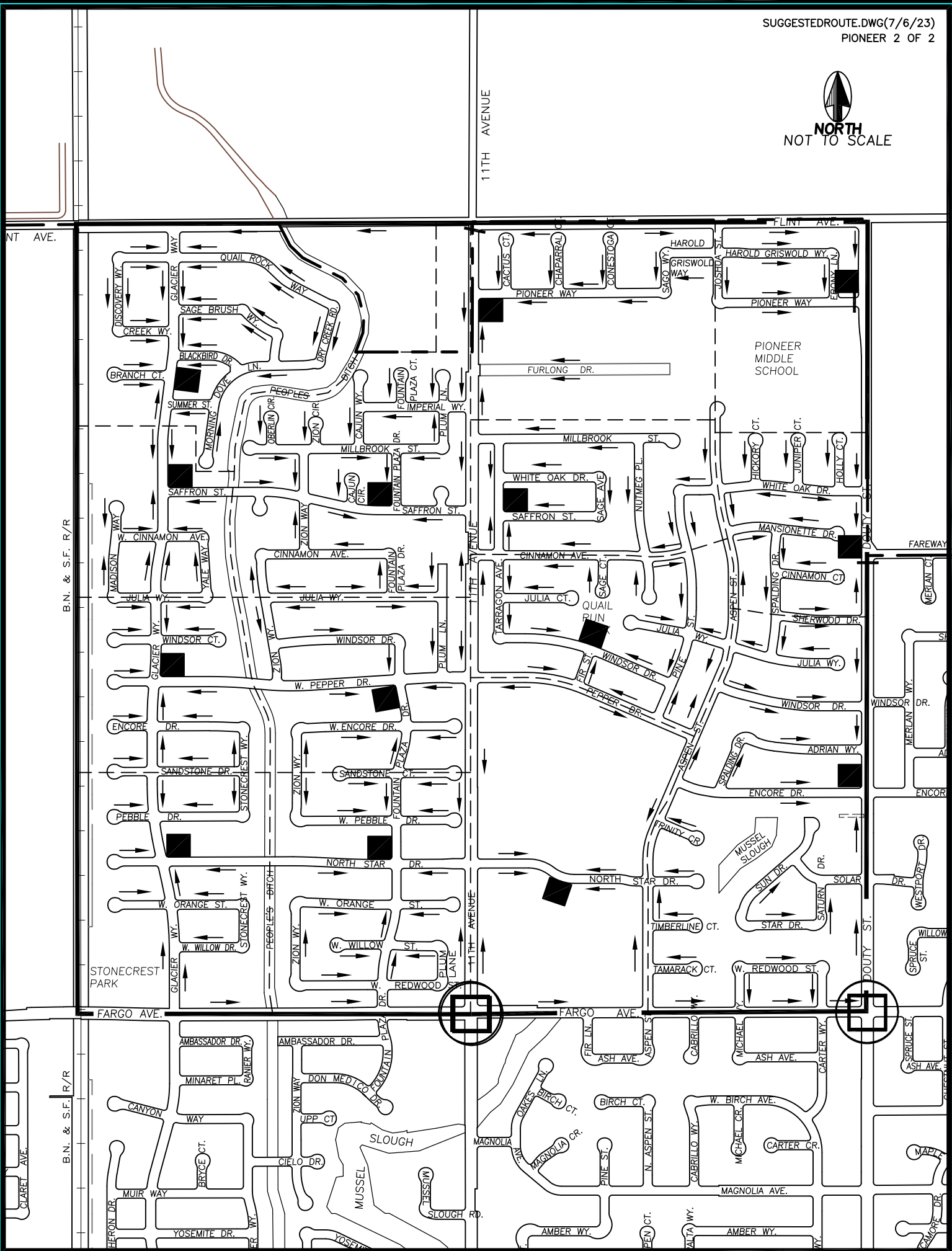
SUGGESTED ROUTE PLAN

PAGE 1 OF 2



LEGEND

	BUS STOP
	SUGGESTED SCHOOL ROUTE
	CROSSWALK
	SCHOOL BOUNDARY
	SIGNAL



PIONEER SCHOOL

Suggested Route to School

The key elements of this plan are as follows:

1. That the students living south of Flint Avenue, west of Joshua Street, north of Millbrook Street and east of 11th Avenue walk to the bus stop at 11th Avenue and Pioneer Way.
2. That the students living south of Flint Avenue, west of Douty Street, north of Millbrook Street, and east of Joshua Street walk to the bus stop at the Northwest corner of Douty St. and Pioneer Way.
3. That the students south of Flint Avenue, west of Peoples Ditch, north of Summer Street and east of BN & SF Railroad walk to the bus stop on the east side of Glacier Way at the park.
4. That the students living south of Millbrook Street, west of Peoples Ditch, north of Julia Way, and east of BN & SF Railroad tracks walk to the bus stop at Glacier Way and Saffron Street.
5. That the students living south of Furlong Drive, west of 11th Avenue, north of Julia Way and east of Peoples Ditch walk to the bus stop at Saffron Street and Fountain Plaza Drive.
6. That the students living south of Millbrook Street, west of Aspen Street, north of Cinnamon Avenue and east of 11th Avenue walk to the bus stop at Saffron Street and Tarragon Avenue.
7. That the students living south of Pioneer Middle School, west of Douty Street, north of Sherwood Drive, and east of Aspen Street walk to the bus stop at Douty Street and Fareway Avenue.
8. That the students living south of Julia Way, west of Peoples Ditch, north of Sandstone Drive and east of BN & SF Railroad tracks walk to the bus stop at Glacier Way and Pepper Drive.
9. That the students living south of Julia Way, west of 11th Avenue, north of Sandstone Court and east of Peoples Ditch walk to the bus stop at Pepper Drive and Fountain Plaza Drive.
10. That the students living south of Cinnamon Avenue, west of Aspen Street, north of Pepper Drive and east of 11th Avenue walk to the bus stop at Windsor Drive and Fir Street.
11. That the students living south of Sherwood Drive, west of Douty Street, north of Fargo Avenue, and east of Aspen Drive walk to the bus stop at Douty Street and Encore Drive.
12. That the students living south of Sandstone Drive, west of Peoples Ditch, north of Fargo Avenue and east of BN & SF Railroad tracks walk to the bus stop at Northstar Drive and Glacier Way.

Pioneer School, Suggested Route to School, continued

13. That the students living south of Sandstone Court, west of 11th Avenue, north of Fargo Avenue and east of Peoples Ditch walk to the bus stop at Northstar Drive and Fountain Plaza Drive.
14. That the students living south of Pepper Drive, west of Aspen Street, north of Fargo Avenue and east of 11th Avenue walk to the bus stop on Northstar Drive between 11th Avenue and Aspen Street.

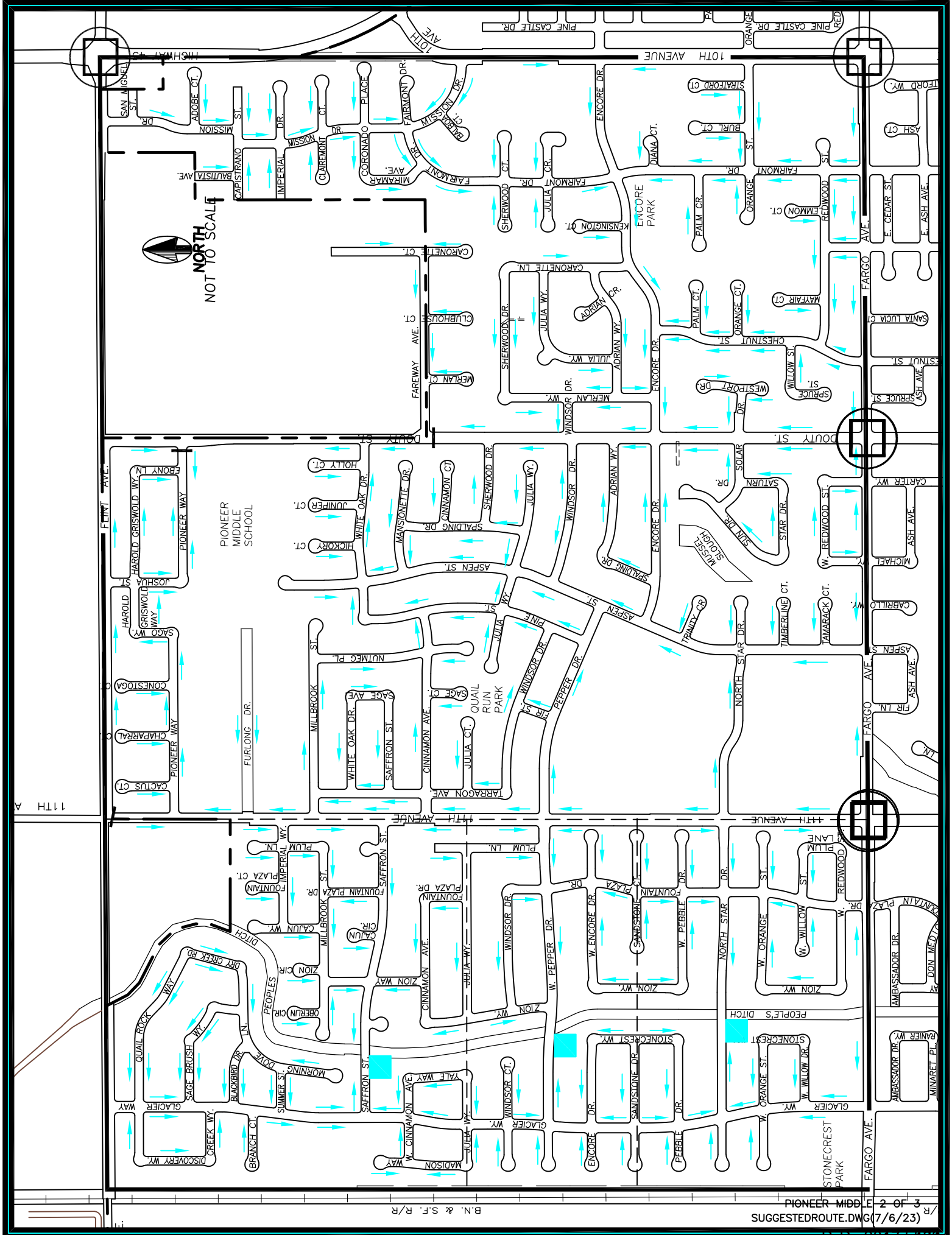
PIONEER MIDDLE SCHOOL

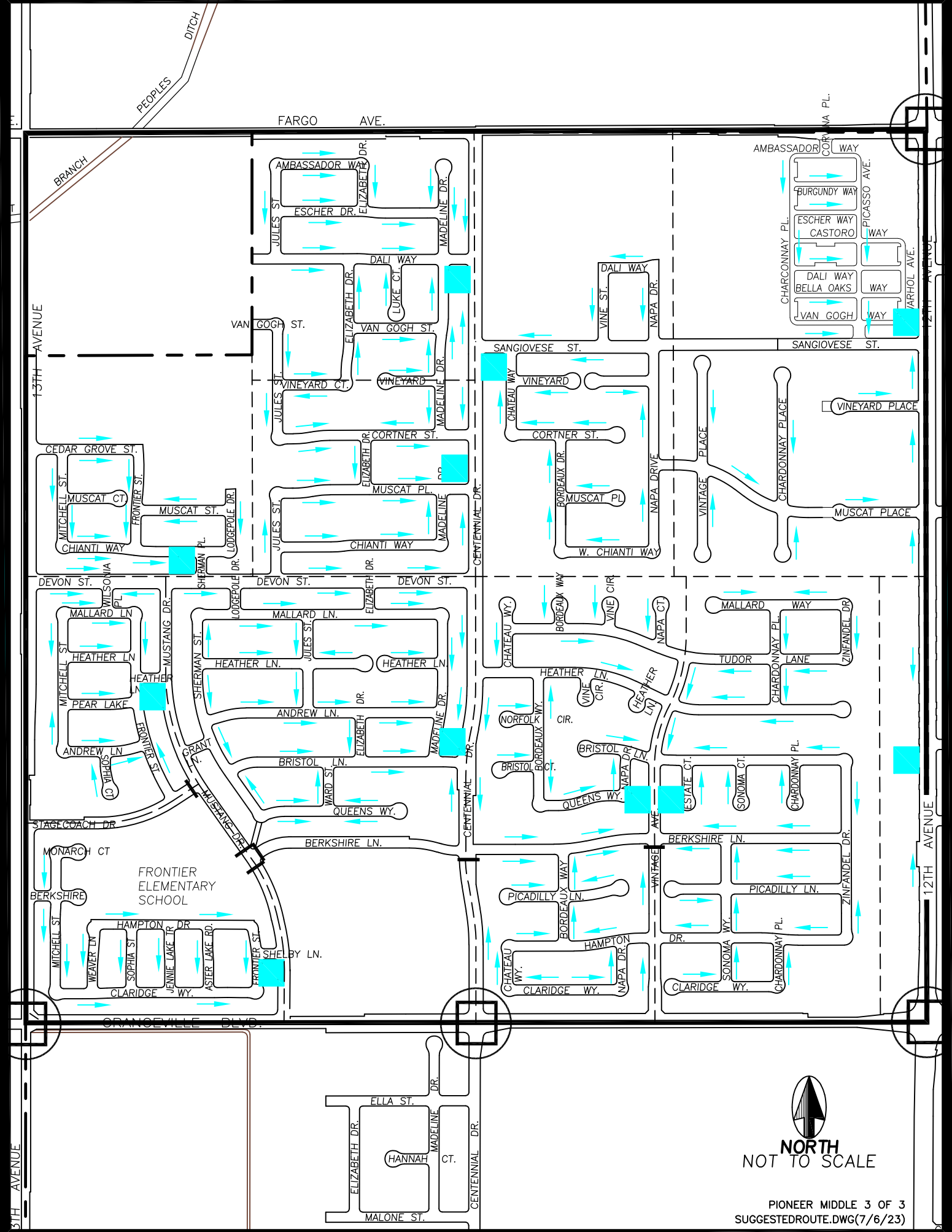
SUGGESTED ROUTE PLAN PAGE 1 OF 3



LEGEND

	BUS STOP
	SUGGESTED SCHOOL ROUTE
	CROSSWALK
	SCHOOL BOUNDARY
	SIGNAL





NORTH
NOT TO SCALE

PIONEER MIDDLE SCHOOL

Suggested Route to School

The key elements of this plan are as follows:

1. That the students living south of Flint Avenue, west of 10th Avenue, north of Fargo Avenue and east of Douty Street walk to Pioneer Middle School using the Douty Street/Fairway Avenue intersection crosswalk.
2. That the students living south of Flint Avenue, west of Douty Street, north of Fargo Avenue, and east of 11th Avenue walk to Pioneer Middle School.
3. That the students living south of Flint Avenue, west of 11th Avenue, north of Julia Way and east of BN & SF Railroad tracks walk to the bus stop at Saffron Street west of Peoples Ditch.
4. That the students living south of Julia Way, west of 11th Avenue, north of Sandstone Drive and east of BN&SF Railroad tracks walk to the bus stop at Pepper Drive west of Peoples Ditch.
5. That the students living south of Sandstone Drive, west of 11th Avenue, north of Fargo Avenue and east of BN&SF Railroad tracks walk to the bus stop at North Star Drive west of Peoples Ditch.
6. That the students living south of Fargo Avenue, west of 12th Avenue, north of Mallard Way and east of Napa Drive walk to the bus stop at 12th Avenue north of Sangiovese Street.
7. That the students living south of Mallard Way, west of Zinfandel Drive and north of Grangeville Boulevard, east of Vintage Place walk to the bus stop at east side of vintage Place south of Bristol Lane.
8. That the students living south of Fargo Avenue, east of Centennial Drive, north of Mallard Way, and east of Centennial Drive walk to the bus stop at west side of Centennial Drive south of Sangiovese Street.
9. That the students living south of Mallard Way, west of Vintage Avenue, north of Grangeville Boulevard and east of Centennial Drive walk to the bus stop at west side of Vintage Avenue south of Bristol Lane.
10. That the students living south of Fargo Avenue, west of Centennial Drive, north of Vineyard Court and east of Jules Street walk to the bus stop at west side of Centennial Drive at south of Dali Way.
11. That the students living south of Vineyard Place, west of Centennial Drive, north of Devon Street and east of Jules Street walk to the bus stop at the west side of Centennial Drive north of Muscat Place.
12. That the students living south of Devon Street, west of Centennial Drive, north of Berkshire Lane and east of Mustang Drive walk to the bus stop at west side of Centennial Drive north

of Bristol Lane.

13. That the students living south of Fargo Avenue, west of Jules Street, north of Devon Street and east of 13th Avenues walk to the bus stop at north side of Devon Street west of Sherman Street.
14. That the students living south of Devon Street, west of Mustang Drive, north of Stagecoach Drive and east of 13th Avenue walk to the bus stop at west side of Mustang Drive south of Heather Lane.
15. That the students living south of Stagecoach Drive, west of Mustang Drive, north of Grangeville Boulevard and east of 13th Avenues walk to the bus stop at west side of Mustang Drive south of Shelby Lane.



AGENDA STAFF REPORT

MEETING DATE: 9/19/2023

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of the acceptance of an award from the 2022 State Homeland Security Grant Program (SHSGP) funding, in the amount of \$49,115 for the Hanford Fire Department; Appropriation and Authorization to utilize the funding to purchase Unmanned Aircraft (Drones) and Incident Command Training.

RECOMMENDATION:

Recommendation: That City Council, by motion, 1) Approve the acceptance of the Homeland Security Grant funding in the amount of \$49,115, which will be reimbursed after expenditures; and 2) Appropriate funding in the Fire Department budget and authorize purchase of two unmanned Aircraft (Drones) not to exceed \$26,700 and Unified Incident Command Training, not to exceed \$22,415.

Recommended Motion: I move to 1) Accept Homeland Security Grant funding in the amount of \$49,115, which will be reimbursed after expenditures; and 2) Appropriate funding in the Fire Department budget and authorize to purchase unmanned Aircraft (Drones), not to exceed \$26,700 and Mastering Unified Incident Command Training, not to exceed \$22,415.

BACKGROUND:

The Hanford Fire Department was awarded funding through the 2020 State Homeland Security Grant Program (SGSGP) in the amount of \$49,115 to replace Fire Department unmanned aircraft and to provide interoperability training for Unified Incident Command. Our current drone is over 5 years old and does not have the ability to geo-locate addresses. It is important to accommodate this portion of our social-host ordinance related to illegal fireworks. Additional technologies in the camera provide heat sourcing and improved picture quality when recording incidents. Both drones and ancillary equipment are not to exceed \$26,700. Unified Incident Command is critical during large incidents where multiple agencies have jurisdictional responsibilities. Examples of such incidents include train derailments, active shooters, and hazardous material release. The training is open to all fire and law agencies in Kings County with Hanford as host agency for the training. These trainings are critical toward maintaining interoperability between operational area cooperators. The costs of replacing drones and bringing in specialized training have made both programs out of reach in our current budget situation and therefore were not originally requested in this budget cycle. There were limited requests during this grant cycle which opened the door to seeking greater opportunities ordinarily unavailable due to the sharing of funds between agencies. Grants, such as the SHSGP, allow us to maintain current programs while advancing services for our customers.

FISCAL IMPACT:

This grant will require the appropriation of \$49,115 from the General Fund to cover the purchase of the unmanned aircraft with the full cost for this project to be reimbursed by the State Homeland Security Grant Program (SHSGP) for \$49,115. If approved, an appropriation of \$49,115 will be made in the Fire Department budget for the approved expenditures.

ATTACHMENTS:

1. 2023.09.12 HSGP-22 HFD Agreement

Agreement No. _____

Agreement between the County of Kings and the City of Hanford to provide a sub-award from the FY 2022 State Homeland Security Grant Programs Funding for Equipment, Planning, Administration, Training and Exercises

THIS AGREEMENT is entered into by and between the County of Kings (“County”) and the City of Hanford (“Sub-recipient”), referred to individually herein as “Party” or collectively as “Parties,” on the following terms and conditions:

WHEREAS, the Fiscal Year 2022 (FY 2022) California State Homeland Security Grant Program (SHSGP) provides funding through Federal grants from the Department of Homeland Security (“DHS”) to enhance the capabilities of state and local first responders by allowing the purchase of advanced types of equipment, as well as addressing other critical homeland security needs, including administration, planning, training, and exercise-related costs; and

WHEREAS, County applied to the California Governor’s Office of Emergency Services (“CalOES”) for a FY 2022 SHSGP grant; and

WHEREAS, as part of its grant application, County requested sufficient funds to support certain activities or programs planned by Sub-recipient that may be eligible for SHSGP grant funds; and

WHEREAS, the County was awarded FY 2022 SHSGP grant funding; and

WHEREAS, the County, upon recommendation of the Local Approval Authority (“LAA”), as comprised of the Sheriff, the County Fire Chief, the County Public Health Director, a municipal law enforcement representative, and a municipal fire department representative, as described in the SHSGP Guidelines, allocated some of this funding to support Sub-recipient’s eligible programs or activities.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound hereby, the County and Sub-recipient hereby agree as follows:

1. GRANT SUBAWARD. Subject to the terms, conditions, and other limitations specified herein, the County intends to award to Sub-recipient a portion of its FY 2022 SHSGP Grant for the following program and/or activity:

Department/Agency: Hanford Fire Department

Program/Activity: Proj. 001 Unmanned Aircrafts (Drones) and Proj. 002 Training (National Catalog # CA-031-RESP Mastering Command – From Hometown to Homeland)

Details about the specific program or activity authorized, the amounts allocated to the specified program or activity, and the anticipated performance and disbursement timelines shall be confirmed by subsequent award letter from the County (“Award Letter”) in accordance with this Agreement.

Sub-recipient agrees not to expend any anticipated FY 2022 SHSGP grant funds until it has received an Award Letter authorizing the specific activity or program, and confirmed the award amount.

Unless Sub-recipient notifies the County before it begins spending the funds authorized in the Award Letter that it declines some or all of the program, activity, and/or funds outlined therein, Sub-recipient will be deemed to have accepted all of the terms and conditions specified in the Award Letter, including any attachments or exhibits there to.

The County reserves the exclusive right to determine the method and timing of disbursement of SHSGP funds to Sub-recipient. The County further reserves the right to issue revised Award Letters to modify Sub-recipient's authorized program, activity, award amounts, and/or performance periods in accordance with the recommendations of the LAA, the changing needs of Sub-recipient, and/or the likelihood of Sub-recipient expending its award. Such modifications will only be made after consultation with Sub-recipient and in accordance with the recommendations of the LAA.

2. PERFORMANCE PERIOD. The Performance Period for all activities covered by the terms of this Agreement shall be from September 1, 2022, to May 31, 2025, unless otherwise terminated pursuant to the terms of this Agreement or set forth in the Performance Letter. Only activities performed during the Performance Period are eligible for funding and/or reimbursement under this Agreement.

3. GRANT REQUIREMENTS AND ASSURANCES. Sub-recipient understands and agrees that by accepting grant funds under this Agreement, it must comply with all requirements, assurances, standards, and certifications as required under the County's agreement with CalOES, attached hereto as Exhibit A, and incorporated herein by reference as if set forth in full. Sub-recipient further understands and agrees that it shall comply with any and all applicable statutes, regulations, guidelines, or restrictions as imposed by DHS or CalOES. Finally, Sub-recipient understands and agrees that by accepting funds under this Agreement, it shall be bound to the assurances, agreements, covenants, and requirements set forth in the County's agreement with CalOES to the same extent as the County.

4. DESIGNATED COUNTY AUTHORIZED AGENT. Only those individuals designated by resolution of the Kings County Board of Supervisors as Authorized Agents for FY 2022 SHSGP ("County Authorized Agents") are authorized to sign Award Letters on behalf of the County, or to suspend performance as set forth herein. All other notices from the County may come from other County personnel.

5. PROOF OF SUBRECIPIENT AUTHORITY. Sub-recipient must provide proof to the County of written authorization of this project, in the form of a resolution, or some other format specifically authorized by the County, from its city council, governing board, or other governing body. This written authorization must specify Sub-recipient:

- (a) Will provide all matching funds required for the grant project and appropriate any cash match as required;

- (b) Will assume any liability arising out of Sub-recipient's performance of this Agreement;
- (c) Will not use grant funds to supplant expenditures controlled by the city council, governing board, or authorized body; and
- (d) Has authorized the official executing this Agreement to do so.

6. DISALLOWANCE AND OFFSET; REDUCATION, MODIFICATION, OR ELIMINATION OF GRANT FUNDING. If Sub-recipient requests or receives payment from the County for programs, activities, or equipment under this Agreement and the reimbursement is later disallowed by the State of California or the United States Government, Sub-recipient understands and agrees that it shall promptly refund the disallowed amount to the County upon the County's request. The County may elect, at its sole option, and to the fullest extent permitted by law, to satisfy the disallowed amount owed from any payment due or to become due to Sub-recipient under this Agreement.

If the County's FY 2022 SHSGP grant funding is reduced, modified, or eliminated for any reason, the County reserves the right to reduce, modify, or eliminate any or all of this FY 2022 SHSGP grant sub-award to Sub-recipient. Sub-recipient agrees to promptly return any amounts requested by the County in accordance with this provision. At its sole option, the County may choose to satisfy the amount to be returned by reducing the amount due to Sub-recipient from any payment due or to become due under this Agreement.

7. MONITORING AND REPORTS. Sub-recipient is responsible for oversight of the operations of its FY 2022 SHSGP grant supported activities. Sub-recipient must monitor its activities to ensure compliance with applicable Federal requirements as set forth in Exhibit A.

Sub-recipient agrees to provide ongoing performance and financial reports regarding any and all of its programs and activities funded with FY 2022 SHSGP grant funding. At a minimum, these reports will be due on a semi-annual basis, but the County reserves the right to request more frequent reporting. Within 90 days of completion or termination of this Agreement, Sub-recipient is also expected to provide a final performance report and a final expenditure report in a format acceptable to the County, the State, and the Federal government. Sub-recipients will be notified of any additional required reports by separate Award Letter or notice from the County.

8. MANDATORY DISCLOSURES. Pursuant to 2 CFR section 200.113, Sub-recipient must disclose, in a timely manner, and in writing to the County and DHS, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting this sub-award. Pursuant to the terms and conditions outlined in Appendix XII to 2 CFR Part 200 ("Award Term and Condition for Recipient Integrity and Performance Matters"), Sub-recipient also may be required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in 2 CFR section 200.338, "Remedies for noncompliance," including suspension or debarment.

9. INSURANCE. Sub-recipient certifies it is insured or self-insured for general liability

exposures with limits of no less than \$1 million per occurrence. Sub-recipient certifies it is insured or self-insured for workers' compensation and maintains statutory limits. Sub-recipient agrees that coverage limits specified within the Agreement will not be used to reduce limits of coverage from Sub-recipient's full policy limits. Insurance Policies will not be used to limit liability or to limit the indemnification provisions and requirements of this Agreement or act in any way to reduce available coverage and limits from the insurer. Failure to maintain or renew coverage may be a material breach of this Agreement.

10. LIABILITY OF COUNTY. The County's payment obligations to Sub-recipient for FY 2022 SHSGP funds are limited by all provisions and other requirements specified in this Agreement. Notwithstanding any other provision of this Agreement, in no event shall the County be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect, or incidental damages arising out of or in connection with this Agreement, including, but not limited to, lost profits, equipment purchased, or activities performed in connection with this Agreement.

11. HOLD HARMLESS, INDEMNIFICATION, AND DEFENSE. Each Party shall hold harmless, defend, and indemnify the other Party, its agents, officials, officers, and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including injury to any person and/or damage to property arising out of or relating to the Party's acts or omissions under this Agreement. This indemnification obligation shall continue beyond the term of this Agreement as to any acts or omissions occurring under this Agreement or any extension of this Agreement.

12. TERMINATION

(a) Without Cause (For Convenience): Sub-recipient may terminate this Agreement for convenience by giving thirty (30) days prior written notice to the other Party of its intention to terminate pursuant to this provision, specifying the date of termination. After receiving a notice of termination for convenience from Sub-recipient, and prior to the effective date of termination, the County may, in its sole discretion, continue to disburse grant funding to Sub-recipient for the programs or activities permitted under this Agreement and specified in the effective Award Letter(s); however, the County specifically reserves the right to cancel or modify some of the programs or activities specified in the Award Letter if it seems unlikely Sub-recipient will complete its work before the termination of the contract. Any funding disbursed to Sub-recipient but not yet spent at the time the Agreement is terminated must be returned to the County. All such disbursements continue to be subject to the restrictions otherwise provided in this Agreement or by law.

The Parties will not impose sanctions on each other for a termination for convenience.

(b) With Cause: Either party may terminate this Agreement immediately by written notice to the other Party upon discovery of a material breach by the other Party. A material breach includes, but is not limited to: (i) failure to comply with the terms and conditions of this Agreement or of any Award Letter(s); (ii) a material misrepresentation in relation to this grant program; or (iii) failure to comply with all applicable laws or regulations. The Party seeking to terminate this Agreement will provide written notice of the material breach and its determination to either suspend or terminate this Agreement to the other Party with a specified date of

termination. At a Party's discretion, it may provide the breaching Party with a reasonable period of time to cure the breach. If the County terminates this Agreement for cause, the County reserves the right to reduce, modify, or eliminate any or all of this sub-award and any other outstanding SHSGP sub-awards to Sub-recipient. Upon demand by the County, Sub-recipient agrees to immediately return FY 2022 SHSGP funding that has been disbursed to Sub-recipient and which remains in Sub-recipient's possession at the time this Agreement is terminated. In addition, the payment of any grant funds that have yet to be disbursed for work already completed by Sub-recipient under this Agreement remains subject to the restrictions on payments otherwise provided in this Agreement and by law, and is further conditioned on the County's confirmation of Sub-recipient's satisfactory completion of the activities or programs specified in this Agreement and any related Award Letter(s).

The County will not pay lost anticipated profits or other economic loss, nor will the County pay compensation or make reimbursement to cure any breach arising out of or resulting from such termination for cause. If this Agreement is terminated for cause, the County may impose sanctions, including possible rejection of future proposals based on specific causes of non-performance. Furthermore, if this Agreement is terminated for Sub-recipient's failure to comply with applicable federal statutes or regulations, including, but not limited to, those specifically incorporated into this Agreement by reference, Sub-recipient is advised that the County's termination decision may be considered in evaluating future applications for federal grant awards.

(c) Effects of Completion or Termination: Expiration, completion, or termination of this Agreement shall not terminate the Parties' obligations to indemnify, defend, or hold harmless. Further, it shall not effect Sub-recipient's duty to maintain and make available any records pertaining to the Agreement; to cooperate with any audit; to be subject to offset; to make any reports of pre-termination contract activities; to honor its obligations related to the disposal or disposition of property purchased with SHSGP funding; to comply with the continuing obligations contained in Exhibit A; or to comply with any other continuing or closeout obligations required by this Agreement or by federal or state law or regulation, including those specified in 2 CFR Part 200. Where Sub-recipient's activities or programs have been terminated by the County for cause, said termination will not affect any rights of the County to recover damages from or against Sub-recipient.

(d) Suspension of Performance: Independent of any right to terminate this Agreement, the County's Authorized Agent may immediately suspend performance by Sub-recipient, in whole or in part, in response to health, safety, or financial emergency, a change in SHSGP grant funding to the County, or a failure or refusal by Sub-recipient to comply with the provisions of this Agreement, until such time as the cause for suspension is resolved or a notice of termination becomes effective.

13. RECORDS. Sub-recipient shall maintain complete and accurate records with respect to the activities, programs, and/or purchases funded by or related to FY 2022 SHSGP funding and/or this Agreement, including all records relating to procurement of goods and services. In addition, Sub-recipient shall maintain complete and accurate records with respect to any payments to employees, sub-sub-awardees, contractors, or subcontractors. All such records shall be prepared in accordance with generally accepted accounting procedures and any applicable procedures required by the County or the Federal or State government. All applicable records

shall be clearly identified, maintained on site, and be kept readily accessible.

Sub-recipient further agrees to make all such records available to Federal, State, and County representatives, as further specified in Exhibit A. Sub-recipient shall ensure that members of the public also have access to such records upon request in accordance with the Freedom of Information Act and the California Public Records Act. Sub-recipient specifically agrees to require any sub-sub-recipients, contractors, successors, transferees, and assignees to acknowledge and agree to comply with all of these record keeping and access requirements.

Failure to comply with these requirements may result in suspension of payments under the grant, termination of the grant, or both. Sub-recipient may be ineligible for award of any future grants if the County or Cal OES determines that any of the following has occurred: (1) the recipient has made a false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

14. NOTICES. Except as may be otherwise required by law, any notice to be given must be in writing and be either personally delivered, sent by electronic means, or sent by first class mail, postage prepaid and addressed as follows:

COUNTY:

Chief William Lynch
County Fire Chief
Kings County Fire Department/
Office of Emergency Management
280 Campus Drive
Hanford, CA 93230
Phone No.: (559) 852-2883
Fax No.: (559) 582-8261

With a Copy To:

County Administrative Officer
1400 W. Lacey Blvd.
Hanford, CA 93230
Phone No.: (559) 852-2378
Fax No.: (559) 582- 8261

SUBRECIPIENT:

Hanford Fire Department
Fire Chief
Steve Pendergrass
350 W. Grangeville Blvd.
Hanford, CA 93230
Phone No.: (559) 585-2545

Notice personally delivered is effective when delivered. Notice sent by electronic means is deemed to be received upon acknowledgement of receipt. Notice sent by first class mail shall be deemed received on the third (3rd) day after the date of mailing. Either party may change the above address by giving written notice pursuant to this paragraph.

15. CONFLICTS WITH LAWS OR REGULATIONS/SEVERABILITY. This Agreement is subject to all applicable laws and regulations. If any provision of this Agreement is found by any court or other legal authority, or is agreed by the parties, to be in conflict with any code or regulation governing its subject matter, the conflicting provision shall be considered null and void. If the effect of nullifying any conflicting provision is such that a material benefit of the

Agreement to either party is lost, the Agreement may be terminated at the option of the affected party, and some or all of the grant money may need to be returned to the County. Such a termination will be treated as a termination for cause, as set forth herein. In all other cases, the remainder of the Agreement shall remain in full force and effect.

16. MODIFICATION. No part of this Agreement may be modified without the written consent of both Parties.

17. EXHIBITS AND RECITALS. The Recitals and the Exhibit to this Agreement are fully incorporated into and are integral parts of this Agreement.

18. GOVERNING LAW. This Agreement shall be interpreted and governed under the laws of the State of California without reference to California conflicts of law principles. The Parties agree that this contract is made in and shall be performed in Kings County, California, and that venue for any dispute arising from this Agreement shall be proper in Kings County, notwithstanding Code of Civil Procedure Section 394.

19. FURTHER ASSURANCES. Each Party will execute any additional documents and perform any further acts which may be reasonably required to effectuate the purposes of this Agreement.

20. NO THIRD-PARTY BENEFICIARIES. Unless specifically set forth, the Parties to this Agreement do not intend to provide any other party with any benefit or enforceable legal or equitable right or remedy.

21. CONTINUING WAIVER. The failure of either Party to insist on strict compliance with any provision of this Agreement shall not be considered a waiver of any right to do so, notwithstanding the passage of time and whether for that breach or any subsequent breach. The acceptance by either Party of either performance or payment shall not be considered to be a waiver of any preceding breach of the Agreement by the other Party.

22. INTERPRETATION. Section headings are provided for organizational purposes only and do not in any manner affect the scope, meaning, or intent of the provisions under the headings. This Agreement shall not be construed against the drafting party.

23. ORDER OF PRECEDENCE. In the event of any conflict or inconsistency between the Agreement and any Award Letter or other communication between the County and Sub-recipient, the terms of this Agreement shall prevail.

24. ASSIGNMENT. This Agreement is entered into by the County in reliance on the identity and representations made by Sub-recipient, and no part of this Agreement or this sub-award (including any equipment purchased with the sub-award) may be assigned, transferred, or sold by Sub-recipient without the prior written consent of the County, which the County may provide, delay, deny, or condition in its absolute discretion. Any FY 2022 SHSGP funds provided to Sub-recipient and not yet expended at the time of any attempted unauthorized assignment or transfer will be forfeited to the County at the time of attempted assignment or transfer. Furthermore, the voluntary or involuntary assignment of this Agreement to a receiver or

trustee in bankruptcy, will constitute a material breach and will automatically terminate this Agreement without advance notice or opportunity to cure.

25. COMPLIANCE WITH LAWS. Sub-recipient shall comply with all applicable laws, ordinances, rules, and regulations and obtain and keep current all permits, licenses and/or approvals required by law to perform the activities or services, or to purchase any equipment, specified in this Agreement.

26. CONFLICT OF INTEREST. Sub-recipient agrees to comply with the law of the State of California regarding conflicts of interests and appearance of conflicts of interests, including, but not limited to Government Code Section 1090 et seq., and the Political Reform Act, Government Code Section 81000 et seq. and regulations promulgated pursuant thereto by the California Fair Political Practices Commission. Sub-recipient further agrees that if any facts come to its attention which raise any questions as to the applicability of conflicts of interest laws, it will immediately inform the County designated representative and provide all information needed for resolution of this question.

27. EXECUTION & ELECTRONIC COPIES. The Parties may sign this Agreement in counterparts, each of which is an original and all of which, taken together, form a single document. This Agreement may be executed electronically, and an electronic copy or other facsimile of this Agreement shall be treated as an original.

28. CERTIFICATION AND ACKNOWLEDGEMENT: The undersigned represents that he/she is authorized to enter into this Agreement for and on behalf of the Sub-recipient. As the duly authorized representative of the Sub-recipient, the undersigned hereby certifies that the Sub-recipient has the legal authority to apply for County, State, and Federal assistance and the institutional, managerial and financial capability, including funds sufficient to pay any non-Federal share of project cost, to ensure proper planning, management and completion of the project described in the FY 2022 SHSGP application, within the prescribed timelines.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year signed by the last Party below.

SUBRECIPIENT

By: _____
[Title]

Date: _____

ATTEST:

By: _____

Approved as to form:

By: _____

COUNTY OF Kings

By: _____
Richard Valle, Chairman,
Board of Supervisors

Date: _____

ATTEST:

Clerk of the Board of Supervisors

By: _____
Catherine Venturella

Approved as to form:
Diane Freeman, County Counsel

By: _____

Attachment(s): Exhibit A, CalOES Standard Assurances for FY 2022

EXHIBIT A



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

As the duly authorized representative of the Applicant, I hereby certify that the Applicant has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application, within prescribed timelines.

The requirements outlined in these assurances apply to Applicant and any of its subrecipients.

I further acknowledge that the Applicant is responsible for reviewing and adhering to all requirements within the:

- (a) Applicable Federal Regulations (see below);
- (b) Federal Program Notice of Funding Opportunity (NOFO);
- (c) Federal Preparedness Grants Manual;
- (d) California Supplement to the NOFO; and
- (e) Federal and State Grant Program Guidelines.

Federal Regulations

Government cost principles, uniform administrative requirements, and audit requirements for federal grant programs are set forth in Title 2, Part 200 of the Code of Federal Regulations (C.F.R.). Updates are issued by the [Office of Management and Budget \(OMB\)](http://www.whitehouse.gov/omb/) and can be found at <http://www.whitehouse.gov/omb/>.

State and federal grant award requirements are set forth below. The Applicant hereby agrees to comply with the following:

1. Proof of Authority

The Applicant will obtain proof of authority from the city council, governing board, or authorized body in support of this project. This written authorization must specify that the Applicant and the city council, governing board, or authorized body agree:

- (a) To provide all matching funds required for the grant project and that any cash match will be appropriated as required;
- (b) Any liability arising out of the performance of this agreement shall be the responsibility of the Applicant and the city council, governing board, or authorized body;
- (c) Grant funds shall not be used to supplant expenditures controlled by the city council, governing board, or authorized body;



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

- (d) The Applicant is authorized by the city council, governing board, or authorized body to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project cost, if any) to ensure proper planning, management and completion of the project described in this application; and
- (e) Official executing this agreement is authorized by the Applicant.

This Proof of Authority must be maintained on file and readily available upon request.

2. Period of Performance

The period of performance is specified in the Award. The Applicant is only authorized to perform allowable activities approved under the award, within the period of performance.

3. Lobbying and Political Activities

As required by Section 1352, Title 31 of the United States Code (U.S.C.), for persons entering into a contract, grant, loan, or cooperative agreement from an agency or requests or receives from an agency a commitment providing for the United States to insure or guarantee a loan, the Applicant certifies that:

- (a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (c) The Applicant shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

The Applicant will also comply with provisions of the Hatch Act (5 U.S.C. §§ 1501- 1508 and §§ 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.

Finally, the Applicant agrees that federal funds will not be used, directly or indirectly, to support the enactment, repeal, modification or adoption of any law, regulation or policy without the express written approval from the California Governor's Office of Emergency Services (Cal OES) or the federal awarding agency.

4. Debarment and Suspension

As required by Executive Orders 12549 and 12689, and 2 C.F.R. § 200.214 and codified in 2 C.F.R. Part 180, Debarment and Suspension, the Applicant will provide protection against waste, fraud, and abuse by debarring or suspending those persons deemed irresponsible in their dealings with the federal government. The Applicant certifies that it and its subrecipients:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (2)(b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transaction (federal, state, or local) terminated for cause or default.

Where the Applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

5. Non-Discrimination and Equal Employment Opportunity

The Applicant will comply with all state and federal statutes relating to non-discrimination, including:



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

- (a) Title VI of the Civil Rights Act of 1964 (Public Law (P.L.) 88-352 and 42 U.S.C. § 2000d et. seq.) which prohibits discrimination on the basis of race, color, or national origin and requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services;
- (b) Title IX of the Education Amendments of 1972, (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex in any federally funded educational program or activity;
- (c) Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794), which prohibits discrimination against those with disabilities or access and functional needs;
- (d) Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. §§ 12101- 12213), which prohibits discrimination on the basis of disability and requires buildings and structures be accessible to those with disabilities and access and functional needs;
- (e) Age Discrimination Act of 1975, (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age;
- (f) Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd—2), relating to confidentiality of patient records regarding substance abuse treatment;
- (g) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), relating to nondiscrimination in the sale, rental or financing of housing as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)— be designed and constructed with certain accessible features (See 24 C.F.R. § 100.201);
- (h) Executive Order 11246, which prohibits federal contractors and federally assisted construction contractors and subcontractors, who do over \$10,000 in Government business in one year from discriminating in employment decisions on the basis of race, color, religion, sex, sexual orientation, gender identification or national origin;
- (i) Executive Order 11375, which bans discrimination on the basis of race, color, religion, sex, sexual orientation, gender identification, or national origin in hiring and employment in both the United States federal workforce and on the part of government contractors;
- (j) California Public Contract Code § 10295.3, which prohibits discrimination based on domestic partnerships and those in same sex marriages;



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

- (k) DHS policy to ensure the equal treatment of faith-based organizations, under which the Applicant must comply with equal treatment policies and requirements contained in 6 C.F.R. Part 19;
- (l) The Applicant will comply with California's Fair Employment and Housing Act (FEHA) (California Government Code §§ 12940, 12945, 12945.2), as applicable. FEHA prohibits harassment and discrimination in employment because of ancestry, familial status, race, color, religious creed (including religious dress and grooming practices), sex (which includes pregnancy, childbirth, breastfeeding and medical conditions related to pregnancy, childbirth or breastfeeding), gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, mental and physical disability, genetic information, medical condition, age, pregnancy, denial of medical and family care leave, or pregnancy disability leave, military and veteran status, and/or retaliation for protesting illegal discrimination related to one of these categories, or for reporting patient abuse in tax supported institutions;
- (m) Any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made; and
- (n) The requirements of any other nondiscrimination statute(s) that may apply to this application.

6. Drug-Free Workplace

As required by the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701 et seq.), the Applicant certifies that it will maintain a drug-free workplace and a drug-free awareness program as outlined in the Act.

7. Environmental Standards

The Applicant will comply with state and federal environmental standards, including:

- (a) California Environmental Quality Act (CEQA) (California Public Resources Code §§ 21000-21177), to include coordination with the city or county planning agency;
- (b) CEQA Guidelines (California Code of Regulations, Title 14, Division 6, Chapter 3, §§ 15000-15387);
- (c) Federal Clean Water Act (CWA) (33 U.S.C. § 1251 et seq.), which establishes the basic structure for regulating discharges of pollutants into the waters of the United States and regulating quality standards for surface waters;
- (d) Federal Clean Air Act of 1955 (42 U.S.C. § 7401) which regulates air emissions from stationary and mobile sources;



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

- (e) Institution of environmental quality control measures under the National Environmental Policy Act (NEPA) of 1969 (P.L. 91-190); the Council on Environmental Quality Regulations for Implementing the Procedural Provisions of NEPA; and Executive Order 12898 which focuses on the environmental and human health effects of federal actions on minority and low-income populations with the goal of achieving environmental protection for all communities;
- (f) Evaluation of flood hazards in floodplains in accordance with Executive Order 11988;
- (g) Executive Order 11514 which sets forth national environmental standards;
- (h) Executive Order 11738 instituted to assure that each federal agency empowered to enter into contracts for the procurement of goods, materials, or services and each federal agency empowered to extend federal assistance by way of grant, loan, or contract shall undertake such procurement and assistance activities in a manner that will result in effective enforcement of the Clean Air Act and the Federal Water Pollution Control Act Executive Order 11990 which requires preservation of wetlands;
- (i) The Safe Drinking Water Act of 1974, (P.L. 93-523);
- (j) The Endangered Species Act of 1973, (P.L. 93-205);
- (k) Assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.);
- (l) Conformity of Federal Actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.);
- (m) Wild and Scenic Rivers Act of 1968 (16 U.S.C. § 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

The Applicant shall not be: 1) in violation of any order or resolution promulgated by the State Air Resources Board or an air pollution district; 2) subject to a cease and desist order pursuant to § 13301 of the California Water Code for violation of waste discharge requirements or discharge prohibitions; or 3) determined to be in violation of federal law relating to air or water pollution.



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

8. Audits

For subrecipients expending \$750,000 or more in federal grant funds annually, the Applicant will perform the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and Title 2 of the Code of Federal Regulations, Part 200, Subpart F Audit Requirements.

9. Cooperation and Access to Records

The Applicant must cooperate with any compliance reviews or investigations conducted by DHS. In accordance with 2 C.F.R. § 200.337, the Applicant will give the awarding agency, the Comptroller General of the United States and, if appropriate, the state, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award. The Applicant will require any subrecipients, contractors, successors, transferees and assignees to acknowledge and agree to comply with this provision.

10. Conflict of Interest

The Applicant will establish safeguards to prohibit the Applicant's employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

11. Financial Management

False Claims for Payment - The Applicant will comply with 31 U.S.C §§ 3729-3733 which provides that Applicant shall not submit a false claim for payment, reimbursement, or advance.

12. Reporting - Accountability

The Applicant agrees to comply with applicable provisions of the Federal Funding Accountability and Transparency Act (FFATA) (P.L. 109-282), including but not limited to (a) the reporting of subawards obligating \$30,000 or more in federal funds, and (b) executive compensation data for first-tier subawards as set forth in 2 C.F.R. Part 170, Appendix A. The Applicant also agrees to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A.

13. Whistleblower Protections

The Applicant must comply with statutory requirements for whistleblower protections at 10 U.S.C. § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. § 4304 and § 4310.



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

14. Human Trafficking

The Applicant will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. § 7104) which prohibits the Applicant or its subrecipients from: (1) engaging in trafficking in persons during the period of time that the award is in effect; (2) procuring a commercial sex act during the period of time that the award is in effect; or (3) using forced labor in the performance of the award or subawards under the award.

15. Labor Standards

The Applicant will comply with the following federal labor standards:

- (a) The Davis-Bacon Act (40 U.S.C. §§ 276a to 276a-7), as applicable, and the Copeland Act (40 U.S.C. § 3145 and 18 U.S.C. § 874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally-assisted construction contracts or subcontracts, and
- (b) The Federal Fair Labor Standards Act (29 U.S.C. § 201 et al.) as they apply to employees of institutes of higher learning (IHE), hospitals and other non-profit organizations.

16. Worker's Compensation

The Applicant must comply with provisions which require every employer to be insured to protect workers who may be injured on the job at all times during the performance of the work of this Agreement, as per the workers compensation laws set forth in California Labor Code §§ 3700 et seq.

17. Property-Related

If applicable to the type of project funded by this federal award, the Applicant will:

- (a) Comply with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchase;
- (b) Comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires federal award subrecipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more;



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

- (c) Assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), Executive Order 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. § 469a-1 et seq.); and
- (d) Comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. § 4831 and 24 CFR Part 35) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

18. Certifications Applicable Only to Federally-Funded Construction Projects

For all construction projects, the Applicant will:

- (a) Not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with federal assistance funds to assure nondiscrimination during the useful life of the project;
- (b) Comply with the requirements of the awarding agency with regard to the drafting, review and approval of construction plans and specifications; and
- (c) Provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

19. Use of Cellular Device While Driving is Prohibited

The Applicant is required to comply with California Vehicle Code sections 23123 and 23123.5. These laws prohibit driving motor vehicle while using an electronic wireless communications device to write, send, or read a text-based communication. Drivers are also prohibited from the use of a wireless telephone without hands-free listening and talking, unless to make an emergency call to 911, law enforcement, or similar services.



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

20. California Public Records Act and Freedom of Information Act

The Applicant acknowledges that all information submitted in the course of applying for funding under this program, or provided in the course of an entity's grant management activities that are under Federal control, is subject to the Freedom of Information Act (FOIA), 5 U.S.C. § 552, and the California Public Records Act, California Government Code section 6250 et seq. The Applicant should consider these laws and consult its own State and local laws and regulations regarding the release of information when reporting sensitive matters in the grant application, needs assessment, and strategic planning process.

HOMELAND SECURITY GRANT PROGRAM (HSGP) – PROGRAM SPECIFIC ASSURANCES / CERTIFICATIONS

21. Acknowledgment of Federal Funding from DHS

The Applicant must acknowledge its use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

22. Activities Conducted Abroad

The Applicant must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

23. Best Practices for Collection and Use of Personally Identifiable Information (PII)

DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. If the Applicant collects PII, the Applicant is required to have a publicly-available privacy policy that describes standards on the usage and maintenance of PII they collect. The Applicant may refer to the DHS Privacy Impact Assessments: Privacy Guidance and Privacy template as a useful resource.

24. Copyright

The Applicant must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.



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For Cal OES Federal Non-Disaster Grant Programs

25. Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies, to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions, or for other reasons. However, these prohibitions would not preclude the Applicant from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

26. Energy Policy and Conservation Act

The Applicant must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

27. Federal Debt Status

The Applicant is required to be non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129.

28. Fly America Act of 1974

The Applicant must comply with Preference for U.S. Flag Air Carriers: (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

29. Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, the Applicant must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, as amended, 15 U.S.C. § 2225a.



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

30. Non-supplanting Requirement

If the Applicant receives federal financial assistance awards made under programs that prohibit supplanting by law, the Applicant must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non- federal sources.

31. Patents and Intellectual Property Rights

Unless otherwise provided by law, the Applicant is subject to the Bayh-Dole Act, Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. § 200 et seq. The Applicant is subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.

32. SAFECOM

If the Applicant receives federal financial assistance awards made under programs that provide emergency communication equipment and its related activities, the Applicant must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

33. Terrorist Financing

The Applicant must comply with Executive Order 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. The Applicant is legally responsible for ensuring compliance with the Order and laws.

34. Reporting of Matters Related to Recipient Integrity and Performance

If the total value of the Applicant's currently active grants, cooperative agreements, and procurement contracts from all federal assistance offices exceeds \$10,000,000 for any period of time during the period of performance of this federal financial assistance award, the Applicant must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

35. USA Patriot Act of 2001

The Applicant must comply with requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.

36. Use of DHS Seal, Logo, and Flags

The Applicant must obtain permission from their DHS Financial Assistance Office, prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

37. Performance Goals

In addition to the Biannual Strategy Implementation Report submission requirements outlined in the Preparedness Grants Manual, the Applicant must demonstrate how the grant-funded project addresses the core capability gap associated with each project and identified in the Threat and Hazard Identification and Risk Analysis or Stakeholder Preparedness Review or sustains existing capabilities, as applicable. The capability gap reduction or capability sustainment must be addressed in the Project Description of the BSIR for each project.

38. Applicability of DHS Standard Terms and Conditions to Tribes

The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon the Applicant and flow down to any of its subrecipients as a matter of law, regulation, or executive order. If the requirement does not apply to Indian tribes or there is a federal law or regulation exempting its application to Indian tribes, then the acceptance by Tribes of, or acquiescence to, DHS Standard Terms and Conditions does not change or alter its inapplicability to an Indian tribe. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribe where it does not already exist.

39. Required Use of American Iron, Steel, Manufactured Products, and Construction Materials

The Applicant must comply with the “Build America, Buy America” Act (BABAA), enacted as part of the Infrastructure Investment and Jobs Act and Executive Order 14005. Applicants receiving a federal award subject to BABAA requirements may not use federal financial assistance funds for infrastructure projects unless:



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

- (a) All iron and steel used in the project are produced in the United States – this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
- (b) All manufactured products used in the project are produced in the United States – this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and
- (c) All construction materials are manufactured in the United States – this means that all manufacturing processes for the construction material occurred in the United States.

The “Buy America” preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. It does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Per section 70914(c) of BABAA, FEMA may waive the application of a Buy America preference under an infrastructure program in certain cases.

On July 1, 2022, OMB approved FEMA's General Applicability Public Interest Waiver of the BABAA requirements to be effective for a period of six months, through January 1, 2023. Applicants will not be required to follow the BABAA requirements for FEMA awards made, and any other funding FEMA obligates, during this waiver period. For any new awards FEMA makes after January 1, 2023, as well as new funding FEMA obligates to existing awards or through renewal awards where the new funding is obligated after January 1, 2023, Applicants will be required to follow the BABAA requirements unless another waiver is requested and approved.



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

IMPORTANT

The purpose of these assurances is to obtain federal and state financial assistance, including any and all federal and state grants, loans, reimbursement, contracts, etc. Applicant recognizes and agrees that state financial assistance will be extended based on the representations made in these assurances. These assurances are binding on Applicant, its successors, transferees, assignees, etc. as well as any of its subrecipients. Failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

All appropriate documentation, as outlined above, must be maintained on file by the Applicant and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Applicant may be ineligible for award of any future grants if Cal OES determines that the Applicant: (1) has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

All of the language contained within this document must be included in the award documents for all subawards at all tiers. Applicants are bound by the Department of Homeland Security Standard Terms and Conditions 2022, Version 3, hereby incorporated by reference, which can be found at: <https://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions>.

The undersigned represents that he/she is authorized to enter into this agreement for and on behalf of the Applicant.

Applicant: _____

Signature of Authorized Agent: _____

Printed Name of Authorized Agent: _____

Title: _____ Date: _____



AGENDA STAFF REPORT

MEETING DATE: 9/19/2023

AGENDA SECTION: PUBLIC HEARING

SUBJECT:

Public hearing to consider any comments received regarding the 2022-23 CDBG Consolidated Annual Performance and Evaluation Report (CAPER) and Approval of the submittal of the Program Year 2022 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report.

RECOMMENDATION:

Recommendation: Staff recommends that the City Council:

1. Conduct a public hearing and consider any comments received.
2. Approve submitting the Program Year 2022 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report.

BACKGROUND:

The Consolidated Annual Performance and Evaluation Report (CAPER) is required of all jurisdictions that receive CDBG entitlement funds from the U.S. Department of Housing and Urban Development (HUD).

2022 CAPER REPORT

The report outlines the progress made using CDBG funds during the Program Year (PY) from July 1, 2022, through June 30, 2023. During the year, the City spent \$801,555.03 in CDBG funds.

The Consolidated Annual Performance and Evaluation Report is comprised of the following components:

Narrative: The narrative describes activities undertaken during the 2022/23 fiscal year. The City's activities are evaluated for their consistency with the Annual Plan and the five-year strategies and priorities adopted by the City in the Consolidated Plan.

Summary of Specific Annual Goals and Objectives: The Summary of Specific Annual Goals and Objectives provides each program activity's budgeted amounts, expenditure amounts, and program outcomes. (See Attachment A-1, Table 1- Accomplishment)

The CAPER includes a Narrative, Financial Summary, and Summary of Annual Goals and Objectives. Most of the CAPER, except the narrative, is generated by HUD's computer mainframe system, IDIS (Integrated Disbursement and Information System). Throughout the year, staff enters

data into the system to track expenditures and activity progress.

HUD requires entitlement communities receiving CDBG funds to annually review and publicly report on the progress made in carrying out its Action Plan.

As HUD regulations and the Citizen Participation Plan (CPP) required, staff obtained citizen participation for the CAPER by publishing a bilingual public notice of a public review period and public hearing. Public Review and Comment: Draft copies of the proposed CAPER were made available for a 15-day review period from September 1, 2023, to September 18, 2023. As of this report's preparation date, no comments have been received.

FISCAL IMPACT:

Failure to approve and submit the plans to HUD will result in the City not receiving its HUD allocations.

ATTACHMENTS:

1. CAPER 22 City of Hanford DRAFT

2022/23 PY CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) 4th year of the 2019-23 CONSOLIDATED PLAN

...for housing and community development



Community Development Department
HOUSING DIVISION

317 N. Douty Street
Hanford, CA 93230

Draft Copy



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Introduction

The Consolidated Annual Performance and Evaluation Report (CAPER) for the City of Hanford covers the time period from **July 1, 2022, to June 30, 2023**.

The City's Five-Year Consolidated Plan outlines housing, homeless, community, and economic development needs and resources. This plan is used to create a Strategic Plan for the City to meet those needs. The Strategic Plan has three parts: a needs assessment, a housing market analysis, and long-term strategies to meet priority needs. The Annual Action Plan describes the specific projects and activities the City will undertake in the coming year using its CDBG funds. The Action Plan also includes certifications that the City will follow requirements, such as furthering fair housing.

The CAPER assesses the City's performance for all HUD formula grant programs, specifically the Community Development Block Grant (CDBG).

It evaluates if the City has met the objectives and goals established in the Five-Year Consolidated Plan and Annual Action Plan. FY 2022-2023 is the fourth year of the Five-Year Consolidated Planning Period (Program Years 2019-2023).

Due to the COVID-19 pandemic and supply and demand, some public facility improvements were delayed. The City plans to complete these projects by the end of 2023.

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in conducting its strategic plan and its action plan. 91.520(a)

This overview could include major initiatives and highlights proposed and executed throughout the program year.

The Consolidated Annual Performance Evaluation Report (CAPER) reports the City's success in meeting the goals contained in the Consolidated Plan and assesses the City's progress in conducting priorities of assistance identified in the 2022-2023 Annual Action Plan (Annual Plan)

As a Community Development Block Grant (CDBG) entitlement community, the City of Hanford is required to submit an annual CAPER. While not directly receiving HOME funds, the City had active HOME program income funds. During this reporting period, the HOME grant provided mortgage assistance to one first-time homebuyer.

In **2022-23**, the City was allocated **\$558,523** in CDBG entitlement funds and received **\$63,000** in Program Income CDBG funds.

The fourth year's Annual Action Plan prioritized goals and projects, such as creating a sustainable living environment, providing decent housing, and services for low- and moderate-income residents.

On March 27, 2020, Congress passed the Coronavirus Aid, Relief and Economic Security Act (CARES Act) (Public Law 116-136) to address the Novel Coronavirus impacts of COVID-19. Congress appropriated \$5 billion to the U.S. Department of Housing and Urban Development (HUD) for cities and states through the Community Development Block Grant (CDBG) program as part of the CARES Act.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

For each grantee's program year goals, the required information includes categories, priority levels, funding sources and amounts, outcomes, goal outcome indicators, units of measure, targets, actual results, and percentage completion.

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The City's goal is to continue addressing the priority needs and specific objectives of the Consolidated Plan. Through community input, the city has identified the following as **"High"** priority needs in the community:

- **Affordable Housing**
- **Public Facilities**
- **Public Services**
- **Public Improvements**
- **Economic Development**

As an entitlement grantee for the U.S. Department of Housing and Urban Development (HUD) formula CDBG program, the City of Hanford must prepare a CAPER to analyze and summarize program accomplishments of the preceding program year.

The CAPER reports meeting overall five-year Consolidated Plan goals and priorities (July 1, 2019-June 30, 2023). It identifies improvement areas resulting from annual self-evaluations and HUD performance reviews.

The City of Hanford was consistent with its goal of providing housing opportunities for Hanford's very low- to moderate-income families and preserving the existing housing stock.

The city remains committed to providing a full range of housing opportunities throughout the community. The city intends to assist in developing housing opportunities in the town. As such, the city will engage in programs that further improve the supply of lower-income housing. Below are the programmed activities for PY 2022 and the accomplishments associated with each movement.

The city remains committed to providing a full range of housing opportunities throughout the community. The city intends to assist in developing housing opportunities in the town, and the city will engage in programs that further improve the supply of lower-income housing. Below are the programmed activities for PY 2022 and the accomplishments associated with each movement.

During the fourth year of the Consolidated Plan, the City of Hanford was consistent with its goal of providing housing opportunities for Hanford's low- to moderate-income families and preserving the existing housing stock.

First-Time Homebuyer Loan Program:

The Annual Plan set a goal for at least one low-to-moderate-income household to receive assistance. This goal was attained by assisting one (1) low-to-moderate-income families with CDBG.

Housing Rehabilitation-Emergency Repair Program:

The Emergency Repair Program (ERP) in Hanford is meant to offer quick financial aid to homeowners during emergency repair situations with the primary goal of eliminating any health and safety hazards. The program provides grant funds for each household and is exclusively for very low- to moderate-income families. In the last fiscal year, the program

assisted fourteen (16) households using CDBG funding from previous years' action plans, with **\$179,008** allocated towards the Housing Rehabilitation Program.

Parks Improvements:

The City of Hanford's 2020 Parks and Recreation Master Plan has identified the need to renovate and increase the number of outdoor basketball courts within the city. Lacey Park is centrally located and receives heavy usage by youth and adult basketball players. The renovation and addition of one court will provide year-round benefits to the community.

The Lacey Park improvements included the removal of three asphalt basketball courts and replacing four cement basketball courts. Additional lighting will be added for the other court. The current asphalt court surface was weathered cracking, creating an uneven and unsafe playing surface for players.

PAL-Police-Activities-League-Parking-Lot-Improvements

The Hanford Police Activities League (PAL) is a community organization that partners with law enforcement agencies to promote positive relationships between law enforcement officers and youth through educational programs and recreational opportunities. PAL offers many at-risk children's year-round programs and special events that foster teamwork, enforce citizenship, and provide the opportunities to work with law enforcement officers and caring adult mentors. This project is for Police Activities Building Parking Lot Improvements at 902 N. 11th Avenue, Hanford CA. The existing site was formerly used as the California National Guard Armory and was sold as surplus in 2016. A small, paved parking area accommodates up to 3 vehicles, and the parking area has no designated ADA parking stalls. The proposed project will improve the parking area by providing one (1) van-accessible ADA parking stall with a striped accessibility route, 11 public parking spaces, and five (5) emergency vehicle parking stalls. Additionally, the project will provide paved access for the Central Valley Regional SWAT vehicle to be safely parked in the gated and fenced area behind the existing building on a new concrete pad. Site improvements also include a chain link privacy fence between the facility and the adjacent residential units to the northwest of the property and a masonry trash

enclosure structure for the facility to allow trash collection with dumpsters. To date, \$236,552.83, has been expended, and the project has been completed.

Fair Housing:

The City successfully issued a Joint RFP to Community Services & Employment Training Inc. (CSET) with the City of Porterville to provide Fair Housing education services. The RFP was awarded in June; therefore, expenditures were not drawn down nor entered in IDIS. However, CSET did begin its work in providing Fair Housing information to the public which will be reflected in the narrative section of the activity. CSET started its efforts, focusing on program setup, implementation, and marketing via social media and community partner agencies.

Kings Community Action Organization (KCAO):

KCAO will use funds to subsidize clients' income so they can access appropriate housing. They will provide case management to foster independence and healthy well-being, including mental and physical health. KCAO has used these funds to help prevent homelessness and reduce the risk of contracting COVID-19 by paying for utilities at the Stardust Motel/Sunrise Apartments for people experiencing homelessness who are residing there currently and paying for rental costs that may include first month, last month, and security deposit. These activities will help prevent homelessness and provide a secure and isolated apartment unit that will allow individuals to reduce the risk of COVID-19 and the further spread of the virus. Currently, we have assisted twelve individuals with rental assistance. Assistance was needed due to COVID-19-related issues, such as job loss, lost wages, time away from work due to a positive COVID-19 test, and isolation. Fifteen (15) individuals in fifteen units received utility assistance at Sunrise Apartments. These individuals were formerly homeless and at risk of contracting COVID-19 due to their former living conditions.

Kings/Tulare Homeless Alliance, aka the (COC):

The Kings/Tulare Homeless Alliance is a consortium of partners that includes homeless service providers, advocacy groups, government agencies, and homeless individuals working together to end homelessness in the San Joaquin Valley. The City of Hanford has partnered with the Kings/Tulare COC to address homeless issues in Hanford. CDBG funds will be used to help fund various activities, including, but not limited to, the Point in Time census.

Youth Parks & Scholarship Assistance Program:

The City of Hanford Parks and Community Services Department operates seasonal day camps for youth ages five (5) through twelve (12). In addition to camp, we offer several activities for youth ages five (5) through seventeen (17). The purpose of our day camps is to provide enrichment, recreation, and social activities during non-school breaks throughout the year. The established fee begins at \$100 per child per week.

We were able to provide sixteen(16) families with assistance. We hope to offer additional opportunities for Hanford residents with our winter and spring camps through our Scholarship Assistance Program.

First-time Homebuyer:

The CDBG First-time Homebuyer Program offers deferred loans of up to \$75,000 to qualifying first-time homebuyers for downpayment and closing costs to purchase a newly constructed or existing home in Hanford. During the fiscal year, one (1) homebuyer was assisted in obtaining homeownership, expending **\$114,799** in CDBG Entitlement.

CR-10 – Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

Preliminary numbers will be updated in the final draft.

Ethnicity	CDBG
White	249
Black or African American	61
Asian	3
American Indian or American Native	20
Native Hawaiian or Other Pacific Islander	3
American Alaskan Native & White	20
Asian White	0
Other multi-racial	53
Total:	409
Hispanic	239
Not Hispanic	170

Table 1 – Table of assistance to racial and ethnic populations by source of funds

Narrative:

The City identified priority needs and continues to offer services and programs to eligible households regardless of race or ethnicity. Population data excludes Low-Moderate Area benefit data for Public Improvement and Infrastructure Improvements.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available.

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	\$1,401,680	\$ 804,555
CDBG-CV	public - federal	\$664,009	\$ 430,307

Table 2 - Resources Made Available

Narrative:

This total, as of June 30, 2022, is based on a preliminary report of expenditures. During the 2021-22 program year, an estimated \$801,555 in CDBG funds was expended across all projects. For the CDBG-CV program, approximately \$30,307 was disbursed between July 1, 2022, and June 30, 2023.

In addition to annual entitlement funds, the City uses program income from previously funded CDBG and HOME projects and uncommitted carryover funds for projects.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CITY OF HANFORD	100	100	Citywide

Table 3 – Identify the geographic distribution and location of investments.

IDIS Low/Mod Census Tracts (eligible CDBG Target Areas)

Low-Mod Income (LMI) concentration is defined as census tracts where at least 51% of the median household income is 80% or less. The City's FY 2022-23 CDBG includes the boundaries indicated on the CDBG Low-Mod target area maps. (See Attachment B)

Narrative:

Continuation from above:

The target area for all goals is Citywide. All assistance is provided to households within the city limits of Hanford.

Listed below is a summary of the substantial amendment completed in FY2021-2022. The city has taken no action to hinder the implementation of the Con Plan. It has actively implemented related projects and programs that work toward achieving the goals and objectives:

Leveraging:

Explain how federal funds leveraged additional resources (private, state, and local funds), including a description of how matching requirements were satisfied and how any publicly owned land or property located within the jurisdiction were used to address the needs identified in the plan.

Private resources, combined with Federal resources, consist of first mortgages issued to qualifying first-time homebuyers from lenders participating in the City's First Time Home Buyer Program. The City also continues leveraging its First Time Home Buyer Program and other housing programs with Revolving Loan Program Income Funds derived from the repayment of CDBG and State grants such as HOME and CalHome loans.

CDBG and HOME allocations are leveraged through the City's partnerships. For example, CDBG public service dollars leverage state and other federal funding for

homeless grant funding obtained by local nonprofit agencies through the State of California and HUD, including the Continuum of Care.

In addition, they will seek to leverage other sources, including but not limited to those listed below.

- State Low-Income Housing Tax Credit Program
- Permanent Local Housing Allocation (PLHA)
- CDBG-CV2
- HOME Key
- Roomkey/CARES
- Private Contributions

The city has partnered with the following agencies Selfhelp, Up Holdings, Kings Tulare Homeless Alliance LLC, and Human Services Agency – Kings County, for the following projects:

NorthStar Courts:

The City of Hanford's Permanent Local Housing Allocation (PLHA) funds for developing the proposed 72-unit project. The city has committed \$306,561 in PLHA funding annually. Over the five-year PLHA term of the Plan, it is estimated that Hanford will receive an allocation not to exceed \$1,532,808.

Awarded from the Tax Credit Allocation Committee (TCAC) a 4% LIHTC bond to fund a 72-unit multifamily rental housing development, The NorthStar Courts Hanford, located at 2601 N. 11th Avenue in Hanford, California.

Sunrise Apartments:

(conversion of the 22-unit motel for permanent supportive housing) Project Home key awarded Kings County \$2,200,000 as a Tier 1 applicant. Tier 1 required immediate

occupancy and commitment to convert to permanent housing. The City of Hanford was awarded \$238,702 in CDBG-CV3 funds. In addition, an application for \$1,100,000 in CDBG-CV2 funds has been granted from the state for the conversion of the units.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, and the number of extremely low-income, moderate-income, and middle-income persons served.

Table 4 – Number of Households

Types Provided	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total:	0	0

Types Supported	One-Year Goal	Actual
Number of households supported through Rental Assistance	4	4
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	17	17
Number of households supported through Acquisition of Existing Units	1	1

Types Supported	One-Year Goal	Actual
Total:	18	18

Table 4 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City's Emergency Repair Program (ERP) is designed to provide immediate financial assistance to Hanford homeowners for emergency repair situations. The priority is the elimination of health and safety hazards. This program makes up to \$20,000 in grant funds available (per household). All funds shall benefit very low- to moderate-income households. Seventeen (17) households received assistance through the Emergency Repair Program (ERP) Program, utilizing CDBG funding from the previous year's action plans during the fiscal year.

The City's First-time Homebuyer Program offers to finance qualifying first-time homebuyers purchasing in Hanford. The goal is to reduce the household's housing costs within their affordability range, creating affordable housing opportunities. This program makes up to \$75,000 in low-interest loan funds available (per household). All funds shall benefit very low- to moderate-income households.

During the fiscal year, the City assisted three (3) households with HOME funds. The City's programs increased homeownership opportunities and provided homeowner repair assistance. One household was assisted with Housing Authority repayment RDA funds.

Discuss how these outcomes will impact future annual action plans.

The City of Hanford will continue to evaluate its programs and adjust, as necessary, in the future One-Year Action Plans. Based on the City's experience with CDBG, the

current goals and objectives will remain in place, and no significant changes are anticipated.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the activity's eligibility.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	411	0
Low-income	5	0
Moderate-income	12	0
Total:	428	0

Table 5 – Number of Households Served

IDIS Low/Mod Census Tracts (eligible CDBG Target Areas)

Low-Mod Income (LMI) concentration is defined as census tracts where at least 51% of the median household income is 80% or less than the jurisdiction. The City's FY 2022-23 CDBG boundaries are shown in the attached CDBG Low-Mod target area maps.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Hanford, in partnership with the Kings/Tulare Homeless Alliance (KTHA), works diligently to address homelessness within the city.

KTHA, which serves as the local continuum of care, coordinates efforts amongst service providers, faith-based partners, governmental agencies, and other key stakeholders. KTHA hosts multiple monthly meetings, such as the Case Management Roundtable and Community/Stakeholder Membership Meeting. Additionally, in January 2023, KTHA began hosting in-person Homeless Services Partnership Meetings monthly in Kings County. These meetings bring together Kings County service providers to discuss gaps, areas of focus, and other pertinent topics related to addressing homelessness.

Outreach efforts have been a key focus. The Kings View PATH team, Hanford Police Department HART (Homeless Assistance Resource Team), and KTHA Housing Navigators conduct ongoing outreach to connect people who are least likely to access resources. The table below outlines the number of people assessed for housing, the number of referrals made, and the number of households placed in permanent housing.

Date Range	Number of assessments for housing	Number of households referred to permanent housing	Number of households placed in permanent housing
7/1/2020-6/30/2021	315	23	11
7/1/2021-6/30/2022	294	35	11
7/1/2022-6/30/2023	447	42	32

Champions Recovery was awarded \$352,850 from KTHA through the Homeless Housing Assistance and Prevention Round 4 (HHAP 4) program for a new Kings County Street Outreach program. The funds will go towards advancing the Kings County Street outreach by purchasing a mobile office trailer and equipment, paying staff expenses, and purchasing supplies to meet the basic needs of people experiencing homelessness.

The Coordinated Entry System, operated by KTHA, includes virtually all homeless service providers within the City of Hanford. In addition to Every Door Open approach, people experiencing homelessness can have an assessment completed by contacting 2-1-1.

Addressing the emergency shelter and transitional housing needs of homeless persons

According to the 2023 Housing Inventory Chart (HIC), the following programs provide emergency shelter and transitional housing for people experiencing homelessness in the City of Hanford.

Program Type	Organization Name	Program Name	Year-Round Beds
ES	Kings Community Action Organization	Barbara Saville Shelter	38
TH	Kings Gospel Mission	Men's Transitional	20

TH	Kings Gospel Mission	Women's Transitional	7
ES	Kings County HSA	Holiday Lodge	50
TH	Kings Gospel Mission	New Song Academy	6

ES=Emergency Shelter

TH=Transitional Housing

Through a collaboration with Kings Community Action Organization (KCAO), Kings County Human Services Agency (HSA), City of Hanford, and KTHA, COVID-19 funding streams, including Project Roomkey, Project Homekey, and Emergency Solutions Grant – Corona Virus, were used to purchase the Stardust Hotel. It is in the process of being converted into twenty-three permanent housing units. The expected completion date of this project, renamed Sunrise Apartments, is Spring 2024.

KCAO is purchasing land and developing a navigation center to provide shelter beds, food distribution, and other emergency services for people experiencing homelessness.

Another key project that serves the emergency needs of people experiencing homelessness is the Mobile Shower Unit. It provides showers for men and women daily at the Kings Gospel Mission.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care, and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The Assertive Community Treatment (ACT) program provides housing and intensive services for people with severe mental health and substance abuse issues. The project

offers twelve beds of permanent supportive housing. Clients are enrolled in the program through court referrals as well as other systems of care. Housing assistance is available for eligible clients.

Several community partners offer residents services designed to help with housing retention. Community residents can access up-to-date prevention resources by calling the local 2-1-1 line. Call center operators through 2-1-1 can pre-screen clients for eligibility and provide up-to-date information on program availability. Kings United Way also operates the 2-1-1 text-to-chat service to assist all community members better, emphasizing residents ages twenty-five and older. The project connects residents through SMS, text, and live chat services. Linkages to services are ensured for all homeless and at-risk households.

CalWorks-eligible families can access housing assistance through the Housing Support and Bringing Families Home programs. These programs can assist with short-term rental assistance and utility deposits for households faced with eviction.

Additionally, the Alliance has an SSI/SSDI Advocacy, Outreach, and Access (SOAR) program within the region. This national project is designed to increase access to the disability income benefit programs administered by the Social Security Administration (SSA) for eligible adults who are homeless or at risk of homelessness and have a mental illness and a co-occurring substance use disorder—assisting clients through SOAR results in expeditious benefit awards and additional community funding through Medicaid reimbursements. Access to these benefits significantly increases housing stability and retention rates among recipients.

The City of Hanford's COVID-19 Emergency Rental Assistance Program started on July 13, 2020, with funding provided by the City's Coronavirus Aid, Relief and Economic Security Act (CARES) and the Community Block Development Grant (CDBG). The program offers financial assistance to low- and moderate-income residents, emphasizing those whom COVID-19 negatively impacts. Residents who qualify can receive rental service for up to 3 months.

These linkages have increased the community's efforts to avoid discharge into homelessness and serve the existing homeless population.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

KTHA continues to utilize the Landlord Mitigation Fund to increase the inventory of landlords and property managers willing to lease units to people experiencing homelessness. The fund is designed to incentivize Landlords to relax screening criteria for people experiencing homelessness and who may have barriers preventing them from securing housing on their own, such as poor credit and past evictions. By offering a Fund to mitigate Landlord exposure to the increased costs of renting to people experiencing homelessness, including excess damage and unpaid rent, a strong relationship can be created with Landlords who otherwise may not lease to individuals and families experiencing homelessness. KTHA also utilizes Flex Funds to pay move-in costs such as application fees, deposits, first/last months' rent, and rental and utility arrears. The goal is to remove as many barriers as possible to individuals moving into permanent housing.

The Coordinated Entry System works with the top five households of each intervention type on the Housing Priority List to get their document ready. This focus has reduced the time people spend on the streets waiting to be placed once a unit becomes available.

Champions have begun utilizing California Advancing and Innovating Medi-Cal (Cal AIM) to provide case management for people using vouchers without supportive services. This

service helps people experiencing homelessness move into units quicker and adapt to being housed, lowering the recidivism rate.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

Kings County Housing Authority provides public housing. The provision of public housing is a function of county government; therefore, the City will not supply funding for this segment. The Housing Authority provides low-income families with decent, safe, sanitary, affordable rental housing. In addition, the Housing Authority offers rental assistance to individuals and families through Section 8 Housing Choice Vouchers and affordable housing programs.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or lessen the negative effects of public policies that serve as barriers to affordable housing include land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City of Hanford adopted the 2035 General Plan on April 24, 2017. During the updating process, there were zoning-ordinance changes and a review of all policies and procedures to determine if they should be updated, removed, or otherwise amended.

The City's Housing Element requires each city and county to identify existing and projected housing needs within the jurisdiction and prepare goals and policies.

The City has instituted several policies and programs that would encourage the development and preservation of affordable housing. Including the development of new affordable housing, the clearance of blighted properties for re-use as new housing, and the repair of an existing house.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City of Hanford will continue to support the efforts of local agencies that serve special populations, such as the elderly, frail elderly, homeless persons, female heads of households, persons with disabilities, drug/alcohol addictions, farm workers, and persons with HIV/AIDS. These agencies have an established support system in Kings County to serve these populations. Programs that the city offers that assist special populations, and people experiencing homelessness in transition to permanent housing include:

- First-time homebuyer programs.
- Housing rehabilitation.
- Habitat for Humanity.
- A multi-family low-income complex funded through HOME and low-income Housing Tax Credits.

Achievements in the fiscal year to provide affordable housing opportunities include, but are not limited to, the following:

- Administering a first-time homebuyer program offering mortgage assistance to two First Homebuyers to ensure housing affordability (\$2,000,000 in HOME PI was allocated to this activity in PY 2022-23; however, staff was not able to assist anyone due to the program being placed on hold by the State of California-Housing Community Development).
- Administering a housing rehabilitation program that offers grants for health-and-safety repairs: \$258,501.67 was allocated to this activity.
- Offer abatement services through the Code Compliance program that improves the quality of life for low- to moderate-income homeowners.
- Continue to partner and provide funding to Kings/Tulare Continuum of Care for homeless prevention, allocating \$10,000 to this activity.

In 2021, the city allocated \$72,090 towards water utility assistance for low-income residents.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Lead is a highly toxic metal that may cause various health problems, especially in young children. When lead is absorbed into the body, it can cause damage to the brain and other vital organs, such as the kidneys, nerves, and blood. Lead-based paint was banned for residential use in 1978; therefore, housing built before 1978 is considered at risk of having lead-based paint. In Hanford, twenty-three percent (23%) of the City's housing stock is 30 years old or more. The City implemented the following strategies to reduce the presence of lead-based paint:

- Implemented the lead-based paint regulations of 24 CFR Part 92 in all federally assisted City housing programs.
- Enforced federal laws through the permit process and code enforcement services by requiring contractors to be certified (if they do work that does not disturb paint surfaces).
- Provided "Renovate Right" pamphlets to homeowners, homebuyers, and contractors; Offered housing -rehabilitation loans and grants to qualifying households to remove/remedy lead-based paint; Referred individuals affected by lead-based paint to their doctors or the Kings County Health Department nurse.

Actions were taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

In cooperative efforts, the city continues to work with Continuum of Care, its partnering cities, and non-profit agencies to identify resources available to reduce the number of persons living below the poverty level and address the community's needs.

The city has also engaged with housing, service, and faith-based organizations to encourage partnerships and work together to address high-priority needs identified in

the 10-year Homeless Plan. Subgroup committees were formed to improve the 2-1-1 program, housing opportunities, and services.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

There is much more work to do in ADA compliance. Still, staff will continue to work diligently to address any monitoring and transition plan findings and recommendations to ensure that our programs comply with the applicable HUD regulations.

The Community Development Department oversees the City's CDBG Program. This staff has worked diligently to improve policies, procedures, and practices so that the City's program complies with CDBG regulations. While much more work is needed, the City's program has improved. The staff is confident about the recent activities selected and how funding has been expended.

Certification of Consistency:

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The city continues participating in regional coordination of services through the Kings Tulare Homeless Alliance, Habitat for Humanity, Self-help Enterprises, Kings County Health Services, and other networking opportunities.

Stardust Kings Tulare Homeless Alliance (KTHA) LLC
Sunrise Apartments Project, formerly the Stardust Motel

On December 1, 2020, the Council allocated \$238,702 in May of 2022, the Council allocated to Kings County Human Services for the Stardust Motel rehab conversion project. Since then, to obligate the funding and expedite the project, Kings County Human Services has requested that the City redirect the funds to Stardust KTHA, LLC, to complete the Sunrise project.

Identify actions taken to overcome the effects of any impediments identified in the jurisdiction's analysis of impediments to fair housing choice. 91.520(a)

An Analysis of Impediments (AI) to Fair Housing Choice, 2019-2023, was prepared and submitted to HUD.

The local government can play a critical role in providing a full range of housing types and assuring housing availability suitable to all public sectors. The City of Hanford offers affordable housing assistance programs and implements several fair housing-related policies. The city does not have a formally established fair housing policy. Still, it is committed to collaborating with community stakeholders and local advocacy partners to create a comprehensive, fair housing system and implement similar fair housing procedures. In addition, the city will continue to work with regional public transit providers to identify any opportunities to improve public transit serving low-income households and special-needs populations (including the elderly and persons with disabilities). The city will pay particular attention to the transit needs of areas where housing is affordable for low-income households and special-needs populations.

As an entitlement grantee, the City of Hanford is required to ensure that its programs affirmatively further access to fair housing and that its policies and procedures do not discriminate against individuals based on any protected class, which would deny the opportunity to participate in access or benefit from the programs and activities carried out as part of the CDBG Program. The City will partner with the City of Porterville and jointly solicit proposals from qualified organizations to develop, implement, and administer a Fair Housing Program starting before the end of 2021.

In the case of alleged discrimination, residents are provided with information regarding fair housing law, a HUD discrimination complaint form, and referrals to legal services, the State Department of Fair Housing and Employment, and other appropriate agencies.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities conducted in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City of Hanford's staff provides ongoing technical assistance, monitors subrecipients, and monitors each sub-recipient. City staff conducted desktop monitoring for all sub-recipient sub-grantee agencies to ensure compliance.

Other programs are monitored by staff daily and as needed for capital projects. This review will include but is not limited to, environmental assessment, contract supervision, prevailing wage compliance, reporting, and reimbursement request review and processing.

The city takes an initiative-taking approach and continually evaluates programs and activities to ensure they meet targeted goals and align with current funding levels. When funds are moving slowly, another project or program is recommended.

Citizen Participation Plan 91.105(d); 91.115(d) Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Before submitting the CAPER to HUD, a notice soliciting public comment is published in English and Spanish in the *Hanford Sentinel*. Publication of the information allows for a 15-day comment period (September 1- September 18, 2023) and time to prepare a summary of comments. In addition, copies of the CAPER are provided for the public's review at the City Hall Community Development Department's counter and on the City's website.

The CAPER requires a public hearing before the City Council for document approval before submitting it to HUD. Community hearings are held in a community space, considering the convenience to beneficiaries of the entitlement program resources. A Public Hearing is scheduled for September 19, 2023.

Copies of the report are available at the City of Hanford Community Development Department and on the City of Hanford website.

Public Comments: Comments received will be included in the final document at the close of the public review period and public hearing.

CR-45 - CDBG 91.520(c)

Specify the nature of and reasons for any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs due to its experiences.

The 2022-23 program year was the fourth year of implementation in the City of Hanford's 2019-23 five-year Consolidated Plan. The Consolidated Plan set forth the priority needs and goals for the CDBG program over five years, from July 1, 2019, to June 30, 2023, covering five program years.

The city continues to take an initiative-taking approach. It continually evaluates programs, projects, policies, and activities to meet targeted goals and align with current funding levels. Based on experience, challenging and strategic recommendations are made to the City Council. For example, an alternate priority project or program is recommended when funding is moving slowly.

The City amended its 2019-2020 Annual Action Plan to include CARES Act funds. Under the 2020 federal stimulus plan - the CARES Act, the City received \$664,009 in CDBG-CV funds for activities that prevent, prepare for, or respond to the impacts of COVID-19.

Due to the COVID-19 pandemic and subsequent release of CDBG-CV funding from the CARES Act, the city amended its 2019-2020 Annual Action Plan for the second time and amended its 2019-23 Consolidated Plan to address new priority needs. The Consolidated Plan amendment included the COVID-19 Preparation, Prevention, and Response, and the Annual Action Plan amendment identified programs to meet the latest priorities, including:

- **Emergency Rental Assistance**
- **Home Delivered Meals for Homebound Seniors**
- **Small Business Assistance**
- **Building and Improvements**
(rehabilitation of a motel to accommodate isolation)

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Completed	Expected Program Year	Actual Program Year	Percent Completed
Maintain and promote neighborhood preservation	Non-Housing Community Development	CDBG: \$139,000	Public Utility or Infrastructure Activities other than Low/Moderate Income Housing	Persons Assisted	13250	13490	101.81%	13335	13490	Project Delayed due to supply and demand shortage
Provide decent affordable housing and Housing Rehab	Affordable Housing and Homeless	CDBG: \$179,008	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	40	52	130%	13	14	108%
Provide decent affordable housing	Affordable Housing and Homeless	CDBG: \$0	Rental units constructed	Household Housing Unit	2	0	0.00%	0	0	0%
Provide decent affordable housing	Affordable Housing and Homeless	CDBG: \$0 HOME PI Funded RDA Reuse	Homeowner Housing Added	Household Housing Unit	2	4	200%	2	4	200%
Provide decent affordable housing	Affordable Housing	CDBG-CV: \$145,000	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	40	40	100%	40	40	100%
Economic Development	Affordable Housing and Homeless	CDBG-CV: \$124,000	Jobs created/retained	Jobs	20	21	105%	20	21	105%
Support special needs programs and services	Non-Homeless Special Needs Food Relief	CDBG-CV: \$150,307	Public service activities other than Low/Moderate Income Housing	Persons Assisted	1250	1152	92.16%	1152	1152	100.00%
Public Facilities Building Improvements	Rehabilitation of Motel for Housing Project Delayed due to Funding	CDBG-CV: \$238,702	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	21	21	0.00%	0	0	0.00%
Planning	Planning and Administration	CDBG: \$126,513 CDBG-CV: \$30,000	Other	Other	N/A	N/A	N/A	N/A	N/A	N/A

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Table 1 - Accomplishments
Program Year

Attachment A:
CDBG Maps

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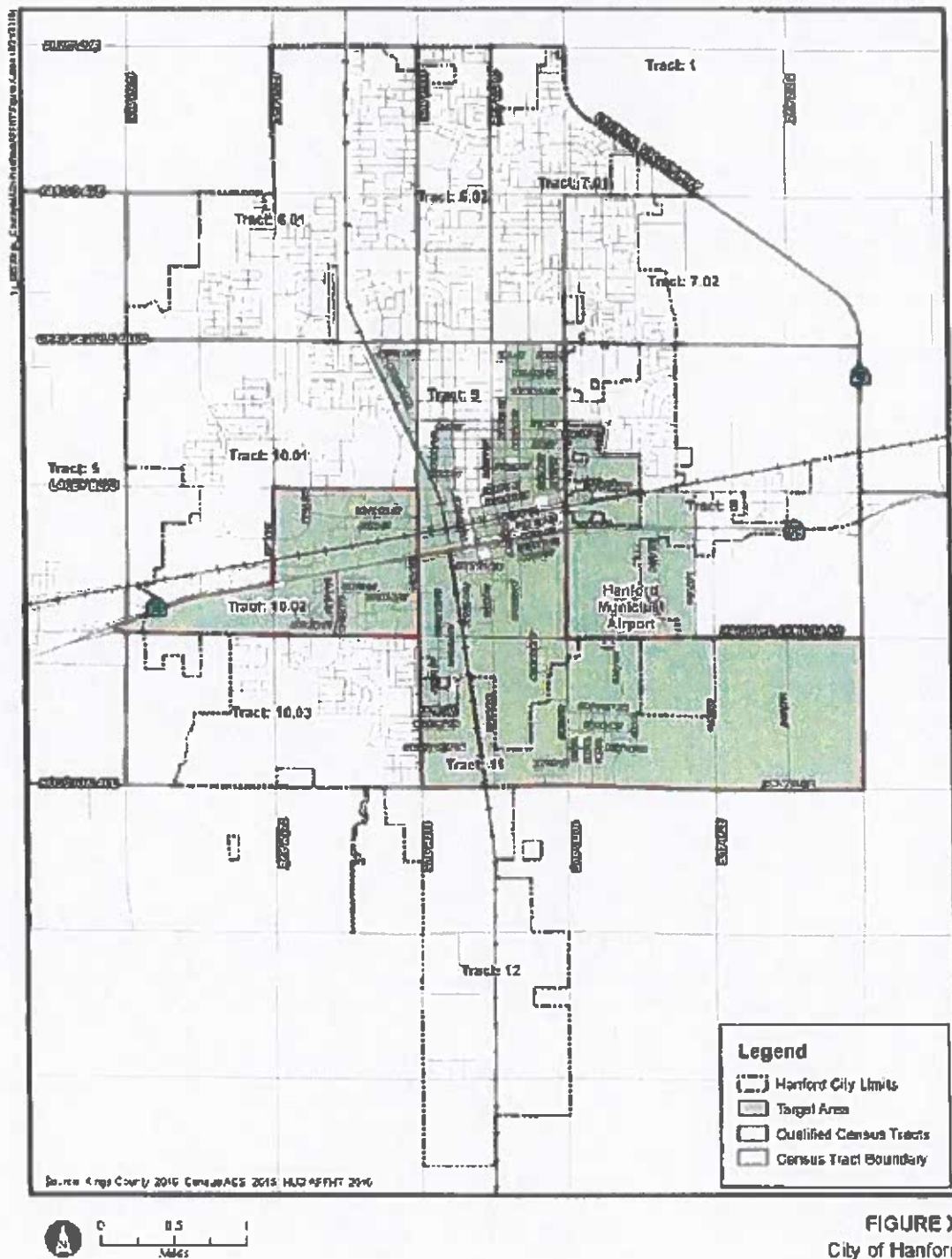
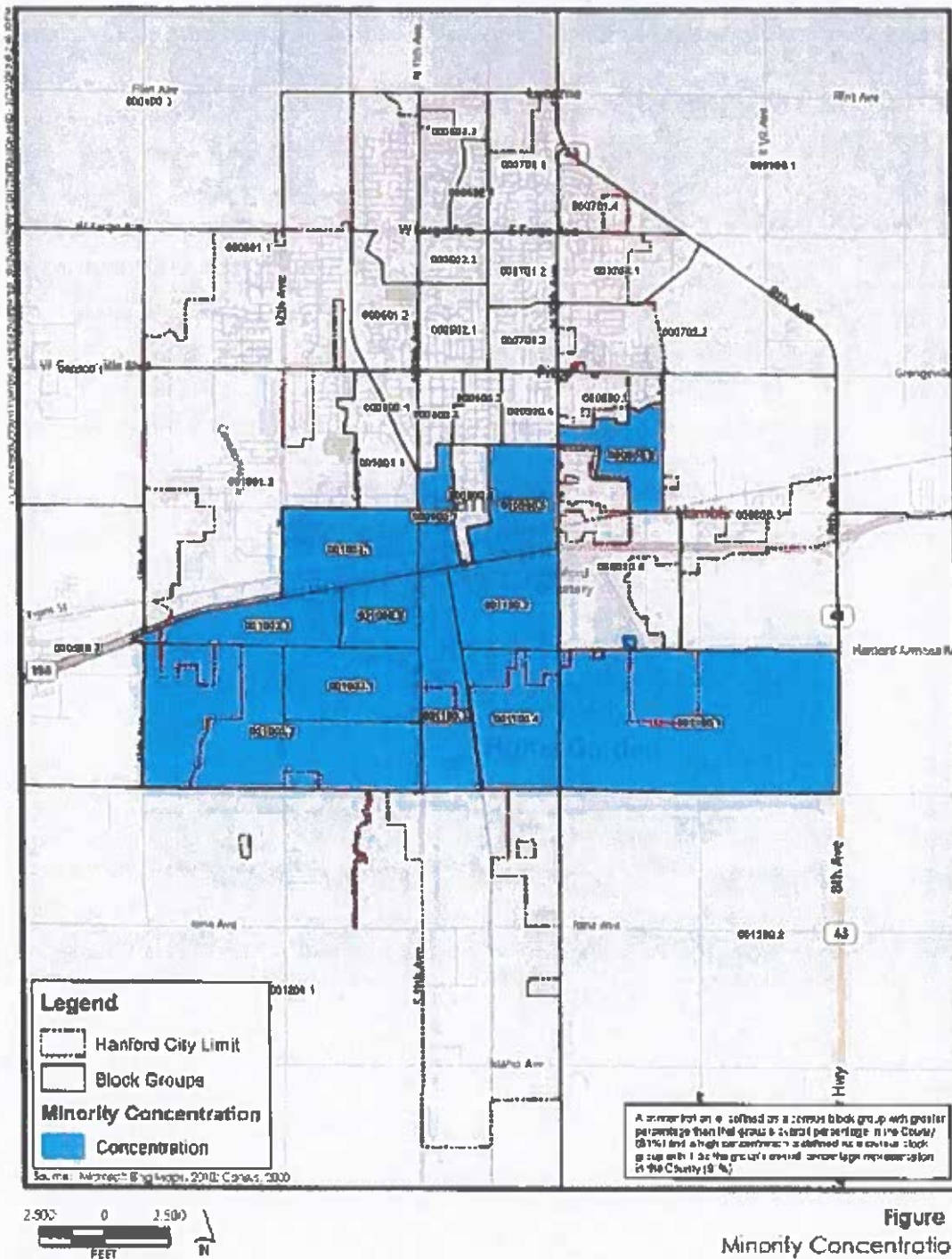
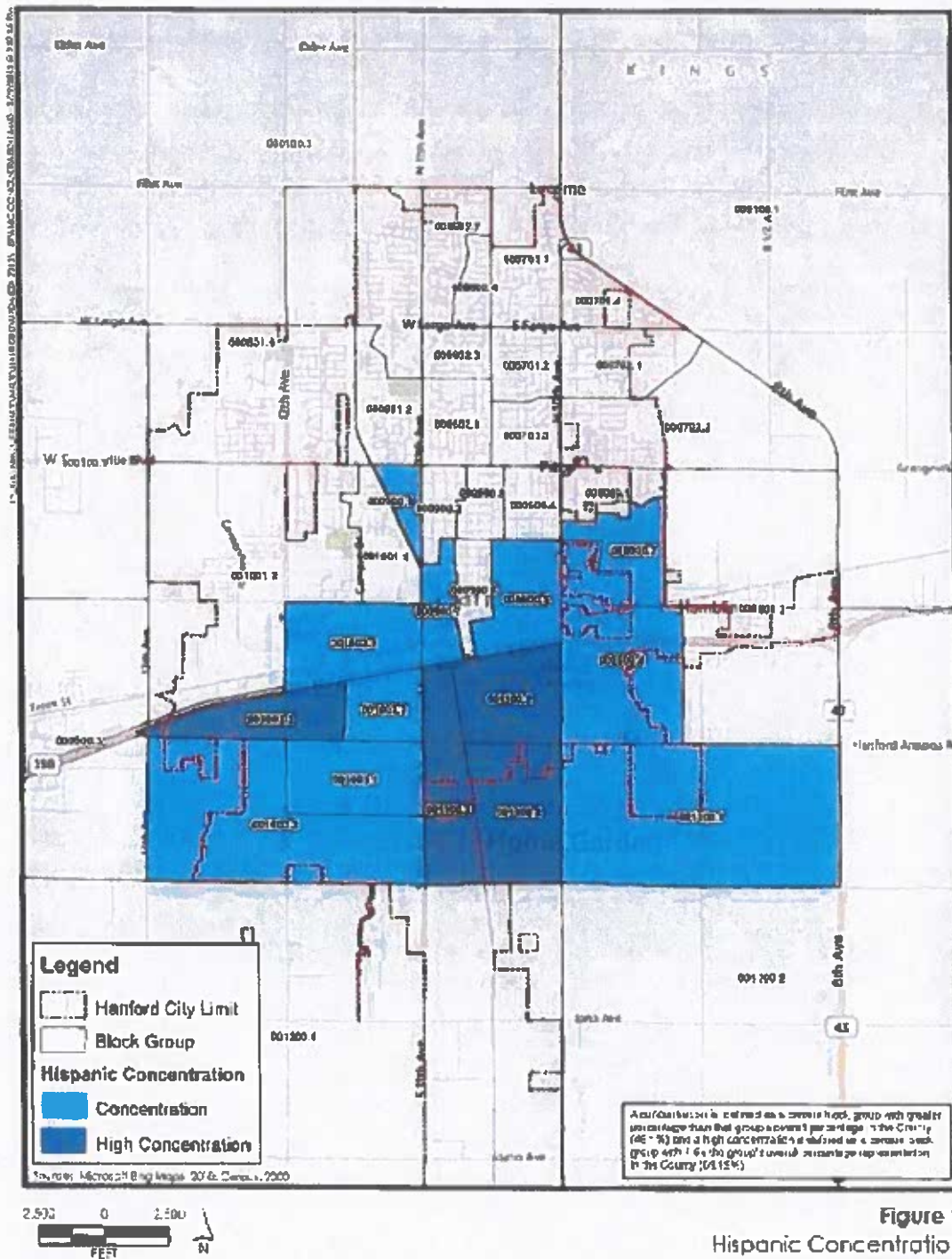


FIGURE X
City of Hanford

Michael Baker
INTERNATIONAL





Attachment B: Citizen Participation

***Public Notice English & Spanish
Legal Ad
Public Comments***

DRAFT

THE SENTINEL
P O BOX 9
HANFORD CA 93232
(559) 582-0471
Fax (559) 582-2431

ORDER CONFIRMATION (CONTINUED)

Salesperson: RUTH SORIANO

Printed at 08/23/23 13:33 by rsori-bk

Acct #: 7650

Ad #: 238791

Status: New WHOLD WHOI

AD#238791

**PUBLIC NOTICE BY THE CITY OF HANFORD
OF A PUBLIC COMMENT PERIOD
RELATING TO THE 2022-2023 CONSOLIDATED ANNUAL
PERFORMANCE AND EVALUATION REPORT (CAPER) FOR THE
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

The City of Hanford announces that a draft copy of the Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year (PY) 2022-2023, as required by the United States Department of Housing and Urban Development (HUD), will be available for public review and comment beginning on September 1, through September 18, 2023.

The CAPER assesses the City's progress in carrying out the third year (July 1, 2022 - June 30, 2023) of the Strategic Plan, which is described in the 5-Year (2019-2023) Consolidated Plan, regarding federal entitlement funding from the Community Development Block Grant (CDBG) Program.

The Hanford City Council and Housing Department are interested in improving and increasing communication with Hanford citizens in housing, community, and economic development. The PY22-23 CAPER (draft) is available for public review on the City's website at: <https://www.cityofhanfordca.com>. Citizens may submit written comments during the public review and comment period by mail or in person, postmarked no later than September 15, 2023, to the following address:

City of Hanford - Housing Division
Attention: Sandra Lerma, Adm. Analyst Housing -
slerma@cityofhanfordca.com
317 N. Douty Street
Hanford, CA 93230

The public hearing will be held at the following location and time:

City Council - Public Hearing
Tuesday, September 19, 2023, at 7:00 p.m.
City Council Chambers 400 N. Douty St.
Hanford, CA 93230

If you have any questions or need a translator or special services, please call the City Clerk at (559) 585-2515 or (559) 585-4766 at least (5) five days before the meeting to plan.

The City of Hanford does not discriminate in employment and housing program opportunities or practices based on race, color, religion, national origin, age, sex, sexual orientation, marital status, disability, or any other characteristic protected by law.

Publishing date: September 1, 2023

**AVISO PÚBLICO DE LA CIUDAD DE HANFORD DE
UN PERÍODO DE COMENTARIOS PÚBLICOS
RELATIVO AL RENDIMIENTO ANUAL CONSOLIDADO 2022-2023
E INFORME DE EVALUACIÓN (CAPER) PARA EL PROGRAMA DE
SUBVENCIONES EN BLOQUE DE DESARROLLO COMUNITARIO**

La ciudad de Hanford anuncia que una copia preliminar del informe de evaluación y desempeño anual consolidado (CAPER) para el año del programa 2022-2023, según lo exige el Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos (HUD), estará disponible para revisión pública y comentarios a partir del 1 de septiembre hasta el 18 de septiembre de 2023.

La CAPER evalúa el progreso de la Ciudad en la realización del tercer año (1 de julio de 2022 - 30 de junio de 2023) del Plan Estratégico, que se describe en el Plan Consolidado de 5 Años (2019-2023), con respecto a la financiación de derechos federales del Programa de Subvención en Bloque para el Desarrollo Comunitario (CDBG).

El Ayuntamiento de Hanford y el Departamento de Vivienda están sumamente interesados en mejorar y aumentar la comunicación con los ciudadanos de Hanford en materia de vivienda, comunidad y desarrollo económico. El CAPER 22-23 (copia preliminar) está disponible para revisión pública en el sitio web de la Ciudad en: <https://www.cityofhanfordca.com>. Los ciudadanos pueden enviar comentarios por escrito durante el período de revisión y comentarios públicos por correo o en persona, con matasellos no posterior al 15 de septiembre de 2023, a la siguiente dirección:

Ciudad de Hanford - División de Vivienda
Atención: Sandra Lerma, Analista de Vivienda
slerma@cityofhanfordca.com
317 N. Calle Douty
Hanford, CA 93230

La audiencia pública se llevará a cabo en el siguiente lugar y horario:

Concejo Municipal - Audiencia Pública
Martes, 19 de septiembre de 2023, a las 7:00 de la tarde.
Cámaras del Concejo Municipal
400 N. Douty St.
Hanford, CA 93230

Si tiene alguna pregunta o necesita un traductor o servicios especiales, llame a la secretaria Municipal al (559) 585-2515 o (559) 585-4766 al menos (5) cinco días antes de la reunión para hacer arreglos.

La ciudad de Hanford no discrimina en las oportunidades o prácticas de los programas de empleo y vivienda por motivos de raza, color, religión, origen nacional, edad, sexo, orientación sexual, estado civil, discapacidad o cualquier otra característica protegida por la ley.

Attachment C: Continuum of Care Reports

Point-in-Time Survey Report Project Homeless Connect Report

DRAFT

KINGS AND TULARE COUNTIES

2023

POINT IN TIME REPORT



JULY 7, 2023



2023

POINT IN TIME REPORT

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ACKNOWLEDGEMENTS

The considerable efforts and talents of many individuals helped to ensure the success of the Point in Time count in Kings and Tulare Counties. The Kings/Tulare Homeless Alliance would like to thank the U.S. Department of Housing and Urban Development and the Cities of Hanford, Porterville, Tulare, and Visalia for their ongoing support.



SUMMARY

Each year, the Kings/Tulare Homeless Alliance (Alliance) conducts a Point in Time (PIT) count of the number of people experiencing sheltered and unsheltered homelessness within Kings and Tulare Counties. Information and data gathered through the PIT count are used by the Alliance and partner agencies to better understand the issues associated with homelessness, including causes, service gaps, unmet housing needs, and homeless trends.

METHODOLOGY

Kings and Tulare Counties conducted their 2023 Point in Time (PIT) count on the night of January 22-23, 2023. Volunteers from local jurisdictions, law enforcement, the faith-based community, nonprofit partners, and community stakeholders came together to conduct short surveys with people who meet the United States Department of Housing and Urban Development's (HUD) definition of homeless. Volunteers canvassed locations where people experiencing homelessness tend to congregate including encampments, libraries, food distribution sites, etc. The PIT Report provides a snapshot of the people experiencing homelessness in Kings and Tulare Counties.

Several factors can influence the PIT count including weather, number of volunteers, and count methodology.

The weather on the week of the count had temperatures in the low-40s with little precipitation. This cool, dry weather may have allowed unhoused individuals to leave their encampments to run errands, making them more challenging to count.

107 volunteers completed surveys with people experiencing homeless in the 2023 PIT count. This is a 20% increase from the number of individuals who volunteered for the 2022 PIT count (79 volunteers). The increased number of volunteers may have lead to the increase in the total PIT number.

Similar to the 2022 count, the 2023 PIT count was not completed in collaboration with large Project Homeless Connect events. Some communities (Hanford, Porterville, and Visalia) did utilize regularly scheduled drop-in programs to facilitate the count.

The Kings Tulare Homeless Alliance (Alliance) led multiple meetings and training to plan the PIT count beginning in November of 2022. The Cities of Porterville, Tulare, and Visalia, as well as Kings County, each had their own PIT subcommittee led by two or three people knowledgeable about homelessness in the region. Decisions on canvassing/mapping, incentives, and overall approach were made by each subcommittee and supported by the Alliance.

OVERVIEW OF RESULTS

The 2023 PIT count saw an increase of 235 individuals (1,235 people in 2022 vs. 1,470 people in 2023) or a 16% increase in the number of people experiencing sheltered and unsheltered homelessness in Kings and Tulare Counties. KTHA feels that the increase in PIT numbers is the result of the following circumstances:

- The end of COVID-19 era supports and projects including Project Room Key and the eviction moratorium;
- The cost of living increases resulting from higher rents, utility costs, food costs, etc.;
- The lack of affordable housing in Kings and Tulare Counties;
- The City of Tulare's Encampment Resolution Funding Project has centralized people, making them easier to count; and
- The increase in the number of volunteers participating in street canvassing for the PIT.

This is a shocking increase in the number of people experiencing sheltered and unsheltered homelessness across our region but is in no way an indication of a lack of hard work done by jurisdictions, non-profits, and community leaders to address this growing problem.

OVERVIEW OF RESULTS (CONTINUED)

The number of people experiencing chronic homelessness increased by 112 individuals (327 people in 2022 vs. 439 in 2023), or a 25.51% increase. This could be a long-term result of people who entered homelessness due to the COVID-19 pandemic. The 2022 count saw an increase in people experiencing homelessness for the first time; if those individuals remained homeless, they might now be classified as chronic.

There were 37 fewer people accessing emergency shelter beds in 2023 (245 individuals) than in 2022 (282 individuals), which is a 15% decrease. We believe this is because the number of available beds decreased from 442 beds in 2022 to 387 beds in 2023 as a result of Project Roomkey (PRK) shelters closing and/or transitioning to permanent supportive housing units.

The City of Hanford saw a more significant increase in PIT numbers (260 individuals counted in 2022 vs. 383 in 2023). The City of Visalia saw a marked decrease of 35 people (469 individuals in 2022 vs. 434 in 2023). Both the Cities of Porterville and Tulare saw smaller increases in their PIT counts (Porterville: 212 in 2022 vs. 299 in 2023; Tulare: 212 in 2022 vs. 284 in 2023).

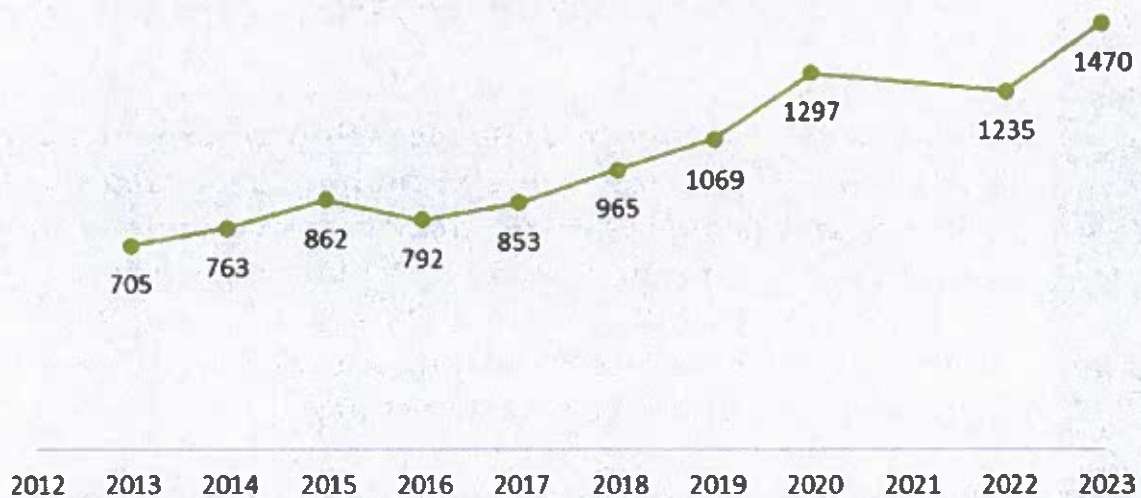
The Alliance feels that all efforts were made to uniformly support each community to conduct the PIT count and each was completed as accurately as possible.

KINGS AND TULARE COUNTIES

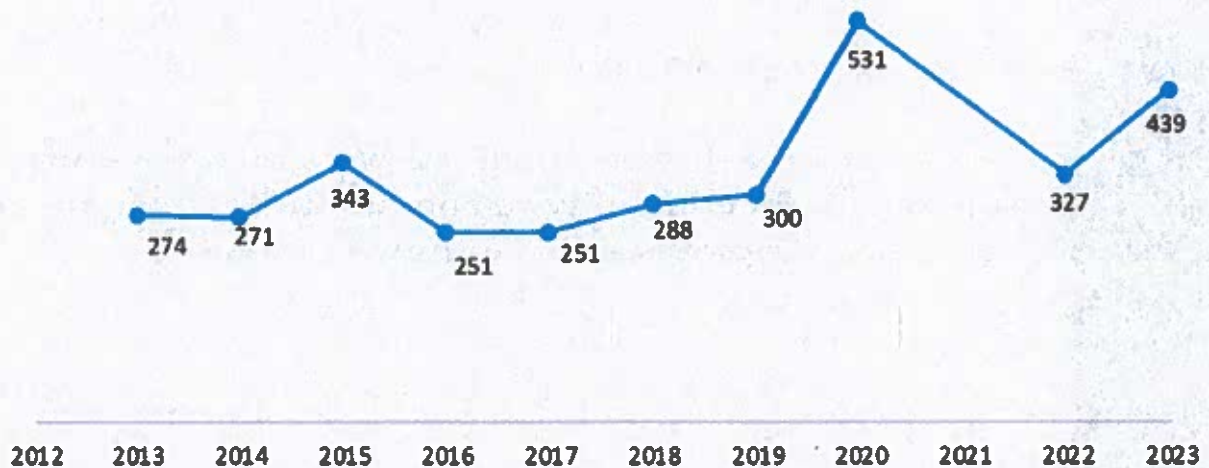
1,470 people experiencing homelessness

439 people are chronically homeless

2013-2023 PIT Trend

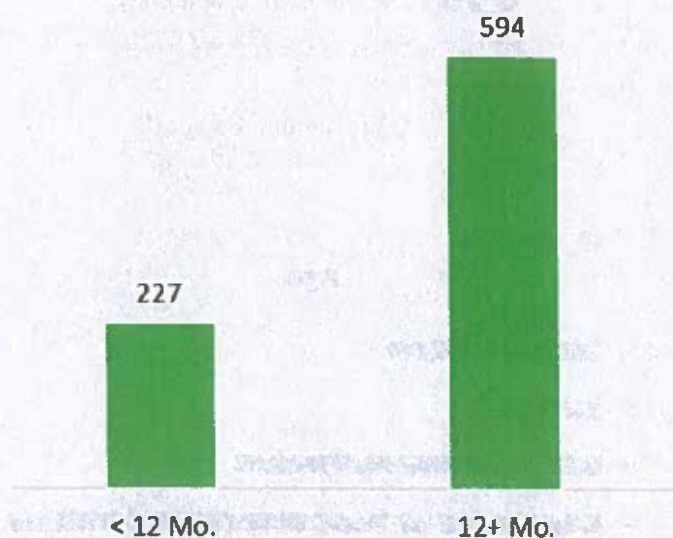


2013-2023 Chronically Homeless Trend

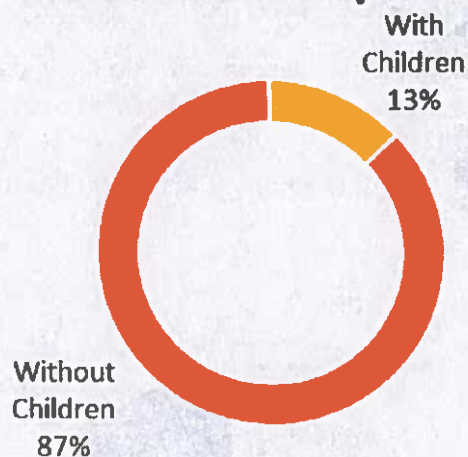


KINGS AND TULARE COUNTIES

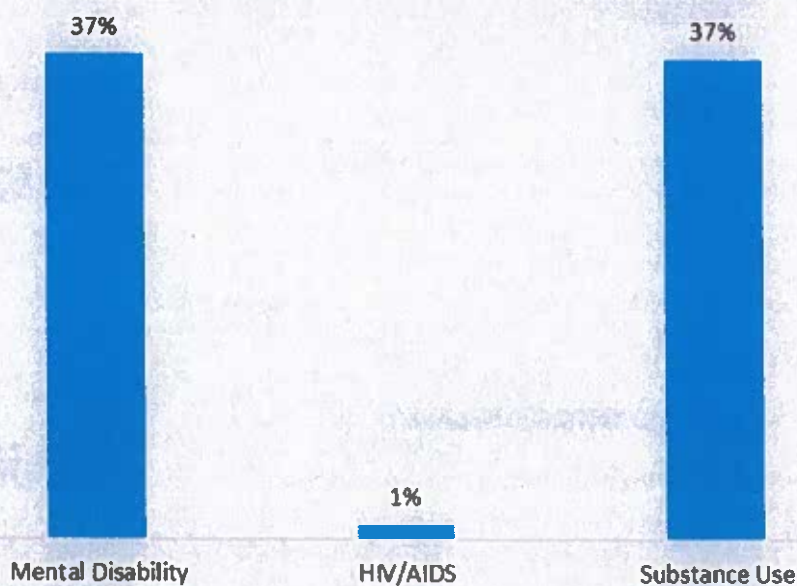
Length of Time Homeless



Household Composition



Barriers to Housing



KINGS AND TULARE COUNTIES



1,089

People slept in an unsheltered location



245

People slept in an emergency shelter



136

People slept in transitional housing



92

People are veterans



589

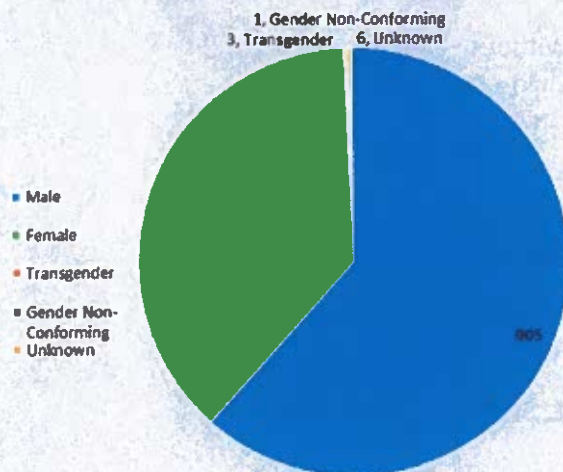
People have a disability



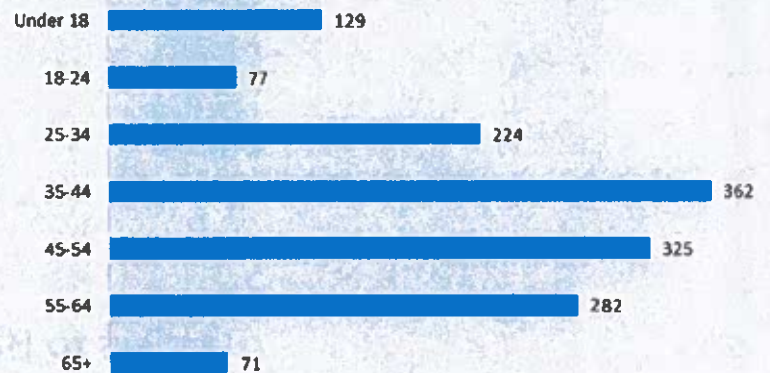
71

Unaccompanied youth

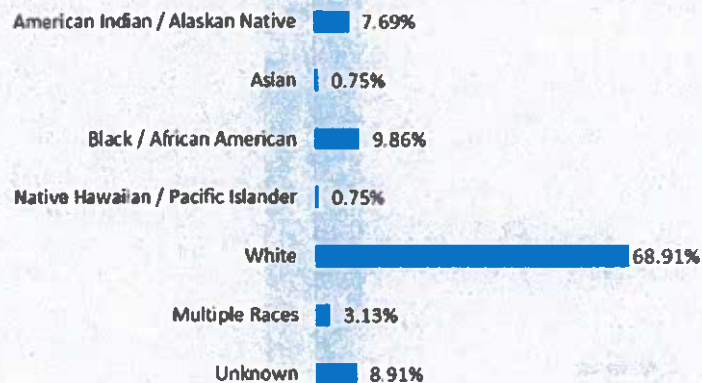
Gender



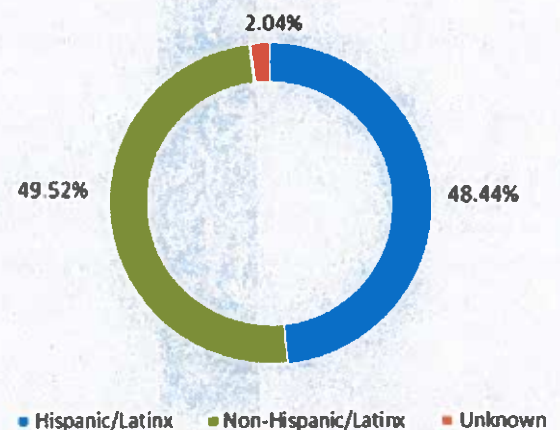
Age



Race



Ethnicity



KINGS COUNTY

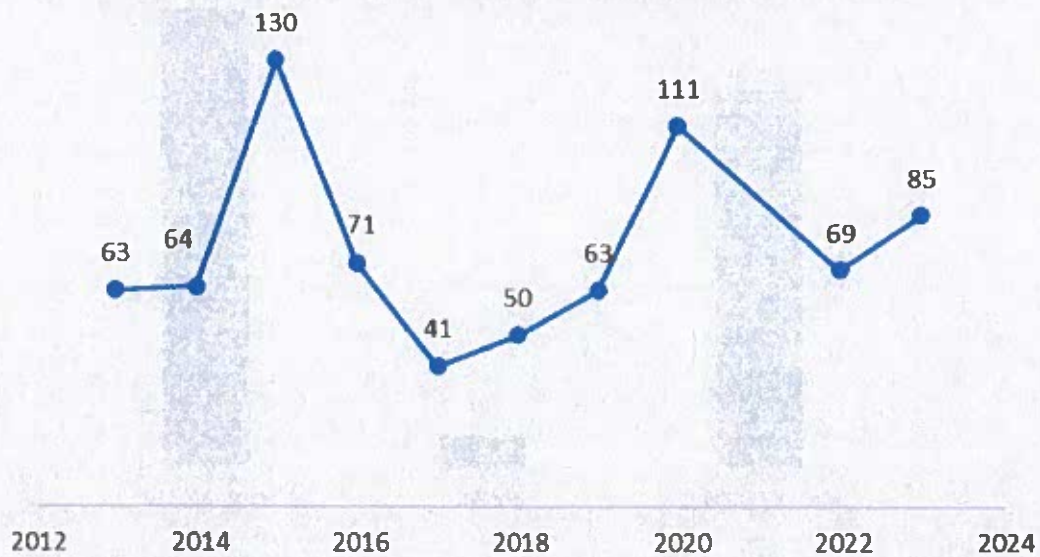
417 people experiencing homelessness

85 people are chronically homeless

2013-2023 PIT Trend

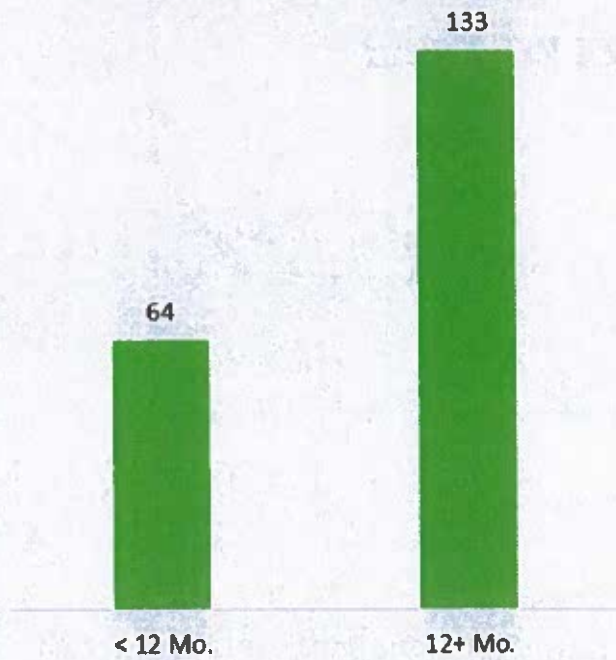


2013-2023 Chronically Homeless Trend

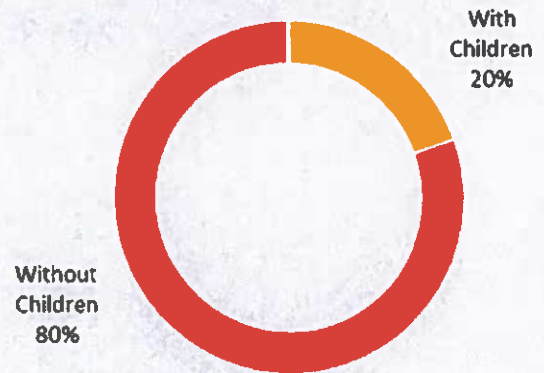


KINGS COUNTY

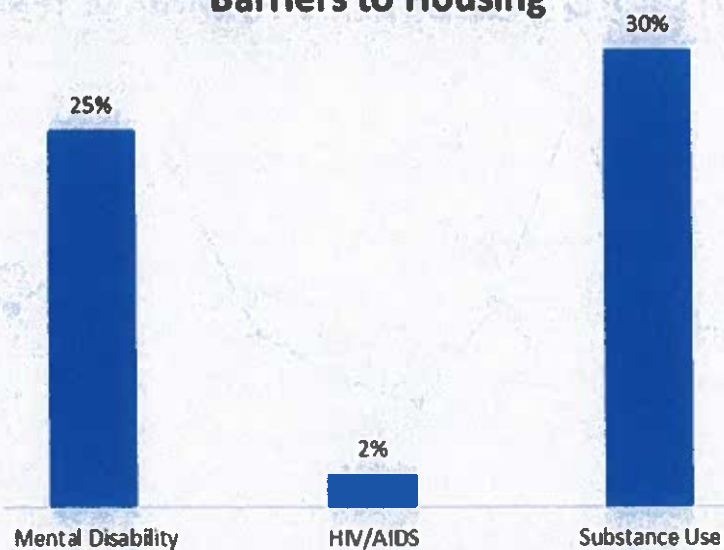
Length of Time Homeless



Household Composition



Barriers to Housing



KINGS COUNTY



310

People slept in an unsheltered location



80

People slept in an emergency shelter



27

People slept in transitional housing



27

People are veterans



159

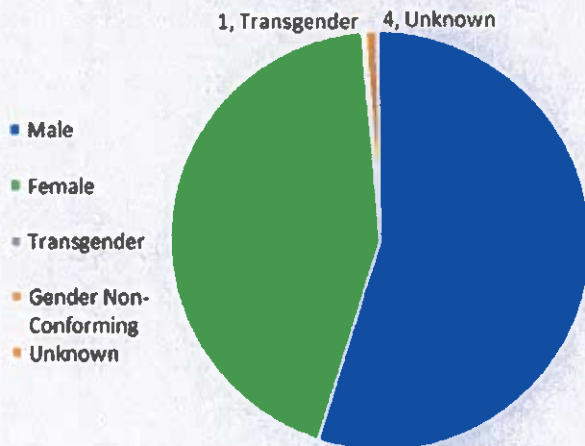
People have a disability



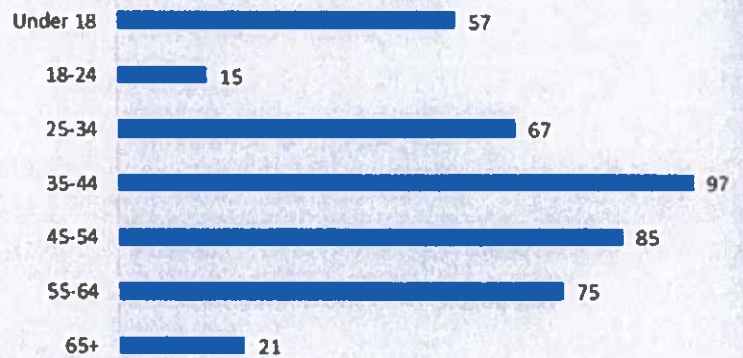
13

Unaccompanied youth

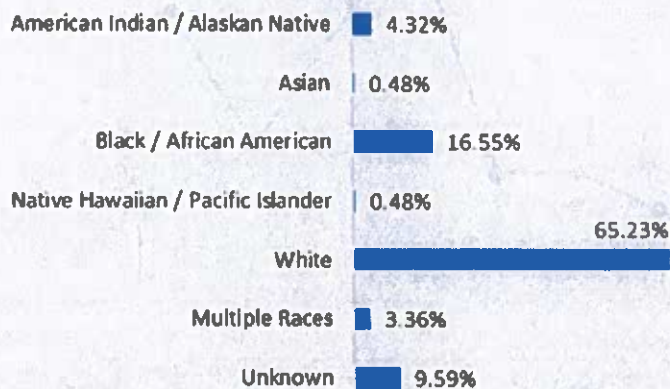
Gender



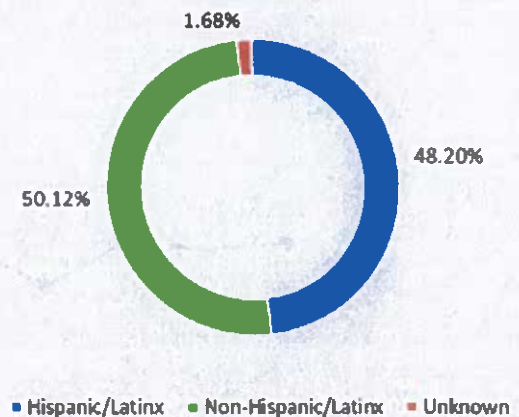
Age



Race



Ethnicity



TULARE COUNTY

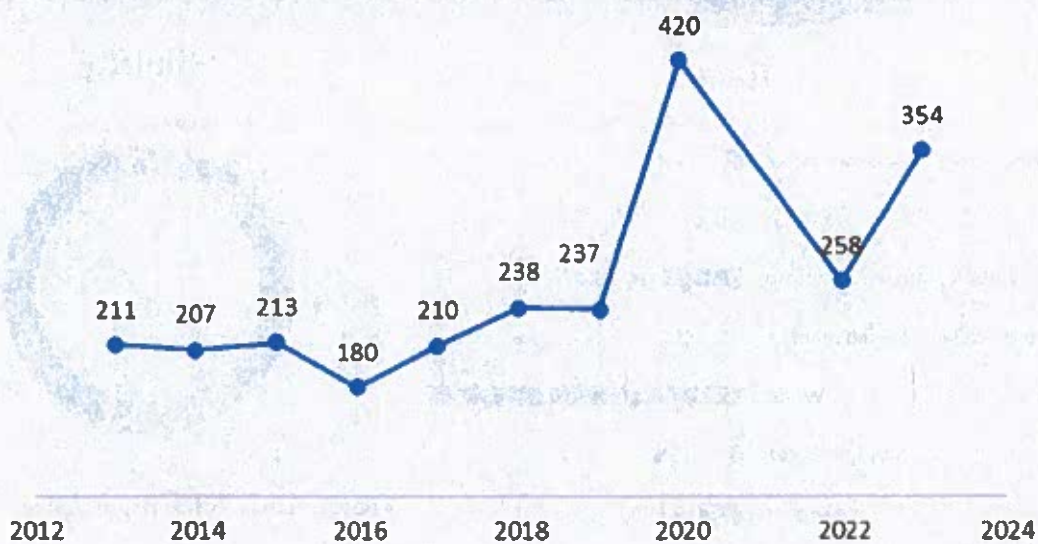
1,053 people experiencing homelessness

354 people are chronically homeless

2013-2023 PIT Trend

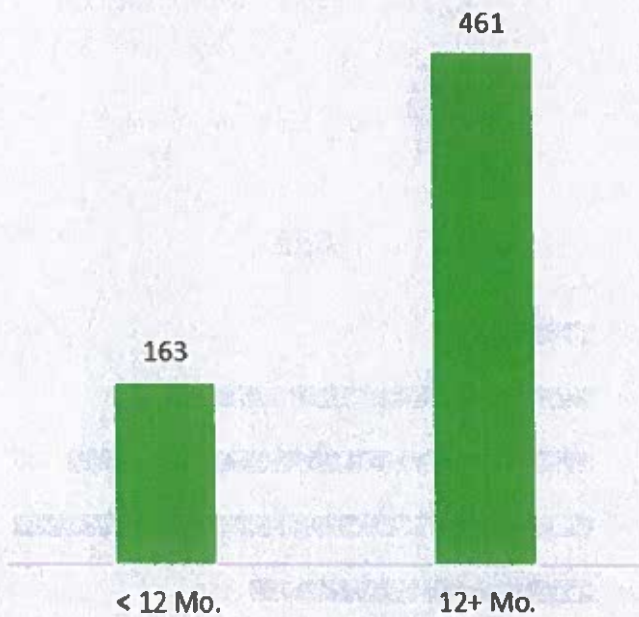


2013-2023 Chronically Homeless Trend Title

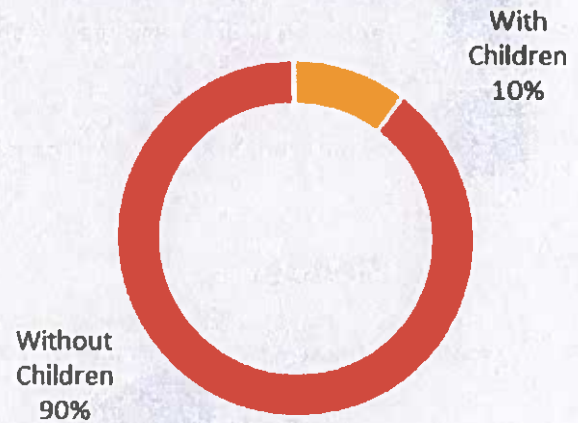


TULARE COUNTY

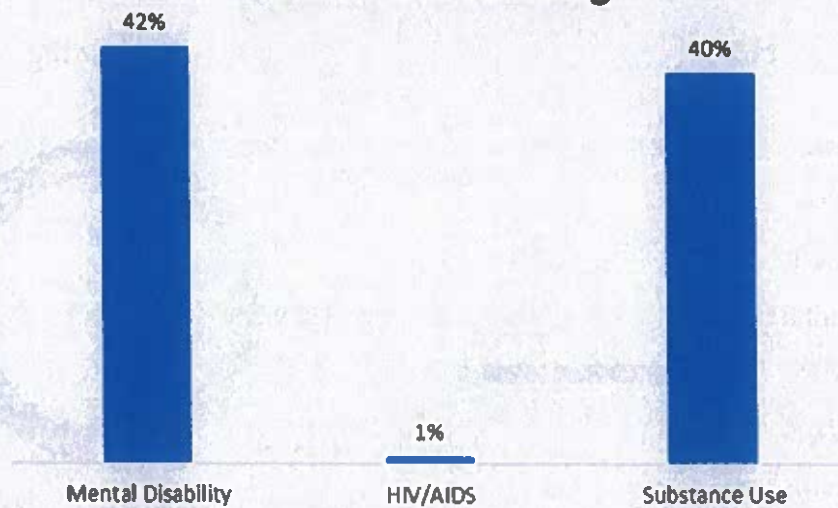
Length of Time Homeless



Household Composition



Barriers to Housing



TULARE COUNTY



779

People slept in an unsheltered location



165

People slept in an emergency shelter



109

People slept in transitional housing



65

People are veterans



430

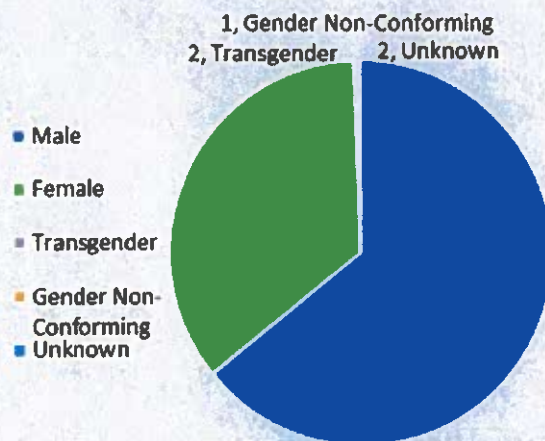
People have a disability



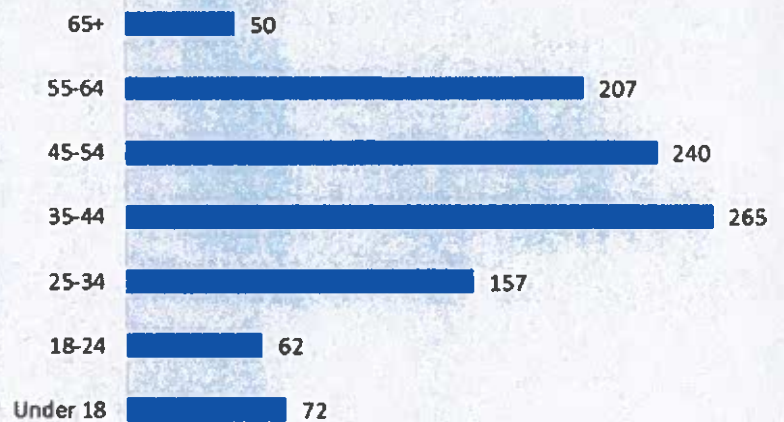
58

Unaccompanied youth

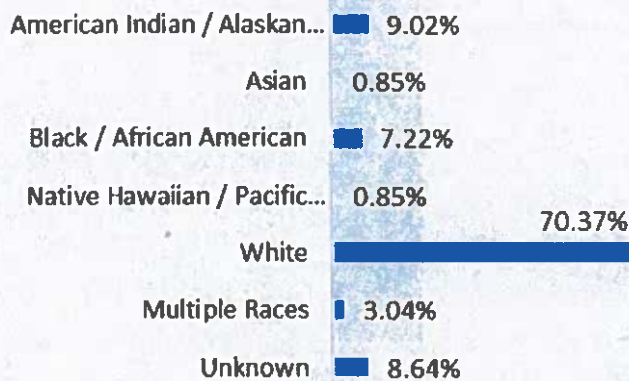
Gender



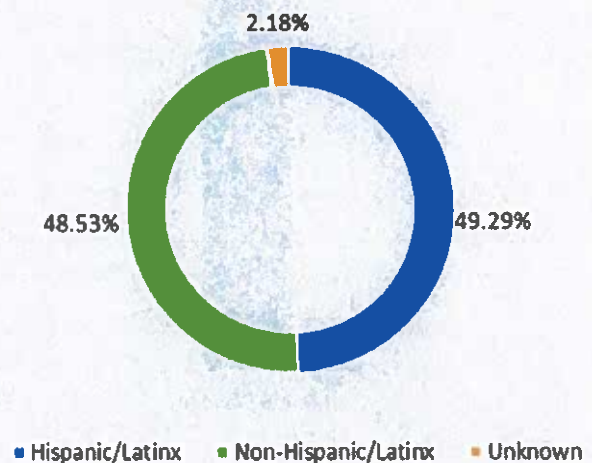
Age



Race



Ethnicity



HANFORD, CALIFORNIA

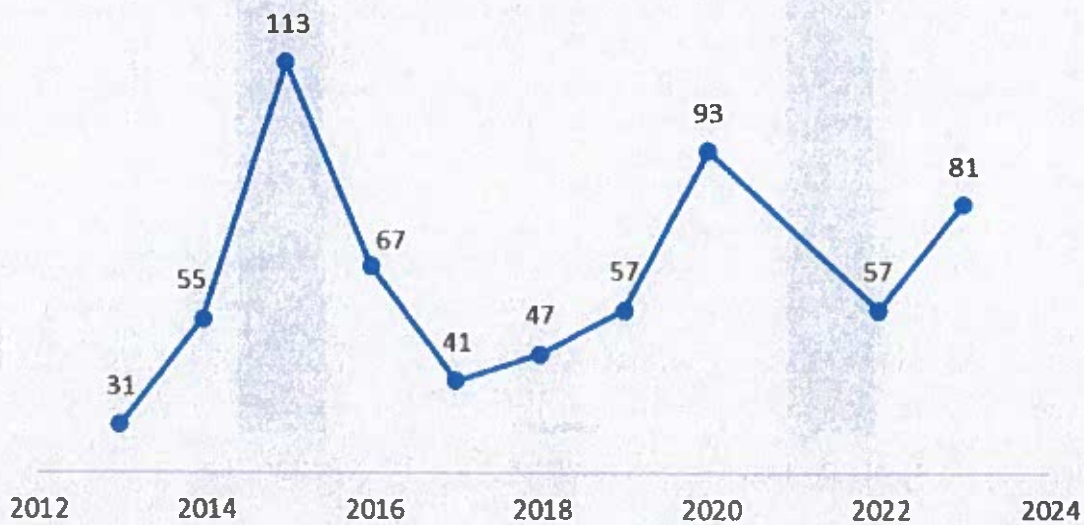
383 people experiencing homelessness

81 people are chronically homeless

2012-2023 PIT Trend

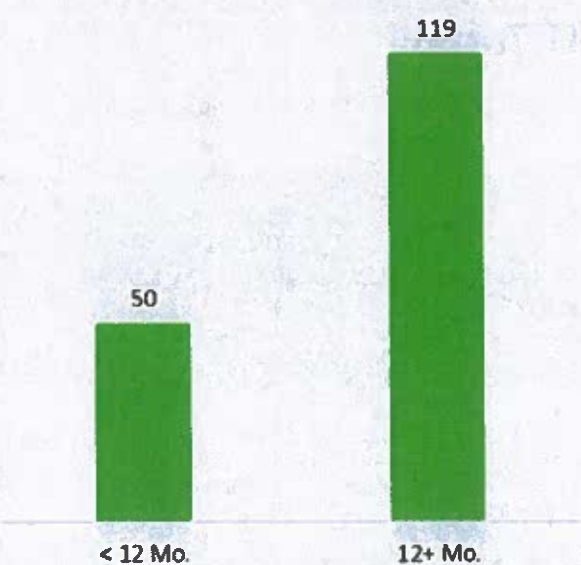


2013-2023 Chronically Homeless Trend

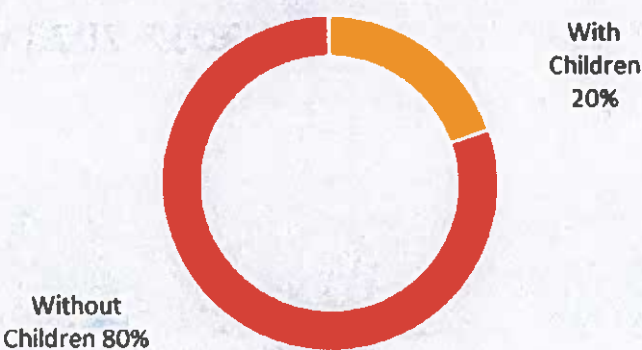


HANFORD, CALIFORNIA

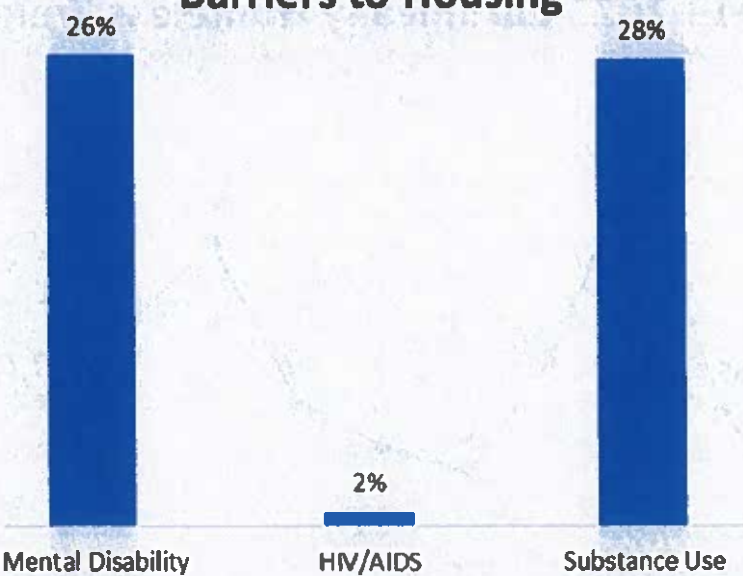
Length of Time Homeless



Household Composition



Barriers to Housing



HANFORD, CALIFORNIA



276

People slept in an unsheltered location



80

People slept in an emergency shelter



27

People slept in transitional housing



23

People are veterans



147

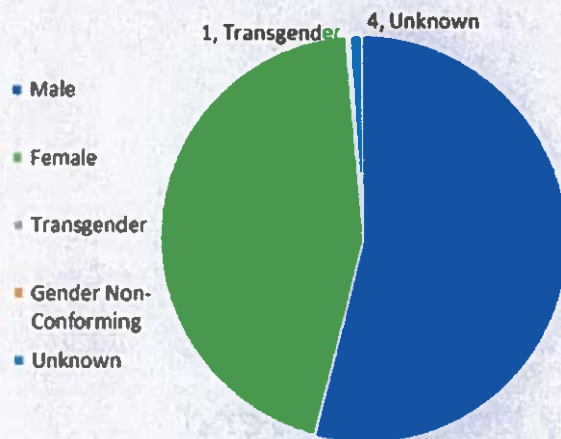
People have a disability



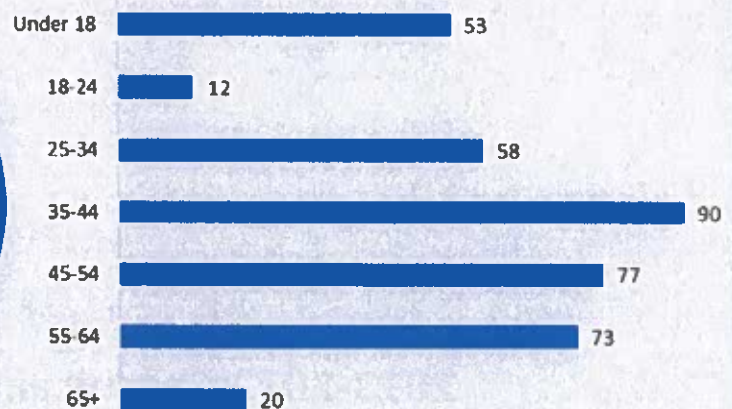
10

Unaccompanied youth

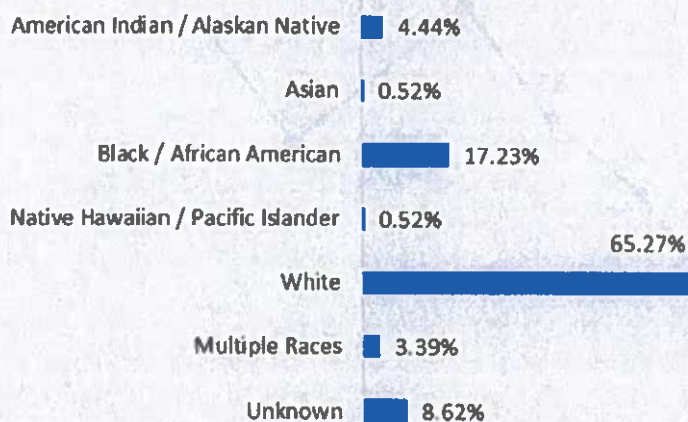
Gender



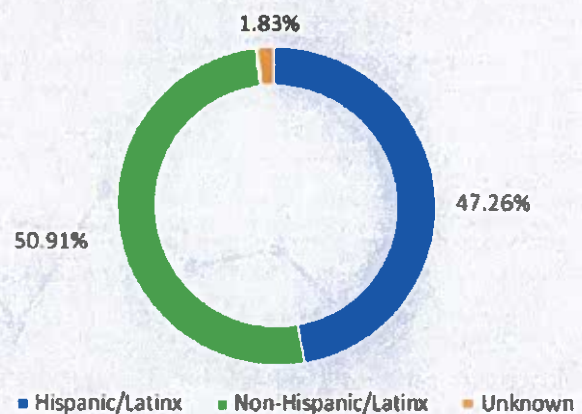
Age



Race



Ethnicity



PORTERVILLE, CALIFORNIA

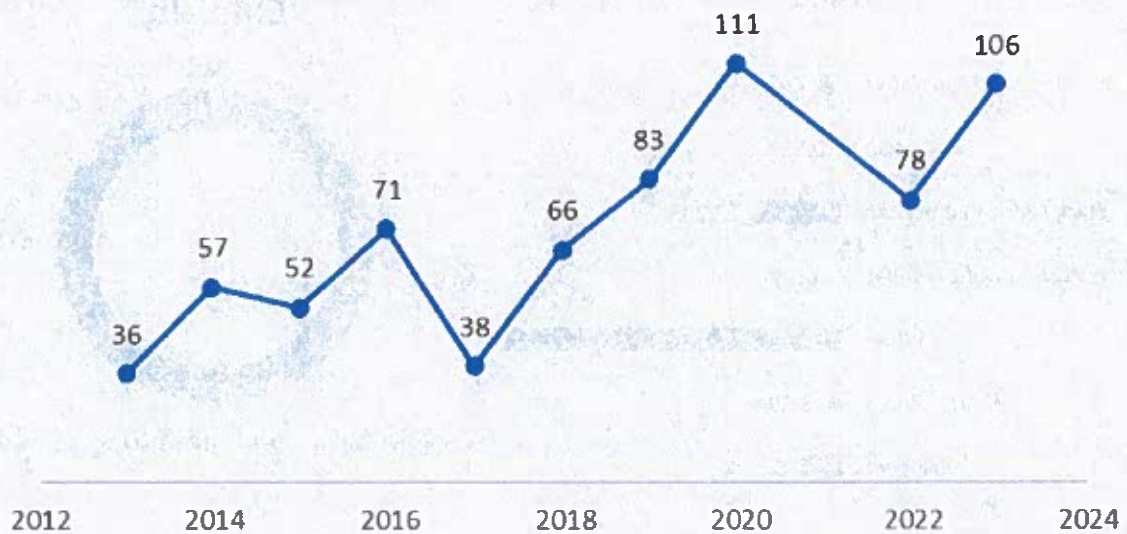
299 people experiencing homelessness

106 people are chronically homeless

2013-2023 PIT Trend

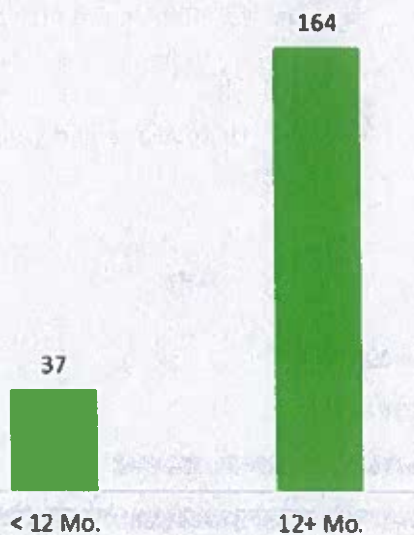


2013-2023 Chronically Homeless Trend

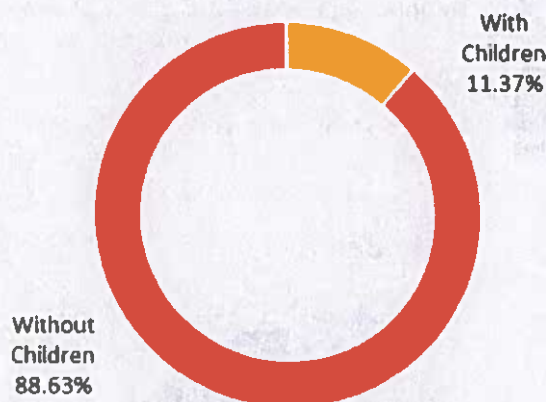


PORTERVILLE, CALIFORNIA

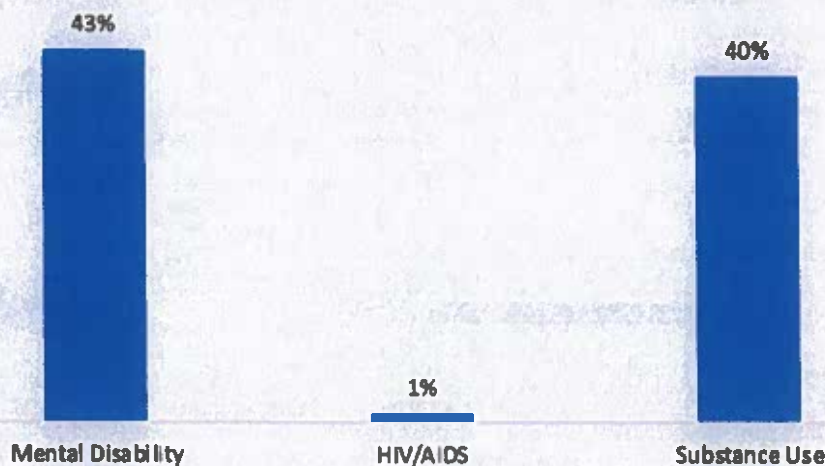
Length of Homelessness



Household Composition



Barriers to Housing



PORTERVILLE, CALIFORNIA



227
People slept in an unsheltered location



56
People slept in an emergency shelter



16
People slept in transitional housing



9
People are veterans

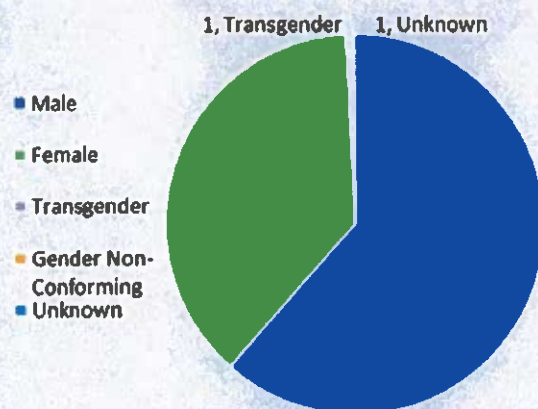


111
People have a disability

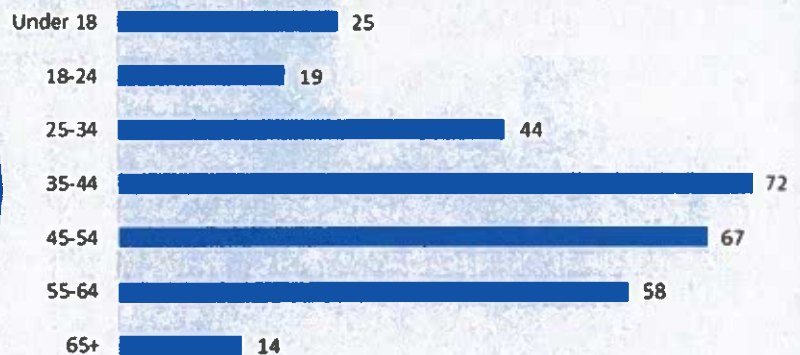


19
Unaccompanied youth

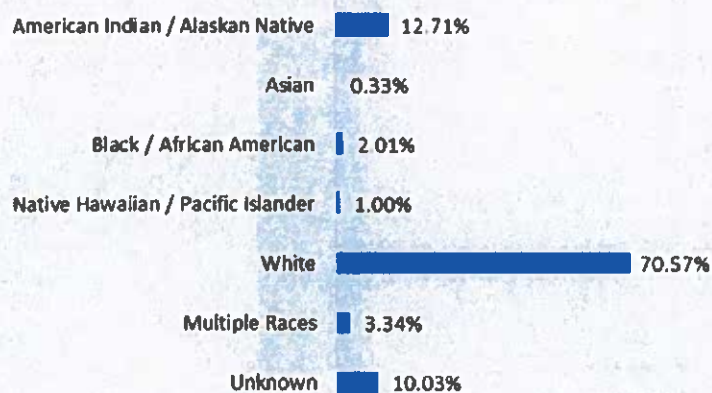
Gender



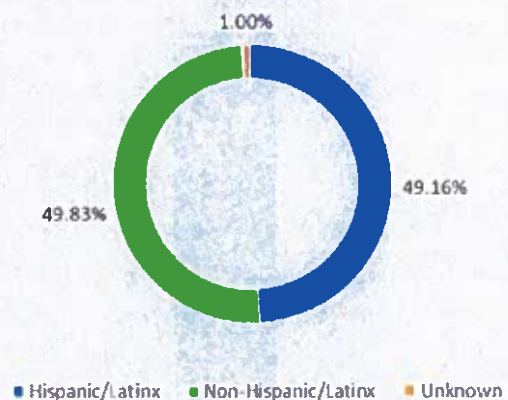
Age



Race



Ethnicity

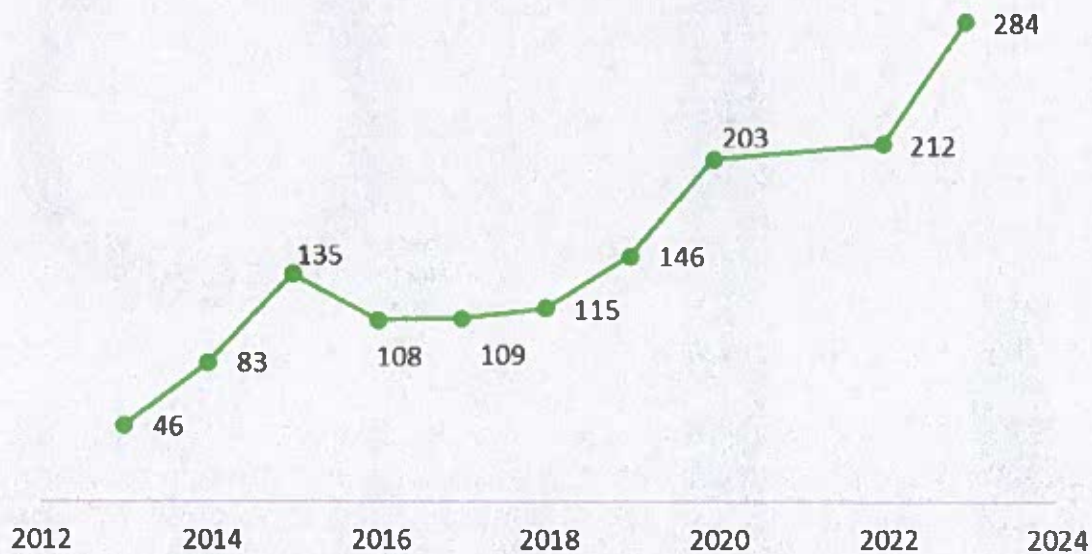


TULARE, CALIFORNIA

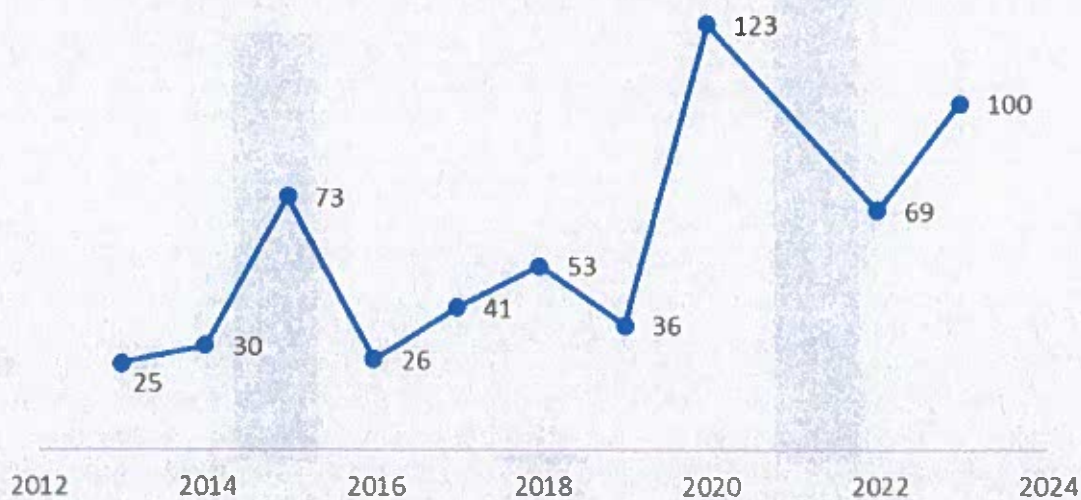
284 people experiencing homelessness

100 people are chronically homeless

2013-2023 PIT Trend

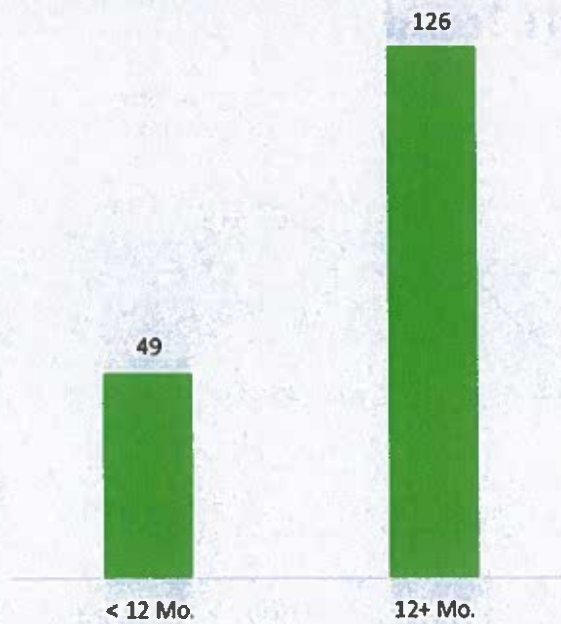


2013-2023 Chronically Homeless Trend

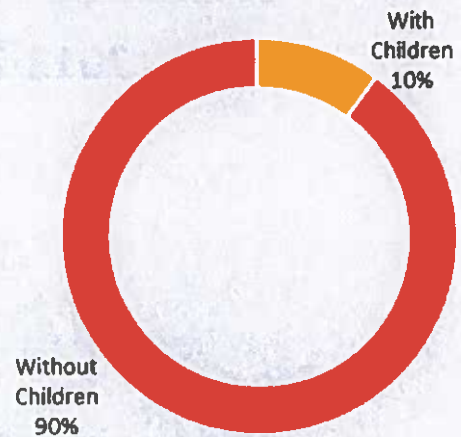


TULARE, CALIFORNIA

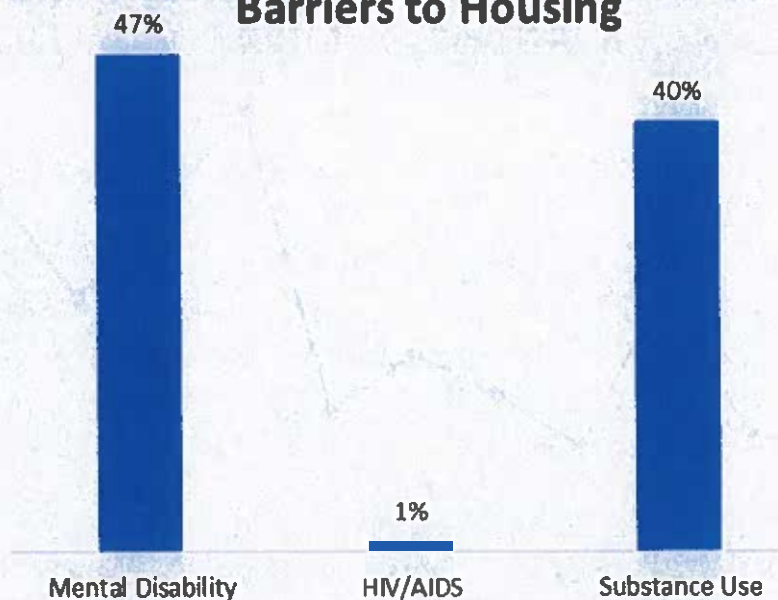
Length of Time Homeless



Household Composition



Barriers to Housing



TULARE, CALIFORNIA



227

People slept in an unsheltered location



21

People slept in an emergency shelter



36

People slept in transitional housing



19

People are veterans



142

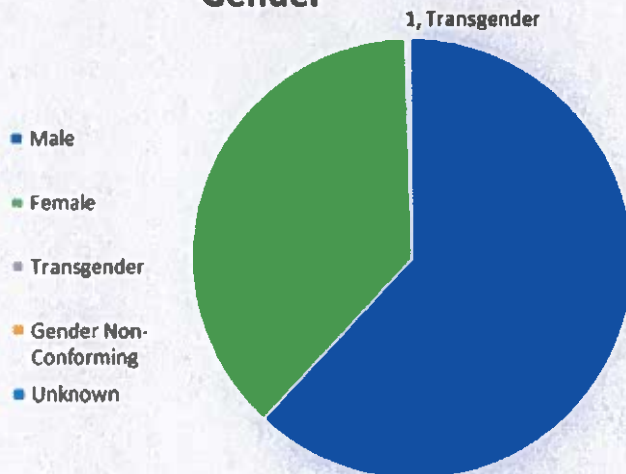
People have a disability



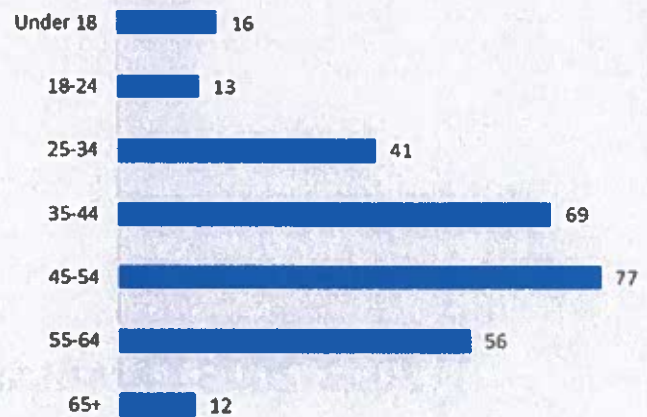
13

Unaccompanied youth

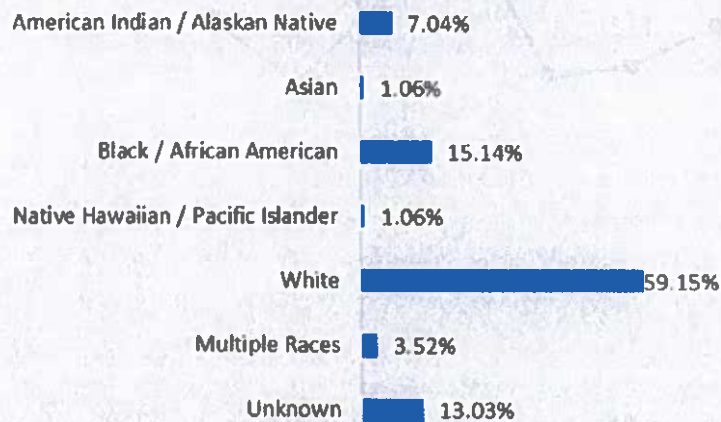
Gender



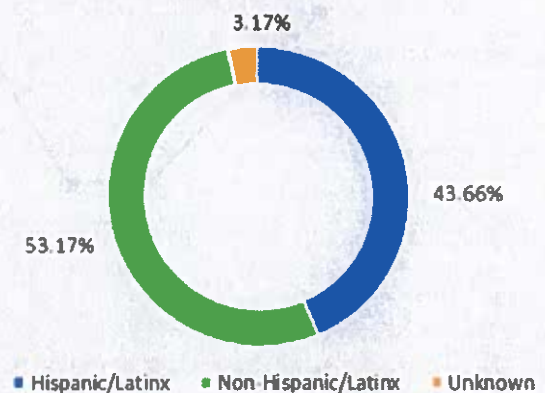
Age



Race



Ethnicity



VISALIA, CALIFORNIA

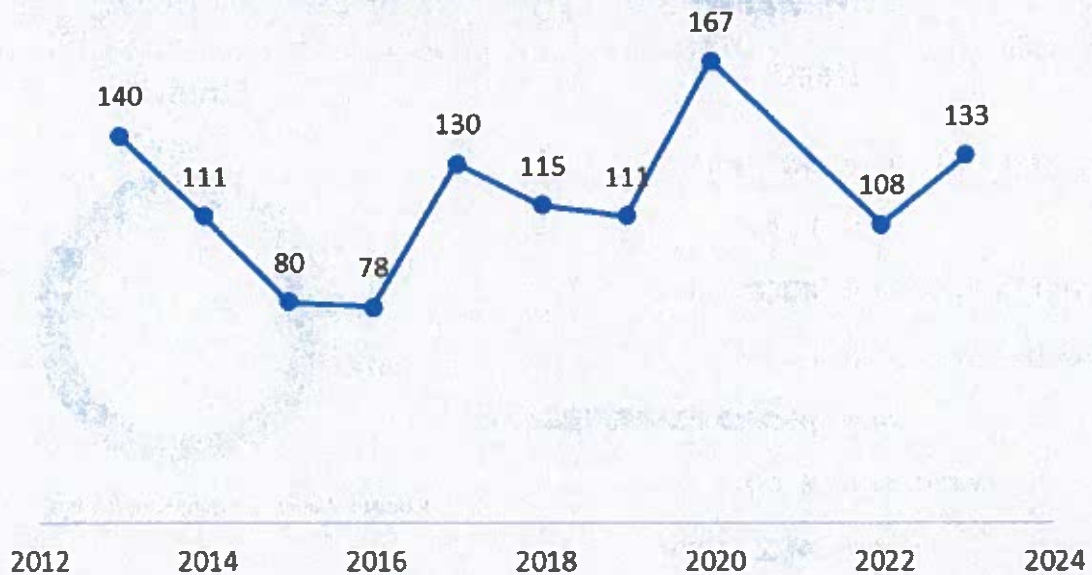
434 people experiencing homelessness

133 people are chronically homeless

2013-2023 PIT Trend

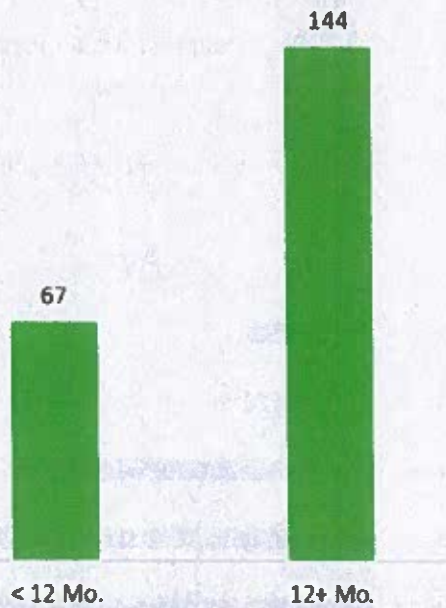


2013-2023 Chronically Homeless Trend

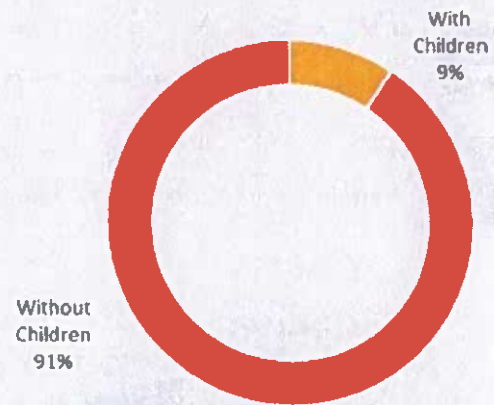


VISALIA, CALIFORNIA

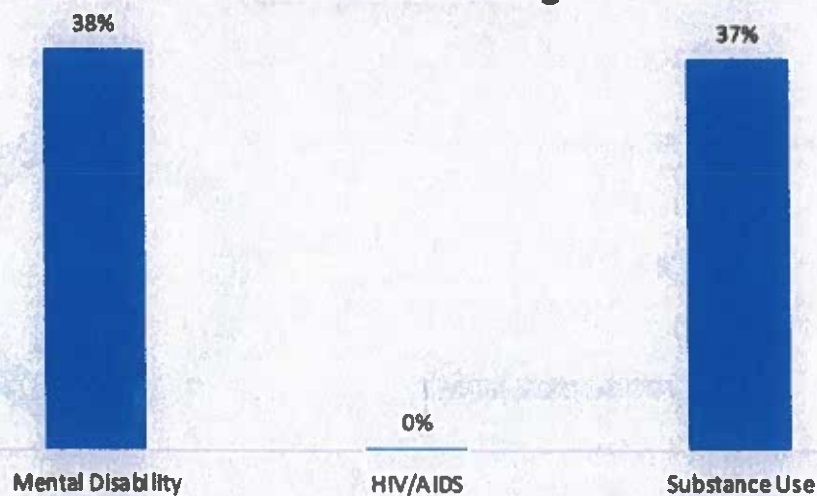
Length of Time Homeless



Household Composition



Barriers to Housing



VISALIA, CALIFORNIA



294

People slept in an unsheltered location



83

People slept in an emergency shelter



57

People slept in transitional housing



37

People are veterans



161

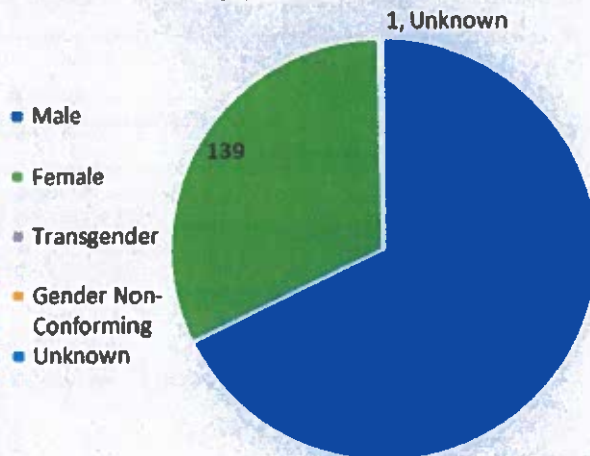
People have a disability



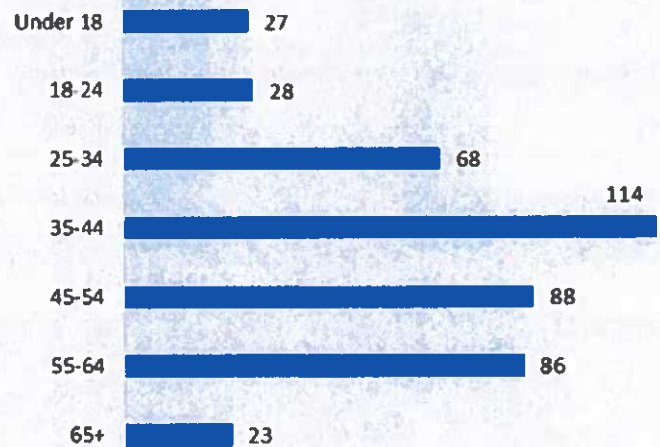
25

Unaccompanied youth

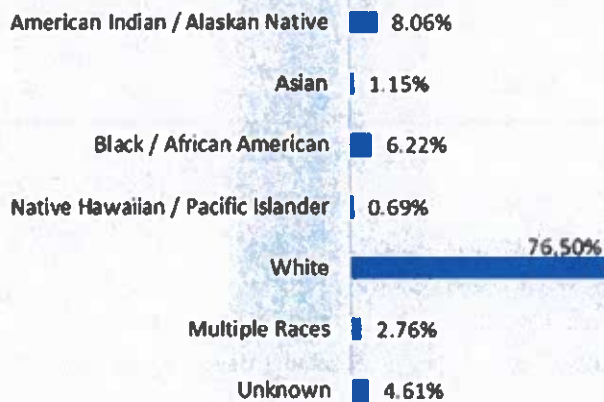
Gender



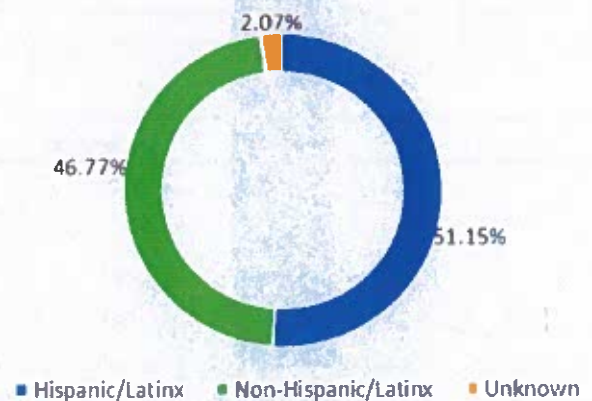
Age



Race



Ethnicity



13. Do you currently have a disability that is of long and indefinite duration? This could include any situation listed above that keeps you from holding a job or living in stable housing.	Person 1 ☐ Yes ☐ DK/Ref ☐ No	Person 2 ☐ Yes ☐ DK/Ref ☐ No	Person 3 ☐ Yes ☐ DK/Ref ☐ No	Person 4 ☐ Yes ☐ DK/Ref ☐ No
14. Have you/Person [2-4] served in the US Armed Forces? [ADULTS ONLY]	☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No
15. [If yes to Q13] What is the Discharge Status on your/Person [2-4] DD214? [ADULTS ONLY]				
16. [If yes to Q13] Have you/Person [2-4] ever received health care or benefits from a Veterans Administration medical center? [ADULTS ONLY]	☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No
17. How long have you /Person [2-4] been staying where you slept Sunday night?	☐ One night or less ☐ 2-6 nights ☐ > 1 week, less than 1 month ☐ > 1 month, less than 90 days ☐ >= 90 days, less than 1 year ☐ 1 year or longer ☐ DK/Ref	☐ One night or less ☐ 2-6 nights ☐ > 1 week, less than 1 month ☐ > 1 month, less than 90 days ☐ >= 90 days, less than 1 year ☐ 1 year or longer ☐ DK/Ref	☐ One night or less ☐ 2-6 nights ☐ > 1 week, less than 1 month ☐ > 1 month, less than 90 days ☐ >= 90 days, less than 1 year ☐ 1 year or longer ☐ DK/Ref	☐ One night or less ☐ 2-6 nights ☐ > 1 week, less than 1 month ☐ > 1 month, less than 90 days ☐ >= 90 days, less than 1 year ☐ 1 year or longer ☐ DK/Ref
18. Approximate Date Homelessness Started for you/Person [2-4]	____/____/____	____/____/____	____/____/____	____/____/____
19. How many times have you/Person [2-4] been homeless on the streets, emergency shelter, or safe haven in the past 3 years, including today?	☐ One Time ☐ Two Times ☐ Three Times ☐ Four or More Times ☐ DK/Ref	☐ One Time ☐ Two Times ☐ Three Times ☐ Four or More Times ☐ DK/Ref	☐ One Time ☐ Two Times ☐ Three Times ☐ Four or More Times ☐ DK/Ref	☐ One Time ☐ Two Times ☐ Three Times ☐ Four or More Times ☐ DK/Ref
20. Number of months homeless on the streets or emergency shelter you/Person [2-4] has been in the past 3 years?	☐ This is the 1 st mo. ☐ 2-12 mo. (#____) ☐ More than 12 mo. ☐ DK/Ref	☐ This is the 1 st mo. ☐ 2-12 mo. (#____) ☐ More than 12 mo. ☐ DK/Ref	☐ This is the 1 st mo. ☐ 2-12 mo. (#____) ☐ More than 12 mo. ☐ DK/Ref	☐ This is the 1 st mo. ☐ 2-12 mo. (#____) ☐ More than 12 mo. ☐ DK/Ref

[ONLY ASK Q21 – Q22 TO PERSONS AGE 18 AND OLDER & YOUTH HEAD OF HOUSEHOLDS]

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21. Please tell me whether any of these situations apply to you.		Person 1	Person 2	Person 3	Person 4
a. Do you/Does Person [2-4] drink alcohol or use drugs (illegal or prescription for non-medical reasons)?		☐ No ☐ Alcohol ☐ Drugs ☐ DK/Ref	☐ No ☐ Alcohol ☐ Drugs ☐ DK/Ref	☐ No ☐ Alcohol ☐ Drugs ☐ DK/Ref	☐ No ☐ Alcohol ☐ Drugs ☐ DK/Ref
b. Do you/Does Person [2-4] have psychiatric or emotional conditions such as depression or schizophrenia?		☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No
22. Do you/Does Person [2-4] have AIDS or an HIV-related illness?		☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No
23. Are you/Is Person [2-4] experiencing homelessness because you are currently fleeing domestic violence, dating violence, sexual assault, or stalking? [IF YES, ASK IF IN IMMINENT THREAT OF HARM. IF YES, CONTACT AUTHORITIES IMMEDIATELY.]		☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No	☐ Yes ☐ DK/Ref ☐ No
24. What is your household's primary reason for being homeless? [SELECT ONLY ONE REASON]	☐ Alcohol/Drug use ☐ Medical condition ☐ Mental health condition ☐ Argument with family /friends ☐ Domestic violence ☐ Hospital discharge ☐ Jail/Prison discharge ☐ Divorce/Separation ☐ Eviction ☐ Foreclosure ☐ No affordable housing ☐ Substandard housing ☐ Aged out of foster care ☐ Lost public assistance/benefits ☐ Unemployment/loss of income ☐ Pets not allowed ☐ Other: _____ ☐ DK/Ref				
25. Do you/Does Person [2-4] receive any of the following income/public benefits? [SELECT ALL THAT APPLY]	☐ Earned Income ☐ Unemployment ☐ SSI ☐ SSDI ☐ VA Service-Connected Disability Comp ☐ VA Non-Service-Connected Disability Comp ☐ Private Disability Insurance ☐ Worker's Compensation ☐ TANF		☐ General Assistance ☐ Retirement Income from Social Security ☐ Pension or Retirement from a Former Job ☐ Child Support ☐ Alimony or Other Spousal Support ☐ Food Stamps ☐ Medi-Cal ☐ Other Source _____ ☐ No Benefits Received ☐ DK/Ref		26. In your opinion, what do you need to end your homelessness?

SURVEY RESULTS, BY LOCATION

KINGS AND TULARE COUNTIES: SHELTERED AND UNSHELTERED

KINGS AND TULARE COUNTIES: SHELTERED

KINGS AND TULARE COUNTIES: UNSHELTERED

KINGS COUNTY: SHELTERED AND UNSHELTERED

KINGS COUNTY: SHELTERED

KINGS COUNTY: UNSHELTERED

KINGS COUNTY: CITY OF HANFORD

KINGS COUNTY: BALANCE OF COUNTY

TULARE COUNTY: SHELTERED AND UNSHELTERED

TULARE COUNTY: SHELTERED

TULARE COUNTY: UNSHELTERED

TULARE COUNTY: CITY OF PORTERVILLE

TULARE COUNTY: CITY OF TULARE

TULARE COUNTY: CITY OF VISALIA

TULARE COUNTY: BALANCE OF COUNTY

2023 Kings and Tulare Counties: Sheltered and Unsheltered

	Clients		% of Clients	
Total Count	Adults	1341	91%	
	Children	129	9%	
	Unknown	0	0%	
	Grand Total	1470		
Household Composition	Households		Clients	
	Without Children	1229	1279	
	With Children and Adults	55	191	
	With Only Children	0	0	
Unaccompanied/ Parenting Youth (up to age 24)	Households		Clients	
	Unaccompanied youth	71	72	
	Parenting youth	2	2	
	Child of youth parent		3	
Chronically Homeless	Households		Clients	
	No	842	1008	
	Yes	422	439	
	Unknown	20	23	
Gender	Clients		% of Clients	
	Male	905	62%	
	Female	555	38%	
	Transgender	3	0%	
	Gender Non-Conforming	1	0%	
	Unknown	6	0%	
Age Group	Clients		% of Clients	
	0-17	129	9%	
	18-24	77	5%	
	25-34	224	15%	
	35-44	362	25%	
	45-54	325	22%	
	55-64	282	19%	
	65-69	45	3%	
	70+	26	2%	
Ethnicity	Clients		% of Clients	
	Non-Hispanic/Latino	728	50%	
	Hispanic/Latino	712	48%	
	Unknown	30	2%	
Race	Clients		% of Clients	
	American Indian/ Alaskan Native	113	8%	
	Asian	11	1%	
	Black/African American	145	10%	
	Native Hawaiian/Other Pacific Islander	11	1%	
	White	1013	69%	
	Multiple Races	46	3%	
Tribal Affiliation (Street Survey Only)	Clients		% of Clients	
	No	766	89%	
	Yes	95	11%	
Currently Fleeing Domestic Violence (Adults only)	Clients		% of Clients	
	No	699	52%	
	Yes	132	10%	
	Unknown	510	38%	
Sexual Orientation (Street Survey Only)	Clients		% of Clients	
	Bisexual	18	2%	
	Gay	10	1%	
	Lesbian	12	1%	
	Questioning	1	0%	
	Straight/Heterosexual	778	90%	
	Two Spirit	1	0%	
	Other/Not Listed	10	1%	
	Unknown	31	4%	

	Clients		% of Clients	
Place Slept Last Night	Emergency Shelter	245	17%	
	Transitional Housing	136	9%	
	Street	1089	74%	
Location (County)	Clients		% of Clients	
	Within Kings County	417	28%	
	Within Tulare County	1053	72%	
Veteran (Adults only)	Clients		% of Clients	
	Yes	92	7%	
	No	1228	92%	
	Unknown	21	2%	
Times Homeless (Adults Only)	Clients		% of Clients	
	Once/First Time	513	38%	
	Twice or More	566	42%	
	Unknown	262	20%	
Disabling Condition	Clients		% of Clients	
	No	702	48%	
	Yes	589	40%	
	Unknown	179	12%	
Barriers	Clients		% of Clients	
	HIV/AIDS	16	1%	
	Mental Illness	547	37%	
	Substance Abuse	542	37%	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients	
	Unemployment	116	14%	
	Other	62	7%	
	Argument	90	11%	
	Drugs or alcohol	73	9%	
	No Affordable Housing	132	15%	
	Eviction	68	8%	
	Mental Health	43	5%	
	Divorce	86	10%	
	Medical Condition	21	2%	
	Domestic Violence	50	6%	
	Jail or prison	44	5%	
	Refused	44	5%	
	Aged out of foster care	1	0%	
	Hospital Discharge	2	0%	
Benefits (Street Survey/Adults Only)	Clients		% of Clients	
	SNAP	527	61%	
	SSI	97	11%	
	SSDI	30	4%	
	GA	14	2%	
	Earned Income	25	3%	
	TANF	8	1%	
	Social Security	8	1%	
	Pension	1	0%	
	Child Support	7	1%	
	VA Disability Service	11	1%	
	Medi-Cal	394	46%	
	Unemployment	5	1%	
	Workers Compensation	1	0%	
	Other	20	2%	
	Alimony	3	0%	
	None	158	18%	
	Refused	30	4%	

2023 Kings and Tulare Counties: Sheltered

Total Count	Clients		% of Clients
	Adults	304	80%
	Children	77	20%
	Unknown	0	0%
	Grand Total	381	
Household Composition	Households		Clients
	Without Children	255	270
	With Children and Adults	32	111
	With Only Children	0	0
Unaccompanied/ Parenting Youth (up to age 24)	Households		Clients
	Unaccompanied youth	32	32
	Parenting youth	2	2
	Child of youth parent		3
Chronically Homeless	Households		Clients
	No	239	329
	Yes	42	45
	Unknown	6	7
Gender	Clients		% of Clients
	Male	211	55%
	Female	169	44%
	Transgender	0	0%
	Gender Non-Conforming	1	0%
	Unknown	0	0%
Age Group	Clients		% of Clients
	0-17	77	20%
	18-24	36	9%
	25-34	53	14%
	35-44	62	16%
	45-54	63	17%
	55-64	65	17%
	65-69	14	4%
	70+	11	3%
	Unknown	0	0%
Ethnicity	Clients		% of Clients
	Non-Hispanic/Latino	202	53%
	Hispanic/Latino	175	46%
	Unknown	4	1%
Race	Clients		% of Clients
	American Indian/ Alaskan Native	24	6%
	Asian	1	0%
	Black/African American	43	11%
	Native Hawaiian/Other Pacific Islander	3	1%
	White	293	77%
	Multiple Races	11	3%
	Unknown	6	2%
Tribal Affiliation (Street Survey Only)	Clients		% of Clients
	No		0%
	Yes		0%
Currently Fleeing Domestic Violence (Adults only)	Clients		% of Clients
	No	8	3%
	Yes	23	8%
	Unknown	273	90%
Sexual Orientation (Street Survey Only)	Clients		% of Clients
	Bisexual		0%
	Gay		0%
	Lesbian		0%
	Questioning		0%
	Straight/Heterosexual		0%
	Two Spirit		0%
	Other/Not Listed		0%
	Unknown		0%

2023 Kings and Tulare Counties: Unsheltered

	Clients		% of Clients
	Adults	Children	
Total Count	1037	52	95%
	0	0	0%
	1089		
	Grand Total		
Household Composition	Households		Clients
	Without Children	974	
	With Children and Adults	23	
	With Only Children	0	
Unaccompanied/ Parenting Youth (up to age 24)	Households		Clients
	Unaccompanied youth	39	
	Parenting youth	0	
	Child of youth parent	0	
Chronically Homeless	Households		Clients
	No	603	
	Yes	380	
	Unknown	14	
Gender	Clients		% of Clients
	Male	694	
	Female	386	
	Transgender	3	
	Gender Non-Conforming	0	
	Unknown	6	
Age Group	Clients		% of Clients
	0-17	52	
	18-24	41	
	25-34	171	
	35-44	300	
	45-54	262	
	55-64	217	
	65-69	31	
	70+	15	
	Unknown	0	
Ethnicity	Clients		% of Clients
	Non-Hispanic/Latino	526	
	Hispanic/Latino	537	
	Unknown	26	
Race	Clients		% of Clients
	American Indian/ Alaskan Native	89	
	Asian	10	
	Black/African American	102	
	Native Hawaiian/Other Pacific Islander	8	
	White	720	
	Multiple Races	35	
	Unknown	125	
Tribal Affiliation (Street Survey Only)	Clients		% of Clients
	No	766	
	Yes	95	
Currently Fleeing Domestic Violence (Adults only)	Clients		% of Clients
	No	691	
	Yes	109	
	Unknown	237	
Sexual Orientation (Street Survey Only)	Clients		% of Clients
	Bisexual	18	
	Gay	10	
	Lesbian	12	
	Questioning	1	
	Straight/Heterosexual	778	
	Two Spirit	1	
	Other/Not Listed	10	
	Unknown	31	

Place Slept Last Night	Clients		% of Clients
	Emergency Shelter	0	
Location (County)	Clients		% of Clients
	Within Kings County	310	
Veteran (Adults only)	Clients		% of Clients
	Yes	68	
Times Homeless (Adults Only)	Clients		% of Clients
	Once/First Time	432	
Disabling Condition	Clients		% of Clients
	No	510	
Barriers	Clients		% of Clients
	Yes	479	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Unknown	100	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	HIV/AIDS	13	
	Mental Illness	467	
	Substance Abuse	504	
	Unemployment	116	
	Other	62	
	Argument	90	
	Drugs or alcohol	73	
	No Affordable Housing	132	
	Eviction	68	
	Mental Health	43	
	Divorce	86	
	Medical Condition	21	
	Domestic Violence	50	
	Jail or prison	44	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	Refused	44	
	Aged out of foster care	1	
	Hospital Discharge	2	
	Foreclosure	9	
	Substandard Housing	8	
	Lost Benefits	8	
	SNAP	527	
	SSI	97	
	SSDI	30	
	GA	14	
	Earned Income	25	
	TANF	8	
	Social Security	8	
	Pension	1	
	Child Support	7	
	VA Disability Service	11	
	Medi-Cal	394	
	Unemployment	5	
	Workers Compensation	1	
	Other	20	
	Alimony	3	
	None	158	
	Refused	30	

2023 Kings County: Sheltered and Unsheltered

	Clients	% of Clients
Total Count	Adults	360 86%
	Children	57 14%
	Unknown	0 0%
	Grand Total	417
Household Composition	Households	Clients
Without Children	319	335
With Children and Adults	23	82
With Only Children		0
Unaccompanied/ Parenting Youth (up to age 24)	Households	Clients
Unaccompanied youth	13	13
Parenting youth	0	0
Child of youth parent		0
Chronically Homeless	Households	Clients
No	257	330
Yes	83	85
Unknown	2	2
Gender	Clients	% of Clients
Male	229	55%
Female	183	44%
Transgender	1	0%
Gender Non-Conforming	0	0%
Unknown	4	1%
Age Group	Clients	% of Clients
0-17	57	14%
18-24	15	4%
25-34	67	16%
35-44	97	23%
45-54	85	20%
55-64	75	18%
65-69	11	3%
70+	10	2%
Unknown	0	0%
Ethnicity	Clients	% of Clients
Non-Hispanic/Latino	209	50%
Hispanic/Latino	201	48%
Unknown	7	2%
Race	Clients	% of Clients
American Indian/ Alaskan Native	18	4%
Asian	2	0%
Black/African American	69	17%
Native Hawaiian/Other Pacific Islander	2	0%
White	272	65%
Multiple Races	14	3%
Unknown	40	10%
Tribal Affiliation (Street Survey Only)	Clients	% of Clients
No	182	88%
Yes	24	12%
Currently Fleeing Domestic Violence (Adults only)	Clients	% of Clients
No	161	45%
Yes	35	10%
Unknown	164	46%
Sexual Orientation (Street Survey Only)	Clients	% of Clients
Bisexual	5	2%
Gay	3	1%
Lesbian	1	0%
Questioning	0	0%
Straight/Heterosexual	187	91%
Two Splrit	0	0%
Other/Not Listed	2	1%
Unknown	8	4%

Place Slept Last Night	Clients	% of Clients
Emergency Shelter	80	19%
Transitional Housing	27	6%
Street	310	74%
Location (County)	Clients	% of Clients
Within Kings County	417	100%
Within Tulare County		0%
Veteran (Adults only)	Clients	% of Clients
Yes	27	8%
No	329	91%
Unknown	4	1%
Times Homeless (Adults Only)	Clients	% of Clients
Once/First Time	132	37%
Twice or More	158	44%
Unknown	70	19%
Disabling Condition	Clients	% of Clients
No	223	53%
Yes	159	38%
Unknown	35	8%
Barriers	Clients	% of Clients
HIV/AIDS	9	2%
Mental Illness	104	25%
Substance Abuse	126	30%
Reason for Homeless (Street Survey/Adults Only)	Clients	% of Clients
Unemployment	36	18%
Other	13	6%
Argument	18	9%
Drugs or alcohol	10	5%
No Affordable Housing	26	13%
Eviction	24	12%
Mental Health	8	4%
Divorce	19	9%
Medical Condition	2	1%
Domestic Violence	19	9%
Jail or prison	12	6%
Refused	8	4%
Aged out of foster care	0	0%
Hospital Discharge	0	0%
Foreclosure	4	2%
Substandard Housing	2	1%
Lost Benefits	2	1%
Benefits (Street Survey/Adults Only)	Clients	% of Clients
SNAP	123	61%
SSI	26	13%
SSDI	6	3%
GA	4	2%
Earned Income	9	4%
TANF	1	0%
Social Security	0	0%
Pension	0	0%
Child Support	2	1%
VA Disability Service	2	1%
Medi-Cal	94	46%
Unemployment	3	1%
Workers Compensation	0	0%
Other	5	2%
Alimony	0	0%
None	41	20%
Refused	7	3%

2023 Kings County: Sheltered

	Clients		% of Clients
Total Count	Adults	89	83%
	Children	18	17%
	Unknown	0	0%
	Grand Total	107	
Household Composition	Households		Clients
	Without Children	70	80
	With Children and Adults	8	27
Unaccompanied/ Parenting Youth (up to age 24)	Households		Clients
	Unaccompanied youth	1	1
	Parenting youth	0	0
Chronically Homeless	Households		Clients
	No	65	92
	Yes	12	14
Gender	Clients		% of Clients
	Male	55	51%
	Female	52	49%
Age Group	Clients		% of Clients
	0-17	18	17%
	18-24	2	2%
Ethnicity	Clients		% of Clients
	Non-Hispanic/Latino	68	64%
	Hispanic/Latino	39	36%
Race	Clients		% of Clients
	American Indian/ Alaskan Native	4	4%
	Asian	1	1%
Tribal Affiliation (Street Survey Only)	Clients		% of Clients
	No	0%	
	Yes	0%	
Currently Fleeing Domestic Violence (Adults only)	Clients		% of Clients
	No	1	1%
	Yes	5	6%
Sexual Orientation (Street Survey Only)	Clients		% of Clients
	Unknown	83	93%
Sexual Orientation (Street Survey Only)	Clients		% of Clients
	Bisexual	0%	
	Gay	0%	
Sexual Orientation (Street Survey Only)	Clients		% of Clients
	Lesbian	0%	
	Questioning	0%	
Sexual Orientation (Street Survey Only)	Clients		% of Clients
	Straight/Heterosexual	0%	
	Two Spirit	0%	
Sexual Orientation (Street Survey Only)	Clients		% of Clients
	Other/Not Listed	0%	
	Unknown	0%	

	Clients		% of Clients
Place Slept Last Night	Emergency Shelter	80	75%
	Transitional Housing	27	25%
	Street	0	0%
Location (County)	Clients		% of Clients
	Within Kings County	107	100%
	Within Tulare County	0	0%
Veteran (Adults only)	Clients		% of Clients
	Yes	5	6%
	No	84	94%
Times Homeless (Adults Only)	Clients		% of Clients
	Once/First Time	24	27%
	Twice or More	27	30%
Disabling Condition	Clients		% of Clients
	No	44	41%
	Yes	50	47%
Barriers	Clients		% of Clients
	Unknown	13	12%
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	HIV/AIDS	3	3%
	Mental Illness	21	20%
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Substance Abuse	7	7%
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Unemployment	0%	
	Other	0%	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Argument	0%	
	Drugs or alcohol	0%	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	No Affordable Housing	0%	
	Eviction	0%	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Mental Health	0%	
	Divorce	0%	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Medical Condition	0%	
	Domestic Violence	0%	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Jail or prison	0%	
	Refused	0%	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Aged out of foster care	0%	
	Hospital Discharge	0%	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Foreclosure	0%	
	Substandard Housing	0%	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Lost Benefits	0%	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	SNAP	0%	
	SSI	0%	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	SSDI	0%	
	GA	0%	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	Earned Income	0%	
	TANF	0%	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	Social Security	0%	
	Pension	0%	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	Child Support	0%	
	VA Disability Service	0%	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	Medi-Cal	0%	
	Unemployment	0%	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	Workers Compensation	0%	
	Other	0%	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	Alimony	0%	
	None	0%	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	Refused	0%	

2023 Kings County: Unsheltered

	Clients	% of Clients
Total Count	Adults	271 87%
	Children	39 13%
	Unknown	0 0%
	Grand Total	310
Household Composition	Households	Clients
Without Children	249	255
With Children and Adults	15	55
With Only Children		0
Unaccompanied/ Parenting Youth (up to age 24)	Households	Clients
Unaccompanied youth	12	12
Parenting youth	0	0
Child of youth parent		0
Chronically Homeless	Households	Clients
No	192	238
Yes	71	71
Unknown	1	1
Gender	Clients	% of Clients
Male	174	56%
Female	131	42%
Transgender	1	0%
Gender Non-Conforming	0	0%
Unknown	4	1%
Age Group	Clients	% of Clients
0-17	39	13%
18-24	13	4%
25-34	52	17%
35-44	80	26%
45-54	70	23%
55-64	44	14%
65-69	8	3%
70+	4	1%
Unknown	0	0%
Ethnicity	Clients	% of Clients
Non-Hispanic/Latino	141	45%
Hispanic/Latino	162	52%
Unknown	7	2%
Race	Clients	% of Clients
American Indian/ Alaskan Native	14	5%
Asian	1	0%
Black/African American	55	18%
Native Hawaiian/Other Pacific Islander	0	0%
White	189	61%
Multiple Races	11	4%
Unknown	40	13%
Tribal Affiliation (Street Survey Only)	Clients	% of Clients
No	182	88%
Yes	24	12%
Currently Fleeing Domestic Violence (Adults only)	Clients	% of Clients
No	160	59%
Yes	30	11%
Unknown	81	30%
Sexual Orientation (Street Survey Only)	Clients	% of Clients
Bisexual	5	2%
Gay	3	1%
Lesbian	1	0%
Questioning	0	0%
Straight/Heterosexual	187	91%
Two Spirit	0	0%
Other/Not Listed	2	1%
Unknown	8	4%

Place Slept Last Night	Clients	% of Clients
Emergency Shelter		0%
Transitional Housing		0%
Street	310	100%
Location (County)	Clients	% of Clients
Within Kings County	310	100%
Within Tulare County		0%
Veteran (Adults only)	Clients	% of Clients
Yes	22	8%
No	245	90%
Unknown	4	1%
Times Homeless (Adults Only)	Clients	% of Clients
Once/First Time	108	40%
Twice or More	131	48%
Unknown	32	12%
Disabling Condition	Clients	% of Clients
No	179	58%
Yes	109	35%
Unknown	22	7%
Barriers	Clients	% of Clients
HIV/AIDS	6	2%
Mental Illness	83	27%
Substance Abuse	119	38%
Reason for Homeless (Street Survey/Adults Only)	Clients	% of Clients
Unemployment	36	18%
Other	13	6%
Argument	18	9%
Drugs or alcohol	10	5%
No Affordable Housing	26	13%
Eviction	24	12%
Mental Health	8	4%
Divorce	19	9%
Medical Condition	2	1%
Domestic Violence	19	9%
Jail or prison	12	6%
Refused	8	4%
Aged out of foster care	0	0%
Hospital Discharge	0	0%
Foreclosure	4	2%
Substandard Housing	2	1%
Lost Benefits	2	1%
Benefits (Street Survey/Adults Only)	Clients	% of Clients
SNAP	123	61%
SSI	26	13%
SSDI	6	3%
GA	4	2%
Earned Income	9	4%
TANF	1	0%
Social Security	0	0%
Pension	0	0%
Child Support	2	1%
VA Disability Service	2	1%
Medi-Cal	94	46%
Unemployment	3	1%
Workers Compensation	0	0%
Other	5	2%
Alimony	0	0%
None	41	20%
Refused	7	3%

2023 Kings County: City of Hanford

Total Count	Clients		% of Clients	
	Adults	330	86%	
	Children	53	14%	
	Unknown	0	0%	
	Grand Total	383		
Household Composition	Households		Clients	
	Without Children	291	307	
	With Children and Adults	21	76	
	With Only Children		0	
Unaccompanied/ Parenting Youth (up to age 24)	Households		Clients	
	Unaccompanied youth	10	10	
	Parenting youth	0	0	
	Child of youth parent		0	
Chronically Homeless	Households		Clients	
	No	231	300	
	Yes	79	81	
	Unknown	2	2	
Gender	Clients		% of Clients	
	Male	207	54%	
	Female	171	45%	
	Transgender	1	0%	
	Gender Non-Conforming	0	0%	
	Unknown	4	1%	
Age Group	Clients		% of Clients	
	0-17	53	14%	
	18-24	12	3%	
	25-34	58	15%	
	35-44	90	23%	
	45-54	77	20%	
	55-64	73	19%	
	65-69	11	3%	
	70+	9	2%	
Unknown	0	0%		
Ethnicity	Clients		% of Clients	
	Non-Hispanic/Latino	195	51%	
	Hispanic/Latino	181	47%	
	Unknown	7	2%	
Race	Clients		% of Clients	
	American Indian/ Alaskan Native	17	4%	
	Asian	2	1%	
	Black/African American	66	17%	
	Native Hawaiian/Other Pacific Islander	2	1%	
	White	250	65%	
	Multiple Races	13	3%	
	Unknown	33	9%	
Tribal Affiliation (Street Survey Only)	Clients		% of Clients	
	No	153	87%	
	Yes	23	13%	
Currently Fleeing Domestic Violence (Adults only)	Clients		% of Clients	
	No	137	42%	
	Yes	32	10%	
	Unknown	161	49%	
Sexual Orientation (Street Survey Only)	Clients		% of Clients	
	Bisexual	5	3%	
	Gay	3	2%	
	Lesbian	1	1%	
	Questioning	0	0%	
	Straight/Heterosexual	158	90%	
	Two Spirit	0	0%	
	Other/Not Listed	2	1%	
Unknown	7	4%		

Place Slept Last Night	Clients		% of Clients
	Emergency Shelter	80	21%
	Transitional Housing	27	7%
	Street	276	72%
Location (County)	Clients		% of Clients
	Within Kings County	383	100%
	Within Tulare County		0%
Veteran (Adults only)	Clients		% of Clients
	Yes	23	7%
	No	303	92%
	Unknown	4	1%
Times Homeless (Adults Only)	Clients		% of Clients
	Once/First Time	120	36%
	Twice or More	143	43%
	Unknown	67	20%
Disabling Condition	Clients		% of Clients
	No	205	54%
	Yes	147	38%
	Unknown	31	8%
Barriers	Clients		% of Clients
	HIV/AIDS	8	2%
	Mental illness	99	26%
	Substance Abuse	107	28%
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Unemployment	29	16%
	Other	13	7%
	Argument	14	8%
	Drugs or alcohol	9	5%
	No Affordable Housing	22	13%
	Eviction	22	13%
	Mental Health	7	4%
	Divorce	18	10%
	Medical Condition	1	1%
	Domestic Violence	18	10%
	Jail or prison	10	6%
	Refused	7	4%
	Aged out of foster care	0	0%
	Hospital Discharge	0	0%
	Foreclosure	4	2%
	Substandard Housing	1	1%
Lost Benefits	1	1%	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	SNAP	107	61%
	SSI	25	14%
	SSDI	5	3%
	GA	4	2%
	Earned Income	6	3%
	TANF	0	0%
	Social Security	0	0%
	Pension	0	0%
	Child Support	2	1%
	VA Disability Service	2	1%
	Medi-Cal	83	47%
	Unemployment	3	2%
	Workers Compensation	0	0%
	Other	4	2%
	Alimony	0	0%
	None	34	19%
	Refused	6	3%

2023 Kings County: Balance of County

	Clients		% of Clients
Total Count	Adults	30	88%
	Children	4	12%
	Unknown	0	0%
	Grand Total	34	
Household Composition	Households		Clients
	Without Children	28	28
	With Children and Adults	2	6
Unaccompanied/ Parenting Youth (up to age 24)	Households		Clients
	Unaccompanied youth	3	3
	Parenting youth	0	0
Chronically Homeless	Households		Clients
	No	26	30
	Yes	4	4
Gender	Clients		% of Clients
	Male	22	65%
	Female	12	35%
	Transgender	0	0%
	Gender Non-Conforming	0	0%
Age Group	Clients		% of Clients
	0-17	4	12%
	18-24	3	9%
	25-34	9	26%
	35-44	7	21%
	45-54	8	24%
	55-64	2	6%
	65-69	0	0%
Ethnicity	Clients		% of Clients
	Non-Hispanic/Latino	14	41%
	Hispanic/Latino	20	59%
Race	Clients		% of Clients
	American Indian/ Alaskan Native	1	3%
	Asian	0	0%
	Black/African American	3	9%
	Native Hawaiian/Other Pacific Islander	0	0%
	White	22	65%
	Multiple Races	1	3%
Tribal Affiliation (Street Survey Only)	Clients		% of Clients
	No	29	97%
Currently Fleeing Domestic Violence (Adults only)	Clients		% of Clients
	No	24	80%
	Yes	3	10%
Sexual Orientation (Street Survey Only)	Clients		% of Clients
	Unknown	3	10%
	Bisexual	0	0%
	Gay	0	0%
	Lesbian	0	0%
	Questioning	0	0%
	Straight/Heterosexual	29	97%
	Two Spirit	0	0%
	Clients		% of Clients
	Other/Not Listed	0	0%
	Clients		% of Clients
	Unknown	1	3%

	Clients		% of Clients
Place Slept Last Night	Emergency Shelter	0	0%
	Transitional Housing	0	0%
	Street	34	100%
Location (County)	Clients		% of Clients
	Within Kings County	34	100%
Veteran (Adults only)	Clients		% of Clients
	Within Tulare County	0	0%
Yes	Clients		% of Clients
	No	4	13%
No	Clients		% of Clients
	Unknown	26	87%
Unknown	Clients		% of Clients
		0	0%
Times Homeless (Adults Only)	Clients		% of Clients
	Once/First Time	12	40%
Twice or More	Clients		% of Clients
	Unknown	15	50%
Unknown	Clients		% of Clients
		3	10%
Disabling Condition	Clients		% of Clients
	No	18	53%
Yes	Clients		% of Clients
	Unknown	12	35%
Unknown	Clients		% of Clients
		4	12%
Barriers	Clients		% of Clients
	HIV/AIDS	1	3%
Mental Illness	Clients		% of Clients
	Substance Abuse	5	15%
Unknown	Clients		% of Clients
		19	56%
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Unemployment	7	26%
	Other	0	0%
	Argument	4	15%
	Drugs or alcohol	1	4%
	No Affordable Housing	4	15%
	Eviction	2	7%
	Mental Health	1	4%
	Divorce	1	4%
	Medical Condition	1	4%
	Domestic Violence	1	4%
	Jail or prison	2	7%
	Refused	1	4%
	Aged out of foster care	0	0%
	Hospital Discharge	0	0%
	Foreclosure	0	0%
	Substandard Housing	1	4%
	Lost Benefits	1	4%
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	SNAP	16	59%
	SSI	1	4%
	SSDI	1	4%
	GA	0	0%
	Earned Income	3	11%
	TANF	1	4%
	Social Security	0	0%
	Pension	0	0%
	Child Support	0	0%
	VA Disability Service	0	0%
	Medi-Cal	11	41%
	Unemployment	0	0%
	Workers Compensation	0	0%
	Other	1	4%
	Alimony	0	0%
	None	7	26%
	Refused	1	4%

2023 Tulare County: Sheltered and Unsheltered

	Clients		% of Clients
	Households	Clients	
Total Count	Adults	981	93%
	Children	72	7%
	Unknown	0	0%
	Grand Total	1053	
Household Composition	Without Children	910	94%
	With Children and Adults	32	10%
	With Only Children	0	0%
Unaccompanied/ Parenting Youth (up to age 24)	Unaccompanied youth	58	5%
	Parenting youth	2	0%
	Child of youth parent	3	0%
Chronically Homeless	No	585	67%
	Yes	339	35%
	Unknown	18	2%
Gender	Male	676	64%
	Female	372	35%
	Transgender	2	0%
	Gender Non-Conforming	1	0%
	Unknown	2	0%
Age Group	0-17	72	7%
	18-24	62	6%
	25-34	157	15%
	35-44	265	25%
	45-54	240	23%
	55-64	207	20%
	65-69	34	3%
	70+	16	2%
	Unknown	0	0%
Ethnicity	Non-Hispanic/Latino	519	49%
	Hispanic/Latino	511	49%
	Unknown	23	2%
Race	American Indian/ Alaskan Native	95	9%
	Asian	9	1%
	Black/African American	76	7%
	Native Hawaiian/Other Pacific Islander	9	1%
	White	741	70%
	Multiple Races	32	3%
	Unknown	91	9%
Tribal Affiliation (Street Survey Only)	No	584	89%
	Yes	71	11%
Currently Fleeing Domestic Violence (Adults only)	No	538	55%
	Yes	97	10%
	Unknown	346	35%
Sexual Orientation (Street Survey Only)	Bisexual	13	2%
	Gay	7	1%
	Lesbian	11	2%
	Questioning	1	0%
	Straight/Heterosexual	591	90%
	Two Spirit	1	0%
	Other/Not Listed	8	1%
	Unknown	23	4%

	Clients		% of Clients
	Households	Clients	
Place Slept Last Night	Emergency Shelter	165	16%
	Transitional Housing	109	10%
	Street	779	74%
Location (County)	Within Kings County	0	0%
	Within Tulare County	1053	100%
Veteran (Adults only)	Yes	65	7%
	No	899	92%
	Unknown	17	2%
Times Homeless (Adults Only)	Once/First Time	381	39%
	Twice or More	408	42%
	Unknown	192	20%
Disabling Condition	No	479	45%
	Yes	430	41%
	Unknown	144	14%
Barriers	HIV/AIDS	7	1%
	Mental Illness	443	42%
	Substance Abuse	416	40%
Reason for Homeless (Street Survey/Adults Only)	Unemployment	80	12%
	Other	49	7%
	Argument	72	11%
	Drugs or alcohol	63	10%
	No Affordable Housing	106	16%
	Eviction	44	7%
	Mental Health	35	5%
	Divorce	67	10%
	Medical Condition	19	3%
	Domestic Violence	31	5%
	Jail or prison	32	5%
	Refused	36	6%
	Aged out of foster care	1	0%
	Hospital Discharge	2	0%
	Foreclosure	5	1%
	Substandard Housing	6	1%
	Lost Benefits	6	1%
Benefits (Street Survey/Adults Only)	SNAP	404	62%
	SSI	71	11%
	SSDI	24	4%
	GA	10	2%
	Earned Income	16	2%
	TANF	7	1%
	Social Security	8	1%
	Pension	1	0%
	Child Support	5	1%
	VA Disability Service	9	1%
	Medi-Cal	300	46%
	Unemployment	2	0%
	Workers Compensation	1	0%
	Other	15	2%
	Alimony	3	0%
	None	117	18%
	Refused	23	4%

2023 Tulare County: Sheltered

	Clients	% of Clients
Total Count	Adults	215 78%
	Children	59 22%
	Unknown	0 0%
	Grand Total	274
Household Composition	Households	Clients
Without Children	185	190
With Children and Adults	24	84
With Only Children		0
Unaccompanied/ Parenting Youth (up to age 24)	Households	Clients
Unaccompanied youth	31	31
Parenting youth	2	2
Child of youth parent		3
Chronically Homeless	Households	Clients
No	174	237
Yes	30	31
Unknown	5	6
Gender	Clients	% of Clients
Male	156	57%
Female	117	43%
Transgender	0	0%
Gender Non-Conforming	1	0%
Unknown	0	0%
Age Group	Clients	% of Clients
0-17	59	22%
18-24	34	12%
25-34	38	14%
35-44	45	16%
45-54	48	18%
55-64	34	12%
65-69	11	4%
70+	5	2%
Unknown	0	0%
Ethnicity	Clients	% of Clients
Non-Hispanic/Latino	134	49%
Hispanic/Latino	136	50%
Unknown	4	1%
Race	Clients	% of Clients
American Indian/ Alaskan Native	20	7%
Asian	0	0%
Black/African American	29	11%
Native Hawaiian/Other Pacific Islander	1	0%
White	210	77%
Multiple Races	8	3%
Unknown	6	2%
Tribal Affiliation (Street Survey Only)	Clients	% of Clients
No		0%
Yes		0%
Currently Fleeing Domestic Violence (Adults only)	Clients	% of Clients
No	7	3%
Yes	18	8%
Unknown	190	88%
Sexual Orientation (Street Survey Only)	Clients	% of Clients
Bisexual		0%
Gay		0%
Lesbian		0%
Questioning		0%
Straight/Heterosexual		0%
Two Spirit		0%
Other/Not Listed		0%
Unknown		0%

Place Slept Last Night	Clients	% of Clients
Emergency Shelter	165	60%
Transitional Housing	109	40%
Street		0%
Location (County)	Clients	% of Clients
Within Kings County		0%
Within Tulare County	274	100%
Veteran (Adults only)	Clients	% of Clients
Yes	19	9%
No	196	91%
Unknown	0	0%
Times Homeless (Adults Only)	Clients	% of Clients
Once/First Time	57	27%
Twice or More	72	33%
Unknown	86	40%
Disabling Condition	Clients	% of Clients
No	148	54%
Yes	60	22%
Unknown	66	24%
Barriers	Clients	% of Clients
HIV/AIDS	0	0%
Mental Illness	59	22%
Substance Abuse	31	11%
Reason for Homeless (Street Survey/Adults Only)	Clients	% of Clients
Unemployment		0%
Other		0%
Argument		0%
Drugs or alcohol		0%
No Affordable Housing		0%
Eviction		0%
Mental Health		0%
Divorce		0%
Medical Condition		0%
Domestic Violence		0%
Jail or prison		0%
Refused		0%
Aged out of foster care		0%
Hospital Discharge		0%
Foreclosure		0%
Substandard Housing		0%
Lost Benefits		0%
Benefits (Street Survey/Adults Only)	Clients	% of Clients
SNAP		0%
SSI		0%
SSDI		0%
GA		0%
Earned Income		0%
TANF		0%
Social Security		0%
Pension		0%
Child Support		0%
VA Disability Service		0%
Medi-Cal		0%
Unemployment		0%
Workers Compensation		0%
Other		0%
Alimony		0%
None		0%
Refused		0%

2023 Tulare County: Unsheltered

	Clients		% of Clients
Total Count	Adults	766	98%
	Children	13	2%
	Unknown	0	0%
	Grand Total	779	
Household Composition	Households		Clients
	Without Children	725	
	With Children and Adults	8	
Unaccompanied/ Parenting Youth (up to age 24)	Households		Clients
	Unaccompanied youth	27	
	Parenting youth	0	
Chronically Homeless	Households		Clients
	No	411	
	Yes	309	
Gender	Clients		% of Clients
	Male	520	
	Female	255	
Age Group	Clients		% of Clients
	0-17	13	
	18-24	28	
Ethnicity	Clients		% of Clients
	Non-Hispanic/Latino	385	
	Hispanic/Latino	375	
Race	Clients		% of Clients
	American Indian/ Alaskan Native	75	
	Asian	9	
Tribal Affiliation (Street Survey Only)	Clients		% of Clients
	No	584	
	Yes	71	
Currently Fleeing Domestic Violence (Adults only)	Clients		% of Clients
	No	531	
	Yes	79	
Sexual Orientation (Street Survey Only)	Clients		% of Clients
	Bisexual	13	
	Gay	7	
Barriers	Clients		% of Clients
	Lesbian	11	
	Questioning	1	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Straight/Heterosexual	591	
	Two Spirit	1	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	Other/Not Listed	8	
	Unknown	23	

	Clients		% of Clients
Place Slept Last Night	Emergency Shelter		0%
	Transitional Housing		0%
	Street	779	100%
Location (County)	Clients		% of Clients
	Within Kings County		
Veteran (Adults only)	Clients		% of Clients
	Within Tulare County	779	
Times Homeless (Adults Only)	Clients		% of Clients
	Yes	46	
Disabling Condition	Clients		% of Clients
	No	703	
Barriers	Clients		% of Clients
	Unknown	17	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Once/First Time	324	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	Twice or More	336	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Unknown	106	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	No	331	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Yes	370	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Unknown	78	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	HIV/AIDS	7	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Mental Illness	384	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Substance Abuse	385	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Unemployment	80	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Other	49	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Argument	72	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Drugs or alcohol	63	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	No Affordable Housing	106	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Eviction	44	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Mental Health	35	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Divorce	67	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Medical Condition	19	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Domestic Violence	31	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Jail or prison	32	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Refused	36	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Aged out of foster care	1	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Hospital Discharge	2	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Foreclosure	5	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Substandard Housing	6	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Lost Benefits	6	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	SNAP	404	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	SSI	71	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	SSDI	24	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	GA	10	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Earned Income	16	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	TANF	7	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Social Security	8	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Pension	1	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Child Support	5	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	VA Disability Service	9	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Medi-Cal	300	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Unemployment	2	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Workers Compensation	1	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Other	15	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Alimony	3	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	None	117	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Refused	23	

2023 Tulare County: City of Porterville

	Clients		% of Clients
	Adults	Children	
Total Count	274	25	92%
	0	8%	0%
	299		
Household Composition	Households		Clients
	Without Children	252	
	With Children and Adults	8	
	With Only Children	0	
Unaccompanied/ Parenting Youth (up to age 24)	Households		Clients
	Unaccompanied youth	19	
	Parenting youth	0	
	Child of youth parent	0	
Chronically Homeless	Households		Clients
	No	157	
	Yes	101	
	Unknown	2	
Gender	Clients		% of Clients
	Male	184	
	Female	113	
	Transgender	1	
	Gender Non-Conforming	1	
	Unknown	0	
Age Group	Clients		% of Clients
	0-17	25	
	18-24	19	
	25-34	44	
	35-44	72	
	45-54	67	
	55-64	58	
	65-69	9	
	70+	5	
	Unknown	0	
Ethnicity	Clients		% of Clients
	Non-Hispanic/Latino	149	
	Hispanic/Latino	147	
	Unknown	3	
Race	Clients		% of Clients
	American Indian/ Alaskan Native	38	
	Asian	1	
	Black/African American	6	
	Native Hawaiian/Other Pacific Islander	3	
	White	211	
	Multiple Races	10	
	Unknown	30	
Tribal Affiliation (Street Survey Only)	Clients		% of Clients
	No	181	
	Yes	34	
Currently Fleeing Domestic Violence (Adults only)	Clients		% of Clients
	No	181	
	Yes	29	
	Unknown	64	
Sexual Orientation (Street Survey Only)	Clients		% of Clients
	Bisexual	3	
	Gay	3	
	Lesbian	3	
	Questioning	0	
	Straight/Heterosexual	198	
	Two Spirit	0	
	Other/Not Listed	3	
	Unknown	5	

	Clients		% of Clients
	Emergency Shelter	Transitional Housing	
Place Slept Last Night	56	16	19%
	227		5%
			76%
Location (County)	Clients		% of Clients
	Within Kings County		
	299		
Veteran (Adults only)	Clients		% of Clients
	Yes	9	
	No	260	
Times Homeless (Adults Only)	Clients		% of Clients
	Once/First Time	116	
	Twice or More	125	
Disabling Condition	Clients		% of Clients
	No	138	
	Yes	111	
Barriers	Clients		% of Clients
	Unknown	50	
			17%
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	HIV/AIDS	2	
	Mental Illness	128	
	Substance Abuse	121	
	Unemployment	27	
	Other	15	
	Argument	20	
	Drugs or alcohol	13	
	No Affordable Housing	36	
	Eviction	13	
	Mental Health	14	
	Divorce	19	
	Medical Condition	10	
	Domestic Violence	11	
	Jail or prison	9	
	Refused	17	
	Aged out of foster care	1	
	Hospital Discharge	1	
	Foreclosure	2	
	Substandard Housing	4	
	Lost Benefits	2	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	SNAP	119	
	SSI	22	
	SSDI	11	
	GA	3	
	Earned Income	4	
	TANF	4	
	Social Security	3	
	Pension	0	
	Child Support	3	
	VA Disability Service	1	
	Medi-Cal	101	
	Unemployment	0	
	Workers Compensation	0	
	Other	8	
	Alimony	2	
	None	44	
	Refused	5	

2023 Tulare County: City of Tulare

	Clients		% of Clients
Total Count	Adults	268	94%
	Children	16	6%
	Unknown	0	0%
	Grand Total	284	
Household Composition	Households		Clients
	Without Children	242	255
	With Children and Adults	10	29
	With Only Children		0
Unaccompanied/ Parenting Youth (up to age 24)	Households		Clients
	Unaccompanied youth	13	13
	Parenting youth	0	0
	Child of youth parent		0
Chronically Homeless	Households		Clients
	No	154	179
	Yes	95	100
	Unknown	3	5
Gender	Clients		% of Clients
	Male	176	62%
	Female	107	38%
	Transgender	1	0%
	Gender Non-Conforming	0	0%
	Unknown	0	0%
Age Group	Clients		% of Clients
	0-17	16	6%
	18-24	13	5%
	25-34	41	14%
	35-44	69	24%
	45-54	77	27%
	55-64	56	20%
	65-69	9	3%
	70+	3	1%
	Unknown	0	0%
Ethnicity	Clients		% of Clients
	Non-Hispanic/Latino	151	53%
	Hispanic/Latino	124	44%
	Unknown	9	3%
Race	Clients		% of Clients
	American Indian/ Alaskan Native	20	7%
	Asian	3	1%
	Black/African American	43	15%
	Native Hawaiian/Other Pacific Islander	3	1%
	White	168	59%
	Multiple Races	10	4%
	Unknown	37	13%
Tribal Affiliation (Street Survey Only)	Clients		% of Clients
	No	176	96%
	Yes	8	4%
Currently Fleeing Domestic Violence (Adults only)	Clients		% of Clients
	No	151	56%
	Yes	25	9%
	Unknown	92	34%
Sexual Orientation (Street Survey Only)	Clients		% of Clients
	Bisexual	4	2%
	Gay	3	2%
	Lesbian	4	2%
	Questioning	1	1%
	Straight/Heterosexual	163	89%
	Two Spirit	1	1%
	Other/Not Listed	2	1%
	Unknown	6	3%

	Clients		% of Clients
Place Slept Last Night	Emergency Shelter	21	7%
	Transitional Housing	36	13%
	Street	227	80%
Location (County)	Clients		% of Clients
	Within Kings County		0%
	Within Tulare County	284	100%
Veteran (Adults only)	Clients		% of Clients
	Yes	19	7%
	No	246	92%
	Unknown	3	1%
Times Homeless (Adults Only)	Clients		% of Clients
	Once/First Time	98	37%
	Twice or More	111	41%
	Unknown	59	22%
Disabling Condition	Clients		% of Clients
	No	117	41%
	Yes	142	50%
	Unknown	25	9%
Barriers	Clients		% of Clients
	HIV/AIDS	3	1%
	Mental Illness	133	47%
	Substance Abuse	115	40%
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Unemployment	29	16%
	Other	12	7%
	Argument	20	11%
	Drugs or alcohol	20	11%
	No Affordable Housing	31	17%
	Eviction	16	9%
	Mental Health	9	5%
	Divorce	15	8%
	Medical Condition	0	0%
	Domestic Violence	8	4%
	Jail or prison	9	5%
	Refused	11	6%
	Aged out of foster care	0	0%
	Hospital Discharge	0	0%
	Foreclosure	3	2%
	Substandard Housing	0	0%
	Lost Benefits	1	1%
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	SNAP	131	71%
	SSI	22	12%
	SSDI	5	3%
	GA	1	1%
	Earned Income	6	3%
	TANF	1	1%
	Social Security	2	1%
	Pension	0	0%
	Child Support	1	1%
	VA Disability Service	4	2%
	Medi-Cal	78	42%
	Unemployment	0	0%
	Workers Compensation	1	1%
	Other	3	2%
	Alimony	1	1%
	None	26	14%
	Refused	6	3%

2023 Tulare County: City of Visalia

	Clients		% of Clients	
Total Count	Adults	407	94%	
	Children	27	6%	
	Unknown	0	0%	
	Grand Total	434		
Household Composition	Households		Clients	
	Without Children	386	393	
	With Children and Adults	13	41	
	With Only Children		0	
Unaccompanied/ Parenting Youth (up to age 24)	Households		Clients	
	Unaccompanied youth	25	25	
	Parenting youth	2	2	
	Child of youth parent		3	
Chronically Homeless	Households		Clients	
	No	258	289	
	Yes	129	133	
	Unknown	12	12	
Gender	Clients		% of Clients	
	Male	294	68%	
	Female	139	32%	
	Transgender	0	0%	
	Gender Non-Conforming	0	0%	
	Unknown	1	0%	
Age Group	Clients		% of Clients	
	0-17	27	6%	
	18-24	28	6%	
	25-34	68	16%	
	35-44	114	26%	
	45-54	88	20%	
	55-64	86	20%	
	65-69	15	3%	
	70+	8	2%	
	Unknown	0	0%	
Ethnicity	Clients		% of Clients	
	Non-Hispanic/Latino	203	47%	
	Hispanic/Latino	222	51%	
	Unknown	9	2%	
Race	Clients		% of Clients	
	American Indian/ Alaskan Native	35	8%	
	Asian	5	1%	
	Black/African American	27	6%	
	Native Hawaiian/Other Pacific Islander	3	1%	
	White	332	76%	
	Multiple Races	12	3%	
	Unknown	20	5%	
Tribal Affiliation (Street Survey Only)	Clients		% of Clients	
	No	200	88%	
	Yes	28	12%	
Currently Fleeing Domestic Violence (Adults only)	Clients		% of Clients	
	No	186	46%	
	Yes	40	10%	
	Unknown	181	44%	
Sexual Orientation (Street Survey Only)	Clients		% of Clients	
	Bisexual	6	3%	
	Gay	1	0%	
	Lesbian	4	2%	
	Questioning	0	0%	
	Straight/Heterosexual	205	90%	
	Two Spirit	0	0%	
	Other/Not Listed	3	1%	
	Unknown	9	4%	

	Clients		% of Clients	
Place Slept Last Night	Emergency Shelter	83	19%	
	Transitional Housing	57	13%	
	Street	294	68%	
Location (County)	Clients		% of Clients	
	Within Kings County		0%	
	Within Tulare County	434	100%	
Veteran (Adults only)	Clients		% of Clients	
	Yes	37	9%	
	No	362	89%	
	Unknown	8	2%	
Times Homeless (Adults Only)	Clients		% of Clients	
	Once/First Time	147	36%	
	Twice or More	165	41%	
	Unknown	95	23%	
Disabling Condition	Clients		% of Clients	
	No	209	48%	
	Yes	161	37%	
	Unknown	64	15%	
Barriers	Clients		% of Clients	
	HIV/AIDS	1	0%	
	Mental Illness	166	38%	
	Substance Abuse	161	37%	
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients	
	Unemployment	20	9%	
	Other	17	7%	
	Argument	30	13%	
	Drugs or alcohol	28	12%	
	No Affordable Housing	36	16%	
	Eviction	11	5%	
	Mental Health	11	5%	
	Divorce	31	14%	
	Medical Condition	9	4%	
	Domestic Violence	10	4%	
	Jail or prison	13	6%	
	Refused	6	3%	
	Aged out of foster care	0	0%	
	Hospital Discharge	1	0%	
	Foreclosure	0	0%	
	Substandard Housing	2	1%	
	Lost Benefits	3	1%	
Benefits (Street Survey/Adults Only)	Clients		% of Clients	
	SNAP	137	60%	
	SSI	25	11%	
	SSDI	6	3%	
	GA	6	3%	
	Earned Income	6	3%	
	TANF	2	1%	
	Social Security	3	1%	
	Pension	1	0%	
	Child Support	1	0%	
	VA Disability Service	4	2%	
	Medi-Cal	106	46%	
	Unemployment	2	1%	
	Workers Compensation	0	0%	
	Other	4	2%	
	Alimony	0	0%	
	None	44	19%	
	Refused	10	4%	

2023 Tulare County: Balance of County

	Clients		% of Clients
Total Count	Adults	32	89%
	Children	4	11%
	Unknown	0	0%
	Grand Total	36	
Household Composition	Households		Clients
	Without Children	30	
	With Children and Adults	1	
Unaccompanied/ Parenting Youth (up to age 24)	Households		Clients
	Unaccompanied youth	1	
	Parenting youth	0	
Chronically Homeless	Households		Clients
	No	16	
	Yes	14	
Gender	Clients		% of Clients
	Male	22	
	Female	13	
Age Group	Clients		% of Clients
	0-17	4	
	18-24	2	
Ethnicity	Clients		% of Clients
	Non-Hispanic/Latino	16	
	Hispanic/Latino	18	
Race	Clients		% of Clients
	American Indian/ Alaskan Native	2	
	Asian	0	
Tribal Affiliation (Street Survey Only)	Clients		% of Clients
	No	27	
	Yes	1	
Currently Fleeing Domestic Violence (Adults only)	Clients		% of Clients
	No	20	
	Yes	3	
Sexual Orientation (Street Survey Only)	Clients		% of Clients
	Bisexual	0	
	Gay	0	

Place Slept Last Night	Clients		% of Clients
	Emergency Shelter	5	14%
	Transitional Housing	0	0%
	Street	31	86%
Location (County)	Clients		% of Clients
	Within Kings County		0%
	Within Tulare County	36	100%
Veteran (Adults only)	Clients		% of Clients
	Yes	0	0%
	No	31	97%
	Unknown	1	3%
Times Homeless (Adults Only)	Clients		% of Clients
	Once/First Time	20	63%
	Twice or More	7	22%
	Unknown	5	16%
Disabling Condition	Clients		% of Clients
	No	15	42%
	Yes	16	44%
	Unknown	5	14%
Barriers	Clients		% of Clients
	HIV/AIDS	1	3%
	Mental Illness	16	44%
	Substance Abuse	19	53%
Reason for Homeless (Street Survey/Adults Only)	Clients		% of Clients
	Unemployment	4	14%
	Other	5	18%
	Argument	2	7%
	Drugs or alcohol	2	7%
	No Affordable Housing	3	11%
	Eviction	4	14%
	Mental Health	1	4%
	Divorce	2	7%
	Medical Condition	0	0%
	Domestic Violence	2	7%
	Jail or prison	1	4%
	Refused	2	7%
	Aged out of foster care	0	0%
	Hospital Discharge	0	0%
	Foreclosure	0	0%
	Substandard Housing	0	0%
Lost Benefits	0	0%	
Benefits (Street Survey/Adults Only)	Clients		% of Clients
	SNAP	17	61%
	SSI	2	7%
	SSDI	2	7%
	GA	0	0%
	Earned Income	0	0%
	TANF	0	0%
	Social Security	0	0%
	Pension	0	0%
	Child Support	0	0%
	VA Disability Service	0	0%
	Medi-Cal	15	54%
	Unemployment	0	0%
	Workers Compensation	0	0%
	Other	0	0%
	Alimony	0	0%
	None	3	11%
	Refused	2	7%

2023 Point-in-Time Count CA-513 Visalia/Kings, Tulare Counties CoC

Population: Sheltered and Unsheltered Count

Persons in Households with at least one Adult and one Child

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Households	19	13	23	55
Total Number of persons (Adults & Children)	67	44	79	61
Number of Persons (under age 18)	47	30	52	129
Number of Persons (18 - 24)	1	2	0	3
Number of Persons (25 - 34)	9	3	11	23
Number of Persons (35 - 44)	7	5	9	21
Number of Persons (45 - 54)	2	4	6	12
Number of Persons (55 - 64)	1	0	1	2
Number of Persons (over age 64)	0	0	0	0

Gender (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Female	36	30	50	116
Male	31	14	29	74
Gender that is not singularly 'Female' or 'Male'	0	0	0	0
Questioning	0	0	0	0
Transgender	0	0	0	0

2023 Point-in-Time Count CA-513 Visalia/Kings, Tulare Counties CoC

Ethnicity (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Non-Hispanic/Non-Latin(a)(o)(x)	32	11	21	64
Hispanic/Latin(a)(o)(x)	35	33	58	126

Race (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
American Indian, Alaska Native, or Indigenous	3	0	1	4
Asian or Asian American	0	0	0	0
Black, African American, or African	5	0	19	24
Native Hawaiian or Pacific Islander	1	0	0	1
White	54	44	58	156
Multiple Races	4	0	1	5

Chronically Homeless (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total number of households	0		1	1
Total number of persons	0		2	2

Population: Sheltered and Unsheltered Count

Persons in Households with only Children

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	0	0	0	0	0
Total Number of children (under age 18)			0		0

Gender (only children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female		0			0
Male					0
Gender that is not singularly 'Female' or 'Male'	0		0		0
Questioning				0	0
Transgender	0	0			0

Ethnicity (only children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latin(a)(o)(x)			0	0	0
Hispanic/Latin(a)(o)(x)		0			0

Race (only children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
American Indian, Alaska Native, or Indigenous				0	0
Asian or Asian American	0	0	0	0	0
Black, African American, or African	0		0		0
Native Hawaiian or Pacific Islander	0	0			0
White	0		0	0	0
Multiple Races		0	0	0	0

Chronically Homeless (only children)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of persons	0		0	0	0

2023 Point-in-Time Count CA-513 Visalia/Kings, Tulare Counties CoC

Population: Sheltered and Unsheltered Count

Persons in Households without Children

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	164	92	0	975	1,231
Total Number of persons (Adults)	179	92	0	1,010	1,281
Number of Persons (18 - 24)	11	22	0	41	74
Number of Persons (25 - 34)	22	20	0	160	202
Number of Persons (35 - 44)	33	17	0	291	341
Number of Persons (45 - 54)	38	19	0	256	313
Number of Persons (55 - 64)	52	12	0	216	280
Number of Persons (over age 24)	23	2	0	46	71

Gender (adults)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	74	30	0	338	442
Male	104	62	0	669	835
Gender that is not singularly 'Female' or 'Male'	1	0	0	0	1
Questioning	0	0	0	0	0
Transgender	0	0	0	3	3

2023 Point-in-Time Count CA-513 Visalia/Kings, Tulare Counties CoC

Ethnicity (adults)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latin(a)(o)(x)	107	54	0	518	679
Hispanic/Latin(a)(o)(x)	72	38	0	492	602

Race (adults)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
American Indian, Alaska Native, or Indigenous	16	4	0	100	120
Asian or Asian American	0	1	0	10	11
Black, African American, or African	24	14	0	96	134
Native Hawaiian or Pacific Islander	1	1	0	9	11
White	132	69	0	757	958
Multiple Races	6	3	0	38	47

Chronically Homeless (adults)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of persons	45		0	391	436

Date of PIT Count: 1/22/2023

Population: Sheltered and Unsheltered Count

Total Households and Persons

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	183	105	0	998	1,286
Total Number of Persons	246	136	0	1,089	1,471
Number of Children (under age 18)	47	30	0	52	129
Number of Persons (18 to 24)	12	24	0	41	77
Number of Persons (25 to 34)	31	23	0	171	225
Number of Persons (35 to 44)	40	22	0	300	362
Number of Persons (45 to 54)	40	23	0	262	325
Number of Persons (55 to 64)	53	12	0	217	282
Number of Persons (over age 64)	23	2	0	46	71

Gender

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	110	60	0	388	558
Male	135	76	0	698	909
Gender that is not singularly 'Female' or 'Male'	1	0	0	0	1
Questioning	0	0	0	0	0
Transgender	0	0	0	3	3

Ethnicity

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Point In Time Summary for CA-513 - Visalia/Kings, Tulare Counties CoC

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Non-Hispanic/Non-Latin (a)(o)(x)	139	65	0	539	743
Hispanic/Latin(a)(o)(x)	107	71	0	550	728

Race

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
American Indian, Alaska Native, or Indigenous	19	4	0	101	124
Asian or Asian American	0	1	0	10	11
Black, African American, or African	29	14	0	115	158
Native Hawaiian or Pacific Islander	2	1	0	9	12
White	186	113	0	815	1114
Multiple Races	10	3	0	39	52

Chronically Homeless

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of persons	45		0	393	438

CA-513: Visalia, Kings, Tulare Counties

INVENTORY KEY	
■	Emergency Shelter
■	Transitional Housing
■	Permanent Supportive Housing
■	Rapid Re-Housing
"FB"= Family Beds	
"IB"= Individual Beds	
(U) = Under Construction	

Barbara Saville - Homeless (KCAO) — 32 FB; 6 IB
 Holiday Lodge (KC HSA) - 0FB; 50 IB
 Men's Transitional - (KGM) — 0 FB; 20 IB
 New Song Academy - (KGM) — 0 FB; 6 IB
 Women's Transitional - (KGM) — 0 FB; 7 IB
 Anchors II - (KCAO) — 0 FB; 6 IB
 Anchors IV - (KCAO) — 0 FB; 8 IB
 Grace Homes - (CR) — 0 FB; 13 IB
 Hope Survives - (KCAO) — 0 FB; 6 IB
 Kings County Act - (TURN) — 0 FB; 17 IB

Open Gates Ministries — 34 FB; 0 IB
 Sierra Village II (NPH) — 0 FB; 9 IB

Eden House - (TURN) — 0 FB; 23 IB
 Serenity Center - (VRM) — 15 FB; 23 IB
 ONG Shelter - (VRM) — 0 FB; 52 IB
 Karen's House - (FSTC) — 22 FB; 6 IB
 Breathe Home (SCH) — 0 FB; 10 IB
 Crossroads T.A.Y. Housing - (UP) — 0 FB; 10 IB
 House of Hope - (VRM) — 0 FB; 27 IB
 House of Restoration - (VRM) — 0 FB; 27 IB
 Men's Transitional - (VRM) — 0 FB; 6 IB
 Women's Transitional - (VRM) — 0 FB; 4 IB
 Visalia PSH - (CSET) — 0 FB; 12 IB
 PSH II Myrtle Ct. - (FSTC) — 9 FB; 5 IB
 Casa de Robles 2 - (TPOCC) — 4 FB; 13 IB
 Kings PSH - (TPOCC) — 0 FB; 7 IB

COUNTYWIDE PROGRAMS

Bi-County-EMA - (WC) — 0 FB; 20 IB
 Bi-County-SSV - (WC) — 0 FB; 10 IB
 Kings: VASH Program - (HAKC) — 0 FB; 5 IB
 Kings: RRH Kings - (SA) — 0 FB; 3 IB
 Kings: Kings RRH - (WC) — 0 FB; 2 IB
 Kings: Emergency Housing Voucher - (HAKC) — 11 FB; 8 IB
 Tulare: Transition to Independence - (FSTC) — 40 FB; 0 IB
 Tulare: Tulare County PSH - (CSET) — 20 FB; 14 IB
 Tulare: Tulare Housing First - (FSTC) — 2 FB; 7 IB
 Tulare: Tulare Housing First II - (FSTC) — 2 FB; 17 IB
 Tulare: Tulare Housing First II Bonus - (FSTC) — 0 FB; 7 IB
 Tulare: PSH III United Way - (FSTC) — 12 FB; 5 IB
 Tulare: VASH Program - (HATC) — 12 FB; 40 IB
 Tulare: RRH Tulare - (SA) — 0 FB; 2 IB
 Tulare: Emergency Housing Voucher - (HATC) — 54 FB; 54 IB
 Tulare: Mainstream Voucher Program - (HATC) — 20 FB; 71 IB

PROVIDER KEY

CCFCC	Central CA Family Crisis Center	KCAO	Kings County Action Organization	SA	Salvation Army	TURN	Mental Health Systems
CR	Champions Recovery	KC HSA	Kings County Health and Human Services	SHE	Self Help Enterprises	TPOCC	Turning Point
CSET	Community Services & Emp. Training	KGM	Kings Gospel Mission	SCH	Schrank's Clubhouse	UP	Uplift Family Services
FSTC	Family Services Tulare County	LHRM	Light House Rescue Mission	THHSA	Tular County HHSA	VRM	Visalia Rescue Mission
HAKC	Housing Authority of Kings County	RH CB	RH Community Builders	TRIHA	Tule River Indian Housing Authority	WC	WestCare
HATC	Housing Authority Tulare County						

Attachment D:

IDIS Reports

PR26- CDBG Financial Summary for PY 2021-2022

DRAFT

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	879,303.95
02 ENTITLEMENT GRANT	522,376.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,401,679.95

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	697,772.15
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	697,772.15
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	103,782.88
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	801,555.03
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	600,124.92

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	697,772.15
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	697,772.15
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2020 PY: 2021 PY: 2022
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	1,792,893.37
25 CUMULATIVE EXPENDITURES BENEFITTING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	84,297.97
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	38,168.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	42,989.92
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	79,476.05
32 ENTITLEMENT GRANT	522,376.00
33 PRIOR YEAR PROGRAM INCOME	129,755.78
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	652,131.78
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	12.19%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	103,782.88
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 + LINE 40)	103,782.88
42 ENTITLEMENT GRANT	522,376.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	522,376.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	19.87%

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

No data returned for this view. This might be because the applied filter excludes all data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

No data returned for this view. This might be because the applied filter excludes all data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2021	2	336	6740556	POLICE ACTIVITIES LEAGUE PARKING LOT (PAL) IMPROVEMENTS	03G	LMA	\$233,874.77
2021	2	336	6746488	POLICE ACTIVITIES LEAGUE PARKING LOT (PAL) IMPROVEMENTS	03G	LMA	\$2,678.06
					03G	Matrix Code 03G	\$236,552.83
2020	1	301	6700481	COC KINGS/TULARE HOMELESS ALLIANCE AP20 & AP21 (2-YR GRANT)	03T	LMC	\$442.14
2020	1	301	6746578	COC KINGS/TULARE HOMELESS ALLIANCE AP20 & AP21 (2-YR GRANT)	03T	LMC	\$480.78
2020	10	341	6707140	KCAO AP21- Homeless Programs	03T	LMC	\$1,658.46
2022	2	343	6707009	Kings Tulare Continuum of Care (KTHA) 2022	03T	LMC	\$843.17
2022	2	343	6739657	Kings Tulare Continuum of Care (KTHA) 2022	03T	LMC	\$922.34
2022	2	343	6740975	Kings Tulare Continuum of Care (KTHA) 2022	03T	LMC	\$723.34
2022	2	343	6740978	Kings Tulare Continuum of Care (KTHA) 2022	03T	LMC	\$777.10
2022	2	343	6740979	Kings Tulare Continuum of Care (KTHA) 2022	03T	LMC	\$735.74
2022	2	343	6794924	Kings Tulare Continuum of Care (KTHA) 2022	03T	LMC	\$1,928.24
2022	2	343	6794937	Kings Tulare Continuum of Care (KTHA) 2022	03T	LMC	\$402.50
2022	2	343	6794938	Kings Tulare Continuum of Care (KTHA) 2022	03T	LMC	\$483.43
2022	2	343	6794939	Kings Tulare Continuum of Care (KTHA) 2022	03T	LMC	\$381.26
2022	2	343	6803884	Kings Tulare Continuum of Care (KTHA) 2022	03T	LMC	\$1,879.96
					03T	Matrix Code 03T	\$11,658.46
2022	7	342	6739656	Kings County Commission on Aging	05A	LMC	\$7,060.84
2022	7	342	6794926	Kings County Commission on Aging	05A	LMC	\$6,415.80
2022	7	342	6794936	Kings County Commission on Aging	05A	LMC	\$6,424.29
2022	7	342	6794958	Kings County Commission on Aging	05A	LMC	\$7,097.64
2022	7	342	6803885	Kings County Commission on Aging	05A	LMC	\$6,585.63
2022	7	342	6806768	Kings County Commission on Aging	05A	LMC	\$6,415.80
					05A	Matrix Code 05A	\$40,000.00
2019	15	331	6795324	PUBLIC SERVICE - YOUTH SCHOLARSHIP PRGRAM SUMMER DAY CAMP	05D	LMC	\$9,430.00
					05D	Matrix Code 05D	\$9,430.00
2019	7	335	6794644	FAIR HOUSING PROGRAM AP19	05J	LMC	\$1,889.76
2019	7	335	6794929	FAIR HOUSING PROGRAM AP19	05J	LMC	\$1,013.23
2019	7	335	6806774	FAIR HOUSING PROGRAM AP19	05J	LMC	\$3,270.21
2020	4	307	6700287	FAIR HOUSING AP20	05J	LMC	\$838.90
					05J	Matrix Code 05J	\$7,012.10
2019	10	297	6671077	CDBG-CARES EMERGENCY RENTAL ASSISTANCE	05Q	LMC	\$2,000.00
2019	10	297	6700233	CDBG-CARES EMERGENCY RENTAL ASSISTANCE	05Q	LMC	\$2,075.00
2019	10	297	6700236	CDBG-CARES EMERGENCY RENTAL ASSISTANCE	05Q	LMC	\$4,034.34
2019	10	297	6700237	CDBG-CARES EMERGENCY RENTAL ASSISTANCE	05Q	LMC	\$1,660.00
2019	10	297	6700239	CDBG-CARES EMERGENCY RENTAL ASSISTANCE	05Q	LMC	\$1,375.05
2019	10	297	6700240	CDBG-CARES EMERGENCY RENTAL ASSISTANCE	05Q	LMC	\$830.00
2019	10	297	6700257	CDBG-CARES EMERGENCY RENTAL ASSISTANCE	05Q	LMC	\$2,000.00
					05Q	Matrix Code 05Q	\$13,974.39
2019	2	292	6740915	KINGS COUNTY -HEALTH DEPT. KINGS COUNTY MOBILE HEALTH HOME (KCMHH)	05Z	LMC	\$2,223.02
					05Z	Matrix Code 05Z	\$2,223.02
2022	8	348	6739650	FTHB HSH-2022 LN4416	13B	LMH	\$114,799.00
2022	8	348	6740965	FTHB HSH-2022 LN4416	13B	LMH	\$3,620.68
					13B	Matrix Code 13B	\$118,419.68
2016	5	246	6796090	Housing Rehabilitation	14A	LMH	\$7,914.23
2016	5	246	6796158	Housing Rehabilitation	14A	LMH	\$5,863.18
2017	8	261	6795370	EMERGENCY REPAIR HOUSING REHAB AP17	14A	LMH	\$23,850.00
2017	8	261	6795377	EMERGENCY REPAIR HOUSING REHAB AP17	14A	LMH	\$10,838.41
2017	8	261	6796159	EMERGENCY REPAIR HOUSING REHAB AP17	14A	LMH	\$1,322.59
2019	1	287	6795389	EMERGENCY REPAIR HOUSING REHAB AP19	14A	LMH	\$406.59
2020	2	300	6741460	EMERGENCY REPAIR HOUSING REHAB AP20	14A	LMH	\$7,950.00
2020	2	300	6746573	EMERGENCY REPAIR HOUSING REHAB AP20	14A	LMH	\$4,381.37
2020	2	300	6746627	EMERGENCY REPAIR HOUSING REHAB AP20	14A	LMH	\$3,657.16
2021	1	338	6700300	EMERGENCY REPAIR HOUSING REHAB AP21	14A	LMH	\$3,850.00
2021	1	338	6700309	EMERGENCY REPAIR HOUSING REHAB AP21	14A	LMH	\$24,670.00
2021	1	338	6700313	EMERGENCY REPAIR HOUSING REHAB AP21	14A	LMH	\$26,660.00
2021	1	338	6700329	EMERGENCY REPAIR HOUSING REHAB AP21	14A	LMH	\$2,500.00
2021	1	338	6700331	EMERGENCY REPAIR HOUSING REHAB AP21	14A	LMH	\$8,675.00
2021	1	338	6700337	EMERGENCY REPAIR HOUSING REHAB AP21	14A	LMH	\$15,500.00
2021	1	338	6739651	EMERGENCY REPAIR HOUSING REHAB AP21	14A	LMH	\$9,600.00
2021	1	338	6739652	EMERGENCY REPAIR HOUSING REHAB AP21	14A	LMH	\$4,281.97
2021	1	338	6739653	EMERGENCY REPAIR HOUSING REHAB AP21	14A	LMH	\$16,700.00
2021	1	338	6739654	EMERGENCY REPAIR HOUSING REHAB AP21	14A	LMH	\$19,450.00
2021	1	338	6739655	EMERGENCY REPAIR HOUSING REHAB AP21	14A	LMH	\$17,160.00
2021	1	338	6741456	EMERGENCY REPAIR HOUSING REHAB AP21	14A	LMH	\$2,250.00
2021	1	338	6746492	EMERGENCY REPAIR HOUSING REHAB AP21	14A	LMH	\$4,722.03
2021	1	338	6746659	EMERGENCY REPAIR HOUSING REHAB AP21	14A	LMH	\$8,169.84
2022	1	347	6803818	EMERGENCY REPAIR HOUSING REHAB AP22	14A	LMH	\$1,602.83
2022	1	347	6803904	EMERGENCY REPAIR HOUSING REHAB AP22	14A	LMH	\$15,344.95
2022	1	347	6803905	EMERGENCY REPAIR HOUSING REHAB AP22	14A	LMH	\$11,181.52
					14A	Matrix Code 14A	\$258,501.67
Total							\$697,772.15

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity to prevent, prepare for, and respond to Coronavirus	Activity Name	Grant Number	F u n	Matrix Code	National Objective	Drawn Amount
2020	1	301	6700481	No	COC KINGS/TULARE HOMELESS ALLIANCE AP20 & AP21 (2-	B21MC060061	P	03T	LMC	\$442.14
2020	1	301	6746578	No	COC KINGS/TULARE HOMELESS ALLIANCE AP20 & AP21 (2-	B21MC060061	P	03T	LMC	\$480.78
2020	10	341	6707140	Yes	KCAO AP21- Homeless Programs	B21MC060061	E	03T	LMC	\$1,658.46
2022	2	343	6707009	No	Kings Tulare Continuum of Care (KTHA) 2022	B22MC060061	E	03T	LMC	\$843.17
2022	2	343	6739657	No	Kings Tulare Continuum of Care (KTHA) 2022	B22MC060061	E	03T	LMC	\$922.34
2022	2	343	6740975	No	Kings Tulare Continuum of Care (KTHA) 2022	B22MC060061	E	03T	LMC	\$723.34
2022	2	343	6740978	No	Kings Tulare Continuum of Care (KTHA) 2022	B22MC060061	E	03T	LMC	\$777.10
2022	2	343	6740979	No	Kings Tulare Continuum of Care (KTHA) 2022	B22MC060061	E	03T	LMC	\$735.74
2022	2	343	6794924	No	Kings Tulare Continuum of Care (KTHA) 2022	B22MC060061	E	03T	LMC	\$1,928.24
2022	2	343	6794937	No	Kings Tulare Continuum of Care (KTHA) 2022	B22MC060061	E	03T	LMC	\$402.50
2022	2	343	6794938	No	Kings Tulare Continuum of Care (KTHA) 2022	B22MC060061	E	03T	LMC	\$483.43
2022	2	343	6794939	No	Kings Tulare Continuum of Care (KTHA) 2022	B22MC060061	E	03T	LMC	\$381.26
2022	2	343	6803884	No	Kings Tulare Continuum of Care (KTHA) 2022	B22MC060061	E	03T	LMC	\$1,879.96
									03T	Matrix Code I
2022	7	342	6739656	Yes	Kings County Commission on Aging	B22MC060061	E	05A	LMC	\$7,060.84
2022	7	342	6794926	Yes	Kings County Commission on Aging	B22MC060061	E	05A	LMC	\$6,415.80
2022	7	342	6794936	Yes	Kings County Commission on Aging	B22MC060061	E	05A	LMC	\$6,424.29
2022	7	342	6794958	Yes	Kings County Commission on Aging	B22MC060061	E	05A	LMC	\$7,097.64
2022	7	342	6803885	Yes	Kings County Commission on Aging	B22MC060061	E	05A	LMC	\$6,585.63
2022	7	342	6806768	Yes	Kings County Commission on Aging	B22MC060061	E	05A	LMC	\$6,415.80
									05A	Matrix Code I
2019	15	331	6795324	No	PUBLIC SERVICE - YOUTH SCHOLARSHIP PRGRAM	B19MC060061	E	05D	LMC	\$9,430.00
									05D	Matrix Code I
2019	7	335	6794644	No	FAIR HOUSING PROGRAM AP19	B20MC060061	E	05J	LMC	\$1,889.76
2019	7	335	6794929	No	FAIR HOUSING PROGRAM AP19	B20MC060061	E	05J	LMC	\$1,013.23
2019	7	335	6806774	No	FAIR HOUSING PROGRAM AP19	B20MC060061	E	05J	LMC	\$3,270.21
2020	4	307	6700287	No	FAIR HOUSING AP20	B20MC060061	E	05J	LMC	\$838.90
									05J	Matrix Code I
2019	10	297	6671077	Yes	CDBG-CARES EMERGENCY RENTAL ASSISTANCE	B21MC060061	P	05Q	LMC	\$2,000.00
2019	10	297	6700233	Yes	CDBG-CARES EMERGENCY RENTAL ASSISTANCE	B21MC060061	P	05Q	LMC	\$2,075.00
2019	10	297	6700236	Yes	CDBG-CARES EMERGENCY RENTAL ASSISTANCE	B21MC060061	P	05Q	LMC	\$4,034.34
2019	10	297	6700237	Yes	CDBG-CARES EMERGENCY RENTAL ASSISTANCE	B21MC060061	P	05Q	LMC	\$1,660.00
2019	10	297	6700239	Yes	CDBG-CARES EMERGENCY RENTAL ASSISTANCE	B21MC060061	P	05Q	LMC	\$1,375.05
2019	10	297	6700240	Yes	CDBG-CARES EMERGENCY RENTAL ASSISTANCE	B21MC060061	P	05Q	LMC	\$830.00
2019	10	297	6700257	Yes	CDBG-CARES EMERGENCY RENTAL ASSISTANCE	B21MC060061	P	05Q	LMC	\$2,000.00
									05Q	Matrix Code I
2019	2	292	6740915	Yes	KINGS COUNTY -HEALTH DEPT. KINGS COUNTY MOBILE	B19MC060061	E	05Z	LMC	\$2,223.02
									05Z	Matrix Code I
									No	Activity to prevent, prepare for, and respond to Coronavirus
									Yes	Activity to prevent, prepare for, and respond to Coronavirus
Total										\$84,297.97

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2022	3	346	6746193	Administration & Planning AP22	21A		\$69,063.06
2022	3	346	6746194	Administration & Planning AP22	21A		\$13,119.12
2022	3	346	6797788	Administration & Planning AP22	21A		\$21,600.70
						21A	Matrix Code I
Total							\$103,782.88



AGENDA STAFF REPORT

MEETING DATE: 9/19/2023

AGENDA SECTION: GENERAL BUSINESS

SUBJECT:

Approval of a two-year contract, with three one year options for a total of five (5) years, with Sweeping Corporation of America (Visalia, CA) in the amount of \$632,660.07 and approve designating four City owned street sweepers as surplus and authorizing their sale.

RECOMMENDATION:

Recommendation: That the City Council, by motion, approve a two-year contract, with three one-year options, to Sweeping Corporation of America, from Visalia, CA for the amount of \$632,660.07 and sale of four City-owned street sweepers.

Recommended Motion: I move to approve and authorize the City Manager to execute the sweeping contract with Sweeping Corporation of America for the amount of \$632,660.07 and approve declaration of surplus and sale of four City-owned street sweepers.

BACKGROUND:

Historically, the City of Hanford operated with three full-time sweepers and a relief sweeper that would assist with vacations and sick days, along with sweeping the Industrial Park, Airport and center medians two days a week. In 2020, the need to reorganize the street sweeping routes had become evident, due to the growth of Hanford. City staff found that in order to ensure completion of daily routes, the relief sweeper would transition to a full-time, 5 day a week sweeper, eliminating the relief sweeper position and the ability to cover for time off. Since August of 2020, staff has not had the ability to cover days off, thus leaving the routes incomplete. Also, during this time, the ability to obtain parts for repairs has become very lengthy, causing substantial delays in repairs and leaving routes incomplete, sometimes for weeks at a time. Currently, we are operating with only three full-time sweepers due to the overnight sweeper accepting another position within the City. This has caused delays in service as we have been alternating the overnight shift between the three current sweepers, thus leaving one route not swept every day.

The City of Hanford currently operates on a weekly sweeping schedule. After research into other municipalities, it has come to light that Hanford is the only city of its size that maintains a weekly level of service. Delano, Mcfarland, Wasco, Clovis, Merced and Kingsburg all sweep on a bi-weekly basis; Bakersfield, Visalia, Fresno, Selma and Porterville all sweep on a monthly basis. Staff believes that in order to maintain the weekly sweeping schedule, routes will need to be redrawn and additional staff will need to be hired to assure the completion of routes on a daily basis, increasing the total cost to the City, which is already almost \$900k per year.

City staff has met with the employee bargaining group, SEIU, twice and had discussions covering the

creation of a sweeping contract and have ensured SEIU and the affected employees that all current sweepers will be absorbed into other divisions and that none of the existing sweepers will be laid off during this process.

On May 30, 2023, a Request for Bid (RFB) was requested, due July 14, 2023. This bid is subject to state prevailing wages. Sweeping Corporation of America (SCA) of Visalia CA was the only bidder. Sweeping Corporation of America bid was \$632,660.07 for bi-weekly sweeping on all city streets and three times a week for the downtown area.

FISCAL IMPACT:

The fiscal year 2023/2024 budget for city provided street sweeping is \$710,537. Approving a contract with SCA of \$632,660 would reduce costs to the City by \$77,877 annually, leaving a net budget gain to the City (Street Sweeping Division 20320000). Savings could even be more depending on the costs of fleet maintenance. For example, in fiscal year 2021/2022 the costs of the division were \$897,000.

By contracting these services, the City will be controlling costs to refuse (solid waste) rate payers. Furthermore, should the City choose, further reduction to costs could be managed with changes or reductions to service days.

ATTACHMENTS:

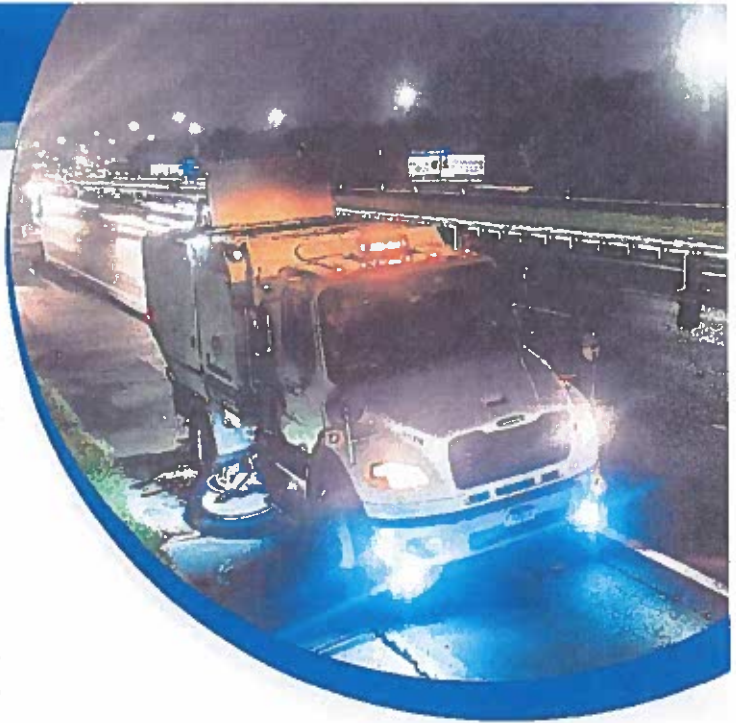
1. SCA Contract Proposal
2. RFP 2023-13
3. Sweeper

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General Information

Our parent company, Sweeping Corporation of America, based in Cleveland, OH, is the largest, self-performing power sweeping services company in the United States. SCA keeps streets, highways, construction sites, parking lots and industrial/manufacturing complexes clean, free of debris and compliant with Environmental Protection Agency (EPA) regulations for both government and private entities. You can be assured that SCA has the personnel with the skills required equipment/materials and financial resources sufficient to provide the services called for the contract. Our insurance provider, XL Specialty Insurance provides us with surety credit and our bond ability is \$5 million on a single basis and \$75 million on an aggregate basis.



A. Firm Name, Address (Physical Presence), Telephone Number and Fax Number

We are committed to providing timely, courteous, and professional customer service. Our Visalia site will service the City of Hanford and is physically located approximately 16 miles from the city limits, well within the required 25-mile radius as stated in your requirements.

SCA of CA, LLC
10313 W. Legacy Ave. Visalia, CA 93291
O: (559) 739-7532
F: (559) 625-2980
bids@sweeping.com

B. Account Representative

Matthew Bawks will be the primary contact for clarification of any item contained in the proposal. He will also be responsible for managing the City of Hanford account.

Matthew Bawks – District Manager
10313 West Legacy Avenue | Visalia, CA 93291
O: (559) 739-7532 | M: (559) 804-0081 | F: (559) 625-2980
mbawks@sweepingcorp.com

C. Type of Organization

SCA of CA, LLC is a limited liability company that is owned by SCA Acquisitions, LLC.

D. Federal Tax ID Number

The Federal Tax ID Number for SCA of CA, LLC is 86-1931812.

E. Names of Company's Owners/Officers

SCA Acquisitions, LLC (members) are Matthew Spencer and Michael Latanza.

SCA's Officers include:

- Matt Spencer – Chief Executive Officer
- Erin Quinn – Secretary
- Gary Quinn – Treasurer
- Michael Latanza – President

F. Key Personnel of the Proposer's Firm

Matt Bawks and Sal Guerra will serve as the key personnel who will oversee the City of Hanford account and manage day-to-day activities. Their respective backgrounds and qualifications are detailed in 'Proposed Approach' section entitled 'Staff Qualification and Related Experience.'



G. References and Referrals

SCA has deep experience providing sweeping services to many municipalities throughout California and Central Valley. We collaborate with our customers and their residents to provide excellent service. We currently handle the sweeping needs for the cities of Visalia, Tulare, Kingsburg, Reedley, Parlier, Kerman, Corcoran, Fowler, and Lindsay. Our company is the primary sweeping provider for such companies as J.G. Boswell, Kraft Food, NAS-Lemoore as well as the Fresno and Visalia Unified School Districts. We are a local company that puts money back into our Valley Listed below is additional information for the communities we would like to provide as our references.

Name	Address	Contact Name	Phone Number
City of Visalia	P.O. Box 5078 Visalia, CA 93278	Jason Serpa	(559) 713-4428
City of Reedley	845 G Street Reedley, CA 93654	Russ Robertson	(559) 637-2139
City of Tulare	411 E Kern Tulare, CA 93274	Andrew Bettencourt	(559) 684-4382
City of Kingsburg	1401 Draper St. Kingsburg, CA 93631	Alex Henderson	(559) 897-5821



Proposed Approach

Summarize your approach and understanding of the project and any special considerations of which the City of Hanford should be aware. Indicate clearly, the levels of participation you will expect from the City that may be useful and applicable to this project. Please include in this section approach to addressing customer complaints and missed sweeping situations. Indicate if you would like to potentially purchase any of the City's existing street sweeping fleet of vehicles.

Scope of Service – Proposed Program Approach

We have examined and clearly understand the specific scope of sweeping services requested by the City of Hanford outlined in RFP #2023-13 inclusive of maps and bid sheets. We also gained a more detailed understanding of your needs following the in-person meeting with Jim Ross on June 29th, 2023.

The Visalia team is onsite and available to promptly address all unscheduled service requests by dispatching the appropriate resources within contracted periods. Our team is also available to answer customer questions, complains/concerns in a professional manner. Concerns/issues are reviewed and resolved within one working day from receipt of the concern.

Our approach to servicing the City of Hanford follows.

Residential Streets	We will provide street sweeping services of not less than once a month for the 232 center line miles of the city
Downtown Streets	We will provide street sweeping services of not less than once a week for the 6 center line miles of the city's Downtown District.
Alleys	We will provide alley sweeping services of not less than once a month for the 1.54 center line miles of the city's alleys.
Parking Lots	We will provide parking lot sweeping services of not less than once a month for the 18 identify parking lots of the city.
Corporate Yard Lots	We will provide sweeping services not less than once a month for the 205,183 square feet of the city's Corporation Yard.
Non-Emergency & Emergency Rates	We will provide an hourly rate for each service.
Disposal Price per ton	We will provide an "all in" price per ton for disposal of the collected debris at the Kings Waste & Recycling Authority.
Hourly Rate for Leaf Season	We will provide an hourly rate for additional hours needs to sweep during the heavy leaf fall season.

Ability to Meet Schedule Frequency

Operators

SCA has twenty-six (26) full time operators to make sure that the routes will be completed on time, every day. Four (4) of these operators will be set on an "on call" schedule. This approach allows us to manage emergency situations (e.g., unexpected absences due to sickness, injury, or family emergency).

Ability to Perform Extra Sweeping for Special Events

SCA is the largest sweeping company in the Central Valley. We have the equipment and experienced workforce to handle any special sweeping need. We will coordinate with your staff to provide additional sweeping service, should the city require any emergency sweeping service.

Staff Qualifications and Related Experience

Information regarding the management team assigned to this project, inclusive of their background and experience follows.

District Manager – Matthew D. Bawks (559) 804-0081

Matthew has been in the sweeping industry for more than 25 years. His career began during high school, running sweepers. After graduating college with a degree in Communications, he went to work for the San Francisco Giants baseball team for five years where he worked with the sales team. Following that job, he moved back to Visalia. He used his sales experience to help his parent grow Central Valley Sweeping into the largest sweeping company in the Valley.

Operations Manager – Sal Guerra (559) 359-4823

Sal has worked in the industry for over 10 years. He initially provided oversight to the Human Resources team. However, due to his experience and management skills, he quickly grew into the role of Operations Manager and has remained in that position for the last 4 years.

Ability to Communicate with City Staff

We believe that open communication is imperative to the success of our working relationship with the City. During our meeting with the Public Works Department, after award of the contract, we will provide the City with a list of our supervisors' contact cell phone numbers, and an emergency phone number which can be called 24 hours a day.

Customer Service — Resolving Customer Concerns

As stated previously, our customer service number is (559) 739-7532. We believe customer service is essential to the success of our company. Our management team has extensive customer service experience and will promptly deal with any issues. All issues receive a follow-up response within twenty-four (24) hours following notification.

SCA has also developed a custom “Resident Response Sheet.” This sheet captures the necessary information to resolve resident complaints and concerns related to sweeping service. This one-sheet (included as “Exhibit B – City of Hanford Resident Response Sheet”) allows us to address these time-sensitive matters quickly and efficiently. It also provides a way to track those concerns for future reference and/or the cities records.



Once our team resolves each concern, we:

- Note the resolution
- Email a copy to your staff
- Maintain a copy for our records and for future reference

Employee Routing and Hiring Practices:

We assign employees to the sweepers who are familiar with the respective City; we find it best policy to retain consistencies in our routing and ensure that our teams become familiar with each city route’s idiosyncrasies and local needs. We employ Quality Control specialists who inspect routes pre-sweep, during, and post-sweep until the team is confident that the driver operator is well versed with city streets and is providing a high standard of work

Facility and Equipment

Shop

As previously noted, SCA has a shop located in Visalia, CA. We currently retain a full-time staff of mechanics and Lube techs to ensure that our equipment is in good repair and service.

Equipment

With a fleet consisting of thirty-eight (38) Regenerative Air (All are PM-10 compliant) and Power Mechanical Broom (All PM-10 compliant) 2010 or newer sweeping units, SCA of CA equipped to handle any job. Our team will also be prepared with backup machines to cover any breakdown situation. Our large fleet of sweepers allows us to take a machine out of service for general maintenance or repair without disrupting our service schedule.

Mechanical Brooms & Regenerative Air Sweeping Units

SCA has both Mechanical Broom & Regenerative Air sweeping units available for the services. The mechanical broom specializes in picking up the heavy dirt and debris that the city wants removed. The regenerative air sweepers are essential for the heavy leaf fall.

Dust Control & Fuel-Efficient Equipment

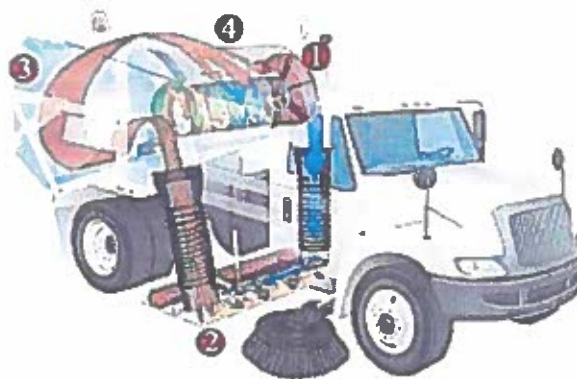
Our Mechanical Broom & Regenerative Air sweeping units come equipped with PM-10 compliant dust control systems and AQMD Rule 1186 low emissions packages.

Dust Control System

220-gallon capacity polyethylene water tank; 5 pm High Output Water electric diaphragm type pump; low water warning light; external water level indicator; spray nozzles around pick-up head, gutter broom(s) and inside hopper.

Front Spray Bar Adaptation

To combat the dry conditions that occur because of living in our Valley, we have found it necessary to fabricate an additional spray bar onto the front of our sweeping units. This additional spray system provides an extra application of water to the ground, thereby eliminating any dust from being stirred into the air.



Vehicle Tracking Technology –Visibility to Our Customers

SCA can provide the City with service records tracked by our GPS Tracking System. All our Municipal sweeping units have a GPS tracking system. These systems track the street sweeper's route on a minute-by- minute basis. The GPS tracking unit collects continuous and accurate real- time information to verify service on all routes. This technology and additional steps we have taken to provide optimal service include:



- Reports that provide checks and balances in billings and if necessary, to reroute or re-sweep to accommodate customer service requests
- Our Fleetio platform ensures all fleet maintenance activities are scheduled and tracked in advance. This platform also digitizes inspections/compliance reporting and procedures that allows all driver operators to complete various forms (DVIR, Daily Logs, COVID-Reports) digitally that directly interface with our regional managers new dispatch software provided by Fleetio.
- All drivers complete daily route sheets which collect data relative to their field activity, such as:
 - Street miles swept
 - Hours in the field
 - How many loads of water are used
- We have similarly invested in internal diagnostics systems to screen for vehicle codes. These codes proactively provide alerts that allow our team to address equipment concerns which minimizes vehicle downtime
- Daily oversight of GPS tracking including curb mile sweeping and “brooms-down” productivity.
- Additional safety controls include working with third party organizations which oversee all DOT and BIT compliance – this measure ensures consistent safety reviews as well as reliable and regulation-compliant equipment on the road
- Each day assumes an 8-hour sweep day to include dumping and pulling water for the vehicle as needed

Customer Kudos*

As mentioned previously, we serve a broad range of customers throughout California. Feedback we have received from some of these customers is listed below.

City of Livermore:

"[SCA] has been excellent to work with! Easily the best contractors we have"

City of Palo Alto:

"...Staff determined [SCA] was responsive to the City's needs, met all evaluation criteria and is a qualified proposer. In addition, Contract Sweeping Services has been providing reliable street sweeping and sweeping debris hauling services for the City for the past five years and has provided a level of service that is acceptable to City staff. Their personnel, from management to office and field staff, are flexible and responsive to the City's service requests and adept at responding to any complaints from City staff or residents."

City of Campbell:

"You guys always do great work for us. Thank you for all you do"

Delta Diablo District:

"[SCA] is doing a mighty fine job for Delta Diablo"

City of Fairfield:

"Service has been great. We have not had any complaints."

City of Napa:

"I believe in recognition. Over the past several months my attention has been called to the quality of the street cleaning in my area. St Francis Circle, 94558. Exceptional! It has been years since I have since such careful and efficient efforts toward managing the neighborhood streets for debris. It is obvious that this driver is concerned about safety along with the responsibilities of his work. (The vehicle is carefully maneuvered and not used at breakneck speeds as I have seen in the past)."

*Received when SCA was operating as Contract Sweeping Services (CSS).

Additional Information

Culture of Safety

The daily routines of sweeper operators and mechanics for SCA are anchored on routine safety inspections and a preventative maintenance program. There are three levels of inspections that allow a rotation of parts and necessary services to retain the performance and life in each piece of equipment. At the time an equipment is found to need repair, it is pulled out of operation. The equipment will not be put into active use again until all items listed on the work order have been addressed, and repairs have been completed and signed off by the Shop Manager. Once the equipment has passed all inspections, it will be released into the active fleet.



Three levels of inspections

LEVEL ONE: DAILY BASIC MAINTENANCE: Blow air filter elements and inside of cab, grease fittings, check all fluids and replenish as needed, check all lights to be sure they are functioning properly, and wash equipment to maintain a clean image.

LEVEL TWO WEEKLY MAINTENANCE: Check all brooms and flaps - replace as needed, change gutter brooms approximately every four days or for every 32 hours of sweeping, and check wear on tires.

LEVEL THREE MONTHLY PREVENTIVE MAINTENANCE: Change front oils, replace air elements, replace rear brooms, and flap kits (at approximately 170 hours), tune front motor, replace plugs, flush radiator, check bushings and change if needed, replace fuel filters, change transmission fluid and service transmission, replace tires (front and rear) if needed, check brakes, and replace if needed.

All Levels of service assist in the preservation of a clean image, increase the performance of our equipment, and help us serve our customers better. SCA employs seasoned sweeper mechanics and ensures that our teams stay in compliance with 90-day BIT inspections and DOT regulations. All SCA drivers are entered into a program which monitors the random rotation and a "pull" to be tested for drug and alcohol usage.

This is a program operated within the Department of Motor Vehicles (DMV). Smyer and Associates (<http://smyersafe.net/>) which is a 3rd party organization of professionals experienced in BIT compliance and DOT compliance screens all new hires.

Business License Certificate

We have applied for a City of Hanford Business License. Note the confirmation from the City below.

(11)

Certificate of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY):
7/12/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
HUB International Midwest Limited
1411 Opus Place, Suite 450
Downers Grove IL 60515

CONTACT
NAME:
PHONE (A/C, No, Ext): 830-469-5900 FAX (A/C, No):
E-MAIL ADDRESS: CSUConstruction@hubinternational.com

INSURED
SCA of CA, LLC
4141 Rockside Road, Suite 100
Seven Hills OH 44131

ONEENDORSE

INSURER(S) AFFORDING COVERAGE	NAIC#
INSURER A: Axis Surplus Insurance Company	26620
INSURER B: Navigators Specialty Insurance Company	36056
INSURER C: Safety National Casualty Corporation	15105
INSURER D: Federal Insurance Company	20281
INSURER E:	
INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 1232158246

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

LINE	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
C	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ CONTRACTOR LIA ☒ XCU Cov. No. GEN'L AGGREGATE LIMIT APPLIED PER: ☐ POLICY ☒ PER SUBJECT ☐ LOC ☐ OTHER	GL0076535	6/1/2023	6/1/2024	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PROPERTY (EA OCCURRENCE) \$1,000,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGO \$4,000,000 \$
C	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	CA6076636	6/1/2023	6/1/2024	COMBINED SINGLE LIMIT (EA ACCIDENT) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$	P-001-800552635	6/1/2023	6/1/2024	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE/OFFICER/OWNER EXCLUDED? (Indicate by N/A) YES, describe below: DESCRIPTION OF OPERATIONS below	LD54308227 (CA)	6/1/2023	6/1/2024	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
B/C/D	Non-Gen Liability - OH Pollution Liability Crime	GL0076535 CH23ECP201ECGIC 8400-2100	6/1/2023 6/1/2023 6/1/2023	6/1/2024 6/1/2024 6/1/2024	LIME Each Incident Ded: \$1,000,000 LIME: \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Proof of Insurance

CERTIFICATE HOLDER

CANCELLATION

City of Hanford
State of California
319 N. Douty Street
Hanford CA 93230

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Neil R. Hughes

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ACORD 25 (2016/03)

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Attachments

Non-Collusion Affidavit

NON-COLLUSION AFFIDAVIT

To Accompany Proposal

TO: THE CITY OF HANFORD

The undersigned, in submitting a proposal for performing the following work by contract, being duly sworn, deposes and says:

That he/she has not, either directly or indirectly, entered into any agreement, participate in any collusion, or otherwise taken any action in restraint of free competition in connection with such contract.

Work to be Done:

RFP No. 2003-13 STREET SWEEPING SERVICES

Proposer's Name: SCA of CA, LLC

Signature of Proposer: _____

Title: CEO

Business Address: 4141 Rockside Rd Ste 100, Seven Hills, OH 44131

Place of Residence: 12700 Lake Avenue #402, Lakewood, OH 44107

Subscribed and sworn to before me this 11th day of July, 2023

W Kent Notary Public in and for

the County of Cuyahoga, State of Ohio.

My commission expires: 12-11-2027



CATHERINE W. KENT SEYERLE
NOTARY PUBLIC
STATE OF OHIO
Comm. Expires
12-11-2027

Street Sweeping Services
RFP NO. 2023-13
Page 23 of 28

Workers' Compensation Insurance Certificate

WORKERS' COMPENSATION INSURANCE CERTIFICATE

STATE OF CALIFORNIA)

) ss

CITY OF HANFORD)

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

Company: SCA of CA, LLC

Business Address: 4141 Rockside Rd Ste 100 Seven Hills, OH 44131

Signature: 

Name of Signing Official: Matt Spencer

Title of Signing Official: CEO

Date: 7/11/2023

Company Seal:

Street Sweeping Services
RFP NO. 2023-13
Page 24 of 28

Equal Employment Opportunity Compliance Certificate

EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE CERTIFICATE

Equal Opportunity Clause

Unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Executive Orders 28925, 11114 or Section 204 of Executive Order 11246 of September 24, 1965, during the performance of each contract with the City of Visalia, the contractor agrees as follows:

4. The vendor will not discriminate against any employee or applicant for employment because of race, color, religion, gender, national origin or political affiliation. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, gender, national origin or political affiliation. Such action shall include, but not be limited to, the following: employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
 5. The vendor will, in all solicitations or advertisements for employees, placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin or political affiliation.
 6. The vendor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or the workers' representative of the contractors' commitments under Section 202 of Executive order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
 7. The vendor will comply with all provisions of Executive Order 11246 of September 24, 1965, and the rules, regulations and relevancy orders of the Secretary of Labor.
- Vendor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations and relevant orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.

8. In the event of the vendor's non-compliance with the non-discrimination clauses of this subcontract or with any of such rules, regulations or orders, this subcontract may be canceled, terminated or suspended, in whole, or in part and the vendor may be declared ineligible for further government contracts in accordance with the procedures authorized in accordance with Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or otherwise provided by law

9. The vendor will include the provisions of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each Subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions including sanctions for non-compliance. Provided, however, that in the event the contractor becomes involved in, or is threatened with litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interest of the United States.

Certification on Non-Segregated Facilities

The contractor hereby certifies that it does not or will not maintain segregated facilities not permit its employees to work at locations where facilities are segregated on the basis of race, color, religion, gender, national origin or political affiliation.

SCA of CA, LLC

Name of Firm



Authorized Signature
Matthew Spencer - CEO

7/11/2023

Date

TO: THE CITY OF HANFORD PUBLIC WORKS DIVISION

In compliance with the City's notice inviting proposals dated: , the undersigned BIDDER hereby proposes to furnish all materials, equipment, tools, labor appurtenances and incidentals required for the above state project as set forth in the RFP including all Exhibits and related contract documents therefore, and to perform all work in the manner and time prescribed therein.

BIDDER declares that this proposal is based upon careful examination of the work site, instructions to BIDDERS, and the contract requirements. If this proposal is accepted for award BIDDER agrees to enter into a contract with CITY at the unit and/or lump sum prices set for in the following Bid Schedule.

BIDDER understands that a bid is required for the entire work and that final compensation under the contract will be based upon the actual quantities of work satisfactorily completed. It is agreed that all prices include all appurtenant expenses, taxes, royalties and fees. All bids will be checked for accuracy. In the case of discrepancies in amounts bid, unit prices shall govern over extended amounts.

BIDDER hereby agrees to execute a contract within ten (10) working days, or such further time as may be allowed in writing by the Public Works Department, after receiving notification of the acceptance of this Bid, and it is hereby mutually understood and agreed that in case the BIDDER does not, said Public Works Department may proceed to award the contract to others.

BIDDER agrees to commence the work on the start date agreed between BIDDER and Project Manager, only after the contract is fully executed and Note to Proceed has been issued.

BIDDER further declared that he/she has not either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with said bid.

The quantities given on the Bid Proposal form and any related contract documents are estimates only. They are given as a basis for comparison of Bids. The City of Hanford does not, expressly or impliedly agree that the actual amount of work will correspond therewith, and reserves the right to increase or decrease the amount of any class or portion of work, or to omit portion of the work, as the City deems necessary or advisable, at the prices Bid.

BIDDER has read and hereby agrees to the conditions stated in this proposal by affixing his/her signature on the Bid Form. In the case of discrepancy in amounts bid, unit pricing shall prevail over extended amounts. Note: Quantities listed as "miles" are referring to centerline miles.

SCA of CA, LLC

Name of Firm



Authorized Signature

Matthew Spencer, CEO

7/11/2023

Date

Street Sweeping Services
RFP NO. 2023-13
Page 27 of 28

Exhibit A

SAMPLE CONTRACT

Please note the following sample SCA Service Agreement.



Service Agreement			
SCA of CA, LLC		(Company) agrees to perform the work described in this service agreement according to the specific terms and conditions contained herein.	
<u>Property Location</u>		<u>Billing Info</u>	
Name:		Name:	
Street:		Street:	
City:	State:	Zip Code:	
Phone:	Fax:	Phone:	Fax:
Property Contact:		Ordered By:	
Email:		Email:	
Phone:		Phone:	
Service Details and Fees			
<u>Hourly Sweeping Service</u>		<u>Scheduled Sweeping Service</u>	
Per Hour:		Service Frequency:	
Hour Minimum:		Sweeps Per Term:	
Portal to Portal:		Per Sweep:	
OT Per Hour:		OT Per Hour:	
<u>Per Curb Mile Sweeping Service</u>		<u>Additional Fees</u>	
Per Curb Mile:		Disposal Fee:	
Per Cycle:		Variable Energy Charge*:	
Miles Per Cycle:		*For details, please visit https://www.sweepingcorp.com/cps/ .	
Contract Term:		Environmental Fee:	
Start Date:		Mobilization Fee:	
The Company shall provide equipment, labor, fuel, and any other materials necessary to complete the required work. The Company will clean an area seven (7) ft. wide from the curb, barrier or paved shoulder edge. No cleaning operation shall be conducted when there are climatic conditions present or forecast that would make such an operation ineffectual or dangerous. Company's service is based on removal of a regular day-to-day build-up of material and debris. Any excessive, out of the ordinary, or unusual build-up or residue of any dirt, debris or material is not covered by the price quoted in this agreement under the hourly rate.			
Special Instructions / Comments			

Authorized Signatures

The undersigned individual signing this Service Agreement on behalf of the Customer acknowledges that he or she has read and understands the terms and conditions of this Agreement and that he or she has the authority to execute this Agreement on behalf of the Customer.

Customer

Signature:

Print Name:

Title:

Date:

Company Representative

Signature:

Print Name:

Title:

Date:

Terms and Conditions

NOTICE: ANY ACCEPTANCE OF COMPANY'S OFFER IS EXPRESSLY LIMITED TO ACCEPTANCE OF THESE TERMS AND CONDITIONS AND COMPANY EXPRESSLY OBJECTS TO ANY ADDITIONAL OR CHANGED TERMS PROPOSED BY CUSTOMER. NO OTHER TERMS AND CONDITIONS OF ANY FORM SHALL MODIFY THESE, EVEN IF SIGNED BY COMPANY. ANY ORDER TO PERFORM WORK OR COMPANY'S PERFORMANCE OF THE WORK SHALL EXPLICITLY CONSTITUTE CUSTOMER'S AGREEMENT TO THESE TERMS AND CONDITIONS.

- 1) **Definitions:** "Customer" means the entity to which the Company is providing Services under the Agreement. "Agreement" means either (i) the contract agreement signed by both parties for the Services; or (ii) the purchase order signed by Customer and accepted by Company in writing, together with these Terms and Conditions. "Company" means the Sweeping Corporation of America entity providing Services under the Agreement.
- 2) **Services Rendered:** Customer grants exclusive rights to Company to furnish all labor, equipment, and services necessary for the performance of the service ("Service") in conformance with the standards of service set forth in this Agreement and Customer agrees to make payments as provided in the Agreement.
- 3) **Coverage and Term of Agreement:** This Agreement shall control and govern all Services provided by Company as of its effective date. The effective date and initial term of this Agreement shall start on the date on which Service under this Agreement commences and shall continue for a term of twelve (12) months. Thereafter, it shall automatically renew for successive twelve (12) month terms unless either party gives written notice of termination to the other at least sixty (60) days before the end of the then current term.
- 4) **Standards of Service:** Services shall be performed in accordance with best management practices of the Company. Obstructions or debris, including but not limited to accumulations of leaves, silt, compacted dirt, and similar debris will be removed as part of the customary and ordinary service under this Agreement. If the Company, at its sole discretion, determines that such removal constitutes extra work from that contemplated under this Agreement, the Company shall, for additional compensation consistent with the fee schedule provided with this Agreement ("compensation schedule"), perform extra services as may be required to provide the requisite service. The cost to perform extra services shall be as set forth in the compensation schedule. Services shall be performed to prevent litter, leaves, sand, dirt, and debris from being swept into any street side drainage inlets contiguous to or within the designated work area. Customer represents and warrants that all materials to be collected by Company are nonhazardous waste and recyclables. Nothing in this Agreement shall convey on the Company the status of "generator". Any waste swept and collected from the designated work area by Company shall remain the waste of the Customer and it is agreed that Company under no circumstances shall be deemed to have generated the waste or to own the waste. The Company shall dispose of all waste within the Customer's dumpster and Customer hereby authorizes the use of its dumpster for that purpose, unless otherwise stated on the front of this Agreement. Any waste that cannot be disposed of in the Customer's dumpster shall be disposed of in accordance with the compensation schedule.
- 5) **Warranties:** Except as otherwise provided herein, Company makes no express or implied warranties, including but not limited to, implied warranties of merchantability or fitness for a service. All are expressly disclaimed.
- 6) **Time and Performance:** Upon acceptance by Customer, Company shall commence performance within the time frame specified by Company or, in the absence of a specified time frame, shall commence work within a reasonable time and pursue such with reasonable diligence until completed. If a scheduled sweeping is not possible due to inclement weather or other unforeseen occurrences, Company shall endeavor to perform the services when the weather or circumstances permit.
- 7) **Clean Up:** Company agrees to remove from the Customer's premises any Company equipment.
- 8) **Payments:** Customer shall pay Company for Services rendered monthly in accordance with the compensation schedule and invoice received. Unless otherwise agreed by the parties in writing, Customer shall pay Company for services within ten (10) days from the invoice date. Company may charge late fees and interest, not to exceed the maximum rate allowed by applicable law, on all amounts past due. In the event a payment is not made when due, Company, at its sole option, may terminate the Agreement on notice to the Customer and recover all past due amounts.
- 9) **Suspension:** If any amount due from Customer is not paid within sixty (60) days of the date of the Company's invoice, Company may, with or without notice, suspend service without terminating the contract, until the Customer has paid all amounts owed to Company.
- 10) **Rate Adjustments:** Customer agrees that it shall pay Company for any increase in costs due to an escalation in energy costs. These surcharges shall be referred to as "energy" on the compensation schedule. Customer also agrees that it shall pay Company for increased rates due to increases in Company's costs because of changes in local, state or federal law, rules, ordinances or regulations applicable to Company's operations or services or because of increases in taxes, fees, costs or other governmental

Sweeping Corporation of America | 4141 Rockside Road, Suite 100, Independence, OH 44131 | 216-777-2750
www.SweepingCorp.com

charges. These charges shall be referred to as "environmental" on the compensation schedule. The energy/environmental recovery fee(s) shall be shown on the customer invoice.

- 11) **Damage to Pavement.** Company shall not be responsible for any damages to the Customer's pavement or accompanying subsurface, curbing or other driving surfaces resulting from the Company's Services.
- 12) **Independent Contractor.** Nothing contained in this Agreement shall be construed to constitute Customer as a partner, employee, or agent of Company, nor shall either party have any authority to bind the other in any respect. It is intended that Company shall, in all instances, be and remain an independent contractor responsible for its own actions and for its own agents, employees and representatives.
- 13) **Indemnity.** Customer shall defend, hold harmless and indemnify the Company, its officers, directors, members, affiliates, employees, or contractors from and against any and all damage to persons, property or both (including death) or other liabilities (including, but not limited to, investigation and reasonable legal expenses) resulting from the Customer's (or its employees, invitees or subcontractors) negligence or misconduct, violation of law or breach of this Agreement.
- 14) **Termination.** This Agreement may only be terminated by the Customer by providing written notice of Company's breach of the Agreement and, only after providing a right to cure the breach and, Company fails to cure the breach within 30 days of written notice. Except as otherwise provided in this Agreement, the termination shall have no effect upon the rights of the parties prior to existing transactions and any liabilities. Upon termination, Company shall wind down its work in progress in a safe manner, protective of Customer and Company owned or operated property, and Customer and Company shall work in good faith to close out any service in an expeditious manner.
- 15) **Assignability.** This agreement is binding and shall inure to the benefit of all successors and assigns. This Agreement, and any duties hereunder and any retention of Company subject to this Agreement may be assigned in whole or in part, without the mutual written consent of the parties to this Agreement.
- 16) **Notice.** Any notice to be given under this Agreement by either party to the other shall be in writing and personally delivered or mailed to the other party at its address as set forth above or to such successor addresses as the parties may designate by notice pursuant to this provision.

17) **Entire Agreement.** This Agreement shall constitute the entire agreement between the parties and shall govern the relationship of the parties notwithstanding any previous written agreement and/or any previous or subsequent oral understandings or agreements.

18) **No Waiver.** No waiver of any provision or condition of this Agreement shall be implied or imputed by reason of a party's failure to complain or to seek remedies because of any previous breach or violation.

19) **Severability.** If any cause or provision of this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable, the balance of this Agreement shall be enforced as the written agreement of the parties.

20) **Credit History.** Customer represents and warrants that it has the financial means to meet its obligations under this Agreement, and Customer hereby agrees that Company may, at any time, investigate the credit history of Customer.

21) **Disputes, Remedies.** Except for claims by the Company for collection of fees, the parties knowingly and voluntarily agree that the any controversy arising between them shall be resolved by binding arbitration under the rules of the American Arbitration Association, and judgement on the award may be entered by any court having jurisdiction. Under no circumstances shall either party be liable to the other for loss of profits or revenues, or for any indirect, special, incidental, consequential or punitive damages, whether in contract, tort and any theory of liability.

22) **Attorneys' Fees, Jury Waiver and Jurisdiction and Venue.** The parties agree that if Company files a lawsuit to collect any money due and payable under this Agreement, in any suit brought, Company shall be entitled to recover its reasonable costs and attorneys' fees. Each party, to the extent permitted by law, knowingly, voluntarily, and intentionally waives its right to a trial by jury in any action or other legal proceeding arising out of or relating to this Agreement. Customer and Company agree to personal jurisdiction and venue in Cuyahoga County, Ohio and neither Company nor Customer shall object or oppose personal jurisdiction or venue if the lawsuit is filed in Cuyahoga County, Ohio.

23) **Excused Performance.** Neither party to this Agreement shall be liable for its failure to perform or delay in performance due to contingencies beyond its reasonable control, including but not limited to, unsafe conditions, weather, strikes, riots, compliance with laws or governmental orders, fires, or acts of God.

Exhibit B

City of Hanford Resident Response Sheet

Please reference the 'Resident Response Sheet' listed below that our team will use for incident tracking purposes.

CITY OF HANFORD RESIDENT RESPONSE SHEET

Date: _____ Time: _____

Residents Name: _____

Address: _____

Phone: _____

Resident Concern

Date Received: _____ Date Closed: _____

Solution/Action: _____

SCA of CA, LLC - 10313 W. Legacy Ave., Visalia, CA 93291
mbawks@sweepingcorp.com

RFP - 2023-13

Annual Contract for City of Hanford Street Sweeping Services

Bidder is to calculate bid as follows:

Quantity X Unit Price X Number of Annual Services = Extended Bid Price

Bidder shall also total the Extended Bid Price Column where indicated

Additional Residential Zones, State Routes, and Parking Lots could be added throughout the contract term. Price for each addition will be calculated by taking the unit price and multiplying it by the quantity of the unit of measurement and the number of times the area will be swept during the remainder of the contract term.

EXISTING SERVICE LEVEL										
Item #	Description	Frequency	Quantity	Unit	Exhibit	Map	Unit Price	Unit	#times annually	Annual Price
STREETS										
1	Without Medians	4x per month	221	miles			\$70.0000	per mile	48	\$742,560.00
2	w/ Medians	4x per month	12	miles			\$80.0000	per mile	48	\$46,080.00
DOWNTOWN / HISTORIC										
5	Without Medians	Daily M-F	6.00	miles			\$70.0000	per mile	260	\$109,200.00
6	w/ Medians	Daily M-F	0.00	miles			\$70.0000	per mile	260	\$0.00
7	Alleys	Monthly	1.54	miles			\$105.0000	per mile	12	\$1,940.40
PARKING LOTS										
8	Lot 1	Monthly	20,058	sq ft.			\$0.0025	per sq. ft.	12	\$601.74
9	Lot 2	Monthly	9,816	sq ft.			\$0.0025	per sq. ft.	12	\$294.48
10	Lot 3	Monthly	10,089	sq ft.			\$0.0025	per sq. ft.	12	\$302.67
11	Lot 4	Monthly	16,335	sq ft.			\$0.0025	per sq. ft.	12	\$490.05
12	Lot 5	Monthly	17,526	sq ft.			\$0.0025	per sq. ft.	12	\$525.78
13	Lot 6	Monthly	21,226	sq ft.			\$0.0025	per sq. ft.	12	\$636.78
14	Lot 7	Monthly	16,655	sq ft.			\$0.0025	per sq. ft.	12	\$499.65
15	Lot 8	Monthly	25,758	sq ft.			\$0.0025	per sq. ft.	12	\$772.74
16	Lot 9	Monthly	20,509	sq ft.			\$0.0025	per sq. ft.	12	\$615.27
17	Lot 10	Monthly	25,406	sq ft.			\$0.0025	per sq. ft.	12	\$762.18
18	Lot 11	Monthly	25,273	sq ft.			\$0.0025	per sq. ft.	12	\$758.19
19	Lot 12	Monthly	14,530	sq ft.			\$0.0025	per sq. ft.	12	\$435.90
20	Lot 13	Monthly	0	sq ft.			\$0.0025	per sq. ft.	12	\$0.00
21	Lot 14	Monthly	22,098	sq ft.			\$0.0025	per sq. ft.	12	\$662.94
22	Lot 15	Monthly	9,862	sq ft.			\$0.0025	per sq. ft.	12	\$295.86
23	Lot 16	Monthly	34,098	sq ft.			\$0.0025	per sq. ft.	12	\$1,022.94
24	Lot 17	Monthly	23,390	sq ft.			\$0.0025	per sq. ft.	12	\$701.70
25	Lot 18	Monthly	8,638	sq ft.			\$0.0025	per sq. ft.	12	\$259.14
26	Lot 19	Monthly	25,565	sq ft.			\$0.0025	per sq. ft.	12	\$766.95
CORPORATION YARD										
27	CorpYard Lots	monthly	205,183	sq ft.			\$0.0075	per sq. ft.	12	\$18,466.47
SPECIAL SWEEPS										
28	Non-Emergency		10 per year				\$250.0000	2 Hr.	10	\$5,000.00
29	Emergency		10 per year				\$400.0000	4 Hr.	10	\$16,000.00
							BID TOTAL	\$		949,651.83
30	All in disposal price per ton		\$95		per ton					
31	Leaf season hourly rate, in excess of norm		\$245		per hour					

Signature of Authorized Person

Date

7/11/2023

Matthew Spencer

Type or Print Authorized Person's Name

RFP - 2023-13

Annual Contract for City of Hanford Street Sweeping Services

Bidder is to calculate bid as follows:

Quantity X Unit Price X Number of Annual Services = Extended Bid Price

Bidder shall also total the Extended Bid Price Column where indicated

Additional Residential Zones, State Routes, and Parking Lots could be added throughout the contract term.
Price for each addition will be calculated by taking the unit price and multiplying it by the quantity of the unit of measurement and the number of times the area will be swept during the remainder of the contract term.

ENHANCED SERVICE LEVEL										
Item #	Description	Frequency	Quantity	Unit	Exhibit	Map	Unit Price	Unit	#times annually	Annual Price
STREETS										
1	Without Medians	2x per month	221	miles			\$75.00	per mile	24	\$397,800.00
2	w/ Medians	2x per month	12	miles			\$80.00	per mile	24	\$23,040.00
DOWNTOWN / HISTORIC										
5	Without Medians	3x Week	6.00	miles			\$71.00	per mile	156	\$66,456.00
6	w/ Medians	3x Week	0.00	miles			\$75.00	per mile	156	\$0.00
7	Alleys	Monthly	1.54	miles			\$100.00	per mile	12	\$1,848.00
PARKING LOTS										
8	Lot 1	Quarterly	20,058	sq ft.			\$0.03	per sq. ft.	12	\$6,017.40
9	Lot 2	Quarterly	9,816	sq ft.			\$0.03	per sq. ft.	12	\$2,944.80
10	Lot 3	Quarterly	10,089	sq ft.			\$0.03	per sq. ft.	12	\$3,026.70
11	Lot 4	Quarterly	16,335	sq ft.			\$0.03	per sq. ft.	12	\$4,900.50
12	Lot 5	Quarterly	17,526	sq ft.			\$0.03	per sq. ft.	12	\$5,257.80
13	Lot 6	Quarterly	21,226	sq ft.			\$0.03	per sq. ft.	12	\$6,367.80
14	Lot 7	Quarterly	16,655	sq ft.			\$0.03	per sq. ft.	12	\$4,996.50
15	Lot 8	Quarterly	25,758	sq ft.			\$0.03	per sq. ft.	12	\$7,727.40
16	Lot 9	Quarterly	20,509	sq ft.			\$0.03	per sq. ft.	12	\$6,152.70
17	Lot 10	Quarterly	25,406	sq ft.			\$0.03	per sq. ft.	12	\$7,621.80
18	Lot 11	Quarterly	25,273	sq ft.			\$0.03	per sq. ft.	12	\$7,581.90
19	Lot 12	Quarterly	14,530	sq ft.			\$0.03	per sq. ft.	12	\$4,359.00
20	Lot 13	Quarterly	0	sq ft.			\$0.03	per sq. ft.	12	\$0.00
21	Lot 14	Quarterly	22,098	sq ft.			\$0.03	per sq. ft.	12	\$6,629.40
22	Lot 15	Quarterly	9,862	sq ft.			\$0.03	per sq. ft.	12	\$2,958.60
23	Lot 16	Quarterly	34,098	sq ft.			\$0.03	per sq. ft.	12	\$10,229.40
24	Lot 17	Quarterly	23,390	sq ft.			\$0.03	per sq. ft.	12	\$7,017.00
25	Lot 18	Quarterly	8,638	sq ft.			\$0.03	per sq. ft.	12	\$2,591.40
26	Lot 19	Quarterly	25,565	sq ft.			\$0.03	per sq. ft.	12	\$7,669.50
CORPORATION YARD										
27	CorpYard Lots	monthly	205,183	sq ft.			\$0.0075	per sq. ft.	12	\$18,466.47
SPECIAL SWEEPS										
28	Non-Emergency		10 per year				\$250.00	2 Hr.	10	\$5,000.00
29	Emergency		10 per year				\$400.00	4 Hr.	10	\$16,000.00
							BID TOTAL	\$		\$632,660.07
30	All in disposal price per ton		95	per ton						
31	Leaf season hourly rate, in excess of norm		245	per hour						

Signature of Authorized Person  Date 7/11/2023

Matthew Spencer
Type or Print Authorized Person's Name

RFP - 2023-13

Annual Contract for City of Hanford Street Sweeping Services

Bidder is to calculate bid as follows:

Quantity X Unit Price X Number of Annual Services = Extended Bid Price

Bidder shall also total the Extended Bid Price Column where indicated

Additional Residential Zones, State Routes, and Parking Lots could be added throughout the contract term.

Price for each addition will be calculated by taking the unit price and multiplying it by the quantity of the unit of measurement and the number of times the area will be swept during the remainder of the contract term.

BASIC SERVICE LEVEL									
Item #	Description	Frequency	Quantity	Unit	Exhibit	Map	Unit Price	Unit	#times annually
STREETS									
1	Without Medians	Monthly	221	miles			\$103.25	per mile	12
2	w/ Medians	Monthly	12	miles			\$105.00	per mile	12
DOWNTOWN COMMERCIAL DISTRICT									
5	Without Medians	1x Week	6.00	miles			\$95.00	per mile	52
6	w/ Medians	1x Week	0.00	miles			\$100.00	per mile	52
7	Alleys	Monthly	1.54	miles			\$105.00	per mile	12
PARKING LOTS									
8	Lot 1	Quarterly	20,058	sq ft.			\$0.0300	per sq. ft.	4
9	Lot 2	Quarterly	9,816	sq ft.			\$0.0300	per sq. ft.	4
10	Lot 3	Quarterly	10,089	sq ft.			\$0.0300	per sq. ft.	4
11	Lot 4	Quarterly	16,335	sq ft.			\$0.0300	per sq. ft.	4
12	Lot 5	Quarterly	17,526	sq ft.			\$0.0300	per sq. ft.	4
13	Lot 6	Quarterly	21,226	sq ft.			\$0.0300	per sq. ft.	4
14	Lot 7	Quarterly	16,655	sq ft.			\$0.0300	per sq. ft.	4
15	Lot 8	Quarterly	25,758	sq ft.			\$0.0300	per sq. ft.	4
16	Lot 9	Quarterly	20,509	sq ft.			\$0.0300	per sq. ft.	4
17	Lot 10	Quarterly	25,406	sq ft.			\$0.0300	per sq. ft.	4
18	Lot 11	Quarterly	25,273	sq ft.			\$0.0300	per sq. ft.	4
19	Lot 12	Quarterly	14,530	sq ft.			\$0.0300	per sq. ft.	4
20	Lot 13	Quarterly	0	sq ft.			\$0.0300	per sq. ft.	4
21	Lot 14	Quarterly	22,098	sq ft.			\$0.0300	per sq. ft.	4
22	Lot 15	Quarterly	9,862	sq ft.			\$0.0300	per sq. ft.	4
23	Lot 16	Quarterly	34,098	sq ft.			\$0.0300	per sq. ft.	4
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26	Lot 19	Quarterly	25,565	sq ft.			\$0.0300	per sq. ft.	4
CORPORATION YARD									
27	CorpYard Lots	Quarterly	205,183	sq ft.			\$0.0075	per sq. ft.	4
SPECIAL SWEEPS									
28	Non-Emergency		10 per year				\$250.00	2 Hr.	10
29	Emergency		10 per year				\$400.00	4 Hr.	10
							BID TOTAL \$		
							389,294.73		

30 All in disposal price per ton \$95 per ton
 31 Leaf season hourly rate, in excess of norm \$24.5 per hour

Signature of Authorized Person

7/11/2023
 Date

Matthew Spencer

Type or Print Authorized Person's Name



CITY OF HANFORD

REQUEST FOR PROPOSALS

RFP #2023-13

Request for Proposal (RFP) for Street Sweeping Services

Submittal: Electronic digital upload via BidnetDirect.com: must be received on or before: 2:00 p.m. on July 7, 2023

Addressed to: City of Hanford online Proposal Website

Address: 319 N. Douty St. Hanford, CA 03230

Digital Upload: RFP #2023-13; Street Sweeping Services

Responses will not be permitted to be uploaded to City's Proposal Website after the time and date stated above.

INQUIRIES:

Post questions for clarification of this Request for Proposals document to bidnetdirect.com. Deadline to submit questions regarding this RFP is 5:00 p.m. on Wednesday, June 28, 2023.

CITY OF HANFORD
STATE OF CALIFORNIA

Street Sweeping Services
RFP NO. 2023-13
Page 1 of 28

**REQUEST FOR PROPOSAL
RFP 22-754**

ELECTRONIC UPLOAD OF PROPOSALS will be received by the City of Hanford via bidnetdirect.com until 2:00 P.M., July 7, 2023 for:

Street Sweeping Services

Proposals will not be permitted to be uploaded to City's Proposal Website after the time specified in this RFP. The electronic submission shall include the entire Request for Proposals (RFP) documentation and any addendum issued by the City, if any.

Contract documents may be inspected and obtained in the office of the Public Works Department, 900 S. 10th St., Hanford, CA 93230 or on City's Proposal Website bidnetdirect.com. Please monitor the website for all information regarding this RFP. The City will not be sending individual notifications of changes, updates, clarifications, and/or addenda.

The City hereby affirmatively ensures that Minority Business Enterprises and Disadvantaged Business Enterprise (DBE), as defined in 49 CFR, Part 26, shall have the maximum opportunity to participate in the performance of contracts financed, in whole or in part, under this agreement and will be afforded full opportunity to submit Proposals in response to this notice and will not be discriminated against on the basis of race, color, national origin, ancestry, disability, gender or religion in any consideration leading to the award of contract. No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity leading to the award of a contract.

All persons responding to this invitation shall be aware that their proposal is deemed a public record and may be subject to disclosure upon request. The right is reserved by the City of Hanford to reject any or all proposals, to waive any irregularities or informalities not affected by law, to evaluate the proposals submitted and to award the contract according to the proposal which best serves the interests of said City.

Publication Date:

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I. INTRODUCTION

A. Information

The City of Hanford's Public Works Department is requesting proposals from qualified service providers to provide regular and emergency/unscheduled street sweeping services for the City. The Contractor shall furnish all labors, tools, shop facilities, equipment and materials, and perform all work necessary to provide for street sweeping services.

The initial contract shall be for a two-year period and shall, at the City's option and upon mutually agreeable terms, be renewable annually thereafter for three (3) consecutive one-year periods (five years total).

Proposals should be submitted through bidnetdirect.com on or before July 7, 2023 at 2:00 p.m.

This Request for Proposals is being issued by the City of Hanford Public Works Department. Unless otherwise directed, all communications regarding this Request for Proposals should be submitted through bidnetdirect.com question and answer tab.

A non-mandatory pre-Bid meeting will be held at 10 a.m. on Thursday, June 22, 2023, at the City of Hanford Corporation Yard, located at 900 S. 10th St., Hanford, CA 93230. Contractors are not required to attend.

Deadline for submitting questions about this RFP is 5:00 pm on Wednesday, June 28, 2023.

Any revisions to the Request for Proposals will be issued and distributed as addenda. Proposers are specifically directed not to contact City personnel for meetings or technical discussions related to this Request for Proposal. Failure to adhere to this policy may be grounds for rejection of proposals.

B. Background

The City of Hanford is located along State Highway 198. The City's current population is approximately 60,000 residents. The current incorporated area covers approximately 17.4 square miles.

The City maintains approximately 232 centerline miles within its public rights-of-way, including approximately 12 miles of streets with medians (24 curb miles). Current street sweeping hours are 6 a.m. to 4 p.m. for most areas of the City, and 4 a.m. to 6 a.m. on major arterials, the Historic District, and the Downtown Commercial District, as identified below.

The street sweeping contract falls under the jurisdiction of the Public Works Department, and the quality and level of service provided by the contractor will be supervised by the Public Works Director or their designee.

This RFP contains three (3) options for street sweeping services in the community: A base service level option, an enhanced service level option, and an existing service option. Bidders are asked to provide cost proposals for all three service level options. Depending on the cost proposals received, the City will review the options and award a bid for one of the three service level options.

All proposals will be reviewed to determine conformance with the RFP requirements. Any proposal deemed incomplete, conditional, or none-responsive to the requirements of the RFP may be rejected. The City reserves the right to reject any and all proposals.

After a careful review of each submitted proposal, the City will conduct a thorough evaluation. The evaluation will lead to the selection of a contractor and an award of a Professional Services Contract.

C. RFP/Agreement Schedule

<u>Event</u>	<u>Date of Event</u>
RFP Available to the public	June 1, 2023
Optional Bid Meeting	June 22, 2023
Questions due by 5:00 p.m.	June 28, 2023
Responses to Questions	June 29, 2023
RFP due at 2:00 pm, uploaded to Bidnetdirect.com	July 7, 2023
<i>Interviews/Presentations with short-listed vendors (if required)</i>	<i>July 10-11, 2023</i>
Award of Contract @ City Council Meeting	July 18, 2023
Contract Begins	October 1, 2023

Italicized items and dates are at the City's option. The City reserves the right to award contract solely on the basis of proposal content.

II. SCOPE OF SERVICES

The Contractor shall be responsible for providing all labor, tools, supplies, and equipment for sweeping of streets, parking lots and alleys.

- A. The basic service level option will include the sweeping of streets on a monthly basis, the Historic District and Downtown Commercial District once per week, the Downtown District alleys on a monthly basis, and City-owned parking lots and the City of Hanford Corporation Yard on a quarterly basis.
- B. The enhanced service level option will include the sweeping of streets on a twice-per-month basis, the Downtown District three times per week, the Historic District three times per week, and City-owned parking lots, Downtown Commercial District alleys, and the City of Hanford Corporation Yard on a monthly basis.
- C. The existing service level option will include the sweeping of streets four times per month, the Historic and Downtown Commercial District daily (M-F), and City-owned parking lots, Downtown Commercial District alleys, and the City of Hanford Corporation Yard on a monthly basis.

Work is to be performed during hours that provide for the most thorough sweeping with minimal conflict with garbage collection, parking and traffic flow.

A. Methods

The Contractor will use the following methods of sweeping:

1. For all residential streets and state routes (with and without medians), and all of the Downtown District streets, the contractor will make no less than one pass along each curb line, which includes, all curb lines, parkways, medians, A/C berms, swales and edges of roadways.
2. All parking lots and alleys will be swept in a "curb-to-curb" manner that will cover all accessible surface areas.

If the Contractor has to make multiple passes to pick up any debris not picked up during initial pass, it will be done at no additional cost to the City.

B. Physical Presence and Customer Service

The City of Hanford values timely, courteous, and professional customer service. To meet this standard, the selected Contractor will be required to maintain an office/shop physically located within a 25-mile radius of the City limits, staffed during normal working hours where unscheduled service can be dispatched out of, and customers with questions, complains/concerns can be quickly and professionally contacted, evaluated and resolved by the Contractor. The Contractor will have a single phone number for customers to call in directly, and customer calls are to be initially contacted within one (1) working day.

C. Equipment

All equipment used on this contract will be maintained at 100 percent compliance with all applicable Federal and State laws. The Contractor is to provide Regenerative Air Sweeping service to all of the City's streets, medians and parking lots. At a minimum, all street sweepers will be mounted on a 2005 or newer chassis and utilize Regenerative Air technology, with PM-10 compliant dust control systems and AQMD Rule 1186 low emissions packages. Each Regenerative Air sweeping unit that is used for residential sweeping routes must come equipped with dual gutter brooms with a minimum sweeping width of 140" (while both gutter brooms are deployed). The Contractor must have a minimum of two (2) back-up sweeper units available in case of breakdown or mechanical difficulty. The two units will consist of one Regenerative Air unit with a minimum sweeping width of 140 inches and one Regenerative Air unit with a minimum sweeping width of 120 inches (while both gutter brooms are deployed).

The City of Hanford is making its current fleet of street sweeping vehicles available for purchase. Contractor shall have 30 calendar days from Bid award to indicate interest in purchasing some or all of the current inventory.

D. Specific Scopes of Work

1. **Roadways:** There are approximately 232 centerline miles of streets within the city, including approximately 12 centerline miles with medians. For street sweeping purposes, the City is divided into 8 routes. Major streets and school zones found within each route are to be swept before 6 a.m. All remaining streets are to be swept after 6 a.m.
2. **Downtown and Commercial Districts:** The Historic District and the Downtown Commercial District are defined as shown on Exhibit A. There are approximately 2.03 street miles in the Historic District and approximately 3.54 street miles in the Downtown Commercial District (including those within the Historic District). Streets within this area must be completed by 6 a.m..
3. **Downtown Alleys:** There are approximately 1.54 miles of alleys within the Downtown Commercial District that are currently swept once-a-month between the hours of 2 a.m. to 6 a.m. The alleys are to be swept in a "curb-to-curb" manner that will cover all accessible surface areas of the alleys. Alleys are shown in Exhibit B
4. **City Parking Lots:** There are approximately 600,000 square feet of city-owner/operated parking lots. All parking lots are to be swept in a "curb-to-curb" manner that will cover all accessible asphalt surfaces. The map of these parking lots can be found in Exhibit C.
5. **Disposal of Materials:** The Contractor will transfer all collected material to the City of Hanford Corporation Yard at 900 10th St, Hanford, CA. Contractor shall be responsible for ultimate disposal of the collected material, including costs associated with loading, transportation and tipping fees. Material must be disposed of at Kings Waste and Recycling Authority (KWRA) at least every six months. In addition, City has collected approximately 3200 cuyd of material that is located at the Hanford Corporation yard; contractor will be responsible for disposal of this material within six months.

For all disposal costs of material on-site and yet to be collected, Contractor shall provide a per ton all-in disposal price that includes, but is not limited to, loading, transporting, and tipping fees.

6. **Special Sweepings:** From time to time, unscheduled sweeping will be necessary. Each Bidder will furnish an hourly rate that will be used to calculate compensation for non-schedule, emergency and non-emergency sweeping.

- a. **Special Sweeping – Emergency:** There will be a two-hour maximum response time for emergency sweeping. Emergency sweeping will be paid at the hourly rate shown on the Sweeping Bid Price sheet and measured by the time spent performing the sweeping with a four-hour minimum.
- b. **Special Sweeping – Non-Emergency:** Non-emergency sweeping will be performed no later than the next business day. Non-emergency sweeping will be paid at the hourly rate shown on the Sweeping Bid Price sheet and measured by the time spent performing the sweeping, with a two-hour minimum.

7. **Coordination with Solid Waste Collection:** The City's residential sweeping route schedule has been developed in conjunction with the City's Solid Waste collection to eliminate conflicts with residential trash collection days.

Residential solid waste collection is performed on Monday, Tuesday, Wednesday and Thursday from 5 am to 4 pm. However, the schedule is subject to change on the following holidays because the landfill is not open, or possibly due to very limited unforeseen circumstances:

HOLIDAY	Day
New Year's Day	January 1
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Thanksgiving	Fourth Thursday in November
Christmas Day	December 25

In general, any day of the week that is not worked because of a holiday or other factor, that day's service and each weekday afterward is moved forward one day. For example, if the 4th of July falls on a Tuesday, regular service is done on Monday, Tuesday's routes are done on Wednesday, Wednesday's routes are done on Thursday, and Thursday's routes are done on Friday.

8. **Change of Route Schedules:** Any route changes affecting a significant number of residents may, at the Director's discretion, require public notification to the residents. The method and content for such notification is to be approved by the Director. The expense and facilitation of the notification will be the responsibility of the initiating party. In other words, if the City is responsible for requesting the route change, the City will cover the notification expenses. Conversely, if the Contractor is responsible for requesting the route change, the Contractor will cover the expense, and will provide the City as much advance notice as possible.
9. **Subsequently Added Sweepings:** Ultimately, all streets within the City must be swept. As new streets are developed and as older streets are annexed into the City, these streets, too, must be swept. The Contractor will be required to meet with a designated representative from the City on a quarterly basis to recommend additions to and approve the added sweepings for newly added streets, state routes, parking lots, or alleys. A list of currently included street segments is included as an Excel file entitled Exhibit D: Existing Road Segments.

III. PROPOSAL CONTENT AND FORMAT GUIDELINES

Electronic Submission Information and Instructions are all communications regarding this Request for Proposals should be directed via City's online proposal website <https://www.bidnetdirect.com> through the

questions and answers tab. If that fails potential proposers may contact the Purchasing Agent via email at purchasing@cityofhanfordca.com or phone (559) 585-2152.

The procedure to enable download and upload of documents at City's Bidnet Website, copy and paste the provided URL link <https://www.bidnetdirect.com/california/cityofhanford> into your internet browser to visit the City of Hanford proposal online website. Click the Register Now and as the process begins, select California Purchasing Group, Limited Package (no fee required), enter your basic company information, Advance Profile select (not now); after registration completion, anticipate a Bidnet email notice to activate your company's newly registered account. If further assistance is needed, contact Bidnet Vendor Support at 1-800-835-4603, Option 2 to receive assistance for all issues and questions.

The City is seeking a concise proposal addressing all of the requirements outlined in this RFP.

The following are proposal guidelines. Respondents are requested to organize their proposal into sections corresponding to the listed selection criteria as follows. A screening committee will evaluate the completeness of the response to the RFP.

- **General Information**

- A. Firm name, address, telephone number and fax number.
- B. Account Representative or other person to contact for clarification of any item contained in the proposal. Include telephone and fax numbers if different from above.
- C. Specify type of organization (individual, partnership or corporation) and if applicable indicate whether you are:
 - a. Small Business.
 - b. Disadvantaged Business.
 - c. Minority and/or Women-Owned Business.
- D. Provide your Federal Tax ID Number and City of Hanford Business Tax Certificate Number. The City of Hanford Business Tax Certificate is not required in order to submit a proposal but must be obtained if awarded a contract.
- E. Names of company's owners / officers.
- F. Key Personnel of the Proposer's Firm must be identified in the proposal with their background.
- G. References and Referrals

- **Proposed Program Approach**

Summarize your approach and understanding of the project and any special considerations of which the City of Hanford should be aware. Indicate clearly, the levels of participation you will expect from the City that may be useful and applicable to this project. Please include in this section approach to addressing customer complaints and missed sweeping situations. Indicate if you would like to potentially purchase any of the City's existing street sweeping fleet of vehicles.

- **Staff Qualifications and Related Experience**

- **Staff Qualifications and Experience**

This section should demonstrate the qualifications of the management personnel to be assigned to this project by providing resumes/experience summaries describing their education, credentials, related experience and their proposed roles for this contract.

- **Related Experience**

Include descriptive information concerning the experience of the firm. Include information about previous contracts that might be comparable, including the size and type of projects and the scope of services provided. In addition, provide references for the three (3) most comparable projects for which your firm has provided, or currently is providing, similar services.

- **Proposed Fee Structure**

The Proposed Fee Structure shall be provided as a part of the RFP submittal. Submit the proposed fee schedule as a separate file uploaded to Bidnetdirect.com. Please include costs for all three service levels (Basic, enhanced, and existing). Pricing instructions should be clearly defined to ensure fees proposed can be compared and evaluated. Proposals shall be valid for a minimum of 180 days following submission.

- **Conflict of Interest**

- Disclose any financial, business or other relationship with the City or any member of the City staff that may have an impact on the outcome of the project.
- List current clients who may have a financial interest in the outcome of the project.

IV. PRE-BID AND CONTRACT MEETINGS

A. Mandatory Pre-Bid Meeting

A mandatory pre-Bid meeting will be held at 10 a.m. on Thursday, June 23, 2022, at the City of Hanford Corporation Yard, 900 S. 10th St., Hanford CA. Attendance at this meeting is required to submit a Bid in response to this RFP. Information regarding the project will be provided at that time. It shall be the responsibility of the Contractor to have acquired full knowledge of the job site, scope of work and any problems or difficulties that may affect the work proposed.

B. Post-Award Meeting

Subsequent to the award of contract, the Contractor shall meet with the Public Works Department prior to the start of work to discuss any problems that may arise. Contractor shall contact the Public Works Department within five (5) days of the date of the Notice to Proceed to arrange this meeting.

V. CONTRACTOR SELECTION PROCEDURE

Selection of the successful proposal shall be generally based on the information provided by the Contractors in response to the Request for Proposals and any subsequent interviews that may be conducted. *Contractor interviews will be held solely at the option and discretion of the City of Hanford.* The process for selection shall occur in the following sequence:

- Review Proposals
- Establish a "short list" of two or more firms
- Interview "short-listed" firms (at the option and discretion of the City)
- Identify best qualified firm

- Determine which, if any, alternates will be selected, and negotiate a fee
- Award contract

A project Selection Committee, as deemed necessary, will be formed to evaluate the proposals and to make a recommendation to the Hanford City Council. The Committee will review the proposals for format to ensure conformance with the requirements of the RFP and may select finalists to interview with the Committee as a part of the Committee's evaluation process. The City does not guarantee that an interview will take place, thus reserving the right to select a contractor based solely on the information provided in the proposals received in response to the RFP. *Should an interview take place, the key personnel responsible for fulfilling the requirements of the project shall be required to be present for the interview.*

- **Criteria**

The Committee will address the following criteria in evaluation of proposals in order to gauge the ability of a contractor to perform the contract as specified. The same general criteria will be used to judge both the proposal and the presentation, should the City choose to conduct interviews with short-listed firms.

Criteria	As Demonstrated By:	Weight of Criteria
Merit of Proposal/Presentation	Proposal thoroughness and approach	20
Knowledge and expertise	Capability of personnel, firm qualifications and experience; location of processing center	30
Sufficiency of equipment availability	Equipment to accomplish job.	20
Cost	Total cost of proposal	25
Local Preference	Office performing work as identified in the RFP has a physical presence within the City of Hanford.	5

Prior to the award of contract, the City must be assured that the proposer selected has all of the resources required to successfully perform under the contract. This includes, but is not limited to, personnel with the skills required, equipment/materials and financial resources sufficient to provide services called for under this contract. If, during the evaluation process, the City is unable to assure itself of the proposer's ability to perform under the contract, if awarded, the City has the option of requesting from the proposer, any information that the City deems necessary to determine the proposer's capabilities. If such information is required, the proposer will be notified and will be permitted seven (7) working days to submit the requested information.

- **Background Check**

The City reserves the right to conduct a background inquiry of each proposer, which may include the collection of appropriate criminal history information, contractual and business associations and practices, employment histories and reputation in the business community. By submitting a

proposal to the City, the proposer consents to such an inquiry and agrees to make available to the City such books and records as the City deems necessary to conduct the inquiry.

- **Award of Contract**

The City of Hanford reserves the right to reject any or all proposals, to waive any informality in any proposal, to sit and act as sole judge of the merit of each response submitted, to select a consultant, and to award in any manner which is more favorable to the City of Hanford. The successful firm will be required to execute a contract with the City of Hanford.

VI. GENERAL CONDITIONS

- **Important Notice**

The City of Hanford will not be responsible for oral interpretations given by any City employee, representative, or others. Proposers are cautioned that any statements made that materially change any portion of the proposal documents shall not be relied upon unless subsequently ratified by a formal written amendment to the proposal document. The issuance of a written addendum is the only official method whereby interpretation, clarification, or additional information can be given. If any addenda are issued to this Request for Proposals, the City will attempt to notify all prospective vendors who have secured same. However, it will be the responsibility of each vendor, prior to submitting their proposal, to refer to bidnetdirect.com to determine if addendums were issued and to make such addendum a part of the proposal.

- **Contracting Agency**

The contract resulting from this Request for Proposals will be administered by the City of Hanford Public Works Department. However, the City Attorney's Office shall be final judge concerning issues or matters related to contract interpretation or problems regarding the terms, conditions, or scope of the contract.

- **Legal Responsibilities**

All proposals must be submitted, filed, made, and executed in accordance with State of California and Federal laws relating to proposals for contracts of this nature whether the same or expressly referred to herein or not.

By submitting a proposal, Contractor certifies that he or she will comply with all Federal laws and requirements, including but not limited to Equal Employment Opportunity, Disadvantaged Business Enterprise, Labor Protection and other laws and regulations.

- **Permits and Licenses**

1. Business License Certificate

Possession of a City of Hanford Business Tax Certificate is not required to submit a proposal in response to this invitation or if your business is located outside of city limits. However, Contractor shall be required to possess, at his/her own expense, a valid and current City of

Hanford Business Tax Certificate, prior to commencing work if located inside city limits. Fee is based on gross receipts for all business transactions in the City of Hanford. For additional information, contact the City of Hanford at (559) 684-4232.

2. Permits

Vendor shall be required to obtain and maintain at his/her own expense, any and all permits, licenses and certifications issued by any federal, state or local governmental agency, pertaining to, and necessary for providing the services required in this Request for Proposals.

- **Indemnification and Insurance**

1. Insurance

With respect to performance of work under an agreement as a result of responding to this RFQ, Consultant shall maintain, and shall require all of its Sub-consultants to maintain, insurance as described below:

i) **Workers' compensation insurance:** Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance with limits of at least one million dollars (\$1,000,000). Consultant shall submit to City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of City, its officers, agents, employees, and volunteers

ii) **General liability insurance:** Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than two million dollars (\$2,000,000) per occurrence for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability. 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 twice the required occurrence limit. Consultant's general liability policies shall be primary and shall not seek contribution from the City's coverage, and be endorsed using Insurance Services Office form CG 20 10 (or equivalent) to provide that City and its officers, officials, employees, and agents shall be additional insureds under such policies.

iii) **Auto liability insurance:** Consultant shall provide auto liability coverage for owned, non-owned, and hired autos using ISO Business Auto Coverage form CA 00 01, or the exact equivalent, with a limit of no less than one million dollars (\$1,000,000) per accident.

The insuring provisions, insofar as they may be judged to be against public policy shall be void and unenforceable only to the minimum extent necessary so that the remaining terms of the insuring provisions herein may be within public policy and enforceable. The City's Risk Manager is hereby authorized to reduce the requirements set forth above in the event they determine that such reduction is in the City's best interest.

2. Additional Insured

The General Liability and Auto Liability policy is to contain or be endorsed to name the City, its officers, appointed and elected officials, agents and employees as Additional Insured as respects

the liability arising out of the activities performed in connection with this contract. The coverage shall (a) be primary with respect to any insurance or self-insurance programs maintained by the City; (b) shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; and (c) contain Standard Cross-liability provisions. Such additional insured endorsements maintained by the Consultant and its Sub-consultants shall not be required to provide coverage for City for the active negligence of City. Original endorsements, signed by a person authorized to bind coverage on its behalf, shall be furnished to the City by the successful proposer.

3. Indemnification

i. When the law establishes a professional standard of care for Consultant's Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, defend, and hold harmless City and any and all of its officials, employees and agents from and against any and all losses, liabilities, damages, costs, and expenses, including legal Consultant's fees and costs but only to the extent the Consultant (and its Sub-Consultants), are responsible for such damages, liabilities and costs on a comparative basis of fault between the Consultant (and its Sub-Consultants) and the City in the performance of professional services under this agreement.

ii. Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, defend, and hold harmless City, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including legal Consultant's fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or City for which Consultant is legally liable, including, but not limited to officers, agents, employees, or subcontractors of Consultant.

4. Deductibles and Self-Insured Retention

Any deductibles or self-insured retention must be declared, and approved by, the City. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retention as respects the City, its officials, employees, agents and Consultants; or the vendor shall procure a bond guaranteeing payment of losses and related investigations, claim administration, and defense expenses in an amount specified by the City.

The successful Proposer shall maintain the insurance for the life of the Contract. Said insurance shall contain a provision that coverage afforded under the policies will not be canceled unless and until thirty (30) days prior written notice has been given to the City.

Endorsements are to be received and approved by the City before work commences. Should Consultant cease to have insurance as required during any time, all work by Consultant pursuant to the Agreement shall cease until insurance acceptable to the City is provided.

Original insurance certificates and endorsements are to be mailed or delivered to:

City of Hanford
Public Works Department
900 S. 10 St.
Hanford, CA 93230

In addition to any other remedies the City may have if the Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option:

1. Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the contract; or
2. Order Consultant to stop work under the contract and/or withhold any payment(s) which become due to Consultant hereunder until Consultant demonstrates compliance with the requirements hereof; or
3. Terminate the contract.

Exercise of any of the above remedies, however, is an alternative to other remedies the City may have and is not the exclusive remedy for the Consultant's failure to maintain or secure appropriate endorsements.

Nothing herein contained shall be construed as limiting in any way the extent to which the Consultant may be held responsible for payments of damages to persons or property resulting from the Consultant's or its Sub-consultant's performance of the work covered under the contract.

- **Proposal Pricing Guidelines**

Proposer shall provide proposed fees and cost information as a part of this Request for Proposals.

All prices quoted in response to this request for proposals shall be firm and fixed for six (6) months.

- **Assignment of Contract**

No assignment by the vendor of the contract or any part hereof, or of funds to be received there under, will be binding upon the City unless such assignment had prior written approval and consent of the City. In the event the City gives such consent, the terms and conditions of the agreement shall apply to, and bind the party or parties to whom such work is assigned, sublet or transferred.

- **Termination of Contract**

The nature of this services contract requires that the City and the consultant must work closely as a mutually supporting team without conflict. Also, the City needs to be able to terminate this agreement at any time the City may feel this working relationship has been impaired or should the City no longer have complete confidence and satisfaction in the quality and performance of services by the proposer. Therefore:

1. This contract may be terminated for convenience, without cause by the City, in whole or in part, by giving the proposer one hundred and twenty (120) days written notice of the

intent to terminate whenever the City determines that termination is in the best interest of the City. Should the contract be terminated for convenience, the proposer shall be paid for all authorized services provided, including reasonable charges for demobilization (costs to dissolve the contract). However, the proposer shall not be paid any anticipated profit or fees for services not provided.

2. If the proposer shall fail to provide services or perform satisfactorily the work required by the terms and conditions of the contract, or materially breaches any of its obligations under this agreement the City may terminate the contract, in whole or in part.
3. Any assignment, subletting or transfer of the interest of the Consultant, either in whole or in part, without the written consent of the City shall be cause for the City to immediately terminate the agreement for default.
4. Notwithstanding any other provisions of this agreement, this agreement may be terminated by the City upon a single violation of this agreement.

After receipt of a notice of termination, except as otherwise directed, the consultant shall stop work on the date of receipt of the notice of termination or other date specified in the notice; place no further orders for services, except as necessary for completion of such portion of the services not terminated; and settle all outstanding liabilities and claims.

- **Right to Require Performance**

The failure of the City at any time to require performance by the proposer of any provisions hereof shall in no way affect the right of the City thereafter to enforce the same. Nor shall waiver by the City of any breach of any provision hereof be taken or held to be waiver of any succeeding breach of such provision or as a waiver of any provision itself.

- **Ethics in Public Contracting**

Each proposer, by submitting a proposal, certifies that it is not a party to any collusive action or any action that may be in violation of the Sherman Antitrust Act by submitting a proposal, the proposer certifies that its proposal was made without fraud; that it has not offered or received any kickbacks or inducements from any other proposer in connection with the request for proposal; and that it has not conferred on any public employee, public member or public official having responsibility for this procurement transaction, any payment, loan, subscription, advance, deposit of money, services, or anything of more than nominal value. The proposer further certifies that no relationship exists between itself and the City or another person or organization that interferes with fair competition or constitutes a conflict of interest with respect to a contract with the City of Hanford.

Prior to the award of any contract, the potential Consultant may be required to certify in writing to the Public Works Department that no relationship exists between the proposer and any City employee, officer, official or agent that interferes with fair competition or is a conflict of interest with respect to a contract with the City of Hanford.

More than one proposal from an individual, firm, partnership, corporation or association under the same or different names may be rejected. Reasonable grounds for believing that a proposer has interest in more than one proposal for the work solicited may result in rejection of all proposals in which the proposer is believed to have an interest.

- **Equal Employment Opportunity**

During the performance of the contract, proposer agrees to the following:

1. Proposer shall comply with all the requirements, when applicable, of the California Fair Employment Practice Commission and provisions of, when applicable, all Federal, State of California, County of Hanford and City of Hanford laws and ordinances related to employment practices.
2. Proposer shall not discriminate against any employee or applicant for employment on the basis of race, religion, color, gender, age, handicap, national origin or ancestry, except when such a condition is a bona fide occupational qualification reasonably necessary for the normal operations of the proposer. The proposer agrees to post in conspicuous places, visible to the employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
3. Proposer, in all solicitations or advertisements for employees, placed by, or on behalf of the proposer, shall state that proposer is an Equal Opportunity Employer.

- **Venue**

Any contract resulting from this solicitation shall be governed by, and construed in accordance with, the laws of the State of California. Venue for any litigation arising out of the contract will be vested in Kings County, California.

- **Proprietary Information**

The proposals received shall become the property of the City of Hanford and are subject to public disclosure. Proposal prices and information submitted by proposers will be made available to proposers after City Council has approved award of contract. Proposers are to indicate any restrictions on the use of data contained in their responses. Those parts of a proposal which are defined by the proposer as business or trade secrets, as that term is defined in California Government Code, Section 6254.7, and are reasonably marked as "Trade Secrets", "Confidential" or "Proprietary" shall only be disclosed to the public if such disclosure is required or permitted under the California Public Records Act or otherwise by law. Proposer's who indiscriminately and without justification identify most, or all, of their proposal as exempt from disclosure may be deemed non-responsive.

- **Incurring Costs**

The City of Hanford is not liable for any cost incurred by proposers in responding to this Request for Proposals.

VII. EXAMINATION OF CONTRACT REQUIREMENTS AND ACCEPTANCE OF PROPOSAL CONTENT

Before submitting a proposal, proposers must satisfy themselves by personal examination of the proposal requirements and other contract documents, and by any other means as they may believe necessary, as to the actual conditions, requirements, and difficulties under which the work must be performed and to verify any representations made by the City of Hanford, upon which the offeror will rely.

The submission of a proposal shall be considered conclusive evidence that the proposer has carefully investigated all conditions that affect, or may at some future date affect, the performance of services covered by this solicitation, and is satisfied as to the character, quality, and quantities of work to be performed and as to the requirements of the proposal. Submission of a proposal shall also be evidence that the proposer is familiar with directives that in any way affect prosecution of the work or persons engaged or employed in the work.

No proposer shall at any time after submission of a proposal make any claim or assertion that there was any misunderstanding or lack of information regarding the nature or amount of work necessary for satisfactory performance under the contract. If the proposer receives an award as a result of this Request for Proposals, failure to have made such investigations and examinations will in no way relieve the proposer from its obligations to comply in every detail with all provisions and requirements of the contract documents, nor will a plea of ignorance of such conditions and requirements be accepted as a basis for claim whatsoever by the proposer for additional compensation. Any errors, omissions, or discrepancies found in the specifications or other contract documents shall be called to the attention of the City and clarified prior to the submission of proposals.

Should the proposer feel there has been a supplemental or oral modification, it shall be his responsibility to verify said modification in writing prior to submission of the proposal.

The contents of the proposal of the successful proposer shall become contractual obligations if procurement action ensues. Failure to accept these obligations in a contractual agreement shall result in cancellation of award.

A. Withdrawal of Proposals

Any proposal may be withdrawn at any time prior to the time fixed in the public notice for the receipt of proposals, only by written request for the withdrawal of the proposal filed with the Public Works Department. The request shall be executed by the proposer or his duly authorized representative. The withdrawal of a proposal does not prejudice the right of the proposer to file a new proposal. No proposal may be withdrawn after the time fixed in the public notice for the receipt of proposals.

B. Rejection of Proposals

Failure to meet the requirements of the RFP may be cause for rejection of the proposal. The City may reject the proposal if it is deemed incomplete, contains irregularities of any kind or is offered conditionally. The City reserves the right to reject any and all proposals without cause.

The proposal is to be prepared in such a way as to provide a straightforward, concise delineation of the information requested. Proposals which contain false or misleading statements, or which do not support an attribute or condition claimed by the proposer, may be cause for rejection of the proposal. If, in the opinion of the City, such information was intended to mislead the City in its evaluation of the proposal, it will be cause for rejection of the proposal.

C. Evaluation/Award of Contract

Evaluation and selection of proposals will be based on the information called for in this RFP. Brochures or other promotional presentations beyond that sufficient to submit a complete and effective proposal are not desired. Elaborate artwork, expensive paper or binders, and expensive visuals are not necessary.

Any material misrepresentation or material falsification of information provided to the City in the proposer's proposal submission, or at any point in the proposal evaluation process, including any interview conducted, is grounds for rejection of the proposal. In the event that the misrepresentation or falsification is not discovered until after any agreement is awarded, the agreement may be terminated at that time. A determination as to whether a misrepresentation or falsification of the proposal submission is material shall be made solely in the exercise of the City's sound discretion. The City expressly reserves the right to reject the proposal of any proposer who is in default on the payment of taxes, licenses or other moneys due to the City of Hanford.

The award, if made, will be made within sixty (60) days from proposal closing date. Proposer agrees and so stipulates in submitting this proposal, as though stated therein, and in any subsequent award of contract that:

1. Contract, should it be awarded, shall be interpreted, construed, and given effect in all respects according to the laws of the State of California.
2. Should proposer be awarded contract, proposer shall not assign contract, or any part thereof, or any moneys due or to become due thereunder, without prior consent of the City.
3. Proposer shall indemnify and hold harmless the City, its officers, officials, employees, and agents from and against all claims, damages, losses, and expenses caused in whole or in part by any negligent act or omission of the proposer, its consultants, subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct by the City.
4. Proposer shall hold the City harmless from liability of any nature or kind, including cost and expenses for infringement or use of any copyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with the contract.

VIII. CONTROL OF WORK

A. City-Vendor Relations

Public Works Director's Responsibility and Authority. The Vendor shall bear all responsibility for, and have all control over, in accordance with the bid specifications, the means, methods, techniques, sequences and procedures of the work and safety precautions or programs, and the City of Hanford's Public Works Director (or his or her designee) shall not have control over, nor bear responsibility for same. Nor will the Public Works Director have control over nor bear responsibility for the acts or omissions of the Vendor, Sub-contractors, their agents or employees, or for failure of any of these to carry out the work in accordance with the contract documents. The Public Works Director shall decide any and all questions which may arise as to the quality and acceptability of work performed, and all questions as to the acceptable fulfillment of the Contract on the part of the Vendor.

Public Works Director's Decisions. All issues of the vendor shall be presented to the Public Works Director for a decision that shall be made in writing within a reasonable time. All decisions of the Public Works Director shall be final except in case which time and/or financial considerations are involved, which may be subject to rulings from the City Attorney.

Oral Agreements. No oral order, objections, claim or notice by any party to the other shall affect or modify any of the terms or obligations contained in any of the contract documents and none of the provisions of the contract documents shall be held to be waived or modified by reason of any act whatsoever, other than by a definitely agreed waiver, or modification thereof, in writing, and no evidence shall be introduced in any proceeding of any other waiver or modification.

B. Labor

The vendor shall provide sufficient supervisory and working personnel to accomplish all work included in this contract satisfactorily and on schedule. All personnel are to be physically able to perform their work. Only workmen thoroughly familiar with their line of work will be employed on the job. Any overseer, superintendent, laborer or other person employed on the work by the vendor, who shall perform his work in a manner contrary to these specifications or refuses to carry out the orders of the owner, shall be barred from performing work on the contract, and such persons shall not again be employed on the work.

C. Use of City Personnel and Equipment

The City of Hanford shall not furnish personnel to assist the Vendor in the performance of the contract. The Vendor understands that any offers of assistance by City Personnel are unauthorized and the Vendor shall not accept such offers.

Vendor shall be billed for City personnel labor, equipment and materials whenever City forces are called upon.

IX. MEASUREMENT AND PAYMENT

A. Billing

Vendor is fully responsible for assuring that all services arising from the agreement are billed the correct and applicable contract rate. The vendor is required to establish and maintain a process to monitor its billing practices and will refund all over-charges that may occur.

B. Measurement and Payment

The vendor will be paid monthly in arrears for street sweeping services processed under this contract. Payment will generally be made within thirty (30) days following the submission of the request for payment by vendor, subject to City accounting procedures.

C. City's Right to Withhold Certain Amounts

The City may withhold a sufficient amount of any payment otherwise due to the contractor to cover:

1. Work required in the specifications which is not performed or is incomplete or for defective work not remedied.
2. The cost of having the required work done by City forces or others will be charged to the vendor.
3. The City reserves the right to assess a \$100 penalty per incident over and above the cost to correct the unsatisfactory condition for failure to perform any part of the work covered in this contract.

ATTACHMENTS

NON-COLLUSION AFFIDAVIT

To Accompany Proposal

TO: THE CITY OF HANFORD

The undersigned, in submitting a proposal for performing the following work by contract, being duly sworn, deposes and says:

That he/she has not, either directly or indirectly, entered into any agreement, participate in any collusion, or otherwise taken any action in restraint of free competition in connection with such contract.

Work to be Done:

RFP No. 2003-13 STREET SWEEPING SERVICES

Proposer's Name: _____

Signature of Proposer: _____

Title: _____

Business Address: _____

Place of Residence: _____

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

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

My commission expires: _____.

WORKERS' COMPENSATION INSURANCE CERTIFICATE

STATE OF CALIFORNIA)

) SS

CITY OF HANFORD)

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

Company: _____

Business Address: _____

Signature: _____

Name of Signing Official: _____

Title of Signing Official: _____

Date: _____

Company Seal:

EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE CERTIFICATE

Equal Opportunity Clause

Unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Executive Orders 28925, 11114 or Section 204 of Executive Order 11246 of September 24, 1965, during the performance of each contract with the City of Visalia, the contractor agrees as follows:

4. The vendor will not discriminate against any employee or applicant for employment because of race, color, religion, gender, national origin or political affiliation. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, gender, national origin or political affiliation. Such action shall include, but not be limited to, the following: employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
 5. The vendor will, in all solicitations or advertisements for employees, placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin or political affiliation.
 6. The vendor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or the workers' representative of the contractors' commitments under Section 202 of Executive order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
 7. The vendor will comply with all provisions of Executive Order 11246 of September 24, 1965, and the rules, regulations and relevancy orders of the Secretary of Labor.
- Vendor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations and relevant orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.

8. In the event of the vendor's non-compliance with the non-discrimination clauses of this subcontract or with any of such rules, regulations or orders, this subcontract may be canceled, terminated or suspended, in whole, or in part and the vendor may be declared ineligible for further government contracts in accordance with the procedures authorized in accordance with Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or otherwise provided by law.
9. The vendor will include the provisions of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each Subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions including sanctions for non-compliance. Provided, however, that in the event the contractor becomes involved in, or is threatened with litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interest of the United States.

Certification on Non-Segregated Facilities

The contractor hereby certifies that it does not or will not maintain segregated facilities not permit its employees to work at locations where facilities are segregated on the basis of race, color, religion, gender, national origin or political affiliation.

Name of Firm

Authorized Signature

Date

TO: THE CITY OF HANFORD PUBLIC WORKS DIVISION

In compliance with the City's notice inviting proposals dated: , the undersigned BIDDER hereby proposes to furnish all materials, equipment, tools, labor appurtenances and incidentals required for the above state project as set forth in the RFP, including all Exhibits and related contract documents therefore, and to perform all work in the manner and time prescribed therein.

BIDDER declares that this proposal is based upon careful examination of the work site, instructions to BIDDERS, and the contract requirements. If this proposal is accepted for award, BIDDER agrees to enter into a contract with CITY at the unit and/or lump sum prices set for in the following Bid Schedule.

BIDDER understands that a bid is required for the entire work and that final compensation under the contract will be based upon the actual quantities of work satisfactorily completed. It is agreed that all prices include all appurtenant expenses, taxes, royalties and fees. All bids will be checked for accuracy. In the case of discrepancies in amounts bid, unit prices shall govern over extended amounts.

BIDDER hereby agrees to execute a contract within ten (10) working days, or such further time as may be allowed in writing by the Public Works Department, after receiving notification of the acceptance of this Bid, and it is hereby mutually understood and agreed that in case the BIDDER does not, said Public Works Department may proceed to award the contract to others.

BIDDER agrees to commence the work on the start date agreed between BIDDER and Project Manager, only after the contract is fully executed and Note to Proceed has been issued.

BIDDER further declared that he/she has not either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with said bid.

The quantities given on the Bid Proposal form and any related contract documents are estimates only. They are given as a basis for comparison of Bids. The City of Hanford does not, expressly or impliedly agree that the actual amount of work will correspond therewith, and reserves the right to increase or decrease the amount of any class or portion of work, or to omit portion of the work, as the City deems necessary or advisable, at the prices Bid.

BIDDER has read and hereby agrees to the conditions stated in this proposal by affixing his/her signature on the Bid Form. In the case of discrepancy in amounts bid, unit pricing shall prevail over extended amounts. Note: Quantities listed as "miles" are referring to centerline miles.

Name of Firm

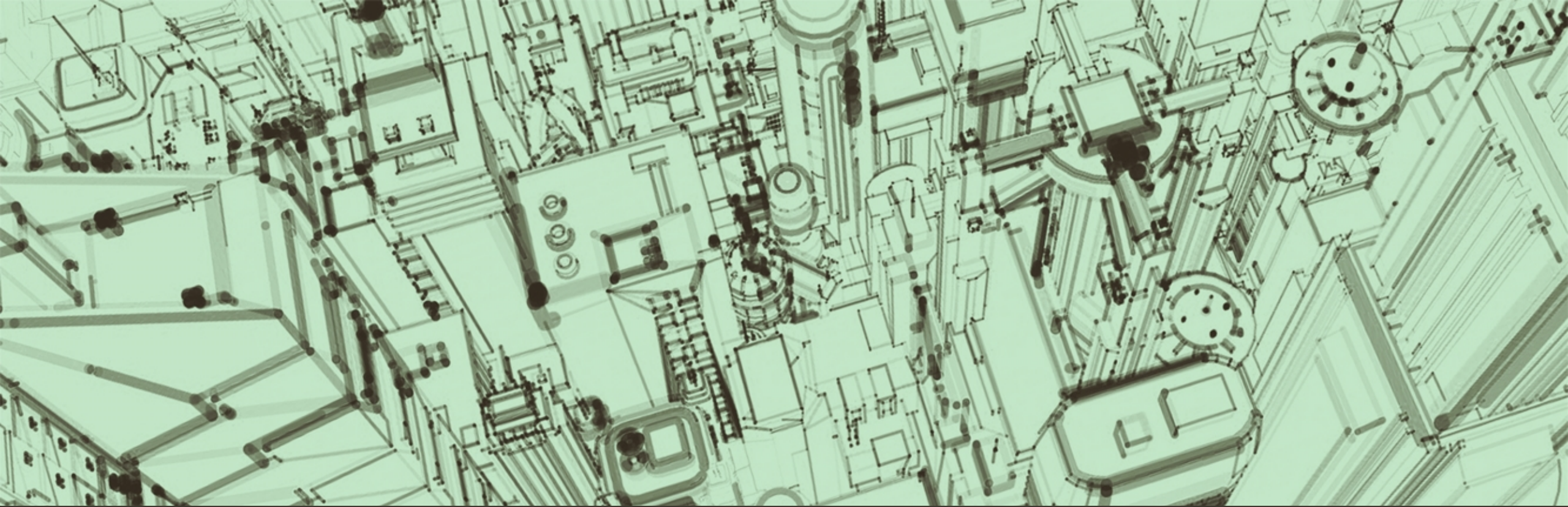
Authorized Signature

Date

Exhibit A:

SAMPLE CONTRACT (subject to change)

INSERT SAMPLE CONTRACT



Street Sweeping Presentation



Street Sweeping History

- Previously the Street Sweeping staff consisted of three full time sweepers and one relief sweeper that would cover for vacations and sick days, plus sweep the airport and Industrial Park on a weekly basis.
- As the City has grown the relief sweeper became a full-time sweeping position with a daily dedicated route, eliminating the ability to cover for vacations and sick days.
- Since the addition of the fourth sweeper, routes go uncovered when employees take time off work.
- Due to mechanical issues, long delays in parts and a lack of coverage, the City has had several routes go unswept, sometime for weeks.
- Currently we are short one sweeper operator and the remaining staff is alternating daily coverage in the downtown area, effectively leaving their traditional route unswept for a two-week period.
- Earlier this year an RFP was issued for outsourcing sweeping duties.
- Sweeping Corporation of America, from Visalia CA, was the only bidder at closing.

Agency Street Sweeping Schedules

- Weekly Sweeping
 - Hanford
- Bi-Weekly Sweeping
 - Clovis
 - Merced
 - Kingsburg
 - Tulare
 - Delano
- Monthly Sweeping
 - Fresno
 - Bakersfield
 - Visalia
 - Porterville

City of Hanford Street Sweeping Costs FY 21/22

Included Costs

- Labor
- Fuel
- Repairs
- Parts
- Reserves

- Total Cost FY 21/22 \$897,000

SCA Bid Proposal

- Bi-Weekly on all City streets
- Three times a week in the downtown area
- Quarterly in all City parking lots
- Monthly sweeping of Corp. yard
- Monthly alley sweeping
- Haul off and disposal of current sweeper dump pile
- Disposal of incoming sweeper dumps
- \$632,660.07

Advantages of Outsourcing

- Net cost savings to the City of \$77,877
- With the City's growth additional routes will need to be added and additional employees to service those routes, contract would allow for those services to grow at no additional costs to the City
- Fleet Services will have additional time to perform needed repairs on other equipment
- SCA will purchase existing sweepers from the City of Hanford, price TBD
- City will keep one sweeper in the fleet for emergency issues and special projects

Council Future Agenda Items				
Originated Date	Item	Originator	Staff Lead	Date Estimate
5/16/2023	Municipal Code Amendments to the Cannabis Tax Structure for non-retail businesses and the Application Process	Council Direction	Jason Waters	10/3/2023
7/18/2023	Council review of a proposed policy regarding the guidelines for Community Facility Districts for all future subdivisions	Council Consensus	Various Staff	10/3/2023
8/15/2023	Presentation to Council and review of measures that the City can take to improve the City's financial position	Council Consensus	Various Staff	10/17/2023
8/15/2023	Municipal Code Amendments to modify the chapter related to murals and consider and adopt a policy to approve murals at the administrative level	Council Direction	Jason Waters	10/17/2023