

# CITY OF DALY CITY

## Regular Meeting - CITY COUNCIL

### AGENDA

Monday, May 9, 2022 - 7:00 PM

#### COVID-19 ANNOUNCEMENT - PUBLIC MEETINGS

Pursuant to Government Code section 54953(e) et seq., members of the Daly City Council and staff will participate in this meeting via a teleconference. Members of the public are encouraged to watch the meeting via livestream on the City's YouTube Channel at <https://www.youtube.com/DalyCityVideoMeetings>, the City's agenda website at <https://www.dalycity.org/agendas> or on local Channel 27 (Comcast).

#### Public Participation:

There are two ways to submit public comment: (1) send written comments by 4:00 pm on meeting day and (2) join to speak at the meeting via Zoom.

To submit a comment in writing, please email [cityclerk@dalycity.org](mailto:cityclerk@dalycity.org) and write "Public Comment" in the subject line. In the body of the email, include the item number and/or title of the item as well as your comments. All comments received by 4:00 pm will be emailed to the City Council members prior to the meeting. Those comments received after 4:00 pm will be added to the record and shared with the City Council members following the public meeting. Comments are not read aloud into the record.

To speak at the meeting via Zoom, join at <https://bit.ly/dalycitymay9zoom>. Zoom will require an email address and name. The name entered will be visible online and will be used to notify you that it is your turn to speak. You may also join by visiting <https://zoom.us/join>. Enter meeting ID: 813 7988 5615, then enter email address and name. The May 9, 2022 Regular City Council meeting may also be accessed via telephone by dialing +1 669 900 6833 (Local). Enter the meeting ID: 813 7988 5615, then press #.

When you would like to speak on an item during the public comment portion of the meeting, you will need to use the "raise hand" feature in Zoom. Public comment is limited to two (2) minutes maximum, and speakers may only comment once per item. You must familiarize yourself with Zoom prior to joining the meeting. The City will not be providing technical support.

If you do not wish to speak, the City requests that you watch the livestream of the meeting on the City's YouTube Channel at <https://www.youtube.com/DalyCityVideoMeetings>, the City's agenda website at <https://www.dalycity.org/agendas> or on local Channel 27 (Comcast).

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the office of the City Clerk at 991-8078 as soon as possible.

#### **AVAILABILITY OF PUBLIC RECORDS:**

***All public record to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Clerk's Office, City Hall located at 333 90<sup>th</sup> Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body.***

CALL TO ORDER:

PLEDGE TO THE FLAG:

ROLL CALL:

PRESENTATIONS:

1. Proclaiming May 2022 as Wildfire Preparedness Month, Battalion Chief Matt Powers, North County Fire Authority
2. Proclaiming Week of May 15-21, 2022 as Emergency Medical Services Week, Battalion Chief Matt Powers, North County Fire Authority
3. Proclaiming May 2022 as Asian American and Pacific Islanders Heritage Month, Joseph Bautista, Legacy Filipino Martial Arts
4. Proclaiming Week of May 15-21, 2022 as National Public Works Week, Richard Chiu, Director of Public Works

APPROVAL OF MINUTES:

5. Regular Meeting of April 25, 2022

APPROVAL OF AGENDA:

CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine and may be approved by one roll call vote of the City Council. There shall be no separate discussion of the matters on the Consent Agenda unless requested by a member of the City Council. If discussion is required, that item will be removed from the Consent Agenda and will be considered separately at the end of the Agenda.

Resolutions:

6. Authorizing City Manager to Execute a Professional Services Agreement for Design Services of the 2022-23 Street Resurfacing Project
7. Setting the Time and Place of the Public Hearing for Daly City's National Pollutant Discharge Elimination System Program Regulatory Fee **Set Hearing: 6/13/2022**
8. Approving FY 2022-23 Project List for Road Maintenance and Rehabilitation Account Funds Authorized Under SB 1

9. Approving the Final Map SUB-4-16-12037, A One-Lot Resubdivision for Condominium Purposes at 2665 Geneva Avenue
10. Authorizing City Manager to Execute a Professional Services Agreement for the San Diego, Santa Cruz, and Guadalupe Water Main Replacement Project
11. Accepting and Appropriating a Grant from the State of California for a Book to Action program, Mutual Rescue
12. Authorizing the City to Implement Teleconferenced Public Meetings Pursuant to Assembly Bill 361

Check Registers:

13. Check Registers for the Month of March 2022

END OF CONSENT AGENDA

PUBLIC HEARINGS:

14. Introduction of Ordinance for Military Equipment Policy (AB481)

**STAFF:** Cameron Christensen

**RECOMMENDATION:** Open/Close Hearing  
Motion for City Attorney to Read by Title Only  
Councilmember Introduce Ordinance

PUBLIC APPEARANCES/ORAL COMMUNICATIONS:

NOTE: Speakers are limited to two minutes, unless modified by the Mayor. The Council cannot take action on any matter raised under this item.

APPOINTMENTS: Board/Commission Membership Committee Appointments

REPORTS:

15. Council Committee
16. City Council
17. Staff

ADJOURNMENT:

# Proclamation

## WILDFIRE PREPAREDNESS MONTH

### MAY 2022

**WHEREAS,** Last year California experienced eight thousand eight hundred thirty-five wildfires burning two and half million acres in the state; and

**WHEREAS,** three thousand six hundred twenty-nine structures were damaged or destroyed by wildfires last year in California; and

**WHEREAS,** each year, more people move into wildland urban interface areas increasing the need to raise awareness to our citizens on how they can protect their property from wildfire losses; and

**WHEREAS,** Zonehaven has been adopted as a county wide tool to assist with informed evacuations during wildfire and we encourage “know your zone” before an emergency arises; and

**WHEREAS,** the North County Fire Authority encourages fire-safe behavior by all who live, work, and recreate throughout the City of Daly City; and

**WHEREAS,** each of us can do our part to prepare for wildfire emergencies by taking steps to make effective changes to our homes and landscapes to reduce the risk of wildfire; and

**WHEREAS,** if we work together collaboratively and with awareness, we can remain strong and resilient.

**NOW, THEREFORE, I, DR. RODERICK DAUS-MAGBUAL,** Mayor and members of the City Council of Daly City hereby proclaim **May 2022 as “WILDFIRE PREPAREDNESS MONTH”** and encourage all Daly City residents to increase their knowledge and awareness of proper safety measures to protect themselves from the devastating effects of wildfires.

Signed and sealed by the Mayor and City Council of the City of  
Daly City this 9<sup>th</sup> day of May 2022.

---

Dr. Roderick Daus-Magbual, Mayor

---

Raymond A. Buenaventura, Vice Mayor

---

Pamela DiGiovanni, Councilmember

---

Juslyn C. Manalo, Councilmember

---

Glenn R. Sylvester, Councilmember

# Proclamation

## Emergency Medical Services Week, May 15-21, 2022

- WHEREAS,** emergency medical services pre-hospital is a vital public service; and
- WHEREAS,** the North County Fire Authority is ready to provide lifesaving pre-hospital care to those in need 24 hours a day, seven days a week; and
- WHEREAS,** access to quality emergency pre-hospital care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and
- WHEREAS,** emergency medical services and pre-hospital care has grown to fill a gap by providing important, out of hospital care; and
- WHEREAS,** the emergency medical services pre-hospital care system consists of first responders, emergency medical technicians, firefighter paramedics, private paramedics emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and
- WHEREAS,** the North County Fire Authority engages in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and
- WHEREAS,** this last year Emergency Medical Services continues to face with unprecedented health and safety challenges due to the COVID-19 pandemic, which resulted in monumental changes in everyday procedures; and
- WHEREAS,** it is appropriate to recognize the value and the accomplishments of the North County Fire Authority and emergency medical services providers by designating Emergency Medical Services Week.

**NOW, THEREFORE, I, DR. RODERICK DAUS-MAGBUAL,** Mayor, and members of the City Council do hereby proclaim the week of May 15-21, 2022, as **EMERGENCY MEDICAL SERVICES WEEK** in Daly City with the EMS Strong theme, **EMS Rising to the Challenge** and encourage the community to observe and honor those who respond to medical emergencies in our communities.

Signed and sealed by the Mayor and City Council of the City of  
Daly City this 9<sup>th</sup> day of May 2022.

---

Dr. Roderick Daus-Magbual, Mayor

---

Raymond A. Buenaventura, Vice Mayor

---

Pamela DiGiovanni, Councilmember

---

Juslyn C. Manalo, Councilmember

---

Glenn R. Sylvester, Councilmember

# Proclamation

## *Asian American and Pacific Islanders Heritage Month May 2022*

- WHEREAS,** Asian American and Pacific Islander Heritage Month is a month to celebrate and pay tribute to the contributions of Asian Americans and Pacific Americans to American history, society, and culture; and
- WHEREAS,** Asian American and Pacific Islander Heritage Month originated in a congressional bill in June of 1977. On March 28, 1979, President Carter issued Presidential Proclamation 4650, proclaiming the week beginning on May 4, 1979, as Asian/Pacific American Heritage Week; and
- WHEREAS,** On May 1, 2009, President Obama issued Presidential Proclamation 8369 proclaiming May 2009 as Asian American and Pacific Islander Heritage Month; and
- WHEREAS,** Asian Americans and Pacific Islanders comprise many ethnicities and languages, and their many achievements embody the American experience; and
- WHEREAS,** Asian Americans and Pacific Islanders are leaders in all aspects of American life: government and industry, science and medicine, the arts and Armed Forces, education, and sports; and
- WHEREAS,** AAPI's are one the fastest growing ethnic populations in the nation with more than 20 million Asian Americans and Pacific Islanders in the United States—approximately 59,716 Asian Americans and Pacific Islanders in the City of Daly City which accounts for 58.2% of the population in the city.
- WHEREAS,** the Daly City community has benefitted through the cultural richness, diversity, and generosity of its local Asian Americans and Pacific Islanders with its vast diversity of languages, religions, and cultural traditions that continue to strengthen the fabric of American society.

**NOW, THEREFORE, I, DR. RODERICK DAUS-MAGBUAL,** Mayor, and members of the City Council of the City of Daly City, do hereby proclaim **May 2022 as “Asian American and Pacific Islanders Heritage Month”** in Daly City to celebrate and pay tribute to the contributions of Asian Americans and Pacific Islanders to American history, society, and culture.

Signed and sealed by the Mayor and City Council  
of the City of Daly City this 9<sup>th</sup> day of May 2022.

---

Dr. Roderick Daus-Magbual, Mayor

---

Raymond A. Buenaventura, Vice Mayor

---

Pamela DiGiovanni, Councilmember

---

Juslyn C. Manalo, Councilmember

---

Glenn R. Sylvester, Councilmember

# Proclamation

## *National Public Works Week, May 15 -21, 2022*

- WHEREAS,** May 15 – 21, 2022 is celebrated as National Public Works Week; and
- WHEREAS,** National Public Works Week is a celebration of the dedicated public works professionals who provide and maintain the infrastructure and services collectively known as public works with the 2022 theme of “Ready and Resilient”; and
- WHEREAS,** Public Works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of the City of Daly City; and
- WHEREAS,** these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water, wastewater and stormwater treatment, public buildings, parks, and other structures and facilities essential for our citizens; and
- WHEREAS,** it is in the public interest for the citizens, civic leaders and children in the City of Daly City to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and
- WHEREAS,** the health, safety and comfort of this community greatly depends on the efforts and skills of dedicated public works employees; and
- WHEREAS,** so long as the design, construction, operation and maintenance of these facilities works smoothly the people behind the scene are often forgotten.

**NOW THEREFORE, I, DR. RODERICK DAUS-MAGBUAL,** Mayor, and Members of the City Council of the City of Daly City, do hereby proclaim May 15 – 21, 2022 as **NATIONAL PUBLIC WORKS WEEK**, in the City of Daly City, and call upon all residents and civic organizations in the community to pay tribute to our public works professionals, and to recognize the substantial contributions they make to protecting our health, safety, and quality of life.

Signed and sealed by the Mayor and City Council  
of the City of Daly City, this 9<sup>th</sup> day of May 2022.

---

Dr. Roderick Daus-Magbual, Mayor

---

Raymond A. Buenaventura, Vice Mayor

---

Pamela DiGiovanni, Councilmember

---

Juslyn C. Manalo, Councilmember

---

Glenn R. Sylvester, Councilmember

CITY OF DALY CITY  
MINUTES – REGULAR MEETING - CITY COUNCIL  
APRIL 25, 2022

Visit <https://www.youtube.com/c/DalyCityVideoMeetings> to view videos of the City Council meetings

The meeting was called to order by Mayor Daus-Magbual at 7:00 P.M. by video conference call pursuant to Governor Gavin Newsom's Executive Order N-29-20.

ROLL CALL: Councilmembers Present:  
Roderick Daus-Magbual, Mayor  
Raymond A. Buenaventura, Vice Mayor  
Pamela DiGiovanni  
Juslyn C. Manalo  
Glenn R. Sylvester

Staff Present:  
Shawna Maltbie, City Manager  
Rose L. Zimmerman, City Attorney  
K. Annette Hipona, City Clerk

PRESENTATIONS:

**Proclaiming April 2022 as National Poetry Month, Daly City Youth Poet Laureate Representative**  
(Victoria Magbilang, Daly City Public Library Associates)

**Poetry Reading by Daly City Youth Laureate**  
(Jescent Marcelino)

**Proclaiming May 1, 2022 as Global Love Day**  
(John Goltz, Vice President, The Love Foundation)

**Proclaiming May 2022 as Mental Health Month**  
(Stephanie Garma Balon and Christi Morales-Kumasawa, Co-Chairs, Filipino Mental Health Initiative, San Mateo County)

APPROVAL OF MINUTES:

**Regular Meeting of April 11, 2022**

It was moved by Councilmember Sylvester, seconded by Councilmember DiGiovanni and carried to approve the minutes of April 11, 2022.

APPROVAL OF AGENDA:

It was moved by Councilmember Manalo, seconded by Councilmember DiGiovanni and carried to approve the agenda.

-----  
***Note on Public Comments:*** For this meeting, members of the public were encouraged to watch the meeting via livestream and speak at the meeting via Zoom, and/or submit public comments via email to the City Clerk's Office prior to the public meeting. Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting were instructed to call the office of the City Clerk at 991-8078 prior to the meeting.

CITY OF DALY CITY  
MINUTES – REGULAR MEETING - CITY COUNCIL  
APRIL 25, 2022

CONSENT AGENDA:

It was moved by Councilmember Manalo, seconded by Councilmember Buenaventura and carried to approve the consent agenda with the exception of items #6 and #10 which were pulled for further discussion.

Resolutions:

**Authorizing City Manager to Execute a Professional Services Agreement for the Vision Zero Community Outreach Project**

Director of Public Works Richard Chiu provided background on the program grant in the amount of \$50,000 with a 50% local match. The project will do outreach and education of roadway users and will work towards a goal of zero serious injuries and fatalities by year 2035.

It was moved by Councilmember Manalo, seconded by Vice Mayor Buenaventura and carried by voice vote to adopt the following resolution:

Resolution 22-56, Authorizing Execution Of A Professional Services Agreement For The Vision Zero Community Outreach Project

**Amending Traffic Regulations to: (1) Install a 15 ft. No Parking (red) zone at the southwest corner of South Hill Boulevard and Bellevue Avenue (TSR 22/33); and (2) Install 57 ft. No Parking (red) zones at the northeast and northwest corners of the driveway on Southgate Avenue to Fernando Rivera Intermediate and Thomas Edison Elementary Schools (TSR 22/36)**

Resolution 22-57, Establishing Traffic Regulations

**Authorizing City Manager to Execute an Amendment to the Professional Services Agreement for the Mussel Rock 2019 Gabion Wall and Stormwater Maintenance Project**

Resolution 22-58, Authorizing Amendment #1 Of Professional Services Agreement With 4Leaf, Inc., For Additional Construction Management And Support Services For The Mussel Rock 2019 Gabion Wall And Stormwater Maintenance Project

**Authorizing Amendment to the Professional Services Agreement with Tetra Tech, Inc. for Mussel Rock Waste Boundary Investigation for the Mussel Rock Upper Disposal Area**

Resolution 22-59, Authorizing Amendment Of Professional Services Agreement With Tetra Tech, Inc. Mussel Rock Waste Boundary Investigation For Mussel Rock Upper Disposal Area

**Approving Reclassification of Network Administrator II to Financial Services Manager**

Director of Finance and Administrative Services Tim Nevin recommended the reclassification to better align staffing with the identified needs within the Finance Department. Budgeting for the reclassified position will come from the General Fund and will result in an increase of \$28,702 to that fund. Mr. Nevin addressed questions on when the reclassified position was last filled, the cost savings from part-time consultant who will be ending their tenure in next fiscal year, and the job responsibilities of the Financial Services Manager.

CITY OF DALY CITY  
MINUTES – REGULAR MEETING - CITY COUNCIL  
APRIL 25, 2022

It was moved by Councilmember DiGiovanni, seconded by Councilmember Sylvester and carried by voice vote to adopt the following resolution:

Resolution 22-60, Approving Reclassification Of Network Administrator II To Financial Services Manager In Range U086 Of The Miscellaneous Unrepresented Salary Schedule

**Approving the Recovered Organic Waste Product and Recycled-Content Paper Procurement Policy**

Resolution 22-61, Approving The Updated Recovered Organic Waste Product And Recycled-Content Paper Procurement Policy

END OF CONSENT AGENDA

PUBLIC HEARINGS:

**HOME Investment Partnerships-American Rescue Plan (HOME-ARP) Allocation Plan**

Housing and Community Development Supervisor Betsy ZoBell provided information on the HOME-ARP funds, a special, one-time allocation targeted to reduce homelessness and increase housing stability across the country. The City received a one-time allocation of \$1,411,179 in HOME-ARP funds and must develop a plan approved by HUD. Based on analysis and outreach, staff has drafted a plan which envisions use of \$1,199,503 in funds to support the development of affordable housing, specifically for extremely low-income households. Ms. ZoBell addressed questions on whether any funding will go towards housing for veterans and which households are targeted by the funding.

It was moved by Councilmember Manalo, seconded by Vice Mayor Buenaventura and carried to open the public hearing. There were no speakers on this matter.

It was moved by Councilmember Manalo, seconded by Vice Mayor Buenaventura and carried by unanimous roll call vote to adopt the following resolution:

Resolution 22-62, Approving The HOME-ARP Allocation Plan

**City's HUD Consolidated One-Year Action Plan for Fiscal Year 2022-23**

Senior Management Analyst Lenelle Suliguin provided background on HUD's requirements to receive Federal funds and discussed the public participation and outreach conducted by staff regarding these funds. Ms. Suliguin reported on the March 10<sup>th</sup> CDBG Advisory Committee and presented the recommended funding allocations of the CDBG (approx. \$1.3 million) and HOME funds (approx. \$389k); these recommendations represent an opportunity to help lower income Daly City families and individuals. Ms. ZoBell and Ms. Suliguin addressed questions on the Rehabilitation Program, Rehabilitation loan payments and allocation amounts for Public Service Programs.

It was moved by Councilmember DiGiovanni, seconded by Councilmember Sylvester and carried to open the public hearing. There were no speakers on this matter.

It was moved by Councilmember Manalo, seconded by Vice Mayor Buenaventura and carried by unanimous roll call vote to adopt the following resolution:

CITY OF DALY CITY  
MINUTES – REGULAR MEETING - CITY COUNCIL  
APRIL 25, 2022

Resolution 22-63, Approving The City’s One-Year Action Plan For Fiscal Year 2022-2023 (July 1, 2022 Through June 30, 2023)

ORDINANCES:

**Second Reading, Ordinance No. 1457, Amending Title 17 of the Daly City Municipal Code, Re: Locational Standards for Smoke Shops**

---

City Attorney Rose Zimmerman provided the second reading of the subject ordinance and clarified the ordinance was publicly noticed in the newspaper prior to the first and second readings.

It was moved by Councilmember Manalo, seconded by Vice Mayor Buenaventura and carried by unanimous roll call vote to adopt the following ordinance:

Ayes: Buenaventura, Daus-Magbual, Manalo  
Noes: DiGiovanni, Sylvester

Ordinance 1457, Amending Title 17 of Daly City Municipal Code Re: Locational Standards for Smoke Shops and Tobacco Stores

PUBLIC APPEARANCES:

Call-in User1, the Public, referred to the proclamation on mental health, requesting a reduction in law enforcement by 10%. The public requested de-escalation in law enforcement, acknowledged Officer Dante, requested more mental health facilities and social workers, and reported on the increase in BART’s mental health clinicians.

Call-in User2, Jim Lawrence, Chair of San Mateo County Fixin’, supported enacting a Civilian Oversight Board & Inspector General’s Office for San Mateo County Sheriff’s Office. Fixin’ urged the Board of Supervisors to install the Oversight Board for public transparency into the county governmental office, to gain community trust, to ensure fair treatment, to have good governance and accountability for the people’s tax dollars.

Michelle questioned the need to have public funding for housing and stated it is in the best interest of citizens to have a private property ownership solution.

REPORTS:

**Council Committee**

Peninsula Clean Energy (PCE) (Daus-Magbual)

**City Council**

Councilmember Manalo commended Jefferson Elementary School District for their All-Electric Leader Award from PCE. Councilmember Manalo joined the Community Passover Seder in San Francisco to observe the annual communal holiday. Councilmember Manalo thanked the Mayor for ensuring the City had the Ukrainian flag-raising at City Hall to display its anti-war sentiments.

CITY OF DALY CITY  
MINUTES – REGULAR MEETING - CITY COUNCIL  
APRIL 25, 2022

Councilmember Manalo volunteered with the DC Host Lions Club at the Spring Fun Day Event and commended Recreation staff and Recreation Services Manager Denise Brown for all their work; Councilmember Manalo also acknowledged her family, County Supervisor David Canepa and family, and the various small businesses and vendors who were in attendance at the event. Councilmember Manalo commended the return of senior programs at Doelger Café and commended older adults who are staying active through these programs.

Councilmember DiGiovanni acknowledged State Assembly Pro Tem Kevin Mullin and Phil Ting for having a resolution to recognize the 107<sup>th</sup>-year remembrance of the Armenian genocide and acknowledged Congresswoman Jackie Speier’s family members who perished in the genocide. Councilmember DiGiovanni commended Recreation staff on their work for Spring Fun Day; Councilmember DiGiovanni acknowledged the Explorers, the Police Department staff, Westlake Students, volunteers and youth who were in attendance. Councilmember DiGiovanni reported on programs returning for seniors at Doelger Senior Center and commended Active Adult/Senior Services Supervisor Cooney, Recreation Services Manager Brown and City Manager Maltbie.

Mayor Daus-Magbual congratulated Jefferson Elementary School District on receiving the 2022 All-Electric Leader Award for Outstanding Commercial Project, the first workforce campus for grades K-8 in California. Mayor Daus-Magbual invited all to attend the Youth Poet Laureate Commencement at City Hall on Thursday, April 28, which will feature performances from the youth finalists and resident Poet Laureate Aileen Cassinetti. Mayor Daus-Magbual provided a reminder for Love Daly City Event on April 30 and the upcoming Annual Earth Day recycling events on May 7; both will be held at City Hall. Mayor Daus-Magbual acknowledged Project Green Space’s upcoming event to plant trees in the Bayshore neighborhood and commended Assistant to the City Manager Leilani Ramos for CLEAN Daly City; the Mayor announced various opportunities for clean-up in Daly City neighborhoods and parks.

ADJOURNMENT:

Mayor Daus-Magbual adjourned the meeting at 9:15 PM in memory of Michael Burton, Barbara Reagan Davis, Brandon Cheese, and Isaako Poti, Sr.

Approved as submitted, this \_\_\_\_\_ 9<sup>th</sup> \_\_\_\_\_

day of \_\_\_\_\_ May \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk



# City Council Agenda Report

Item # \_\_\_\_\_

Meeting Date: May 9, 2022

**Subject: Authorize the City Manager to Execute a Professional Services Agreement for Design Services of the 2022-23 Street Resurfacing Project**

## Recommended Action

Staff recommends that the City Council authorize the City Manager to execute an agreement and any necessary amendments, in an amount not to exceed \$300,000.00, for professional services with NCE of Point Richmond, California, to provide engineering design services for the 2022-23 Street Resurfacing Project.

## Background

The street resurfacing project complements the City's annual street slurry seal program to help Daly City maintain its pavement condition index (PCI). Whereas the annual slurry seal program cost-effectively extends the useful life of streets in fair and good conditions, the resurfacing projects perform more extensive pavement rehabilitation work to restore streets that are in poor condition.

The 2022-23 Street Resurfacing project includes pavement rehabilitation for streets located in the Hillside, Bayshore, Skyline, St. Francis, and Serramonte neighborhoods. The streets to be rehabilitated were selected through a comprehensive evaluation of the City's Pavement Management Program, recommendations from the Street Maintenance Division, coordination with other planned City projects, and availability of funds.

The rehabilitation work will include base failure repair, asphalt concrete (AC) overlay, and other reconstruction treatment options as determined by the consultant during design. ADA curb ramps within the limits of work will be evaluated and if found to be deficient, will be reconstructed to meet current federal ADA requirements. Approximately 2.2 centerline miles of roadway will be restored with the project as shown on the attached location map.

## Discussion

Staff released a Request for Proposals (RFP) for pavement engineering services on March 8, 2022, to eighteen firms from the City's 2021 General Engineering Services short list with expertise in pavement design. Proposals were received from three firms and a panel consisting of staff from the Public Works department evaluated the proposals on their technical merits. The panel determined NCE has the experience and qualifications that meet the needs of the project.

The scope of work under this professional services agreement includes the following:

1. Coordinate with utility agencies to avoid potential construction delays and unnecessary disruptions to public services;

2. Perform pavement condition surveys of each street section based on distresses concurrent with field testing;
3. Collect core samples of street pavement sections;
4. Perform pavement analysis and design services, and develop pavement rehabilitation treatment recommendations;
5. Prepare design plans, specifications, and cost estimates (PS&E) for construction;
6. Provide bid and construction support services; and
7. Survey and design ADA curb ramps.

#### Fiscal Impact

The professional services agreement with NCE provides for a not-to-exceed amount of \$271,200 for the design of the 2022-23 Street Resurfacing project. An additional \$28,800 (10%) is needed for design contingency for a total cost of \$300,000.

Sufficient Funds are available in the FY 2021-22 Transportation Fund Project Accounts 17-312-918 (2021-22 Street Resurfacing) and 17-312-919 (2022-23 Street Resurfacing) to fully fund this professional services contract.

#### Summary/Conclusion

Staff recommends that the City Council authorize the City Manager to execute an agreement and any necessary amendments, in an amount not to exceed \$300,000.00, for professional services with NCE of Point Richmond, California, to provide engineering design services for the 2022-23 Street Resurfacing Project.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,



Roland Yip  
Senior Civil Engineer

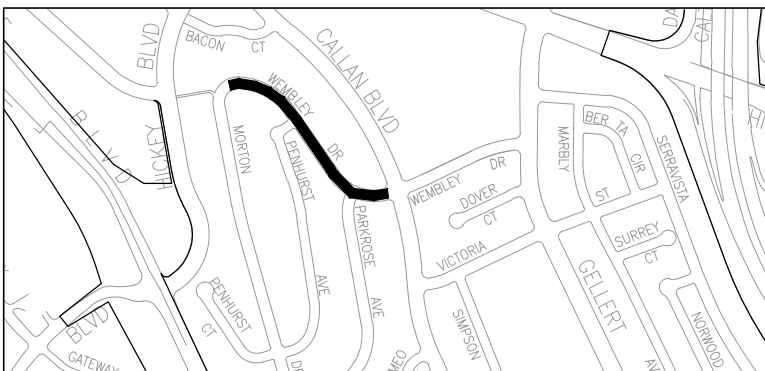
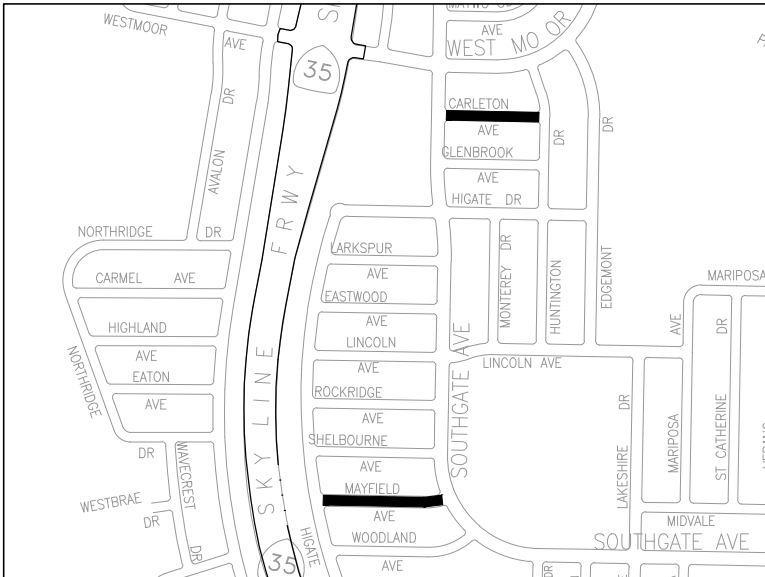
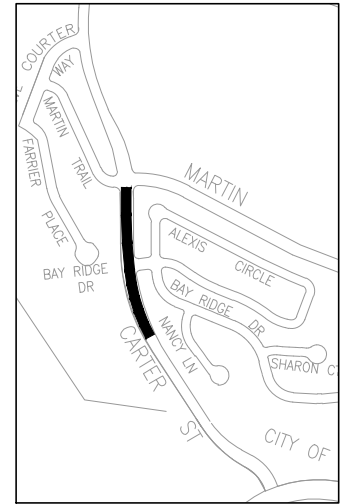
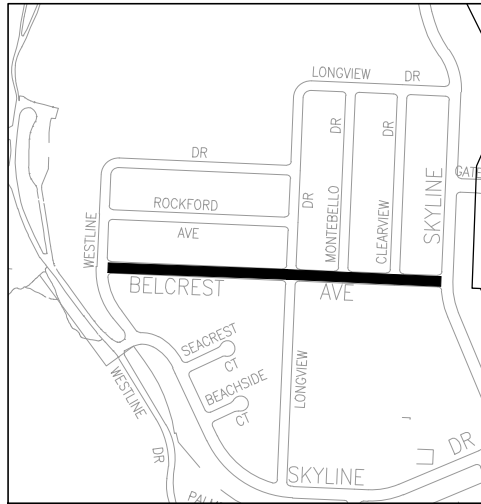
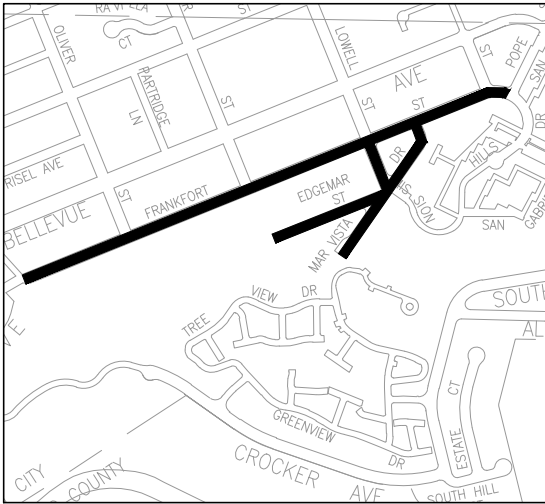


Richard Chiu, Jr.  
Director of Public Works

Attachments: Project Location Map  
NCE Professional Services Agreement

CITY OF DALY CITY  
SAN MATEO COUNTY, CALIFORNIA

PROJECT LOCATION MAP  
2022-23 STREET RESURFACING



0 500 1000  
FEET

**AGREEMENT WITH NCE  
FOR DESIGN PROFESSIONAL SERVICES  
FOR  
City of Daly City**

This Agreement, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2022 (the "Effective Date") by and between the **CITY OF DALY CITY**, a municipal corporation existing under the laws of the State of California ("CITY"), and NCE, a California S-Corporation ("CONSULTANT"):

NCE  
501 Canal Blvd, Suite I  
Point Richmond, CA 94804

**RECITALS:**

A. CITY desires certain construction document services hereinafter described as the design services for the 2022-23 Street Resurfacing Project.

B. CITY desires to engage CONSULTANT to provide these consulting services by reason of its qualifications and experience for performing such services and CONSULTANT has offered to provide the required services on the terms and in the manner set forth herein.

**NOW, THEREFORE, IT IS AGREED** as follows:

**SECTION 1 - SCOPE OF SERVICES**

The scope of services to be performed by CONSULTANT under this Agreement is as described in Exhibit A to this Agreement, the proposal from NCE dated April 18<sup>th</sup>, 2022, attached and incorporated by reference.

**SECTION 2 - DUTIES OF CONSULTANT**

CONSULTANT shall be responsible for the professional quality, technical accuracy and coordination of all work furnished by CONSULTANT under this Agreement. CONSULTANT shall, without additional compensation, correct or revise any errors or deficiencies in its work.

CONSULTANT represents that it is qualified to furnish the services described under this Agreement.

CONSULTANT shall be responsible for employing or engaging all persons necessary to perform the services of CONSULTANT.

### **SECTION 3 - DUTIES OF CITY**

CITY shall provide pertinent information regarding its requirements for the project.

CITY shall examine documents submitted by CONSULTANT and shall render decisions pertaining thereto promptly, to avoid unreasonable delay in the progress of CONSULTANT'S work.

### **SECTION 4 - TERM**

The services to be performed under this Agreement shall commence on the Effective Date and be completed within two (2) years.

### **SECTION 5 - PAYMENT**

Payment shall be made by CITY only for services rendered and upon submission of a payment request upon completion and CITY approval of the work performed. In consideration for the full performance of the services set forth in Exhibit A, CITY agrees to pay CONSULTANT, on a time and materials basis, pursuant to rates stated in Exhibit A to this Agreement, attached and incorporated by reference. In no event shall CONSULTANT's total compensation under this Agreement exceed two hundred seventy one thousand two hundred dollars (\$271,200).

### **SECTION 6 – TERMINATION**

Without limitation to such rights or remedies as CITY shall otherwise have by law, CITY shall have the right to terminate this Agreement or suspend work on the Project for any reason, upon ten (10) days' written notice to CONSULTANT. CONSULTANT agrees to cease all work under this Agreement upon receipt of said written notice.

Upon termination and upon CITY'S payment of the amount required to be paid, documents become the property of CITY, and CONSULTANT shall transfer them to CITY upon request without additional compensation.

### **SECTION 7 - OWNERSHIP OF DOCUMENTS**

All documents prepared by CONSULTANT in the performance of this Agreement, although instruments of professional service, are and shall be the property of CITY, whether the project for which they are made is executed or not.

### **SECTION 8 - INDEPENDENT CONTRACTOR**

It is understood that Consultant, in the performance of the work and services agreed to be performed, shall act as and be an independent contractor and shall not act as an agent or employee of the City. Consultant shall obtain no rights to retirement benefits or other benefits which accrue to City's employees, and Consultant hereby expressly waives any claim it may have to any such rights.

## **SECTION 9 - CONFIDENTIALITY**

All reports and documents prepared by CONSULTANT in connection with the performance of this Agreement are confidential until released by CITY to the public. CONSULTANT shall not make any such documents or information available to any individual or organization not employed by CONSULTANT or CITY without the written consent of CITY before any such release.

## **SECTION 10 - INTEREST OF CONSULTANT**

CONSULTANT covenants that it presently has no interest, and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the services under this Agreement.

## **SECTION 11 – USE OF SUBCONSULTANTS**

CONSULTANT shall not subcontract any services to be performed by it under this Agreement without the prior written approval of the CITY, except for service firms engaged in drawing, reproduction, typing, and printing. CONSULTANT shall be solely responsible for reimbursing any subconsultants and the CITY shall have no obligation to them.

## **SECTION 12 - CONSULTANT'S STATUS**

It is expressly agreed that in the performance of the professional services required under this Agreement, CONSULTANT shall at all times be considered an independent CONSULTANT as defined in Labor Code Section 3353, under control of the CITY as to the result of the work but not the means by which the result is accomplished. Nothing herein shall be construed to make CONSULTANT an agent or employee of CITY while providing services under this Agreement.

## **SECTION 13 – SB 1383 COMPLIANCE**

To the extent applicable, CONSULTANT shall comply with the requirements set forth in SB 1383 and Public Contracts Code Section 22150 for the procurement of recycled paper products. To the extent that the fitness and quality are equal, CONSULTANT shall purchase recycled products, as defined in Public Contracts Code Section 12200 instead of nonrecycled products. Upon completion of the term of this Contract, CONSULTANT shall provide records to the CITY demonstrating compliance with this section, including copies of all invoices, receipts, or other proofs of purchase that detail the procurement of paper products.

## **SECTION 14 - INDEMNITY**

To the fullest extent permitted by law (including, without limitation, California Civil Code Sections 2782 and 2782.6), Consultant and Consultant's sureties agree to reimburse the apportioned costs to defend (with legal counsel acceptable to the City), indemnify and hold harmless the City, its officers, agents, officials, representatives, employees and volunteers

(collectively “Indemnitees”) from and against any and all claims, demands, actions, losses, pure economic damages, injuries, and liability, direct or indirect (including, court costs, attorneys’ fees, litigation expenses and fees of expert consultants or expert witnesses incurred in connection therewith and costs of investigation), to the extent caused by the gross negligence, recklessness, or willful misconduct of Consultant, any Subconsultant, anyone directly or indirectly employed by them, or anyone that they control (collectively “Liabilities”). Such obligations to defend, hold harmless and indemnify any Indemnatee shall not apply to the extent that such Liabilities arise out of the sole negligence, active negligence, or willful misconduct of Indemnatee.

Acceptance by the City of the work performed under this Agreement does not operate as a release of Consultant from such professional responsibility for the work performed pursuant to this Agreement.

The duty of Consultant and its sureties to indemnify and hold harmless as set forth above, shall include the duty to defend as set forth in Section 2778 of the California Civil Code, provided, however, that nothing herein shall be construed to require the Consultant to indemnify the City, its subsidiary districts, its officers, agents or employees against any responsibility for liability in contravention of Section 2782 of the California Civil Code.

Consultant and its sureties expressly and specifically agree to waive any and all subrogation rights it may have against the City, its subsidiary districts, officers or employees. Indemnification and waiver of subrogation contained in this section shall remain operative and in full force and effect regardless of any termination of this Agreement.

## **SECTION 15 - INSURANCE**

CONSULTANT shall procure and maintain for the duration of the contract and three years thereafter (five years for building or major improvements) insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the CONSULTANT, his agents, representatives, employees or subcontractors.

### **MINIMUM SCOPE OF INSURANCE**

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office (ISO) Form CG 00 01 12 07 covering CGL on an “occurrence” basis, including products-completed operations, personal & advertising injury, with limits no less than **\$2,000,000** per occurrence. 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.
2. **Automobile Liability:** ISO Form Number CA 00 01 covering any auto (Code 1), or if CONSULTANT has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.

3. **Workers' Compensation:** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease.
4. **Professional Liability (Errors and Omissions):** Insurance appropriate to the CONSULTANT's profession, with limit no less than \$1,000,000 per occurrence or claim, \$2,000,000 aggregate

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

### **Other Insurance Provisions**

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

#### ***Additional Insured Status***

**The City, its elected and appointed officials, employees, and agents are to be covered as insureds** on the auto policy for liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the CONSULTANT; and on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the CONSULTANT's insurance (at least as broad as ISO Form CG 20 10, 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

#### ***Primary Coverage***

For any claims related to this contract, the **CONSULTANT's insurance coverage shall be primary** insurance as respects the City, its elected and appointed officials, employees, and agents. Any insurance or self-insurance maintained by the City, its elected and appointed officials, employees, or agents shall be excess of the CONSULTANT's insurance and shall not contribute with it.

#### ***Notice of Cancellation***

Each insurance policy required above shall provide that **coverage shall not be canceled, except after thirty (30) days' prior written notice** (10 days for non-payment) has been given to the City.

#### ***Waiver of Subrogation***

CONSULTANT hereby grants to City a waiver of any right to subrogation which any insurer of said CONSULTANT may acquire against the City by virtue of the payment of any loss under such insurance. CONSULTANT agrees to obtain any endorsement that may be 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.

#### ***Deductibles and Self-Insured Retentions***

Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require the CONSULTANT to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and

defense expenses within the retention.

### ***Acceptability of Insurers***

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

*Claims Made Policies (note – should be applicable only to professional liability, see below)*

If any of the required policies provide claims-made coverage:

1. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided ***for at least five (5) years after completion of the contract of work.***
3. If coverage is canceled or non-renewed, and not replaced ***with another claims-made policy form with a Retroactive Date prior to*** the contract Effective Date, the CONSULTANT must purchase “extended reporting” coverage for a minimum of ***five (5) years*** after completion of work.

### ***Verification of Coverage***

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.

## **SECTION 16 - NONASSIGNABILITY**

Both parties hereto recognize that this Agreement is for the personal services of CONSULTANT and cannot be transferred, assigned, or subcontracted by CONSULTANT without the prior written consent of CITY.

## **SECTION 17 - RELIANCE UPON PROFESSIONAL SKILL OF CONSULTANT**

It is mutually understood and agreed by and between the parties hereto that CONSULTANT is skilled in the professional calling necessary to perform the work agreed to be done under this Agreement and that CITY relies upon the skill of CONSULTANT to do and perform the work in the most skillful manner, and CONSULTANT agrees to thus perform the work. The acceptance of CONSULTANT's work by CITY does not operate as a release of CONSULTANT from said obligation.

## **SECTION 18 - WAIVERS**

The waiver by either party of any breach or violation of any term, covenant, or condition of this Agreement or of any provisions of any ordinance or law shall not be deemed to be a waiver of such term, covenant, condition, ordinance or law or of any subsequent breach or violation of the same or of any other term, covenant, condition, ordinance or law or of any subsequent breach or violation of the same or of any other term, condition, ordinance, or law. The subsequent acceptance by either party of any fee or other money which may become due hereunder shall not be deemed to be a waiver of any preceding breach or violation by the other party of any term, covenant, or condition of this Agreement or of any applicable law or ordinance.

## **SECTION 19 – SEVERABILITY**

If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

## **SECTION 20 - COSTS AND ATTORNEY FEES**

Attorney fees in total amount not exceeding \$5000, shall be recoverable as costs (by the filing of a cost bill) by the prevailing party in any action or actions to enforce the provisions of this Agreement. The above \$5000 limit is the total of attorney fees recoverable whether in the trial court, appellate court, or otherwise, and regardless of the number of attorneys, trials, appeals, or actions. It is the intent of this Agreement that neither party shall have to pay the other more than \$5000 for attorney fees arising out of an action, or actions to enforce the provisions of this Agreement.

## **SECTION 21 - NON-DISCRIMINATION**

CONSULTANT warrants that it is an Equal Opportunity Employer and shall comply with applicable regulations governing equal employment opportunity. Neither CONSULTANT nor any of its subconsultants shall discriminate in the employment of any person because of race, color, national origin, ancestry, physical handicap, medical condition, marital status, sex, or age, unless based upon a bona fide occupational qualification pursuant to the California Fair Employment and Housing Act.

## **SECTION 22 - MEDIATION**

Should any dispute arise out of this Agreement, any party may request that it be submitted to mediation. The parties shall meet in mediation within 30 days of a request. The mediator shall be agreed to by the mediating parties; in the absence of an agreement, the parties shall each submit one name from mediators listed by either the American Arbitration Association, the State Mediation and Conciliation Service, or other agreed-upon service. The mediator shall be selected by a blind draw.

The cost of mediation shall be borne equally by the parties. Neither party shall be deemed the

prevailing party. No party shall be permitted to file a legal action without first meeting in mediation and making a good faith attempt to reach a mediated settlement. The mediation process, once commenced by a meeting with the mediator, shall last until agreement is reached by the parties but not more than 60 days, unless the maximum time is extended by the parties.

### **SECTION 23 - LITIGATION**

CONSULTANT shall testify at CITY'S request if litigation is brought against CITY in connection with CONSULTANT'S services under this Agreement. Unless the action is brought by CONSULTANT, or is based upon CONSULTANT'S wrongdoing, CITY shall compensate CONSULTANT for preparation for testimony, testimony, and travel at CONSULTANT'S standard hourly rates at the time of actual testimony.

### **SECTION 24 - NOTICES**

All notices hereunder shall be given in writing and mailed, postage prepaid, addressed as follows:

To CITY:                      City Engineer  
                                     City of Daly City  
                                     Public Works – Engineering Division  
                                     333 90<sup>th</sup> Street  
                                     Daly City, CA 94015

To CONSULTANT:           J. Ryan Shafer, PE, GE  
                                     NCE  
                                     501 Canal Blvd, Suite I  
                                     Richmond, CA 94804

### **SECTION 25 - AGREEMENT CONTAINS ALL UNDERSTANDINGS; AMENDMENT**

This document represents the entire and integrated agreement between CITY and CONSULTANT and supersedes all prior negotiations, representations, and agreements, either written or oral.

This document may be amended only by written instrument, signed by both CITY and CONSULTANT.

## **SECTION 26 – AUTHORITY TO ENTER INTO AGREEMENT**

CONSULTANT has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party.

## **SECTION 27 - GOVERNING LAW AND VENUE**

This Agreement shall be governed by the laws of the State of California and, in the event of litigation, venue will be in the County of San Mateo.

IN WITNESS WHEREOF, CITY and CONSULTANT have executed this Agreement the day and year first above written.

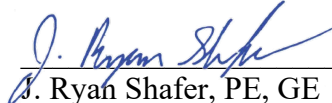
CITY OF DALY CITY

CONSULTANT

NCE

---

Shawwna Maltbie  
City Manager



---

J. Ryan Shafer, PE, GE  
Principal-in-Charge

APPROVED AS TO FORM

---

Rose Zimmerman  
City Attorney



## City of Daly City

### PROPOSAL

# 2022-2023 Street Resurfacing Project

Revised - April 18, 2022



Submitted By:

**Point Richmond Office**

501 Canal Blvd., Suite I

Point Richmond, CA 94804

Phone: 510.215.3620

April 5, 2022

Hillary Tung, Engineer I/Project Manager  
City of Daly City  
Public Works Department – Engineering Division  
333 90<sup>th</sup> Street  
Daly City, CA 94015  
(650) 991-8165

Proposal sent via email to: [htung@dalycity.org](mailto:htung@dalycity.org)

**RE: Proposal for the 2022-2023 Street Resurfacing Project**

Dear Ms. Tung and Members of the Selection Committee:

NCE and NCE's proposed Project Manager, Victor Lemus, PE, recognize the importance and impacts pavement resurfacing/rehabilitation projects can have on a City and its residents. With over 256 centerline miles of roadway, the City's pavement network represents a significant asset that is highly visible and important to the community and local businesses, and therefore requires good decision making as to how to best manage and maintain. Having worked with the City in a pavement resurfacing project back in 2016-2017, NCE's goal is to continue to partner with the City to deliver pavement rehabilitation and civil design documents that balance long-term pavement performance and sustainability, cost-effective design and construction, future maintenance, ADA compliance, and minimal traffic disruptions during construction.

NCE is a multi-faceted civil engineering, pavement engineering, landscape architecture, and environmental service firm, which specializes in developing and designing pavement maintenance and resurfacing/rehabilitation programs for public agencies all throughout California. NCE is a powerhouse known for delivering comprehensive multi-year pavement work plans and civil engineering projects involving pavement management and value engineering, pavement resurfacing/rehabilitation, road reconstruction, complete streets elements, and green infrastructure solutions.

NCE has successfully completed multi-year work plan updates, pavement resurfacing/rehabilitation, reconstruction programs, and civil design for municipalities throughout the Metropolitan Bay Area. The NCE team provides the following benefits and distinguishing features to deliver the City's project:

-  **Proven History with Bay Area Agencies** – NCE has dedicated staff and a large team of professionals to successfully complete pavement resurfacing, rehabilitation, and reconstruction projects for in the Bay Area for over 15 years, which is comprised of over thousands of centerline miles of streets.
-  **Knowledge of Daly City** – NCE worked with the City back in 2016 to develop the Junipero Serra Boulevard, Geneva Avenue, and San Pedro Road Pavement Rehabilitation Project.
-  **Pavement Expertise** – Pavement management, research and design expertise to prioritize and structurally evaluate pavements to develop customized treatment strategies.
-  **Qualified Staff** – Highly qualified, responsive staff with proven experience in all facets of engineering, including civil and pavement, with the ability to work as a partner and extension of City Staff. In addition, NCE staff are industry leaders in ADA design and pedestrian and bicycle solutions.
-  **Highly Focused on Supporting Municipalities** – About 85% of NCE's clientele is within the public sector, which includes current on-call contracts with many California agencies supporting the delivery of Public Works projects.
-  **Local Regulatory Requirements** – NCE has familiarity with local regulations as well as working with many Metropolitan Bay Area cities, utilities, and communities.

Richmond, CA

501 Canal Blvd., Suite I  
Richmond, CA 94804  
(510) 215-3620

### NCE's Representative Leads

The NCE team will be led by proposed Project Manager, **Victor Lemus, PE**, who will be responsible for day-to-day project management as well as communicating/coordinating regularly with the City. Victor is known for his expertise leading and managing street rehabilitation projects with varying degrees of complexity from simple surface residential seal programs to large and intricate rehabilitation and complete street project on arterial streets. He currently serves as Project Manager and/or Civil Design Lead on large, multi-discipline street rehabilitation projects including most recently South San Francisco (\$17 million street program), San Mateo, and Pacifica requiring complete street elements and complicated ADA improvements at NCE. Victor is highly adept at managing projects and he will work closely with a highly qualified interdisciplinary cohesive team of professionals that have previously worked together on similar projects involving infrastructure, roadway, and pavement engineering design. **In addition, he was on the NCE engineering design team for the City of Daly City's 2016 Street Resurfacing Project.** Victor will be supported by **J. Ryan Shafer, PE, GE**, Principal of NCE's Richmond office. Ryan will provide project oversight and will be responsible for ensuring the resources required for the completion of this project are met. He is an experienced Principal and Project Manager that is known for his ability in managing, overseeing, and providing oversight on all aspects of pavement management, rehabilitation, reconstruction, and complete streets.

### Contract Manager and Proposal Contact Information

As a Principal of NCE, J. Ryan Shafer, PE, GE, is authorized to negotiate and contractually bind the firm to the City's agreement. NCE's proposed Project Manager, Victor Lemus, PE, will be the primary point of contact for clarifications that may arise during the proposal evaluation period. Their contact information is as follows:

#### Authorized to Bind Company

Mr. J. Ryan Shafer, PE, GE  
Principal-in-Charge  
Phone: (510) 215-3620  
Email: rshafer@ncenet.com

#### Project Contact

Mr. Victor Lemus, PE  
Project Manager  
Phone: (510) 215-3620  
Email: vlemus@ncenet.com

#### NCE Local Office

501 Canal Blvd, Suite I  
Richmond, CA 94804  
Phone: (510) 215-3620  
Fax: (510) 215-2898

### Required Statements

This proposal shall remain effective for ninety (90) days from beyond the date of this submittal. In addition, NCE acknowledges receipt of Addendum No. 1 and No. 2 dated March 24, 2022, and April 1, 2022, respectively.

The NCE team is committed to the City and the success of your pavement engineering projects. We are very interested in continuing our working relationship with the City to deliver this project. NCE looks forward to your favorable review of our proposal and the opportunity to work again with the City of Daly City.

Sincerely,

NCE



Victor Lemus, PE  
Project Manager



J. Ryan Shafer, PE, GE  
Principal

Richmond, CA

501 Canal Blvd., Suite I  
Richmond, CA 94804  
(510) 215-3620



Table of Contents

Cover Letter

1) Implementation Plan ..... 1

2) Experience and History..... 12

3) Organization Chart ..... 19

4) Fee Schedule..... 39

5) Preliminary Sheet List and Technical Specifications Sections ..... 43

6) Required Statements..... 43



## 1) Implementation Plan

### Project Understanding

As part of the 2021 Engineering On-Call, Daly City (City) is seeking a consultant to complete pavement and civil design services for their 2022-2023 Street Resurfacing Project (Project). Like many public agencies the City is wanting to pave the greatest number of streets and strike the right balance between cost, performance, and impacts to the public. Our staff understand this and are prepared to discuss and present a number of cost-effective pavement treatment alternatives based on field investigation and observed pavement conditions. NCE has experience with conventional overlay and reconstruction methods and alternative cost recycle in-place technologies that offer up cost savings, such as Full Depth Reclamation (FDR) and Cold In-place Recycling (CIR). Based on our initial field review and NCE's knowledge of unit costs based in the Bay Area for pavement treatments, it appears the expected project will be on the order of \$2.8 million in construction.



The planned streets to receive resurfacing are shown in the attached street list which shows pertinent street features. In general, the streets are mostly comprised of residential streets totaling about 2.3 miles. NCE conducted a preliminary street review to better understand pavement conditions and develop preliminary treatments for the purposes of refining the scope of work. In the attached table we provided preliminary pavement treatments for each street section along with preliminary field review notes summarizing pavement conditions, the number of curb ramps that are not ADA compliant and need replacement, and anticipated construction cost per street. From the PCI scores provided in Table 1 and the field review we expect the subject streets to be mostly candidates for resurfacing (mill and overlays or surface reconstruction) and a few reconstruction sections.

Streets that have pervasive pavement failures and fatigue cracking should be carefully evaluated for reconstruction based on pavement section measurements and subgrade characterization. **Street reconstruction can be very costly, highly impactful, and introduce utility conflicts.** It is important to limit depth of treatment/excavation, when possible, with surface reconstruction that removes old and tired pavements with a new asphalt section that utilizes the existing base materials. If surface reconstructs are not feasible based on insufficient thickness of remaining base materials or problematic subgrade, reconstruction of the pavement structure may be required including consideration of full depth AC, conventional reconstruction with asphalt concrete and aggregate base, and cost saving FDR.



For example, Belcrest Avenue (see figure to the left) is candidate for reconstruction and possibly FDR given the pervasive base failures in combination with heavy traffic load (i.e., Bus 110 route) and evidence of pumping in base of subgrade materials. This section was surface sealed before without base repairs, and reflective cracking was observed along the entire section. The FDR treatment would pulverize the existing pavement section and mix with cement additives to provide a stable base material upon which to place a new asphalt concrete wearing course. The

FDR method recycles the materials in-situ and can offer significant cost savings over conventional roadway reconstruction techniques. It is generally cost-effective for areas as little as 25,000 sf.

Edgemar Street between Mar Vista Drive and the end is a lower traffic street and a potential candidate for surface reconstruction (SR) and subgrade recompact (see figure to the right). More than 80% of pavement area exhibited medium to high severity fatigue cracking with weathering and raveling. Surface reconstruction includes removing the entire asphalt section and part of the base, recompact the existing base materials, and then placing a new asphalt concrete pavement section suitable for residential traffic including garbage trucks and have a stable base for a new overlay. This process is ideal for sections with thinner asphalt sections with underling sufficiently thick aggregate base section and will be more cost-effective than mill and fill if the base repair percentage exceeds 30 to 40% of the total area. In addition to being more cost effective a surface reconstruct offers additional benefits including given less disruption to residents, reduced utility conflicts, ability to provide a new asphalt pavement section more suitable to heavier loads from garbage trucks, and from a sustainability perspective the ability to re-use existing roadway base materials. A typical assumption for SR streets is that final paving grades will match approximately the existing grades.



Several street sections may also be candidates for surface seals to reduce treatment costs, which we can discuss further given that this is predominantly a rehabilitation project or possibly deferring to the City's surface seal program. An example is Carter St (picture shown to the right) with a PCI of 51 and existing field conditions show only minor cracking and base repair percentages less than 5% of the total area. This section would be better suited for a cape seal or microsurfacing and these treatments would provide a more cost-efficient solution than a more involved and costly rehabilitation or reconstruction alternative.



NCE will provide civil engineering and pavement design services in accordance with the following tasks.

## Key Assumptions

Based on delivery of a similar project with the City and in order to deliver the most cost-effective design strategy, we have made the following key assumptions:

## City's Responsibilities

NCE has assumed that the City will be able to provide the following:

1. Provide information regarding utilities (i.e., sanitary sewer and storm drain), ROW and property limits, site features and existing construction as is available from City.
2. Provide project requirements, including design objectives, budget, constraints, and criteria.
3. Provide existing City technical specifications as the basis for developing new technical specifications.
4. Front-End specifications including General Provisions, Special Provisions, Special Conditions, and Proposal.
5. Provide City Standard Provisions and Standard Design Criteria.
6. Provide electronic files of City cover sheet template, if preferred.

## PAVEMENT TESTING AND DESIGN

1. Pavement design will be based on Caltrans Standards with a combination of coring, pavement condition surveys, laboratory testing of subgrade, and observed field conditions depending on rehabilitation strategy.

2. Pavement coring will be performed on all street sections with spacing criteria and bulk samples as follows:
  - a. Pavement cores will be obtained approximately every 1,000 to 1,500 feet and a minimum of 2 cores per street section, unless section length is less than 500 feet only one core may be obtained.
  - b. A minimum of one bulk sample of subgrade will be obtained per street section for those sections preliminarily identified as surface reconstruct or full-depth reclamation (FDR) for laboratory testing including R-value, Plasticity Index, and Moisture Content. The potential surface seal or mill and overlay sections will be assumed to not require bulk samples as subgrade investigation is typically not needed for these treatments.
  - c. AB thickness will be measured at all coring locations either at bulk sample locations (8" diameter core) by direct measurement or by using Dynamic Cone Penetrometer (DCP) at the 4" diameter core holes.
3. Base repairs will be measured in length and width to estimate base repair bid quantities for all street sections. It is the intent that base repair quantities will be for bidding quantity purposes only, and that actual locations will be marked by NCE with City inspectors prior to construction.
4. A no fee encroachment permit will be pulled with the City for all pavement testing.

### TOPOGRAPHIC SURVEYING AND BASE MAPS

1. A topographic survey will be completed for each street section from back-of walk to back-of-walk to establish a base map sufficient for developing civil design plans. This will also include record data location of the existing right-of-way for the mapping corridor. This is provided in our base fee estimate based on our discussions with the City and request to include a fee estimate with topographic survey of each street section.

### TOPOGRAPHIC SURVEYING AND BASE MAPS (ALTERNATIVE)

1. If pavement grades can generally be maintained at the subject street sections, we judge that a more cost-effective approach for rehabilitation streets (mill and overlay or surface reconstruction) would be to utilize City or County base/aerial base maps in lieu of topographic surveys. A topographic survey would still be completed for streets requiring reconstruction of the entire pavement structure (e.g., FDR) or regrading and at each of the curb ramps identified on the street list table (59 total). The City may elect to add additional curb ramp locations within the project area, and it is assumed these additions will occur prior to commencing the topographic survey work.
2. Design sheet information for non-topo streets will be based on field inventories and approximate field measurements to verify items such as utility covers, cross-slope, street widths and lengths, medians, repair candidates for curb & gutter, and striping.
3. Sections placed onto City or County basemaps (no topo) will be assumed not to require drainage improvements, complex changes in street geometry, or full pavement section reconstruction.

### UTILITY COORDINATION AND LOCATION

1. NCE will prepare and distribute utility notification letters to collect facility maps and as-builts, confirm utility planned work, and notify utilities of the City's utility cut moratorium on improved streets. NCE will prepare and distribute a second round of letters including utility location information based on ground penetrating radar (GPR) that is provided for all street sections to solicit feedback and need for utility relocation or adjustments.
2. Utility location will be completed using GPR to field locate and mark utility alignments and approximate depths of utility mains and laterals within all street sections to the extent that GPR methods can detect utilities. Utility location markings will then be included in topographic surveys. This GPR data is for initial planning purposes with utilities and will be provided as a courtesy to utilities to help expedite their assessments. Utilities will be responsible to review their facilities, perform utility



potholes, if necessary, to determine if they have a utility conflict that requires adjusting or lowering of their facilities.

3. Utility covers will be inventoried for the purpose of developing bid quantities for adjustment of utility covers.

### UTILITY COORDINATION AND LOCATION (ALTERNATIVE)

1. NCE will prepare and distribute utility notification letters to collect facility maps and as-builts, confirm utility planned work, and notify utilities of the City's utility cut moratorium on improved streets. NCE will prepare and distribute a second round of letters including utility location information based on ground penetrating radar (GPR) that is provided for only street sections currently identified for reconstruction of the entire pavement section with topographic survey to solicit feedback and need for utility relocation or adjustments.
2. Utility location will be completed using GPR for streets requiring reconstruction of the entire pavement section (e.g., FDR) or require significant changes in grades to field locate and mark utility alignments and approximate depths of utility mains and laterals to the extent that GPR methods can detect utilities. Utility location markings will then be included in their respective topographic surveys. This GPR data is for initial planning purposes with utilities and will be provided as a courtesy to utilities to help expedite their assessments. Utilities will be responsible to review their facilities, perform utility potholes, if necessary, to determine if they have a utility conflict that requires adjusting or lowering of their facilities.
3. Utilities will not be located in alignment or depth in rehabilitation streets (surface reconstruct or mill and overlay).
4. Utility covers will be field located approximately in rehabilitation streets and inventoried for the purposes of placing onto plan sheets and developing bid quantities for adjustment of utility covers.

### TRAFFIC STRIPING

1. Traffic striping is assumed to match existing striping.
2. No significant traffic striping changes or design requiring traffic studies or assessment of traffic impacts is planned or included as a part of this scope.
3. Striping plans will be developed, and striping types and quantities will be inventoried for the purposes of developing bid quantities.

### TRAFFIC CONTROL PLANS

1. Traffic control plans are not included in scope of work. We have assumed as is typical to have contractor prepare traffic control plans in accordance with project technical specifications and requirements and submit to the City traffic engineering group for review.

### CURB RAMPS

1. It is assumed that all non-compliant curb ramps will be replaced or retrofitted (e.g., detectable warning surface embedded in concrete) in accordance with Caltrans standards for rehabilitation street candidates. Curb ramps will be replaced or retrofitted based guidance from the Department of Justice/Department of Transportation Joint Technical Assistance on the Title II of the Americans with Disabilities Act Requirements to Provide Curb Ramps when Streets, Roads, or Highways are Altered through Resurfacing dated July 8, 2013. Further clarification on curb ramp replacement included in this scope of work is as follows:
  - a. Utility relocations (e.g., utility poles, utility boxes, and drainage inlets) required to construct curb ramps are not included in this scope of work.
  - b. All ramp construction shall be within City Right-of-Way.



- c. Curb ramp design for the purposes of this scope of work includes paving conforms between 1 to 15 feet beyond gutter lip or face of curb, or 2 feet beyond back of sidewalk.
- d. For curb ramps within hills or steepened grades, curb ramp design shall only extend up to 15 feet in the uphill direction, beyond which is considering chasing the grade.
2. Curb ramps will be field verified to determine the appropriate standard case ramp and NCE will develop a curb ramp detail for those that will require a custom curb ramp.
3. Steep curb ramps will require design iterations at 65%, 95%, and 100% draft design level to determine the most appropriate ramp.

## DRAINAGE

1. The project will, to the extent possible and within the context of proposed rehabilitation, address visible drainage issues.
2. No major drainage improvements are assumed for this project requiring significant stormwater drain and pipe alteration and/or reconstruction.

## CURB & GUTTER AND SIDEWALK

1. Curb and gutter sections will only be replaced to the extent that it affects pavement treatment (e.g., tree root uplift or settlement) or to improve drainage.
2. Sidewalk replacement is not included in this scope of work but can be added if required for additional scope and fee.
3. The purpose of our services will be to provide civil and pavement engineering design in support of the planned project by the City. To accomplish the stated purpose, we propose the following scope of services:



## Scope of Work

To accomplish the stated purpose, we propose the following scope of services:

### Task 1 – Project Management & Meetings

#### SUBTASK 1A: PROJECT KICK-OFF MEETING/PROGRESS MEETINGS

NCE's Project Manager will arrange a Kick-Off Meeting with the City to initiate work on the project. The objectives of the Kick-Off Meeting will be:

- Review of the Scope of Work
- Establish Lines of Communication
- Confirm Deadlines
- Establish Project Schedule and Milestones
- Define Design and Operation Criteria.

Whether a simple preventative maintenance project or a complex reconstruction project, it is critical to establish effective lines of communication with, and coordination amongst, the various stakeholders from the start to ensure the delivery of a successful project within budget and on schedule. In addition to City Staff (Engineering, Maintenance, etc.), NCE will research and coordinate, as needed, with other agencies such as PG&E, AT&T, Daly City Water and Wastewater Resources, Schools, etc., to identify any potential conflicts, requirements, or design issues early to help minimize delays (and costs) later in the design process or during construction. At the Kick-Off Meeting, key deliverables for each Task and the Project Schedule will be reviewed and adjusted accordingly to meet City needs.

NCE understands construction costs, particularly the volatile price of materials, which have affected the scope of many similar projects. In order to keep the City aware of overall project costs, NCE will begin developing Preliminary Engineering Cost Estimates as soon as we have developed our engineering design recommendations to closely monitor

any potential funding issues, which may develop. During the course of the project, NCE will be seeking to develop the most appropriate and cost-effective pavement rehabilitation alternatives to stay within the planned project budget and schedule.

Throughout the project, the NCE PM and Technical Lead will be available to attend monthly progress meetings (maximum of 10 up to 1 hour each per staff) and a total of three (3) design review meetings with the City, to maintain good communication and update on project progress. The purpose of the progress meetings will be to identify and resolve any design or funding issues that may surface in a timely manner, present design alternatives and recommendations to City staff, and continue coordination with project stakeholders as necessary.

 **Subtask 1A Deliverables:** Kickoff/Progress Meeting Agendas and Minutes.

### **SUBTASK 1B: UTILITY COORDINATION**

NCE will coordinate with utility agencies early in the design process to help avoid potential construction delays and unnecessary disruptions to public services. Utility coordination will be a critical item to keep utility providers informed about the project and schedule to allow for proper notification and planning should utility providers have planned maintenance projects within the subject street sections and/or need to lower/adjust their utilities to accommodate street rehabilitation and particularly reconstruction. One of the first and earliest items that NCE will complete is sending notification letters to applicable utility providers with a preliminary project schedule for street rehabilitation and reconstruction. This will allow for the earlier notification to allow utility providers to perform maintenance on their facilities prior to moratorium on the street paving area and/or assess their utilities and the possible need to lower/adjust their facilities, which can take up to a year or longer. We will also request utility as-builts and record drawings for street sections planned for reconstruction.

NCE will also carefully document all utility coordination notifications, conversations, and meetings with utility contacts and information in a matrix format with dates of contacts and mailing detailed in this matrix. Follow-up will be made for each of the above notifications to confirm receipt. NCE will also keep the City informed of any project delays related to utilities.

 **Subtask 1B Deliverables:** Utility notification letters and Contact List Matrix.

## **Task 2 – Pavement Rehabilitation Design**

The scope of work we would perform under this task consists of the following:

### **SUBTASK 2A: PAVEMENT AND CURB & GUTTER CONDITION SURVEY**

NCE will perform a pavement condition survey of each street section based on distresses. The surveys will generally cover the travel lanes. Pavement condition surveys serve the purpose of further refining the appropriate pavement rehabilitation treatments that are developed based on coring and lab testing.

This condition survey will generally note the presence of load related and environmental distresses, such as alligator cracking, longitudinal and transverse cracking, rutting, patches and utility cuts, distortions and depressions as they pertain to developing appropriate pavement treatments. In addition, base repairs percentages will be estimated in the condition survey. Our scope of work and condition surveys do not address issues including but not limited to traffic, safety and road hazards, geometric issues, or short-term maintenance that should be performed (i.e., pothole that should be repaired).

A visual assessment of all curb and gutters will be included to identify areas where drainage or the adjacent pavement has been compromised. Our scope will limit repair recommendations to only those sections of curb and gutter that are damaged to the extent that they will affect pavement rehabilitation and flowline obstructions. If damaged curb and gutter areas are more extensive than anticipated, it may require additional time to complete, and we will notify the City if more time is required to complete these surveys.

Prior to looking at curb and gutter, NCE will meet with the City and establish condition criteria for assessment and replacement. Based on the criteria established with the City, NCE will then determine what level of curb and gutter replacement will be pursued for design plans and documents.

## SUBTASK 2B: PAVEMENT CORING

NCE will collect pavement section core samples (4" – 8" diameter cores) on streets identified under key assumptions at locations determined by NCE. All coring locations will be marked with white paint for utility location by Underground Service Alert (USA). Our current fee estimate assumes up to 28 core locations that we estimate will take 4 days to complete.

For each core sample, NCE will measure and record the thickness and material type (AC or PCC) of each layer encountered in the pavement section, including the presence of any pavement reinforcing fabric. The thickness of aggregate base (AB) will be measured at all coring locations either at bulk sample locations (8" diameter core) by direct measurement or by using Dynamic Cone Penetrometer (DCP) at the 4" diameter core holes. We will collect bulk samples of subgrade materials in accordance with key assumptions for laboratory testing such as R-value, moisture content, and Atterberg Limits (plasticity index) determinations, to support new pavement structural section designs. Our current fees assume up to 12 bulk samples of subgrade will be obtained for testing only for those sections preliminarily identified as surface reconstruct or full-depth reclamation (FDR).

The core holes will penetrate through the pavement section and will then be backfilled with the excavated materials and capped with AC cold patch on asphalt streets. NCE will then compile the coring and laboratory data and append it to its Pavement Design Memorandum. Each core sample will be logged and stored at NCE's office and retained through the duration of the project including construction before they are disposed. Additionally, NCE will apply for and obtain a no-fee Encroachment Permit from the City prior to starting the coring. NCE will also provide traffic control in accordance with the latest standards contained within the Manual of Uniform Traffic Control Devices (MUTCD), as well as any local requirements that exist.

## SUBTASK 2C: PAVEMENT DESIGN RECOMMENDATIONS

Using the data obtained in Tasks 2A and 2B, NCE will perform pavement analysis and design services, and develop pavement rehabilitation and reconstruction recommendations for each street section. NCE will perform its analysis in accordance with the Caltrans Highway Design Manual. NCE will develop pavement structural section recommendations expressed in the form of a Traffic Index (TI) that will be provided by the City. NCE will develop recommendations including, but not limited to, the following:

-  Reconstruction
  - Hot Mix Asphalt (HMA) over AB
  - Full Depth HMA
  - FDR
-  Conventional Hot Mix Asphalt (HMA) pavement overlays
-  Warm Mix Asphalt (WMA)
-  Rubberized Hot Mix Asphalt (RHMA) overlays
-  Alternative rehabilitation methods (in-place recycling, mill & fill treatments, etc.)
-  Quantities and treatments of failed pavement sections (base repairs).

NCE will then summarize its recommendations in a Pavement Design Technical Memorandum to the City that, at a minimum, will include the following:

-  Results of coring, laboratory analyses, and pavement condition surveys
-  Description of testing procedures and analysis performed for the project
-  Recommended alternatives for pavement rehabilitation.

NCE will submit two (2) copies of its draft technical memorandum to the City for initial review. Upon receipt of any comments from the City, NCE will then prepare its final technical memorandum, which will be signed and stamped by NCE's Pavement Engineer. Two (2) copies of the final technical memorandum will then be provided to the City reflecting any comments on the draft technical memorandum.

-  **Subtask 2C Deliverables:** Draft & Final Pavement Technical Memorandums.

## Task 3 – Plans, Specifications & Estimates (PS&E)

The work that will be performed during developing design plans, specifications, and estimates (PS&E) are outlined in the subsequent tasks.

### SUBTASK 3A: DESIGN DATA GATHERING

NCE will review relevant available data and records from the City as listed in the previous section, public and private utility providers, and other sources that may be appropriate to support the preparation of project contract documents. These may include, but are not limited to, the City drainage structure inventory maps, aerial photographs of the City; as-built street improvement and infrastructure plans, as-built plans from utility providers, including any preliminary plans for future work that may conflict with this project. The gathered information will be compiled and included in the design. Based on our review we will identify any data gaps or missing information and provide this information to the City for review and discussion.

### SUBTASK 3B: UTILITY LOCATION

Using GPR, NCE's utility locator will field locate utility alignments and depths for utility mains and laterals for utilities within the streets in accordance with key assumptions (or on select streets if alternative plan is preferred) to the extent that GPR methods can detect utilities. GPR along utility mains will be marked at various locations along each street section, and the accuracy for the electronic depths will depend on the soil conditions and utility material. GPR results can be affected by various factors such as pipe size, depth, and most importantly environmental factors such as soil conditions, rebar, and subsurface ground water. If GPR cannot establish utility alignments and or depths, potholing may need to be completed for additional scope and fee. Traffic control will consist of a 1-man crew with traffic control arrow board and signs. Items excluded from work are as follows:

- ✓ Cost of permits and inspection of any kind on this project
- ✓ Night shift or overtime
- ✓ Certified or stamped traffic control plans
- ✓ Lane closures
- ✓ Pressure washing paint marks.

 **Subtask 3B Deliverables:** Marked utility depth and alignments and electronic collection of utility information.

### SUBTASK 3C: TOPOGRAPHIC SURVEY

NCE's Project Surveyor will complete monument/control recovery, field investigation and field surveys sufficient to prepare a topographic mapping product for all streets (or on select streets and all 59 curb ramps if alternative plan is preferred) stated under key assumptions. The mapping shall be compiled at an agreed upon scale with a 1' contour interval and will be based on the City Datum.

The mapping area shall be a corridor along each of the street sections (or on select streets and all 59 curb ramps if alternative plan is preferred) between the existing back of walk to opposite back of walk, starting and stopping at the designated locations and including through the returns of the terminating streets. In the absence of an existing sidewalk, the survey will extend to 5 feet behind the curb or edge of pavement, or up to the first substantial barrier (wall, fence, etc.), whichever occurs first. Lastly, the mapping will extend 25 feet beyond the curb return up each intersecting side street. The topographic data to be collected is more specifically defined as:

-  Cross-sections at 50' intervals along with detailed surface topography and/or additional spot elevations, as required, defining the longitudinal and cross slope grade breaks. Typically, the cross section will include back of walk, top of curb, flowline and lip of gutter, pavement ¼ point (if one exists), and pavement centerline.
-  Surveyed locations for significant surface features, such as curbs, gutters, sidewalks, driveways, misc. concrete, pavement, striping, fences, surface utilities, trees, signs, street lights and signals will be included. A structure inventory for sanitary and storm drain facilities reflecting rim elevations, invert elevations, pipe direction and pipe size will be provided for accessible structures within the mapping limit. To the extent visible, our surveyor will obtain a measurement from the top of manhole rim to the top of cone and note any adjustment rings. In no case shall our surveyor enter a manhole to obtain any data.

-  Location of all surfaces evident of street monumentation within the mapping corridor (for preservation and Record R/W purposes).
-  Location of underground utility locator markings.
-  Provide a finished draft topographic survey for each area of work.
-  Provide AutoCAD Civil3D DTM surface for each street section.
-  If the alternative plans is selected, survey will also be performed at curb ramp corner locations specified on the street list table (59 total). The City may add additional curb ramp locations within the project area; it is assumed these additions will occur prior to commencing the topographic survey work.

Based upon a combination of record data and any monuments collected during topographic surveying, our surveyor will calculate the record data location of the existing right-of-way for the mapping corridor. Additionally, our surveyor will calculate and show the location of each adjoining parcel lot line from record data (assessor's parcel data, record mapping and apparent lines of occupation). It should be noted this property line data will not be based upon a field survey and should be considered approximate only.

 **Subtask 3C Deliverables:** Topographic survey results.

### SUBTASK 3D: 65% PS&E

NCE will prepare the 65% PS&E for the planned pavement resurfacing. The 65% plans will incorporate typical design elements including layout plans for rehabilitation and reconstruction street sections, pavement treatments, right of way parcel lines, preliminary design, wedge grinds, conform grind locations at intersecting side streets, rehabilitation cross sections, curb and gutter repairs, gutter flow line for drainage repairs, and limits of work. The plans will be prepared in AutoCAD 2018 format on 22" x 34" sheets, drawn at a scale of 1"=20'. Rehabilitation plan sheets will include base repair schedules and will show individual base repair locations. Base repairs will be marked in the field on the pavement in white paint and numbered and verified prior to construction. Additionally, a table summarizing base repair areas and estimated quantities will be developed and included on the plan sheets. We also find that this information is particularly useful to contractors when assembling construction bids and schedules, thus resulting in more competitive bids, and to the City for verifying pay quantities during construction.

NCE understands that the City will provide the "Front End" documents and Special Provisions. The Technical Specifications will be prepared in MS Word format and will follow the City's formatting conventions (CSI MasterFormat 1995 edition). The Technical Specifications and details will reference the City's standard provisions and 2018 Caltrans Standards (including subsequent updates). NCE will, however, recommend deviating from Caltrans standards where, from our experience, such changes will improve the likelihood of achieving a successful construction project without compromising the integrity of the design. NCE recognizes the value of incorporating Caltrans Standard Specifications in projects such as these, both because these specifications have been developed by an agency that designs and builds a vast amount of highway work, and because most contractors performing public works construction in Northern California are familiar with them. Caltrans, however, has the resources to administer projects quite differently than most local agencies, so NCE advocates modifying the Caltrans Standard Specifications to better fit the abilities, needs, and budgets of municipal agencies.

NCE also believes that an efficient, yet thorough Quality Control/Quality Assurance program is essential for getting the maximum value out of every dollar spent on construction. Projects designed by NCE therefore, contain technical specifications that attempt to optimize the balance between using rigid, but time-tested, specifications and meeting local agency needs, with the ultimate goal of obtaining the very best value for its clients.

The Engineer's Cost Estimate will be prepared in MS Excel format and will be based on the most recent construction cost data available to NCE for projects of this type. Because of NCE's involvement in the design and construction of numerous similar projects throughout California, we are confident in our ability to estimate the construction cost of the City's project. This initial estimate will then be updated and refined as the design effort progresses.

It is assumed that the City will require a 10-day review/comment period once the 65% PS&E package is submitted.

 **Subtask 3D Deliverables:** One reproducible copy of 65% plans, technical specifications, and engineer's estimate.

### **SUBTASK 3E: 95% PS&E**

The 65% PS&E will be revised to incorporate comments received from the City. NCE will meet with the City to review these comments, from which the 95% PS&E will be prepared. NCE will provide a response to each comment that is included in a comment table provided by the City. The 95% PS&E will include additional design information and details typically expected at this stage of completion, such as utility facilities (storm drain and sanitary sewer manholes, water and gas valves, and survey monuments) that will require adjustments to grade, traffic striping, and pavement legends. The 95% PS&E will then be packaged and submitted similar to the 65% PS&E unless directed otherwise.

The Technical Specifications will be further refined at this stage of the design. We will review and comment on the City's front-end documents (bid and contract forms, General Provisions, Special Provisions, etc.), which the City will prepare and provide. The Engineer's Cost Estimate will also be updated to reflect the revised quantities of work depicted on the plans.

It is assumed that the City will require a 5-day review/comment period once the 95% PS&E package is submitted.

 **Subtask 3E Deliverables:** One reproducible copy of 65% plans, technical specifications, and engineer's estimate.

### **SUBTASKS 3F: 100% DRAFT PS&E**

The 95% PS&E will be revised to incorporate comments received from the City. NCE will again meet with the City to review these comments, from which the 100% Draft PS&E will be prepared. NCE will provide a response to each comment that is included in a comment table provided by the City. The 100% Draft PS&E will include all notes and details necessary for bidding. One reproducible copy of the 100% Draft PS&E will then be packaged and submitted similar to the 95% PS&E unless directed otherwise. It is assumed that the City will require a 5-day review/comment period once the 100% Draft PS&E package is submitted.

 **Subtask 3F Deliverables:** One reproducible copy of 100% draft plans, technical specifications, and engineer's estimate.

### **SUBTASK 3G: ISSUED FOR BIDDING PS&E**

Upon receipt of the City's final review comments, the project documents will be finalized for bidding purposes.

A final quantity calculation will be tabulated, and this will be entered into the final Engineer's Cost Estimate for the project. All final documents will be reviewed, stamped and signed by NCE's registered civil engineer, and the final PS&E will be delivered to the City in electronic formats.

 **Subtask 3G Deliverables:** One electronic file of the final plans, technical specifications, and engineer's estimate. The electronic files for the final construction plans, specifications, and engineer's estimate will be in AutoCAD 2018, Microsoft Word, and Microsoft Excel, respectively.

## **Task 4 – Bidding and Construction Support Services**

### **SUBTASK 4A: BID PHASE AND BID PHASE SUPPORT**

NCE will provide the City with assistance during the advertisement and bidding periods for the project. This will include providing assistance to the City in attending the pre-bid meeting, responding to questions received about the project design, and preparation of any addenda and/or clarifications to the PS&E that are deemed necessary. Our attached fee estimate shows the office staff hours allocated for the support during bidding; if additional effort is required beyond this, we will notify the City.

 **Subtask 4A Deliverables:** Contract addenda and answers to bidders' questions, if needed.

### **SUBTASK 4B: CONSTRUCTION SUPPORT SERVICES**

NCE will provide support services to the City during construction of the project. At a minimum, these services are anticipated to include attendance at the pre-construction conference meeting, on-site visit in response to questions regarding design, reviewing Contractor submittals and responding to Contractor requests for information, providing recommendations for any necessary construction changes due to unforeseen field conditions, assisting with the review of Contract Change Orders, reviewing construction for acceptance (final walk through), and provide record drawings. This task does not provide any field inspection services and we understand that all construction inspection will be provided

by the City. Our attached fee estimate shows the staff hours allocated for office and field support during construction. If additional effort is required beyond these estimated staff hours, we will notify the City.

-  **Subtask 4B Deliverables:** Response to RFIs, contract change orders, modifications or revisions related to project original scope and character, and record drawings.

### **Task 5 – Additional Per Each Curb Ramp Survey and Design (Optional Task)**

NCE and NCE's Project Surveyor will provide additional services on a per curb ramp basis for additions to the original scope of ramp design total. The original scope of work assumes up to 56 locations will need topographic surveying and curb ramp design. For the additional survey and design cost per each ramp, we have assumed the ramps to be within the project area and the number and location of ramps will be determined with the City Project Engineer prior to beginning the topographic surveying work. Subtraction of curb ramp design will be assumed to have the same refund cost to the City as shown in the attached fee estimate.



## 2) Experience and History

### NCE's History and Capabilities

**NCE** NCE is a client-focused engineering, science, planning, and construction services firm with over 110 employees housed in five offices, including three in Northern California, one in Southern California, and our headquarters in Reno, Nevada. **Services for this contract will be primarily provided from our local Richmond office.** Since inception, NCE has focused on developing long lasting client relationships by providing high value services. Our clients repeatedly choose to work with NCE staff because of our collaborative style of working on projects, our commitment to making sure the project is a success, and the confidence they have in our ability to complete the project to their satisfaction. More than 85% of NCE's revenues come from local, state, and federal agencies providing NCE with an in-depth and procedures, as well as best practices.

**Civil Design** – NCE's civil and pavement design engineers and plans, specifications, and engineer's cost estimates (PS&E) for many benefit of this experience to the City is that we thoroughly our recommended pavement designs. NCE staff pride themselves in neighborhood, a busy arterial, or pedestrian bicycle traffic and civil design elements that include drainage improvements, such as planter improvements, ADA curb ramps and sidewalks, curb and relocation.

**Complete Streets** – We understand the importance of incorporating and designing complete streets elements, such as bulbouts, landscaping, green infrastructure (e.g., bioretention), bus transit improvements, lighting, restriping, road diet, buffered and separated bike lanes, and dedicated bike lanes, into street improvement projects – making them safe for multi-modal users, including transit riders, motorists, bicyclists, and pedestrians. We recently completed a quick-build design of new bicycle and pedestrian facilities for the City of Richmond to connect the planned bike and pedestrian pathway across the Richmond-San Rafael Bridge with key transit centers, including the Richmond BART Station and Richmond Ferry Terminal. When rehabilitating or designing complete streets, NCE meets with our clients to discuss options to improve safety and overall user experience, whether it is crossing the street, bicycling to work, or calming/slowing traffic. NCE is the prime design consultant on the \$15 million Rumrill Boulevard complete street multi-modal corridor project for the City of San Pablo shown in the rendering to the right.

**Utility Coordination** – We understand the implications of utilities to street improvement and resurfacing projects, particularly those identified for reconstruction. Utilities can result in unplanned costs, delays, and street cuts in newly resurfaced streets. NCE has communicated with utilities, such as PG&E, Comcast, AT&T, Daly City Department of Water and Wastewater to ensure we understood what utility work was planned and identify potential conflicts. NCE also coordinates with utility owners throughout the project to obtain facility maps for cross-checking and to appraise them of the proposed work (maximum excavation depth) and notify them of the City's cut moratorium. During reconstruction,



NCE, Richmond

understanding of current regulations, policies,

technicians are experienced in developing City, County, and State Roadway Projects. The understand the cost and community impacts of thinking about how construction will impact a access. Our civil engineers are well versed in stormwater run-off reduction, landscape and gutter, traffic striping and signs, and utility



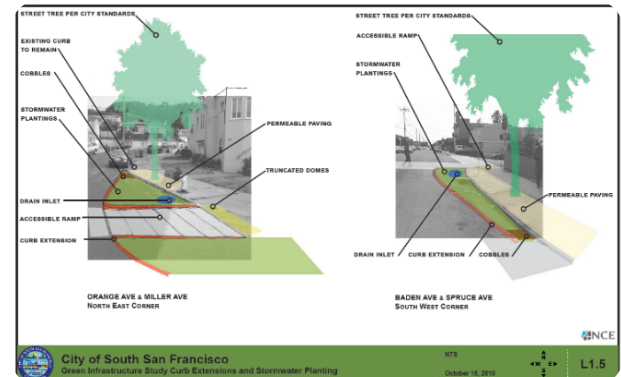
City of San Pablo Rumrill  
Boulevard Complete  
Streets and Green  
Infrastructure Project

utilities become even more important requiring accurate location of utility alignments to prevent damage and conflicts. NCE has used private utility locators to establish utility depths using cost saving and non-invasive techniques, such as Ground penetrating radar (GPR) in lieu of more invasive and expensive potholing. On several streets where shallow utilities exist, particularly laterals, NCE uses thinner pavement sections, such as full-depth hot mix asphalt (HMA) to reduce conflicts with utilities.

**ADA Compliance** – These types of projects require a detailed and multi-modal mindset. This requires attention and considerations to cross-slopes and running slopes for ADA, drainage patterns when adding bulb-outs to shorten crosswalk distances or provide traffic calming. For example, the picture to the right shows a common situation in streets with high slopes where the curb ramp design will require a design exception (chasing the flare to 15' max and conforming to existing sidewalk grades). NCE will also coordinate curb ramp alterations with required alterations to the roadway striping plans such as crosswalks and vehicle or bicycle detector loops.



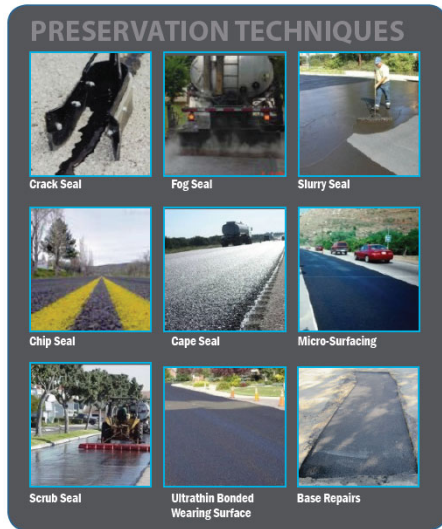
**Green Infrastructure** – NCE's Engineers and Landscape Architects incorporate Green Infrastructure elements into their projects to provide communities with healthier public spaces, visually appealing streetscapes, enhanced pedestrian experience, storm water quality/management, reduced impervious pavements and minimize the impacts of climate change. Specific techniques include the adaptive reuse of tires as a component of rubberized cape seals and hot mix asphalt, reducing heat island impacts with the use of light aggregate and replacing impervious pavements with permeable pavers within parkways. With an innovative approach, NCE's landscape architects worked with South San Francisco on its **2021 Green Infrastructure Program** to study opportunities to integrate a range of green infrastructure elements such as stormwater planters, permeable paving and street trees into the City's streetscape in coordination with proposed pavement rehabilitation. Several of these Green Infrastructure Elements will be constructed and will serve as a model for other communities to take a holistic approach to addressing issues of Stormwater Quality and Management, Climate Change Impacts, Pavement Management, Aesthetics and Placemaking.



**Roadway Maintenance and Pavement Rehabilitation** – Street rehabilitation extends well beyond the pavement and often requires important considerations, such as striping, curb and gutter repairs, pedestrian and bicycle improvements, signage, utility relocation, drainage improvements, and ADA compliant curb ramps and sidewalks. NCE has developed outstanding working relationships with our clients, implementing projects similar to the services described in the City's scope of services. NCE provides a full spectrum of roadway pavement design services from conceptual engineering to plans, specifications, and engineer's estimate of probably construction cost (PS&E) for preventive maintenance, rehabilitation, and reconstruction, NCE's specialty.

We offer extensive experience and expertise with pavement treatment alternatives (cost saving, cutting-edge, and green/ sustainable paving technologies, such as warm mix asphalt and in-place recycling technologies). Our civil, pavement, and geotechnical engineers not only understand the types of pavements and treatment options, but they also understand the significance and cost implications of proper roadway support on competent subgrade soils to limit future settlement and cracking. Pavement design begins with an accurate assessment of the existing structural adequacy. Unlike traditional civil firms who rely only on core samples and R-values, we employ our

pavement survey expertise in conjunction with deflection data and materials testing to assess the engineering properties of the existing roadway more accurately.



**Deploying Pavement Technologies** – Simply offering innovative pavement technologies does not always solve the problem; rather, ensuring that they are appropriate is what makes the difference in the success of a project. There are many factors to consider including cost, performance, future maintenance, traffic, access, pavement section properties, geometric constraints, and climate including shaded areas and drip lines, etc. The streets of Daly City have a wide variety of pavement conditions and user needs. There are numerous pavement rehabilitation techniques available today with new binders, new additives and polymers all of which may be applied in various layers to preserve pavement life. The figure to the right shows a range of seals and treatments that have worked successfully for NCE’s clients in California.

**Pavement Design Related Geotechnical Engineering** – NCE’s geotechnical engineers understand the significance of proper pavement support on competent subgrade soils to limit damaging settlement and future cracking. For example, based on field exploration

and soil/rock laboratory testing, we are able to accurately assess the engineering properties and the presence of subgrade soils that might be soft and exhibit pumping under vehicle loads. We develop appropriate subgrade stabilization techniques for problematic subgrade soils that may include moisture conditioning, lime treatment, geotextiles, and/or over-excavation and replacement with aggregate materials.

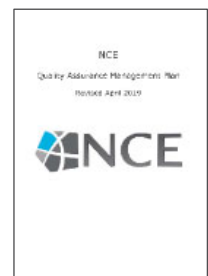


**Special Equipment** – NCE can evaluate pavement structural conditions with deflection testing using our Falling Weight Deflectometer (FWD). The FWD is a specialized tool that will support the development of a more cost-effective design for the City. The in-situ conditions can be quickly evaluated to determine issues such as the extent of subgrade problems or the presence of voids/unstable soils. Pavement designs for phased or staged constructions are possible, as well as the ability to model and use new materials and technologies.

**High Quality Deliverables** – The NCE team holds quality of utmost importance – not just because of our clients’ requirements, but because it is vital to our continued professional and commercial viability. NCE’s Quality Assurance Management Program (QAMP) reduces production costs and ensures quality engineering designs, planning documents, and regulatory permit applications. Our focus is on producing engineering designs, technical reports, special studies, permit applications, environmental, and construction documents that maximize project delivery, while at the same time minimize regulatory agency comments and contractor claims and change orders. **NCE’s QAMP is based on four principles: client satisfaction, employee participation, problem prevention, and continuous quality improvement.**

The QAMP includes detailed review of each environmental and planning document, technical report, permit application, engineering specification, drawing, and calculation, and design document prior to submittal to the client, as well as providing meticulous record keeping and high standards of field documentation.

Our field technicians regularly work with our project managers and engineers during planning and design to perform constructability reviews, regulatory compliance analysis, and provide input on specifications based on their experience working with contractors. Clear and thorough reports, studies, plans, and specifications are one of the best claims-avoidance tools you can have and a means of minimizing regulatory scrutiny. NCE routinely provides biddability and constructability reviews for our clients to ensure projects can be constructed as



designed. The goal of NCE's QAMP is to infuse quality throughout the entire project – that goal is shared by every NCE staff member. All of NCE's projects include a QC Manager who reports directly to the Project Manager.

## Relevant Project Experience

Over the past several years, NCE has developed outstanding working relationships with California clients, implementing projects similar to the City's. Given that this project will require work within the street right-of-way with resurfacing and rehabilitation, NCE can offer our experience designing thousands of roads throughout California, including recently in Berkeley, Davis, Pacifica, Richmond, San Pablo, San Leandro, Berkeley, Belmont, Moraga, South San Francisco, Los Gatos, The Presidio, Sunnyvale, and Capitola. The City can be confident that NCE will provide technically innovative and cost-effective treatment selections, biddable and constructible design documents, and comprehensive construction support. NCE has a proven record of success in delivering projects within the established contract budget and on-time project submittal delivery. **Table 1** below summarizes similar services and projects recently delivered to our clients.

**Table 1 – NCE's Cost Estimating Accuracy**

| Contracting Agency and Project Title                                    | Date | Engineer's Estimate (\$M) | Construction Cost (\$M) |
|-------------------------------------------------------------------------|------|---------------------------|-------------------------|
| City of South San Francisco 2022 West Project *                         | 2022 | \$10.5                    | \$9.5                   |
| City of Pacifica 2022/23 Pavement Resurfacing Project *                 | 2022 | \$1.2                     | 1.2                     |
| City of Pacifica North Pacifica Pedestrian Improvement Project *        | 2021 | \$0.37                    | \$0.31                  |
| City of Davis 2021 Transportation Infrastructure Rehabilitation Program | 2021 | \$10.9                    | \$10.4                  |
| City of Richmond Yellow Brick Road Complete Street                      | 2021 | \$7.2                     | \$6.8                   |
| City of San Pablo Rumrill Boulevard Complete Streets Project            | 2021 | \$14.6                    | \$15.0                  |
| City of Belmont Street Reconstruction Project                           | 2021 | \$2.1                     | \$2.1                   |
| City of Richmond Castro Ranch Road Rehabilitation Project *             | 2021 | \$3.4                     | \$3.1                   |
| Presidio Trust Pavement Rehabilitation and Maintenance Project          | 2021 | \$4.8                     | \$4.8                   |
| City of South San Francisco 2019/20 Surface Seal Project *              | 2020 | \$2.5                     | \$2.2                   |
| City of South San Francisco 2020 Pavement Rehabilitation Project *      | 2020 | \$2.2                     | \$2.2                   |
| City of South San Francisco OBAG 2 Street Rehabilitation Project *      | 2020 | \$1.2                     | \$1.3                   |
| City of Walnut Creek Parkside and Broadway Rehabilitation Project       | 2020 | \$1.9                     | \$1.8                   |
| Town of Moraga 2020 Pavement Rehabilitation Project *                   | 2020 | \$1.5                     | \$1.4                   |
| City of Davis 2020 Transportation Infrastructure Rehabilitation Program | 2020 | \$4.9                     | \$4.3                   |
| City of Berkeley Measure M Street Rehabilitation 2019                   | 2019 | \$5.4                     | \$5.2                   |
| City of Sunnyvale Pavement Rehabilitation 2019 *                        | 2019 | \$1.4                     | \$1.1                   |
| City of San Leandro Annual Street Overlay/Rehabilitation 2018/19        | 2019 | \$10.1                    | \$10.2                  |
| City of Berkeley Measure M Street Rehabilitation 2018 *                 | 2019 | \$3.9                     | \$3.2                   |
| City of Davis 2019 Transportation Infrastructure Rehabilitation Program | 2019 | \$1.2                     | \$0.9                   |
| City of South San Francisco Surface Seal Project 2018 *                 | 2018 | \$1.2                     | \$1.2                   |
| City of South San Francisco Surface Seal Project 2017 *                 | 2017 | \$0.92                    | \$0.75                  |

\* Denotes projects where NCE's proposed Project Manager, Victor Lemus, has prepared Engineer's Estimate which was within 10% or less of the construction cost proposed by the lowest responsive, responsible bidder.

## Reference Projects

NCE has had the privilege to work with many cities and counties in Northern California, including Daly City, on roadway projects. The following pages provide examples of relevant projects that NCE has successfully delivered to our clients within the last three years. These projects exemplify our firm's diverse experience and capabilities that we can provide

to the City. Additionally, the references provided will allow the City to verify NCE's experience and level of satisfaction of our clients. NCE proposed key staff are also noted in each project description.

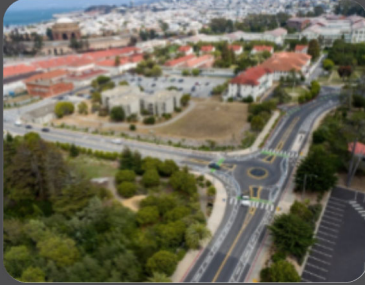
| Project and Client Information                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Project Overview                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  <p><b>2017 to 2022 Street Surface Seal and Rehabilitation Projects</b><br/> <b>2022 West Highway 101 Pavement Rehabilitation Project</b><br/> <b>Agency:</b> City of South San Francisco<br/> <b>Contact:</b> Angel Torres, PE<br/> <b>Phone:</b> (650) 829-6660<br/> <b>Email:</b> angel.torres@ssf.net<br/> <b>Timeline:</b> 2018-Ongoing<br/> <b>Construction Cost:</b> \$30M (Street Surface Seal &amp; Rehab Projects); \$20M (West Highway 101)</p> | <p>NCE has successfully completed pavement resurfacing, rehabilitation, and reconstruction projects for the City since 2017, that comprised of 47.7 centerline miles of streets for resurfacing and 16.0 centerline miles of streets for rehabilitation. Every two years, the City surveys the streets and enters the data into the StreetSaver® database. This database assists staff in determining the pavement condition index (PCI) for each street segment and the street network overall. NCE assists City to update historical maintenance and rehabilitation records and conduct field review to identify candidate streets for City's annual surface seal and rehabilitation programs. Based on City's paving budgets and maintenance strategy, NCE has also utilized StreetSaver® database and field reviews to develop multi-year work plan for the City in 2018, 2020, and 2022.</p> <p>NCE was recently selected for the City's 2022 West Highway 101 Pavement Rehabilitation Project to perform project management, pavement rehabilitation design, PS&amp;E, and bidding and construction support services. Additionally, the ambitious paving plan will treat all rehabilitation candidates in the City west of Highway 101.</p> <p><b>NCE Key Staff:</b> Ryan Shafer (Project Manager/Principal Engineer), Mei-Hui Lee (Project Manager/Senior Engineer), Victor Lemus (Co-Project Manager/Civil Design Lead), Franz Haidinger (QA/QC Manager/Principal Engineer), James Signore (Lead Pavement Engineer), Tom Van Dam (Lead Pavement Engineer), Sharlan Montgomery Dunn (Pavement Engineer), Paola Murillo (Staff Engineer) and Alex Paez (CAD Designer). <b>Subconsultants:</b> Mountain Pacific Surveys (Topographical Survey) and Psomas (Subsurface Utility Detection).</p> |

| Project and Client Information                                                                                                                                                                                                                                                                                                             | Project Overview                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  <p><b>FY 2020/21 and FY 2021/22 Pavement Resurfacing Program and 5-Year Work Plan</b><br/> <b>Agency:</b> City of Pacifica<br/> <b>Contact:</b> Lisa Petersen, PE<br/> <b>Phone:</b> (650) 738-3770<br/> <b>Email:</b> petersenl@ci.pacifica.ca.us</p> | <p>As part of its 5-year work plan developed by NCE, the City allowed for pavement rehabilitation and resurfacing to be designed in advance of construction and allow for earlier bidding to obtain competitive bids. It was the City's desire to have resurfacing projects for each year, grouping and aggregating by neighborhoods for efficiency of design, construction (less mobilization), future maintenance, and to be able to resurface more streets with a limited pavement resurfacing annual budget. More cost-effective cape seal or multi-layer slurry seal with base repair and leveling course was applied on residential streets under poor to failed pavement condition to help City treat more streets within limited budgets. This was made possible by NCE staff making several field visits to verify existing street conditions and tailoring cost-effective treatments to each street.</p> <p>NCE had a tight deadline to submit both packages but our collaboration with the staff across all offices allowed to mobilize resources to this project and get bid documents ready for winter bidding.</p> |

**Timeline:** 2018-Ongoing  
**Construction Cost:** \$2.5M

**NCE Key Staff:** Ryan Shafer (Principal), Mei-Hui Lee (Project Manager), Victor Lemus (Co-Project Manager/Civil Design Lead), James Signore (Lead Pavement Engineer), Sharlan Montgomery Dunn (Pavement Engineer), and Alex Paez (CAD Designer).

## Project and Client Information



### Pavement Rehabilitation / Maintenance, and Bikeway Improvements

**Agency:** Presidio Trust of San Francisco

**Contact:** Amy Marshall

**Phone:** (415) 317-8459

**Email:**

amarshall@presidiotrust.gov

**Timeline:** 2019-Ongoing

**Construction Cost:** \$4.8M

## Project Overview

NCE designed the Presidio Trust's pavement rehabilitation and maintenance project throughout the Presidio Trust campus including a substantial portion of the bicycle lane network. The scope for this project included preparing plans, specifications, and cost estimates for bidding purposes. Design elements of the project include pavement design, a roundabout, extensive modification to existing striping and markings to introduce class II and III bikeways and an advisory bike lane, roadway grading, drainage solutions and design, and design of minor concrete including bus platforms and curb and gutter. As part of this project, NCE introduced cost-effective and sustainable pavement treatment alternatives, such as cold in-place recycling (CIR) that allows the asphalt concrete to be recycled in-place offering up a green technology that recycles existing onsite materials, reduces costly truck trips for import of asphalt paving materials, and reduces greenhouse gases and energy usage. The pavement design considered a number of different factors, including medians, curb reveal, depth to underlying concrete, previous overlays and fabric materials, AB thickness, contamination, cultural resources, and buried obstructions such as rail lines and recommended an appropriate pavement treatment. NCE also reviewed the Trust's minor concrete specifications and details and discussed preliminarily how improvements could be made to reinforcement, slab thickness, joint spacing, and mix design.

**NCE Key Staff:** Ryan Shafer (Principal/Project Manager), Victor Lemus (Project Engineer), James Signore (Pavement Engineer), and Sharlan Montgomery Dunn (Project Engineer), Paola Murillo and Sara Dowling (Staff Engineers).  
**Subconsultants:** Mountain Pacific Surveys (Topographical Survey).

## Project and Client Information



### 2018-2021 Annual Overlay/Rehabilitation, Pavement Design, and PS&E

**Agency:** City of San Leandro

**Contact:** Nick Thom, PE

**Phone:** (510) 577-3431

## Project Overview

NCE was contracted by the City of San Leandro to prepare construction documents and pavement rehabilitation and reconstruction design for 23 arterial, collector, and residential streets (5 miles). NCE's scope of work included pavement investigation and design and preparation of civil design PS&Es for construction. Pavement design solutions included conventional and RHMA overlays, full-depth asphalt reconstruction, full-depth reclamation (FDR), and a pilot project for cold central plant recycling on an arterial street based on recommendations provided by NCE. Visible drainage issues were addressed, such as localized ponding in the gutter pan, the design of over 100 ADA ramps, curb and gutter repairs, and improvements to striping and pavement markings with the addition of class II and Class IV bike lanes. The design of traffic calming bulbouts were prepared for two streets where NCE analyzed vehicle turning capabilities and impacts to surface drainage. NCE submitted and managed three encroachment permit applications with Caltrans as the project encroached on three state routes. NCE's Engineer's Cost Estimate matched that of the winning

**Email:** nthom@sanleandro.org  
**Timeline:** 2020 and ongoing for current design work  
**Construction Cost:** \$17M

contractor bid, indicating that NCE was able to anticipate the value of the scope of work.

**NCE Key Staff:** Ryan Shafer (Principal/Project Manager), Mei-Hui Lee (Senior Engineer), Franz Haidinger (QA/QC Manager), Paola Murillo (Project Engineer/Technical Lead), James Signore (Associate/Pavement Engineer), Tom Van Dam (Lead Pavement Engineer), and Alex Paez (CAD Designer).  
**Subconsultants:** Mountain Pacific Surveys (Topographical Survey) and Psomas (Subsurface Utility Detection).

## Project and Client Information

## Project Overview



### Castro Ranch Road Rehabilitation and Complete Streets Improvements

**Agency:** City of Richmond

**Contact:** Yader Bermudez

**Phone:** (510) 774-6300

**Email:**

Yader\_Bermudez@ci.richmond.ca.us

**Timeline:** 2018-2021

**Construction Cost:** \$3.1M

NCE completed civil engineering, pavement engineering, hydrology and hydraulic engineering, and special environmental studies for the Castro Ranch Road Rehabilitation Project. This project involved a significant redesign and rehabilitation of rural roadway corridor to provide new buffered bike lanes to address a missing bicycle lane link along the Three Bears Loop, improved traffic flow and calming, new pedestrian crossing with rectangular rapid flashing beacons, median landscaping, construction of new sidewalk, replacement of curb ramps, assessment of drainage structures and improvements, and addressing other roadway deficiencies including subgrade damage at a retaining wall and repair of guard rail systems. NCE developed a cost saving pavement treatment alternative using CIR with both foam and emulsion technologies resulting in over \$500,000 in cost savings over conventional mill and overlay pavement treatments.



**NCE Key Staff:** Ryan Shafer (Principal/Project Manager), Franz Haidinger (QA/QC Manager/Principal Engineer), Victor Lemus (Civil Design Lead), and James Signore (Associate/Pavement Engineer).



### 3) Organization Chart

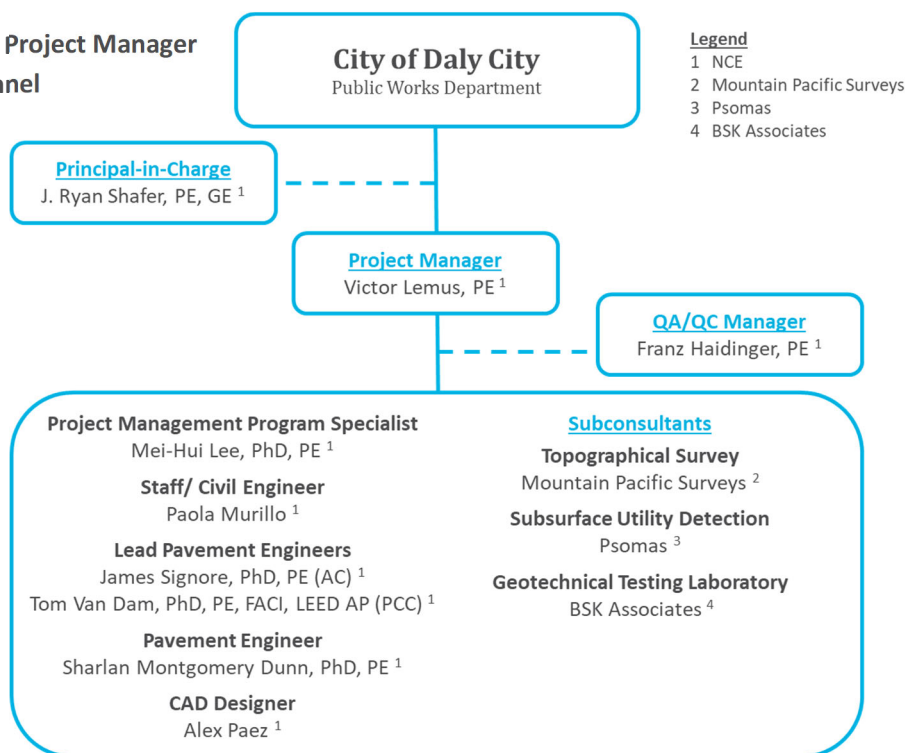
#### NCE Project Manager

NCE brings a collaborative and innovative problem-solving mentality to address the technical challenges facing the City's infrastructure-related, day-to-day issues. Our key personnel have worked together on dozens of projects, including the projects discussed in the Reference Projects section of this document. The single most important tool for successful project management is clear, consistent, and cooperative communication. Our proposed Project Manager, **Victor Lemus, PE**, will be the single point of contact for the City and will communicate regularly with the City regarding progress of the project (PS&E), any issues that may affect plan production, or update on field work schedules. Victor has civil and pavement design and project management experience, including engineering projects related to complete streets, street maintenance and rehabilitation, infrastructure asset management, bike and pedestrian facility upgrades, parking lots, extensive ADA curb ramp design, drainage, and utilities. He is knowledgeable of the technical resources in the firm, familiar with transportation engineering, understands public sector clients, and has authority to champion resources within the firm. The years of experience working on similar projects has made Victor understand the bidding market and prepare the Engineer's Estimate of Construction within 10% or less of the actual construction cost. He will work closely with the team and the City to bring the project to successful completion. Victor will be supported by **J. Ryan Shafer, PE, GE**, Principal of NCE's Richmond office and **Franz Haidinger, PE**, as NCE's Chief Engineer and Quality Assurance and Quality Control (QA/QC) Manager.

#### NCE Team Structure

The NCE team presented in **Table 2**, has the demonstrated experience designing transportation projects, specifically infrastructure pavement rehabilitation and maintenance and complete-street projects. The NCE team is capable of seamlessly conducting the City's scope of work for this contract and are ready to begin work upon notice to proceed from the City. NCE is committed to providing the staff identified within this section. Our key staff will be available throughout this contract. In addition, all team members, including subconsultants, will be managed as an extension of NCE.

**Table 2. Proposed Project Manager and Key Personnel**



## Subconsultants

We have very carefully and intentionally identified our teaming partners to offer a combination of trusted high-quality work deliverables and experience. NCE will serve as the prime consultant, and we have assembled an exceptionally qualified, proven team of specialized firms and individuals with whom we have worked successfully for many years:



**Mountain Pacific Surveys (MPS)** will provide topographical surveying services. MPS is a trusted partner of NCE and will complete topographic surveys on all street sections. MPS is a professional survey services firm providing boundary surveying and mapping, design surveys, right-of-way engineering, construction surveys, environmental surveys, monitor surveys, and photogrammetric engineering services to the public and private sector. In addition, MPS has experience working on various city street rehabilitation projects and has been involved with numerous projects for street resurfacing as our surveyor.

### Contact Information for MPS

Charles Weakley, LS, Principal, MPS, 1735 Enterprise Drive, Suite 109, Fairfield, CA 94533  
Phone: (707) 425-6234; Email: cweakley@mtpacsur.com



**Psomas** will provide subsurface utility detection services on all street sections given the potential for streets to require reconstruction or improvements in potential conflict with utilities. Psomas is a firm with noted expertise in subsurface utility engineering and locating to complete locate utilities with non-invasive geophysical techniques such as ground penetrating radar (GPR). Psomas will also provide utility potholing in the event there are key location where critical utility facilities require greater accuracy or verification. Psomas is currently providing subsurface utility detection services throughout California for a variety of public agency clients. With 70 years of experience, Psomas is a trusted teaming partner having worked on numerous street rehabilitation and maintenance projects with NCE.

### Contact Information for Psomas

Tom Pilarski, PLS, Director, Subsurface Utility Engineering, Psomas, 5 Hutton Centre Drive, Suite 300, Santa Ana, CA 92707  
Phone: (714) 481-7908; Email: tom.pilarski@psomas.com



**BSK Associates (BSK)** will provide geotechnical laboratory testing services on subgrade soil materials. BSK is a 100 percent employee-owned California S corporation that provides consulting engineering, construction observation, materials testing, special inspection, and analytical laboratory services. BSK's team of geotechnical engineers, geologists, and support staff has the technical capability to provide creative, practical, and technologically sound recommendations within a reasonable budget. BSK is well-equipped to provide cost-effective investigations and recommendations for many types of engineering improvement projects, ranging from independent review of geotechnical and soils reports, geotechnical engineering investigations, repair of landslide and erosion failures, to levee improvements.

### Contact Information for BSK

Tim Rodriguez, North Valley Regional Manager, BSK, 399 Lindbergh Avenue, Livermore, CA 94551  
Phone: (925) 315-3151; Email: trodriguez@bskassociates.com

## Staff Resumes

On the following pages we respectively provide focused resumes for each NCE key staff member in the Organization Chart to further demonstrate their qualifications and relevant projects they have supported in a similar role.

## Ryan Shafer, PE, GE

### Principal-in-Charge

Ryan Shafer, PE, GE, is an experienced Principal and Project Manager that is highly skilled in managing interdisciplinary teams of engineers, scientists, and planners for complex projects requiring civil engineering, geotechnical engineering, pavement engineering, structural engineering, transportation and traffic engineering, hydrology and hydraulics, coastal engineering, regulatory permits, technical studies and resource assessments, and environmental documents. In addition, he has managed and provided civil and geotechnical engineering on a wide range of public and private projects, including vertical development, municipal roads, trails, drainage infrastructure, landfills, public transit, recreation areas and parks, industrial facilities including refineries, and waterfront structures giving him an understanding of how to work with diverse project types. His clients provide feedback that NCE is an effective partner and steward, understanding what is important to each community. Additionally, having worked for many municipal clients throughout California, Ryan adds value by helping cities and counties manage and maintain their streets, roads, bicycle and pedestrian facilities, and recreation parks and trails. He applies his expertise in geotechnical and pavement engineering to infrastructure projects and paving programs from the early stages of condition surveys to providing support during construction.

### Representative Projects

**2017 to 2022 Street Surface Seal and Rehabilitation Projects, City of South San Francisco, CA.** Project Manager/Principal Engineer. NCE has been providing to the City a full range of pavement management services including development of a 5-year Paving Work Plan, updating the City's maintenance and rehabilitation decision tree, evaluating alternative pavement treatment technologies, and development of construction documents for bidding. To date we have developed pavement design and civil design for rehabilitation and preventive maintenance of 48 miles (more than 200 street sections) of City streets with a construction cost of over \$14 million. Starting in 2017 to present for the City's Pavement Management Program NCE has provided pavement and civil design services for preventive maintenance on City streets with scrub, slurry, and cape seals and rehabilitation of City streets with mill and overlays as well as surface reconstruction. NCE civil and pavement engineering design services included pavement coring, curb/gutter replacement, utility coordination, curb ramp design, drainage improvements, sidewalk replacement, pavement design recommendations, PS&Es, and bidding and construction support services.

**2022 West Highway 101 Pavement Rehabilitation Project, City of South San Francisco, CA.** Principal-in-Charge. NCE is providing engineering and design services to facilitate a rehabilitation project of all eligible streets west of 101. The 2022 West of 101 Pavement Rehabilitation Project's goal is to perform deferred maintenance west of 101, outside of the annual surface seal program. The City is responsible for the maintenance and repair of approximately 140 centerline miles, comprised of 33 arterial miles, 39 collector miles, and 68 residential miles. The City utilizes a program of slurry seals, overlays and surface reconstruction as maintenance and rehabilitation strategies. West of US101 there are approximately 123 centerline miles, comprised of 23 arterial miles, 35 collector miles, and 65 residential miles. Every two years the City surveys the streets and enters the data into the South San Francisco Pavement Management Program (PMP) StreetSaver® database program. NCE is responsible for project management, pavement rehabilitation design, PS&E, and bidding and construction support services.

**Annual Overlay/Rehabilitation, 2017-2018 and 2020-2021 Pavement Design and PS&E, City of San Leandro, CA.** Project Manager. NCE prepared construction documents and pavement rehabilitation and reconstruction design for 23 arterial, collector, and residential streets (5 miles). NCE's scope of work included pavement investigation and design and



#### Education

MS, Geotechnical Engineering,  
University of California,  
Berkeley, 1998  
BS, Geological Engineering,  
Colorado School of Mines, 1996

#### Registrations/Certifications

Professional Engineer – Civil,  
CA #62349  
Professional Engineer –  
Geotechnical, CA #2713

#### Affiliations

American Society of Civil  
Engineers  
American Public Works  
Association

#### Joined NCE

2005

#### Years of Experience

22 years

preparation of civil design PS&Es for construction. Pavement design solutions included conventional and rubberized hot mix asphalt overlays, full-depth asphalt reconstruction, FDR in lieu of more expensive conventional reconstruction, and a pilot project for cold central plant recycling (CCPR) on an arterial street based on recommendations provided by NCE. Visible drainage issues were addressed, such as localized ponding in the gutter pan, the design of over 100 ADA ramps, curb and gutter repairs, and improvements to striping and pavement markings with the addition of class II and class IV bike lanes. NCE submitted and managed three encroachment permit applications with Caltrans as the project encroached on three state routes. NCE's engineer's estimate matched that of the winning contractor bid, indicating that NCE was able to anticipate the value of the scope of work and contractor climate.

**Pavement Rehabilitation/Maintenance and Bikeway Improvements, Presidio Trust of San Francisco, CA.** Project Manager. NCE is designing the Presidio Trust's pavement rehabilitation and maintenance project with redesign of the bicycle land network. The scope for this project includes preparing PS&Es for bidding purposes. Design elements of the project include pavement design, a roundabout, extensive modification to existing striping and markings to introduce class II and III bikeways and an advisory bike lane, roadway grading, drainage solutions and design, and a bus platform. As part of this project, NCE introduced cost-effective and sustainable pavement treatment alternatives, such as cold in-place recycling (CIR) that allows the asphalt concrete to be recycled in-place offering up a green technology that recycles existing onsite materials, reduces costly truck trips for import of asphalt paving materials, and reduces greenhouse gases and energy usage. The pavement design considered a number of different factors, including medians, curb reveal, depth to underlying concrete, previous overlays and fabric materials, AB thickness, and other buried obstructions, such as rail lines and recommended an appropriate pavement treatment.

**OBAG 2 Street Rehabilitation, City of South San Francisco, CA.** Project Manager. NCE provided pavement and civil engineering design, including Caltrans E-76 authorization for construction, utility coordination, pavement and curb/gutter condition survey, pavement deflection testing, pavement coring, pavement design recommendations, PS&Es, bidding and construction support services, and Caltrans encroachment permit. It is an OBAG 2 funded program to preserve local streets and roads within the City's priority development area. Selected streets were based on the City's criteria of the construction budget limited to the grant amount, location within the City's priority development area, and candidates for rehabilitation.

**Castro Ranch Road Rehabilitation and Complete Streets Improvements, City of Richmond, CA.** Principal/Project Manager. NCE completed civil engineering, pavement engineering, hydrology and hydraulic engineering, and special environmental studies for the Castro Ranch Road Rehabilitation Project. This project involved a significant redesign and rehabilitation of rural roadway corridor to provide new buffered bike lanes to address a missing bicycle lane link along the Three Bears Loop, improved traffic flow and calming, new pedestrian crossing with rectangular rapid flashing beacons, median landscaping, construction of new sidewalk, replacement of curb ramps, assessment of drainage structures and improvements, and addressing other roadway deficiencies including subgrade damage at a retaining wall and repair of guard rail systems. NCE developed a cost saving pavement treatment alternative using CIR with both foam and emulsion technologies resulting in over \$500,000 in cost savings over conventional mill and overlay pavement treatments.

**Measure M Street Rehabilitation Program, City of Berkeley, CA.** Project Manager. NCE implemented the City's \$30 million, multi-year street surface seal, rehabilitation and reconstruction project, one of the City's largest projects to date. As project manager, Ryan managed the development of pavement design and plans, specifications and estimate for more than 30 miles (150 street sections) of surface seal, street rehabilitation, and reconstruction. Complete street elements included new bike lanes, intersection reconfigurations, new pedestrian crosswalks, storm drain improvements, and design of nearly 600 curb ramps, including pedestrian safety improvement bulbouts. NCE's pavement design solutions offered cost savings and environmental benefits using rubberized paving products diverting tires away from landfills, use of longer lasting pavement materials, and using recycle in-place technologies.

**Yellow Brick Road Complete Streets, City of Richmond, CA.** Principal. The project involves the design and implementation of complete streets improvements along roadways in the Yellow Brick Road network. Improvements include curb extensions/ bulbouts, sidewalks, ADA curb ramps, median refuges, trail crossings, Class II bicycle facilities, wayfinding signs, pedestrian lighting, landscaping, roundabouts, speed tables, raised intersections, rapid flashing beacons, back-in angled parking, and green painted bicycle lanes to create safe walkways and bikeways.

## Victor Lemus, PE

### Project Manager

Victor Lemus, PE, is well-experienced serving as Project Manager as well as Civil Design Lead on large, multi-discipline street rehabilitation and resurfacing projects, particularly on projects requiring complete street elements and complicated ADA improvements at NCE. He is notably recognized for his ADA design expertise with curb ramp and bulb-outs as part of significant roadway rehabilitation projects on streets throughout Northern California that often include difficult grades, utility issues, tight ROW constraints, and in some cases require consideration of design exceptions. Victor is also proficient at street layout plan and profile design, striping plans, and civil design details for street improvement projects. He has extensive field data experience and has led teams of engineers on field data collection on roadway for curb and gutters, sidewalk, digouts or base repairs, ADA curb ramps, crosswalks, striping, and drainage improvements.

### Representative Projects

**2016 Street Resurfacing Project, City of Daly City, CA.** Staff Engineer. NCE completed pavement and civil design services for the 2016 Street Resurfacing Project. The construction cost for this project was approximately \$2 million. Victor completed the PS&E that consisted of setting up project kick-off meetings, coordinating with utilities, pavement coring, field data collection, preparing civil and striping plans, cost estimation of the construction cost, as well as writing Technical Specifications for the bid items.

**2017 to 2022 Street Surface Seal and Rehabilitation Projects, City of South San Francisco, CA.** Co-Project Manager/Civil Design Lead. NCE has been providing to the City a various of pavement management services including development of a multi-year Paving Work Plan, updating the City's maintenance and rehabilitation decision tree, evaluating alternative pavement treatment technologies, and development of construction documents for bidding. In 2017 to 2022 pavement management programs, we have developed pavement design and civil design for surface seal and rehabilitation of 64 centerline miles (more than 200 sections) of City streets with a construction cost over \$30 million. In addition, NCE has modified City's Street Saver database and updated historical maintenance and rehabilitation records to perform budget analyses and develop multi-year work plan. Recently, City's 6-Year Work Plan was updated based on City's budget, rehabilitation strategy and candidate streets are grouped by maintenance zone for efficiency of design, construction (less mobilization), future maintenance, and to be able to resurface more streets with a limited pavement resurfacing annual budget. NCE has provided pavement and civil design services for preventive maintenance on City streets with scrub, slurry, and cape seals and rehabilitation of City streets with mill and overlays and surface reconstruction.

**2022 West Highway 101 Pavement Rehabilitation Project, City of South San Francisco, CA.** Co-Project Manager/Civil Design Lead. NCE is providing engineering and design services to facilitate a rehabilitation project of all eligible streets west of 101. The 2022 West of 101 Pavement Rehabilitation Project's goal is to perform deferred maintenance west of 101, outside of the annual surface seal program. The City is responsible for the maintenance and repair of approximately 140 centerline miles, comprised of 33 arterial miles, 39 collector miles, and 68 residential miles. The City utilizes a program of slurry seals, overlays and surface reconstruction as maintenance and rehabilitation strategies. West of US101 there are approximately 123 centerline miles, comprised of 23 arterial miles, 35 collector miles, and 65 residential miles. Every two years the City surveys the streets and enters the data into the South San Francisco Pavement Management Program (PMP) StreetSaver® database program. NCE is responsible for project management, pavement rehabilitation design, PS&E, and bidding and construction support services.

**FY 2020/21 and FY 2021/22 Pavement Resurfacing Program and 5-Year Work Plan, City of Pacifica, CA.** Co-Project Manager/Civil Design Lead. NCE has developed 5-Year work plan for the City with surface seal and rehabilitation projects



#### Education

BS, Civil and Environmental Engineering, University of California, Davis, 2014

#### Registrations/Certifications

Professional Engineer – Civil, CA #89769

#### Affiliations

Chi Epsilon

#### Joined NCE

2014

#### Years of Experience

7 years

based on City's SB1 funding, as well as pavement management database review and unit cost update. Field reviews were performed to verify pavement condition and treatments to finalize the work plan. NCE then scheduled field calibration meeting with City staff to discuss various surface seal applications and base repair criteria. Cost effective cape seal with leveling courses were designed on residential streets with lower PCI to prevent water from damaging pavement and help resisting reflective cracking. As part of this project, NCE civil and pavement engineering design services included pavement coring, curb/gutter replacement, utility coordination, curb ramp design, drainage improvements, pavement design recommendations, PS&Es, and bidding and construction support services.

**OBAG 2 Street Rehabilitation, City of South San Francisco, CA.** Project Engineer. The City retained NCE to provide pavement and civil engineering design, including Caltrans E-76 authorization for construction, utility coordination, pavement and curb/gutter condition survey, pavement deflection testing, pavement coring, pavement design recommendations, PS&Es, bidding and construction support services, and Caltrans encroachment permit. It is an OBAG 2 funded program to preserve local streets and roads within the City's priority development area. Selected streets were based on the City's criteria of the construction budget limited to the grant amount, location within the City's priority development area, and candidates for rehabilitation.

**Castro Ranch Road Rehabilitation and Complete Streets Improvements, City of Richmond, CA.** Civil Design Lead. NCE completed civil engineering, pavement engineering, hydrology and hydraulic engineering, and special environmental studies for the Castro Ranch Road Rehabilitation Project. This project involved a significant redesign and rehabilitation of rural roadway corridor to provide new buffered bike lanes to address a missing bicycle lane link along the Three Bears Loop, improved traffic flow and calming, new pedestrian crossing with rectangular rapid flashing beacons, median landscaping, construction of new sidewalk, replacement of curb ramps, assessment of drainage structures and improvements, and addressing other roadway deficiencies including subgrade damage at a retaining wall and repair of guard rail systems. NCE developed a cost saving pavement treatment alternative using CIR with both foam and emulsion technologies resulting in over \$500,000 in cost savings over conventional mill and overlay pavement treatments.

**2017 Berkeley Rehabilitation/ PCC Work and Surface Seal, Berkeley, CA.** Staff Engineer. Measure "M" was a \$30 million bond passed to accelerate street improvements in Berkeley. NCE was tasked to consider cost effective treatments that extended paving dollars and offered recycling or environmental benefits. Victor's involvement included field data collection, marking concrete and base repairs in the field and mapping them onto a GPS unit for import into CAD. Victor was also involved in the civil design aspect of the project, most notably regrading reconstruction streets to ensure drainage and eliminate high street cross slopes.

**2020/21 Pavement Rehabilitation, Town of Moraga, CA.** Project Manager/Project Engineer. Victor was the Project Manager and Technical Lead for curb ramp design, street layout plan and profile design, striping plans, and civil design details on plans for various streets. The project includes curb ramp installation and replacement, storm drain replacement, sidewalk and curb and gutter repairs, CCTV, striping, and utility location and coordination.

**2019 SB1 Pavement Rehabilitation, City of Sunnyvale, CA.** Project Engineer. The City of Sunnyvale sought assistance from a licensed Engineering firm to provide professional services for design and preparation of bid documents and construction support for the Pavement Rehabilitation 2019 SB1 project. The scope of work included preparation of preliminary design, design development, bid documents, and bidding/construction support for Public Works competitive bidding. Ancillary work included construction cost estimating, schedule monitoring, preparation of reports and recommendations, and project management. Victor was responsible for field data collection, coordination with utilities and VTA, pavement design review, PS&E production, bidding and construction support.

**2015 Street Surface Seal, City of Berkeley, CA.** Staff Engineer. Victor performed a street seal and striping inventory, field survey of curb ramps, assisted with striping plans and prepared design plans, including vicinity maps and details of curb ramps to adjust to latest ADA requirements, for a surface seal program on 27 streets in the City of Berkeley. The surface seal program included slurry seals and rubberized cape seals with an estimated construction value of \$2 million.

**Yellow Brick Road Complete Streets, City of Richmond, CA.** Project Engineer and E76 Coordinator. Improvements include curb extensions/bulbouts, sidewalks, ADA curb ramps, median refuges, trail crossings, Class II bicycle facilities, wayfinding signs, pedestrian lighting, landscaping, roundabouts, speed tables, raised intersections, rapid flashing beacons, back-in angled parking, and green painted bicycle lanes to create safe walkways and bikeways.

## Franz Haidinger, PE

### Quality Assurance and Quality Control (QA/QC) Manager

Franz Haidinger, PE, is a Principal and Chief Engineer at NCE responsible for overseeing, managing, and developing designs and PS&Es for roadway improvement projects and implements sustainable technologies. In his role at NCE, he enjoys the opportunity to improve and protect the built environment, whether it's implementing sustainable pavement technologies, creating storm water pollution prevention plans, assessing drinking water sources, or remediating contaminated soil. His clients value his ability to understand their needs, evaluate alternatives and determine the most appropriate solutions. According to Sean Rose, Public Works Director of the Town of Woodside, "Franz is a detail-oriented engineer that does a very thorough job preparing plans and specifications. He did a great job listening to our needs and specific comments and provided thorough and concise responses. Ultimately, he provided a high-quality design, and he was a pleasure to work with."

### Representative Projects

**2017 to 2022 Street Surface Seal and Rehabilitation Projects, City of South San Francisco, CA.** QA/QC Manager/Principal Engineer. NCE has been providing to the City a full range of pavement management services including development of a 5-year Paving Work Plan, updating the City's maintenance and rehabilitation decision tree, evaluating alternative pavement treatment technologies, and development of construction documents for bidding. To date we have developed pavement design and civil design for rehabilitation and preventive maintenance of 48 miles (more than 200 street sections) of City streets with a construction cost of over \$14 million. Starting in 2017 to present for the City's Pavement Management Program NCE has provided pavement and civil design services for preventive maintenance on City streets with scrub, slurry, and cape seals and rehabilitation of City streets with mill and overlays as well as surface reconstruction. NCE civil and pavement engineering design services included pavement coring, curb/gutter replacement, utility coordination, curb ramp design, drainage improvements, sidewalk replacement, pavement design recommendations, PS&Es, and bidding and construction support services.

**OBAG 2 Street Rehabilitation , City of South San Francisco, CA.** QA/QC Manager. The City retained NCE to provide pavement and civil engineering design, including Caltrans E-76 authorization for construction, utility coordination, pavement and curb/gutter condition survey, pavement deflection testing, pavement coring, pavement design recommendations, PS&Es, bidding and construction support services, and Caltrans encroachment permit. It is an OBAG 2 funded program to preserve local streets and roads within the City's priority development area. Selected streets were based on the City's criteria of the construction budget limited to the grant amount, location within the City's priority development area, and candidates for rehabilitation.

**2022 West Highway 101 Pavement Rehabilitation Project, City of South San Francisco, CA.** QA/QC Manager. NCE is providing engineering and design services to facilitate a rehabilitation project of all eligible streets west of 101. The 2022 West of 101 Pavement Rehabilitation Project's goal is to perform deferred maintenance west of 101, outside of the annual surface seal program. The City is responsible for the maintenance and repair of approximately 140 centerline miles, comprised of 33 arterial miles, 39 collector miles, and 68 residential miles. The City utilizes a program of slurry seals, overlays and surface reconstruction as maintenance and rehabilitation strategies. West of US101 there are approximately 123 centerline miles, comprised of 23 arterial miles, 35 collector miles, and 65 residential miles. Every two years the City surveys the streets and enters the data into the South San Francisco Pavement Management Program (PMP) StreetSaver® database program. NCE is responsible for project management, pavement rehabilitation design, PS&E, and bidding and construction support services.



#### Education

Diplom-Ingenieur (Equivalent of MS degree), Civil Engineering, University of Natural Resources and Life Sciences, Vienna, Austria, 1997

#### Registrations/Certifications

Professional Engineer – Civil, CA, #64725

#### Affiliations

American Society of Civil Engineers  
American Public Works Association

#### Joined NCE

2004

#### Years of Experience

22 years

**Civil Design and Measure K Paving Program, Town of Moraga, CA.** Project Manager and Lead Civil Engineer. Responsible for the preparation of construction documents to reconstruct three streets (totaling approximately 200,000 square feet) in the Town of Moraga. FDR was chosen as the reconstruction alternative based on a comprehensive pavement and subgrade investigation. The design plans included grading plans and profiles and included drainage improvements and the design and construction of a retaining wall (soldier piles and lagging) to protect an eroding storm drain culvert outfall. The project included comprehensive regulatory compliance and permitting services, as well as coordination with adjacent property owners (St. Mary's College) as some of the design elements were sited in biological sensitive areas. Key to the project success was the tight collaboration with staff responsible for the permitting and regulatory compliance tasks, incorporation of permitting requirements and mitigation measures into the design documents, and communication with Town staff and stakeholders. After passing a 1 percent sales tax in 2012 to raise approximately \$8 million for streets and roads, Measure K, the Town selected NCE for a three-year, on-call contract to provide a variety of pavement-related services for this significant community project.

**Measure M Street Rehabilitation Program, City of Berkeley, CA.** Technical Lead/QC Manager. NCE developed the PS&Es and pavement designs. Phases 1 and 2 consisted of 54 rehabilitation and reconstruction street sections and 48 surface seal street sections, traffic control plans, replacing/retrofitting nearly 450 curb ramps, replacement of curb/gutter, storm drains, bike/pedestrian improvements, and intersection reconstruction. Design was completed on a very tight timeframe.

**Transportation Infrastructure and Rehabilitation Program (TIRP), City of Davis, CA.** Project Manager. Responsible for the preparation of construction documents for the rehabilitation and reconstruction of several residential streets and arterials in the City of Davis. The project includes the reconstruction of a mile of bike paths currently paved with asphalt concrete to PCC pavement. This project is a continuation of a three-year contract with the City of Davis to improve its streets and bike path network. The work includes topographic surveying, pavement condition analysis, pavement coring and deflection testing, quantity take offs for utility covers, striping, ADA related upgrades, and curb/gutter, and sidewalk repairs. The project was divided into three bid packages, i.e., slurry seal package, road rehabilitation/reconstruction, and bike path reconstruction to attract more contractors and minimize contractor mark-ups on subcontractors.

**Castro Ranch Road Rehabilitation and Complete Streets Improvements, City of Richmond, CA.** QA/QC Manager/Principal Engineer. NCE completed civil engineering, pavement engineering, hydrology and hydraulic engineering, and special environmental studies for the Castro Ranch Road Rehabilitation Project. This project involved a significant redesign and rehabilitation of rural roadway corridor to provide new buffered bike lanes to address a missing bicycle lane link along the Three Bears Loop, improved traffic flow and calming, new pedestrian crossing with rectangular rapid flashing beacons, median landscaping, construction of new sidewalk, replacement of curb ramps, assessment of drainage structures and improvements, and addressing other roadway deficiencies including subgrade damage at a retaining wall and repair of guard rail systems. NCE developed a cost saving pavement treatment alternative using CIR with both foam and emulsion technologies resulting in over \$500,000 in cost savings over conventional mill and overlay pavement treatments.

**Rumrill Boulevard Complete Streets and Green Infrastructure, City of San Pablo, CA.** QA/QC Manager. NCE is designing an approximately \$15 million in construction value, 2.5-mile-long complete streets project along Rumrill Boulevard. This is a Community-based design process focused on transforming the street into a safe and friendly place for people and business by improving conditions for walking, bicycling, and transit. This street corridor will receive a road diet and to add Class IV bikeways in both directions of travel. Additional key project elements include landscape buffers, widened bus stop landings, increasing parking, and video detection at traffic signals for vehicles and bicycles. In addition, the project will include LID design and bioretention basins, landscaping improvements, curb extensions/bulbouts, sidewalk widening, crosswalk improvements with rectangular rapid flashing beacons, median refuges bus stop shelters, expanded street lighting, ADA concrete and roadway improvements (curb ramps, sidewalks, driveways, medians, and regrading pedestrian roadway crossings), storm drainage improvements, trail crossings, wayfinding signs, pedestrian and street lighting.

**Yellow Brick Road Complete Streets, City of Richmond, CA.** Lead Civil Engineer. Improvements include curb extensions/bulbouts, sidewalks, ADA curb ramps, median refuges, trail crossings, Class II bicycle facilities, wayfinding signs, pedestrian lighting, landscaping, roundabouts, speed tables, raised intersections, rapid flashing beacons, back-in angled parking, and green painted bicycle lanes to create safe walkways and bikeways.

## Mei-Hui Lee, PhD, PE

### Project Management Program Specialist

Dr. Mei-Hui Lee has a PhD in civil and pavement engineering and over twelve years of extensive experience in pavement design, evaluation and maintenance projects. Currently, Mei-Hui serves as Project Manager and Senior Engineer for various pavement and civil design and pavement management projects at NCE. Her clients include the Counties of Siskiyou, Mendocino, Lake, Trinity, Mariposa and Sacramento as well as multiple cities including South San Francisco, Pacifica, Belmont Sacramento, Davis, Stockton, Elk Grove, Lincoln, and Folsom. Mei-Hui is certified by the MTC inspector certification testing program. She was also involved in trench cut study for City of Sacramento and Pacifica.

### Representative Projects

**2017 to 2022 Street Surface Seal and Rehabilitation Projects, City of South San Francisco, CA.** Project Manager/Senior Engineer. NCE has been providing to the City a various of pavement management services including development of a multi-year Paving Work Plan, updating the City's maintenance and rehabilitation decision tree, evaluating alternative pavement treatment technologies, and development of construction documents for bidding. In 2017 to 2021 pavement management programs, we have developed pavement design and civil design for surface seal and rehabilitation of 48 centerline miles (more than 200 sections) of City streets with a construction cost over \$14 million.

In addition, NCE has modified City's Street Saver database and updated historical maintenance and rehabilitation records to perform budget analyses and develop multi-year work plan. Recently, City's 6-Year Work Plan was updated based on City's budget, rehabilitation strategy and candidate streets are grouped by maintenance zone for efficiency of design, construction (less mobilization), future maintenance, and to be able to resurface more streets with a limited pavement resurfacing annual budget. NCE has provided pavement and civil design services for preventive maintenance on City streets with scrub, slurry, and cape seals and rehabilitation of City streets with mill and overlays as well as surface reconstruction.

**2022 West Highway 101 Pavement Rehabilitation Project, City of South San Francisco, CA.** Project Manager. NCE is providing engineering and design services to facilitate a rehabilitation project of all eligible streets west of 101. The 2022 West of 101 Pavement Rehabilitation Project's goal is to perform deferred maintenance west of 101, outside of the annual surface seal program. The City is responsible for the maintenance and repair of approximately 140 centerline miles, comprised of 33 arterial miles, 39 collector miles, and 68 residential miles. The City utilizes a program of slurry seals, overlays and surface reconstruction as maintenance and rehabilitation strategies. West of US101 there are approximately 123 centerline miles, comprised of 23 arterial miles, 35 collector miles, and 65 residential miles. Every two years the City surveys the streets and enters the data into the South San Francisco Pavement Management Program (PMP) StreetSaver® database program. NCE is responsible for project management, pavement rehabilitation design, PS&E, and bidding and construction support services.

**FY20/21 and FY21/22 Pavement Resurfacing Program, City of Pacifica, CA.** Project Manager. NCE has developed 5-Year work plan for the City with surface seal and rehabilitation projects based on City's SB1 funding, as well as pavement management database review and unit cost update. Field reviews were performed to verify pavement condition and treatments to finalize the work plan. NCE then scheduled field calibration meeting with City staff to discuss various surface seal applications and base repair criteria. Cost effective cape seal with leveling courses were designed on residential streets with lower PCI to prevent water from damaging pavement and help resisting reflective cracking. As



#### Education

PhD, Civil Engineering, National Taiwan University, Taiwan, 2009

MS, Civil Engineering, Columbia University, New York, 2012

BS, Civil Engineering, National Taiwan University, Taiwan, 2002

#### Registrations/Certifications

Professional Engineer – Civil, CA #87635

MTC StreetSaver® Rater Certification Program

#### Affiliations

American Society of Civil Engineers

American Concrete Pavement Association

#### Joined NCE

2014

#### Years of Experience

12 years

part of this project, NCE civil and pavement engineering design services included pavement coring, curb/gutter replacement, utility coordination, curb ramp design, drainage improvements, pavement design recommendations, PS&Es, and bidding and construction support services.

**Annual Overlay/Rehabilitation, 2017-2018 and 2020-2021 Pavement Design and PS&E, City of San Leandro, CA.** Senior Engineer. NCE prepared construction documents and pavement rehabilitation and reconstruction design for 23 arterial, collector, and residential streets (5 miles). NCE's scope of work included pavement investigation and design and preparation of civil design PS&Es for construction. Pavement design solutions included conventional and rubberized hot mix asphalt overlays, full-depth asphalt reconstruction, FDR in lieu of more expensive conventional reconstruction, and a pilot project for cold central plant recycling (CCPR) on an arterial street based on recommendations provided by NCE. Visible drainage issues were addressed, such as localized ponding in the gutter pan, the design of over 100 ADA ramps, curb and gutter repairs, and improvements to striping and pavement markings with the addition of class II and class IV bike lanes. NCE submitted and managed three encroachment permit applications with Caltrans as the project encroached on three state routes. NCE's engineer's estimate matched that of the winning contractor bid, indicating that NCE was able to anticipate the value of the scope of work and contractor climate.

**2015 to 2020 Transportation Infrastructure Rehabilitation Capital Improvement Project, City of Davis, CA.** Project Engineer/Senior Engineer. This project involved producing pavement rehabilitations for 698 street sections in Davis from 2015 to 2020 with a construction cost over \$18.5 million. The project involved non-destructive pavement deflection testing, pavement coring, pavement condition surveys and base repair location identification. Following the collection of the field data, rehabilitative recommendations were made based on each street segment's structural integrity and performance. Recommendations for each section were summarized in a pavement design report and submitted to the City. In addition, NCE has updated City's pavement management program in 2015 and 2018. 3-Year work plan for City's capital improvement project was developed in 2017 with annual paving budget \$3.5 million per year.

**2015 Street Reconstruction Project, Town of Moraga, CA.** Project Engineer. In order to effectively spend funds to be collected from a recent sales tax measure passed by Town residents, NCE worked with Town of Moraga to plan and prepare for the aggressive and cost-effective treatments for the three phase projects. In phase III, a total 13 streets of residential and collector streets are designated for reconstruction or overlay. Mei-Hui served as Project Engineer in preparation of the field data collection, including identifying localized pavement repairs and curb and gutter repairs and pavement design analysis. Pavement reconstruction recommendations were summarized in the report and submitted to the Town.

**2015 Street Resurfacing Program, City of San Bruno, CA.** Project Engineer. This project included 16 sections in the City's pavement rehabilitation design and seal program. Mei-Hui served as Project Engineer in preparation of the field data collection, including identifying localized pavement coring plan, FWD testing, pavement condition survey and pavement design analysis. She also conducted budgetary analysis on City's StreetSaver® database by different maintenance strategies and funding level. Summary of analysis result were submitted to the City.

**Main Street Rehabilitation, City of Oakley, CA.** Project Engineer. This project included rehabilitation recommendations for a one-mile stretch of Main Street in Oakley. The project involved non-destructive pavement deflection testing, pavement coring, pavement condition surveys and base repair location identification, all reviewed by Mei-Hui. The subject section of Main Street last received an overlay about 20 years ago and the only maintenance that had been completed since was the repair of the worst base failure areas in 2009 by Caltrans prior to being relinquished to City. The street asphalt surface is visibly aged and in need of pavement rehabilitation to address low to medium severity longitudinal and transverse cracking, as well as block cracking and potentially accommodate increased traffic from future development. Recommended treatment is thin mill and overlay with rubber hot mix asphalt to control reflecting cracking.

**Pavement Management System Updates, Various Cities and Counties.** Project Engineer. Mei-Hui has been involved with updating Pavement Management Systems (PMS) for many Cities and Counties throughout California. She is responsible for the analysis and quality control of pavement distress data collection, updating maintenance and rehabilitation decision trees and the treatment unit costs, and the development of budget scenarios and summary reports. She has developed cost-effective maintenance treatments and strategies, prepared custom multiple-year detailed street maintenance plans and budget option reports, and linked GIS maps with management sections in the PMS database.

## James Signore, PhD, PE

### Lead Pavement Engineer (Asphalt)

Dr. James Signore, PE, serves as a Principal Pavement Engineer at NCE. He specializes in pavement design and evaluation, rehabilitation and maintenance, materials assessment, and training. He has experience in designing pavements for many local agencies, Caltrans and for heavy vehicle loading applications at airfields and ports. He has spent years researching all types of pavement materials, having directed a state-of-the-art AMRL certified and Superpave mix design equipped research laboratory and is well versed in state and local pavement practices and specifications. James has taught NHI's and ASCE's "Techniques for Pavement Rehabilitation" (including best practices for utility cuts and patches) seminars to practicing engineers for 20 years. He taught graduate courses in pavement engineering at San Jose State University and many of his former students are civil engineers at local agencies. He uses his practical and research experience, technical knowledge and teaching skills to develop an understanding of client needs and the creation of design and rehabilitation strategies that offer the client agency the leading-edge in methods and materials for their pavements.

### Representative Projects

**2017 to 2022 Street Surface Seal and Rehabilitation Projects, City of South San Francisco, CA.** Lead Pavement Engineer. NCE has been providing to the City a full range of pavement management services including development of a 5-year Paving Work Plan, updating the City's maintenance and rehabilitation decision tree, evaluating alternative pavement treatment technologies, and development of construction documents for bidding. To date we have developed pavement design and civil design for rehabilitation and preventive maintenance of 48 miles (more than 200 street sections) of City streets with a construction cost of over \$14 million. Starting in 2017 to present for the City's Pavement Management Program NCE has provided pavement and civil design services for preventive maintenance on City streets with scrub, slurry, and cape seals and rehabilitation of City streets with mill and overlays as well as surface reconstruction. NCE civil and pavement engineering design services included pavement coring, curb/gutter replacement, utility coordination, curb ramp design, drainage improvements, sidewalk replacement, pavement design recommendations, PS&Es, and bidding and construction support services.

**2022 West Highway 101 Pavement Rehabilitation Project, City of South San Francisco, CA.** Lead Pavement Engineer. NCE is providing engineering and design services to facilitate a rehabilitation project of all eligible streets west of 101. The 2022 West of 101 Pavement Rehabilitation Project's goal is to perform deferred maintenance west of 101, outside of the annual surface seal program. The City is responsible for the maintenance and repair of approximately 140 centerline miles, comprised of 33 arterial miles, 39 collector miles, and 68 residential miles. The City utilizes a program of slurry seals, overlays and surface reconstruction as maintenance and rehabilitation strategies. West of US101 there are approximately 123 centerline miles, comprised of 23 arterial miles, 35 collector miles, and 65 residential miles. Every two years the City surveys the streets and enters the data into the South San Francisco Pavement Management Program (PMP) StreetSaver® database program. NCE is responsible for project management, pavement rehabilitation design, PS&E, and bidding and construction support services.

**OBAG 2 Street Rehabilitation, City of South San Francisco, CA.** Pavement Engineer. The City retained NCE to provide pavement and civil engineering design, including Caltrans E-76 authorization for construction, utility coordination, pavement and curb/gutter condition survey, pavement deflection testing, pavement coring, pavement design



#### Education

PhD, Civil Engineering,  
University of Illinois, Urbana-  
Champaign, 1998  
MS, Civil Engineering,  
University of Illinois – Urbana-  
Champaign, 1994  
BS, Electrical Engineering,  
Clarkson University, 1985

#### Registrations/Certifications

Professional Engineer – Civil,  
CA, #62647

#### Affiliations

TRB Committee AFD70,  
Pavement Rehabilitation  
TRB Committee AFD70-1,  
Pavement Interlayer Systems  
ASCE Airfield Pavement  
Committee  
FAA Pavement Technical  
Working Group  
American Society of Civil  
Engineers

#### Joined NCE

1999-2001, 2014

#### Years of Experience

25 years

recommendations, PS&Es, bidding and construction support services, and Caltrans encroachment permit. It is an OBAG 2 funded program to preserve local streets and roads within the City's priority development area. Selected streets were based on the City's criteria of the construction budget limited to the grant amount, location within the City's priority development area, and candidates for rehabilitation.

**Annual Overlay/Rehabilitation, 2017-2018 and 2020-2021 Pavement Design and PS&E, City of San Leandro, CA.** Associate/Pavement Engineer. NCE prepared construction documents and pavement rehabilitation and reconstruction design for 23 arterial, collector, and residential streets (5 miles). NCE's scope of work included pavement investigation and design and preparation of civil design PS&Es for construction. Pavement design solutions included conventional and rubberized hot mix asphalt overlays, full-depth asphalt reconstruction, FDR in lieu of more expensive conventional reconstruction, and a pilot project for cold central plant recycling (CCPR) on an arterial street based on recommendations provided by NCE. Visible drainage issues were addressed, such as localized ponding in the gutter pan, the design of over 100 ADA ramps, curb and gutter repairs, and improvements to striping and pavement markings with the addition of class II and class IV bike lanes. NCE submitted and managed three encroachment permit applications with Caltrans as the project encroached on three state routes. NCE's engineer's estimate matched that of the winning contractor bid, indicating that NCE was able to anticipate the value of the scope of work and contractor climate.

**Castro Ranch Road Rehabilitation and Complete Streets Improvements, City of Richmond, CA.** Associate/Pavement Engineer. NCE completed civil engineering, pavement engineering, hydrology and hydraulic engineering, and special environmental studies for the Castro Ranch Road Rehabilitation Project. This project involved a significant redesign and rehabilitation of rural roadway corridor to provide new buffered bike lanes to address a missing bicycle lane link along the Three Bears Loop, improved traffic flow and calming, new pedestrian crossing with rectangular rapid flashing beacons, median landscaping, construction of new sidewalk, replacement of curb ramps, assessment of drainage structures and improvements, and addressing other roadway deficiencies including subgrade damage at a retaining wall and repair of guard rail systems. NCE developed a cost saving pavement treatment alternative using CIR with both foam and emulsion technologies resulting in over \$500,000 in cost savings over conventional mill and overlay pavement treatments.

**FY20/21 and FY21/22 Pavement Resurfacing Program, City of Pacifica, CA.** Lead Pavement Engineer. NCE has developed 5-Year work plan for the City with surface seal and rehabilitation projects based on City's SB1 funding, as well as pavement management database review and unit cost update. Field reviews were performed to verify pavement condition and treatments to finalize the work plan. NCE then scheduled field calibration meeting with City staff to discuss various surface seal applications and base repair criteria. Cost effective cape seal with leveling courses were designed on residential streets with lower PCI to prevent water from damaging pavement and help resisting reflective cracking. As part of this project, NCE civil and pavement engineering design services included pavement coring, curb/gutter replacement, utility coordination, curb ramp design, drainage improvements, pavement design recommendations, PS&Es, and bidding and construction support services.

**Measure M Street Rehabilitation Program, City of Berkeley, CA.** Lead Pavement Engineer. James is responsible for the development of pavement design and PS&E for the first phase of the project, which consists of 39 rehabilitation and reconstruction street sections and 24 surface seal street sections, replacing/retrofitting nearly 300 curb ramps, replacement of curb/gutter, intersection reconstruction, bike and pedestrian improvements, and traffic control plans.

**Pavement Guidance, Numerous Bay Area Cities, CA.** Lead Pavement Engineer. James provides technical support and guidance on various pavement related issues from design to materials to specifications for many clients in the Bay Area.

**On-Call Pavement Engineering, California Department of Transportation, Statewide, CA.** Project Manager. James manages the pavement on-call contract with Caltrans and is responsible for all contractual and project management activities. Major task orders emphasize asphalt and concrete pavement performance and evaluation for all types of pavement issues such as a comparison of ARHM and conventional HMA performance, HMA smoothness specifications, and polyester inlay materials evaluation. He provided technical guidance on the selection and testing of joint filler and spall repair materials and acted as a construction methods assessor on the installation of precast concrete slabs. He wrote, reviewed, or edited numerous interim and final reports including those dealing with continuously reinforced concrete, rapid set concrete, concrete inlay hardeners, and concrete flexural strength.

## Thomas (Tom) Van Dam, PhD, PE, FACI, LEED AP – Lead Pavement Engineer (Concrete)

In the rapidly evolving field of civil engineering, sustainability is increasingly important. Dr. Tom Van Dam is leading the way by working with the Federal Highway Administration to guide more sustainable pavement practices and applying his expertise on a variety of projects. One of NCE's five pavement professionals with a PhD, Tom is proud of the level of expertise that exists within the firm. He enjoys working with clients and the public and can effectively communicate the importance and applicability of highly technical information. He feels that NCE's clients "know they can rely on us to bring them the latest technological knowledge as it relates to pavements and pavement materials."

Tom brings a range of expertise to his projects. He has authored more than 75 publications and has given more than 100 presentations on pavements, concrete materials and sustainability. An active researcher, he has led projects for agencies, foundations, departments of transportations and private entities. He has also been a professor, Director of the USDOT-funded University Transportation Center for Materials in Sustainable Transportation Infrastructure and Director of the Michigan DOT Transportation Materials Research Center.

### Representative Projects

**2022 West Highway 101 Pavement Rehabilitation Project, City of South San Francisco, CA.** Lead Pavement Engineer. NCE is providing engineering and design services to facilitate a rehabilitation project of all eligible streets west of 101. The 2022 West of 101 Pavement Rehabilitation Project's goal is to perform deferred maintenance west of 101, outside of the annual surface seal program. The City is responsible for the maintenance and repair of approximately 140 centerline miles, comprised of 33 arterial miles, 39 collector miles, and 68 residential miles. The City utilizes a program of slurry seals, overlays and surface reconstruction as maintenance and rehabilitation strategies. West of US101 there are approximately 123 centerline miles, comprised of 23 arterial miles, 35 collector miles, and 65 residential miles. Every two years the City surveys the streets and enters the data into the South San Francisco Pavement Management Program (PMP) StreetSaver® database program. NCE is responsible for project management, pavement rehabilitation design, PS&E, and bidding and construction support services.

**Pavement Engineering On-Call Services, San Francisco International Airport, City and County of San Francisco, CA.** Forensic Evaluator. As the Airport's On-Call Pavement Consultant, NCE has multiple responsibilities, including maintaining the MicroPAVER® APMS including automated distress surveys, determining the ACN/PCN for all runways and taxiways, conducting numerous forensic analyses to investigate development of distress on airside pavements, developing construction guidelines for long-lasting longitudinal joints for asphalt pavements and conducting pavement designs for runway rehabilitation and taxiway construction. Tom has provided technical support throughout this project, guiding the forensic evaluations and reviewing pavement design reports.

**On-Call Pavement Engineering, Statewide, Caltrans, CA.** Subject Matter Expert. This is a multi-year on-call contract to provide technical solutions and assist with implementing new strategies and policies that will improve the State's highway network. Key elements include sustainability, forensics, design tools, performance modeling, data analysis, and asphalt and concrete materials.

**Almond Grove District Street Reconstruction, Town of Los Gatos, CA.** Pavement Engineer. The Town of Los Gatos contracted NCE to prepare pavement design and PS&E to replace 100-year-old concrete streets in the historic Almond



#### Education

PhD, Civil Engineering,  
University of Illinois, Urbana,  
1995

MS, Civil Engineering,  
University of Illinois, Urbana,  
1986

BS, Civil Engineering, University  
of Illinois, Urbana, 1984

#### Registrations/Certifications

Professional Engineer – Civil,  
NV #23424

LEED Accredited Professional

#### Affiliations

American Concrete Institute  
American Society of Civil  
Engineers

Transportation Research Board  
International Society of  
Concrete Pavements

American Concrete Institute  
Delmar L. Bloem Distinguished  
Service Award (2018)

#### Joined NCE

2013

#### Years of Experience

35 years

Grove District. The purpose of the project was to address the deteriorated PCC pavements and ADA compliance issues, while preserving the historical and cultural identity of the neighborhood. The concept design phase for this high-profile community project included evaluation of complete streets principles, including street design, typical sections, intersection design, stormwater management, and surface treatment concepts, for incorporation into the project. This project was highly visible and required continued community outreach and consideration of construction impacts due to the highly visible nature, public expectations, historical aspects, and potential impacts to parking and home access.

**Measure M Street Rehabilitation, City of Berkeley, CA.** Pavement Engineer. NCE implemented the City's \$30 million, multi-year street surface seal, rehabilitation and reconstruction project, one of the City's largest projects to date. The project included the development of pavement design and plans, specifications and estimate for more than 30 miles (150 street sections) of surface seal, street rehabilitation, and reconstruction. Complete street elements included new bike lanes, intersection reconfigurations, new pedestrian cross-walks, storm drain improvements, and design of nearly 600 curb ramps, including pedestrian safety improvement bulbouts. NCE's pavement design solutions offered cost savings and environmental benefits using rubberized paving products diverting tires away from landfills, use of longer lasting pavement materials, and using recycle in-place technologies.

**Prater Way and El Rancho Drive Resurfacing, Regional Transportation Commission of Washoe County, NV.** Pavement Engineer. The project consisted of pavement resurfacing on Prater Way and a short section of El Rancho Drive. NCE investigated the use of a durable thin lift bonded Portland Cement Concrete (PCC) overlay on the El Rancho Drive section. NCE performed hot mix asphalt concrete (HMAC) and Portland Cement Concrete (PCC) pavement analysis and design; plan, specification and cost estimate development and provided construction management and inspection.

**Sustainable Pavements Program, Federal Highway Administration (FHWA).** Co-Principal Investigator. This ten-year (Phase I and Phase II), multi-task order IDIQ contract issued by the FHWA to promote the sustainability of pavements is a major initiative with the overarching goal of advancing the knowledge and implementation of sustainability considerations in pavements and pavement materials. The Sustainable Pavements Technical Working Group (SPTWG) is comprised of 20 representatives from key stakeholder groups, including federal and state government, academia, industry and research institutions. The SPTWG provides technical input to the FHWA—specific to sustainability and environmental aspects of pavements and materials—and to serve as a forum for information sharing and exchange. The Sustainable Pavements Reference Manual (<http://www.fhwa.dot.gov/pavement/sustainability/hif15002/hif15002.pdf>), of which Tom is the first author, is a 450-page manual on implementation strategies to improve pavement sustainability.

**Project NEON (I-15/US 95 Reconstruction), Nevada Department of Transportation, NV.** Pavement Engineer. NCE is the Pavement Designer for the Design-Build consortium that has been awarded a \$560 million contract by the Nevada Department of Transportation (NDOT) to construct Project NEON. This project is in downtown Las Vegas and extends 3.7 miles along I-15 from Sahara Avenue to the US95/I-15 Interchange. Tom leads the pavement design team responsible for the evaluation of the interstate pavement designs, design of all local roadways and providing broad technical support on all pavement issues including subgrade and materials.

**Implementation of Best Practices for Concrete Pavements, Federal Highway Administration (FHWA).** Co-Principal Investigator. This is a multi-year, multi-task order IDIQ contract issued by the FHWA to promote concrete pavement technology. Thomas is one of the lead authors on the creation of the Concrete Pavement Notebook. The notebook addresses all elements of concrete pavement materials, design, construction, preservation, rehabilitation and is to be a compilation of updated current FHWA technical briefs, technical advisories and new stand-alone documents that are to facilitate implementation of best practices by FHWA and State DOT engineers. The entire notebook will also be web-based for easy access.

**Technology Transfer of Concrete Pavement Technologies, Federal Highway Administration (FHWA).** Technical Expert. This is a multi-year, multi-task order IDIQ contract issued by the FHWA to support the National Center for Concrete Pavement Technology. Thomas has multiple roles in this project including instructor for concrete overlay and concrete preservation workshops, preparation of commentary to support the development of an AASHTO Guide Document on Performance Engineered Concrete Mixtures, development of a new manual of concrete pavement distress, revision of the Integrate Materials and Construction Practices for Concrete Pavement: A State-of-the-Practice Manual, and other outreach activities.

## Sharlan Montgomery Dunn, PhD, PE

### Pavement Engineer

Dr. Sharlan Montgomery Dunn holds a PhD in civil engineering from Purdue University. She has eight years of experience in pavement design, management, and research work. After joining NCE in 2018, she has enjoyed working on pavement design and pavement management projects for local agencies and airports throughout California. She currently serves as a Project Engineer for various pavement management, maintenance, rehabilitation, design, and planning projects. Sharlan is also MTC certified to perform pavement condition surveys and is the instructor for several of MTC's StreetSaver® User Week workshops.

### Representative Projects

**2018 to 2022 Street Surface Seal and Rehabilitation Projects, City of South San Francisco, CA.** Pavement Engineer. NCE has been providing to the City a full range of pavement management services including development of a 5-year Paving Work Plan, updating the City's maintenance and rehabilitation decision tree, evaluating alternative pavement treatment technologies, and development of construction documents for bidding. To date we have developed pavement design and civil design for rehabilitation and preventive maintenance of 48 miles (more than 200 street sections) of City streets with a construction cost of over \$14 million. Starting in 2017 to present for the City's Pavement Management Program NCE has provided pavement and civil design services for preventive maintenance on City streets with scrub, slurry, and cape seals and rehabilitation of City streets with mill and overlays as well as surface reconstruction. NCE civil and pavement engineering design services included pavement coring, curb/gutter replacement, utility coordination, curb ramp design, drainage improvements, sidewalk replacement, pavement design recommendations, PS&Es, and bidding and construction support services.

**2022 West Highway 101 Pavement Rehabilitation Project, City of South San Francisco, CA.** Pavement Engineer. NCE is providing engineering and design services to facilitate a rehabilitation project of all eligible streets west of 101. The 2022 West of 101 Pavement Rehabilitation Project's goal is to perform deferred maintenance west of 101, outside of the annual surface seal program. The City is responsible for the maintenance and repair of approximately 140 centerline miles, comprised of 33 arterial miles, 39 collector miles, and 68 residential miles. The City utilizes a program of slurry seals, overlays and surface reconstruction as maintenance and rehabilitation strategies. West of US101 there are approximately 123 centerline miles, comprised of 23 arterial miles, 35 collector miles, and 65 residential miles. Every two years the City surveys the streets and enters the data into the South San Francisco Pavement Management Program (PMP) StreetSaver® database program. NCE is responsible for project management, pavement rehabilitation design, PS&E, and bidding and construction support services.

**Pavement Rehabilitation/ Maintenance and Bikeway Improvements, Presidio Trust of San Francisco, CA.** Project Engineer. NCE is designing the Presidio Trust's pavement rehabilitation and maintenance project with redesign of the bicycle land network. The scope for this project includes preparing PS&Es for bidding purposes. Design elements of the project include pavement design, a roundabout, extensive modification to existing striping and markings to introduce class II and III bikeways and an advisory bike lane, roadway grading, drainage solutions and design, and a bus platform. As part of this project, NCE introduced cost-effective and sustainable pavement treatment alternatives, such as cold in-place recycling (CIR) that allows the asphalt concrete to be recycled in-place offering up a green technology that recycles existing onsite materials, reduces costly truck trips for import of asphalt paving materials, and reduces greenhouse gases and energy usage. The pavement design considered a number of different factors, including medians, curb reveal, depth to underlying concrete, previous overlays and fabric materials, AB thickness, and other buried obstructions, such as rail lines and recommended an appropriate pavement treatment.



#### Education

PhD, Civil Engineering, Purdue University, 2018  
MS, Civil Engineering, Brigham Young University, 2014  
BS, Civil Engineering, Brigham Young University, 2011

#### Registrations/Certifications

Professional Engineer – Civil, CA #93268  
MTC StreetSaver Rater Certification Program

#### Affiliations

American Society of Civil Engineers

#### Joined NCE

2018

#### Years of Experience

8 years

**FY20/21 and FY21/22 Pavement Resurfacing Program, City of Pacifica, CA.** Pavement Engineer. NCE has developed 5-Year work plan for the City with surface seal and rehabilitation projects based on City's SB1 funding, as well as pavement management database review and unit cost update. Field reviews were performed to verify pavement condition and treatments to finalize the work plan. NCE then scheduled field calibration meeting with City staff to discuss various surface seal applications and base repair criteria. Cost effective cape seal with leveling courses were designed on residential streets with lower PCI to prevent water from damaging pavement and help resisting reflective cracking. As part of this project, NCE civil and pavement engineering design services included pavement coring, curb/gutter replacement, utility coordination, curb ramp design, drainage improvements, pavement design recommendations, PS&Es, and bidding and construction support services.

**San Francisco International Airport On-Call Pavement Engineering, City and County of San Francisco, CA.** Project Engineer. Sharlan has been involved in a variety of field investigation and design work at the San Francisco Airport. These include pavement evaluation of Runway 1L-19R, and Boarding Areas A and B, and evaluation and design of Taxiway B 3 and 4. These projects have involved a variety of destructive and non-destructive testing (such as coring, deflection testing, and ground penetrating radar testing) and complex analyses and design using back calculation and FAA design software.

**Valley View Avenue Rehabilitation Project, City of La Mirada, CA.** Project Engineer. NCE provided pavement evaluation and design services Valley View Avenue, a highly traveled commercial corridor nearly a mile long with heavily deteriorated pavement. A pavement condition survey was conducted with distresses identified along with areas for potential base repairs. Coring, sampling and laboratory testing was performed, and a pavement design and soils investigation report were prepared and included potential treatments with a focus on sustainable treatments and cost saving measures. Technical specifications were provided.

**Broadway and Parkside Rehabilitation, City of Walnut Creek, CA.** Project Engineer. This project included rehabilitation recommendations for approximately two miles of arterial streets in downtown Walnut Creek that exhibited a variety of distresses ranging from minor to severe failure mechanisms. Pavement design tasks included pavement condition surveys, coring, non-destructive pavement deflection testing, design, and base repair location identification. NCE also provided civil design services for these street sections. Based on structural analyses and constructability issues, the recommended treatments included primarily traditional mill and overlay with base repairs with some portions of surface reconstruction.

**Laurel Road Resurfacing, City of Oakley, CA.** Project Engineer. NCE provided engineering services for a mile-long section of Laurel Road between O'Hara Avenue and Empire Avenue. Laurel Road is a 4-lane arterial street that serves as a key connector to Highway 4 and provides access to neighborhoods as well as an elementary school. The street has experienced areas of fatigue cracking and roughness over the past decade. The current pavement section is inadequate to structurally support the current and expected growth in truck traffic as nearby areas will be further developed. As the pavement lead on this project, Sharlan performed pavement evaluation, testing, and pavement design for this portion of Laurel Road. Several rehabilitation options were presented to the city based on mechanistic empirical as well as Caltrans Highway designs. Ultimately, the city and NCE determined that a surface reconstruction with RHMA as the surface level would be the most cost-effective and appropriate method for increasing the structural capacity of Laurel Road.

**Pavement Management Update and Transportation Infrastructure and Rehabilitation Program (TRIP), City of Davis, CA.** Project Engineer. In addition to updating the pavement management program for the city, Sharlan has been responsible for the pavement design of several residential and arterial streets as well as bike paths. This three-year contract with the city includes performing pavement management, pavement design, and civil design services from 2018-2021. Sharlan was involved in and managed many of the following design tasks: pavement condition surveys, coring, non-destructive pavement deflection testing, laboratory material evaluation, design, and base repair location identification. The pavement design projects for each year are divided into separate bid packages for slurry seals, and rehabilitation and reconstruction to attract more contractors and minimize contractor mark-ups on sub-contractors.

**Pavement Management System Development and Updates , Various Cities and Counties, CA.** Project Engineer. Sharlan has been involved in developing and updating Pavement Management System (PMS) plans for cities and counties throughout California. She has been responsible for pavement distress data collection, analysis, and QC; M&R decision tree development with treatment unit cost estimates; budget scenario analyses; report preparation; and presentations.

## Paola Murillo

### Staff Engineer

Paola Murillo has been involved in numerous civil design projects for rehabilitation and reconstruction street programs that include field data collection, base repairs, roadway striping design, new curb ramps, curb and gutter repairs, sidewalk repairs, and bike and pedestrian improvements. Paola has experience in AutoCAD, ArcGIS, Solid Works, Microsoft Office, technical writing, literature review, OpenPave, EverFE, and MATLAB.

### Representative Projects

**Annual Overlay/Rehabilitation, 2017-2018 and 2020-2021 Pavement Design and PS&E, City of San Leandro, CA.** Project Engineer/Technical Lead. NCE prepared construction documents and pavement rehabilitation and reconstruction design for 23 arterial, collector, and residential streets (5 miles). NCE's scope of work included pavement investigation and design and preparation of civil design PS&Es for construction. Pavement design solutions included conventional and rubberized hot mix asphalt overlays, full-depth asphalt reconstruction, FDR in lieu of more expensive conventional reconstruction, and a pilot project for cold central plant recycling (CCPR) on an arterial street based on recommendations provided by NCE. Visible drainage issues were addressed, such as localized ponding in the gutter pan, the design of over 100 ADA ramps, curb and gutter repairs, and improvements to striping and pavement markings with the addition of class II and class IV bike lanes.

NCE submitted and managed three encroachment permit applications with Caltrans as the project encroached on three state routes. NCE's engineer's estimate matched that of the winning contractor bid, indicating that NCE was able to anticipate the value of the scope of work and contractor climate.

**2017 to 2022 Street Surface Seal and Rehabilitation Projects, City of South San Francisco, CA.** Staff Engineer. NCE has been providing to the City a full range of pavement management services including development of a 5-year Paving Work Plan, updating the City's maintenance and rehabilitation decision tree, evaluating alternative pavement treatment technologies, and development of construction documents for bidding. To date we have developed pavement design and civil design for rehabilitation and preventive maintenance of 48 miles (more than 200 street sections) of City streets with a construction cost of over \$14 million. Starting in 2017 to present for the City's Pavement Management Program NCE has provided pavement and civil design services for preventive maintenance on City streets with scrub, slurry, and cape seals and rehabilitation of City streets with mill and overlays as well as surface reconstruction. NCE civil and pavement engineering design services included pavement coring, curb/gutter replacement, utility coordination, curb ramp design, drainage improvements, sidewalk replacement, pavement design recommendations, PS&Es, and bidding and construction support services.

**2022 West Highway 101 Pavement Rehabilitation Project, City of South San Francisco, CA.** Staff Engineer. NCE is providing engineering and design services to facilitate a rehabilitation project of all eligible streets west of 101. The 2022 West of 101 Pavement Rehabilitation Project's goal is to perform deferred maintenance west of 101, outside of the annual surface seal program. The City is responsible for the maintenance and repair of approximately 140 centerline miles, comprised of 33 arterial miles, 39 collector miles, and 68 residential miles. The City utilizes a program of slurry seals, overlays and surface reconstruction as maintenance and rehabilitation strategies. West of US101 there are approximately 123 centerline miles, comprised of 23 arterial miles, 35 collector miles, and 65 residential miles. Every two years the City surveys the streets and enters the data into the South San Francisco Pavement Management Program (PMP) StreetSaver® database program. NCE is responsible for project management, pavement rehabilitation design, PS&E, and bidding and construction support services.

**FY20/21 and FY21/22 Pavement Resurfacing Program, City of Pacifica, CA.** Staff Engineer. NCE has developed 5-Year work plan for the City with surface seal and rehabilitation projects based on City's SB1 funding, as well as pavement



#### Education

BS, Civil Engineering with a minor in Construction Engineering and Management, University of California, Davis, 2018

#### Joined NCE

2019

#### Total Years of Experience

2 years

management database review and unit cost update. Field reviews were performed to verify pavement condition and treatments to finalize the work plan. NCE then scheduled field calibration meeting with City staff to discuss various surface seal applications and base repair criteria. Cost effective cape seal with leveling courses were designed on residential streets with lower PCI to prevent water from damaging pavement and help resisting reflective cracking. As part of this project, NCE civil and pavement engineering design services included pavement coring, curb/gutter replacement, utility coordination, curb ramp design, drainage improvements, pavement design recommendations, PS&Es, and bidding and construction support services.

**Pavement Rehabilitation/Maintenance and Bikeway Improvements, Presidio Trust of San Francisco, CA.** Staff Engineer. NCE is designing the Presidio Trust's pavement rehabilitation and maintenance project with redesign of the bicycle land network. The scope for this project includes preparing PS&Es for bidding purposes. Design elements of the project include pavement design, a roundabout, extensive modification to existing striping and markings to introduce class II and III bikeways and an advisory bike lane, roadway grading, drainage solutions and design, and a bus platform. As part of this project, NCE introduced cost-effective and sustainable pavement treatment alternatives, such as cold in-place recycling (CIR) that allows the asphalt concrete to be recycled in-place offering up a green technology that recycles existing onsite materials, reduces costly truck trips for import of asphalt paving materials, and reduces greenhouse gases and energy usage. The pavement design considered a number of different factors, including medians, curb reveal, depth to underlying concrete, previous overlays and fabric materials, AB thickness, and other buried obstructions, such as rail lines and recommended an appropriate pavement treatment.

**Yellow Brick Road Complete Streets, City of Richmond, CA.** Staff Engineer. The Yellow Brick Road Complete Streets Project proposes to address key community-identified barriers, issues, and opportunities in the community in order to design and implement complete streets improvements along roadways in the community-identified Yellow Brick Road network. The routes will connect the key assets in the neighborhood, including local elementary schools, parks, and transit. Improvements include Class II bicycle facilities, extended sidewalks, decorative crosswalks, pedestrian and bicycle wayfinding signs, pedestrian-scale lighting, landscaping, curb extensions, roundabouts and traffic circles, ADA curb ramps, speed tables, raised intersections and crosswalks, rectangular rapid flashing beacons, median refuges, back-in angled parking, green painted bicycle lanes, landscaped median refuges, and trail crossings. In addition, innovative design elements include raised crosswalks and intersections as traffic-calming measures and a HAWK (High-Intensity Activated crossWalk) beacon at an intersection with heavy vehicle and pedestrian interactions where a traditional signal cannot be installed.

**2020/21 Pavement Rehabilitation, Town of Moraga, CA.** Staff Engineer. NCE performed civil and limited pavement design services to develop the project plans, technical specifications, and engineer's estimate on behalf of the Town. Staff quality controlled the base repair locations and updated final markings in white paint. Final locations were collected electronically with GPS along with the updated dimensions. The project included improvements for nine curb ramps, with one requiring a custom detail in the plans. Staff performed QC on the Town's preliminary curb ramp designs and prepare final edits, as needed. NCE and Town staff also conducted a site walk to review existing conditions to confirm pavement design treatments and curb ramp designs, based on visual assessment. NCE was asked to provide support services during construction. Services include attendance at the pre-construction meeting, reviewing Contractor material submittals, responding to Contractor requests for information, field marking and verifying measurement of base repair (digout) areas, providing recommendations for any necessary construction changes due to unforeseen field conditions, assisting with the review of Contract Change Orders, and Prepare and submit record drawings based upon the Contractor's representation of actual construction (one printed copy and one electronic copy in AutoCAD and PDF formats). Paola was responsible for transposing the design data gathered (e.g., base repairs, curb and gutter repairs, existing striping and markings, and existing utilities) onto the plans, while concurrently populating the engineer's estimate.

**Point Molate Beach Park Erosion Assessment, City of Richmond, CA.** Staff Engineer. The City retained NCE to provide engineering services to restore a section of shoreline at the Point Molate Beach Park. The NCE team prepared an erosion assessment and alternatives study to determine cost-effective shore restoration measures that could be permitted. NCE is working with regulatory and permitting agencies to provide the appropriate design that can be implemented at the earliest possible time to stop the advancing beach erosion at the site.

## Alejandro (Alex) Paez

### CAD Designer

Alex Paez is CAD Designer with 20+ years of extensive experience. He has provided CAD for pavement rehabilitation and reconstruction projects for local cities throughout the Bay Area. Alex has worked on seismic retrofits for both commercial and residential structures and highway and rail infrastructure projects for Caltrans.

### Representative Projects

**2017 to 2022 Street Surface Seal and Rehabilitation Projects, City of South San Francisco, CA.** CAD Designer. NCE has been providing to the City a various of pavement management services including development of a multi-year Paving Work Plan, updating the City's maintenance and rehabilitation decision tree, evaluating alternative pavement treatment technologies, and development of construction documents for bidding. In 2017 to 2021 pavement management programs, we have developed pavement design and civil design for surface seal and rehabilitation of 48 centerline miles (more than 200 sections) of City streets with a construction cost over \$14 million. In addition, NCE has modified City's Street Saver database and updated historical maintenance and rehabilitation records to perform budget analyses and develop multi-year work plan. Recently, City's 6-Year Work Plan was updated based on City's budget, rehabilitation strategy and candidate streets are grouped by maintenance zone for efficiency of design, construction (less mobilization), future maintenance, and to be able to resurface more streets with a limited pavement resurfacing annual budget. NCE has provided pavement and civil design services for preventive maintenance on City streets with scrub, slurry, and cape seals and rehabilitation of City streets with mill and overlays as well as surface reconstruction.

**2022 West Highway 101 Pavement Rehabilitation Project, City of South San Francisco, CA.** CAD Designer. NCE is providing engineering and design services to facilitate a rehabilitation project of all eligible streets west of 101. The 2022 West of 101 Pavement Rehabilitation Project's goal is to perform deferred maintenance west of 101, outside of the annual surface seal program. The City is responsible for the maintenance and repair of approximately 140 centerline miles, comprised of 33 arterial miles, 39 collector miles, and 68 residential miles. The City utilizes a program of slurry seals, overlays and surface reconstruction as maintenance and rehabilitation strategies. West of US101 there are approximately 123 centerline miles, comprised of 23 arterial miles, 35 collector miles, and 65 residential miles. Every two years the City surveys the streets and enters the data into the South San Francisco Pavement Management Program (PMP) StreetSaver® database program. NCE is responsible for project management, pavement rehabilitation design, PS&E, and bidding and construction support services.

**FY20/21 and FY21/22 Pavement Resurfacing Program, City of Pacifica, CA.** CAD Designer. NCE has developed 5-Year work plan for the City with surface seal and rehabilitation projects based on City's SB1 funding, as well as pavement management database review and unit cost update. Field reviews were performed to verify pavement condition and treatments to finalize the work plan. NCE then scheduled field calibration meeting with City staff to discuss various surface seal applications and base repair criteria. Cost-effective cape seal with leveling courses were designed on residential streets with lower PCI to prevent water from damaging pavement and help resisting reflective cracking. As part of this project, NCE civil and pavement engineering design services included pavement coring, curb/gutter replacement, utility coordination, curb ramp design, drainage improvements, pavement design recommendations, PS&Es, and bidding and construction support services.

**Annual Overlay/Rehabilitation, 2017-2018 and 2020-2021 Pavement Design and PS&E, City of San Leandro, CA.** CAD Designer. NCE prepared construction documents and pavement rehabilitation and reconstruction design for 23 arterial, collector, and residential streets (5 miles). NCE's scope of work included pavement investigation and design and preparation of civil design PS&Es for construction. Pavement design solutions included conventional and rubberized hot mix asphalt overlays, full-depth asphalt reconstruction, FDR in lieu of more expensive conventional reconstruction, and



#### Education

AAS, ITT Technical Institute,  
Rancho Cordova, CA, 1991

#### Joined NCE

2014

#### Years of Experience

20 years

a pilot project for cold central plant recycling (CCPR) on an arterial street based on recommendations provided by NCE. Visible drainage issues were addressed, such as localized ponding in the gutter pan, the design of over 100 ADA ramps, curb and gutter repairs, and improvements to striping and pavement markings with the addition of class II and class IV bike lanes. NCE submitted and managed three encroachment permit applications with Caltrans as the project encroached on three state routes. NCE's engineer's estimate matched that of the winning contractor bid, indicating that NCE was able to anticipate the value of the scope of work and contractor climate.

**Mill Valley Sausalito Multi-Use Trail, County of Marin, CA.** CAD Designer. NCE was initially selected by the County to provide treatment recommendations for temporary rehabilitation strategies for portions of the 1.8-mile Mill Valley – Sausalito Multiuse Path that are typically underwater during king tides. The County then asked NCE to prepare plans, specifications and cost estimate (PS&E) from Gate 6 Road to Almonte Blvd based upon our initial recommended Option 1A- “Micromill Surface and Type 2 Microsurfacing.” This surface seal recommendation is a stop gap interim maintenance measure for the Trail and will have a short-term design life (a few years) due to the frequent tidal inundation of the path.

**Transportation Infrastructure and Rehabilitation Program (TIRP), City of Davis, CA.** CAD Designer. This project involved producing pavement rehabilitations for 698 street sections in Davis from 2015 to 2020 with a construction cost over \$18.5 million. The project involved non-destructive pavement deflection testing, pavement coring, pavement condition surveys and base repair location identification. Following the collection of the field data, rehabilitative recommendations were made based on each street segment's structural integrity and performance. Recommendations for each section were summarized in a pavement design report and submitted to the City. In addition, NCE has updated City's pavement management program (PMP) in 2015 and 2018 and was recently selected to perform the City's 2021 PMP update.

**Parking Lot Rehabilitation and ADA Upgrades at Kids Castle Center, Contra Costa County, Pittsburg, CA.** CAD Designer. NCE is providing civil engineering design services associated with replacement/rehabilitation of the pavement within the parking lot, as well as American with Disabilities Act (ADA) upgrades, and improvements to curb and gutter and drain inlet at the Kid's Castle Center. NCE is preparing plans and specifications suitable for public bidding for pavement rehabilitation to address failed pavement and flatwork to address ADA parking, ADA compliant path of travel, and accessibility to the facility. The pavement of the parking lot at the facility shows various signs of structural failure including alligator cracking. In addition, the ADA parking and path of travel is not to current standards and is in need of upgrades. The parking lot is roughly 115 feet in length in the east-west direction, and about 65 feet in the north-south direction. It has one lane for vehicle travel, and two parking lanes.

**Parking Lot Rehabilitation and ADA Upgrades at YV Library, Contra Costa County, Walnut Creek, CA.** CAD Designer. NCE is providing civil engineering design services associated with replacement/rehabilitation of the pavement within the parking lot, as well as American with Disabilities Act (ADA) upgrades, and improvements to curbs at the Ygnacio Valley Library parking lot. NCE is preparing plans and specifications suitable for public bidding for pavement rehabilitation to address failed pavement and flatwork to address ADA parking, ADA compliant path of travel, and accessibility to the facility. The pavement of the parking lot at the facility shows various signs of structural failure including alligator cracking. In addition, the ADA parking and path of travel is not to current standards and is in need of upgrades. The parking lot is L-shaped and roughly 245 feet in length in the east-west direction, and about 270 feet in the north-south direction. The entire project area including hardscape, parking area, and landscaping is approximately 1.3 acres. The parking area next to Oak Grove Road has one lane for vehicle travel, and two parking lanes. The parking area to the southeast of the library building has two travel lanes and 3 parking lanes.

**Rumrill Boulevard Complete Streets and Green Infrastructure Project, City of San Pablo, CA.** CAD Designer. NCE is designing an approximately \$15 million in construction value, 2.5-mile-long complete streets project along Rumrill Boulevard. Key project elements include landscape buffers, widened bus stop landings, increasing parking, and video detection at traffic signals for vehicles and bicycles. In addition, the project will include LID design and bioretention basins, landscaping improvements, curb extensions/bulbouts, sidewalk widening, crosswalk improvements with rectangular rapid flashing beacons, median refuges bus stop shelters, expanded street lighting, ADA concrete and roadway improvements (curb ramps, sidewalks, driveways, medians, and regrading pedestrian roadway crossings), storm drainage improvements, trail crossings, wayfinding signs, pedestrian and street lighting. A critical element of the project was integrating significant Green Infrastructure (GI) to improve localized drainage and achieve targets set by the Municipal Regional Permit.



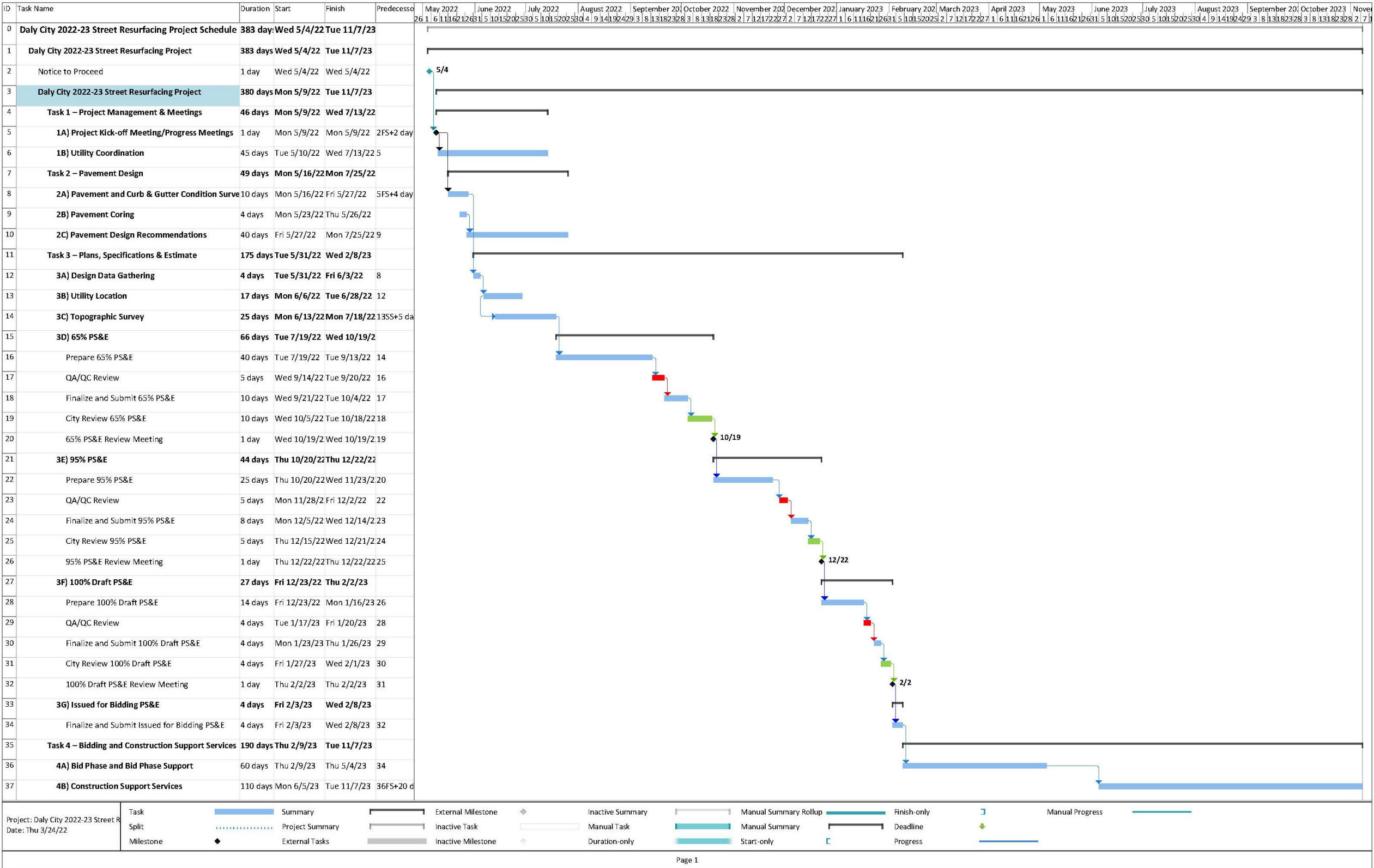
4) Fee Schedule

Street List

| Street Name   | Beg Location  | End Location       | Lanes | FC | Length | Width | Area   | Surface Type | PCI | Needs Treatments          | Approximate Unit Cost | Project Cost | Ramp for design |
|---------------|---------------|--------------------|-------|----|--------|-------|--------|--------------|-----|---------------------------|-----------------------|--------------|-----------------|
| Lowell St     | Frankfort St  | Edgemar St         | 2     | R  | 280    | 34    | 8,600  | AC           | 22  | 4" Surface Reconstruct    | \$ 65.0               | \$ 62,111.1  | 2               |
| Mar Vista Dr  | South (End)   | Frankfort St       | 2     | R  | 830    | 22    | 18,050 | AC           | 22  | 4" Surface Reconstruct    | \$ 65.0               | \$ 130,361.1 | 2               |
| Frankfort St  | Acton St      | Lowell St          | 2     | R  | 1,930  | 32    | 63,100 | AC           | 62  | 9" FDR                    | \$ 75.0               | \$ 525,833.3 | 6               |
| Frankfort St  | Lowell St     | Pope St            | 2     | R  | 690    | 25    | 19,000 | AC/AC        | 50  | Mill and 2" HMA Overlay   | \$ 45.0               | \$ 95,000.0  | 1               |
| Edgemar St    | Mar Vista Dr  | End Street Segment | 2     | R  | 640    | 30    | 18,000 | AC           | 37  | 4" Surface Reconstruct    | \$ 65.0               | \$ 130,000.0 | 2               |
| Fernwood Ave  | Skyline Dr    | Palisades Dr       | 2     | R  | 480    | 30    | 14,500 | AC           | 41  | 4" Surface Reconstruct    | \$ 65.0               | \$ 104,722.2 | 3               |
| Carleton Ave  | Huntington Dr | Southgate Ave      | 2     | R  | 510    | 34    | 17,500 | AC           | 21  | 4" Surface Reconstruct    | \$ 65.0               | \$ 126,388.9 | 4               |
| Carter St     | Martin St     | 1101 Carter St     | 4     | A  | 860    | 40    | 36,100 | AC           | 51  | Mill and 1.5" HMA Overlay | \$ 40.0               | \$ 160,444.4 | 4               |
| Mayfield Ave  | Southgate Ave | Higate Dr          | 2     | R  | 650    | 40    | 26,100 | AC           | 15  | 4" Surface Reconstruct    | \$ 65.0               | \$ 188,500.0 | 4               |
| Baldwin Ave   | Westmoor Ave  | Southgate Ave      | 2     | R  | 735    | 30    | 22,800 | AC           | 30  | 4" Surface Reconstruct    | \$ 65.0               | \$ 164,666.7 | 4               |
| Wembley Dr    | Morton Dr     | Callan Blvd        | 2     | R  | 1,130  | 41    | 49,100 | AC           | 49  | Mill and 2" HMA Overlay   | \$ 45.0               | \$ 245,500.0 | 5               |
| 87th St       | Southgate Ave | City Limits        | 2     | C  | 610    | 40    | 24,400 | AC           |     | 9" FDR                    | \$ 75.0               | \$ 203,333.3 | 8               |
| Belcrest Ave  | Longview Dr   | Westline Dr        | 2     | R  | 950    | 40    | 48,100 | AC/AC        | 62  | 9" FDR                    | \$ 75.0               | \$ 400,833.3 | 2               |
| Belcrest Ave  | Skyline Dr    | Longview Dr        | 2     | R  | 800    | 40    | 21,000 | AC/AC        | 35  | 9" FDR                    | \$ 75.0               | \$ 175,000.0 | 8               |
| Montclair Ave | Skyline Dr    | Palisades Dr       | 2     | R  | 370    | 30    | 11,000 | AC           | 27  | 4" Surface Reconstruct    | \$ 65.0               | \$ 79,444.4  | 4               |

Proposed Project Schedule

We understand that this resurfacing project is to be designed by February 2023, bid mid-winter, and construction starting in summer 2023. We anticipate completing Issued for Bidding PS&E by February 2023 providing a notice to proceed is received no later than May 4<sup>th</sup>, 2023, as shown in the attached detailed schedule.



City of Daly City  
2022-2023 Street Resurfacing Project  
Fee Estimate Alternative with Limited Topographic Survey and Utility Location  
April 18, 2022

|                                                           | NCE Labor Hours |                            |                             |                  |                |               |          |                 |                |              |                       |                          |                 |                        |                       |            |
|-----------------------------------------------------------|-----------------|----------------------------|-----------------------------|------------------|----------------|---------------|----------|-----------------|----------------|--------------|-----------------------|--------------------------|-----------------|------------------------|-----------------------|------------|
|                                                           | Project Manager | Principal Engineer & QC/QA | Principal Pavement Engineer | Project Engineer | Staff Engineer | CADD Designer | Clerical | NCE Labor Hours | Labor Expenses | Coring Costs | Traffic Control Costs | Laboratory Testing Costs | Surveying Costs | Utility Location Costs | Reimbursable Expenses | Total Cost |
| Task Description                                          | Rate            | \$165                      | \$270                       | \$270            | \$165          | \$145         | \$135    | \$90            |                |              |                       |                          |                 |                        |                       |            |
| 1. Project Management & Meetings                          |                 |                            |                             |                  |                |               |          |                 |                |              |                       |                          |                 |                        |                       |            |
| 1A. Project Kick-off Meeting/Progress Meetings            | 24              | 8                          |                             | 20               | 12             |               | 2        | 66              | \$ 11,340      |              |                       |                          |                 |                        | \$ 400                | \$ 11,700  |
| 1B. Utility Coordination                                  | 8               | 2                          |                             | 16               | 30             |               | 2        | 58              | \$ 9,030       |              |                       |                          |                 |                        | \$ 200                | \$ 9,200   |
| Sub-Totals                                                | 32              | 10                         | 0                           | 36               | 42             | 0             | 4        | 124             | \$ 20,370      | \$ -         | \$ -                  | \$ -                     | \$ -            | \$ -                   | \$ 600                | \$ 20,900  |
| 2. Pavement Rehabilitation Design                         |                 |                            |                             |                  |                |               |          |                 |                |              |                       |                          |                 |                        |                       |            |
| 2A. Pavement and C&G Condition Survey                     | 4               |                            | 4                           | 8                | 32             |               | 2        | 50              | \$ 7,880       |              |                       |                          |                 |                        | \$ 600                | \$ 8,500   |
| 2B. Pavement Coring                                       | 2               |                            |                             | 16               |                |               | 2        | 20              | \$ 3,150       | \$ 18,000    | \$ 7,480              | \$ 9,540                 |                 |                        | \$ 1,000              | \$ 39,200  |
| 2C. Pavement Design Recommendations                       | 8               |                            | 8                           | 40               |                |               | 2        | 58              | \$ 10,260      |              |                       |                          |                 |                        | \$ 300                | \$ 10,600  |
| Sub-Totals                                                | 14              | 0                          | 12                          | 64               | 32             | 0             | 6        | 128             | \$ 21,290      | \$ 18,000    | \$ 7,480              | \$ 9,540                 | \$ -            | \$ -                   | \$ 1,900              | \$ 58,300  |
| 3. Plans, Specifications & Estimates (PS&E)               |                 |                            |                             |                  |                |               |          |                 |                |              |                       |                          |                 |                        |                       |            |
| 3A. Design Data Gathering                                 | 4               |                            |                             | 4                | 8              | 8             | 2        | 26              | \$ 3,740       |              |                       |                          |                 |                        | \$ 100                | \$ 3,800   |
| 3B. Utility Location                                      | 4               | 2                          |                             | 4                | 4              |               | 2        | 16              | \$ 2,620       |              |                       |                          |                 | \$ 11,330              | \$ 100                | \$ 14,100  |
| 3C. Topographic Survey                                    | 4               | 2                          |                             | 6                | 4              | 10            | 2        | 28              | \$ 4,300       |              |                       |                          | \$ 47,300       |                        | \$ 200                | \$ 51,800  |
| 3D. 65% PPS&E                                             | 6               | 16                         | 8                           | 40               | 90             | 100           | 2        | 262             | \$ 40,800      |              |                       |                          |                 |                        | \$ 1,000              | \$ 41,800  |
| 3E. 95% PS&E                                              | 6               | 8                          | 6                           | 20               | 70             | 76            | 2        | 188             | \$ 28,660      |              |                       |                          |                 |                        | \$ 500                | \$ 29,200  |
| 3F. 100% Draft PS&E                                       | 4               | 8                          | 2                           | 16               | 50             | 50            | 2        | 132             | \$ 20,180      |              |                       |                          |                 |                        | \$ 200                | \$ 20,400  |
| 3G. Issued for Bidding PS&E                               | 2               | 4                          |                             | 8                | 24             | 24            | 2        | 64              | \$ 9,630       |              |                       |                          |                 |                        | \$ 100                | \$ 9,700   |
| Sub-Totals                                                | 30              | 40                         | 16                          | 98               | 250            | 268           | 14       | 716             | \$ 109,930     | \$ -         | \$ -                  | \$ -                     | \$ 47,300       | \$ 11,330              | \$ 2,200              | \$ 170,800 |
| 4. Bidding and Construction Support Services              |                 |                            |                             |                  |                |               |          |                 |                |              |                       |                          |                 |                        |                       |            |
| 4A. Bid Phase and Bid Phase Support                       | 8               |                            |                             | 12               | 10             | 10            | 2        | 42              | \$ 6,280       |              |                       |                          |                 |                        | \$ 200                | \$ 6,500   |
| 4B. Construction Support Services                         | 16              | 4                          | 4                           | 20               | 24             | 18            | 2        | 88              | \$ 14,190      |              |                       |                          |                 |                        | \$ 500                | \$ 14,700  |
| Sub-Totals                                                | 24              | 4                          | 4                           | 32               | 34             | 28            | 4        | 130             | \$ 20,470      | \$ -         | \$ -                  | \$ -                     | \$ -            | \$ -                   | \$ 700                | \$ 21,200  |
| 5. Additional Curb Ramp Survey and Design (Optional Task) |                 |                            |                             |                  | 5              |               |          | 5               | \$ 725         |              |                       |                          | \$ 285          |                        |                       | \$ 1,000   |
| Total without Optional Task 5                             | 100             | 54                         | 32                          | 230              | 358            | 296           | 28       | 1,098           | \$ 172,060     | \$ 18,000    | \$ 7,480              | \$ 9,540                 | \$ 47,300       | \$ 11,330              | \$ 5,400              | \$ 271,200 |



## 5) Preliminary Sheet List and Technical Specifications Sections

NCE proposed the following sheet list in our 2016 Street Resurfacing Project with the City:

1. Cover Sheet
2. Notes, Legend, and Abbreviations
3. Core Summary Table
4. Civil Improvement Layouts (Plan only)
5. Striping Improvement Layouts
6. Civil and Striping Details
7. Custom Curb Ramp Details

Recognizing that the 2022-2023 Street Resurfacing Project planset is slightly different we would propose the following changes to this year's gameplan:

1. The civil improvement layouts would have plan and profile. On the proposed alternative, only the reconstruction streets (FDR) and streets with drainage improvements would be shown with plan and profile. When there would be no regrading of the street (mill and overlay or surface reconstruct) only plan view will be laid out.
2. The striping improvement layout would only apply to Carter St (arterial). Minor striping on other streets will be included in the respective civil improvement layouts.

The scope of work anticipated for the 2022-2023 Street Resurfacing Project may include similar technical specifications to the 2016 resurfacing project such as; mobilization, clearing and grubbing, traffic control, remove existing thermoplastic striping and markers, adjust existing utility covers and frame to finish grade, concrete improvements (curb and gutter, curb ramps, detectable warning surface retrofit), full depth base repairs, cold planing (milling), crack sealing, remove surfacing and base, subgrade preparation, hot-mix asphalt overlay, thermoplastic striping and pavement markings, and pavement markers. Due to observed fatigue cracking and subgrade material pumping and other existing conditions additional technical specification sections may include full-depth reclamation, cement or lime stabilization (if needed), rubberized hot-mix asphalt, cape seal, or microsurfacing.

## 6) Required Statements

This proposal shall remain effective for ninety (90) days from beyond the date of submittal.







# City Council Agenda Report

Item # \_\_\_\_\_

**Meeting Date: May 9, 2022**

**Subject: Setting the Time and Place of the Public Hearing for Daly City's National Pollutant Discharge Elimination System Program Regulatory Fee**

## Recommended Action

It is recommended the City Council set the time and place of a public hearing for 7:00 p.m., June 13, 2022 to review the local National Pollutant Discharge Elimination System (NPDES) Stormwater Regulatory Fee.

## Background

The San Francisco Regional Water Quality Control Board issued a consolidated Bay Area Municipal Regional Permit (MRP) on November 19, 2015. The permit conditions mandate numerous and costly municipal stormwater management activities over the following five years. The City/County Association of Governments continues to administer the General Program components. Each municipality is responsible for achieving specific program activities and filing an annual report on city specific and county-wide compliance activity. The City first established a stormwater fee in 1995 several years after the NPDES regulatory program was initially established in 1991 in order to finance the many new municipal activities required under to comply with this program.

## Discussion

Since 1995, Daly City utilized the regulatory fee structure adopted in Ordinance No. 1219 to finance local specific activities to comply with mandated Stormwater Program requirements. This fee structure has not been amended or increased at any time in the past 26 years. This fee structure remains as follows for each Assessor Parcel Number:

|                           |         |                                 |         |
|---------------------------|---------|---------------------------------|---------|
| Single Family/Duplex      | \$9.80  | Multi-Family (11-20 units)      | \$36.76 |
| Unimproved Land           | \$4.90  | Commercial/Retail/Manufacturing | \$56.84 |
| Multi-Family (3-10 units) | \$19.60 | Condominiums                    | \$4.90  |

On an annual basis, this local fee generates approximately \$449,000. Its structure is based on the correlation between parcel size, land use and stormwater runoff, with the base fee assigned to single family/duplex parcels as they are the City's predominant land use. To allocate costs proportionately, all other categories of use are assigned a factor compared to single family/duplex and take into account street frontage, impervious surface coverage and vehicle trips.

From its prior action, the City Council already authorized continued use of the San Mateo County Flood Control District to collect charges associated with the Countywide NPDES General Program.

Staff is available to provide any additional information desired by the Mayor or City Council members.

Respectfully submitted,



Sibely Calles

Senior Management Analyst



Richard Chiu, Jr.

Director of Public Works



# City Council Agenda Report

Item # \_\_\_\_\_

Meeting Date: May 9, 2022

**Subject: Approve FY 2022-23 Project List for Road Maintenance and Rehabilitation Account Funds Authorized Under SB 1**

## Recommended Action

Recommend the City Council adopt a Resolution approving the FY 2022-23 Project List for SB 1 Road Maintenance and Rehabilitation Account Funds

## Background/Discussion

SB 1 (Beall) was filed with the Secretary of State on April 28, 2017. The bill established a Road Maintenance and Rehabilitation Account (RMRA) in the State Transportation Fund that is intended to address deferred maintenance on the state highway system and the local street and road network. As written, SB 1 requires the California Transportation Commission (CTC) adopt criteria to ensure efficient use of these funds. The RMRA funds will be provided to cities on a monthly basis along with traditional gas tax monthly disbursements, with the first distribution in January 2018.

A city or county must submit a project list and supporting documentation to the CTC each year, which means the FY22-23 project list will need to be submitted by July 1, 2022. Public Works staff recommends using the RMRA funds for the next annual slurry seal and resurfacing projects projected for completion in the summer/fall of 2023. Staff has identified the Westlake Street Slurry Seal, the 2022-23 Street Resurfacing project, the 2023-24 Street Resurfacing project, and the 2020-21 Street Resurfacing Project as projects to be designed and/or constructed in the FY 2022-23 cycle. All projects are identified in the City's ten-year Capital Improvement Plan (CIP).

## Fiscal Impact

The approval of this recommendation will satisfy the CTC Project List requirement to receive SB1 funds in the amount of approximately \$2.4 million.

## Summary/Conclusion

Recommend the City Council adopt a Resolution approving the FY 2022-23 Project List for SB 1 Road Maintenance and Rehabilitation Account Funds.

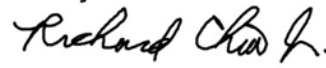
Staff is available to provide any additional information desired by the Mayor or Councilmembers.

**Approve FY 2022-23 Project List for Road Maintenance and  
Repair Account Funds Authorized Under SB 1**  
**Meeting Date: May 9, 2022**  
**Page 2 of 2**

Respectfully submitted,



Sibely Calles  
Senior Management Analyst



Richard Chiu  
Director of Public Works

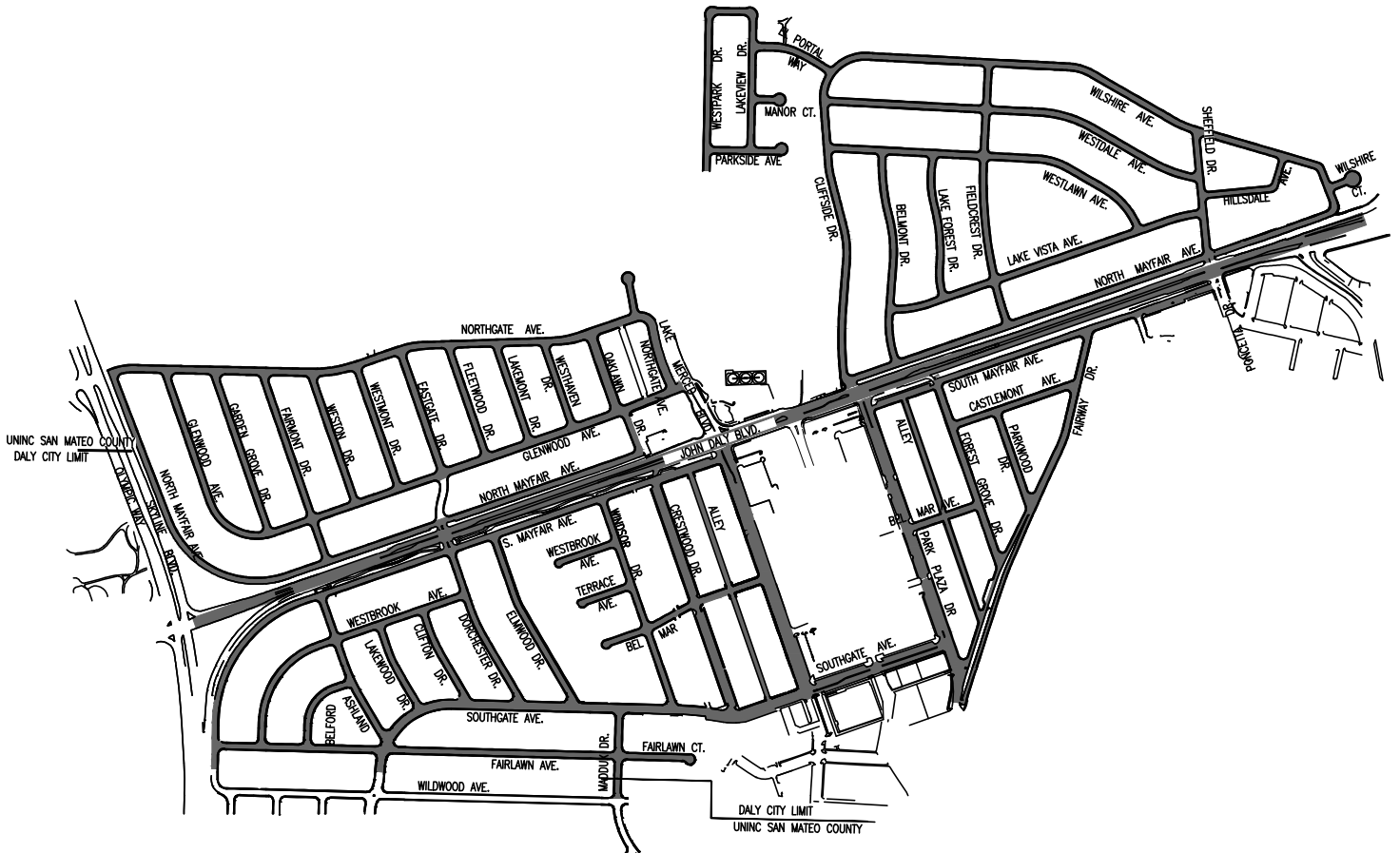
Attachments: Westlake Street Slurry Seal Project Location Map  
2020-21 Street Resurfacing Project Location Map  
2022-23 Street Resurfacing Project Location Map  
2023-24 Street Resurfacing Project Location Map  
Draft Resolution

# CITY OF DALY CITY

SAN MATEO COUNTY, CALIFORNIA

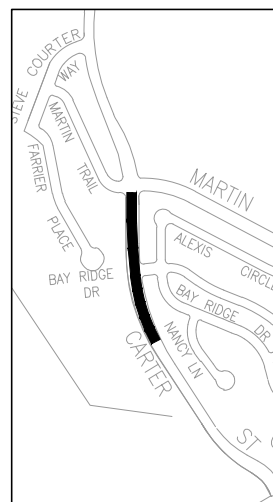
## PROJECT LOCATION MAP

### 2022-23 WESTLAKE SLURRY SEAL



0 500 1000

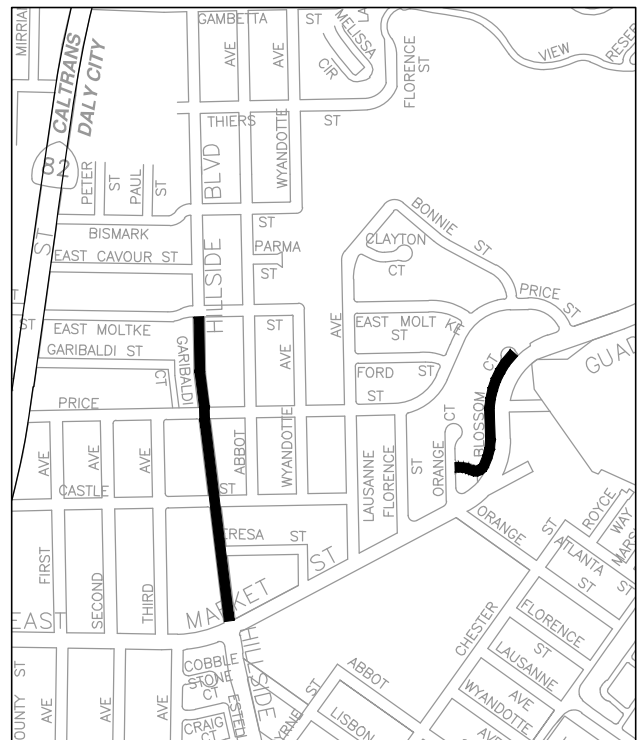
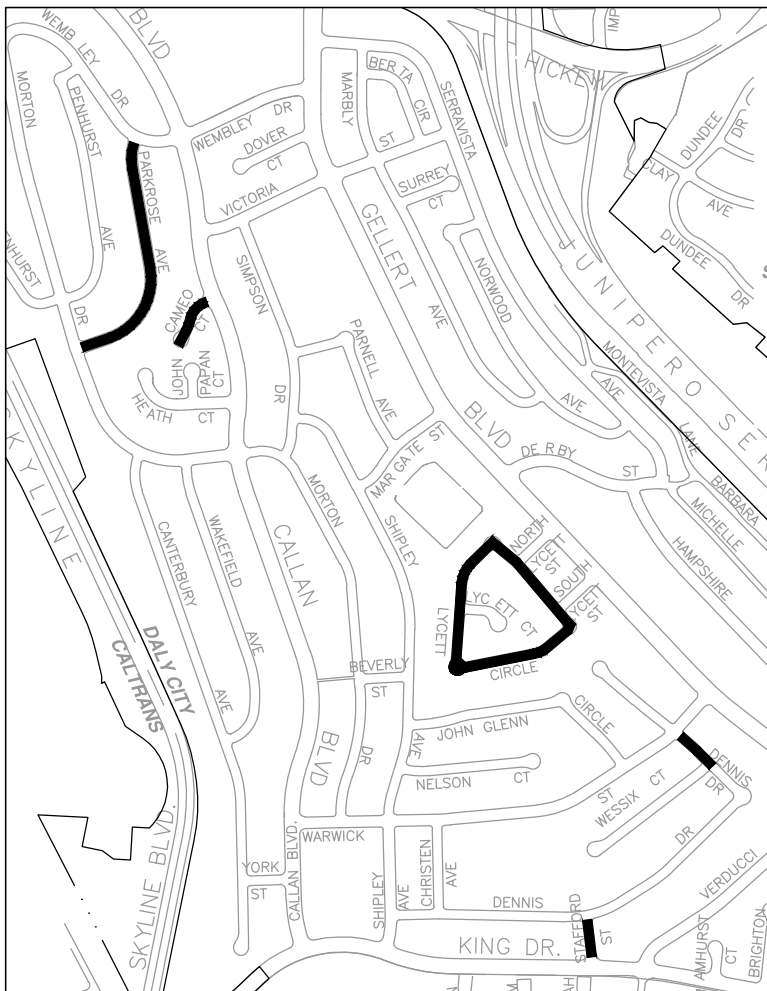
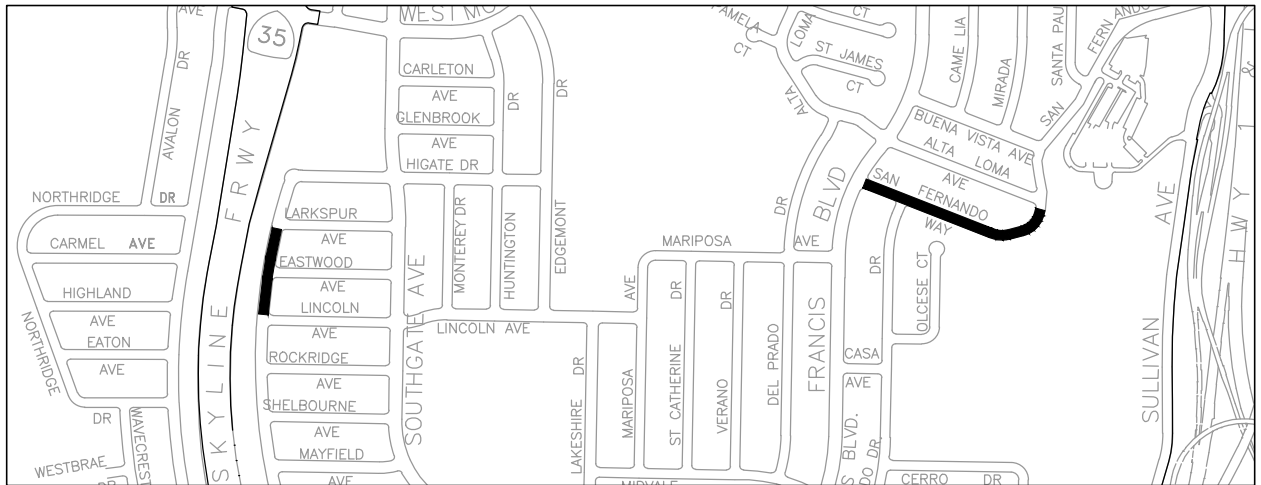
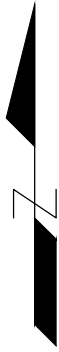
# PROJECT LOCATION MAP OF 2022-23 STREET RESURFACING



A horizontal scale bar with three segments. The first segment is black and labeled '0' at its left end. The second segment is white and labeled '500' at its right end. The third segment is black and labeled '1000' at its right end.

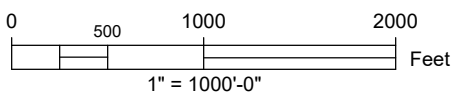
CITY OF DALY CITY  
SAN MATEO COUNTY, CALIFORNIA

PROJECT LOCATION MAP OF  
2020-21 STREET RESURFACING



LEGEND

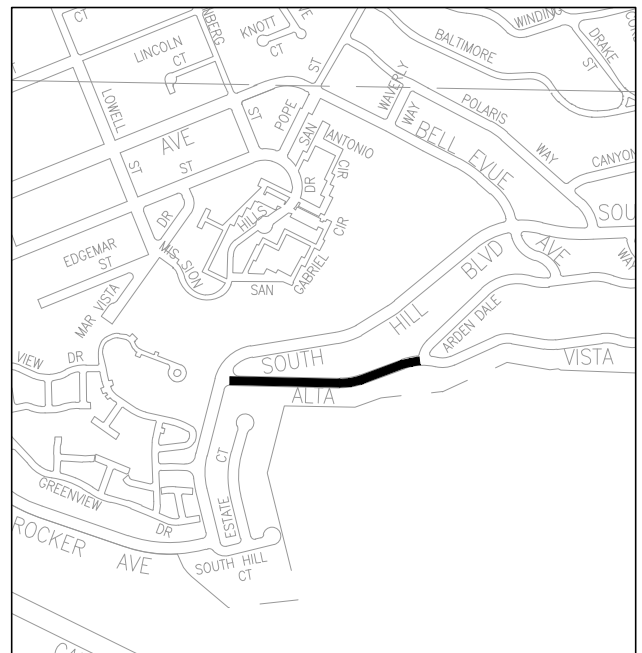
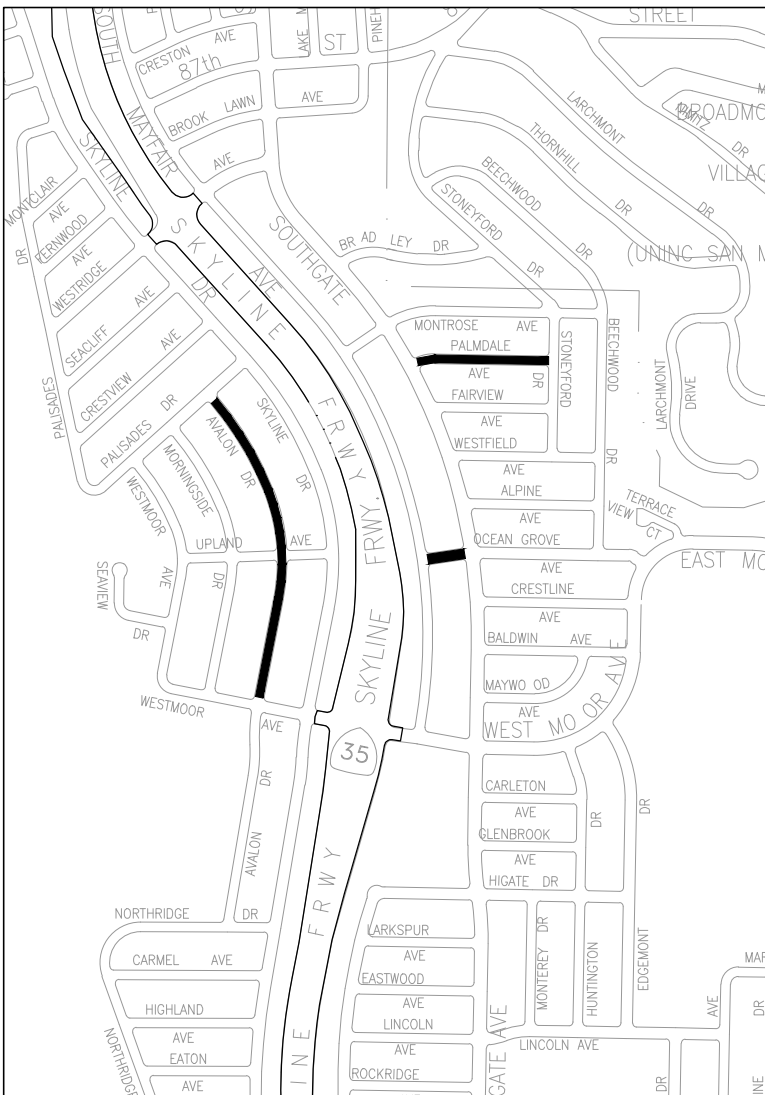
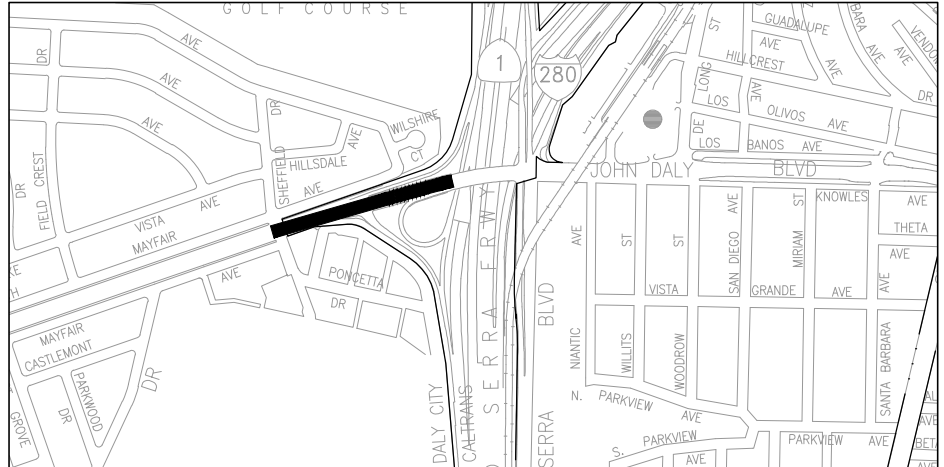
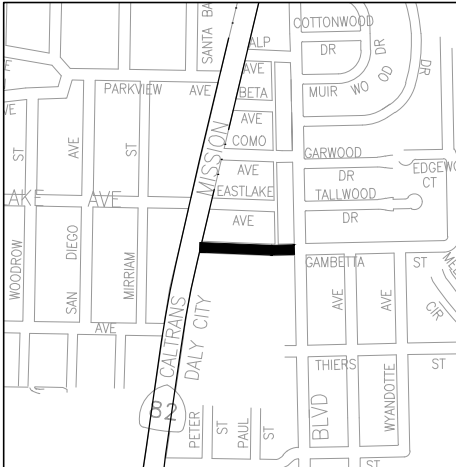
 SELECTED STREET SECTION



# CITY OF DALY CITY

SAN MATEO COUNTY, CALIFORNIA

## PROJECT LOCATION MAP 2024 STREET RESURFACING



0 500 1000

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2022-23 FUNDED BY  
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

**WHEREAS**, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

**WHEREAS**, SB 1 includes accountability and transparency provisions that will ensure the residents of Daly City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

**WHEREAS**, the City of Daly City must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

**WHEREAS**, the City of Daly City, will receive an estimated \$2.4 million in RMRA funding in Fiscal Year 2022-23 from SB 1; and

**WHEREAS**, this is the 6<sup>th</sup> year in which the City of Daly City is receiving SB 1 funding and will enable the City of Daly City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

**WHEREAS**, the City of Daly City has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

**WHEREAS**, the City of Daly City used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

**WHEREAS**, the funding from SB 1 will help the City of Daly City maintain and rehabilitate approximately 18 miles of street pavement in the Westlake Street neighborhood and throughout the City of Daly City this year and dozens of similar projects into the future; and

**WHEREAS**, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City of Daly City's streets and roads are in a "good" condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a "excellent" condition; and

**WHEREAS**, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

**NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND** by City Council of the City of Daly City, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The following list of newly proposed projects will be funded in-part or solely with Fiscal Year 2022-23 Road Maintenance and Rehabilitation Account revenues:

The Westlake Street Slurry Seal project will apply surface seal to approximately 15 miles in the Westlake neighborhood (Map Attached). This project will be designed in the winter of 2022 and constructed in the summer of 2023. The useful life of the pavement treated with surface seal is approximately seven (7) years.

The 2022-23 Resurfacing Project will overlay asphalt concrete and reconstruct with other treatment options to 17 streets in the Mission neighborhood, John Daly Blvd, Skyline Ave, and Alta Vista. (Map Attached). This project will be designed in the winter of 2022 and constructed in the summer of 2023. The useful life of the pavement with an overlay is approximately twenty (20) years.

The 2023-24 Street Resurfacing Project will repair and overlay street segments selected from the City's 5-year Master Plan for street repair and resurfacing in coordination with the City's Pavement Management System. Work will be done on Mission St, John Daly Blvd, Avalon Dr, and Palmdale. This project will be designed in FY2023. The useful life of the pavement with an overlay is approximately twenty (20) years.

3. The following previously proposed and adopted projects may also utilize Fiscal Year 2022-23 Road Maintenance and Rehabilitation Account revenues in their delivery. With the relisting of these projects in the adopted fiscal year resolution, the City of Daly City is reaffirming to the public and the State our intent to fund these projects with Road Maintenance and Rehabilitation Account revenues:

The 2020-21 Street Resurfacing Project consists of overlay asphalt concrete and reconstruct with other treatment options to six (6) street segments (Map Attached). This project was designed in the winter of 2021 and will be constructed in the summer of 2022. The useful life of the pavement with an overlay is approximately twenty (20) years.

**PASSED AND ADOPTED** by the City Council of the City of Daly City, State of California this  
\_\_\_\_\_ day of \_\_\_\_\_, 2022, by the following vote:

-



# City Council Agenda Report

Item # \_\_\_\_\_

Meeting Date: May 9, 2022

**Subject: Approval of the Final Map SUB-4-16-12037, A One-Lot Resubdivision for Condominium Purposes at 2665 Geneva Avenue**

## **Recommended Action**

It is recommended that the City Council adopt a resolution to approve the Final Map – SUB-4-16-12037, A One-Lot Resubdivision for Condominium Purposes at 2665 Geneva Avenue

## **Background**

The Final Map – SUB-4-16-12037, One-Lot Resubdivision for Condominium Purposes at 2665 Geneva Avenue consists of the conversion of a portion of the vacant 9,736 square foot retail space at the street level of the existing building.

On April 11<sup>th</sup>, 2005, the City Council approved the existing building at 2665 Geneva Avenue (between Calgary Street and Rio Verde Street) consisting of a mixed-use building with ground floor commercial uses and 72 residential rental apartments on the upper four levels of the building. At the time of approval, the commercial uses consisted of one 10,110 square foot retail unit facing Geneva Avenue and two retail units totaling 2,998 square foot facing Rio Verde Street. The square footage of the retail space was reduced to 9,736 square feet during the plan check process.

On July 1, 2008, a Tentative Map was approved for airspace subdivision of the 72 residential rental apartments and 3 retail units within the previously approved building. On July 13, 2009, the City Council accepted the public improvements and approved the Final Map for the Map of the Geneva - A Subdivision for Residential and Retail Condominium Purposes, which created the 72 residential condo units and 3 retail condo units.

On April 24, 2017, the City Council approved the Zone Change ZC-4-16-12036, Major Subdivision SUB-4-16-12037, Use Permit UP-4-16-12038, Design Review DR-4-16-12040, and Negative Declaration CEQA-4-16-12039 of the retail conversion to residential units at 2665 Geneva Avenue. The project will convert a portion of the vacant 9,736 square foot retail space at the street level of the existing building to seven residential condo units and one 1,950 square foot retail condo unit, for a total of 79 residential condo units and 3 retail condo units.

## **Discussion**

The subdivision of real property and requirement to prepare a Tentative and Final Map are established and regulated by the Subdivision Map Act (California Government Code Section 66410 et. seq.) and Title 16, Subdivisions, of the Daly City Municipal Code. The City Council approved a time extension for the Tentative Map on April 22, 2019 and was automatically extended for an additional 18 months by AB1561. The Tentative Map for 2665 Geneva is set to expire on October 24, 2022.

The public improvements required for the existing mix-use building were completed and accepted on July 13, 2009. There were no additional public improvements required with the approval of the Major Subdivision SUB-4-16-12037 on April 24, 2017. There are no subdivision improvements associated for the project and a subdivision improvement agreement will not be needed to record the Final Map. The First Amendment to Declaration of Restrictions (CC&R's) has been reviewed and approved by the City Attorney and the Engineering Department.

### **Fiscal Impact**

The Subdivider is required to pay the following fee types as a part of the entitlement process for this subdivision.

- Park-in-lieu fees
- Building Permit fees
- Plan and Map check fees
- DWR fees
- AB-1600 fees

All fees have been paid or will be paid at the time of building permit. Building Permits will not be issued until all applicable fees have been paid. All work will be paid for by the Subdivider.

### **Summary/Conclusion**

The Final Map have been reviewed by the City and meet all legal requirements and Conditions of Approval.

It is recommended that the City Council adopt a resolution to approve the Final Map SUB-4-16-12037, A One-Lot Resubdivision for Condominium Purposes at 2665 Geneva Avenue

Respectfully submitted,



Roland Yip, P.E.  
Senior Civil Engineer



Richard Chiu, Jr., P.E.  
Director of Public Works

Attachment: Attachment 1 – Final Map SUB-4-16-12037

OWNER'S STATEMENT:

WE HEREBY STATE THAT WE ARE THE OWNERS OF, OR HAVE SOME RIGHT, TITLE OR INTEREST IN AND TO THE REAL PROPERTY INCLUDED WITHIN THE SUBDIVISION SHOWN UPON THIS MAP, AND WE ARE THE ONLY PERSONS WHOSE CONSENT IS NECESSARY TO PASS CLEAR TITLE TO SAID PROPERTY, AND WE HEREBY CONSENT TO THE MAKING AND FILING OF SAID MAP AND SUBDIVISION AS SHOWN WITHIN THE DISTINCTIVE BORDER.

OWNER: GENEVA PACIFIC PLACE PROPERTY, LLC  
A DELAWARE LIMITED LIABILITY COMPANY

BY: [Signature] BY: [Signature]  
NAME: Jordan Saccagnsky NAME: Howard Fife  
TITLE: Vice President TITLE: Vice President

OWNER'S ACKNOWLEDGMENT:

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA Connecticut } SS  
COUNTY OF Fairfield  
ON April 11, 2022, BEFORE ME, Margaret Ficano

A NOTARY PUBLIC, PERSONALLY APPEARED Jordan Saccagnsky & Howard Fife, WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) 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 BY HIS/HER/THEIR SIGNATURES 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

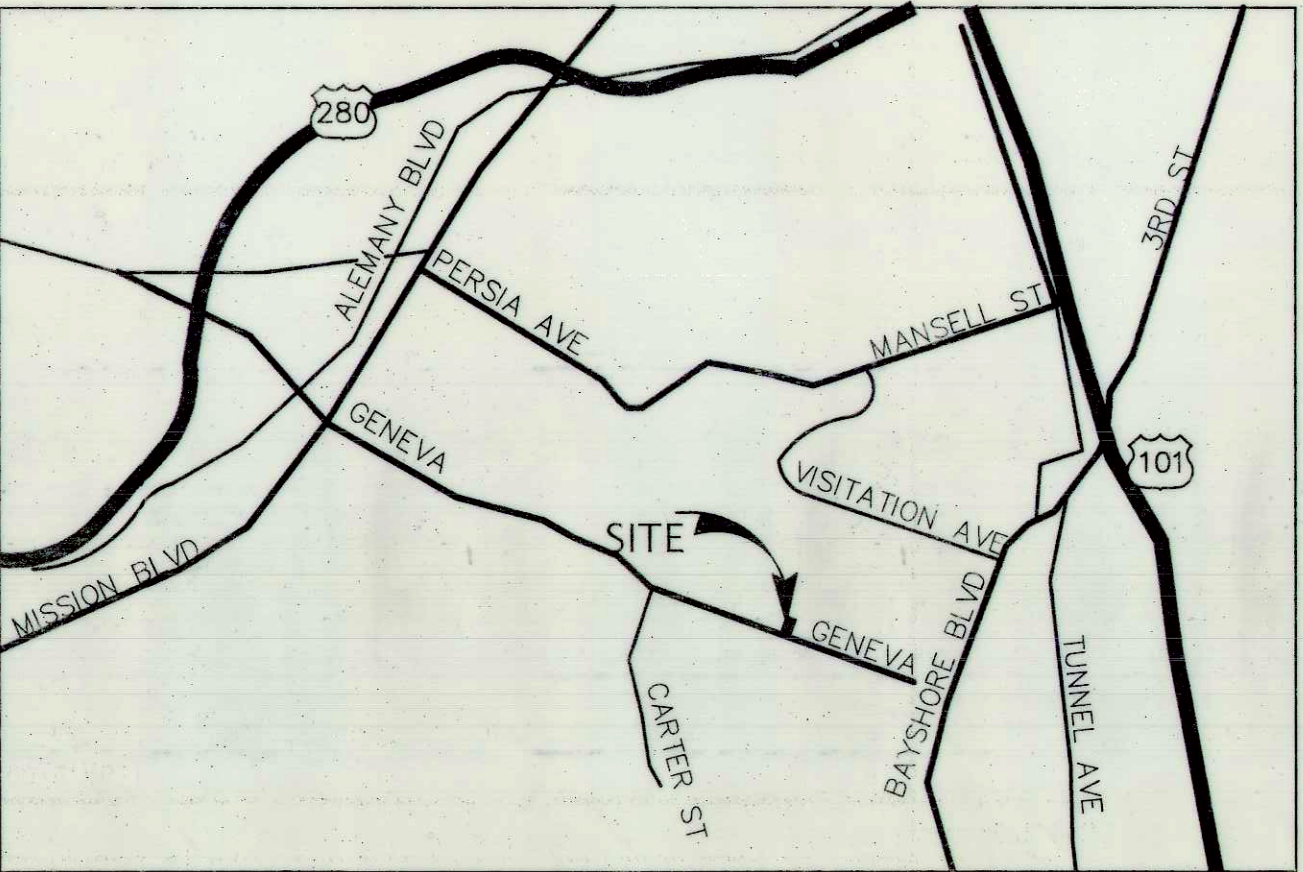
SIGNATURE: Margaret Ficano  
PRINTED NAME: Margaret Ficano  
PRINCIPAL PLACE OF BUSINESS: Stamford CT  
COMMISSION NUMBER: 125929  
COMMISSION EXPIRES: 7-31-25

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF GENEVA PACIFIC PLACE PROPERTY, LLC ON MAY 5TH, 2021. I HEREBY STATE THAT THIS MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP, IF ANY, AND THAT ALL THE MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED AND ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

[Signature]  
DEAN A. JURADO, P.L.S. 9032

DATE 4-7-22



VICINITY MAP

NOT TO SCALE

TRUSTEE'S STATEMENT:

THE UNDERSIGNED AS TRUSTEE UNDER THE DEED OF TRUST RECORDED MAY 27, 2021 AS INSTRUMENT NUMBER 2021-084595 OF OFFICIAL RECORDS OF SAN MATEO COUNTY, DOES HEREBY JOIN IN AND CONSENT TO THE EXECUTION OF THE FOREGOING OWNER'S STATEMENT.

TRUSTEE: CHICAGO TITLE INSURANCE COMPANY,  
A CALIFORNIA CORPORATION

NAME: [Signature]  
TITLE: VICE PRESIDENT

TRUSTEE'S ACKNOWLEDGMENT:

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA }  
COUNTY OF Alameda } SS

ON 4/18/22, 2022, BEFORE ME, J. Bernazzani, Notary Public

A NOTARY PUBLIC, PERSONALLY APPEARED Ross Kennedy

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 BY HIS/HER/THEIR SIGNATURES 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

SIGNATURE: [Signature]  
PRINTED NAME: J. Bernazzani, Notary Public  
PRINCIPAL PLACE OF BUSINESS: Chicago Title, Pleasanton  
COMMISSION NUMBER: 2376802  
COMMISSION EXPIRES: September 28, 2025

CITY ENGINEER'S STATEMENT

I HAVE EXAMINED THIS MAP AND THE SUBDIVISION AS SHOWN IS SUBSTANTIALLY THE SAME AS IT APPEARED ON THE TENTATIVE MAP AND ANY APPROVED ALTERATIONS OF THE TENTATIVE MAP, IF ANY. ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND ANY LOCAL ORDINANCES APPLICABLE AT THE TIME OF THE APPROVAL OF THE TENTATIVE MAP HAVE BEEN COMPLIED WITH.

DATE: \_\_\_\_\_ BY: KEVIN M. FEHR, RCE NO. 78518  
CITY ENGINEER  
CITY OF DALY CITY



CITY SURVEYOR'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS FINAL MAP AND I AM SATISFIED THAT THIS MAP IS TECHNICALLY CORRECT.

DATE: \_\_\_\_\_ BY: ANNE-SOPHIE TRUONG, LS 8998  
ACTING CITY SURVEYOR  
FOR THE CITY OF DALY CITY



CITY CLERK'S STATEMENT:

I, K. ANNETTE HIPONA, CITY CLERK OF THE CITY OF DALY CITY, SAN MATEO COUNTY, HEREBY STATE THAT THE CITY COUNCIL OF SAID CITY OF DALY BY RESOLUTION ADOPTED AT ITS REGULAR MEETING OF SAID CITY HELD ON \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022, DID DULY APPROVE THIS FINAL MAP.

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
CLERK OF THE CITY OF DALY CITY  
STATE OF CALIFORNIA

RECORDER'S STATEMENT:

FILED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022, AT \_\_\_\_\_ M. IN BOOK \_\_\_\_\_ OF MAPS, AT PAGE \_\_\_\_\_, AT THE REQUEST OF GENEVA PACIFIC PLACE PROPERTY, LLC.

FEES: \$ \_\_\_\_\_

MARK CHURCH  
ASSESSOR-RECORDER-COUNTY CLERK

BY: \_\_\_\_\_  
ASSISTANT/DEPUTY RECORDER

FINAL MAP  
SUB-4-16-12037

A ONE-LOT RESUBDIVISION FOR CONDOMINIUM PURPOSES  
FOR A TOTAL OF 79 RESIDENTIAL CONDO UNITS  
AND 3 RETAIL UNITS

THE LANDS OF GENEVA PACIFIC PLACE PROPERTY, LLC AS DESCRIBED IN THAT CERTAIN GRANT DEED RECORDED JUNE 1, 2021 AS DOCUMENT NUMBER 2021-084594, COUNTY OF SAN MATEO OFFICIAL RECORDS, BEING ALL OF LOT 1 AS SHOWN ON THAT CERTAIN PARCEL MAP FILED AUGUST 19, 2009, IN BOOK 137 OF MAPS AT PAGES 11 THROUGH 13, COUNTY OF SAN MATEO OFFICIAL RECORDS.

CITY OF DALY CITY - SAN MATEO COUNTY - CALIFORNIA  
MARCH 2022



2995 Prospect Park Drive, Ste. 100 Phone: (916) 970-5784  
Rancho Cordova, CA 95670 www.kierwright.com

JOB NO.: A21564

SHEET 1 OF 2 SHEETS

# LEGEND

LOT LINE  
 MONUMENT LINE  
 DISTINCTIVE BORDER  
 FOUND NAIL & TAG LS 6216 PER 137 M 11  
 SEARCHED FOR NOTHING FOUND  
 VOLUME 137 OF MAPS AT PAGE 11, SAN MATEO COUNTY RECORDS  
 BOOK 75 OF PARCEL MAPS AT PAGE 90 & 91, SAN MATEO COUNTY RECORDS

# BASIS OF BEARING

THE BEARING OF NORTH 70° 34' 00" WEST TAKEN ON THE NORTH LINE OF GENEVA AVENUE AS SHOWN ON THAT CERTAIN MAP OF THE GENEVA, FILED FOR RECORD ON AUGUST 19, 2009, IN BOOK 137 OF MAPS AT PAGES 11 THROUGH 13, OFFICIAL RECORDS OF SAN MATEO COUNTY WAS TAKEN AS THE BASIS FOR ALL BEARINGS SHOWN HEREON.

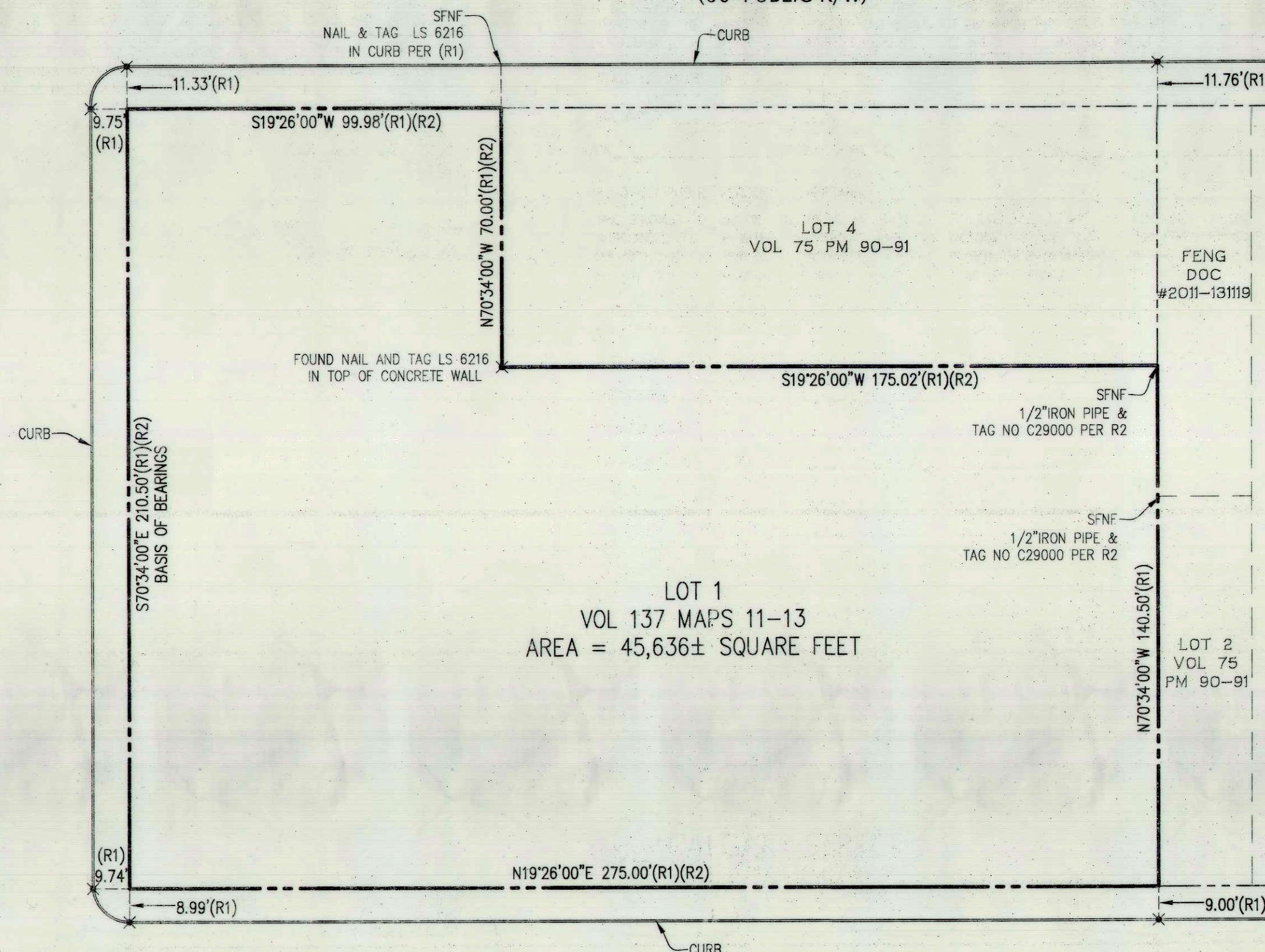


0 15' 30' 60'  
 Scale 1" = 30'

GENEVA AVENUE  
(113' WIDE PUBLIC R/W)

CALGARY STREET  
(60' PUBLIC R/W)

SAN FRANCISCO COUNTY LINE  
SAN MATEO COUNTY LINE



RIO VERDE STREET  
(60' PUBLIC R/W)

# FINAL MAP SUB-4-16-12037

A ONE-LOT RESUBDIVISION FOR CONDOMINIUM PURPOSES  
 FOR A TOTAL OF 79 RESIDENTIAL CONDO UNITS  
 AND 3 RETAIL UNITS

THE LANDS OF GENEVA PACIFIC PLACE PROPERTY, LLC AS DESCRIBED IN THAT CERTAIN GRANT DEED RECORDED JUNE 1, 2021 AS DOCUMENT NUMBER 2021-084594, COUNTY OF SAN MATEO OFFICIAL RECORDS, BEING ALL OF LOT 1 AS SHOWN ON THAT CERTAIN PARCEL MAP FILED AUGUST 19, 2009, IN BOOK 137 OF MAPS AT PAGES 11 THROUGH 13, COUNTY OF SAN MATEO OFFICIAL RECORDS.

CITY OF DALY CITY - SAN MATEO COUNTY - CALIFORNIA  
 MARCH 2022



2995 Prospect Park Drive, Ste. 100  
 Rancho Cordova, CA 95670  
 Phone: (916) 970-5784  
 www.kierwright.com

JOB: NO. A21564

SHEET 2 OF 2 SHEETS



# City Council Agenda Report

Item # \_\_\_\_\_

Meeting Date: May 9, 2022

**Subject: Authorize the City Manager to Execute a Professional Services Agreement for the San Diego, Santa Cruz, and Guadalupe Water Main Replacement Project**

## Recommended Action

Staff recommends that the City Council authorize the City Manager to execute an agreement and any amendments, in an amount not to exceed \$137,445 for professional services with CSG Consultants Inc. (CSG), of Foster City, California, to provide engineering design services for the San Diego, Santa Cruz, and Guadalupe Water Main Replacement Project.

## Background

The San Diego, Santa Cruz, and Guadalupe Water Main Replacement Project includes the replacement of approximately 1,600 feet of existing 2-inch to 4-inch cast and galvanized iron water main with new 6-inch to 8-inch lines. The project limits are along Santa Cruz Avenue and San Diego Avenue between the city limits and Hillcrest Drive, and Guadalupe Avenue between Santa Cruz Avenue and San Diego Avenue. The installation of the new water lines will address fire flow and aging infrastructure issues in the project area.

## Discussion

Staff released a Request for Proposals (RFP) for design services on February 15, 2022 to 18 firms from the City's 2021 General Engineering short list with expertise in water main replacement design. Seven firms submitted proposal by the due date of March 25, 2022. A panel consisting of staff from the Public Works and Water and Wastewater departments evaluated the proposals on their technical merits. The panel determined CSG has the experience and qualifications that most closely met the needs of the project.

The scope of work with CSG under this professional services agreement includes the following:

- Geotechnical services including field exploration, laboratory testing, engineering analyses, and report preparation;
- Utility field verification (potholing) and utility conflict resolution;
- Topographic survey of the immediate surroundings, identifying structures, utilities, and any prominent features that will affect the replacement of the water mains;
- Coordinate with utility agencies to help avoid potential construction delays and unnecessary disruptions to public services;
- Assess the suitability for trenchless replacement for the existing utility;
- Develop design plans, specifications, and construction cost estimates (PS&E) and
- Bid construction and support.

Fiscal Impact

The professional services agreement provides a not-to-exceed fee of \$124,950. This amount includes geotechnical services, utility field verification, topographic survey, and design services. An additional \$12,495 (10%) is needed for contingency which brings the total cost to \$137,445.

Sufficient funds are available in the FY 2021-22 Water Fund – San Diego/Santa Cruz/Guadalupe projects account 41-385-758 for this professional services contract.

Summary/Conclusion

Staff recommends that the City Council authorize the City Manager to execute an agreement and any amendments, in an amount not to exceed \$137,445 for professional services with CSG Consultants Inc., of Foster City, California, to provide engineering design services for the San Diego, Santa Cruz, and Guadalupe Water Main Replacement Project.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,



Mike Burnfield  
Engineer 1



Richard Chiu Jr.  
Director of Public Works

**Attachments:**

1. Project Location Map
2. CSG Consultants Professional Services Agreement

**AGREEMENT WITH CSG CONSULTANTS  
FOR DESIGN PROFESSIONAL SERVICES  
FOR  
City of Daly City**

This Agreement, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2022 (the "Effective Date") by and between the **CITY OF DALY CITY**, a municipal corporation existing under the laws of the State of California ("CITY"), and CSG Consultants, a California S-Corporation ("CONSULTANT"):

CSG Consultants  
550 Pilgrim Drive  
Foster City, CA 94404

**R E C I T A L S :**

A. CITY desires certain construction document services hereinafter described as the design services for the San Diego, Santa Cruz, and Guadalupe Water Main Replacement Project.

B. CITY desires to engage CONSULTANT to provide these consulting services by reason of its qualifications and experience for performing such services and CONSULTANT has offered to provide the required services on the terms and in the manner set forth herein.

**NOW, THEREFORE, IT IS AGREED** as follows:

**SECTION 1 - SCOPE OF SERVICES**

The scope of services to be performed by CONSULTANT under this Agreement is as described in Exhibit A to this Agreement, the proposal from CSG Consultants dated April 21, 2022, attached and incorporated by reference.

**SECTION 2 - DUTIES OF CONSULTANT**

CONSULTANT shall be responsible for the professional quality, technical accuracy and coordination of all work furnished by CONSULTANT under this Agreement. CONSULTANT shall, without additional compensation, correct or revise any errors or deficiencies in its work.

CONSULTANT represents that it is qualified to furnish the services described under this Agreement.

CONSULTANT shall be responsible for employing or engaging all persons necessary to perform the services of CONSULTANT.

### **SECTION 3 - DUTIES OF CITY**

CITY shall provide pertinent information regarding its requirements for the project.

CITY shall examine documents submitted by CONSULTANT and shall render decisions pertaining thereto promptly, to avoid unreasonable delay in the progress of CONSULTANT'S work.

### **SECTION 4 - TERM**

The services to be performed under this Agreement shall commence on the Effective Date and be completed within two (2) years.

### **SECTION 5 - PAYMENT**

Payment shall be made by CITY only for services rendered and upon submission of a payment request upon completion and CITY approval of the work performed. In consideration for the full performance of the services set forth in Exhibit A, CITY agrees to pay CONSULTANT, on a time and materials basis, pursuant to rates stated in Exhibit A to this Agreement attached and incorporated by reference. In no event shall CONSULTANT's total compensation under this Agreement exceed one hundred twenty-four thousand nine hundred and fifty dollars (\$124,950).

### **SECTION 6 – TERMINATION**

Without limitation to such rights or remedies as CITY shall otherwise have by law, CITY shall have the right to terminate this Agreement or suspend work on the Project for any reason, upon ten (10) days' written notice to CONSULTANT. CONSULTANT agrees to cease all work under this Agreement upon receipt of said written notice.

Upon termination and upon CITY'S payment of the amount required to be paid, documents become the property of CITY, and CONSULTANT shall transfer them to CITY upon request without additional compensation.

### **SECTION 7 - OWNERSHIP OF DOCUMENTS**

All documents prepared by CONSULTANT in the performance of this Agreement, although instruments of professional service, are and shall be the property of CITY, whether the project for which they are made is executed or not.

### **SECTION 8 - INDEPENDENT CONTRACTOR**

It is understood that Consultant, in the performance of the work and services agreed to be performed, shall act as and be an independent contractor and shall not act as an agent or employee of the City. Consultant shall obtain no rights to retirement benefits or other benefits which accrue to City's employees, and Consultant hereby expressly waives any claim it may have to any such rights.

## **SECTION 9 - CONFIDENTIALITY**

All reports and documents prepared by CONSULTANT in connection with the performance of this Agreement are confidential until released by CITY to the public. CONSULTANT shall not make any such documents or information available to any individual or organization not employed by CONSULTANT or CITY without the written consent of CITY before any such release.

## **SECTION 10 - INTEREST OF CONSULTANT**

CONSULTANT covenants that it presently has no interest, and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the services under this Agreement.

## **SECTION 11 – USE OF SUBCONSULTANTS**

CONSULTANT shall not subcontract any services to be performed by it under this Agreement without the prior written approval of the CITY, except for service firms engaged in drawing, reproduction, typing, and printing. CONSULTANT shall be solely responsible for reimbursing any subconsultants and the CITY shall have no obligation to them.

## **SECTION 12 - CONSULTANT'S STATUS**

It is expressly agreed that in the performance of the professional services required under this Agreement, CONSULTANT shall at all times be considered an independent CONSULTANT as defined in Labor Code Section 3353, under control of the CITY as to the result of the work but not the means by which the result is accomplished. Nothing herein shall be construed to make CONSULTANT an agent or employee of CITY while providing services under this Agreement.

## **SECTION 13 – SB 1383 COMPLIANCE**

To the extent applicable, CONSULTANT shall comply with the requirements set forth in SB 1383 and Public Contracts Code Section 22150 for the procurement of recycled paper products. To the extent that the fitness and quality are equal, CONSULTANT shall purchase recycled products, as defined in Public Contracts Code Section 12200 instead of nonrecycled products. Upon completion of the term of this Contract, CONSULTANT shall provide records to the CITY demonstrating compliance with this section, including copies of all invoices, receipts, or other proofs of purchase that detail the procurement of paper products.

## **SECTION 14 - INDEMNITY**

To the fullest extent permitted by law (including, without limitation, California Civil Code Sections 2782 and 2782.6), Consultant and Consultant's sureties agree to defend (with legal counsel acceptable to the City), indemnify and hold harmless the City, its officers, agents, officials, representatives, employees and volunteers (collectively "Indemnitees") from and

against any and all claims, demands, actions, losses, damages, injuries, and liability, direct or indirect (including, without limitation, incidental and consequential damages, court costs, attorneys' fees, litigation expenses and fees of expert consultants or expert witnesses incurred in connection therewith and costs of investigation), that arise out of, pertain to, or relate to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful misconduct of Consultant, any Subconsultant, anyone directly or indirectly employed by them, or anyone that they control (collectively "Liabilities"). Such obligations to defend, hold harmless and indemnify any Indemnatee shall not apply to the extent that such Liabilities are arise out of the sole negligence, active negligence, or willful misconduct of Indemnatee.

Acceptance by the City of the work performed under this Agreement does not operate as a release of Consultant from such professional responsibility for the work performed pursuant to this Agreement.

The duty of Consultant and its sureties to indemnify and hold harmless as set forth above, shall include the duty to defend as set forth in Section 2778 of the California Civil Code, provided, however, that nothing herein shall be construed to require the Consultant to indemnify the City, its subsidiary districts, its officers, agents or employees against any responsibility for liability in contravention of Section 2782 of the California Civil Code. To the extent there is an obligation to indemnify under this Section, Consultant shall be responsible for incidental and consequential damages resulting directly or indirectly, in whole or in part, from Consultant's negligence, recklessness, or willful misconduct.

Consultant and its sureties expressly and specifically agree to waive any and all subrogation rights it may have against the City, its subsidiary districts, officers or employees. Indemnification and waiver of subrogation contained in this section shall remain operative and in full force and effect regardless of any termination of this Agreement.

### **SECTION 15 - INSURANCE**

CONSULTANT shall procure and maintain for the duration of the contract and three years thereafter (five years for building or major improvements) insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the CONSULTANT, his agents, representatives, employees or subcontractors.

#### **MINIMUM SCOPE OF INSURANCE**

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office (ISO) Form CG 00 01 12 07 covering CGL on an "occurrence" basis, including products-completed operations, personal & advertising injury, with limits no less than **\$2,000,000** per occurrence. 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.

2. **Automobile Liability:** ISO Form Number CA 00 01 covering any auto (Code 1), or if CONSULTANT has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation:** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease.
4. **Professional Liability (Errors and Omissions):** Insurance appropriate to the CONSULTANT's profession, with limit no less than \$1,000,000 per occurrence or claim, \$2,000,000 aggregate

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

#### **Other Insurance Provisions**

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

##### ***Additional Insured Status***

**The City, its elected and appointed officials, employees, and agents are to be covered as insureds** on the auto policy for liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the CONSULTANT; and on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the CONSULTANT's insurance (at least as broad as ISO Form CG 20 10, 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

##### ***Primary Coverage***

For any claims related to this contract, the **CONSULTANT's insurance coverage shall be primary** insurance as respects the City, its elected and appointed officials, employees, and agents. Any insurance or self-insurance maintained by the City, its elected and appointed officials, employees, or agents shall be excess of the CONSULTANT's insurance and shall not contribute with it.

##### ***Notice of Cancellation***

Each insurance policy required above shall provide that **coverage shall not be canceled, except after thirty (30) days' prior written notice** (10 days for non-payment) has been given to the City.

##### ***Waiver of Subrogation***

CONSULTANT hereby grants to City a waiver of any right to subrogation which any insurer of said CONSULTANT may acquire against the City by virtue of the payment of any loss under such insurance. CONSULTANT agrees to obtain any endorsement that may be 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.

##### ***Deductibles and Self-Insured Retentions***

Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require the CONSULTANT to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

### ***Acceptability of Insurers***

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

*Claims Made Policies (note – should be applicable only to professional liability, see below)*

If any of the required policies provide claims-made coverage:

1. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided ***for at least five (5) years after completion of the contract of work.***
3. If coverage is canceled or non-renewed, and not replaced ***with another claims-made policy form with a Retroactive Date prior to*** the contract Effective Date, the CONSULTANT must purchase "extended reporting" coverage for a minimum of ***five (5) years after completion of work.***

### ***Verification of Coverage***

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.

## **SECTION 16 - NONASSIGNABILITY**

Both parties hereto recognize that this Agreement is for the personal services of CONSULTANT and cannot be transferred, assigned, or subcontracted by CONSULTANT without the prior written consent of CITY.

## **SECTION 17 - RELIANCE UPON PROFESSIONAL SKILL OF CONSULTANT**

It is mutually understood and agreed by and between the parties hereto that CONSULTANT is skilled in the professional calling necessary to perform the work agreed to be done under this Agreement and that CITY relies upon the skill of CONSULTANT to do and perform the work in the most skillful manner, and CONSULTANT agrees to thus perform the work. The acceptance of CONSULTANT's work by CITY does not operate as a release of CONSULTANT from said obligation.

## **SECTION 18 - WAIVERS**

The waiver by either party of any breach or violation of any term, covenant, or condition of this Agreement or of any provisions of any ordinance or law shall not be deemed to be a waiver of such term, covenant, condition, ordinance or law or of any subsequent breach or violation of the same or of any other term, covenant, condition, ordinance or law or of any subsequent breach or violation of the same or of any other term, condition, ordinance, or law. The subsequent acceptance by either party of any fee or other money which may become due hereunder shall not be deemed to be a waiver of any preceding breach or violation by the other party of any term, covenant, or condition of this Agreement or of any applicable law or ordinance.

## **SECTION 19 – SEVERABILITY**

If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

## **SECTION 20 - COSTS AND ATTORNEY FEES**

Attorney fees in total amount not exceeding \$5000, shall be recoverable as costs (by the filing of a cost bill) by the prevailing party in any action or actions to enforce the provisions of this Agreement. The above \$5000 limit is the total of attorney fees recoverable whether in the trial court, appellate court, or otherwise, and regardless of the number of attorneys, trials, appeals, or actions. It is the intent of this Agreement that neither party shall have to pay the other more than \$5000 for attorney fees arising out of an action, or actions to enforce the provisions of this Agreement.

## **SECTION 21 - NON-DISCRIMINATION**

CONSULTANT warrants that it is an Equal Opportunity Employer and shall comply with applicable regulations governing equal employment opportunity. Neither CONSULTANT nor any of its subconsultants shall discriminate in the employment of any person because of race, color, national origin, ancestry, physical handicap, medical condition, marital status, sex, or age, unless based upon a bona fide occupational qualification pursuant to the California Fair Employment and Housing Act.

## **SECTION 22 - MEDIATION**

Should any dispute arise out of this Agreement, any party may request that it be submitted to mediation. The parties shall meet in mediation within 30 days of a request. The mediator shall be agreed to by the mediating parties; in the absence of an agreement, the parties shall each submit one name from mediators listed by either the American Arbitration Association, the State Mediation and Conciliation Service, or other agreed-upon service. The mediator shall be selected by a blind draw.

The cost of mediation shall be borne equally by the parties. Neither party shall be deemed the prevailing party. No party shall be permitted to file a legal action without first meeting in mediation and making a good faith attempt to reach a mediated settlement. The mediation process, once commenced by a meeting with the mediator, shall last until agreement is reached by the parties but not more than 60 days, unless the maximum time is extended by the parties.

### **SECTION 23 - LITIGATION**

CONSULTANT shall testify at CITY'S request if litigation is brought against CITY in connection with CONSULTANT'S services under this Agreement. Unless the action is brought by CONSULTANT, or is based upon CONSULTANT'S wrongdoing, CITY shall compensate CONSULTANT for preparation for testimony, testimony, and travel at CONSULTANT'S standard hourly rates at the time of actual testimony.

### **SECTION 24 - NOTICES**

All notices hereunder shall be given in writing and mailed, postage prepaid, addressed as follows:

To CITY:                      City Engineer  
                                     City of Daly City  
                                     Public Works – Engineering Division  
                                     333 90<sup>th</sup> Street  
                                     Daly City, CA 94015

To CONSULTANT:        Hatem Ahmed  
                                     CSG Consultants  
                                     555 Pilgrim Drive  
                                     Foster City, CA 94404

### **SECTION 25 - AGREEMENT CONTAINS ALL UNDERSTANDINGS; AMENDMENT**

This document represents the entire and integrated agreement between CITY and CONSULTANT and supersedes all prior negotiations, representations, and agreements, either written or oral.

This document may be amended only by written instrument, signed by both CITY and CONSULTANT.

**SECTION 26 – AUTHORITY TO ENTER INTO AGREEMENT**

CONSULTANT has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party.

**SECTION 27 - GOVERNING LAW AND VENUE**

This Agreement shall be governed by the laws of the State of California and, in the event of litigation, venue will be in the County of San Mateo.

IN WITNESS WHEREOF, CITY and CONSULTANT have executed this Agreement the day and year first above written.

CITY OF DALY CITY

CONSULTANT

CSG Consultants

\_\_\_\_\_  
Shawwna Maltbie  
City Manager

  
\_\_\_\_\_  
Cyrus Kianpour  
President

APPROVED AS TO FORM

\_\_\_\_\_  
Rose Zimmerman  
City Attorney

## **EXHIBIT A**

# Table of Contents

|         |   |                                                  |
|---------|---|--------------------------------------------------|
| SECTION | 1 | Letter of Transmittal                            |
| SECTION | 2 | Firm Profile and Project Team                    |
| SECTION | 3 | Relevant Experience                              |
| SECTION | 4 | Project Approach, Organization, & Local Presence |
| SECTION | 5 | Appendix: Resumes                                |
| SECTION | 6 | Cost Proposal (Separate Submittal)               |

# Letter of Transmittal

April 21, 2022

Michael Burnfield, Engineer 1  
City of Daly City – Engineering Division  
333 – 90<sup>th</sup> Street  
Daly City, CA 94015

## RE: San Diego, Santa Cruz, and Guadalupe Water Main Replacement Project

**CSG Consultants, Inc.** (CSG) is pleased to present our revised proposal to provide engineering services for San Diego, Santa Cruz, and Guadalupe Water Main Replacement Project (Project) for the City of Daly City (City). We understand the City is seeking a qualified firm to provide professional services for the design and preparation of bid documents and construction support for the design of water pipe replacements along five street segments in the City.

**Ed Slintak, PE** will serve as the primary contact for this Project. His contact information is as follows:

**Ed Slintak, PE** | Project Manager  
phone (650) 522 2533 | ed@csgengr.com

We are confident that our team is best suited to deliver this project for the City. Below is a summary of specific reasons why the City should choose CSG as the water main design consultant.

**A Proven and Experienced Project Manager & Project Engineer– Ed Slintak, PE**, will serve as the Project Manager for this contract. Mr. Slintak brings over 35 years of municipal and civil engineering experience, and a deep understanding of managing and designing subsurface utility improvements throughout San Mateo County. **He served as the Project Manager for waterline improvements in the Town of Hillsborough, City of Millbrae, and City of Morgan Hill.** **Matthew Pi, PE**, will serve as the Project Engineer. Matthew brings over 12 years of engineering design experience, with a focus in waterline design. Prior to joining CSG, he served as a project manager for Cal Water, overseeing the design and construction of waterlines throughout San Mateo and Santa Clara County.

**The Right Experience and City Knowledge–** CSG has performed project management and design services for waterline rehabilitation for public agencies throughout the Bay Area. **CSG has provided design and construction management services for several CIP projects for the City in addition to assisting with various C3 and mapping reviews. Our team brings a deep understanding of City processes and procedures, City staff, and City topography to this Project.**

CSG will team with **Quiet River Land Services** to perform surveying work, **BAGG Engineers** to perform geotechnical services, and **Subtronic Corporation** for underground utility investigation. CSG has partnered with these firms for previous projects.

**CSG acknowledges receipt of Addendum 1 and 2.**

We are excited about the opportunity to serve the City of Daly City and would welcome the opportunity to talk with you further. If you have any questions or need additional information, please contact Mr. Slintak at ed@csgengr.com or (650) 522-2533.

Sincerely,

Cyrus Kianpour  
President, CSG Consultants, Inc.

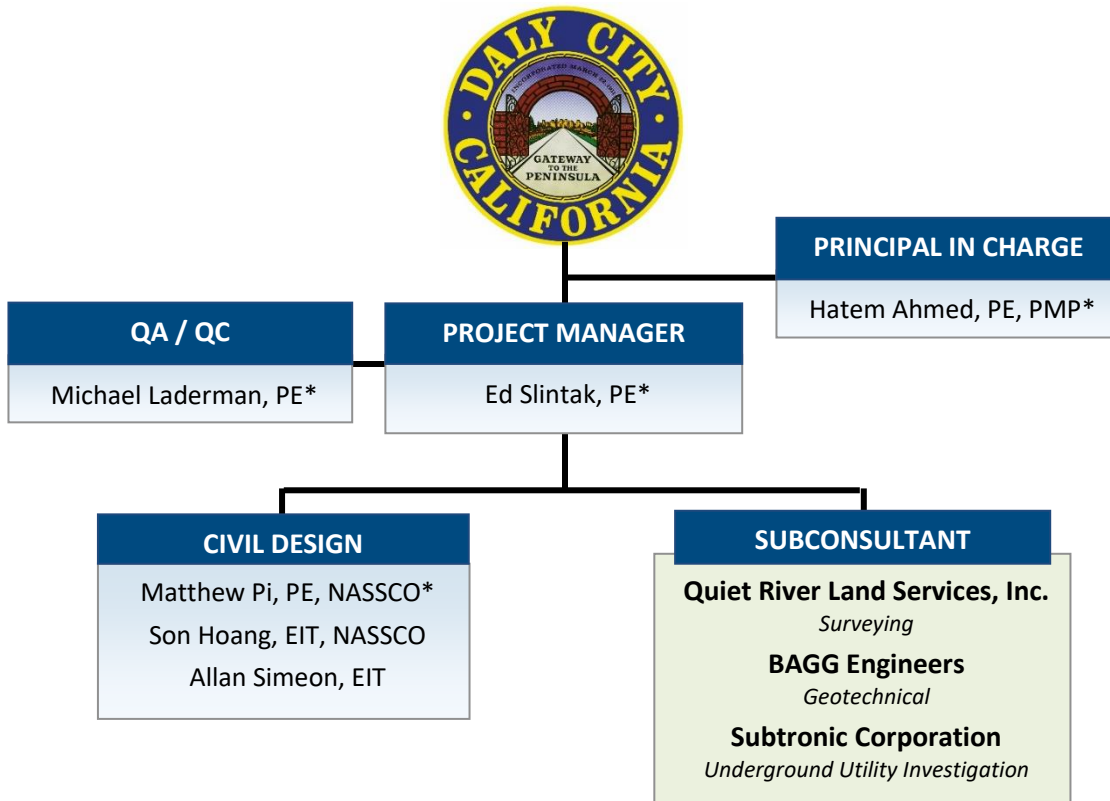


## Profile and Project team

SECTION

2

For the past 30 years, CSG Consultants (CSG) has provided civil engineering, project management, and construction management to public agencies throughout California. CSG has expansive knowledge providing the design of and management of water main replacement projects. Provided below is our proposed organizational chart for the City's review. Resumes of key staff are provided in the Appendix, key staff are indicated with an (\*). *CSG is committing the staff listed to this project and the City of Daly City.*



### Project Manager

**Ed Slintak, PE**, Principal Engineer, will serve as the Project Manager and main point of contact for this project. Mr. Slintak brings over 35 years of municipal and civil engineering experience, and a deep understanding of managing and designing subsurface utility improvements throughout San Mateo County. Notable projects Ed has managed include:

- Millbrae – Ahwanhee Drive Water, Sewer, and Complete Street Repair
- Morgan Hill – Barrett Avenue Water and Sewer Mains Project
- Hillsborough – Water and Sewer Improvements

## Relevant Experience

SECTION

3

Provided below are descriptions of projects that members of the proposed team have completed in recent years.

### Ahwanhee Drive Water, Sewer, And Complete Street Repair Project | City Of Millbrae, Ca

Ahwanhee Drive is an approximately 1,600-foot-long street segment located in a hillside residential neighborhood in the City of Millbrae. Due to the aging utility infrastructure and deteriorating roadway pavement, the City initiated a complete street repair project. Utility work as part of the complete street repair project included replacement of the existing sanitary sewer main, reconnection of sewer laterals, installation of new cleanouts and backflows, relocation of the existing water main, and replacement of water services up to the meter where necessary. The project also included rehabilitation of the existing pavement, installation of ADA compliant curb ramps, and spot repairs of concrete curb, gutter, and sidewalk where deficiencies were noted. Finally, the existing streetlights along the corridor were upgraded with new streetlight poles and LED fixtures, new streetlight pull boxes were installed, and a new street light conduit was installed in the roadway. ***Ed Slintak serves as the Project Manager assisted with Matthew Pi as the Design Engineer and Hatem Ahmed as the Principal in Charge for this Project.***

**Reference:** Bill Giang, Assistant Engineer  
621 Magnolia Avenue, Millbrae, CA 94030  
(650) 259-2325, bgiang@ci.millbrae.ca.us

### Barrett Avenue Water And Sewer Mains Project | City Of Morgan Hill, Ca

The Barrett Avenue Water and Sewer Mains Project in the City of Morgan Hill involved upgrading sewer and water facilities. The project area was approximately 4,200 linear feet along Barrett Avenue and the utilities cross under Highway 101 and the Santa Clara Valley Water District's Madrone Channel. Within this project area, approximately 3,785 LF of 18" replacement sanitary sewer main and 1,940 LF of 16" replacement water main were installed. Trenchless construction methods were designed to install a 30" steel casing for the sewer main and a 24" steel casing for the water main each with a length of 390 LF under the highway and Water District channel. The replacement sewers were installed using pipe bursting, while new water mains were constructed parallel to the existing using traditional cut and cover. Sanitary sewer manholes were modified to conform to the increased pipe size and sewer laterals were reinstated. Water service connections and fire hydrant connections were also reinstated. CSG Consultants prepared the plans, specifications, and estimate for this project, assisted in obtaining permits, and provided construction support. CSG also provided constructability reviews during design. Ed Slintak served as the Project Manager for this Project.

**Reference:** Lynette Kong, Associate Engineer  
17575 Peak Avenue, Morgan Hill, CA 95037  
(408) 310-4714, Lynette.kong@morganhill.ca.gov

### Water And Sewer Improvements | Town Of Hillsborough, Ca

CSG, led by Ed Slintak, served as Program Manager for upgrading the Town's sanitary sewer collection and water system, reporting directly to the Town's Director of Public Works as well as presented findings, recommendations and status reports to the City Manager and City Council. CSG managed and performed all design work financed by revenue bonds for the Town with a construction value of approximately \$15 million. CSG worked closely with the Town to evaluate and prioritize water facilities most in need of upgrades to be financed by the bond measure. CSG prepared the construction documents for this multi-year program. Improvements included replacement of two 0.5M gallon water tanks, addition of pump stations to increase fire flow capacity and the replacement of over 7 miles of water mains through the curvilinear hillside streets of Hillsborough. The new mains were primarily 12" cast iron pipes. Meter upgrades and hydrant replacements were also part of the project. CSG also performed Construction Management and inspection functions for the projects.

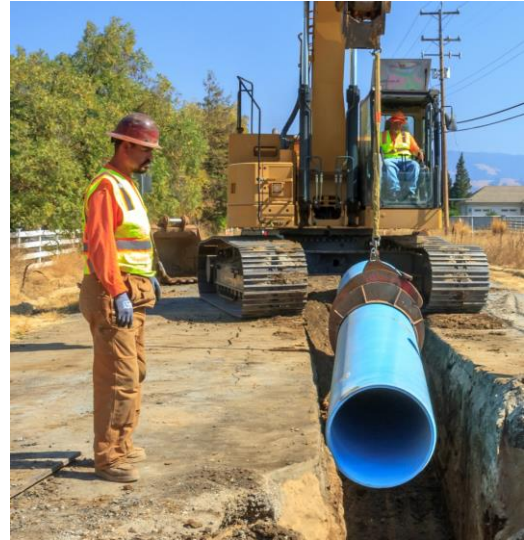
CSG engineers managed video inspection of over 100,000 lineal feet of sewer mains, pipe bursting of over 12,000 linear feet and lining with Cured in Place Pipe (CIPP) of over 35,000 feet of pipe. CSG also designed and managed construction of new mains utilizing trenching methods such as a bypass line (Pinehill-Ralston Sewer main) to eliminate sections of sewer main within an active landslide. The approximately \$1 million project utilized traditional trenching methods. **Ed Slintak served as Project Manager for these projects assisted by Michael Laderman as the QA/QC reviewer.**

**Reference:** Paul Willis, Director of Public Works  
1600 Floribunda Ave, Hillsborough, CA 94010  
(650) 375-7444, pwillis@hillsborough.net

### Utilities Program Management | City Of Morgan Hill, Ca

CSG provided program management, design, and construction management services to the City for their \$18 million sewer and water improvement program, as part of the City's bond measure. In addition to program management services, CSG provided the following tasks

- Work with City in preparing each project scope of work, budget, and schedule.
- Prepare RFP documents for design services per the City requirements for each project
- Prepare documents required to obtain Authorization to Proceed with Construction
- Coordinate with other stakeholders/agencies – Santa Clara Valley Water District, PG&E, Charter, and Verizon/Frontier
- Oversee projects during the planning, design, and construction phases
- Prepare contract award package per the City requirements
- Attend City Council and public meetings and assisting with material preparation for the meetings
- Perform construction management for various utility projects
- Program and projects control and program close-out



CSG coordinated the design teams of two separate projects (water line and water tank) to help reduce the overall cost of the projects. Hatem Ahmed served as the Program Manager acting on the City's behalf assisted with Ed Slintak and Michael Laderman for design reviews.

**Reference:** Lynette Kong, Associate Engineer  
17575 Peak Avenue, Morgan Hill, CA 95037  
(408) 310-4714, Lynette.kong@morganhill.ca.gov

## Project Approach, Organization, & Local Presence

Daly City (City) is proposing to implement the San Diego, Santa Cruz, and Guadalupe Water Main Replacement Project (Project) to improve water service, increase water main reliability, reduce water loss and the number of main breaks in the service area. The total length of the project is approximately 1,600 linear feet (LF) and will include both 6" and 8" replacement water main. CSG is highly experienced with design of these types of improvements for similar projects located in residential streets utilizing open cut trench method, horizontal drilling, bore and case and slip-line. CSG is familiar with the latest American Water Works Association (AWWA) and Department of Drinking Water (DDW) standards for water main installation including Ductile Iron (DI) and Polyvinyl Chloride (PVC) pipe.

In preparation of this proposal, and to familiarize ourselves with the Project, CSG has reviewed the RFP and City Design Standards, performed a site visit at the project location, assembled a high-quality team, discussed internally to determine the best approach, and developed viable project alternatives.

Santa Cruz Ave and Guadalupe Ave are residential streets of single-family homes with approximately 25ft wide roadway width. San Diego Ave is a residential street of single-family homes with an approximate roadway width of 30ft. All streets have gutter, curb and sidewalk on both sides of the corridor with storm drain, sanitary sewer and water main located in the street, except for Guadalupe Ave where storm drain piping is absent. Existing overhead utilities are running along all streets with overhead service connections spanning the entire corridor. Portions of the streets were observed to be recently slurry sealed. There is an abandoned 30" water main running along San Diego Ave.



***CSG recommends the use of open trench method for installation of water main along all three streets and to forgo a pipeline assessment report. Trenchless methods (horizontal directional drilling, pipe bursting, slip-line, bore and case) were evaluated and found to be of no additional benefit in terms of cost savings, improved constructability, or reduced impact to residents and traffic.***

Horizontal directional drilling (HDD) and pipe bursting (bursting) were evaluated and found to be disadvantageous for the project. Typically, trenchless methods are used to mitigate potential construction impacts by minimizing excavation area and pavement restoration. For this project, trenchless installation methods will still require additional excavation at each service reconnection and hydrant installation negating potential benefits. Also, due to the limited roadway width and multiple below-ground utilities in the street, HDD and bursting methods pose a risk of colliding with existing utilities or damaging them through vibration. Vibrations may also damage adjacent resident properties leading to claims.

Slip-lining the existing 30" SFW main was evaluated and found to be difficult because of the need for extensive penetrations of the main to install service saddles or hydrant connections. Also, the structural integrity of the abandoned main is unknown. Bore and case was evaluated and found to be unnecessary since casings are typically needed for railroad crossings, or areas of heavy truck traffic flow, both of which are not present at the project location. If SFPUC has abandoned all rights to the abandoned pipe, removal of the 30" pipe and placing the new main in its location will be an option, although removal of the pipe will increase construction costs.

Open trench excavation is the logical method for installation at this location. Open trench excavation will provide access for all tie-ins, service connections and hydrants, and greatly reduce the risk of damaging existing utilities in the street through hand digging, as needed. Lastly, open trench construction will allow for corrosion protection installation, if needed, depending on pipeline material choice.

CSG understands the City anticipates the design will begin on May 9<sup>th</sup>, 2022 and the Final Design Documents will be submitted in November 2022. It is assumed that the City is responsible for obtaining any environmental approval. In reviewing the site conditions and understanding the standards of Daly City and San Mateo County, CSG is confident in its ability to prepare design documents in a timely manner and to meet the anticipated design completion deadline. The design work will be performed out of CSG's Foster City office, using experienced engineers and designers. Our Foster City location provides easy access to meet with the City staff and visit the site as necessary to verify existing conditions or investigate unusual conditions.

## **Water Infrastructure Approach**

Our general approach to water infrastructure projects is described herein. A project specific approach will be developed to match the project requirements, complexity, and the needs of the City. CSG will work with the City staff to develop a detailed design appropriate for this project.

### **Data Gathering and Condition Assessment**

CSG will request existing pertinent information from the City at the beginning of the project. Meeting with the City operations and engineering staff at kick-off will ensure that the project is fully understood and any design preferences are identified. CSG will conduct additional surveys, investigations, and inspections as necessary for the cost-efficient completion of the specific project.

### **Project Definition**

CSG will perform a preliminary engineering analysis of the proposed improvements. This task will take place concurrent with the utility research as the existing utility locations may ultimately decide the location of improvements. CSG will recommend an alignment that best suits the project location and City's needs. CSG will analyze potential issues and will provide alternatives and recommendations.

### **Utility Research**

It is necessary to identify all potentially conflicting utilities throughout the project limits in the early phases of design. CSG's primary goal will be to avoid interference with existing infrastructure; however, where conflicts cannot be avoided, team engineers will identify the need for their relocation. For projects in public rights-of-way, CSG may use the expertise of a professional underground utility locator, and contact individual utility companies and the City staff, as needed. Potholing critical utilities may be required.

### **Design Plans and Specifications**

CSG typically prepares construction documents with submittals of plans and specifications at the 35%, 65%, 95% and final stages of design. These submittals are intended for review and comment by the City. After each submittal CSG will meet with the City staff to review and discuss the submittal. Comments, changes and requests by the City will be integrated in the subsequent submittals. Due to the narrow width of the streets, maintaining a 10' separation from sanitary sewer or 4' separation from storm drain may not be viable in all cases, requiring obtaining a variance waiver from DDW. CSG will work with the City to apply for any DDW Pipeline Separation Variance Waivers required due to deficient crossing or clearances between the proposed water main and existing utilities. Plans will be produced in AutoCAD and will be submitted to the City in both electronic and hard-copy format. Depending on the City's preference, technical specifications can be provided as a camera-ready document or in a variety of electronic formats.

### **Bidding and Construction Support**

CSG is prepared to provide consultation to the City during the bidding and construction phase of the project. Construction support may include attendance at the pre-construction meetings, reviewing and responding to requests for information (RFIs), assisting with questions regarding interpretation of drawings, specifications, and reports, shop drawings and product submittal review, attendance at meetings and site visits as requested by the City, evaluating construction change orders, and reviewing construction for acceptance as required. At the City's request, CSG can involve the firm's construction management personnel for additional

assistance and guidance. This additional involvement is not included in the scope of this proposal. Our team can provide construction management, inspection, observation, and materials testing can also be provided upon request via subconsultant.

### **Record Drawings and Project Close-Out**

CSG can assist the City with closing out the Construction Contract. Once the project is complete, our engineers will provide the City with record drawings showing the as-built conditions. The record drawings will be produced from marked up plans maintained by the contractor and inspector in conformance with project specifications.

## **Project Management Approach**

### **Project Management**

CSG is able to assist the City in delivering this water main improvement project. CSG will also work with all stakeholders, utility companies, and permitting agencies. Below is a typical CSG approach in managing projects once CSG is authorized to perform the requested tasks:

#### **Project Management Plan**

CSG will implement a project management plan including all project elements establishing the project scope of work, budget, schedule, and design standards to allow for solid traceability and accountability for any changes from the project baseline components. In addition, our team will identify any potential variances early in the project phase to allow for the development of an alternative approach to prevent potential schedule or cost slippages. We intend to do this by offering real-time data to the City through our regular contact with the City Project Manager.

#### **Scope/Control Management**

Scope control occurs with the development of a well written scope of work as defined by the City. As changes are identified, a change request process will be followed encompassing the cost and schedule impact of each potential change, as well as the additional scope description. Potential changes will be included in a Monthly Report that will be discussed weekly with the City. As changes are approved or rejected, the appropriate revisions will be made to the Scope of Work and the schedule/cost baseline will be revised and resubmitted for approval by the City.

#### **Schedule Management**

A baseline schedule will be developed and submitted for approval by the City for the project. CSG will use Microsoft Project tools to ensure that contractually required dates are met. Any potential changes to the schedule will be presented to the city for review and approval. Once changes are approved, the schedule will be updated and finalized.

##### **PROJECT SCHEDULING CONTROL**



#### **Budget/Cost Management**

Once the project is awarded, CSG will track the approved budget and provide monthly updates on budget status. If a project change is requested, it will be tied to a

##### **PROJECT COST CONTROL**



change order and the schedule and budget will be revised accordingly. All baseline revisions and change orders will be tracked and documented.

#### **Quality Management**

A Project Quality Management Plan will be drafted and submitted as part of the QA/QC Implementation Plan that will include the review requirements for design work and the QA/QC process during construction. This will be inclusive of all process and testing requirements and the contractor's ability to follow its process and ensure successful testing of installed work.

### **Subconsultants Management and Stake Holders Coordination**

CSG understands that solid team building and cooperation are required for the successful completion of this project. To ensure effective teamwork, our team will hold regular meetings with the City and utility companies to confirm project goals and objectives. A clear understanding of each person's role in the project is essential and will be communicated to each team member. This approach allows each team member to properly allocate his/her resources and make the necessary commitments to the project.

### **Effective Communication, Project Coordination, and Review Meetings**

CSG prides itself on its ability to effectively communicate, build relationships, and partner with its clients. To effectively communicate throughout the project, CSG staff will actively participate in meetings, provide progress updates, and provide clear lines of communication for the City to reach us via email, office phone, cell phone, and even cell phone text messaging. Effective communication is essential to project success.

For the duration of the project, Ed Slintak, PE, CSG's Project Manager, will act as the single point of contact to coordinate the project with the City. Coordination efforts will consist of conference calls, emails, and any necessary in-person meetings. For the discussion of project issues, a conference call and/or emails should suffice to share feedback from the City.



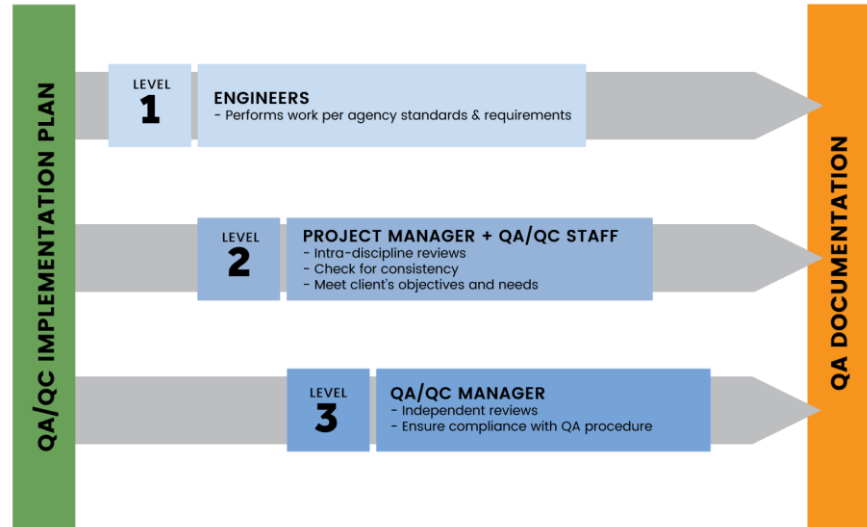
In addition to on-going coordination, the CSG team will meet in-person with City staff at the kick-off meeting and the design review meetings. During these in-person meetings, CSG will meet with the City to review the progress of the project, discuss any review comments provided by the City and stakeholders, review the project schedule and budget, discuss any project issues with design, and identify action items for all parties. CSG will also be readily available to meet in-person during the bidding and construction phases of the project.

## **QUALITY ASSURANCE / QUALITY CONTROL (QA/QC)**

CSG's in-house QA / QC Implementation Plan utilizes a peer review process with multi-level internal project checking. As highlighted in the organizational chart for this design project, **Michael Laderman, PE**, will be dedicated to the QA / QC Implementation Plan and will be responsible for the following:

- Establishing guidelines & assigning accountable personnel and responsibilities for each task
- Assuring that all deliverables are reviewed, including products from subconsultants
- Monitoring the process to assure that the schedule and budget are followed
- Participating in the internal and external reviews
- Reviewing and signing off on deliverables before submittal to the City

All technical products, including technical engineering reports, studies, design notes, mapping, drawings, and engineering cost estimates are subject to a multi-tiered approach for review to ensure that all products are checked for accuracy, correctness, completeness, and conformity with standards. The tiers will include routine checking and scheduled reviews by Project Manager and QA / QC staff. Mr. Laderman will conduct periodic audits of the QA / QC review process to ensure that reviews are being properly



conducted and documented by all team members. Each task for which we are selected will receive formal QA / QC review at the various submittals, and reports will receive reviews at the draft and pre-final submittal stages.

Deliverables will be reviewed for:

- Conformance to approved formats, criteria, specifications, & professional standards of practice
- Adequacy, clarity, ease of interpretation
- Constructability
- Compatibility of design discipline interfaces
- Errors and discrepancies
- Coordination with related designs and project elements
- Integration of design disciplines
- Incorporation of design changes
- Conformance to required environmental mitigation

Review comments made by QC reviewers will be in writing. Comments may also be placed in the documents being reviewed, but all comments for which a response is desired will be transcribed onto the comment forms. A log to record QC measures taken during the course of the project, including corrective actions taken, will be maintained by the Project Manager.

## SCOPE OF WORK

This Scope of Work of the San Diego, Santa Cruz and Guadalupe Water Main Replacement Project is for the replacement of existing water mains to address fire flows and aging infrastructure in Daly City. The Project consists of installation of water mains along San Diego Ave, Santa Cruz Ave and Guadalupe Ave, and includes the installation of replacement services, fire hydrants, blow-offs, air release valves, fittings, and associated appurtenances. CSG has reviewed the RFP and agrees with the scope of consultant services identified by the City but recommends omission of the pipeline assessment report. To clarify and organize the scope into separate tasks, we have summarized CSG's approach below. CSG will perform the following tasks:

**Task 1 - Project Management and Coordination** – Upon issuance of a Notice to Proceed, CSG will schedule a Kickoff meeting with the City and relevant utility companies and agencies to clearly identify and discuss the project objectives, scope, schedule and budget. At this meeting, points of contact will be established; schedules will be reviewed; standards and guidelines will be identified; and expectations communicated. CSG will set up and manage the project, attend design team meetings and provide continuous coordination. CSG will perform constructability reviews, quality assurance and quality control prior to each milestone submittal and in conformance with the City's Standards. CSG will maintain all records and documents

related to the projects on file and make them available in the event of an audit. Throughout the entire project, CSG's Project Manager will act as the single point of contact to coordinate the project with the City. Services under this task may include the following:

- Kick Off Meeting coordination and attendance;
- Up to three (3) design meetings/four (4) conference calls with City;
- Coordination with City and subconsultants;
- Quality Assurance and Quality Control review;
- Schedule updates using Microsoft Project;
- Monthly invoices with progress reports

***Deliverables:***

Monthly progress reports and invoices, monthly project schedules and updates, communication documents including emails and memos, meeting agendas and notes for meetings with City

**Task 2 – Project Design and Construction** – CSG will verify the limits of the project footprint at the kickoff meeting with the City and **Quiet River Land Services, Inc.** will perform controls, topographic surveys including visible surface utilities and right of way mapping. CSG will coordinate with the City to attain the necessary permitting and documentation required.

- 2.1 **Topographic Survey – Quiet River Land Services** will establish control and perform topographic survey which includes horizontal and vertical controls (NAD83 and NAVD88 datum) along with topographic survey. The mapping area shall include pipeline locations at San Diego Ave (350LF and 300LF), Santa Cruz Ave (400LF and 200LF) and Guadalupe Ave (350LF). The topographic survey includes: existing roadway elements such as pavement edges and crowns, curb and gutter, flowline, back of sidewalk, and other surface elements at 50' intervals, grade breaks, swales along pavements and curb and gutter, sidewalk, existing monuments, utility boxes and vaults, manholes, inlet grates and covers, existing trees, light and power pole and guy wire locations, fire hydrants, bollards, wheelchair ramps, concrete swales, and striping and traffic control paint markings. Survey of utilities will include field verification of manholes to measure inverts and verify pipe sizes and locations.
- 2.2 **Utility Field Verification (Ground Penetrating Radar)** – CSG will coordinate with utility locating service contractor **Subtronic Corporation** to identify potential utility conflicts within the project corridor that require positive identification through use of electromagnetic field induction and ground penetrating radar (GPR). Subtronic will provide utility identification results through field paint marks and an AutoCAD file for use in developing the 35% design.
- 2.3 **Utility Conflict Resolution** – CSG will coordinate with various utility companies, including Daly City Public Works, PG&E, Pacific Bell and Comcast that have facilities within the project area to request mapping of their facilities in the area, minimize utility conflicts and discuss the project and utility adjustment, if required. Utilities impacted by the proposed improvements within the project area will be shown on plans. CSG will prepare and submit relocation exhibits if deemed necessary and utility letters with correspondences to utility companies and the City. CSG will meet with representatives from utility companies, if needed, to discuss and resolve any potential conflicts. Potholing services can be provided as an additional service if needed.
- 2.4 **Geotechnical Report** – CSG will coordinate with geotechnical consultant **BAGG Engineers** to produce a geotechnical report summarizing soil conditions and soil types at the project location. BAGG will advance six (6) borings throughout the project footprint, analyze soil conditions through lab testing, and present recommendations on site conditions including suitability for open trench excavation and trenchless pipeline installation methods. BAGG will also make recommendations for corrosion resistance of the proposed pipeline, if needed.

***Deliverables:***

Topographic survey data and right of way information in AutoCAD Civil 3D (2018) format, Electromagnetic Induction and GPR Results , Utility Map Requests, Relocation Exhibits (if needed), Geotechnical Report

**Task 3 – Deliverables (Preparation of Plans, Specifications And Estimates)** – CSG will develop plans, specifications and estimates (PS&E) for 35%, 65%, 95% and Final stages using the recommended open trench method. The plans will be based on the following outline which reflects the type and number of plan sheets anticipated for the project: *Title/General Notes/Key Map/Typical Sections (1 sheet); Layout Plans (5 sheets); Tie-In and Crossing Details (3 sheets); Construction Standard Details (1 sheet), Best Management Practices (1 sheet)*

**Assumption:** The number of sheets shown in the above table may change based on our final determination during design stage.

The PS&E will be prepared in accordance with the latest City's standards. The City will be provided a minimum of two (2) weeks of review time per each submittal package. CSG will finalize the plans, specifications, and engineer's estimate for the project.

***Deliverables:***

Plans, Specifications and Engineer's Estimates in PDF format at 35%, 65%, 95% and Final submittal stages; one (1) set of Final Plans on 24"x36" bond paper, three (3) sets of Final Plans on half-sized 11"x17", three (3) sets of Final Bid Specifications in 8-1/2"x11"

AutoCAD drawings will be submitted to the City as ETRANSMIT files, including all external references, images, line weights, and other associated files. Also, electronic copies of Plans shall be provided in Half sized and Full sized in PDF format. MS Word documents and MS Excel documents for bid specifications and Engineer's estimates.

**Task 4 – Bid Phase Support Services** – CSG will provide bid assistance to the City during the advertisement and bid period. Services will include providing information in response to bidders' questions regarding the plans, specifications and estimates. CSG will prepare addendums to PS&E as needed in response to RFI questions.

***Deliverables:***

Response to RFIs, Addendums in PDF format

**TASK 5 – Construction Support Services** – Under this task, CSG will provide engineering support to the City during the construction of the project. Support under this task will be limited to reviewing submittals, responding to Requests for Information (RFIs), providing recommendations for construction changes due to unforeseen field conditions, review of Change Orders, reviewing construction for acceptance, preparing as-builts in AutoCAD format and attending one (1) Pre-Construction Conference. Up to three (3) site visits have been allotted to address changes due to unforeseen field conditions and reviewing construction for acceptance.

***Deliverables:***

Submittal Markup, Response to RFIs, Construction Change Orders, Record Drawings in PDF and AutoCAD format

**Assumption:** *A budget only for this task has been established and will be tracked. Construction staking, inspections, and material testing are not included in this task.*

## LOCAL PRESENCE

CSG is committed to this Project and maintains our corporate headquarters within San Mateo County in Foster City, CA.

## Appendix: Resumes

SECTION

5

Resumes of proposed staff are provided on the following pages.

- Ed Slintak, PE, Project Manager
- Matthew Pi, PE, Project Engineer
- Michael Ladermen, PE, QA/QC Review
- Hatem Ahmed, Principal In Charge

# Ed Slintak PE

Principal Engineer



## LICENSES & CERTIFICATIONS

Professional Civil Engineer  
State of California  
| 039925

## EDUCATION

Bachelor of Science, Civil Engineering  
California Polytechnic State  
University  
| San Luis Obispo, CA

## PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers  
(ASCE)  
American Public Works Association  
(APWA)

Mr. Slintak has over 35 years of experience in all aspects of transportation and municipal engineering, including project management and design group management. His design experience encompasses a wide variety of projects, including highways and streets, traffic signals and signing, street lighting, sewers and utilities, information technology systems, bus and rail maintenance facilities, and water treatment facilities.

## RELEVANT EXPERIENCE

### Ahwannee Drive Water, Sewer, And Complete Street Repair Project | City Of Millbrae, Ca

Ed served as the Project Manager for waterline, sewer line, and roadway improvements along Ahwannee Drive. Due to the aging utility infrastructure and deteriorating roadway pavement, the City initiated a complete street repair project. Utility work as part of the complete street repair project included replacement of the existing sanitary sewer main, reconnection of sewer laterals, installation of new cleanouts and backflows, relocation of the existing water main, and replacement of water services up to the meter where necessary. The project also included rehabilitation of the existing pavement, installation of ADA compliant curb ramps, and spot repairs of concrete curb, gutter, and sidewalk where deficiencies were noted. Finally, the existing streetlights along the corridor were upgraded with new street light poles and LED fixtures, new street light pull boxes were installed, and a new street light conduit was installed in the roadway.

### Barrett Avenue Water And Sewer Mains Project | City Of Morgan Hill, Ca

Ed served as the Project Manager for upgrading sewer and water facilities along Barrett Avenue. The project area was approximately 4,200 linear feet along Barrett Avenue and the utilities cross under Highway 101 and the Santa Clara Valley Water District's Madrone Channel. Within this project area, approximately 3,785 LF of 18" replacement sanitary sewer main and 1,940 LF of 16" replacement water main was installed. Trenchless construction methods were designed to install a 30" steel casing for the sewer main and a 24" steel casing for the water main each with a length of 390 LF under the highway and Water District channel. The replacement sewers were installed using pipe bursting, while new water mains were constructed parallel to the existing using traditional cut and cover. Sanitary sewer manholes were modified to conform to the increased pipe size and sewer laterals were reinstated. Water service connections and fire hydrant connections were also reinstated.

### Water And Sewer Improvements | Town Of Hillsborough, Ca

Ed managed the design for upgrading the Town's sanitary sewer collection and water system, reporting directly to the Town's Director of Public Works as well as presented findings, recommendations and status reports to the City Manager and City Council. He oversaw design work financed by revenue bonds for the Town with a construction value of approximately \$15 million. He managed video inspection of over 100,000 lineal feet of sewer mains, pipe bursting of over 12,000 linear feet and lining with Cured in Place Pipe (CIPP) of over 35,000 feet of pipe.

### Hillsborough Waterline Improvements | Town of Hillsborough, CA

Mr. Slintak was the Project Manager for this multi phased project which included over 60,000 feet of replacement waterlines in the Town of Hillsborough. The design was complicated due to the curvilinear nature of the narrow residential streets.

### Howard Street Sanitary Sewer Line Rehabilitation | City Stockton, CA

Mr. Slintak served as the project manager for the replacement of 6-inch vitrified clay pipe (VCP). The project scope included review of existing sewer pipe and manhole conditions, preparation of a design report with recommendation and selection of sewer replacement measures and alternative, sewer bypassing methods, and preliminary and final design services leading to the completion of plans, specifications and engineer estimate for construction, public outreach, support during bidding and construction.

# Matthew Pi PE

Senior Engineer



## LICENSES & CERTIFICATIONS

Professional Civil Engineer  
State of California | 82098

## EDUCATION

Bachelor of Science, Civil Engineering  
University of California | Davis, CA

Mr. Pi brings over 11 years of professional engineering experience, with a strong focus on water utility and water resource project management and design. He is knowledgeable in the development and implementation of Capital Improvement Projects; preparation of plans, specifications, and estimates, contract development, management, and administration; and preparing technical and staff reports.

## RELEVANT EXPERIENCE

### Ahwahnee Drive Water, Sewer, And Complete Street Repair Project | City Of Millbrae, Ca

Matthew served as the Project Engineer for waterline improvements along Ahwanhee Drive. Due to the aging utility infrastructure and deteriorating roadway pavement, the City initiated a complete street repair project. Utility work as part of the complete street repair project included replacement of the existing sanitary sewer main, reconnection of sewer laterals, installation of new cleanouts and backflows, relocation of the existing water main, and replacement of water services up to the meter where necessary. The project also included rehabilitation of the existing pavement, installation of ADA compliant curb ramps, and spot repairs of concrete curb, gutter, and sidewalk where deficiencies were noted. Finally, the existing streetlights along the corridor were upgraded with new street light poles and LED fixtures, new street light pull boxes were installed, and a new street light conduit was installed in the roadway.

### Water Main Replacement Program Projects | Various Locations, Ca

Matthew served as lead Designer and Project Manager (PM) for the California Water Service (Cal Water) Water Main Replacement Program in 2016 and 2017. As lead Designer and PM, Matt designed and facilitated installation of more than a dozen water main replacement projects in the regions of Woodside, Atherton, San Mateo, Los Altos, San Carlos, and Salinas. All main was installed using open cut excavation utilizing both Ductile Iron (DI) and Polyvinyl Chloride (PVC) pipe. Bore and Case installation was also used on select projects to mitigate railroad crossings. In total, more than 25,000 linear feet of main was installed throughout California and totaled more than \$20 million. Matt prepared the plans and specifications for these projects, assisted in obtaining permits, and provided construction support. Matt also helped to evaluate future main replacement locations through analysis of pipe life cycles and leak occurrences.

### Engineering Project Manager | California Water Service, San Jose, CA

As Engineering Project Manager, Mr. Pi was responsible for the design, project management, and construction management of capital improvement projects including pipelines, tanks, pump stations, and treatment plants. He developed capital improvement project plans and budgets; reviewed and created plans, specifications, and estimates; and prepared and reviewed bid specifications. Mr. Pi was also responsible for managing construction and consultant work, change orders, invoices, inspection/validations, and requests for information. Noteworthy projects he completed included the Bear Gulch Fish Ladder, in Woodside, CA, a \$4 million dam improvement project for environmental compliance; and the Polhemus Pipeline in San Mateo, CA, a \$2M pipeline project near an environmentally sensitive creek.

### Design Supervisor | California Water Service, San Jose, CA

As Design Technician Supervisor, Matthew supervised six design technicians who supported the capital improvement department and whose primary function was to provide engineering services and support to safely execute capital projects on scope, schedule, and budget. He was responsible for overseeing the development of design/CAD plans for capital projects, used to secure permits, define work scope for bidding and construction, and serve as permanent records for the assets. Additional responsibilities included developing and maintaining standard details and providing field data collection support including conducting field topographic surveys.

# Hatem Ahmed PE, PMP

Principal-in-Charge & QA/QC Manager



## LICENSES & CERTIFICATIONS

Professional Civil Engineer  
State of California | 46995

Professional Project Manager  
State of California | 195197

## EDUCATION

Master of Science in Structural  
Engineering,  
Washington University | St. Louis, Mo  
Bachelor of Science in Civil  
Engineering,  
Washington University | St. Louis, MO  
Project Management Certificate  
San Jose State University, 2003

## PROFESSIONAL AFFILIATIONS

American Public Works Association  
South Bay Transportation Official  
Association  
Project Management Institute  
Toastmasters International  
Club: 4840673

Mr. Ahmed has 30 years of diverse experience in the transportation field in the areas of planning, design management, outreach and agency coordination, program management, and construction management. He has experience ranging from small projects to complex programs.

For CSG, Mr. Ahmed is the Vice President responsible for overseeing CSG's Engineering Department, including design, land development, and program management/staff augmentation services. He also serves as the contract manager for multiple clients and provides general QA/QC of various projects.

## RELEVANT EXPERIENCE

### Utility Program Management | City of Morgan Hill, CA

Mr. Ahmed provided technical program management support for the City's \$20 million sewer and water improvements program. He oversaw the review of program's scope, budget, and schedule, ensuring all projects within the program would be delivered on schedule.

### Capital Improvement Management | Town of Hillsborough, CA

As CSG's Contract Manager for the Town of Hillsborough, Mr. Ahmed oversaw CSG's design, land development, project management, and construction management services. Responsibilities included coordinating with the Town's Public Works Department staff, operations staff, maintenance staff, Building and Planning Department staff, and administrative staff, in order to perform management and coordination services in the areas mentioned above.

### Ralston Avenue Pepper Avenue Hydraulic Capacity Improvements Project | Town of Hillsborough, CA

Mr. Ahmed performed QA/ QC review for the design of this project. The project included the upsizing of the existing sewers in Hillsborough Boulevard, Pepper Road, Ralston Road and Floribunda Avenue to improve the Hydraulic Capacity of the System. The Design also involved the replacement of existing sewer laterals.

### Program and Project Management for Measure D and Capital Improvements Projects Programs | Santa Cruz County Regional Transportation Commission (RTC)

Mr. Ahmed serves as the CSG project manager for the RTC's Measure D and other Capital Improvement Programs. Measure D is a source of funding for street and road maintenance, bicycle and pedestrian projects, safety projects, transit and other essential transportation projects. As part of the Team's role, he oversees the project management, project controls, environmental permitting, and public outreach assistance to aid in the planning and delivering of highway, neighborhood, rail, and active transportation projects.

### Santa Clara County Measure B Improvement Program | Santa Clara Valley Transportation Authority Capital Highway Program

Mr. Ahmed served as Deputy Program Manager/Engineering Manager for three concurrent VTA Highway Programs, responsible for managing the development, design, outreach, construction, and delivery for several transportation projects for the VTA Highway Program. Programs included twenty transportation improvement projects with a total value over \$800 million. Mr. Ahmed managed the program budget to ensure on time and on budget delivery of the program to the Santa Clara County residents.

# Michael Laderman PE

QA/QC Reviewer



## LICENSES & CERTIFICATIONS

Professional Civil Engineer  
State of California  
| 22563

## EDUCATION

Bachelor of Engineering, Civil  
Engineering  
City College of New York  
| New York, NY

## PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers  
(ASCE)  
American Water Works Association  
(AWWA)  
Water Environment Federation  
(WEF)  
Chi Epsilon

Mr. Laderman has over 45 years of experience in the planning, design and construction of pipelines, water and wastewater facilities, bus and rail transportation maintenance facilities, flood control projects, navigation projects, slide repairs, and site development for institutional buildings and industrial facilities.

As a Project Manager he has provided oversight of schedules and budgets, negotiated scopes of work with clients and subconsultants, and coordinated activities. As a Project Engineer and Lead Engineer, he has prepared plans, specifications and cost estimates. As a Resident Engineer Mr. Laderman has inspected construction, prepared clarifications, responded to RFI's and negotiated change orders. As a Construction Administrator has also coordinated construction services and reviewed shop drawings. His experience also includes project planning including development of conceptual designs, economic analysis, and coordination with public agencies and citizens' groups.

For many years Mr. Laderman was the Chief Civil Engineer and Chief of Specifications for Kennedy/Jenks Consultants. He has also been employed by other consulting firms and the Corps of Engineers.

He is the co-author of a paper "Large Diameter Pressure Pipeline Rehabilitation."

## RELEVANT EXPERIENCE

### Barrett Avenue Water And Sewer Mains | City Of Morgan Hill, CA

As Project Manager, Mr. Laderman led the design team for replacing and upsizing water and sewer mains in 4,200 feet of street and easements. The project included jacked casings under Highway 101 and an adjacent SCVWD flood control channel. CSG assisted the City in obtaining permits from Caltrans and the SCVWD.

### Water Mains and Pressure Reducing Stations – Vista and Forest View Zones | Town of Hillsborough, CA

As Project Engineer, Mr. Laderman prepared contract documents for this project which included replacing 1,600 feet of a 12 inch diameter main in an easement, 700 feet of 6 inch to 12 inch mains in streets and five pressure reducing stations.

### San Andreas Pipeline No. 3 Rehabilitation | San Francisco Public Utilities Commission, CA

As Project Manager, he led the design team for this rehabilitation of 16,600 feet of 66-inch prestressed concrete cylinder pipe by sliplining with welded steel pipe. Much of the project was located in backyards and condominium parking lot easements. Mr. Laderman conducted a public meeting to introduce the project to the community.

### Vista Tank Restoration | Town of Hillsborough, CA

Mr. Laderman managed the planning and the initial design of this project which replaced two storage tanks and a pump station on a small site. The previous 350,000-gallon steel tank and previous abandoned wood tank were replaced with a 580,000-gallon prestressed concrete tank. The previous pump station with two pumps was replaced with a pump station with two pumps of a capacity close to previous in a larger, up-to-date structure. He managed a team that included five subconsultants (Geotechnical, Pump Station, Electrical, Landscaping and Arborist), coordinated with the tank design/builder. Under his supervision, CSG staff prepared bid plans, specifications and cost estimate for the General, Civil, Architectural, and Structural disciplines. CSG also provided construction support services for the Civil, Architectural, and Structural work.

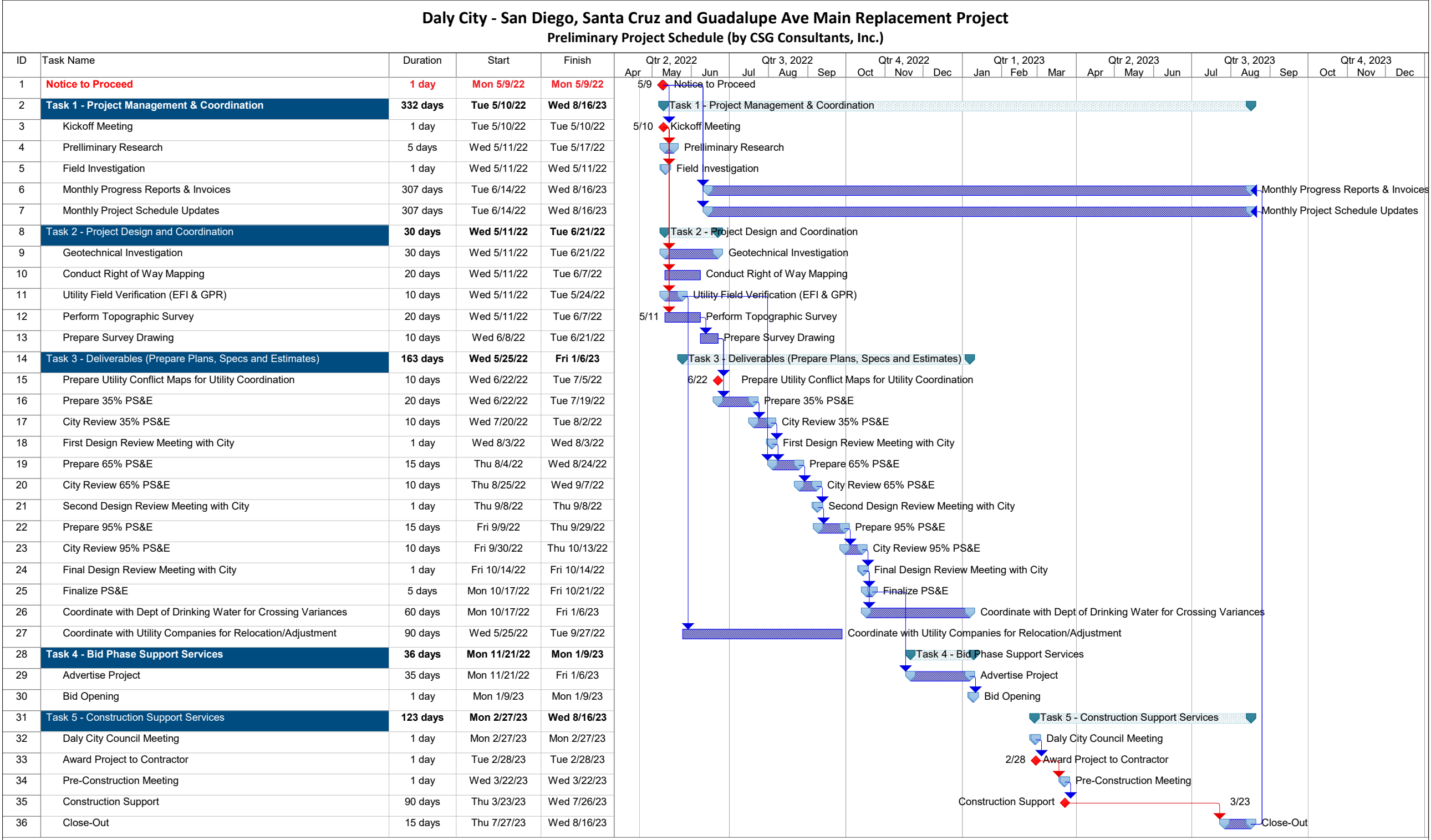
### Darrell Tank No. 3, Improvements and Coatings | Town Of Hillsborough, CA

As Project Manager / Project Engineer, Mr. Laderman prepared plans and specifications to install structural improvements, water mixing improvements, and recoating a one-million gallon steel water storage tank.

# DALY CITY - SAN DIEGO, SANTA CRUZ, AND GUADALUPE WATER MAIN REPLACEMENT PROJECT

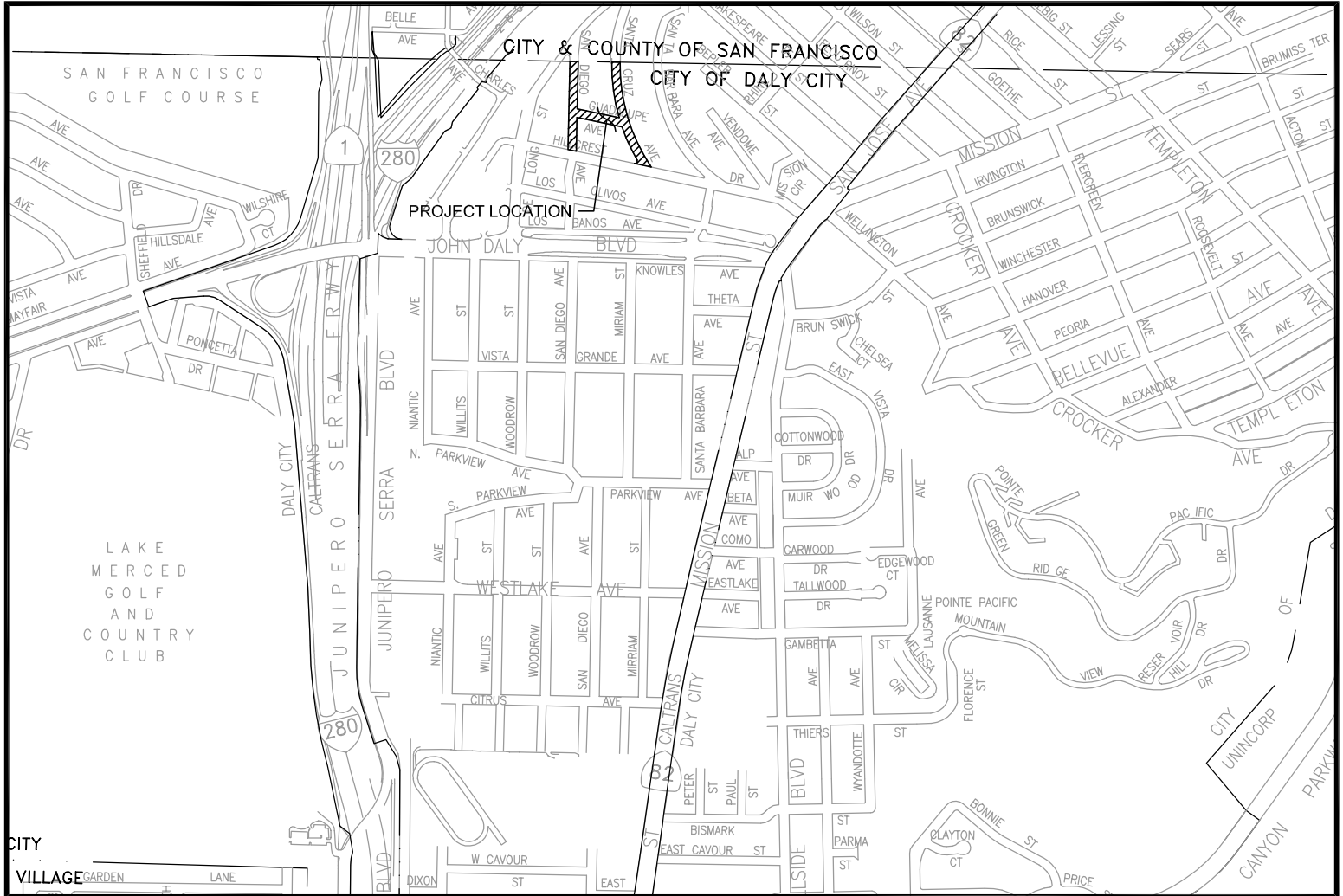
## RESOURCE ALLOCATION ESTIMATE (PREPARED BY CSG Consultants, 4/21/2022)

| Task Description                                      | CSG Consultants, Inc. |                 |                    |            |                  | Sub-Consultants                  |                   |                               | Grand Totals<br>(CSG & Subs) |
|-------------------------------------------------------|-----------------------|-----------------|--------------------|------------|------------------|----------------------------------|-------------------|-------------------------------|------------------------------|
|                                                       | Principal Engineer    | Senior Engineer | Associate Engineer | Hours      | Cost             | QUIET RIVER<br>(Field Surveying) | BAGG<br>(Geotech) | SUBTRONIC<br>(Utility Locate) |                              |
| Category                                              | \$220                 | \$190           | \$165              | Hours      | Cost             | Cost                             | Cost              | Cost                          | Cost                         |
| <b>TASK 1 - Project Management And Coordination</b>   |                       |                 |                    |            |                  |                                  |                   |                               |                              |
| Kickoff Meeting                                       | 2                     | 2               |                    | 4          | \$ 820           |                                  |                   |                               | \$ 820                       |
| Coordination with City                                | 4                     | 8               |                    | 12         | \$ 2,400         |                                  |                   |                               | \$ 2,400                     |
| Schedule Update                                       | 4                     | 16              |                    | 20         | \$ 3,920         |                                  |                   |                               | \$ 3,920                     |
| Progress Reports                                      | 4                     | 16              |                    | 20         | \$ 3,920         |                                  |                   |                               | \$ 3,920                     |
| Invoices                                              | 2                     | 8               |                    | 10         | \$ 1,960         |                                  |                   |                               | \$ 1,960                     |
| Project Team Meeting (3), Teleconference (4)          | 10                    | 10              |                    | 20         | \$ 4,100         |                                  |                   |                               | \$ 4,100                     |
| <b>Subtotal - Task 1</b>                              | <b>26</b>             | <b>60</b>       | <b>0</b>           | <b>86</b>  | <b>\$ 17,120</b> | <b>\$ -</b>                      | <b>\$ -</b>       | <b>\$ -</b>                   | <b>\$ 17,120</b>             |
| <b>TASK 2 - Project Design and Construction</b>       |                       |                 |                    |            |                  |                                  |                   |                               |                              |
| Utility Research                                      |                       | 4               | 4                  | 8          | \$ 1,420         |                                  |                   |                               | \$ 1,420                     |
| Topographic Survey and Right of Way Mapping           | 2                     |                 |                    | 2          | \$ 440           | \$ 15,100                        |                   |                               | \$ 15,540                    |
| Geotechnical Report                                   | 2                     |                 |                    | 2          | \$ 440           |                                  | \$ 17,180         |                               | \$ 17,620                    |
| Utility Locating (GPR)                                |                       |                 |                    | 0          |                  |                                  |                   | \$ 10,930                     | \$ 10,930                    |
| <b>Subtotal - Task 2</b>                              | <b>4</b>              | <b>4</b>        | <b>4</b>           | <b>12</b>  | <b>\$ 2,300</b>  | <b>\$ 15,100</b>                 | <b>\$ 17,180</b>  | <b>\$ 10,930</b>              | <b>\$ 45,510</b>             |
| <b>TASK 3 - Deliverables (35%, 65%, 95% PS&amp;E)</b> |                       |                 |                    |            |                  |                                  |                   |                               |                              |
| 35% Plans, Specifications, Estimate                   | 4                     | 16              | 60                 | 80         | \$ 13,820        |                                  |                   |                               | \$ 13,820                    |
| 65% Plans, Specifications, Estimate                   | 2                     | 20              | 60                 | 82         | \$ 14,140        |                                  |                   |                               | \$ 14,140                    |
| 95% Plans, Specifications, Estimate                   | 2                     | 20              | 32                 | 54         | \$ 9,520         |                                  |                   |                               | \$ 9,520                     |
| Final Deliverables Package                            | 2                     | 8               | 16                 | 26         | \$ 4,600         |                                  |                   |                               | \$ 4,600                     |
| QA/QC                                                 | 8                     |                 |                    | 8          | \$ 1,760         |                                  |                   |                               | \$ 1,760                     |
| <b>Subtotal - Task 3</b>                              | <b>18</b>             | <b>64</b>       | <b>168</b>         | <b>250</b> | <b>\$ 43,840</b> | <b>\$ -</b>                      | <b>\$ -</b>       | <b>\$ -</b>                   | <b>\$ 43,840</b>             |
| <b>TASK 4 - Bid Phase Support Services</b>            |                       |                 |                    |            |                  |                                  |                   |                               |                              |
| Response to RFIs                                      | 2                     | 4               | 4                  | 10         | \$ 1,860         |                                  |                   |                               | \$ 1,860                     |
| Addendum to Bid Documents                             | 2                     | 4               | 8                  | 14         | \$ 2,520         |                                  |                   |                               | \$ 2,520                     |
| <b>Subtotal - Task 4</b>                              | <b>4</b>              | <b>8</b>        | <b>12</b>          | <b>24</b>  | <b>\$ 4,380</b>  | <b>\$ -</b>                      | <b>\$ -</b>       | <b>\$ -</b>                   | <b>\$ 4,380</b>              |
| <b>TASK 5 - Construction Support Services</b>         |                       |                 |                    |            |                  |                                  |                   |                               |                              |
| Submittal Review                                      | 2                     | 8               |                    | 10         | \$ 1,960         |                                  |                   |                               | \$ 1,960                     |
| Response to RFIs                                      | 2                     | 8               | 8                  | 18         | \$ 3,280         |                                  |                   |                               | \$ 3,280                     |
| Change Orders                                         | 2                     | 8               |                    | 10         | \$ 1,960         |                                  |                   |                               | \$ 1,960                     |
| Field Visits (3)                                      | 8                     | 8               |                    | 16         | \$ 3,280         |                                  |                   |                               | \$ 3,280                     |
| Record Drawings                                       | 1                     | 4               | 16                 | 21         | \$ 3,620         |                                  |                   |                               | \$ 3,620                     |
| <b>Subtotal - Task 5</b>                              | <b>15</b>             | <b>36</b>       | <b>24</b>          | <b>75</b>  | <b>\$ 14,100</b> | <b>\$ -</b>                      | <b>\$ -</b>       | <b>\$ -</b>                   | <b>\$ 14,100</b>             |
| <b>TOTAL TASKS 1-5</b>                                | <b>67</b>             | <b>172</b>      | <b>208</b>         | <b>447</b> | <b>\$ 81,740</b> | <b>\$ 15,100</b>                 | <b>\$ 17,180</b>  | <b>\$ 10,930</b>              | <b>\$ 124,950</b>            |



CITY OF DALY CITY  
SAN MATEO COUNTY, CALIFORNIA

PROJECT LOCATION MAP  
SAN DIEGO, SANTA CRUZ, AND GUADALUPE  
WATER MAIN REPLACEMENT PROJECT



0 500 1000



# City Council Meeting Agenda Report

Item # \_\_\_\_\_

**Meeting Date: May 9, 2022**

**Subject:** Accepting and Appropriating a \$2,907 Grant from the State of California for a Book to Action program, *Mutual Rescue*

## Recommended Action

It is recommended the City Council accept a Library Services and Technology Act (LSTA) grant from the California State Library of \$2,907, and appropriate this amount for a community read program, *Mutual Rescue*.

## Background/Discussion

Book to Action is a public library book-themed program that tackles important issues in the community and encourages reading, community discussion, and action. This spring, the Library invites you to read Carol Novello's *Mutual Rescue*, a book about homeless animals and the families who rescue them. The Library is giving out copies of the book at all library locations as well as at community events. A Zoom book discussion event with the author will take place May 17. Art kits will be available while supplies last and the resulting paintings will be exhibited in June at the War Memorial Community Center. A screening of short films from the *Mutual Rescue* series will take place also at the War Memorial Community Center, and the filmmaker, David Whitman, and stars of the films will be on hand to answer questions. Finally, we're encouraging community members to share their own stories of animal rescue.

## Fiscal Impact

The \$2,907 grant revenue from the State of California was not anticipated in the current Fiscal Year budget. These grant funds were received and will be expended in Fiscal Year 2021-22.

## Summary/Conclusion

Staff is available to provide any additional information desired by the Mayor or City Council.

Respectfully submitted,

Chela Anderson  
Library Services Manager



# City Council Agenda Report

Item # \_\_\_\_\_

**Meeting Date: May 9, 2022**

**Subject: Adopt Resolution Authorizing the City to Implement Teleconferenced Public Meetings Pursuant to Assembly Bill 361**

## **Recommended Action**

Adopt a resolution authorizing continued remote teleconference public meetings by the City Council and all subordinate boards, commissions, and standing Committees of the City in accordance with Assembly Bill 361 for an additional Period of 30 Days.

## **Background**

Since March of 2020 and because of the COVID-19 pandemic, the City Council of the City of Daly City, and all of its subordinate bodies, boards, commissions and subcommittees, have been meeting remotely pursuant to the Governor's Executive Order N-29-20, which suspended certain teleconference requirements of the Brown Act. On June 11, 2021, the Governor issued Executive Order N-08-21, which rescinds these suspensions effective September 30, 2021.

In recognition of the fact that the pandemic is ongoing, on September 16, 2021, the Governor signed AB 361, an urgency measure, which amends the Brown Act and authorizes teleconferenced public meetings under certain circumstances where the participation is from a remote location. AB 361 went into effect October 1, 2021 and expires on January 1, 2024. If the City Council desires to continue to meet remotely, it must comply with AB 361.

AB 361 applies to meetings during a state of emergency as declared by the Governor. There must also be either imposed or recommended measures to promote social distancing by state or local officials, or a finding by the legislative body that meeting in person would present imminent risks to the health or safety of attendees as a result of the emergency.

AB 361 includes additional requirements in the form of an initial authorizing resolution (effective for up to 30 days) and subsequent resolutions to extend the use of remote meetings for additional periods of 30 days thereafter. The bill included an urgency provision making the law immediately effective upon signature by the Governor.

## **Discussion**

The City must comply with the provisions of the Brown Act implemented by AB 361 for remote meetings, or it must comply with the pre-COVID-19 requirements for remote meetings set forth in Government Code section 54953(b)(3).

AB 361 requires several procedural safeguards to protect public participation during a remote meeting, key ones of which are summarized as follows: The public must have the ability to address the legislative body directly and must be given information on how to address the body. The public must be provided either a call-in or internet-based service option. The body must stop the meeting if the call-in or internet-based option fails. The legislative body cannot require that public comments be submitted in advance (although this option can be provided). Speakers cannot be required to pre-register (except as required by an independent call-in or internet platform).

Members of the public must be given a reasonable time to register to provide public comment. Agencies that provide a timed public comment period shall not close the public comment period until that time period has expired.

On October 11, 2021, the City Council adopted Resolution No. 21-138, authorizing the continued remote teleconference public meetings by the City Council and all subordinate boards, commissions, and standing Committees in the City in accordance with AB 361. On November 8, 2021, the City Council adopted Resolution No. 21-50, authorizing the continued remote teleconference public meetings by the City Council and all subordinate boards, commission, and standing Committees in the City for an additional thirty (30) days. On December 13, 2021, the City Council adopted Resolution No. 21-63 authorizing the continued remote teleconference public meetings for an additional thirty (30) days. On January 10, 2022, the City Council adopted Resolution No. 22-01 authorizing the continued remote teleconference public meetings by the City Council and all subordinate boards, commission, and standing Committees in the City for an additional thirty (30) days. On February 14, 2022, the City Council adopted Resolution No. 22-24 authorizing the continued remote teleconference public meetings for an additional thirty (30) days. At the February 14<sup>th</sup> City Council meeting, staff received feedback from the City Council on an eventual return to in-person public meetings. At the March 14, 2022, staff received additional feedback and the City Council adopted Resolution No. 22-45 authorizing the continued remote teleconference public meetings for an additional thirty (30) days. On April 11, 2022, the City Council adopted Resolution No. 22-55 authorizing the continued remote teleconference public meetings for an additional thirty (3) days. In order to continue remote teleconference public meetings, the City Council must adopt a resolution extending an additional thirty days (30) days.

Accordingly, if the Council wishes for itself, all of its subordinate bodies, and all of its boards and their subcommittees to be able to meet remotely during the current declared state of emergency, it should adopt a resolution finding that measures to promote social distancing by state or local officials, and/or meeting in person would present imminent risks to the health or safety of attendees is a result of the emergency. This resolution would permit meetings pursuant to AB 361 for a maximum period of 30 days. If the Council desires to continue using the teleconference exception beyond that initial 30-day period, it must confirm the circumstances of the state of emergency and make required findings at least 30 days after adoption of that resolution and every 30 days thereafter.

The California Environmental Quality Act (CEOA), State CEOA Guidelines Section 15061(b)(3) provides a "common sense" exemption to environmental review that CEQA only applies to projects that have the potential for causing a significant effect on the environment.

Councilmembers received an update that technology improvements in Council Chambers to allow for hybrid virtual/in-person meetings would be tentatively installed in May. Councilmembers also expressed interest in system testing prior to launching hybrid meetings. Staff will continue to work with the technology vendor to upgrade the system in Council Chambers. Given the timeline for this upgrade, City staff will plan to bring this 30-day Resolution for Council consideration again at the regular City Council meeting on June 13, 2022 and can seek additional feedback at that time.

Summary/Conclusion

Staff recommends that the City Council adopt the attached Resolution authorizing the continued remote teleconference public meetings by the City Council and all subordinate boards, commissions, and standing Committees for an additional 30 days pursuant to AB 361.

Staff also seeks initial feedback on a future return to in-person public meetings.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,



Rose Zimmerman  
City Attorney



Stephen Stolte  
Assistant City Manager

Attachments: 1. Draft Resolution Regarding Remote Teleconference Meetings

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DALY CITY AUTHORIZING  
REMOTE TELECONFERENCE MEETINGS BY THE CITY COUNCIL AND ALL BOARDS,  
COMMISSIONS, AND STANDING COMMITTEES OF THE CITY IN ACCORDANCE  
WITH ASSEMBLY BILL 361 FOR A PERIOD OF THIRTY DAYS

---

**WHEREAS**, COVID-19 (also known as the “Coronavirus Disease”) is a respiratory disease that has spread across the globe, with thousands of confirmed cases in California, including the City of Daly City; and

**WHEREAS**, on January 31, 2020, the United States Secretary of Health and Human Services declared a public health emergency based on the threat caused by COVID-19, and the President of the United States issued a Proclamation Declaring a National Emergency Concerning COVID-19 beginning March 1, 2020; and

**WHEREAS**, in response to COVID-19, the Governor of the State of California issued a Proclamation of a State of Emergency in response to COVID-19 on March 4, 2020; and

**WHEREAS**, the City Council of the City of Daly City adopted a proclamation of a local emergency related to the COVID-19 virus on March 16, 2020; and

**WHEREAS**, the City of Daly City (“City”) is committed to preserving and fostering public access, transparency, observation, and participation in meetings of the City Council and Boards, Commissions, and Standing Committees (hereafter collectively referred to as “legislative bodies;” and

**WHEREAS**, all meetings of the City Council and legislative bodies are open and public as required by the Ralph M. Brown Act, Government Code Sections 54950 – 54963, so that any member of the public may attend, observe, and participate in a meaningful way; and

**WHEREAS**, Government Section 54953(b)(3) of the Brown Act allows a local legislative body to hold public meetings by teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to attend and to address the local legislative body, as long as the following requirements are met:

1. Each teleconference location from which a member is participating is noticed on the agenda;
2. Each teleconference location is accessible to the public;
3. Members of the public must be able to address the body at each teleconference location;
4. At least one member of the legislative body must be physically present at the location specified in the meeting agenda; and
5. During teleconference meetings, at least a quorum of the members of the local body must participate from locations within the local body’s territorial jurisdiction; and

**WHEREAS**, the Brown Act, as amended by AB 361 (2021), at Government Code Section 54953(e) *et seq.*, allows for remote observation and participation in meetings by members of a legislative body and members of the public without compliance with the requirements of Government Code Section 54953(b)(3), subject to certain conditions; and

**WHEREAS**, the initial required condition is a declaration of a state of emergency by the Governor pursuant to the California Emergency Services Act at Government Code Section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state and within the boundaries of the City, caused by conditions as described in Government Code Section 8558; and

**WHEREAS**, the Governor's Proclamation of a State of Emergency includes area within the jurisdictional boundaries of the City; and

**WHEREAS**, Government Code Section 54953(e)(3)(A-B) added by AB 361 provides an alternative to having public meetings in accordance with Government Code Section 54953(b)(3) when City Council has reconsidered the circumstances of the COVID-19 state of emergency and that the following circumstances exist:

1. The state of emergency as a result of COVID-19 continues to directly impact the ability of the members of City Council and the members of the City's Boards, Commissions, and Standing Committees to meet safely in person; and
2. The State of California and the County of San Mateo continue to recommend measures to promote social distancing.

**WHEREAS**, Government Code Section 54953(e) *et seq.* further requires that state or local officials have imposed or recommended measures to promote social distancing or the legislative body finds that meeting in person would present an imminent risk to the health or safety of attendees; and

**WHEREAS**, such conditions now exist in the City in that (i) State and Local officials recommend social distancing measures and (ii) emergency conditions evidenced by COVID-19 and its variants create ongoing COVID-19 cases, hospitalizations, and deaths and meeting in person would present imminent risk to health or safety of attendees; and

**WHEREAS**, the City Council affirms that it will allow for observation and participation by Council Members as well as Board, Commission, and Standing Committee Members and the public via Zoom in an effort to protect the constitutional and statutory rights of all attendees; and

**WHEREAS**, Government Code Section 54953(e)(3) requires that the City Council review the need and make findings for continuing the teleconferencing as authorized by AB 361 at least once every thirty (30) days until the Governor terminates the state of emergency.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DALY CITY  
HEREBY RESOLVES AS FOLLOWS:**

**Section 1.** The above recitals are true and correct and are incorporated herein by this reference.

**Section 2.** The City Council finds that the state of emergency conditions related to COVID-19 as set forth in the Governor's and City's Proclamations of Emergency and are on-going.

**Section 3.** The City Council further finds that state and county official recommend social distancing conditions causing imminent risk to attendees as described above exist.

**Section 4.** The City Council hereby recognizes and affirms the existence and conditions of a state of emergency as proclaimed by the Governor and the City in the City and affirms, authorizes, and proclaims the existence of a local emergency throughout the City.

**Section 5.** The City Council finds that the state of emergency as a result of COVID-19 and the new variant Omicron continues to directly impact the ability of members of the City Council and the members of the City's Boards, Commissions, and standing committees to meet safely in person and such fact creates an imminent health risk to such members.

**Section 6.** The City Council hereby authorizes the City Council and all of the Boards, Commissions, and Standing Committees of City to conduct their meetings without compliance with Government Code Section 54953(b)(3), and to instead comply with the remote meeting requirements as authorized by Government Code Section 54953(e) *et seq.*

**Section 7.** The City Manager and the City Clerk are authorized and directed to take all actions reasonably necessary to carry out the intent and purpose of this Resolution, including, conducting open and public meetings remotely in accordance with Government Code Section 54953(e) *et seq.*, and other applicable provisions of the Brown Act, for all City Council meetings, and all Boards, Commissions, and standing committee meetings of the City.

**Section 8.** This Resolution shall take effect immediately upon its adoption and remain in effect for 30 days or until such time as the City Council adopts a Subsequent Resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the City Council and all City legislative bodies may continue to meet remotely, without compliance with Government Code Section 54953(b)(3), but otherwise as permitted by Government Code Section 54953(e) *et seq.*

**Section 9.** If any provision of this Resolution or the application of any such provision to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Resolution that can be given effect without the invalid provision or application, and to this end of the provisions of this Resolution are severable.

**Section 10.** The City Clerk of the City of Daly City shall certify to the adoption of this Resolution.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DALY CITY AUTHORIZING  
REMOTE TELECONFERENCE MEETINGS BY THE CITY COUNCIL AND ALL BOARDS,  
COMMISSIONS, AND STANDING COMMITTEES OF THE CITY IN ACCORDANCE  
WITH ASSEMBLY BILL 361 FOR A PERIOD OF THIRTY DAYS

---

DRAFT

I hereby certify the foregoing to be a true copy of a Resolution adopted by the City Council of Daly City, California, at a regular meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 2022, by the following vote of the members thereof:

AYES, and in favor thereof, Councilmembers: \_\_\_\_\_,

\_\_\_\_\_  
NOES, Councilmembers: \_\_\_\_\_

Absent, Councilmembers: \_\_\_\_\_

\_\_\_\_\_  
ASSISTANT CITY CLERK OF THE CITY OF DALY CITY

APPROVED:

\_\_\_\_\_  
MAYOR OF THE CITY OF DALY CITY

CITY OF DALY CITY  
CHECK REGISTERS  
FOR THE MONTH OF MARCH 2022

03/10/2022

CHASE CREDIT CARD     -     N/A – Electronic Payment

03/15/2022

CHECKS ISSUED                 -     #396219 TO 396576

CANCELED CHECK               -     NONE

VOID CHECK                     -     NONE

03/23/2022

CHECKS ISSUED                 -     #396577 TO 396602

CANCELED CHECK               -     NONE

VOID CHECK                     -     NONE

03/31/2022

CHECKS ISSUED                 -     #396603 TO 396919

CANCELED CHECK               -     NONE

VOID CHECK                     -     NONE

AUDITED  FINANCE DIRECTOR

APPROVED \_\_\_\_\_ CITY MANAGER

APPROVED \_\_\_\_\_ MAYOR

APPROVED \_\_\_\_\_ VICE MAYOR

ACCOUNTS PAYABLE CHECK RUN SUMMARY  
FISCAL YEAR 2021-2022

|      | MONTH        | TOTAL                   |
|------|--------------|-------------------------|
| 2021 | July         | \$ 8,215,036.28         |
|      | August       | 7,147,595.02            |
|      | September    | 6,462,709.20            |
|      | October      | 5,663,311.73            |
|      | November     | 7,388,057.15            |
|      | December     | 6,479,794.83            |
| 2022 | January      | 6,887,293.81            |
|      | February     | 6,427,077.34            |
|      | March        | 7,816,883.21            |
|      | April        |                         |
|      | May          |                         |
|      | June         |                         |
|      | <b>TOTAL</b> | <b>\$ 62,487,758.57</b> |

MARCH 2022 BREAK DOWN OF EXPENSES BY FUND

| Fund                     | Total for Month        | Total for Year          | % of Total    |
|--------------------------|------------------------|-------------------------|---------------|
| General Fund             | \$ 2,535,277.23        | \$ 22,889,057.08        | 36.6%         |
| Gas Tax Fund             | 83,776.04              | 2,594,915.86            | 4.2%          |
| Utility/Enterprise Funds | 5,197,829.94           | 37,003,785.63           | 59.2%         |
| <b>Total:</b>            | <b>\$ 7,816,883.21</b> | <b>\$ 62,487,758.57</b> | <b>100.0%</b> |

| Document        | Payee ID | Payee Name             | Date     | Amount    | Type | Stat | Rel To Note  |
|-----------------|----------|------------------------|----------|-----------|------|------|--------------|
| CB CHK 00031022 | 49024    | JP MORGAN CHASE BANK N | 03/10/22 | 39,145.40 | HW   | IS   | Hand Written |

G R A N D T O T A L S:

|                            |           |                             |   |
|----------------------------|-----------|-----------------------------|---|
| Total Void Machine Written | 0.00      | Number of Checks Processed: | 0 |
| Total Void Hand Written    | 0.00      | Number of Checks Processed: | 0 |
| Total Machine Written      | 0.00      | Number of Checks Processed: | 0 |
| Total Hand Written         | 39,145.40 | Number of Checks Processed: | 1 |
| Total Reversals            | 0.00      | Number of Checks Processed: | 0 |
| Total Cancelled            | 0.00      | Number of Checks Processed: | 0 |
| Total EFTs                 | 0.00      | Number of EFTs Processed:   | 0 |
| Total EPAYs                | 0.00      | Number of EPAYs Processed:  | 0 |

G R A N D T O T A L 39,145.40

| Document        | Payee ID     | Payee Name                  | Date     | Amount     | Type  | Stat  | Rel To Note |
|-----------------|--------------|-----------------------------|----------|------------|-------|-------|-------------|
| =====           | =====        | =====                       | =====    | =====      | ===== | ===== | =====       |
| AP CHK 00396219 | 46218R       | 24/7 ROOTER & PLUMBING SERV | 03/15/22 | 4,000.00   | MW    | IS    |             |
| AP CHK 00396220 | 56621        | ACC BUSINESS                | 03/15/22 | 3,742.86   | MW    | IS    |             |
| AP CHK 00396221 | 53561        | ACTION TOWING               | 03/15/22 | 2,213.40   | MW    | IS    |             |
| AP CHK 00396222 | 1514         | ADAM HILL COMPANY, THE      | 03/15/22 | 2,420.69   | MW    | IS    |             |
| AP CHK 00396223 | 13854        | AECO SYSTEMS INC            | 03/15/22 | 310.00     | MW    | IS    |             |
| AP CHK 00396224 | 50660        | AETYPIC INC                 | 03/15/22 | 17,510.00  | MW    | IS    |             |
| AP CHK 00396225 | 15226        | AFSCME DISTRICT COUNCIL 57  | 03/15/22 | 4,253.28   | MW    | IS    |             |
| AP CHK 00396226 | 32391R       | AGUIRRE III, BALTAZAR       | 03/15/22 | 860.40     | MW    | IS    |             |
| AP CHK 00396227 | 14004        | ALERT PEST CONTROL COMPANY  | 03/15/22 | 6,495.05   | MW    | IS    |             |
| AP CHK 00396228 | VOID.CONTINU | Void - Continued Stub       | 03/15/22 | 0.00       | VM    | VD    | Void        |
| AP CHK 00396229 | 1025         | ALHAMBRA                    | 03/15/22 | 248.70     | MW    | IS    |             |
| AP CHK 00396230 | 49642        | ALL CITY MANAGEMENT SERVICE | 03/15/22 | 8,572.19   | MW    | IS    |             |
| AP CHK 00396231 | 55682        | ALL GREEN ELECTRONICS RECYC | 03/15/22 | 370.00     | MW    | IS    |             |
| AP CHK 00396232 | 37095        | ALL INDUSTRIAL ELECTRIC SUP | 03/15/22 | 1,033.10   | MW    | IS    |             |
| AP CHK 00396233 | 55735R       | ALL TRUSTY BUILDERS         | 03/15/22 | 1,500.00   | MW    | IS    |             |
| AP CHK 00396234 | 56628        | ALLAN HANCOCK COLLEGE       | 03/15/22 | 1,095.00   | MW    | IS    |             |
| AP CHK 00396235 | 55560R       | ALLIANCE HOMES              | 03/15/22 | 3,000.00   | MW    | IS    |             |
| AP CHK 00396236 | 45179R       | ALLSTATE INSURANCE          | 03/15/22 | 2,475.38   | MW    | IS    |             |
| AP CHK 00396237 | 39355        | ALTA LANGUAGE SERVICES INC  | 03/15/22 | 68.00      | MW    | IS    |             |
| AP CHK 00396238 | 56231        | AMAZON CAPITAL SERVICES INC | 03/15/22 | 2,346.45   | MW    | IS    |             |
| AP CHK 00396239 | 45439JPA     | AMERICAN MEDICAL RESPONSE   | 03/15/22 | 500.00     | MW    | IS    |             |
| AP CHK 00396240 | 38846        | AMERICAN MESSAGING          | 03/15/22 | 29.39      | MW    | IS    |             |
| AP CHK 00396241 | 23273        | ANDERSON PACIFIC ENGINEERIN | 03/15/22 | 291,150.00 | MW    | IS    |             |
| AP CHK 00396242 | 26986R       | ANDERSON ROOFING AND SHEET  | 03/15/22 | 275.00     | MW    | IS    |             |
| AP CHK 00396243 | 56634R       | ANG, CAROLINE               | 03/15/22 | 3,725.00   | MW    | IS    |             |
| AP CHK 00396244 | 46546        | ANTHEM BLUE CROSS           | 03/15/22 | 1,077.15   | MW    | IS    |             |
| AP CHK 00396245 | 46546        | ANTHEM BLUE CROSS           | 03/15/22 | 923.16     | MW    | IS    |             |
| AP CHK 00396246 | 1259         | ARAMARK                     | 03/15/22 | 336.31     | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396247 | 55833    | ARAMARK                     | 03/15/22 | 1,437.90  | MW    | IS    |             |
| AP CHK 00396248 | 53563    | ARANDA, MILI                | 03/15/22 | 294.00    | MW    | IS    |             |
| AP CHK 00396249 | 56141R   | ARGUELLES, GUILLERMO        | 03/15/22 | 1,278.97  | MW    | IS    |             |
| AP CHK 00396250 | 46898R   | ARGUELLO, GUILLERMO         | 03/15/22 | 80.00     | MW    | IS    |             |
| AP CHK 00396251 | 39146R   | ASUNCION, REYNANTE          | 03/15/22 | 720.00    | MW    | IS    |             |
| AP CHK 00396252 | 1101     | AT&T                        | 03/15/22 | 263.47    | MW    | IS    |             |
| AP CHK 00396253 | 6413     | AT&T MOBILITY               | 03/15/22 | 18.86     | MW    | IS    |             |
| AP CHK 00396254 | 6413     | AT&T MOBILITY               | 03/15/22 | 482.53    | MW    | IS    |             |
| AP CHK 00396255 | 6413     | AT&T MOBILITY               | 03/15/22 | 382.95    | MW    | IS    |             |
| AP CHK 00396256 | 6413     | AT&T MOBILITY               | 03/15/22 | 163.00    | MW    | IS    |             |
| AP CHK 00396257 | 6413     | AT&T MOBILITY               | 03/15/22 | 166.38    | MW    | IS    |             |
| AP CHK 00396258 | 6413     | AT&T MOBILITY               | 03/15/22 | 2,165.49  | MW    | IS    |             |
| AP CHK 00396259 | 6413     | AT&T MOBILITY               | 03/15/22 | 605.22    | MW    | IS    |             |
| AP CHK 00396260 | 6413     | AT&T MOBILITY               | 03/15/22 | 1,225.13  | MW    | IS    |             |
| AP CHK 00396261 | 6413     | AT&T MOBILITY               | 03/15/22 | 3,033.47  | MW    | IS    |             |
| AP CHK 00396262 | 6413     | AT&T MOBILITY               | 03/15/22 | 30.59     | MW    | IS    |             |
| AP CHK 00396263 | 6413     | AT&T MOBILITY               | 03/15/22 | 95.62     | MW    | IS    |             |
| AP CHK 00396264 | 6413     | AT&T MOBILITY               | 03/15/22 | 1,467.70  | MW    | IS    |             |
| AP CHK 00396265 | 44649    | ATLAS COPCO COMPRESSORS LLC | 03/15/22 | 1,599.26  | MW    | IS    |             |
| AP CHK 00396266 | 56648R   | AU, HENRY                   | 03/15/22 | 125.00    | MW    | IS    |             |
| AP CHK 00396267 | 49498    | AUTOTEMP INC                | 03/15/22 | 195.00    | MW    | IS    |             |
| AP CHK 00396268 | 50075    | AZYURA                      | 03/15/22 | 6,125.00  | MW    | IS    |             |
| AP CHK 00396269 | 1232     | BAKER & TAYLOR COMPANY INC  | 03/15/22 | 14,231.06 | MW    | IS    |             |
| AP CHK 00396270 | 56644R   | BARBER CONSTRUCTION         | 03/15/22 | 3,000.00  | MW    | IS    |             |
| AP CHK 00396271 | 54719    | BARNES WELDING              | 03/15/22 | 222.75    | MW    | IS    |             |
| AP CHK 00396272 | 35698    | BARTEL ASSOCIATES LLC       | 03/15/22 | 5,060.00  | MW    | IS    |             |
| AP CHK 00396273 | 46152R   | BAY 101 ROOFING INC         | 03/15/22 | 550.00    | MW    | IS    |             |
| AP CHK 00396274 | 7950     | BAY AREA AIR QUALITY MANAGE | 03/15/22 | 461.00    | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount     | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|------------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====      | ===== | ===== | =====       |
| AP CHK 00396275 | 41717    | BAY AREA CONSUMERS CHECKBOO | 03/15/22 | 25.00      | MW    | IS    |             |
| AP CHK 00396276 | 50441R   | BCW CONSTRUCTION            | 03/15/22 | 875.00     | MW    | IS    |             |
| AP CHK 00396277 | 52276R   | BELL PLUMBING OF SAN MATEO  | 03/15/22 | 2,000.00   | MW    | IS    |             |
| AP CHK 00396278 | 46794    | BETTERSOURCE                | 03/15/22 | 804.83     | MW    | IS    |             |
| AP CHK 00396279 | 19200    | BIRITE FOODSERVICE DISTRIBU | 03/15/22 | 2,673.83   | MW    | IS    |             |
| AP CHK 00396280 | 22205    | BLACKSTONE PUBLISHING       | 03/15/22 | 200.00     | MW    | IS    |             |
| AP CHK 00396281 | 56068    | BRADSHAW CONSTRUCTION       | 03/15/22 | 2,600.00   | MW    | IS    |             |
| AP CHK 00396282 | 56233    | BRANNON CORPORATION         | 03/15/22 | 62,867.49  | MW    | IS    |             |
| AP CHK 00396283 | 56233    | BRANNON CORPORATION         | 03/15/22 | 189,450.90 | MW    | IS    |             |
| AP CHK 00396284 | 3349     | BROADMOOR LANDSCAPE SUPPLY  | 03/15/22 | 153.31     | MW    | IS    |             |
| AP CHK 00396285 | 3064     | BROWN & CALDWELL INC        | 03/15/22 | 47,198.15  | MW    | IS    |             |
| AP CHK 00396286 | 48259    | BWNVT MOTORS INC            | 03/15/22 | 8,443.13   | MW    | IS    |             |
| AP CHK 00396287 | 33941    | C & A BROWN COMPANY         | 03/15/22 | 842.80     | MW    | IS    |             |
| AP CHK 00396288 | 33981    | CAGWIN & DORWARD            | 03/15/22 | 355.00     | MW    | IS    |             |
| AP CHK 00396289 | 33645R   | CAL STATE ROOFING COMPANY I | 03/15/22 | 275.00     | MW    | IS    |             |
| AP CHK 00396290 | 36927    | CALCON SYSTEMS INC          | 03/15/22 | 21,996.05  | MW    | IS    |             |
| AP CHK 00396291 | 1196     | CALIFORNIA WATER SERVICE CO | 03/15/22 | 219.02     | MW    | IS    |             |
| AP CHK 00396292 | 17888    | CARL WARREN & COMPANY INC   | 03/15/22 | 1,296.10   | MW    | IS    |             |
| AP CHK 00396293 | 56645R   | CARVANA LLC                 | 03/15/22 | 10,000.00  | MW    | IS    |             |
| AP CHK 00396294 | 56639R   | CASTILLO, KARLA             | 03/15/22 | 1,581.89   | MW    | IS    |             |
| AP CHK 00396295 | 28636    | CDW GOVERNMENT INC          | 03/15/22 | 4,671.67   | MW    | IS    |             |
| AP CHK 00396296 | 42277    | CEL ANALYTICAL INC          | 03/15/22 | 1,000.00   | MW    | IS    |             |
| AP CHK 00396297 | 40247    | CELLEBRITE INC.             | 03/15/22 | 5,175.81   | MW    | IS    |             |
| AP CHK 00396298 | 48009    | CENGAGE LEARNING INC / GALE | 03/15/22 | 260.59     | MW    | IS    |             |
| AP CHK 00396299 | 24769    | CENTER POINT LARGE PRINT    | 03/15/22 | 50.25      | MW    | IS    |             |
| AP CHK 00396300 | 10299JPA | CENTRAL COUNTY FIRE DEPARTM | 03/15/22 | 15,888.00  | MW    | IS    |             |
| AP CHK 00396301 | 54918R   | CFY CONSTRUCTION INC        | 03/15/22 | 275.00     | MW    | IS    |             |
| AP CHK 00396302 | 56330    | CHAMBER SAN MATEO COUNTY    | 03/15/22 | 3,000.00   | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396303 | 56523R   | CHEN, BILLY                 | 03/15/22 | 1,149.53  | MW    | IS    |             |
| AP CHK 00396304 | 55978R   | CHEN, YAO YUAN              | 03/15/22 | 3,000.00  | MW    | IS    |             |
| AP CHK 00396305 | 48727    | CINTAS CORPORATION          | 03/15/22 | 805.04    | MW    | IS    |             |
| AP CHK 00396306 | 3678     | CINTAS CORPORATION #464     | 03/15/22 | 5,374.45  | MW    | IS    |             |
| AP CHK 00396307 | 35395    | CITY AUTO SUPPLY            | 03/15/22 | 9,638.31  | MW    | IS    |             |
| AP CHK 00396308 | 46465JPA | CITY OF BELMONT             | 03/15/22 | 3,505.00  | MW    | IS    |             |
| AP CHK 00396309 | 6649JPA  | CITY OF BRISBANE            | 03/15/22 | 2,492.00  | MW    | IS    |             |
| AP CHK 00396310 | 25602    | CITY OF DALY CITY           | 03/15/22 | 3,334.94  | MW    | IS    |             |
| AP CHK 00396311 | 25602    | CITY OF DALY CITY           | 03/15/22 | 180.26    | MW    | IS    |             |
| AP CHK 00396312 | 25602    | CITY OF DALY CITY           | 03/15/22 | 3,605.07  | MW    | IS    |             |
| AP CHK 00396313 | 25602    | CITY OF DALY CITY           | 03/15/22 | 73,444.58 | MW    | IS    |             |
| AP CHK 00396314 | 43155JPA | CITY OF DALY CITY           | 03/15/22 | 9,058.00  | MW    | IS    |             |
| AP CHK 00396315 | 5342JPA  | CITY OF FOSTER CITY         | 03/15/22 | 4,061.00  | MW    | IS    |             |
| AP CHK 00396316 | 6034JPA  | CITY OF PACIFICA            | 03/15/22 | 3,017.00  | MW    | IS    |             |
| AP CHK 00396317 | 55405JPA | CITY OF REDWOOD CITY        | 03/15/22 | 5,446.00  | MW    | IS    |             |
| AP CHK 00396318 | 20562JPA | CITY OF SAN BRUNO           | 03/15/22 | 1,645.00  | MW    | IS    |             |
| AP CHK 00396319 | 46083JPA | CITY OF SAN CARLOS          | 03/15/22 | 4,182.00  | MW    | IS    |             |
| AP CHK 00396320 | 25816JPA | CITY OF SAN MATEO           | 03/15/22 | 9,393.00  | MW    | IS    |             |
| AP CHK 00396321 | 40147    | CITY TOYOTA                 | 03/15/22 | 36,683.93 | MW    | IS    |             |
| AP CHK 00396322 | 40147    | CITY TOYOTA                 | 03/15/22 | 37,700.27 | MW    | IS    |             |
| AP CHK 00396323 | 40147    | CITY TOYOTA                 | 03/15/22 | 30,107.91 | MW    | IS    |             |
| AP CHK 00396324 | 54186    | CIVICPLUS INC               | 03/15/22 | 600.00    | MW    | IS    |             |
| AP CHK 00396325 | 56237    | CLAREMONT BEHAVIORAL SERVIC | 03/15/22 | 4,017.00  | MW    | IS    |             |
| AP CHK 00396326 | 19943    | CLEAN HARBORS ENV SERVICES  | 03/15/22 | 22,678.52 | MW    | IS    |             |
| AP CHK 00396327 | 56649    | CODE FOR FUN                | 03/15/22 | 770.00    | MW    | IS    |             |
| AP CHK 00396328 | 25819JPA | COLMA FIRE PROTECTION DISTR | 03/15/22 | 2,053.00  | MW    | IS    |             |
| AP CHK 00396329 | 34153    | COMCAST                     | 03/15/22 | 33.40     | MW    | IS    |             |
| AP CHK 00396330 | 47244    | COMCAST                     | 03/15/22 | 94.86     | MW    | IS    |             |

| Document        | Payee ID  | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|-----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====     | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396331 | 48645     | COMCAST                     | 03/15/22 | 83.00     | MW    | IS    |             |
| AP CHK 00396332 | 49446     | COMCAST                     | 03/15/22 | 118.33    | MW    | IS    |             |
| AP CHK 00396333 | 56468     | COMCAST                     | 03/15/22 | 139.45    | MW    | IS    |             |
| AP CHK 00396334 | 56653     | COMCAST                     | 03/15/22 | 327.85    | MW    | IS    |             |
| AP CHK 00396335 | 56654     | COMCAST                     | 03/15/22 | 327.85    | MW    | IS    |             |
| AP CHK 00396336 | 40882RJPA | COMER, SHERYL               | 03/15/22 | 60.28     | MW    | IS    |             |
| AP CHK 00396337 | 12578     | COMPLETE LINEN SERVICES INC | 03/15/22 | 70.83     | MW    | IS    |             |
| AP CHK 00396338 | 2930      | CONTRACTORS ELECTRICAL DIST | 03/15/22 | 834.83    | MW    | IS    |             |
| AP CHK 00396339 | 56253     | CORE & MAIN LP              | 03/15/22 | 18,510.59 | MW    | IS    |             |
| AP CHK 00396340 | 14930     | COUNTY OF SAN MATEO         | 03/15/22 | 164.51    | MW    | IS    |             |
| AP CHK 00396341 | 12610     | COUNTY OF SAN MATEO DISTRIC | 03/15/22 | 1,200.00  | MW    | IS    |             |
| AP CHK 00396342 | 40976R    | COUNTY ROOFING COMPANY      | 03/15/22 | 275.00    | MW    | IS    |             |
| AP CHK 00396343 | 42324     | CRIME SCENE CLEANERS INC    | 03/15/22 | 100.00    | MW    | IS    |             |
| AP CHK 00396344 | 36182     | CRITICAL REACH              | 03/15/22 | 1,200.00  | MW    | IS    |             |
| AP CHK 00396345 | 56617R    | CRUZ, AURA JOMELIE          | 03/15/22 | 1,443.08  | MW    | IS    |             |
| AP CHK 00396346 | 48323     | CRYSTAL CREAMERY            | 03/15/22 | 481.60    | MW    | IS    |             |
| AP CHK 00396347 | 28906     | CSG CONSULTANTS INC         | 03/15/22 | 735.00    | MW    | IS    |             |
| AP CHK 00396348 | 19907     | CWEA-TCP                    | 03/15/22 | 212.00    | MW    | IS    |             |
| AP CHK 00396349 | 1042      | D C LOCK & SECURITY SERVICE | 03/15/22 | 603.65    | MW    | IS    |             |
| AP CHK 00396350 | 1836      | DAILY JOURNAL CORPORATION   | 03/15/22 | 414.00    | MW    | IS    |             |
| AP CHK 00396351 | 30935     | DALY CITY POLICE OFFICERS B | 03/15/22 | 1,060.00  | MW    | IS    |             |
| AP CHK 00396352 | 9290      | DALY CITY POLICE OFFICERS A | 03/15/22 | 1,720.00  | MW    | IS    |             |
| AP CHK 00396353 | 9290      | DALY CITY POLICE OFFICERS A | 03/15/22 | 14,055.84 | MW    | IS    |             |
| AP CHK 00396354 | 36807     | DALY CITY TEST ONLY         | 03/15/22 | 160.00    | MW    | IS    |             |
| AP CHK 00396355 | 1793      | DALY CITY TOOL MART         | 03/15/22 | 750.00    | MW    | IS    |             |
| AP CHK 00396356 | 7817      | DANS DRILLING & FENCING INC | 03/15/22 | 6,460.00  | MW    | IS    |             |
| AP CHK 00396357 | 51806     | DAVID J POWERS & ASSOCIATES | 03/15/22 | 32,898.75 | MW    | IS    |             |
| AP CHK 00396358 | 52511R    | DHALIWAL, JASPRADEEP        | 03/15/22 | 750.00    | MW    | IS    |             |

| Document        | Payee ID  | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|-----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====     | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396359 | 26138R    | DISCOUNT PLUMBING & HEATING | 03/15/22 | 12,000.00 | MW    | IS    |             |
| AP CHK 00396360 | 30629LAW  | DOWNEY BRAND ATTORNEYS LLP  | 03/15/22 | 48,635.50 | MW    | IS    |             |
| AP CHK 00396361 | 1061      | DUNN EDWARDS CORPORATION    | 03/15/22 | 1,329.68  | MW    | IS    |             |
| AP CHK 00396362 | 53530     | EAN SERVICES LLC            | 03/15/22 | 488.66    | MW    | IS    |             |
| AP CHK 00396363 | 48177     | EAST BAY TIRE CO            | 03/15/22 | 3,161.38  | MW    | IS    |             |
| AP CHK 00396364 | 40611     | ECMS INC                    | 03/15/22 | 2,248.04  | MW    | IS    |             |
| AP CHK 00396365 | 53583     | ECOHERO SHOW LLC, THE       | 03/15/22 | 3,575.00  | MW    | IS    |             |
| AP CHK 00396366 | 54558R    | ELMAHY, HAMDY               | 03/15/22 | 2,163.17  | MW    | IS    |             |
| AP CHK 00396367 | 56297     | EME ENTERPRISE INC          | 03/15/22 | 587.50    | MW    | IS    |             |
| AP CHK 00396368 | 44735     | ENVIRONMENTAL EXPRESS INC   | 03/15/22 | 485.35    | MW    | IS    |             |
| AP CHK 00396369 | 56650R    | ESCAMILLA, FELIPE           | 03/15/22 | 240.00    | MW    | IS    |             |
| AP CHK 00396370 | 26327     | EWING IRRIGATION PRODUCTS I | 03/15/22 | 499.34    | MW    | IS    |             |
| AP CHK 00396371 | 7839R     | EXCELSIOR ROOFING COMPANY I | 03/15/22 | 275.00    | MW    | IS    |             |
| AP CHK 00396372 | 47624     | FBI NATIONAL ACADEMY ASSOCI | 03/15/22 | 125.00    | MW    | IS    |             |
| AP CHK 00396373 | 1383      | FEDEX                       | 03/15/22 | 34.97     | MW    | IS    |             |
| AP CHK 00396374 | 9922      | FERGUSON ENTERPRISES LLC #3 | 03/15/22 | 1,254.62  | MW    | IS    |             |
| AP CHK 00396375 | 21443R    | FERMA CORPORATION           | 03/15/22 | 3,000.00  | MW    | IS    |             |
| AP CHK 00396376 | 34698     | FERROGROUP INC DBA          | 03/15/22 | 1,496.82  | MW    | IS    |             |
| AP CHK 00396377 | 41177R    | FIRM CONSTRUCTION COMPANY   | 03/15/22 | 2,015.00  | MW    | IS    |             |
| AP CHK 00396378 | 56655     | FIRST ARRIVING LLC          | 03/15/22 | 5,448.90  | MW    | IS    |             |
| AP CHK 00396379 | 56191     | FRANCHISE TAX BOARD         | 03/15/22 | 187.50    | MW    | IS    |             |
| AP CHK 00396380 | G-HOLMES  | FRANCHISE TAX BOARD         | 03/15/22 | 200.00    | MW    | IS    |             |
| AP CHK 00396381 | G-PERDOMO | FRANCHISE TAX BOARD         | 03/15/22 | 1,191.30  | MW    | IS    |             |
| AP CHK 00396382 | 56546     | FUN EXPRESS LLC             | 03/15/22 | 74.63     | MW    | IS    |             |
| AP CHK 00396383 | 56636R    | G CORE ENGINEERING          | 03/15/22 | 500.00    | MW    | IS    |             |
| AP CHK 00396384 | 56170     | GAVIN'S PAINTING            | 03/15/22 | 5,900.00  | MW    | IS    |             |
| AP CHK 00396385 | 48247     | GCS ENVIRONMENTAL EQUIPMENT | 03/15/22 | 4,765.88  | MW    | IS    |             |
| AP CHK 00396386 | 28020     | GOLDEN STATE FIRE APARATUS  | 03/15/22 | 15,695.10 | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396387 | 31925    | GOVCONNECTION INC           | 03/15/22 | 154.27    | MW    | IS    |             |
| AP CHK 00396388 | 1754     | GRAINGER INC                | 03/15/22 | 8,845.86  | MW    | IS    |             |
| AP CHK 00396389 | 36985    | GRAND INDUSTRIES INC        | 03/15/22 | 37,606.55 | MW    | IS    |             |
| AP CHK 00396390 | 1571     | GRANITEROCK                 | 03/15/22 | 150.65    | MW    | IS    |             |
| AP CHK 00396391 | 53721    | GRAPHICS ON THE EDGE        | 03/15/22 | 2,056.32  | MW    | IS    |             |
| AP CHK 00396392 | 30894    | GRM                         | 03/15/22 | 355.25    | MW    | IS    |             |
| AP CHK 00396393 | 6476     | HANSON, CATHERINE           | 03/15/22 | 750.00    | MW    | IS    |             |
| AP CHK 00396394 | 42304R   | HARGENS INC                 | 03/15/22 | 3,000.00  | MW    | IS    |             |
| AP CHK 00396395 | 54235    | HARRIS COMPUTER SYSTEMS     | 03/15/22 | 8,883.40  | MW    | IS    |             |
| AP CHK 00396396 | 47707R   | HART, SHANE                 | 03/15/22 | 277.16    | MW    | IS    |             |
| AP CHK 00396397 | 55667    | HAZEN AND SAWYER            | 03/15/22 | 25,657.33 | MW    | IS    |             |
| AP CHK 00396398 | 17021    | HF&H CONSULTANTS LLC        | 03/15/22 | 210.00    | MW    | IS    |             |
| AP CHK 00396399 | 9049     | HI TECH EVS INC             | 03/15/22 | 6,139.90  | MW    | IS    |             |
| AP CHK 00396400 | 49700    | HILL BROTHERS CHEMICAL CO   | 03/15/22 | 3,031.63  | MW    | IS    |             |
| AP CHK 00396401 | 15857    | HOME DEPOT CREDIT SERVICES  | 03/15/22 | 15,656.87 | MW    | IS    |             |
| AP CHK 00396402 | 54590    | HOME DEPOT PRO, THE         | 03/15/22 | 1,484.67  | MW    | IS    |             |
| AP CHK 00396403 | 55142R   | HP COMMUNICATIONS INC       | 03/15/22 | 2,310.00  | MW    | IS    |             |
| AP CHK 00396404 | 2665     | HSQ TECHNOLOGY CORP         | 03/15/22 | 1,000.00  | MW    | IS    |             |
| AP CHK 00396405 | 56651R   | HUANG, FENG YUN             | 03/15/22 | 4,622.99  | MW    | IS    |             |
| AP CHK 00396406 | 56635R   | HUANG, SHU QING             | 03/15/22 | 3,698.15  | MW    | IS    |             |
| AP CHK 00396407 | 41818    | HUNTINGTON COURT REPORTERS  | 03/15/22 | 756.88    | MW    | IS    |             |
| AP CHK 00396408 | 53460    | INDEPENDENT CODE CONSULTANT | 03/15/22 | 480.00    | MW    | IS    |             |
| AP CHK 00396409 | 48933    | INFOSEND INC                | 03/15/22 | 6,940.43  | MW    | IS    |             |
| AP CHK 00396410 | 31781    | INNOVATIVE CLAIM SOLUTIONS  | 03/15/22 | 15,415.58 | MW    | IS    |             |
| AP CHK 00396411 | 34663    | INTEC SOLUTIONS INC         | 03/15/22 | 785.61    | MW    | IS    |             |
| AP CHK 00396412 | 56564    | INVOICE CLOUD INC           | 03/15/22 | 100.00    | MW    | IS    |             |
| AP CHK 00396413 | 1072     | IRVINE & JACHENS INC        | 03/15/22 | 560.36    | MW    | IS    |             |
| AP CHK 00396414 | 38914    | J P COOKE COMPANY           | 03/15/22 | 117.35    | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount     | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|------------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====      | ===== | ===== | =====       |
| AP CHK 00396415 | 24233    | JACOBS ASSOCIATES           | 03/15/22 | 183,339.56 | MW    | IS    |             |
| AP CHK 00396416 | 20835    | JEFFERSON HIGH SCHOOL       | 03/15/22 | 500.00     | MW    | IS    |             |
| AP CHK 00396417 | 21383R   | KALAVERAS, MARJORIE         | 03/15/22 | 769.50     | MW    | IS    |             |
| AP CHK 00396418 | 39604    | KIMBALL MIDWEST             | 03/15/22 | 274.69     | MW    | IS    |             |
| AP CHK 00396419 | 51402R   | KLATT, JOHN                 | 03/15/22 | 61.10      | MW    | IS    |             |
| AP CHK 00396420 | 33914    | KOFFLER ELECTRICAL MECHANIC | 03/15/22 | 28,584.91  | MW    | IS    |             |
| AP CHK 00396421 | 48573    | KOSMONT COMPANIES           | 03/15/22 | 548.60     | MW    | IS    |             |
| AP CHK 00396422 | 56646R   | KWON, DIANA                 | 03/15/22 | 122.00     | MW    | IS    |             |
| AP CHK 00396423 | 1108     | L N CURTIS AND SONS         | 03/15/22 | 1,004.15   | MW    | IS    |             |
| AP CHK 00396424 | 41061    | LACAL EQUIPMENT INC         | 03/15/22 | 6,914.68   | MW    | IS    |             |
| AP CHK 00396425 | 48008LAW | LAW OFFICES OF BURKE WILLIA | 03/15/22 | 3,770.50   | MW    | IS    |             |
| AP CHK 00396426 | 1148     | LAWSON PRODUCTS INC         | 03/15/22 | 641.71     | MW    | IS    |             |
| AP CHK 00396427 | 26517R   | LAZO, IRHINE                | 03/15/22 | 400.00     | MW    | IS    |             |
| AP CHK 00396428 | 33497    | LEGACY MECHANICAL & ENERGY  | 03/15/22 | 10,245.28  | MW    | IS    |             |
| AP CHK 00396429 | 29200    | LEGAL SHIELD                | 03/15/22 | 330.00     | MW    | IS    |             |
| AP CHK 00396430 | 45083    | LEHR                        | 03/15/22 | 750.00     | MW    | IS    |             |
| AP CHK 00396431 | 24273    | LEXIS NEXIS                 | 03/15/22 | 358.54     | MW    | IS    |             |
| AP CHK 00396432 | 37094    | LEXISNEXIS RISK DATA MANAGE | 03/15/22 | 510.00     | MW    | IS    |             |
| AP CHK 00396433 | 12906LAW | LIEBERT CASSIDY WHITMORE    | 03/15/22 | 75.00      | MW    | IS    |             |
| AP CHK 00396434 | 14431    | LINDE INC                   | 03/15/22 | 14,980.31  | MW    | IS    |             |
| AP CHK 00396435 | 38405R   | LIU, ANGELA                 | 03/15/22 | 2,375.00   | MW    | IS    |             |
| AP CHK 00396436 | 56232    | LOOKINGPOINT INC            | 03/15/22 | 3,357.23   | MW    | IS    |             |
| AP CHK 00396437 | 29332    | LORAL LANDSCAPING           | 03/15/22 | 19,236.07  | MW    | IS    |             |
| AP CHK 00396438 | 49874    | LOU'S GLOVES INC            | 03/15/22 | 1,314.00   | MW    | IS    |             |
| AP CHK 00396439 | 56637R   | MANDAPAT, VALENTINO         | 03/15/22 | 575.00     | MW    | IS    |             |
| AP CHK 00396440 | 56652R   | MARIANO, DANIEL             | 03/15/22 | 20.00      | MW    | IS    |             |
| AP CHK 00396441 | 56366    | MATRIX CONSULTING GROUP LTD | 03/15/22 | 9,000.00   | MW    | IS    |             |
| AP CHK 00396442 | 54358    | MAVERICK NETWORKS INC       | 03/15/22 | 660.00     | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396443 | 56647R   | MEARS GROUP INC             | 03/15/22 | 2,680.00  | MW    | IS    |             |
| AP CHK 00396444 | 25805JPA | MENLO PARK FIRE PROTECTION  | 03/15/22 | 13,000.00 | MW    | IS    |             |
| AP CHK 00396445 | 23949    | METRO MOBILE COMMUNICATIONS | 03/15/22 | 1,545.00  | MW    | IS    |             |
| AP CHK 00396446 | 52240    | MGT OF AMERICA CONSULTING L | 03/15/22 | 2,500.00  | MW    | IS    |             |
| AP CHK 00396447 | 22863    | MIDWEST TAPE INC            | 03/15/22 | 2,778.03  | MW    | IS    |             |
| AP CHK 00396448 | 49436REN | MKD CEDAR HILL LLC          | 03/15/22 | 6,638.52  | MW    | IS    |             |
| AP CHK 00396449 | 48091R   | MODUS INC                   | 03/15/22 | 6,000.00  | MW    | IS    |             |
| AP CHK 00396450 | 56609MED | MORGENTHALER PHD, ERIC      | 03/15/22 | 2,700.00  | MW    | IS    |             |
| AP CHK 00396451 | 56641R   | NAJJAR, HAYATTE             | 03/15/22 | 400.00    | MW    | IS    |             |
| AP CHK 00396452 | 3420     | NEWARK CORPORATION          | 03/15/22 | 130.11    | MW    | IS    |             |
| AP CHK 00396453 | 46852    | NEWEGG BUSINESS INC         | 03/15/22 | 700.97    | MW    | IS    |             |
| AP CHK 00396454 | 49974    | NGLIC                       | 03/15/22 | 1,796.32  | MW    | IS    |             |
| AP CHK 00396455 | 56545    | NOR CAL SIGNAL SUPPLY LLC   | 03/15/22 | 387.59    | MW    | IS    |             |
| AP CHK 00396456 | 34131    | NORTH FENCE COMPANY         | 03/15/22 | 5,790.00  | MW    | IS    |             |
| AP CHK 00396457 | 25761    | NORTHERN SAFETY CO INC      | 03/15/22 | 493.12    | MW    | IS    |             |
| AP CHK 00396458 | 56642R   | NUGENT PLASTERING           | 03/15/22 | 1,655.00  | MW    | IS    |             |
| AP CHK 00396459 | 30978    | OCT WATER QUALITY ACADEMY   | 03/15/22 | 12,000.00 | MW    | IS    |             |
| AP CHK 00396460 | 1055     | OFFICE DEPOT                | 03/15/22 | 194.03    | MW    | IS    |             |
| AP CHK 00396461 | 15337    | OFFICE DEPOT                | 03/15/22 | 453.99    | MW    | IS    |             |
| AP CHK 00396462 | 42500    | OFFICE DEPOT                | 03/15/22 | 1,572.81  | MW    | IS    |             |
| AP CHK 00396463 | 42500    | OFFICE DEPOT                | 03/15/22 | 1,141.33  | MW    | IS    |             |
| AP CHK 00396464 | 56335    | OPERATIONAL TECHNICAL SERVI | 03/15/22 | 43,640.09 | MW    | IS    |             |
| AP CHK 00396465 | 3685     | OTIS ELEVATOR COMPANY       | 03/15/22 | 964.28    | MW    | IS    |             |
| AP CHK 00396466 | 4918     | OTIS ELEVATOR COMPANY       | 03/15/22 | 2,056.00  | MW    | IS    |             |
| AP CHK 00396467 | 56657R   | OUTFRONT MEDIA GROUP LLC    | 03/15/22 | 2,000.00  | MW    | IS    |             |
| AP CHK 00396468 | 55555    | OVERDRIVE INC               | 03/15/22 | 1,032.36  | MW    | IS    |             |
| AP CHK 00396469 | 42838    | PACE SUPPLY CORP            | 03/15/22 | 266.11    | MW    | IS    |             |
| AP CHK 00396470 | 10360R   | PACIFIC GAS & ELECTRIC      | 03/15/22 | 16,000.00 | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount     | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|------------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====      | ===== | ===== | =====       |
| AP CHK 00396471 | 1216     | PACIFIC GAS & ELECTRIC      | 03/15/22 | 119,347.61 | MW    | IS    |             |
| AP CHK 00396472 | 29252    | PACIFIC PRODUCE INC         | 03/15/22 | 1,750.65   | MW    | IS    |             |
| AP CHK 00396473 | 46102R   | PEACOCK CONSTRUCTION INC    | 03/15/22 | 3,000.00   | MW    | IS    |             |
| AP CHK 00396474 | 3297     | PENINSULA LIBRARY SYSTEM    | 03/15/22 | 5,353.66   | MW    | IS    |             |
| AP CHK 00396475 | 1936     | PENINSULA PEACE OFFICERS AS | 03/15/22 | 226.80     | MW    | IS    |             |
| AP CHK 00396476 | 29738    | PENINSULA UNIFORMS & EQUIPM | 03/15/22 | 197.72     | MW    | IS    |             |
| AP CHK 00396477 | 27473    | PENWORTHY COMPANY, THE      | 03/15/22 | 3,628.96   | MW    | IS    |             |
| AP CHK 00396478 | 49521R   | PEREUR, ANTHONY             | 03/15/22 | 185.00     | MW    | IS    |             |
| AP CHK 00396479 | 19678    | PERS LONG TERM CARE PROGRAM | 03/15/22 | 248.17     | MW    | IS    |             |
| AP CHK 00396480 | 51799    | PET FOOD EXPRESS            | 03/15/22 | 198.30     | MW    | IS    |             |
| AP CHK 00396481 | 47044    | PETERSON TRUCKS INC         | 03/15/22 | 1,980.05   | MW    | IS    |             |
| AP CHK 00396482 | 55247R   | PGM CONSTRUCTION            | 03/15/22 | 3,000.00   | MW    | IS    |             |
| AP CHK 00396483 | 54331    | PIIAN SYSTEMS LLC           | 03/15/22 | 5,537.22   | MW    | IS    |             |
| AP CHK 00396484 | 25817JPA | POINT MONTARA HALF MOON BAY | 03/15/22 | 7,152.00   | MW    | IS    |             |
| AP CHK 00396485 | 56658R   | POLSTON, JOSHUA             | 03/15/22 | 242.83     | MW    | IS    |             |
| AP CHK 00396486 | 36106    | POLYDYNE INC                | 03/15/22 | 38,293.19  | MW    | IS    |             |
| AP CHK 00396487 | 54462    | PORAC RETIREE MEDICAL TRUST | 03/15/22 | 18,600.00  | MW    | IS    |             |
| AP CHK 00396488 | 52406    | POWER WORKS INC             | 03/15/22 | 2,281.86   | MW    | IS    |             |
| AP CHK 00396489 | 53942    | PREFERRED ALLIANCE INC      | 03/15/22 | 462.00     | MW    | IS    |             |
| AP CHK 00396490 | 44943    | PREMIUM ROOFING AND WATER P | 03/15/22 | 13,400.00  | MW    | IS    |             |
| AP CHK 00396491 | 21280    | PROGRESSIVE BUSINESS PUBLIC | 03/15/22 | 299.00     | MW    | IS    |             |
| AP CHK 00396492 | 53664    | PROPRINT                    | 03/15/22 | 2,213.98   | MW    | IS    |             |
| AP CHK 00396493 | 54044    | QUADIENT LEASING USA INC    | 03/15/22 | 1,653.54   | MW    | IS    |             |
| AP CHK 00396494 | 21723R   | R & B EQUIPMENT INC         | 03/15/22 | 3,000.00   | MW    | IS    |             |
| AP CHK 00396495 | 56566    | RADWELL INTERNATIONAL LLC   | 03/15/22 | 1,276.43   | MW    | IS    |             |
| AP CHK 00396496 | 56643R   | RAMOS, ADIANA               | 03/15/22 | 103.00     | MW    | IS    |             |
| AP CHK 00396497 | 27153R   | RANGER PIPELINES INC        | 03/15/22 | 19,500.00  | MW    | IS    |             |
| AP CHK 00396498 | 48668JPA | RAVNTECH CORPORATION        | 03/15/22 | 6,136.33   | MW    | IS    |             |

| Document        | Payee ID   | Payee Name                  | Date     | Amount       | Type  | Stat  | Rel To Note |
|-----------------|------------|-----------------------------|----------|--------------|-------|-------|-------------|
| =====           | =====      | =====                       | =====    | =====        | ===== | ===== | =====       |
| AP CHK 00396499 | 50803      | READYREFRESH BY NESTLE      | 03/15/22 | 121.64       | MW    | IS    |             |
| AP CHK 00396500 | 14608      | REEVES COMPANY INC          | 03/15/22 | 73.91        | MW    | IS    |             |
| AP CHK 00396501 | 1200       | REPUBLIC SERVICES OF NORTH  | 03/15/22 | 1,460,855.50 | MW    | IS    |             |
| AP CHK 00396502 | 51931      | ROADPOST USA INC            | 03/15/22 | 630.36       | MW    | IS    |             |
| AP CHK 00396503 | 52843R     | S F UNDERGROUND             | 03/15/22 | 2,750.00     | MW    | IS    |             |
| AP CHK 00396504 | 1087       | SAFETY KLEEN SYSTEMS INC    | 03/15/22 | 1,825.43     | MW    | IS    |             |
| AP CHK 00396505 | 56638R     | SALONGA VALINO, MARISSA     | 03/15/22 | 4,383.24     | MW    | IS    |             |
| AP CHK 00396506 | 56629      | SAN FRANCISCO HEARING CENTE | 03/15/22 | 1,205.76     | MW    | IS    |             |
| AP CHK 00396507 | 1109       | SAN FRANCISCO PUBLIC        | 03/15/22 | 670,955.18   | MW    | IS    |             |
| AP CHK 00396508 | 51614      | SAN MATEO CART SERVICE      | 03/15/22 | 562.50       | MW    | IS    |             |
| AP CHK 00396509 | 12544      | SAN MATEO COUNTY CONTROLLER | 03/15/22 | 65,770.10    | MW    | IS    |             |
| AP CHK 00396510 | 14776      | SAN MATEO COUNTY EMS AGENCY | 03/15/22 | 125.00       | MW    | IS    |             |
| AP CHK 00396511 | 43158JPA   | SAN MATEO COUNTY FIRE COUNT | 03/15/22 | 13,099.00    | MW    | IS    |             |
| AP CHK 00396512 | 35246      | SAN MATEO COUNTY SHERIFFS O | 03/15/22 | 8,947.00     | MW    | IS    |             |
| AP CHK 00396513 | G1MARTINEZ | SAN MATEO COUNTY SHERIFF    | 03/15/22 | 112.50       | MW    | IS    |             |
| AP CHK 00396514 | 55607      | SANTANA, BRUNO              | 03/15/22 | 1,500.00     | MW    | IS    |             |
| AP CHK 00396515 | 54717      | SANTANA, VALERIA CRISTINA   | 03/15/22 | 6,650.00     | MW    | IS    |             |
| AP CHK 00396516 | 49441      | SC FUELS                    | 03/15/22 | 54,606.78    | MW    | IS    |             |
| AP CHK 00396517 | 24148      | SCHOLASTIC INC              | 03/15/22 | 123.06       | MW    | IS    |             |
| AP CHK 00396518 | 1111       | SF - WATER                  | 03/15/22 | 675,883.35   | MW    | IS    |             |
| AP CHK 00396519 | 52666      | SHRED WORKS INC             | 03/15/22 | 155.00       | MW    | IS    |             |
| AP CHK 00396520 | 55832      | SILICON VALLEY PAVING INC   | 03/15/22 | 14,014.19    | MW    | IS    |             |
| AP CHK 00396521 | 52783R     | SKY ROOF INC                | 03/15/22 | 275.00       | MW    | IS    |             |
| AP CHK 00396522 | 32237      | SMART & FINAL STORES LLC    | 03/15/22 | 814.91       | MW    | IS    |             |
| AP CHK 00396523 | 37110R     | SOLIS, ELIZABETH            | 03/15/22 | 702.10       | MW    | IS    |             |
| AP CHK 00396524 | 2055       | SOUTH CITY LUMBER & SUPPLY  | 03/15/22 | 167.58       | MW    | IS    |             |
| AP CHK 00396525 | 55731R     | SRC ROOFING                 | 03/15/22 | 825.00       | MW    | IS    |             |
| AP CHK 00396526 | 47389      | STARVISTA                   | 03/15/22 | 25,311.17    | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396527 | 18948    | STATE CONTROLLER            | 03/15/22 | 3,372.98  | MW    | IS    |             |
| AP CHK 00396528 | 3613     | STATIONARY ENGINEERS LOCAL  | 03/15/22 | 4,009.64  | MW    | IS    |             |
| AP CHK 00396529 | 40900    | STEVENS BAY AREA DIESEL SER | 03/15/22 | 6,248.14  | MW    | IS    |             |
| AP CHK 00396530 | 33063    | SUPERCO SPECIALTY PRODUCTS  | 03/15/22 | 988.21    | MW    | IS    |             |
| AP CHK 00396531 | 26055R   | SVOBODA, PATRICK            | 03/15/22 | 225.00    | MW    | IS    |             |
| AP CHK 00396532 | 51439    | SWEET DELIGHT BAKERY        | 03/15/22 | 2,646.00  | MW    | IS    |             |
| AP CHK 00396533 | 45319    | T MOBILE USA INC            | 03/15/22 | 60.00     | MW    | IS    |             |
| AP CHK 00396534 | 2798     | TEAMSTERS LOCAL 856         | 03/15/22 | 3,175.00  | MW    | IS    |             |
| AP CHK 00396535 | 20485    | TECHNOLOGY ENGINEERING & CO | 03/15/22 | 82,404.00 | MW    | IS    |             |
| AP CHK 00396536 | 46855    | TELE WORKS INC              | 03/15/22 | 2,372.91  | MW    | IS    |             |
| AP CHK 00396537 | 13852    | TELECOMMUNICATIONS ENGINEER | 03/15/22 | 3,544.80  | MW    | IS    |             |
| AP CHK 00396538 | 1201     | THOMSON REUTERS WEST        | 03/15/22 | 2,868.85  | MW    | IS    |             |
| AP CHK 00396539 | 17883    | TRAFFIC PARTS INC           | 03/15/22 | 4,310.71  | MW    | IS    |             |
| AP CHK 00396540 | 53970    | TRIDENT K9 CONSULTING       | 03/15/22 | 500.00    | MW    | IS    |             |
| AP CHK 00396541 | 52033    | TRIPEPI SMITH & ASSOCIATES  | 03/15/22 | 1,627.50  | MW    | IS    |             |
| AP CHK 00396542 | 56004    | TRUSTED GEAR COMPANY LLC    | 03/15/22 | 71.96     | MW    | IS    |             |
| AP CHK 00396543 | 29829    | TSAI FONG BOOKS INC         | 03/15/22 | 880.94    | MW    | IS    |             |
| AP CHK 00396544 | 26803    | TURBO DATA SYSTEMS INC      | 03/15/22 | 32,468.47 | MW    | IS    |             |
| AP CHK 00396545 | 34094    | TURF STAR INC               | 03/15/22 | 195.32    | MW    | IS    |             |
| AP CHK 00396546 | 46654    | UNITED STATES PLASTIC CORP  | 03/15/22 | 156.91    | MW    | IS    |             |
| AP CHK 00396547 | 32209    | UNIVAR SOLUTIONS USA INC    | 03/15/22 | 9,130.06  | MW    | IS    |             |
| AP CHK 00396548 | 39811    | UPS                         | 03/15/22 | 127.23    | MW    | IS    |             |
| AP CHK 00396549 | 7873     | URBAN FARMER STORE, THE     | 03/15/22 | 382.98    | MW    | IS    |             |
| AP CHK 00396550 | 46998    | UTILITY TELECOM GROUP LLC   | 03/15/22 | 1,653.02  | MW    | IS    |             |
| AP CHK 00396551 | 47099JPA | UTILITY TELECOM GROUP LLC   | 03/15/22 | 7,441.57  | MW    | IS    |             |
| AP CHK 00396552 | 52895LAW | VAKHARIA, MAZARIN A         | 03/15/22 | 1,019.00  | MW    | IS    |             |
| AP CHK 00396553 | 29329    | VERIZON WIRELESS SERVICES L | 03/15/22 | 4,908.85  | MW    | IS    |             |
| AP CHK 00396554 | 41056R   | VIOLA, ANNA MARIE           | 03/15/22 | 769.50    | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396555 | 1579     | VWR INTERNATIONAL LLC       | 03/15/22 | 3,743.13  | MW    | IS    |             |
| AP CHK 00396556 | 47474R   | WAH WONG CONSTRUCTION COMPA | 03/15/22 | 3,000.00  | MW    | IS    |             |
| AP CHK 00396557 | 1891     | WARREN, JOHN                | 03/15/22 | 720.00    | MW    | IS    |             |
| AP CHK 00396558 | 36355    | WASTEWATER SOLUTIONS INC    | 03/15/22 | 4,125.00  | MW    | IS    |             |
| AP CHK 00396559 | 50485    | WAVE BROADBAND              | 03/15/22 | 2,714.41  | MW    | IS    |             |
| AP CHK 00396560 | 55406    | WELCOMING AMERICA           | 03/15/22 | 1,500.00  | MW    | IS    |             |
| AP CHK 00396561 | 49085    | WEST COAST ARBORISTS INC    | 03/15/22 | 12,212.25 | MW    | IS    |             |
| AP CHK 00396562 | 39237    | WEST COAST CODE CONSULTANTS | 03/15/22 | 4,675.63  | MW    | IS    |             |
| AP CHK 00396563 | 29517    | WEST-LITE SUPPLY COMPANY IN | 03/15/22 | 351.55    | MW    | IS    |             |
| AP CHK 00396564 | 55677    | WESTERN EXTRICATION SPECIAL | 03/15/22 | 803.39    | MW    | IS    |             |
| AP CHK 00396565 | 30684    | WHITE CAP LP                | 03/15/22 | 455.03    | MW    | IS    |             |
| AP CHK 00396566 | 54330    | WILLIAMS SCOTSMAN INC       | 03/15/22 | 665.39    | MW    | IS    |             |
| AP CHK 00396567 | 36417R   | WILLIAMS, ANNE              | 03/15/22 | 721.54    | MW    | IS    |             |
| AP CHK 00396568 | 53853R   | WL CONSTRUCTION GROUP       | 03/15/22 | 12,950.00 | MW    | IS    |             |
| AP CHK 00396569 | 56659R   | WOO, YANG                   | 03/15/22 | 875.00    | MW    | IS    |             |
| AP CHK 00396570 | 18388JPA | WOODSIDE FIRE PROTECTION DI | 03/15/22 | 8,625.00  | MW    | IS    |             |
| AP CHK 00396571 | 51563    | WORXTIME                    | 03/15/22 | 1,555.56  | MW    | IS    |             |
| AP CHK 00396572 | 41132    | WRIGHT, CHARLAYNE           | 03/15/22 | 80.00     | MW    | IS    |             |
| AP CHK 00396573 | 56660R   | WU, LILY                    | 03/15/22 | 635.00    | MW    | IS    |             |
| AP CHK 00396574 | 56640R   | XL CONSTRUCTION CORP        | 03/15/22 | 3,000.00  | MW    | IS    |             |
| AP CHK 00396575 | 43396R   | YAMA CONSTRUCTION           | 03/15/22 | 1,025.00  | MW    | IS    |             |
| AP CHK 00396576 | 12694R   | ZALINSKIS, KLAUS            | 03/15/22 | 721.54    | MW    | IS    |             |

| Document               | Payee ID | Payee Name                 | Date  | Amount       | Type  | Stat                        | Rel   | To Note |
|------------------------|----------|----------------------------|-------|--------------|-------|-----------------------------|-------|---------|
| =====                  | =====    | =====                      | ===== | =====        | ===== | =====                       | ===== | =====   |
| G R A N D T O T A L S: |          |                            |       |              |       |                             |       |         |
|                        |          | Total Void Machine Written |       | 0.00         |       | Number of Checks Processed: |       | 1       |
|                        |          | Total Void Hand Written    |       | 0.00         |       | Number of Checks Processed: |       | 0       |
|                        |          | Total Machine Written      |       | 5,357,702.76 |       | Number of Checks Processed: |       | 357     |
|                        |          | Total Hand Written         |       | 0.00         |       | Number of Checks Processed: |       | 0       |
|                        |          | Total Reversals            |       | 0.00         |       | Number of Checks Processed: |       | 0       |
|                        |          | Total Cancelled            |       | 0.00         |       | Number of Checks Processed: |       | 0       |
|                        |          | Total EFTs                 |       | 0.00         |       | Number of EFTs Processed:   |       | 0       |
|                        |          | Total EPAYs                |       | 0.00         |       | Number of EPAYs Processed:  |       | 0       |
|                        |          | G R A N D T O T A L        |       | 5,357,702.76 |       |                             |       |         |

| Document        | Payee ID   | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|------------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====      | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396577 | 15226      | AFSCME DISTRICT COUNCIL 57  | 03/23/22 | 4,357.68  | MW    | IS    |             |
| AP CHK 00396578 | 46585      | ANTHEM BLUE CROSS           | 03/23/22 | 108.00    | MW    | IS    |             |
| AP CHK 00396579 | 46585      | ANTHEM BLUE CROSS           | 03/23/22 | 191.20    | MW    | IS    |             |
| AP CHK 00396580 | 17997      | C.L.E.A.                    | 03/23/22 | 2,303.00  | MW    | IS    |             |
| AP CHK 00396581 | 1414       | DALY CITY CENTRAL CASHIER   | 03/23/22 | 1,360.80  | MW    | IS    |             |
| AP CHK 00396582 | 1937       | DALY CITY FIREFIGHTERS UNIO | 03/23/22 | 24,074.00 | MW    | IS    |             |
| AP CHK 00396583 | 30935      | DALY CITY POLICE OFFICERS B | 03/23/22 | 1,176.60  | MW    | IS    |             |
| AP CHK 00396584 | 9290       | DALY CITY POLICE OFFICERS A | 03/23/22 | 15,853.68 | MW    | IS    |             |
| AP CHK 00396585 | 9290       | DALY CITY POLICE OFFICERS A | 03/23/22 | 1,940.00  | MW    | IS    |             |
| AP CHK 00396586 | 56134      | DEPARTMENT OF JUSTICE       | 03/23/22 | 50.00     | MW    | IS    |             |
| AP CHK 00396587 | G-HOLMES   | FRANCHISE TAX BOARD         | 03/23/22 | 200.00    | MW    | IS    |             |
| AP CHK 00396588 | G-PERDOMO  | FRANCHISE TAX BOARD         | 03/23/22 | 1,161.42  | MW    | IS    |             |
| AP CHK 00396589 | 47002MED   | KAISER PERMANENTE           | 03/23/22 | 2,707.42  | MW    | IS    |             |
| AP CHK 00396590 | 21383R     | KALAVERAS, MARJORIE         | 03/23/22 | 948.13    | MW    | IS    |             |
| AP CHK 00396591 | 56560      | MISSION FLOORING INC        | 03/23/22 | 7,696.00  | MW    | IS    |             |
| AP CHK 00396592 | 49974      | NGLIC                       | 03/23/22 | 1,741.43  | MW    | IS    |             |
| AP CHK 00396593 | 1936       | PENINSULA PEACE OFFICERS AS | 03/23/22 | 226.80    | MW    | IS    |             |
| AP CHK 00396594 | 19678      | PERS LONG TERM CARE PROGRAM | 03/23/22 | 248.17    | MW    | IS    |             |
| AP CHK 00396595 | 54462      | PORAC RETIREE MEDICAL TRUST | 03/23/22 | 18,700.00 | MW    | IS    |             |
| AP CHK 00396596 | 56664      | SAN MATEO COUNTY FIREFIGHTE | 03/23/22 | 23,860.00 | MW    | IS    |             |
| AP CHK 00396597 | G1MARTINEZ | SAN MATEO COUNTY SHERIFF    | 03/23/22 | 112.50    | MW    | IS    |             |
| AP CHK 00396598 | 3613       | STATIONARY ENGINEERS LOCAL  | 03/23/22 | 3,761.90  | MW    | IS    |             |
| AP CHK 00396599 | 2798       | TEAMSTERS LOCAL 856         | 03/23/22 | 3,243.00  | MW    | IS    |             |
| AP CHK 00396600 | 50490      | UNITEDHEALTHCARE INSURANCE  | 03/23/22 | 352.82    | MW    | IS    |             |
| AP CHK 00396601 | 38922      | VANTAGEPOINT TRANSFER AGENT | 03/23/22 | 5,800.00  | MW    | IS    |             |
| AP CHK 00396602 | 38922      | VANTAGEPOINT TRANSFER AGENT | 03/23/22 | 2,000.00  | MW    | IS    |             |

| Document                   | Payee ID | Payee Name | Date | Amount     | Type                        | Stat | Rel | To Note |
|----------------------------|----------|------------|------|------------|-----------------------------|------|-----|---------|
| =====                      |          |            |      |            |                             |      |     |         |
| G R A N D T O T A L S:     |          |            |      |            |                             |      |     |         |
| Total Void Machine Written |          |            |      | 0.00       | Number of Checks Processed: |      | 0   |         |
| Total Void Hand Written    |          |            |      | 0.00       | Number of Checks Processed: |      | 0   |         |
| Total Machine Written      |          |            |      | 124,174.55 | Number of Checks Processed: |      | 26  |         |
| Total Hand Written         |          |            |      | 0.00       | Number of Checks Processed: |      | 0   |         |
| Total Reversals            |          |            |      | 0.00       | Number of Checks Processed: |      | 0   |         |
| Total Cancelled            |          |            |      | 0.00       | Number of Checks Processed: |      | 0   |         |
| Total EFTs                 |          |            |      | 0.00       | Number of EFTs Processed:   |      | 0   |         |
| Total EPAYs                |          |            |      | 0.00       | Number of EPAYs Processed:  |      | 0   |         |
| G R A N D T O T A L        |          |            |      | 124,174.55 |                             |      |     |         |

| Document        | Payee ID | Payee Name                  | Date     | Amount     | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|------------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====      | ===== | ===== | =====       |
| AP CHK 00396603 | 46218R   | 24/7 ROOTER & PLUMBING SERV | 03/31/22 | 12,000.00  | MW    | IS    |             |
| AP CHK 00396604 | 17838    | A M LEONARD INC             | 03/31/22 | 203.28     | MW    | IS    |             |
| AP CHK 00396605 | 50236    | ABM BUILDING SOLUTIONS SAN  | 03/31/22 | 1,637.50   | MW    | IS    |             |
| AP CHK 00396606 | 40630R   | ACME ROOFING COMPANY        | 03/31/22 | 550.00     | MW    | IS    |             |
| AP CHK 00396607 | 15222    | ACTION SPORTS               | 03/31/22 | 3,250.46   | MW    | IS    |             |
| AP CHK 00396608 | 53561    | ACTION TOWING               | 03/31/22 | 1,407.00   | MW    | IS    |             |
| AP CHK 00396609 | 1514     | ADAM HILL COMPANY, THE      | 03/31/22 | 847.52     | MW    | IS    |             |
| AP CHK 00396610 | 5034     | ADAMSON POLICE PRODUCTS     | 03/31/22 | 1,845.55   | MW    | IS    |             |
| AP CHK 00396611 | 13854    | AECO SYSTEMS INC            | 03/31/22 | 5,010.39   | MW    | IS    |             |
| AP CHK 00396612 | 44446    | AIR SCIENCE USA LLC         | 03/31/22 | 675.74     | MW    | IS    |             |
| AP CHK 00396613 | 29880    | AIRGAS USA LLC              | 03/31/22 | 384.03     | MW    | IS    |             |
| AP CHK 00396614 | 1465     | ALBERTSONS SAFEWAY          | 03/31/22 | 239.55     | MW    | IS    |             |
| AP CHK 00396615 | 1025     | ALHAMBRA                    | 03/31/22 | 203.74     | MW    | IS    |             |
| AP CHK 00396616 | 49642    | ALL CITY MANAGEMENT SERVICE | 03/31/22 | 4,104.99   | MW    | IS    |             |
| AP CHK 00396617 | 39657    | ALL STAR GLASS              | 03/31/22 | 1,149.66   | MW    | IS    |             |
| AP CHK 00396618 | 18401    | ALLIED ELECTRONICS & AUTOMA | 03/31/22 | 434.54     | MW    | IS    |             |
| AP CHK 00396619 | 22544    | ALLSTAR FIRE EQUIPMENT INC  | 03/31/22 | 75.63      | MW    | IS    |             |
| AP CHK 00396620 | 37116    | ALPHA ANALYTICAL LABORATORI | 03/31/22 | 6,550.00   | MW    | IS    |             |
| AP CHK 00396621 | 40755    | AMAZON                      | 03/31/22 | 907.80     | MW    | IS    |             |
| AP CHK 00396622 | 56231    | AMAZON CAPITAL SERVICES INC | 03/31/22 | 12,457.79  | MW    | IS    |             |
| AP CHK 00396623 | 2083     | AMERICA COPY & PRINTING CO  | 03/31/22 | 692.21     | MW    | IS    |             |
| AP CHK 00396624 | 27427    | AMERICAN TEXTILE & SUPPLY I | 03/31/22 | 611.24     | MW    | IS    |             |
| AP CHK 00396625 | 14988    | AMERICAN TOWER CORPORATION  | 03/31/22 | 8,377.72   | MW    | IS    |             |
| AP CHK 00396626 | 42310    | AMERINAT                    | 03/31/22 | 854.90     | MW    | IS    |             |
| AP CHK 00396627 | 23273    | ANDERSON PACIFIC ENGINEERIN | 03/31/22 | 276,525.00 | MW    | IS    |             |
| AP CHK 00396628 | 56669R   | ANTONAROS, STEPHEN          | 03/31/22 | 2,047.20   | MW    | IS    |             |
| AP CHK 00396629 | 55841    | AQUA-METRIC SALES CO        | 03/31/22 | 702.88     | MW    | IS    |             |
| AP CHK 00396630 | 55833    | ARAMARK                     | 03/31/22 | 1,389.48   | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396631 | 24642    | ARGENT COMMUNICATIONS GROUP | 03/31/22 | 895.00    | MW    | IS    |             |
| AP CHK 00396632 | 40282R   | ARMSTRONG INSTALLATION SERV | 03/31/22 | 500.00    | MW    | IS    |             |
| AP CHK 00396633 | 6314     | ARNOTT, SANDIE              | 03/31/22 | 94,443.33 | MW    | IS    |             |
| AP CHK 00396634 | 6314     | ARNOTT, SANDIE              | 03/31/22 | 2,855.01  | MW    | IS    |             |
| AP CHK 00396635 | 56702R   | ASPHALT SURFACING INCORPORA | 03/31/22 | 500.00    | MW    | IS    |             |
| AP CHK 00396636 | 1101     | AT&T                        | 03/31/22 | 98.00     | MW    | IS    |             |
| AP CHK 00396637 | 32577    | AT&T                        | 03/31/22 | 1,717.18  | MW    | IS    |             |
| AP CHK 00396638 | 32577    | AT&T                        | 03/31/22 | 10,591.64 | MW    | IS    |             |
| AP CHK 00396639 | 32577    | AT&T                        | 03/31/22 | 390.74    | MW    | IS    |             |
| AP CHK 00396640 | 45195    | AT&T                        | 03/31/22 | 865.00    | MW    | IS    |             |
| AP CHK 00396641 | 47003    | AT&T                        | 03/31/22 | 112.90    | MW    | IS    |             |
| AP CHK 00396642 | 47003    | AT&T                        | 03/31/22 | 102.20    | MW    | IS    |             |
| AP CHK 00396643 | 47392R   | AT&T                        | 03/31/22 | 3,500.00  | MW    | IS    |             |
| AP CHK 00396644 | 6413     | AT&T MOBILITY               | 03/31/22 | 1,998.43  | MW    | IS    |             |
| AP CHK 00396645 | 6413     | AT&T MOBILITY               | 03/31/22 | 5,356.03  | MW    | IS    |             |
| AP CHK 00396646 | 44649    | ATLAS COPCO COMPRESSORS LLC | 03/31/22 | 2,455.35  | MW    | IS    |             |
| AP CHK 00396647 | 44506R   | ATLAS PLUMBING AND ROOTER I | 03/31/22 | 2,000.00  | MW    | IS    |             |
| AP CHK 00396648 | 53793    | AVA G INVESTIGATIVE SERVICE | 03/31/22 | 1,800.00  | MW    | IS    |             |
| AP CHK 00396649 | 49645    | BADGE FRAME INC             | 03/31/22 | 157.66    | MW    | IS    |             |
| AP CHK 00396650 | 56544    | BAGG ENGINEERS              | 03/31/22 | 1,510.00  | MW    | IS    |             |
| AP CHK 00396651 | 1232     | BAKER & TAYLOR COMPANY INC  | 03/31/22 | 77.37     | MW    | IS    |             |
| AP CHK 00396652 | 35698    | BARTEL ASSOCIATES LLC       | 03/31/22 | 3,150.00  | MW    | IS    |             |
| AP CHK 00396653 | 56633R   | BAUTISTA, OFELIA            | 03/31/22 | 614.00    | MW    | IS    |             |
| AP CHK 00396654 | 7950     | BAY AREA AIR QUALITY MANAGE | 03/31/22 | 416.00    | MW    | IS    |             |
| AP CHK 00396655 | 45895R   | BCCI CONSTRUCTION           | 03/31/22 | 340.00    | MW    | IS    |             |
| AP CHK 00396656 | 19200    | BIRITE FOODSERVICE DISTRIBU | 03/31/22 | 8,584.14  | MW    | IS    |             |
| AP CHK 00396657 | 27835    | BISHOP COMPANY              | 03/31/22 | 71.80     | MW    | IS    |             |
| AP CHK 00396658 | 22205    | BLACKSTONE PUBLISHING       | 03/31/22 | 295.98    | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396659 | 35495    | BLUE WATER TOWING & AUTO SE | 03/31/22 | 490.00    | MW    | IS    |             |
| AP CHK 00396660 | 3349     | BROADMOOR LANDSCAPE SUPPLY  | 03/31/22 | 829.78    | MW    | IS    |             |
| AP CHK 00396661 | 3064     | BROWN & CALDWELL INC        | 03/31/22 | 9,082.75  | MW    | IS    |             |
| AP CHK 00396662 | 54853    | BRYCE CONSULTING INC        | 03/31/22 | 4,500.00  | MW    | IS    |             |
| AP CHK 00396663 | 37718    | BUCKLES SMITH ELECTRIC COMP | 03/31/22 | 9,897.71  | MW    | IS    |             |
| AP CHK 00396664 | 17997    | C.L.E.A.                    | 03/31/22 | 2,376.50  | MW    | IS    |             |
| AP CHK 00396665 | 33981    | CAGWIN & DORWARD            | 03/31/22 | 355.00    | MW    | IS    |             |
| AP CHK 00396666 | 53138R   | CAL PACIFIC CONSTRUCTION IN | 03/31/22 | 3,500.00  | MW    | IS    |             |
| AP CHK 00396667 | 42973    | CAL SIGNAL CORP             | 03/31/22 | 344.26    | MW    | IS    |             |
| AP CHK 00396668 | 5642     | CAL STEAM                   | 03/31/22 | 871.01    | MW    | IS    |             |
| AP CHK 00396669 | 36927    | CALCON SYSTEMS INC          | 03/31/22 | 3,756.00  | MW    | IS    |             |
| AP CHK 00396670 | 50547R   | CALIENDO, CHRIS             | 03/31/22 | 128.33    | MW    | IS    |             |
| AP CHK 00396671 | 1196     | CALIFORNIA WATER SERVICE CO | 03/31/22 | 151.05    | MW    | IS    |             |
| AP CHK 00396672 | 51347    | CART AWAY CONCRETE SYSTEMS  | 03/31/22 | 37.71     | MW    | IS    |             |
| AP CHK 00396673 | 56701R   | CATCH FLIP RELEASE INC      | 03/31/22 | 1,144.85  | MW    | IS    |             |
| AP CHK 00396674 | 28636    | CDW GOVERNMENT INC          | 03/31/22 | 7,269.61  | MW    | IS    |             |
| AP CHK 00396675 | 24769    | CENTER POINT LARGE PRINT    | 03/31/22 | 46.49     | MW    | IS    |             |
| AP CHK 00396676 | 31956    | CENTRAL VALLEY BUSINESS FOR | 03/31/22 | 291.15    | MW    | IS    |             |
| AP CHK 00396677 | 54918R   | CFY CONSTRUCTION INC        | 03/31/22 | 275.00    | MW    | IS    |             |
| AP CHK 00396678 | 19705    | CHEMSEARCHFE                | 03/31/22 | 350.50    | MW    | IS    |             |
| AP CHK 00396679 | 56700R   | CHUPO, MICHAEL              | 03/31/22 | 500.00    | MW    | IS    |             |
| AP CHK 00396680 | 3678     | CINTAS CORPORATION #464     | 03/31/22 | 5,135.11  | MW    | IS    |             |
| AP CHK 00396681 | 51595R   | CITY BUILDER COMPANY        | 03/31/22 | 340.00    | MW    | IS    |             |
| AP CHK 00396682 | 55905    | CITY CONSULTANTS & RESEARCH | 03/31/22 | 1,712.50  | MW    | IS    |             |
| AP CHK 00396683 | 40147    | CITY TOYOTA                 | 03/31/22 | 33,393.17 | MW    | IS    |             |
| AP CHK 00396684 | 40147    | CITY TOYOTA                 | 03/31/22 | 33,433.17 | MW    | IS    |             |
| AP CHK 00396685 | 56237    | CLAREMONT BEHAVIORAL SERVIC | 03/31/22 | 1,339.00  | MW    | IS    |             |
| AP CHK 00396686 | 56686JPA | COASTSIDE FIRE PROTECTION D | 03/31/22 | 8,592.78  | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396687 | 51804    | COMCAST                     | 03/31/22 | 391.44    | MW    | IS    |             |
| AP CHK 00396688 | 52453    | COMCAST                     | 03/31/22 | 118.72    | MW    | IS    |             |
| AP CHK 00396689 | 52652    | COMCAST                     | 03/31/22 | 168.82    | MW    | IS    |             |
| AP CHK 00396690 | 56653    | COMCAST                     | 03/31/22 | 177.90    | MW    | IS    |             |
| AP CHK 00396691 | 56654    | COMCAST                     | 03/31/22 | 177.90    | MW    | IS    |             |
| AP CHK 00396692 | 36266    | COMMUNITY OVERCOMING RELATI | 03/31/22 | 15,651.00 | MW    | IS    |             |
| AP CHK 00396693 | 12578    | COMPLETE LINEN SERVICES INC | 03/31/22 | 358.84    | MW    | IS    |             |
| AP CHK 00396694 | 2930     | CONTRACTORS ELECTRICAL DIST | 03/31/22 | 1,982.41  | MW    | IS    |             |
| AP CHK 00396695 | 56253    | CORE & MAIN LP              | 03/31/22 | 5,141.86  | MW    | IS    |             |
| AP CHK 00396696 | 30109    | CORELOGIC SOLUTIONS LLC     | 03/31/22 | 533.78    | MW    | IS    |             |
| AP CHK 00396697 | 14930    | COUNTY OF SAN MATEO         | 03/31/22 | 575.78    | MW    | IS    |             |
| AP CHK 00396698 | 43157JPA | COUNTY OF SAN MATEO         | 03/31/22 | 1,372.54  | MW    | IS    |             |
| AP CHK 00396699 | 42324    | CRIME SCENE CLEANERS INC    | 03/31/22 | 78.00     | MW    | IS    |             |
| AP CHK 00396700 | 48323    | CRYSTAL CREAMERY            | 03/31/22 | 1,638.90  | MW    | IS    |             |
| AP CHK 00396701 | 28906    | CSG CONSULTANTS INC         | 03/31/22 | 9,437.50  | MW    | IS    |             |
| AP CHK 00396702 | 53761    | CT WEST INC                 | 03/31/22 | 6,735.04  | MW    | IS    |             |
| AP CHK 00396703 | 48970R   | CYPERT, SHANE               | 03/31/22 | 109.37    | MW    | IS    |             |
| AP CHK 00396704 | 1042     | D C LOCK & SECURITY SERVICE | 03/31/22 | 65.93     | MW    | IS    |             |
| AP CHK 00396705 | 1836     | DAILY JOURNAL CORPORATION   | 03/31/22 | 259.50    | MW    | IS    |             |
| AP CHK 00396706 | 48520    | DALY CITY PARTNERSHIP       | 03/31/22 | 31,887.57 | MW    | IS    |             |
| AP CHK 00396707 | 36807    | DALY CITY TEST ONLY         | 03/31/22 | 160.00    | MW    | IS    |             |
| AP CHK 00396708 | 1793     | DALY CITY TOOL MART         | 03/31/22 | 780.01    | MW    | IS    |             |
| AP CHK 00396709 | 56699R   | DALY PIPELINES INC          | 03/31/22 | 2,000.00  | MW    | IS    |             |
| AP CHK 00396710 | 7817     | DANS DRILLING & FENCING INC | 03/31/22 | 892.00    | MW    | IS    |             |
| AP CHK 00396711 | 51806    | DAVID J POWERS & ASSOCIATES | 03/31/22 | 36,894.21 | MW    | IS    |             |
| AP CHK 00396712 | 56693R   | DE LEON, EMILBERT           | 03/31/22 | 1,252.52  | MW    | IS    |             |
| AP CHK 00396713 | 56698R   | DENNIS CONSTRUCTION & PAINT | 03/31/22 | 785.00    | MW    | IS    |             |
| AP CHK 00396714 | 40212    | DEPARTMENT OF INDUSTRIAL RE | 03/31/22 | 225.00    | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396715 | 1299     | DEPARTMENT OF JUSTICE       | 03/31/22 | 897.00    | MW    | IS    |             |
| AP CHK 00396716 | 53642    | DEVINE AND GONG INC         | 03/31/22 | 780.00    | MW    | IS    |             |
| AP CHK 00396717 | 52039    | DIPIETRO AND ASSOCIATES INC | 03/31/22 | 291.45    | MW    | IS    |             |
| AP CHK 00396718 | 26138R   | DISCOUNT PLUMBING & HEATING | 03/31/22 | 8,000.00  | MW    | IS    |             |
| AP CHK 00396719 | 14374    | DOOLEY ENTERPRISES INC      | 03/31/22 | 4,125.05  | MW    | IS    |             |
| AP CHK 00396720 | 30629LAW | DOWNEY BRAND ATTORNEYS LLP  | 03/31/22 | 26,583.50 | MW    | IS    |             |
| AP CHK 00396721 | 56333    | EAGLE WINGS CO INC          | 03/31/22 | 3,000.00  | MW    | IS    |             |
| AP CHK 00396722 | 56706    | EAST BAY MUNI UTILITY DISTR | 03/31/22 | 5,708.50  | MW    | IS    |             |
| AP CHK 00396723 | 48177    | EAST BAY TIRE CO            | 03/31/22 | 1,049.38  | MW    | IS    |             |
| AP CHK 00396724 | 49830R   | ECONOMY PLUMBING            | 03/31/22 | 4,000.00  | MW    | IS    |             |
| AP CHK 00396725 | 40258R   | EF GOMEZ CEMENT CONTRACTOR  | 03/31/22 | 680.00    | MW    | IS    |             |
| AP CHK 00396726 | 44735    | ENVIRONMENTAL EXPRESS INC   | 03/31/22 | 2,010.32  | MW    | IS    |             |
| AP CHK 00396727 | 3786     | ENVIRONMENTAL RESOURCE ASSO | 03/31/22 | 1,096.78  | MW    | IS    |             |
| AP CHK 00396728 | 1049     | EQUIFAX INFORMATION SVCS LL | 03/31/22 | 51.09     | MW    | IS    |             |
| AP CHK 00396729 | 56435    | ESO SOLUTIONS INC           | 03/31/22 | 667.58    | MW    | IS    |             |
| AP CHK 00396730 | 56670R   | ESTEVEZ, ANNA               | 03/31/22 | 340.00    | MW    | IS    |             |
| AP CHK 00396731 | 56291    | EUROFINS EPK BUILT ENVIRONM | 03/31/22 | 219.52    | MW    | IS    |             |
| AP CHK 00396732 | 39474    | EXPRESS PLUMBING            | 03/31/22 | 36,280.00 | MW    | IS    |             |
| AP CHK 00396733 | 56672R   | FALE, LAVAKI                | 03/31/22 | 340.00    | MW    | IS    |             |
| AP CHK 00396734 | 56679R   | FAR EAST CONSTRUCTION CO    | 03/31/22 | 340.00    | MW    | IS    |             |
| AP CHK 00396735 | 17884    | FEDEX                       | 03/31/22 | 34.93     | MW    | IS    |             |
| AP CHK 00396736 | 9922     | FERGUSON ENTERPRISES LLC #3 | 03/31/22 | 646.95    | MW    | IS    |             |
| AP CHK 00396737 | 49393    | FIRE SAFETY SUPPLY INCORPOR | 03/31/22 | 148.00    | MW    | IS    |             |
| AP CHK 00396738 | 41177R   | FIRM CONSTRUCTION COMPANY   | 03/31/22 | 575.00    | MW    | IS    |             |
| AP CHK 00396739 | 19787    | FIRST CHOICE COFFEE SERVICE | 03/31/22 | 573.18    | MW    | IS    |             |
| AP CHK 00396740 | 56191    | FRANCHISE TAX BOARD         | 03/31/22 | 187.50    | MW    | IS    |             |
| AP CHK 00396741 | 56665    | FREEDOM AND WHISKEY LEATHER | 03/31/22 | 552.34    | MW    | IS    |             |
| AP CHK 00396742 | 54925R   | GARY LIU CONSTRUCTION INC   | 03/31/22 | 340.00    | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396743 | 56170    | GAVIN'S PAINTING            | 03/31/22 | 22,592.06 | MW    | IS    |             |
| AP CHK 00396744 | 48247    | GCS ENVIRONMENTAL EQUIPMENT | 03/31/22 | 110.92    | MW    | IS    |             |
| AP CHK 00396745 | 55311    | GOLDEN STATE EMERGENCY      | 03/31/22 | 4,490.10  | MW    | IS    |             |
| AP CHK 00396746 | 30509    | GOODYEAR COMMERCIAL TIRE &  | 03/31/22 | 3,209.61  | MW    | IS    |             |
| AP CHK 00396747 | 31925    | GOVCONNECTION INC           | 03/31/22 | 81.64     | MW    | IS    |             |
| AP CHK 00396748 | 1754     | GRAINGER INC                | 03/31/22 | 7,928.89  | MW    | IS    |             |
| AP CHK 00396749 | 53721    | GRAPHICS ON THE EDGE        | 03/31/22 | 1,087.28  | MW    | IS    |             |
| AP CHK 00396750 | 22404    | GREG'S TRUCKING SERVICE INC | 03/31/22 | 5,069.82  | MW    | IS    |             |
| AP CHK 00396751 | 2223     | HACH COMPANY                | 03/31/22 | 11,276.23 | MW    | IS    |             |
| AP CHK 00396752 | 3702     | HARRINGTON INDUSTRIAL PLAST | 03/31/22 | 77.67     | MW    | IS    |             |
| AP CHK 00396753 | 39384    | HEALTH METRICS INC          | 03/31/22 | 3,851.25  | MW    | IS    |             |
| AP CHK 00396754 | 9049     | HI TECH EVS INC             | 03/31/22 | 378.36    | MW    | IS    |             |
| AP CHK 00396755 | 49700    | HILL BROTHERS CHEMICAL CO   | 03/31/22 | 5,994.05  | MW    | IS    |             |
| AP CHK 00396756 | 56668R   | HILLSIDE L P EQR            | 03/31/22 | 2,659.25  | MW    | IS    |             |
| AP CHK 00396757 | 54590    | HOME DEPOT PRO, THE         | 03/31/22 | 1,860.35  | MW    | IS    |             |
| AP CHK 00396758 | 56109    | HONEY BUCKET                | 03/31/22 | 209.00    | MW    | IS    |             |
| AP CHK 00396759 | 52392R   | HONG'S GENERAL CONSTRUCTION | 03/31/22 | 340.00    | MW    | IS    |             |
| AP CHK 00396760 | 56704    | HOUSING CALIFORNIA          | 03/31/22 | 225.00    | MW    | IS    |             |
| AP CHK 00396761 | 2665     | HSQ TECHNOLOGY CORP         | 03/31/22 | 4,000.00  | MW    | IS    |             |
| AP CHK 00396762 | 41818    | HUNTINGTON COURT REPORTERS  | 03/31/22 | 395.90    | MW    | IS    |             |
| AP CHK 00396763 | 48013    | HYLAND SOFTWARE INC         | 03/31/22 | 7,315.55  | MW    | IS    |             |
| AP CHK 00396764 | 37457    | IDEXX DISTRIBUTION INC      | 03/31/22 | 862.00    | MW    | IS    |             |
| AP CHK 00396765 | 53167R   | IN AND OUT PLUMBING         | 03/31/22 | 2,000.00  | MW    | IS    |             |
| AP CHK 00396766 | 31781    | INNOVATIVE CLAIM SOLUTIONS  | 03/31/22 | 15,415.58 | MW    | IS    |             |
| AP CHK 00396767 | 14932    | INTERSTATE BATTERY SYSTEM O | 03/31/22 | 421.77    | MW    | IS    |             |
| AP CHK 00396768 | 2411     | INTERSTATE TRAFFIC CONTROL  | 03/31/22 | 746.48    | MW    | IS    |             |
| AP CHK 00396769 | 1072     | IRVINE & JACHENS INC        | 03/31/22 | 862.52    | MW    | IS    |             |
| AP CHK 00396770 | 52909R   | JACOBS, RICHARD             | 03/31/22 | 185.00    | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396771 | 40907    | JEFFCO PAINTING & COATING   | 03/31/22 | 1,839.86  | MW    | IS    |             |
| AP CHK 00396772 | 35088R   | JEFFERSON ELEMENTARY SCHOOL | 03/31/22 | 2,883.25  | MW    | IS    |             |
| AP CHK 00396773 | 30528R   | JEFFERSON UNION HIGH SCHOOL | 03/31/22 | 479.00    | MW    | IS    |             |
| AP CHK 00396774 | 25311    | JOHNSON CONTROLS SECURITY S | 03/31/22 | 754.82    | MW    | IS    |             |
| AP CHK 00396775 | 14416    | JOHNSTONE SUPPLY            | 03/31/22 | 369.72    | MW    | IS    |             |
| AP CHK 00396776 | 22450    | KAPCO                       | 03/31/22 | 575.53    | MW    | IS    |             |
| AP CHK 00396777 | 56294    | KELLY SPICERS FACILITIES SO | 03/31/22 | 3,912.37  | MW    | IS    |             |
| AP CHK 00396778 | 51508    | KEYSTONE PLASTICS INC       | 03/31/22 | 5,668.04  | MW    | IS    |             |
| AP CHK 00396779 | 53295R   | KHO, ANNA                   | 03/31/22 | 1,969.14  | MW    | IS    |             |
| AP CHK 00396780 | 39604    | KIMBALL MIDWEST             | 03/31/22 | 270.44    | MW    | IS    |             |
| AP CHK 00396781 | 34861R   | KIMBALL, ROSINA             | 03/31/22 | 720.00    | MW    | IS    |             |
| AP CHK 00396782 | 56070    | KIRBY POLYGRAPH & INVESTIGA | 03/31/22 | 7,525.00  | MW    | IS    |             |
| AP CHK 00396783 | 56697R   | KUPERALTA, RAFAEL           | 03/31/22 | 400.00    | MW    | IS    |             |
| AP CHK 00396784 | 56696R   | KWONG, ALEX                 | 03/31/22 | 996.64    | MW    | IS    |             |
| AP CHK 00396785 | 1108     | L N CURTIS AND SONS         | 03/31/22 | 1,364.10  | MW    | IS    |             |
| AP CHK 00396786 | 56694R   | LAI, KELVIN                 | 03/31/22 | 500.00    | MW    | IS    |             |
| AP CHK 00396787 | 13776    | LANGUAGE LINE SERVICES      | 03/31/22 | 1,991.91  | MW    | IS    |             |
| AP CHK 00396788 | 48008LAW | LAW OFFICES OF BURKE WILLIA | 03/31/22 | 5,327.50  | MW    | IS    |             |
| AP CHK 00396789 | 1148     | LAWSON PRODUCTS INC         | 03/31/22 | 146.36    | MW    | IS    |             |
| AP CHK 00396790 | 1486     | LEAGUE OF CALIFORNIA CITIES | 03/31/22 | 29,182.00 | MW    | IS    |             |
| AP CHK 00396791 | 56703    | LEE, STACEY                 | 03/31/22 | 500.00    | MW    | IS    |             |
| AP CHK 00396792 | 33497    | LEGACY MECHANICAL & ENERGY  | 03/31/22 | 8,276.03  | MW    | IS    |             |
| AP CHK 00396793 | 29200    | LEGAL SHIELD                | 03/31/22 | 311.05    | MW    | IS    |             |
| AP CHK 00396794 | 56677R   | LEGESSE, LELAHIWAT          | 03/31/22 | 400.00    | MW    | IS    |             |
| AP CHK 00396795 | 45083    | LEHR                        | 03/31/22 | 19,650.59 | MW    | IS    |             |
| AP CHK 00396796 | 56692R   | LEUNG, HERMAN               | 03/31/22 | 725.00    | MW    | IS    |             |
| AP CHK 00396797 | 56695R   | LIAN, YU                    | 03/31/22 | 2,000.00  | MW    | IS    |             |
| AP CHK 00396798 | 56691R   | LIBERTY CONSTRUCTION        | 03/31/22 | 2,525.00  | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396799 | 12906LAW | LIEBERT CASSIDY WHITMORE    | 03/31/22 | 904.00    | MW    | IS    |             |
| AP CHK 00396800 | 14431    | LINDE INC                   | 03/31/22 | 6,745.43  | MW    | IS    |             |
| AP CHK 00396801 | 56380R   | LOI ELECTRIC                | 03/31/22 | 875.00    | MW    | IS    |             |
| AP CHK 00396802 | 49874    | LOU'S GLOVES INC            | 03/31/22 | 1,158.00  | MW    | IS    |             |
| AP CHK 00396803 | 56705R   | LUNDY, NOAH                 | 03/31/22 | 170.00    | MW    | IS    |             |
| AP CHK 00396804 | 53573R   | M L S BUILDER INC           | 03/31/22 | 2,400.00  | MW    | IS    |             |
| AP CHK 00396805 | 56690R   | MA, LINA LY                 | 03/31/22 | 4,975.00  | MW    | IS    |             |
| AP CHK 00396806 | 56667R   | MALTBIE, SHAWNNA            | 03/31/22 | 1,361.71  | MW    | IS    |             |
| AP CHK 00396807 | 28105    | MANAGEMENT PARTNERS INC     | 03/31/22 | 9,172.50  | MW    | IS    |             |
| AP CHK 00396808 | 56689R   | MARTINEZ, FRANCISCO         | 03/31/22 | 575.00    | MW    | IS    |             |
| AP CHK 00396809 | 56366    | MATRIX CONSULTING GROUP LTD | 03/31/22 | 11,200.00 | MW    | IS    |             |
| AP CHK 00396810 | 54358    | MAVERICK NETWORKS INC       | 03/31/22 | 246.34    | MW    | IS    |             |
| AP CHK 00396811 | 14277    | MAZE & ASSOCIATES INC       | 03/31/22 | 1,304.00  | MW    | IS    |             |
| AP CHK 00396812 | 14277    | MAZE & ASSOCIATES INC       | 03/31/22 | 10,100.00 | MW    | IS    |             |
| AP CHK 00396813 | 15393    | MCMASTER-CARR               | 03/31/22 | 434.56    | MW    | IS    |             |
| AP CHK 00396814 | 42034R   | MDR CONSTRUCTION            | 03/31/22 | 695.00    | MW    | IS    |             |
| AP CHK 00396815 | 26465    | MID PENINSULA BOYS & GIRLS  | 03/31/22 | 12,500.00 | MW    | IS    |             |
| AP CHK 00396816 | 56560    | MISSION FLOORING INC        | 03/31/22 | 55,639.00 | MW    | IS    |             |
| AP CHK 00396817 | 48091R   | MODUS INC                   | 03/31/22 | 1,000.00  | MW    | IS    |             |
| AP CHK 00396818 | 22168R   | MONTENEGRO, JOSE            | 03/31/22 | 720.00    | MW    | IS    |             |
| AP CHK 00396819 | 56673R   | MOORE, WILLIAM              | 03/31/22 | 400.00    | MW    | IS    |             |
| AP CHK 00396820 | 56671R   | MORALES, MANUEL             | 03/31/22 | 340.00    | MW    | IS    |             |
| AP CHK 00396821 | 56674R   | MORENO, HENRY               | 03/31/22 | 400.00    | MW    | IS    |             |
| AP CHK 00396822 | 15210    | MUNICIPAL MAINTENANCE EQUIP | 03/31/22 | 803.87    | MW    | IS    |             |
| AP CHK 00396823 | 56678R   | MUTLOW, HISAKO              | 03/31/22 | 19.99     | MW    | IS    |             |
| AP CHK 00396824 | 56293    | NATEC INTERNATIONAL INC     | 03/31/22 | 2,220.00  | MW    | IS    |             |
| AP CHK 00396825 | 6850     | NATIONAL BUSINESS FURNITURE | 03/31/22 | 5,280.98  | MW    | IS    |             |
| AP CHK 00396826 | 49125R   | NOLASCO, ROBERTO            | 03/31/22 | 1,475.00  | MW    | IS    |             |

| Document        | Payee ID     | Payee Name                  | Date     | Amount     | Type  | Stat  | Rel To Note |
|-----------------|--------------|-----------------------------|----------|------------|-------|-------|-------------|
| =====           | =====        | =====                       | =====    | =====      | ===== | ===== | =====       |
| AP CHK 00396827 | 25761        | NORTHERN SAFETY CO INC      | 03/31/22 | 912.58     | MW    | IS    |             |
| AP CHK 00396828 | 54672        | OCEAN TREASURES SERVICING I | 03/31/22 | 310.86     | MW    | IS    |             |
| AP CHK 00396829 | 40765RJPA    | ODLE, JOHN                  | 03/31/22 | 131.78     | MW    | IS    |             |
| AP CHK 00396830 | 56543        | OFF THE GRID SERVICES LLC   | 03/31/22 | 3,376.00   | MW    | IS    |             |
| AP CHK 00396831 | 1055         | OFFICE DEPOT                | 03/31/22 | 867.04     | MW    | IS    |             |
| AP CHK 00396832 | 1055         | OFFICE DEPOT                | 03/31/22 | 1,636.36   | MW    | IS    |             |
| AP CHK 00396833 | 15337        | OFFICE DEPOT                | 03/31/22 | 164.92     | MW    | IS    |             |
| AP CHK 00396834 | 42500        | OFFICE DEPOT                | 03/31/22 | 1,991.95   | MW    | IS    |             |
| AP CHK 00396835 | 56335        | OPERATIONAL TECHNICAL SERVI | 03/31/22 | 8,060.00   | MW    | IS    |             |
| AP CHK 00396836 | 10360R       | PACIFIC GAS & ELECTRIC      | 03/31/22 | 57,500.00  | MW    | IS    |             |
| AP CHK 00396837 | VOID.CONTINU | Void - Continued Stub       | 03/31/22 | 0.00       | VM    | VD    | Void        |
| AP CHK 00396838 | 1216         | PACIFIC GAS & ELECTRIC      | 03/31/22 | 262,540.94 | MW    | IS    |             |
| AP CHK 00396839 | 1080         | PACIFIC NURSERIES           | 03/31/22 | 481.05     | MW    | IS    |             |
| AP CHK 00396840 | 29252        | PACIFIC PRODUCE INC         | 03/31/22 | 3,354.60   | MW    | IS    |             |
| AP CHK 00396841 | 29738        | PENINSULA UNIFORMS & EQUIPM | 03/31/22 | 2,980.71   | MW    | IS    |             |
| AP CHK 00396842 | 10255MED     | PERMANENTE MEDICAL GROUP IN | 03/31/22 | 2,761.00   | MW    | IS    |             |
| AP CHK 00396843 | 19678        | PERS LONG TERM CARE PROGRAM | 03/31/22 | 248.17     | MW    | IS    |             |
| AP CHK 00396844 | 51799        | PET FOOD EXPRESS            | 03/31/22 | 123.59     | MW    | IS    |             |
| AP CHK 00396845 | 37921R       | PETERSEN, MATTHEW           | 03/31/22 | 300.00     | MW    | IS    |             |
| AP CHK 00396846 | 54331        | PIIAN SYSTEMS LLC           | 03/31/22 | 11,077.52  | MW    | IS    |             |
| AP CHK 00396847 | 55719        | PIRTEK SAN LEANDRO          | 03/31/22 | 376.72     | MW    | IS    |             |
| AP CHK 00396848 | 50974        | POLICE EXECUTIVE RESEARCH F | 03/31/22 | 200.00     | MW    | IS    |             |
| AP CHK 00396849 | 54759        | POLICE STRATEGIES LLC       | 03/31/22 | 7,500.00   | MW    | IS    |             |
| AP CHK 00396850 | 40152        | POM INCORPORATED            | 03/31/22 | 8,175.10   | MW    | IS    |             |
| AP CHK 00396851 | 1143         | PUMP REPAIR SERVICE         | 03/31/22 | 72,347.19  | MW    | IS    |             |
| AP CHK 00396852 | 51526        | PURETEC INDUSTRIAL WATER    | 03/31/22 | 647.56     | MW    | IS    |             |
| AP CHK 00396853 | 27398        | R & S ERECTION NORTH PENINS | 03/31/22 | 5,742.00   | MW    | IS    |             |
| AP CHK 00396854 | 50803        | READYREFRESH BY NESTLE      | 03/31/22 | 200.78     | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396855 | 56404    | REBUILD IT SERVICES GROUP L | 03/31/22 | 419.13    | MW    | IS    |             |
| AP CHK 00396856 | 39655    | RIMS SUN RIDGE SYSTEMS INC  | 03/31/22 | 95,881.00 | MW    | IS    |             |
| AP CHK 00396857 | 56632    | RSG INC                     | 03/31/22 | 6,202.50  | MW    | IS    |             |
| AP CHK 00396858 | 1087     | SAFETY KLEEN SYSTEMS INC    | 03/31/22 | 3,231.55  | MW    | IS    |             |
| AP CHK 00396859 | 9274     | SAN FRANCISCO CHRONICLE     | 03/31/22 | 530.40    | MW    | IS    |             |
| AP CHK 00396860 | 51614    | SAN MATEO CART SERVICE      | 03/31/22 | 562.50    | MW    | IS    |             |
| AP CHK 00396861 | 56499    | SAN MATEO COUNTY            | 03/31/22 | 9,542.00  | MW    | IS    |             |
| AP CHK 00396862 | 28572    | SAN MATEO COUNTY MOSQUITO A | 03/31/22 | 1,027.40  | MW    | IS    |             |
| AP CHK 00396863 | 1790     | SAN MATEO COUNTY TRANSIT DI | 03/31/22 | 21,565.92 | MW    | IS    |             |
| AP CHK 00396864 | 9666     | SAN MATEO LAWN MOWER SHOP   | 03/31/22 | 1,025.45  | MW    | IS    |             |
| AP CHK 00396865 | 56300R   | SAND HILL PROPERTY LLC      | 03/31/22 | 2,177.25  | MW    | IS    |             |
| AP CHK 00396866 | 55607    | SANTANA, BRUNO              | 03/31/22 | 1,500.00  | MW    | IS    |             |
| AP CHK 00396867 | 54717    | SANTANA, VALERIA CRISTINA   | 03/31/22 | 5,900.00  | MW    | IS    |             |
| AP CHK 00396868 | 56542MED | SFO MEDICAL CLINIC          | 03/31/22 | 520.00    | MW    | IS    |             |
| AP CHK 00396869 | 56680R   | SHEN, LIN LIN               | 03/31/22 | 2,362.40  | MW    | IS    |             |
| AP CHK 00396870 | 23742    | SHOE DEPOT INC              | 03/31/22 | 2,339.68  | MW    | IS    |             |
| AP CHK 00396871 | 46954    | SILVERSPOT GRAPHICS         | 03/31/22 | 5,135.13  | MW    | IS    |             |
| AP CHK 00396872 | 56681R   | SIMS, STEPHANIE DUHAU       | 03/31/22 | 1,527.50  | MW    | IS    |             |
| AP CHK 00396873 | 55485    | SMC FLOOD AND SEA LEVEL RIS | 03/31/22 | 55,000.00 | MW    | IS    |             |
| AP CHK 00396874 | 18862R   | SMELLY MELS PLUMBING INC    | 03/31/22 | 4,000.00  | MW    | IS    |             |
| AP CHK 00396875 | 2055     | SOUTH CITY LUMBER & SUPPLY  | 03/31/22 | 396.18    | MW    | IS    |             |
| AP CHK 00396876 | 55808    | SOUTHERN COUNTIES LUBRICANT | 03/31/22 | 8,398.72  | MW    | IS    |             |
| AP CHK 00396877 | 45084    | STEPFORD INC                | 03/31/22 | 16,650.00 | MW    | IS    |             |
| AP CHK 00396878 | 52785R   | STEVEN LIAO CONSTRUCTION    | 03/31/22 | 935.00    | MW    | IS    |             |
| AP CHK 00396879 | 1090     | STEWART CHEVROLET CADILLAC  | 03/31/22 | 241.23    | MW    | IS    |             |
| AP CHK 00396880 | 44749    | SUNBELT RENTALS INC         | 03/31/22 | 552.82    | MW    | IS    |             |
| AP CHK 00396881 | 51439    | SWEET DELIGHT BAKERY        | 03/31/22 | 2,744.00  | MW    | IS    |             |
| AP CHK 00396882 | 29237    | SYNAGRO WEST LLC            | 03/31/22 | 19,932.69 | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount     | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|------------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====      | ===== | ===== | =====       |
| AP CHK 00396883 | 45319    | T MOBILE USA INC            | 03/31/22 | 908.00     | MW    | IS    |             |
| AP CHK 00396884 | 56675JPA | TABLET COMMAND INC          | 03/31/22 | 155,775.00 | MW    | IS    |             |
| AP CHK 00396885 | 56688R   | TAM, KIN                    | 03/31/22 | 500.00     | MW    | IS    |             |
| AP CHK 00396886 | 42522R   | TAN, ANDY                   | 03/31/22 | 1,332.08   | MW    | IS    |             |
| AP CHK 00396887 | 42970JPA | TELECOMMUNICATIONS ENGINEER | 03/31/22 | 16,053.00  | MW    | IS    |             |
| AP CHK 00396888 | 56682R   | THANT, MYO MIN              | 03/31/22 | 500.00     | MW    | IS    |             |
| AP CHK 00396889 | 56505    | TOSHIBA BUSINESS SOLUTIONS  | 03/31/22 | 2,450.00   | MW    | IS    |             |
| AP CHK 00396890 | 56408    | TOWNSEND MANAGEMENT INC     | 03/31/22 | 5,940.00   | MW    | IS    |             |
| AP CHK 00396891 | 17883    | TRAFFIC PARTS INC           | 03/31/22 | 5,607.70   | MW    | IS    |             |
| AP CHK 00396892 | 49543    | TRB AND ASSOCIATES INC      | 03/31/22 | 562.50     | MW    | IS    |             |
| AP CHK 00396893 | 52033    | TRIEPEI SMITH & ASSOCIATES  | 03/31/22 | 1,627.50   | MW    | IS    |             |
| AP CHK 00396894 | 55488    | TRITECH SOFTWARE SYSTEMS    | 03/31/22 | 2,070.00   | MW    | IS    |             |
| AP CHK 00396895 | 55759    | TRUE BLUE AUTOMATION SERVIC | 03/31/22 | 15,258.80  | MW    | IS    |             |
| AP CHK 00396896 | 56683R   | TSE, MICHAEL                | 03/31/22 | 875.00     | MW    | IS    |             |
| AP CHK 00396897 | 47572    | TYLER TECHNOLOGIES INC      | 03/31/22 | 94,488.00  | MW    | IS    |             |
| AP CHK 00396898 | 20788R   | UNDERGROUND CONSTRUCTION    | 03/31/22 | 1,750.00   | MW    | IS    |             |
| AP CHK 00396899 | 32209    | UNIVAR SOLUTIONS USA INC    | 03/31/22 | 11,615.03  | MW    | IS    |             |
| AP CHK 00396900 | 39811    | UPS                         | 03/31/22 | 27.17      | MW    | IS    |             |
| AP CHK 00396901 | 24531    | US BANK                     | 03/31/22 | 2,624.00   | MW    | IS    |             |
| AP CHK 00396902 | 47099JPA | UTILITY TELECOM GROUP LLC   | 03/31/22 | 7,451.77   | MW    | IS    |             |
| AP CHK 00396903 | 1579     | VWR INTERNATIONAL LLC       | 03/31/22 | 797.35     | MW    | IS    |             |
| AP CHK 00396904 | 36355    | WASTEWATER SOLUTIONS INC    | 03/31/22 | 6,313.74   | MW    | IS    |             |
| AP CHK 00396905 | 50485    | WAVE BROADBAND              | 03/31/22 | 231.82     | MW    | IS    |             |
| AP CHK 00396906 | 56676R   | WAWANESA INSURANCE          | 03/31/22 | 8,391.07   | MW    | IS    |             |
| AP CHK 00396907 | 49085    | WEST COAST ARBORISTS INC    | 03/31/22 | 16,378.10  | MW    | IS    |             |
| AP CHK 00396908 | 39237    | WEST COAST CODE CONSULTANTS | 03/31/22 | 770.00     | MW    | IS    |             |
| AP CHK 00396909 | 1095     | WESTLAKE ECO SOFT-TOUCH     | 03/31/22 | 306.60     | MW    | IS    |             |
| AP CHK 00396910 | 30684    | WHITE CAP LP                | 03/31/22 | 65.23      | MW    | IS    |             |

| Document        | Payee ID | Payee Name                  | Date     | Amount    | Type  | Stat  | Rel To Note |
|-----------------|----------|-----------------------------|----------|-----------|-------|-------|-------------|
| =====           | =====    | =====                       | =====    | =====     | ===== | ===== | =====       |
| AP CHK 00396911 | 54330    | WILLIAMS SCOTSMAN INC       | 03/31/22 | 828.51    | MW    | IS    |             |
| AP CHK 00396912 | 25139    | WITMER PUBLIC SAFETY GROUP  | 03/31/22 | 42.61     | MW    | IS    |             |
| AP CHK 00396913 | 50910R   | WIZARD PLUMBING AND DRAIN   | 03/31/22 | 4,000.00  | MW    | IS    |             |
| AP CHK 00396914 | 45551    | WOLTERS KLUWER LEGAL & REGU | 03/31/22 | 1,056.68  | MW    | IS    |             |
| AP CHK 00396915 | 53781R   | WONG, TONY                  | 03/31/22 | 158.76    | MW    | IS    |             |
| AP CHK 00396916 | 53426    | WRECO                       | 03/31/22 | 23,925.00 | MW    | IS    |             |
| AP CHK 00396917 | 43992R   | ZHAO, DONALD                | 03/31/22 | 340.00    | MW    | IS    |             |
| AP CHK 00396918 | 56684R   | ZHICHENG CONSTRUCTION INC   | 03/31/22 | 750.00    | MW    | IS    |             |
| AP CHK 00396919 | 56685R   | ZHONGWEI CONSTRUCTION       | 03/31/22 | 1,709.00  | MW    | IS    |             |

G R A N D T O T A L S:

|                            |              |                             |     |
|----------------------------|--------------|-----------------------------|-----|
| Total Void Machine Written | 0.00         | Number of Checks Processed: | 1   |
| Total Void Hand Written    | 0.00         | Number of Checks Processed: | 0   |
| Total Machine Written      | 2,295,860.50 | Number of Checks Processed: | 316 |
| Total Hand Written         | 0.00         | Number of Checks Processed: | 0   |
| Total Reversals            | 0.00         | Number of Checks Processed: | 0   |
| Total Cancelled            | 0.00         | Number of Checks Processed: | 0   |
| Total EFTs                 | 0.00         | Number of EFTs Processed:   | 0   |
| Total EPAYs                | 0.00         | Number of EPAYs Processed:  | 0   |

G R A N D T O T A L 2,295,860.50



# City Council Meeting Agenda Report

Item # \_\_\_\_\_

Meeting Date: May 9, 2022

**Subject: Introduction of Ordinance Adding Chapter 9.56 Re: Police Acquisition and Use of Military Equipment**

## **Recommended Action**

Staff recommends that the City Council conduct a public hearing and introduce the attached Ordinance adding Chapter 9.56 to the Daly City Municipal Code adopting a Military Equipment Use Policy for the Daly City Police Department.

## **Background**

On September 30, 2021, Governor Newsom signed California Assembly Bill 481 (AB 481) into law. The provisions of AB 481 (Attachment #1) were codified in California Government Code sections 7070-7075 (Attachment #1). The text of AB 481 and the California Government Codes are attached to this Staff Report and are available through the Police Department [website](#) for reference.

On April 11, 2022, Council set May 9, 2022, during the regularly scheduled council meeting, as the time and place for the first reading and public presentation of the ordinance (Chapter 9.56 – Attachment #2), which would adopt the Military Equipment Policy (Attachment #3) for the Police Department. On April 8, 2022, the draft Military Use Policy, Draft Ordinance and related documents were posted on the City's website and made available to the public 30-days prior to the public hearing, in accordance with State law.

## **Discussion**

AB 481 requires the police department to obtain the approval of its governing body, through the adoption of a Military Equipment Use Policy, by ordinance at a regular meeting held pursuant to specified open meeting laws, prior to taking certain actions relating to the funding, acquisition, or use of military equipment, as defined. The bill allows the governing body to approve the funding, acquisition, or use of military equipment within its jurisdiction only if it determines the military equipment meets specified standards as outlined in the statute. For this meeting, the Police Department is only seeking approval of the draft ordinance and policy for current equipment in use. We are not requesting any additional equipment outlined in the legislation. Any future purchases or acquisitions applicable to this statute will be brought to Council for approval prior to use.

This legislation applies to all California law enforcement agencies seeking to continue the use of what the statute defines as military equipment. Agencies with defined equipment acquired prior to January 1, 2022, must commence the approval process prior to May 1, 2022, and complete the approval process within 180-days, or cease use of the equipment until approved. The Police Department initiated our approval process by creating and posting the draft ordinance and policy on April 8, 2022, and then setting of time and place during the April 11, 2022 meeting. The department is presenting this item for introduction and first reading, with adoption of the ordinance at the May 23, 2022 regular City Council meeting.

**City Council Agenda Report**  
**Found. Meeting Page 2 of 2**

San Mateo County agencies collaborated in developing consistent ordinance and policy content, specific to agency need and equipment. While there are slight differences representing individual agency specifics and format, the primary content followed the respective statutes intended through the legislation. Daly City staff developed the draft ordinance and Military Equipment Use Policy following the same standards, to include all requirements outlined in the statute. Agencies in San Mateo County are in different stages of the approval process, but comparable sized agencies have received initial approval through presentation for their ordinance and policy and are pending adoption of their ordinance at a future meeting.

The equipment available for use by the Police Department is an attachment to the Military Equipment Use Policy in Lexipol. The equipment list (Attachment #4) describes at a minimum, the specifics of the items, intended use, quantity possessed, fiscal impacts, and the associated training for use of the equipment, as required by the statute. The equipment listed for use by the department is standard for law enforcement agencies and is intended to provide the department options to efficiently address critical incidents with the ability to de-escalate and protect all of those involved. The Police Department does not have any equipment provided by the military, or from related surplus programs, and the equipment possessed and in use is not equipment specifically designed for military use.

The Police Department has and intends to abide by all the associated requirements for the statute, which includes annual reporting to Council and community engagement on the use and fiscal impacts of the applicable equipment from the previous year.

**Summary/Conclusions**

Staff recommends that the City Council conduct a public hearing and introduce the attached Ordinance adding Chapter 9.56 to the Daly City Municipal Code adopting a Military Equipment Use Policy for the Daly City Police Department.

Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,



Cameron Christensen  
Acting Chief of Police

**Attachments**

1. Assembly Bill 481 and Government Code Sections 7070-7075
2. Draft Ordinance Chapter 9.56
3. Draft Daly City Military Equipment Use Policy – Lexipol #708
4. Draft Equipment List – Appendix to Lexipol Policy

## **Assembly Bill No. 481**

### **CHAPTER 406**

An act to add Chapter 12.8 (commencing with Section 7070) to Division 7 of Title 1 of the Government Code, relating to military equipment.

[Approved by Governor September 30, 2021. Filed with  
Secretary of State September 30, 2021.]

#### **LEGISLATIVE COUNSEL'S DIGEST**

AB 481, Chiu. Law enforcement and state agencies: military equipment: funding, acquisition, and use.

Existing law designates the Department of General Services as the agency for the State of California responsible for distribution of federal surplus personal property, excepting food commodities, and requires the department to, among other things, do all things necessary to the execution of its powers and duties as the state agency for the distribution of federal personal surplus property, excepting food commodities, in accordance with specified federal law. Existing law, the Federal Surplus Property Acquisition Law of 1945, authorizes a local agency, as defined, to acquire surplus federal property without regard to any law which requires posting of notices or advertising for bids, inviting or receiving bids, or delivery of purchases before payment, or which prevents the local agency from bidding on federal surplus property. Existing federal law authorizes the Department of Defense to transfer surplus personal property, including arms and ammunition, to federal or state agencies for use in law enforcement activities, subject to specified conditions, at no cost to the acquiring agency.

This bill would require a law enforcement agency, defined to include specified entities, to obtain approval of the applicable governing body, by adoption of a military equipment use policy, as specified, by ordinance at a regular meeting held pursuant to specified open meeting laws, prior to taking certain actions relating to the funding, acquisition, or use of military equipment, as defined. The bill would also require similar approval for the continued use of military equipment acquired prior to January 1, 2022. The bill would allow the governing body to approve the funding, acquisition, or use of military equipment within its jurisdiction only if it determines that the military equipment meets specified standards. The bill would require the governing body to annually review the ordinance and to either disapprove a renewal of the authorization for a type, as defined, of military equipment or amend the military equipment use policy if it determines, based on an annual military equipment report prepared by the law enforcement agency, as provided, that the military equipment does not comply with the above-described standards for approval. The bill would specify these provisions do not preclude a county or local municipality from implementing

additional requirements and standards related to the purchase, use, and reporting of military equipment by local law enforcement agencies.

This bill would also require a state agency, as defined, to create a military equipment use policy before engaging in certain activities, publish the policy on the agency's internet website, and provide a copy of the policy to the Governor or the Governor's designee, as specified. The bill would also require a state agency that seeks to continue use of military equipment acquired prior to January 1, 2022, to create a military equipment use policy.

This bill would also include findings that the changes proposed by this bill address a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities, including charter cities.

By adding to the duties of local officials with respect to the funding, acquisition, and use of military equipment, this bill would impose a state-mandated local program.

The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

*The people of the State of California do enact as follows:*

SECTION 1. The Legislature finds and declares all of the following:

(a) The acquisition of military equipment and its deployment in our communities adversely impacts the public's safety and welfare, including increased risk of civilian deaths, significant risks to civil rights, civil liberties, and physical and psychological well-being, and incurment of significant financial costs. Military equipment is more frequently deployed in low-income Black and Brown communities, meaning the risks and impacts of police militarization are experienced most acutely in marginalized communities.

(b) The public has a right to know about any funding, acquisition, or use of military equipment by state or local government officials, as well as a right to participate in any government agency's decision to fund, acquire, or use such equipment.

(c) Decisions regarding whether and how military equipment is funded, acquired, or used should give strong consideration to the public's welfare, safety, civil rights, and civil liberties, and should be based on meaningful public input.

(d) Legally enforceable safeguards, including transparency, oversight, and accountability measures, must be in place to protect the public’s welfare, safety, civil rights, and civil liberties before military equipment is funded, acquired, or used.

(e) The lack of a public forum to discuss the acquisition of military equipment jeopardizes the relationship police have with the community, which can be undermined when law enforcement is seen as an occupying force rather than a public safety service.

SEC. 2. Chapter 12.8 (commencing with Section 7070) is added to Division 7 of Title 1 of the Government Code, to read:

CHAPTER 12.8. FUNDING, ACQUISITION, AND USE OF MILITARY  
EQUIPMENT

7070. For purposes of this chapter, the following definitions shall apply:

(a) “Governing body” means the elected body that oversees a law enforcement agency or, if there is no elected body that directly oversees the law enforcement agency, the appointed body that oversees a law enforcement agency. In the case of a law enforcement agency of a county, including a sheriff’s department or a district attorney’s office, “governing body” means the board of supervisors of the county.

(b) “Law enforcement agency” means any of the following:

(1) A police department, including the police department of a transit agency, school district, or any campus of the University of California, the California State University, or California Community Colleges.

(2) A sheriff’s department.

(3) A district attorney’s office.

(4) A county probation department.

(c) “Military equipment” means the following:

(1) Unmanned, remotely piloted, powered aerial or ground vehicles.

(2) Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers. However, police versions of standard consumer vehicles are specifically excluded from this subdivision.

(3) High mobility multipurpose wheeled vehicles (HMMWV), commonly referred to as Humvees, two and one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached. However, unarmored all-terrain vehicles (ATVs) and motorized dirt bikes are specifically excluded from this subdivision.

(4) Tracked armored vehicles that provide ballistic protection to their occupants and utilize a tracked system instead of wheels for forward motion.

(5) Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.

(6) Weaponized aircraft, vessels, or vehicles of any kind.

(7) Battering rams, slugs, and breaching apparatuses that are explosive in nature. However, items designed to remove a lock, such as bolt cutters,

or a handheld ram designed to be operated by one person, are specifically excluded from this subdivision.

(8) Firearms of .50 caliber or greater. However, standard issue shotguns are specifically excluded from this subdivision.

(9) Ammunition of .50 caliber or greater. However, standard issue shotgun ammunition is specifically excluded from this subdivision.

(10) Specialized firearms and ammunition of less than .50 caliber, including assault weapons as defined in Sections 30510 and 30515 of the Penal Code, with the exception of standard issue service weapons and ammunition of less than .50 caliber that are issued to officers, agents, or employees of a law enforcement agency or a state agency.

(11) Any firearm or firearm accessory that is designed to launch explosive projectiles.

(12) “Flashbang” grenades and explosive breaching tools, “tear gas,” and “pepper balls,” excluding standard, service-issued handheld pepper spray.

(13) Taser Shockwave, microwave weapons, water cannons, and the Long Range Acoustic Device (LRAD).

(14) The following projectile launch platforms and their associated munitions: 40mm projectile launchers, “bean bag,” rubber bullet, and specialty impact munition (SIM) weapons.

(15) Any other equipment as determined by a governing body or a state agency to require additional oversight.

(16) Notwithstanding paragraphs (1) through (15), “military equipment” does not include general equipment not designated as prohibited or controlled by the federal Defense Logistics Agency.

(d) “Military equipment use policy” means a publicly released, written document governing the use of military equipment by a law enforcement agency or a state agency that addresses, at a minimum, all of the following:

(1) A description of each type of military equipment, the quantity sought, its capabilities, expected lifespan, and product descriptions from the manufacturer of the military equipment.

(2) The purposes and authorized uses for which the law enforcement agency or the state agency proposes to use each type of military equipment.

(3) The fiscal impact of each type of military equipment, including the initial costs of obtaining the equipment and estimated annual costs of maintaining the equipment.

(4) The legal and procedural rules that govern each authorized use.

(5) The training, including any course required by the Commission on Peace Officer Standards and Training, that must be completed before any officer, agent, or employee of the law enforcement agency or the state agency is allowed to use each specific type of military equipment to ensure the full protection of the public’s welfare, safety, civil rights, and civil liberties and full adherence to the military equipment use policy.

(6) The mechanisms to ensure compliance with the military equipment use policy, including which independent persons or entities have oversight

authority, and, if applicable, what legally enforceable sanctions are put in place for violations of the policy.

(7) For a law enforcement agency, the procedures by which members of the public may register complaints or concerns or submit questions about the use of each specific type of military equipment, and how the law enforcement agency will ensure that each complaint, concern, or question receives a response in a timely manner.

(e) “State agency” means the law enforcement division of every state office, officer, department, division, bureau, board, and commission or other state body or agency, except those agencies provided for in Article IV (except Section 20 thereof) or Article VI of the California Constitution.

(f) “Type” means each item that shares the same manufacturer model number.

7071. (a) (1) A law enforcement agency shall obtain approval of the governing body, by an ordinance adopting a military equipment use policy at a regular meeting of the governing body held pursuant to the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2) or the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5), as applicable, prior to engaging in any of the following:

(A) Requesting military equipment made available pursuant to Section 2576a of Title 10 of the United States Code.

(B) Seeking funds for military equipment, including, but not limited to, applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.

(C) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.

(D) Collaborating with another law enforcement agency in the deployment or other use of military equipment within the territorial jurisdiction of the governing body.

(E) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body pursuant to this chapter.

(F) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of, military equipment.

(G) Acquiring military equipment through any means not provided by this paragraph.

(2) No later than May 1, 2022, a law enforcement agency seeking to continue the use of any military equipment that was acquired prior to January 1, 2022, shall commence a governing body approval process in accordance with this section. If the governing body does not approve the continuing use of military equipment, including by adoption pursuant to this subdivision of a military equipment use policy submitted pursuant to subdivision (b), within 180 days of submission of the proposed military equipment use policy to the governing body, the law enforcement agency shall cease its use of

the military equipment until it receives the approval of the governing body in accordance with this section.

(b) In seeking the approval of the governing body pursuant to subdivision (a), a law enforcement agency shall submit a proposed military equipment use policy to the governing body and make those documents available on the law enforcement agency's internet website at least 30 days prior to any public hearing concerning the military equipment at issue.

(c) The governing body shall consider a proposed military equipment use policy as an agenda item for an open session of a regular meeting and provide for public comment in accordance with the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2) or the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5), as applicable.

(d) (1) The governing body shall only approve a military equipment use policy pursuant to this chapter if it determines all of the following:

(A) The military equipment is necessary because there is no reasonable alternative that can achieve the same objective of officer and civilian safety.

(B) The proposed military equipment use policy will safeguard the public's welfare, safety, civil rights, and civil liberties.

(C) If purchasing the equipment, the equipment is reasonably cost effective compared to available alternatives that can achieve the same objective of officer and civilian safety.

(D) Prior military equipment use complied with the military equipment use policy that was in effect at the time, or if prior uses did not comply with the accompanying military equipment use policy, corrective action has been taken to remedy nonconforming uses and ensure future compliance.

(2) In order to facilitate public participation, any proposed or final military equipment use policy shall be made publicly available on the internet website of the relevant law enforcement agency for as long as the military equipment is available for use.

(e) (1) The governing body shall review any ordinance that it has adopted pursuant to this section approving the funding, acquisition, or use of military equipment at least annually and, subject to paragraph (2), vote on whether to renew the ordinance at a regular meeting held pursuant to the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2) or the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5), as applicable.

(2) The governing body shall determine, based on the annual military equipment report submitted pursuant to Section 7072, whether each type of military equipment identified in that report has complied with the standards for approval set forth in subdivision (d). If the governing body determines that a type of military equipment identified in that annual military equipment report has not complied with the standards for approval set forth in subdivision (d), the governing body shall either disapprove a renewal of the authorization for that type of military equipment or require modifications

to the military equipment use policy in a manner that will resolve the lack of compliance.

(f) Notwithstanding subdivisions (a) to (e), inclusive, if a city contracts with another entity for law enforcement services, the city shall have the authority to adopt a military equipment use policy based on local community needs.

7072. (a) A law enforcement agency that receives approval for a military equipment use policy pursuant to Section 7071 shall submit to the governing body an annual military equipment report for each type of military equipment approved by the governing body within one year of approval, and annually thereafter for as long as the military equipment is available for use. The law enforcement agency shall also make each annual military equipment report required by this section publicly available on its internet website for as long as the military equipment is available for use. The annual military equipment report shall, at a minimum, include the following information for the immediately preceding calendar year for each type of military equipment:

(1) A summary of how the military equipment was used and the purpose of its use.

(2) A summary of any complaints or concerns received concerning the military equipment.

(3) The results of any internal audits, any information about violations of the military equipment use policy, and any actions taken in response.

(4) The total annual cost for each type of military equipment, including acquisition, personnel, training, transportation, maintenance, storage, upgrade, and other ongoing costs, and from what source funds will be provided for the military equipment in the calendar year following submission of the annual military equipment report.

(5) The quantity possessed for each type of military equipment.

(6) If the law enforcement agency intends to acquire additional military equipment in the next year, the quantity sought for each type of military equipment.

(b) Within 30 days of submitting and publicly releasing an annual military equipment report pursuant to this section, the law enforcement agency shall hold at least one well-publicized and conveniently located community engagement meeting, at which the general public may discuss and ask questions regarding the annual military equipment report and the law enforcement agency's funding, acquisition, or use of military equipment.

7073. (a) A state agency shall create a military equipment use policy prior to engaging in any of the following:

(1) Requesting military equipment made available pursuant to Section 2576a of Title 10 of the United States Code.

(2) Seeking funds for military equipment, including, but not limited to, applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.

(3) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.

(4) Collaborating with a law enforcement agency or another state agency in the deployment or other use of military equipment within the territorial jurisdiction of the governing body.

(5) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body pursuant to this chapter.

(6) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, or to apply to receive, acquire, use, or collaborate in the use of, military equipment.

(7) Acquiring military equipment through any means not provided by this subdivision.

(b) No later than May 1, 2022, a state agency seeking to continue the use of any military equipment that was acquired prior to January 1, 2022, shall create a military equipment use policy.

(c) A state agency that is required to create a military equipment use policy pursuant to this section shall do both of the following within 180 days of completing the policy:

(1) Publish the military equipment use policy on the agency's internet website.

(2) Provide a copy of the military equipment use policy to the Governor or the Governor's designee.

7074. The Legislature finds and declares that ensuring adequate oversight of the acquisition and use of military equipment is a matter of statewide concern rather than a municipal affair as that term is used in Section 5 of Article XI of the California Constitution. Therefore, this chapter applies to all cities, including charter cities and shall supersede any inconsistent provisions in the charter of any city, county, or city and county.

7075. Nothing in this chapter shall preclude a county or local municipality from implementing additional requirements and standards related to the purchase, use, and reporting of military equipment by local law enforcement agencies.

SEC. 3. The Legislature finds and declares that Section 1 of this act, which adds Chapter 12.8 (commencing with Section 7070) to Division 7 of Title 1 of the Government Code, furthers, within the meaning of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the purposes of that constitutional section as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies. Pursuant to paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the Legislature makes the following findings:

Requiring local agencies to hold public meetings prior to the acquisition of military equipment further exposes that activity to public scrutiny and enhances public access to information concerning the conduct of the people's business.

SEC. 4. No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because the only costs that may be incurred by a local agency or school district under this act would

result from a legislative mandate that is within the scope of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution.

O

AN ORDINANCE OF THE CITY OF DALY CITY ADDING CHAPTER 9.56  
TO THE DALY CITY MUNICIPAL CODE REGARDING POLICE ACQUISITION  
AND USE OF MILITARY EQUIPMENT

---

**SECTION 1.** The Daly City Municipal Code Chapter 9.56 is added to read as follows:

**Chapter 9.56**

**“MILITARY EQUIPMENT” USE ORDINANCE**

**Sections:**

|                 |                                                  |
|-----------------|--------------------------------------------------|
| <b>9.56.010</b> | <b>Title</b>                                     |
| <b>9.56.020</b> | <b>Definitions</b>                               |
| <b>9.56.030</b> | <b>Military Equipment Use Policy Requirement</b> |
| <b>9.56.040</b> | <b>Use In Exigent Circumstances</b>              |
| <b>9.56.050</b> | <b>Reports on the Use of Military Equipment</b>  |

**9.56.010 Title**

A. This Ordinance shall be known as the Military Equipment Use Ordinance.

**9.56.020 Definitions**

A. **“Military Equipment”** includes all of the following (Per CA Gov. Code §7070):

1. Unmanned, remotely piloted, powered aerial or ground vehicles.
2. Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers. However, police versions of standard consumer vehicles are specifically excluded from this subdivision.
3. High mobility multipurpose wheeled vehicles (HMMWV), commonly referred to as Humvees, two and one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached. However, unarmored all-terrain vehicles (ATVs) and motorized dirt bikes are specifically excluded from this subdivision.
4. Tracked armored vehicles that provide ballistic protection to their occupants and utilize a tracked system instead of wheels for forward motion.
5. Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
6. Weaponized aircraft, vessels, or vehicles of any kind.
7. Battering rams, slugs, and breaching apparatuses that are explosive in nature. However, items designed to remove a lock, such as bolt cutters, or a handheld ram designed to be operated by one person, are specifically excluded from this subdivision.
8. Firearms of .50 caliber or greater. However, standard issue shotguns are specifically excluded from this subdivision.

9. Ammunition of .50 caliber or greater. However, standard issue shotgun ammunition is specifically excluded from this subdivision.
  10. Specialized firearms and ammunition of less than .50 caliber, including assault weapons as defined in Sections 30510 and 30515 of the Penal Code, with the exception of standard issue service weapons and ammunition of less than .50 caliber that are issued to officers, agents, or employees of a law enforcement agency or a state agency.
  11. Any firearm or firearm accessory that is designed to launch explosive projectiles.
  12. "Flashbang" grenades and explosive breaching tools, "tear gas," and "pepper balls," excluding standard, service-issued handheld pepper spray.
  13. Taser Shockwave, microwave weapons, water cannons, and the Long Range Acoustic Device (LRAD).
  14. The following projectile launch platforms and their associated munitions: 40mm projectile launchers, "bean bag," rubber bullet, and specialty impact munition (SIM) weapons.
  15. Any other equipment as determined by a governing body or a state agency to require additional oversight.
  16. Notwithstanding paragraphs (1) through (15), "Military Equipment" does not include general equipment not designated as prohibited or controlled by the federal Defense Logistics Agency.
- B. **"City"** means any department, agency, bureau, and/or subordinate division of the City of Daly City.
- C. **"Police Department"** means any division, section, bureau, employee, volunteer and/or contractor of the Daly City Police Department.
- D. **"City Council"** means the governing body that is the Daly City City Council.
- E. **"Military Equipment Use Policy"** means a publicly released, written document that includes, at a minimum, all the following:
1. A description of each type of Military Equipment, the quantity sought, its capabilities, expected lifespan, and product descriptions from the manufacturer of the Military Equipment.
  2. The purposes and authorized uses for which the law enforcement agency or the state agency proposes to use each type of Military Equipment.
  3. The fiscal impact of each type of Military Equipment, including the initial costs of obtaining the equipment and estimated annual costs of maintaining the equipment.
  4. The legal and procedural rules that govern each authorized use.
  5. The training, including any course required by the Commission on Peace Officer Standards and Training, that must be completed before any officer, agent, or employee of the law enforcement agency or the state agency is allowed to use each specific type of Military Equipment to ensure the full protection of the public's welfare, safety, civil rights, and civil liberties and full adherence to the Military Equipment use policy.

6. The mechanisms to ensure compliance with the Military Equipment use policy, including which independent persons or entities have oversight authority, and, if applicable, what legally enforceable sanctions are put in place for violations of the policy.
  7. For a law enforcement agency, the procedures by which members of the public may register complaints or concerns or submit questions about the use of each specific type of Military Equipment, and how the law enforcement agency will ensure that each complaint, concern, or question receives a response in a timely manner.
- F. **"Exigent Circumstances"** means a law enforcement agency's good faith belief that an emergency involving the danger of, or imminent threat of death or serious physical injury to any person is occurring, has occurred, or is about to occur.
- G. **"State agency"** means the law enforcement division of every state office, officer, department, division, bureau, board, and commission or other state body or agency, except those agencies provided for in Article IV (except Section 20 thereof) or Article VI of the California Constitution.
- H. **"Type"** means each item that shares the same manufacturer model number.

#### **9.56.030 Military Equipment Use Policy Requirement**

- A. The Daly City Police Department shall obtain approval of the City Council, by a motion adopting a Military Equipment Use Policy at a regular meeting of the City Council held pursuant to the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code) prior to engaging in any of the following:
1. Requesting Military Equipment made available pursuant to Section 2576a of Title 10 of the United States Code.
  2. Seeking funds for Military Equipment, including, but not limited to, applying for a grant, soliciting, or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.
  3. Acquiring Military Equipment either permanently or temporarily, including by borrowing or leasing.
  4. Collaborating with another law enforcement agency in the deployment or other use of Military Equipment within the territorial jurisdiction of the City of Daly City.
  5. Using any new or existing Military Equipment for a purpose, in a manner, or by a person not previously approved by the governing body pursuant to this chapter.
  6. Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of, Military Equipment.
  7. Acquiring Military Equipment through any means not provided by this section.
- B. No later than May 1, 2022, if seeking to continue the use of any Military Equipment that was acquired prior to January 1, 2022, the Daly City Police Department shall commence a City Council approval process in accordance with this section. If the City Council does not

approve the continuing use of Military Equipment, including by adoption pursuant to a Military Equipment Use Policy submitted pursuant to this code, within 180 days of submission of the proposed Military Equipment Use Policy to City Council, the Daly City Police Department shall cease its use of the Military Equipment until it receives the approval of City Council in accordance with this code.

- C. In seeking the approval of City Council, the Daly City Police Department shall submit a proposed Military Equipment Use Policy to the City Council and make those documents available on the Police Department's internet website at least 30 days prior to any public hearing concerning the Military Equipment at issue.
- D. The City Council shall only approve a Military Equipment Use Policy pursuant to this chapter if it determines all the following:
  - 1. The Military Equipment is necessary because there is no reasonable alternative that can achieve the same objective of officer and civilian safety.
  - 2. The proposed Military Equipment use policy will safeguard the public's welfare, safety, civil rights, and civil liberties.
  - 3. If purchasing the equipment, the equipment is reasonably cost effective compared to available alternatives that can achieve the same objective of officer and civilian safety.
  - 4. Prior Military Equipment use complied with the Military Equipment Use Policy that was in effect at the time, or if prior uses did not comply with the accompanying Military Equipment Use Policy, corrective action has been taken to remedy nonconforming uses and ensure future compliance.
- E. In order to facilitate public participation, any proposed or final Military Equipment Use Policy shall be made publicly available on the internet website of the Police Department for as long as the Military Equipment is available for use.
- F. The City Council shall review this ordinance at least annually and vote on whether to renew it at a regular meeting held pursuant to the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code).

#### **9.56.040 Use in Exigent Circumstances**

- A. Notwithstanding the provisions of this Chapter, the Police Department may acquire, borrow and/or use Military Equipment in Exigent Circumstances without following the requirements of this code.
- B. If the Police Department acquires, borrows, and/or uses Military Equipment in Exigent Circumstances, in accordance with this section, it must take all the following actions:
  - 1. Provide written notice of that acquisition or use to the City Council within 30 days following the commencement of such Exigent Circumstance, unless such information is confidential or privileged under local, state or federal law.
  - 2. If it is anticipated that the use will continue beyond the Exigent Circumstance, submit a proposed amended Military Equipment Use Policy to the City Council

within 90 days following the borrowing, acquisition and/or use, and receive approval, as applicable, from the City Council.

3. Include the Military Equipment in the Police Department's next annual Military Equipment Report.

#### **9.56.050 Reports on the Use of Military Equipment.**

- A. The Police Department shall submit to City Council an annual Military Equipment Report for each type of Military Equipment approved by the City Council within one year of approval, and annually thereafter for as long as the Military Equipment is available for use.
- B. The Police Department shall also make each annual Military Equipment Report required by this section publicly available on its internet website for as long as the Military Equipment is available for use.
- C. The annual Military Equipment Report shall, at a minimum, include the following information for the immediately preceding calendar year for each type of Military Equipment:
  1. A summary of how the Military Equipment was used and the purpose of its use.
  2. A summary of any complaints or concerns received concerning the Military Equipment.
  3. The results of any internal audits, any information about violations of the Military Equipment Use Policy, and any actions taken in response.
  4. The total annual cost for each type of Military Equipment, including acquisition, personnel, training, transportation, maintenance, storage, upgrade, and other ongoing costs, and from what source funds will be provided for the Military Equipment in the calendar year following submission of the annual Military Equipment Report.
  5. The quantity possessed for each type of Military Equipment.
  6. If the law enforcement agency intends to acquire additional Military Equipment in the next year, the quantity sought for each type of Military Equipment.
- D. Within 30 days of submitting and publicly releasing an annual Military Equipment Report pursuant to this section, the Police Department shall hold at least one well-publicized and conveniently located community engagement meeting, at which the public may discuss and ask questions regarding the annual Military Equipment report and the law enforcement agency's funding, acquisition, or use of Military Equipment.
- E. The City Council shall determine, based on the annual Military Equipment Report submitted pursuant to this section, whether each type of Military Equipment identified in that report has complied with the standards for approval set forth in this code and the Military Equipment Use Policy. If the City Council determines that a type of Military Equipment identified in that annual Military Equipment Report has not complied with the standards for approval, the City Council shall either disapprove a renewal of the authorization for that type of Military Equipment or require modifications to the Military Equipment Use Policy in a manner that will resolve the lack of compliance.

**SECTION 2.**        **Environmental Determination.** The City Council of Daly City finds and determines that the implementation of measures described in this Chapter is in furtherance police powers of the City of Daly City, and that these purposes are exempt from the provision of the California Environmental Quality Act (CEQA); Chapter 3 (commencing with Section 21100) of Division 13 of the Public Resources Code, as provided in categorical exemption Classes 1, 4, 5, 7, 8, 9, and or 21 of the CEQA Guidelines (Title 14, California Code of Regulations, Sections 15301-15329).

**SECTION 3.**        **Severability:** If any section, subsection, sentence, clause, phrase, or word of this Chapter, or any application thereof to any person or circumstance, is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions or applications of this Chapter.

The City Council hereby declares that it would have passed this Chapter and each and every section, subsection, sentence, clause, phrase, and word not declared invalid or unconstitutional without regard to whether any other portion of this Chapter or application thereof would be subsequently declared invalid or unconstitutional.

**SECTION 4.**        **Effective Date and Publication:** Pursuant to the provisions of Government Code Section 36933, a summary of this ordinance shall be prepared by the City Attorney. At least five (5) days prior to the Council meeting at which this ordinance is scheduled to be adopted, the City Clerk shall (1) publish the summary, and (2) post it in the City Clerk's office a certified copy of this ordinance. Within fifteen (15) days after the adoption of this ordinance, the City Clerk shall (1) publish the summary and (2) post in the City Clerk's office a certified copy of the full text of this ordinance along with the names of those City Council members voting for and against this ordinance or otherwise voting. This ordinance shall become effective thirty (30) days from and after its adoption.

Introduced this \_\_\_\_\_ day of \_\_\_\_\_, 2022

Passed and adopted as an Ordinance of the City of Daly City at a regular meeting of the City Council of the City of Daly City held on the \_\_\_\_\_ day of \_\_\_\_\_, 2022, by the following vote:

AYES, Councilmembers: \_\_\_\_\_

NOES, Councilmembers: \_\_\_\_\_

Absent, Councilmembers: \_\_\_\_\_

\_\_\_\_\_  
CITY CLERK OF THE CITY OF DALY CITY

APPROVED:

\_\_\_\_\_  
MAYOR OF THE CITY OF DALY CITY

# Military Equipment

## 708.1 PURPOSE AND SCOPE

This policy establishes guidelines for the acquisition, funding, use and reporting of "military equipment", as the term is defined in Government Code section 7070. This policy is provided to fulfill the obligations set forth in Assembly Bill No. 481 (2021) (AB 481). These obligations include but are not limited to seeking approval on specific items deemed to be military equipment and requirements related to compliance, annual reporting, cataloging, and complaints regarding these items.

It is the policy of the Daly City Police Department (Department) that there are legally enforceable safeguards, including transparency, oversight, and accountability measures in place to protect the public's welfare, safety, civil rights, and civil liberties before military equipment is funded, acquired, or used.

The acquisition of military equipment and its deployment in our communities may impact the public's safety and welfare. AB 481 has declared the public has a right to know about any funding, acquisition, or use of military equipment by local government officials, as well as a right to participate in any government agency's decision to fund, acquire, or use such equipment. Decisions regarding whether and how military equipment is funded, acquired, or used should give strong consideration to the public's welfare, safety, civil rights, and civil liberties, and should be based on meaningful public input.

### 708.1.1 DEFINITIONS

Definitions related to this policy include (Government Code § 7070):

**Governing body** – The City Council.

**Military equipment** – Includes but is not limited to the following:

- Unmanned, remotely piloted, powered aerial or ground vehicles.
- Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers.
- High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached.
- Tracked armored vehicles that provide ballistic protection to their occupants.
- Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
- Weaponized aircraft, vessels, or vehicles of any kind.
- Battering rams, slugs, and breaching apparatuses that are explosive in nature. This does not include a handheld, one-person ram.

# Daly City Police Department

## Daly City PD Policy Manual

### *Military Equipment*

---

- Firearms and ammunition of .50 caliber or greater, excluding standard-issue shotguns and standard-issue shotgun ammunition.
- Specialized firearms and ammunition of less than .50 caliber, including firearms and accessories identified as assault weapons in Penal Code § 30510 and Penal Code § 30515, with the exception of standard-issue firearms.
- Any firearm or firearm accessory that is designed to launch explosive projectiles.
- Noise-flash diversionary devices and explosive breaching tools.
- Munitions containing tear gas or OC, excluding standard, service-issued handheld pepper spray.
- TASER® Shockwave, microwave weapons, water cannons, and long-range acoustic devices (LRADs).
- Kinetic energy weapons and munitions.
- Any other equipment as determined by a governing body or a state agency to require additional oversight.

#### **708.2 POLICY**

It is the policy of the Daly City Police Department that members of this [department/office] comply with the provisions of Government Code § 7071 with respect to military equipment.

#### **708.3 MILITARY EQUIPMENT COORDINATOR**

The Chief of Police should designate a member of this [department/office] to act as the military equipment coordinator. The responsibilities of the military equipment coordinator include but are not limited to:

- (a) Acting as liaison to the governing body for matters related to the requirements of this policy.
- (b) Identifying [department/office] equipment that qualifies as military equipment in the current possession of the [Department/Office], or the equipment the [Department/Office] intends to acquire that requires approval by the governing body.
- (c) Conducting an inventory of all military equipment at least annually.
- (d) Collaborating with any allied agency that may use military equipment within the jurisdiction of Daly City Police Department (Government Code § 7071).
- (e) Preparing for, scheduling, and coordinating the annual community engagement meeting to include:
  1. Publicizing the details of the meeting.
  2. Preparing for public questions regarding the [department/office]'s funding, acquisition, and use of equipment.
- (f) Preparing the annual military equipment report for submission to the Chief of Police and ensuring that the report is made available on the [department/office] website (Government Code § 7072).

## *Military Equipment*

---

- (g) Establishing the procedure for a person to register a complaint or concern, or how that person may submit a question about the use of a type of military equipment, and how the [Department/Office] will respond in a timely manner.

### **708.4 MILITARY EQUIPMENT INVENTORY**

The list of qualifying equipment for the department is set forth in Attachment A:

[Insert attachment here]

### **708.5 APPROVAL**

The Chief of Police or the authorized designee shall obtain approval from the governing body by way of an ordinance adopting the military equipment policy. As part of the approval process, the Chief of Police or the authorized designee shall ensure the proposed military equipment policy is submitted to the governing body and is available on the [department/office] website at least 30 days prior to any public hearing concerning the military equipment at issue (Government Code § 7071). The military equipment policy must be approved by the governing body prior to engaging in any of the following (Government Code § 7071):

- (a) Requesting military equipment made available pursuant to 10 USC § 2576a.
- (b) Seeking funds for military equipment, including but not limited to applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.
- (c) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.
- (d) Collaborating with another law enforcement agency in the deployment or other use of military equipment within the jurisdiction of this [department/office].
- (e) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body.
- (f) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of military equipment.
- (g) Acquiring military equipment through any means not provided above.

### **708.6 USE IN EXIGENT CIRCUMSTANCES**

In exigent circumstances and with the approval of the Chief of Police or their designee, the department may acquire, borrow and/or use military equipment that is not included in this policy.

If the department acquires, borrows, and/or uses military equipment in exigent circumstances, in accordance with this section, it must take all the following actions:

- Provide written notice of that acquisition of use to the City Council within 30 days following the commencement of such exigent circumstance, unless such information is confidential or privileged under local, state or federal law.

## *Military Equipment*

---

- If it is anticipated the use will continue beyond exigent circumstance, submit a proposed amended policy to the City Council within 90 days following the borrowing, acquisition and/or use, and receive approval, as applicable, from the City Council.
- Include the military equipment in the department's next annual military equipment report.

### **708.7 COORDINATION WITH OTHER JURISDICTIONS**

Absent exigent circumstances, military equipment should not be used by any other law enforcement agency or member in this jurisdiction unless the military equipment is approved for use in accordance with this policy.

### **708.8 ANNUAL REPORT**

Upon approval of a military equipment policy, the Chief of Police or the authorized designee should submit a military equipment report to the governing body for each type of military equipment approved within one year of approval, and annually thereafter for as long as the military equipment is available for use (Government Code § 7072).

The Chief of Police or the authorized designee should also make each annual military equipment report publicly available on the [department/office] website for as long as the military equipment is available for use. The report shall include all information required by Government Code § 7072 for the preceding calendar year for each type of military equipment in [department/office] inventory.

### **708.9 COMMUNITY ENGAGEMENT**

Within 30 days of submitting and publicly releasing the annual report, the [Department/Office] shall hold at least one well-publicized and conveniently located community engagement meeting, at which the [Department/Office] should discuss the report and respond to public questions regarding the funding, acquisition, or use of military equipment.

**Daly City Lexipol Policy 708 – Attachment A**  
**Qualifying Equipment Owned/Utilized by the Daly City Police Department**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|
| <b>Equipment Type:</b> Unmanned Aircraft Systems (UAS/Drones) – CA Gov’t Code §7070(c)(1)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |
| <b>Quantity Owned/Sought:</b> 2 owned                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Lifespan:</b> Approximately 5 years |
| <b>Equipment Capabilities:</b> Remotely piloted aerial vehicles capable of providing live and recorded video images captured from aerial positions, including images enhanced by optical zoom lenses.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                        |
| <p><b>Manufacturer Product Description:</b> DJI Phantom 4 Pro V2: Featuring a 1-inch CMOS sensor that can shoot 4K/60fps videos and 20MP photos, the Phantom 4 Pro V2.0 grants filmmakers absolute creative freedom. The OcuSync 2.0 HD transmission system ensures stable connectivity and reliability, five directions of obstacle sensing ensure additional safety, and a dedicated remote controller with a built-in screen grants even greater precision and control. <sup>[1]</sup> A wide array of intelligent features makes flying that much easier. The Phantom 4 Pro V2.0 is a complete aerial imaging solution, designed for the professional creator.</p> <p>The onboard camera features a 1-inch 20MP CMOS sensor and a mechanical shutter, eliminating rolling shutter distortion. An advanced sensor and impressive processing capture every detail and provide the image data needed for advanced post-production.</p> <p>The Phantom 4 Pro V2.0 camera has an optimized f/2.8 wide-angle lens, ensuring consistently detailed photos and videos that remain vivid and sharp while maintaining color accuracy.</p> |                                        |
| <b>Purpose/Authorized Uses:</b> UAS/Drones may be utilized to enhance the Department’s mission of protecting lives and property when other means and resources are not available or are less effective. Current uses for the UAS/Drones include traffic collision investigations and/or urgent community safety needs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                        |
| <b>Fiscal Impacts:</b> The initial costs of equipment, licensing, software and training was approximately \$17,830. Ongoing costs associated with UAS operation and maintenance is estimated to be approximately \$300 per year.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                        |
| <b>Legal/Procedural Rules Governing Use:</b> Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations. The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.                                                                                                                                                                                                                                                         |                                        |
| <b>Training Required:</b> Prior to piloting any UAS/Drone, staff members must secure an FAA Remote Pilot License and complete all training required by the FAA.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                        |
| <b>Other Notes:</b> None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |

**Daly City Lexipol Policy 708 – Attachment A**  
**Qualifying Equipment Owned/Utilized by the Daly City Police Department**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                           |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| <b>Equipment Type:</b> Unmanned, remotely piloted, powered ground vehicles - CA Gov't Code §7070(c)(1)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                           |
| <b>Quantity Owned/Sought:</b> 1 owned                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>Lifespan:</b> Approximately 7-10 years |
| <b>Equipment Capabilities:</b> The Robotex Avatar II is a small robotic vehicle capable of being remotely navigated through a variety of environments to provide scene information and intelligence in the form of video and still images transmitted to the user.                                                                                                                                                                                                                                                                                                                                                                                   |                                           |
| <b>Manufacturer Product Description:</b> The Avatar® II is a compact, lightweight robotic platform that is part of the RoboteX Avatar® Series. Designed from the ground up for portability, expandability, and ease-of-use, the Avatar® II serves as a useful tool for a variety of users. The Avatar® II can be customized with a variety of plug-and-play accessories. These accessories facilitate use of the robot in a variety of scenarios, including CBRNE, EOD, and personal security settings. Visit <a href="http://www.robotex.com/build-a-robot">www.robotex.com/build-a-robot</a> or contact your Account Manager for more information. |                                           |
| <b>Purpose/Authorized Uses:</b> To enhance the safety of potentially dangerous situations by providing first responders with the ability to capture video and still images of hazardous areas prior to, or in lieu of, sending in personnel.                                                                                                                                                                                                                                                                                                                                                                                                         |                                           |
| <b>Fiscal Impacts:</b> The initial cost of this equipment was approximately \$12,500. There are no ongoing costs associated with its operation and maintenance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                           |
| <b>Legal/Procedural Rules Governing Use:</b> The use of unmanned, remotely piloted, powered ground vehicles potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to all applicable privacy laws and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure).                                                                                                                                                                                                      |                                           |
| <b>Training Required:</b> The Daly City Police Department SWAT Team provides internal training for officers before they are permitted to pilot this robotic vehicle.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                           |
| <b>Other Notes:</b> None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                           |

**Daly City Lexipol Policy 708 – Attachment A**  
**Qualifying Equipment Owned/Utilized by the Daly City Police Department**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| <b>Equipment Type:</b> Armored personnel carriers - CA Gov't Code §7070(c)(2)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                  |
| <b>Quantity Owned/Sought:</b> 1 possessed, but not owned                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Lifespan:</b> Varies on usage |
| <b>Equipment Capabilities:</b> The Lenco Bearcat G1 is a tactical armored vehicle capable of transporting 8-10 officers and equipment during tactical and recovery operations, offering ballistic protection and other features to enhance the safety of involved personnel during potential high-risk tactical and recovery operations.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                  |
| <b>Manufacturer Product Description:</b> The Lenco BearCat G1 is the standard tactical armored vehicle for special operations units within the US Law Enforcement community. Since the early 2000s, agencies such as LAPD, LASD SEB, NYPD ESU, Boston PD and hundreds of Federal, State and Local Law Enforcement agencies have made the BearCat G1 part of their standard operating procedure. The G1 has excellent on-road driving characteristics and maneuverability in tight urban settings. The large floor plan seats 8 – 10 fully equipped officers with a long list of tactical features <u>only</u> found on the Lenco BearCat line of armored SWAT vehicles.                                                                                                                                                                                |                                  |
| <b>Purpose/Authorized Uses:</b> To enhance the safety and tactical advantage of officers and support personnel during potentially dangerous situations or high-risk tactical operations.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                  |
| <b>Fiscal Impacts:</b> The Lenco Bearcat G1 is owned and maintained by San Mateo County Office of Emergency Service. It was not purchased or funded by the Daly City Police Department, however it is stored and used primarily by officers of the Daly City Police Department. The only ongoing costs incurred by the Daly City Police Department are for fuel, which varies depending on usage.                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                  |
| <b>Legal/Procedural Rules Governing Use:</b> The Daly City Police Department recognizes the use of armored vehicles during law enforcement operations can potentially startle members of the general public or create a sense of fear amongst the community. As such, the use of the armored vehicle is limited to SWAT Team operations or other law-enforcement responses or events that are considered high-risk. Special consideration is given in analyzing the risk factors associated with the intended operation or event with the need for the added protection offered by the armored vehicle. During specific community events, the armored vehicle can be used as a static display when appropriate and when authorized by the SWAT Commander. Drivers shall adhere to all applicable State and Local laws governing emergency vehicle use. |                                  |
| <b>Training Required:</b> The Daly City Police Department SWAT Team provides internal training for officers before they are permitted to drive this armored vehicle.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                  |
| <b>Other Notes:</b> None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                  |

**Daly City Lexipol Policy 708 – Attachment A**  
**Qualifying Equipment Owned/Utilized by the Daly City Police Department**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <b>Equipment Type:</b> Semiautomatic Patrol Rifles and Ammunition - CA Gov't Code §7070(c)(10)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                          |
| <b>Quantity Owned/Sought:</b> 60 owned                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Lifespan:</b> Approximately 15 years or 20,000 rounds |
| <b>Equipment Capabilities:</b> The Colt M4 Carbine (AR-15) semi-automatic rifle fires 5.56 x 45mm (.223 caliber) ammunition and is capable of firing at greater distances and with greater accuracy than Department issued pistols.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                          |
| <b>Manufacturer Product Description:</b> Colt M4 Carbine (AR-15): Built for the demanding use of those who protect our communities every day, the Colt M4 Carbine Patrol Rifle is the next evolution in the world's most dependable, thoroughly field-tested patrol rifle. It is a lightweight, magazine-fed, gas-operated semi-automatic rifle. It is the semi-automatic version of the M16 rifle sold for the civilian and law enforcement markets in the United States. The Colt M4 Carbine Patrol Rifle reestablishes the Colt AR-15® as the finest tool for local, regional, and national law enforcement agencies. .                                                                                                                                                                                                                                                                                                                                                                    |                                                          |
| <p><b>Purpose/Authorized Uses:</b> Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include but are not limited to:</p> <ol style="list-style-type: none"> <li>1. Situations where the officer reasonably anticipates an armed encounter.</li> <li>2. When an officer is faced with a situation that may require accurate and effective fire at distances beyond the effective range of a duty pistol.</li> <li>3. Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower.</li> <li>4. When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.</li> <li>5. When an officer reasonably believes that a suspect may be wearing body armor.</li> <li>6. When authorized or requested by a supervisor.</li> </ol> |                                                          |
| <b>Fiscal Impacts:</b> The cost of the rifles, magazines, optics, slings, and accessories was approximately \$132,000. The rifles and associated equipment/accessories have been purchased in batches at different times and for different costs as needed to replace damaged/outdated equipment. This figure is an approximate total cost for patrol rifles and associated equipment currently possessed by the Daly City Police Department. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for ammunition will vary.                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                          |
| <b>Legal/Procedural Rules Governing Use:</b> All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                          |
| <b>Training Required:</b> Officers must successfully complete a CA POST certified 24-hour patrol rifle course as well as annual Department firearms training and qualifications as required by law and policy.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                          |
| <b>Other Notes:</b> These rifles are standard issue service weapons for our officers and therefore exempt from this Military Equipment Use Policy per CA Gov't Code §7070 (c)(10). They have been included in this document in an abundance of caution and in the interest of transparency.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                          |

**Daly City Lexipol Policy 708 – Attachment A**  
**Qualifying Equipment Owned/Utilized by the Daly City Police Department**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <b>Equipment Type:</b> Bolt-Action Sniper Rifles and Ammunition - CA Gov't Code §7070(c)(10)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                          |
| <b>Quantity Owned/Sought:</b> 5 owned                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Lifespan:</b> Approximately 15 years or 10,000 rounds |
| <b>Equipment Capabilities:</b> The Remington 700 Sniper Rifle is a bolt-action, precision-fire weapon system that fires 7.62 x 51mm (.308 caliber) ammunition. It is capable of firing at greater distances and with great accuracy than Department issued patrol rifles. The five rifles owned by the Department are outfitted with high-powered adjustable magnification optics for observation and targeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                          |
| <b>Manufacturer Product Description:</b> Remington Model 700: The Remington® Model 700® Bolt-Action Rifle is enhanced to hit targets at long ranges. At the heart of this specialized long-range rifle is the famous Model 700 action that has been proven for reliability and precision accuracy in combat with the U.S. Army's M24 sniper rifle. The Model 700 Long Range rifle comes with a tactical stock made of solid urethane combined with aramid, graphite, and fiberglass. The barreled receiver is bedded with an aluminum block, and the heavy-contoured barrel is free-floated, providing excellent accuracy and minimal shift in zero caused by changes in the environment. The non-reflective stock and exterior metal blend in with a wide range of environments. The 2-position safety at the rear of the action is quick to operate with the thumb and can also be gripped with the forefinger and thumb and moved extra quietly to the fire position. The Remington Model 700 Long Range Bolt-Action Rifle comes drilled and tapped for scope mounts. An extra sling swivel stud on the fore-end provides an attachment point for a bipod. |                                                          |
| <p><b>Purpose/Authorized Uses:</b> This rifle is authorized for use by trained SWAT Sniper Team Operators. SWAT Sniper Team Operators may deploy this rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the rifle may include, but are not limited to:</p> <ol style="list-style-type: none"> <li>1. Situations where the officer reasonably anticipates an armed encounter.</li> <li>2. When the officer is faced with a situation that may require accurate and effective fire at long range.</li> <li>3. Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower.</li> <li>4. When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.</li> <li>5. When an officer reasonably believes that a suspect may be wearing body armor.</li> <li>6. When authorized or requested by a supervisor.</li> </ol>                                                                                                                             |                                                          |
| <b>Fiscal Impacts:</b> The five rifles were initially purchased by the Daly City Police Department prior to 2005 for approximately \$5,000. In 2016, the Department had all five rifles rebuilt for approximately \$10,100 after exceeding their lifespan of 10,000 rounds. In 2020, the Department purchased five Leupold scopes for the rifles for approximately \$9,250. Basic maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for ammunition will vary.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                          |
| <b>Legal/Procedural Rules Governing Use:</b> All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                          |
| <b>Training Required:</b> In addition to the Patrol Rifle Course and Basic SWAT Operator training, SWAT Snipers must successfully complete a CA POST certified Basic Sniper Course as well as regular SWAT Sniper training and qualifications as required by law and policy.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                          |
| <b>Other Notes:</b> The Daly City Police Department presently employs five trained and qualified SWAT Snipers who are authorized to use this rifle.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                          |

**Daly City Lexipol Policy 708 – Attachment A**  
**Qualifying Equipment Owned/Utilized by the Daly City Police Department**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| <b>Equipment Type:</b> Breaching apparatuses explosive in nature - CA Gov't Code §7070(c)(7)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                         |
| <b>Quantity Owned/Sought:</b> 2 owned                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Lifespan:</b> Approximately 15 years |
| <b>Equipment Capabilities:</b> The Royal Arms Breaching Shotgun is capable of firing 12-gauge shotgun ammunition. It is a compact and modified version of the Remington 870 platform designed for breaching purposes. It is specifically intended to fire frangible compressed copper slugs to breach doorway locking mechanisms while minimizing overpenetration or risk of injury to persons in close proximity to the doorway or lock.                                                                                                                                                                                                                                                                                                                                     |                                         |
| <p><b>Manufacturer Product Description:</b> Royal Arms Breaching Shotgun starts out with the tried-and-true Remington 870 Police Model 12 Ga Shotgun as its base. We then completely modify it with our custom CNC machined parts to be the ultimate Breaching Shotgun. Royal Arms invented the Breachers and Breaching shotguns, why settle for an imitation or knock off when you can buy the best American Made Breaching Shotgun for all Tactical Operators and discerning individuals.</p> <p>Royal Arms Tesar-2 Black Cap Slugs: 425 grain compressed copper slug, frangible.</p> <p>Slug Material: Copper powder. Velocity: 1,525 feet per second. Use: For metal doors, locks, and hinges. Defeats: Heavy locks, dead-bolts and hinges (solid oak – steel doors).</p> |                                         |
| <b>Purpose/Authorized Uses:</b> The breaching shotguns are intended for use as a breaching option during tactical entry into a dwelling or other enclosed space when other breaching options have failed, or when authorized by a supervisor.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                         |
| <b>Fiscal Impacts:</b> The initial cost of the two Royal Arms Breaching Shotguns were approximately \$2,300. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for breaching munitions will vary.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                         |
| <b>Legal/Procedural Rules Governing Use:</b> All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                         |
| <b>Training Required:</b> Officers must complete a CA POST certified Tactical Breacher Course as well as ongoing Department SWAT Training.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                         |
| <b>Other Notes:</b> None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                         |

**Daly City Lexipol Policy 708 – Attachment A**  
**Qualifying Equipment Owned/Utilized by the Daly City Police Department**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| <b>Equipment Type:</b> 40mm Launchers and Kinetic Energy Munitions - CA Gov't Code §7070(c)(14)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                         |
| <b>Quantity Owned/Sought:</b> 5 owned                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Lifespan:</b> Approximately 15 years |
| <p><b>Equipment Capabilities:</b> The Defense Technology 40mm LMT is a single-shot launcher capable of firing 40mm kinetic energy munitions, also commonly referred to as specialty impact munitions (SIM), which are less-lethal projectiles. The 40mm launcher is also capable of firing 40mm chemical agent munitions, commonly referred to as “tear gas” or CS gas. Refer to “Tear Gas and Chemical Agents” page for further details on these munitions. The Daly City Department has outfitted the launchers with Trijicon optics for aiming and targeting purposes.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                         |
| <p><b>Manufacturer Product Description:</b> Defense Tech 40mm LMT Single Launcher: Manufactured exclusively for Defense Technology®, the 40LMTS is a tactical single shot launcher that features an expandable ROGERS Super Stoc and an adjustable Integrated Front Grip (IFG) with light rail. The ambidextrous Lateral Sling Mount (LSM) and QD mounting systems allow both a single and two-point sling attachment. The 40LMTS will fire standard 40mm less lethal ammunition, up to 4.8 inches in cartridge length. The Picatinny Rail Mounting System will accept a wide array of enhanced optics/sighting systems.</p> <p>Defense Tech Exact Impact 40mm Standard Range Sponge Round: The eXact iMpatc™ 40 mm Sponge Round is a point-of-aim, point-of-impact direct-fire round. This lightweight, high-speed projectile consists of a plastic body and sponge nose that is spin stabilized via the incorporated rifling collar and the 40 mm launcher’s rifled barrel. The round utilizes smokeless powder as the propellant, and, therefore, have velocities that are extremely consistent. Used for Crowd Control, Patrol, and Tactical Applications.</p> |                                         |
| <p><b>Purpose/Authorized Uses:</b> The 40mm Launchers, kinetic energy munitions, and chemical agent munitions are intended for use as a less-lethal force response option.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                         |
| <p><b>Fiscal Impacts:</b> The initial cost of the 40mm launchers and optics was approximately \$8,200. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for munitions will vary.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                         |
| <p><b>Legal/Procedural Rules Governing Use:</b> All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                         |
| <p><b>Training Required:</b> Officers must complete a department 40mm course as well as regular training and qualifications as required by law and policy. Chemical agent munitions for the 40mm launcher are only authorized for use by Department SWAT team members and Crowd Control Unit personnel after completion of Department training by CA POST certified Chemical Agent Instructors.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                         |
| <p><b>Other Notes:</b> The Daly City Police Department presently employs four trained and qualified Chemical Agent Instructors who are authorized to train SWAT Team members and Crowd Control Unit personnel on the use of chemical agent munitions with the 40mm launcher.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                         |

**Daly City Lexipol Policy 708 – Attachment A**  
**Qualifying Equipment Owned/Utilized by the Daly City Police Department**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| <b>Equipment Type:</b> Less Lethal Shotguns and Kinetic Energy Munitions - CA Gov't Code §7070(c)(14)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                         |
| <b>Quantity Owned/Sought:</b> 39 owned                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Lifespan:</b> Approximately 15 years |
| <p><b>Equipment Capabilities:</b> The Remington 870 Police Magnum is capable of firing 12-gauge shotgun ammunition. These shotguns were previously in service at the Daly City Police Department as lethal force options but were converted into less-lethal shotguns using Hogue 870 conversion kits. All Remington 870 shotguns currently owned by the Department are less-lethal shotguns, 37 of which are used to deploy bean bag rounds only. The bean bag shotgun is capable of firing 12-gauge kinetic energy munitions, which are less-lethal projectiles. Specifically, the kinetic energy munitions used in these shotguns are drag stabilized bean bags that are propelled out of a 12-gauge cartridge.</p> <p>Two of the less-lethal shotguns have been equipped with a launching apparatus on the muzzle that enables certain less-lethal chemical agents to be deployed from the shotgun, described elsewhere under "Tear Gas and Chemical Agents."</p>                                                                                                                                                                                                                                                                                                                     |                                         |
| <p><b>Manufacturer Product Description:</b> The Remington Model 870 Police Magnum is a pump-action 12-gauge shotgun. Featuring an ultra-durable parkerized matte finish, synthetic stocks, 18-inch barrel with front sight and a 4-round magazine.</p> <p>Hogue 870 Conversion Kit: Hogue rubber grips are molded from durable synthetic rubber that is neither spongy nor tacky yet provides a soft recoil absorbing feel without affecting accuracy. This modern rubber requires a completely different molding process than ordinary neoprene, resulting in a superior grip. The flexibility of our materials and molding process has allowed us to produce rubber grips with features that outperform all other makes.</p> <p>Safariland Drag Stabilized Bean Bag: The Drag Stabilized™ 12-Gauge Round is a translucent 12-Gauge shell loaded with a 40-Gram tear shaped bag made from a cotton and ballistic material blend and filled with #9 shot. This design utilizes four stabilizing tails and utilizes smokeless powder as the propellant. The 12-Gauge Drag Stabilized Round has secured its place as the Law Enforcement Communities' number one choice for specialty impact munitions. This round has a velocity of 270 fps with a maximum effective range of 75 feet.</p> |                                         |
| <b>Purpose/Authorized Uses:</b> The bean bag shotguns and kinetic energy munitions are intended for use as a less-lethal force response option.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                         |
| <b>Fiscal Impacts:</b> The initial cost of the Remington 870 Police Magnum shotguns were approximately \$15,600. The cost to convert them to less-lethal bean bag shotguns was approximately \$3,120. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for munitions will vary.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                         |
| <b>Legal/Procedural Rules Governing Use:</b> All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force and Firearms.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                         |
| <b>Training Required:</b> Officers must complete a Department Less-lethal Shotgun course as well as regular training and qualifications as required by law and policy. Launchable chemical agent grenades for the less-lethal shotguns outfitted with the appropriate launching apparatus are only authorized for use by Department SWAT team members and Crowd Control Unit personnel after completion of Department training by CA POST certified Chemical Agent Instructors.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                         |
| <b>Other Notes:</b> The Daly City Police Department presently employs four trained and qualified Chemical Agent Instructors who are authorized to train SWAT Team members and Crowd Control Unit personnel on the use of chemical agent munitions with the less lethal shotgun.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                         |

**Daly City Lexipol Policy 708 – Attachment A**  
**Qualifying Equipment Owned/Utilized by the Daly City Police Department**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| <b>Equipment Type:</b> “Tear Gas” and Chemical Agents - CA Gov’t Code §7070(c)(12)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                           |
| <b>Quantity Owned/Sought:</b> 154 owned                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Lifespan:</b> Varies on weather and storage conditions |
| <p><b>Equipment Capabilities:</b> Chemical agents, sometimes referred to as “tear gas” or riot control agents, are less-lethal chemical compounds that temporarily induce discomfort to an individual in the form of one or more of the following: Irritation to the skin, eyes, mouth, throat, and lungs. The goal of which is to gain compliance, dispersal, or direct the movement of one or more individuals.</p> <p>The Daly City Police Department owns multiple types of chemical agents in various forms, totaling 154 individual units at present. The units are expendable items; therefore, the quantities will vary. Each chemical agent type has different capabilities. The types and manufacturers are as follows:</p> <ul style="list-style-type: none"> <li>• Defense Technologies Spede-Heat CS gas grenade, 81.2g, 20-40 second burn time</li> <li>• Defense Technologies Flameless Tri-Chamber CS gas grenade, 20.0g, 20-30 second burn time</li> <li>• Combined Tactical Systems Indoor Baffled CS gas grenade, 25.0g, 20-40 second burn time, launchable through outfitted less-lethal shotgun apparatus, requires specific blank 12 gauge launching cartridge manufactured by Combined Tactical Systems</li> <li>• Defense Technologies 40mm Liquid Ferret Round, liquid CS projectile dispersed upon impact, 8.0g, launchable though 40mm launcher</li> <li>• Defense Technologies Pocket Tactical CS gas grenade, 20.0g, 20-40 second burn time</li> <li>• Defense Technologies Maximum Smoke HC (Hexachloroethane) grenade, smoke screen, 1 ½ - 2 minute burn time</li> <li>• Defense Technologies Triple-Chaser, CS gas canister, 90.7g, 20-30 second burn time</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                           |
| <p><b>Manufacturer Product Description:</b></p> <p>Defense Tech Spede-Heat CS Grenade: The Spede-Heat™ CS Grenade is a high volume, continuous burn it expels its payload in approximately 20-40 seconds. The payload is discharged through four gas ports on top of the canister, three on the side and one on the bottom. This launchable grenade is 6.12 in. by 2.62 in. and holds approximately 2.9 oz. of active agent.</p> <p>Defense Tech Flameless Tri-Chamber CS Grenade: The design of the Tri-Chamber Flameless CS Grenade allows the contents to burn within an internal can and disperse the agent safely with reduced risk of fire. The grenade is designed primarily for indoor tactical situations to detect and/or dislodge a barricaded subject. This grenade will deliver approximately .70 oz. of agent during its 20-25 seconds burn time. The Tri-Chamber Flameless Grenade can be used in crowd control as well as tactical deployment situations by Law Enforcement and Corrections but was designed with the barricade situation in mind. Its applications in tactical situations are primarily to detect and/or dislodge barricaded subjects. The purpose of the Tri-Chamber Flameless Grenade is to minimize the risks to all parties through pain compliance, temporary discomfort, and/or incapacitation of potentially violent or dangerous subjects. The Tri-Chamber Flameless Grenade provides the option of delivering a pyrotechnic chemical device indoors, maximizing the chemicals’ effectiveness via heat and vaporization, while minimizing or negating the chance of fire to the structure. The Tri-Chamber Flameless Grenade is NOT to be launched utilizing a launching cup.</p> <p>Combined Tactical Systems Indoor Baffled CS Grenade: Pyrotechnic grenade designed for indoor use delivering a maximum amount of irritant smoke throughout multiple rooms with minimal risk of fire.</p> <p>Combined Tactical Systems 12 gauge Launching Cartridge: The Model 2600 Launching Cartridge is a 12-gauge cartridge much shorter than standard full-sized 12-gauge cartridges. Therefore, to prevent weapon malfunctions, each cartridge must be manually loaded into the chamber for each shot.</p> |                                                           |

**Daly City Lexipol Policy 708 – Attachment A**  
**Qualifying Equipment Owned/Utilized by the Daly City Police Department**

Effective range is dependent on the launching cup, launcher, and weight of munitions being launched. The baseline for performance of a Model 2600 Launching Cartridge is that it will launch a Model 9230 CS Grenade a minimum of 100 yards (91M), with cylinder bore and 18" bbl.

Defense Technologies 40mm Liquid Ferret Round: The Ferret® 40mm Round is non-burning and suitable for indoor use. Used primarily by tactical teams, it is designed to penetrate barriers, such as windows, hollow core doors, wallboard and thin plywood. Upon impacting the barrier, the nose cone ruptures and instantaneously delivers a small chemical payload inside of a structure or vehicle. In a tactical deployment situation, the 40mm Ferret is primarily used to dislodge barricaded subjects from confined areas. Its purpose is to minimize the risks to all parties through pain compliance, temporary discomfort and/or incapacitation of potentially violent or dangerous subjects.

Defense Technologies Pocket Tactical CS Gas Grenade: The Pocket Tactical CS Grenade is small, and lightweight. The 0.9 oz. of active agent will burn approximately 20-40 seconds. At 4.75 in. by 1.4 inches in size, it easily fits in most tactical pouches. This is a launchable grenade; however, it is normally used as a signaling or covering device. Though this device is slightly over four inches in length, it produces a smoke cloud so fast it appears to be an enveloping screen produced by a full-size tactical grenade.

Defense Technologies Maximum Smoke HC Grenade: The Maximum Smoke Grenade is designed specifically for outdoor use in crowd control situations with a high-volume continuous burn that expels its payload in approximately 30-40 seconds through four gas ports located on the top of the canister. This grenade can be used to conceal tactical movement or to route a crowd. The volume of smoke and agent is vast and obtrusive. This launchable colored smoke grenade is 6.0 in. by 2.35 in. and holds approximately 2.9 oz. of active agent.

Defense Technologies Triple-Chaser CS Gas Canister: The Triple-Chaser® CS consists of three separate canisters pressed together with separating charges between each. When deployed, the canisters separate and land approximately 20 feet apart allowing increased area coverage in a short period of time. This grenade can be hand thrown or launched from a fired delivery system. The grenade is 6.5 in. by 2.7 in. and holds an approximately 3.2 oz. of active agent payload. It has an approximate burn time of 20-30 seconds.

**Purpose/Authorized Uses:** Chemical agents are intended for use as a less-lethal force response option. They can be deployed by trained Department personnel for riot control purposes, during tactical operations involving barricaded suspects, or other situations where lesser means are reasonably believed to be ineffective or involve substantial more risk to Department personnel.

**Fiscal Impacts:** The ongoing cost of chemical agents will vary. The cost of the Department's present inventory of chemical agents was approximately \$8,360. There are no associated maintenance costs.

**Legal/Procedural Rules Governing Use:** All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force.

**Training Required:** Officers must be assigned to the Department SWAT Team or Crowd Control Unit, having completed the required training course(s) associated with that position. SWAT Team officers or Crowd Control Unit officers will complete Department chemical agents training from a certified Department Chemical Agents Instructor as well as attend regular training and qualifications as required by law and policy.

**Other Notes:** The Daly City Police Department presently employs four trained and qualified Chemical Agent Instructors who are authorized to train SWAT Team members and Crowd Control Unit personnel on the use of chemical agents.

**Daly City Lexipol Policy 708 – Attachment A**  
**Qualifying Equipment Owned/Utilized by the Daly City Police Department**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| <b>Equipment Type:</b> “Flashbang Grenades” - CA Gov’t Code §7070(c)(12)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                           |
| <b>Quantity Owned/Sought:</b> 47 owned                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Lifespan:</b> Varies on weather and storage conditions |
| <b>Equipment Capabilities:</b> The flashbang, sometimes referred to as “stun grenade,” is a diversionary device that delivers a bright flash and loud explosive-type noise when deployed. This is a non-lethal handheld grenade that does not fragment or produce any shrapnel.                                                                                                                                                                                                                                                                                                                                                                                                           |                                                           |
| <b>Manufacturer Product Description:</b> Defense Technologies Low Roll 4-gram Distraction Device: The reloadable distraction device unit incorporates a model 7007 type fuse with hex design gun steel body. This is a compact version of the 8933 Low Roll® body Distraction Device and is the newest version of the first reusable non-bursting canister that limits movement and rolling once deployed. The compact Distraction Device fits safely in your hand and packs all the power of the full-size Distraction Device. The 4-Gram Distraction Device® Reload produces a reduced light, and sound output ideal for when the full effects of the 12-gram charge are not desirable. |                                                           |
| <b>Purpose/Authorized Uses:</b> Diversionary devices are intended for use as a distraction option used during high-risk entries into a dwelling or similar structure by SWAT operators. They can be deployed by trained Department SWAT operators when authorized by the SWAT Commander or in the event of exigent circumstances.                                                                                                                                                                                                                                                                                                                                                         |                                                           |
| <b>Fiscal Impacts:</b> The ongoing cost of diversionary devices will vary. The cost of the Department’s present inventory of diversionary devices was approximately \$2,820.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                           |
| <b>Legal/Procedural Rules Governing Use:</b> All applicable Local, State, and Federal laws governing police use of force. All applicable Daly City Police Department Policies on Use of Force.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                           |
| <b>Training Required:</b> Officers must be assigned to the Department SWAT Team, having completed a CA POST Basic SWAT Course. SWAT Team officers participate in regular Department SWAT training incorporating the use of the diversionary devices into trainings.                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                           |
| <b>Other Notes:</b> None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                           |