CITY OF DALY CITY

Regular Meeting - CITY COUNCIL

AGENDA

Monday, June 24, 2024 - 7:00 PM

City Hall Council Chambers – 2nd Floor
City Hall 333 – 90th Street
Daly City, CA 94015

To watch the live telecast:
https://www.youtube.com/DalyCityGov, https://www.dalycity.org/agendas, or Comcast Channel 27

Public Participation:

There are three ways to submit public comments: (1) submit written comments by meeting day, (2) submit written comments during the meeting, and (3) attend the meeting in person.

1. To submit written comments by meeting day, please email cityclerk@dalycity.org and include "Public Comment" in the subject line. All written comments received by 4:00 pm on meeting day will be provided to the City Council prior to the meeting.

   Please note: Any emailed comments received after 4:00 p.m. on the meeting date are not guaranteed to be received by the City Council prior to the meeting. Comments are not read aloud into the record.

2. During the meeting, you may visit www.dalycity.org/agendas to submit comments using the Public Comment form to address the City Council on a specific item, or during the public comment period, and such comments are delivered to the City Council and City Staff during the meeting, and may be read into the record at the time they are received.

3. To speak at the meeting in person, please complete a Speaker Card located at the entrance to the Council Chamber and submit it to a Staff Member as early in the meeting as possible.

   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 (650) 991-8078 as soon as possible.

CALL TO ORDER:

PLEDGE TO THE FLAG:

ROLL CALL:

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 90th 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.

PRESENTATIONS:

1. Proclamation - Juneteenth National Independence Day

APPROVAL OF MINUTES:

2. Special Meeting June 3, 2024

APPROVAL OF AGENDA:

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.

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:

3. Accept and Appropriate Grant Funding from CalRecycle

4. Authorize the City Manager to Approve a Purchase Agreement for a Service Truck Body

5. Accept and Appropriate a $146,620 Grant from the United States Department of Energy, Energy Efficiency and Conservation Block Grant Program

6. Authorize the City Manager to Renew the Service Agreement for Roadway Medians and Rights-of-Way Landscape Maintenance Service with Loral Landscaping

7. Authorize the City Manager to Execute a Professional Services Agreement with Wilsey Ham for the 2024-25 Street Resurfacing Project

8. Notice of Completion for the 2020-2021 Street Resurfacing Project

9. Final Acceptance of the Subdivision Improvements for Major Subdivision SUB-05-19-14055 Midway – Bayshore – Phase 1

10. Adopt FY 2025 Gann Appropriation Limitation

11. Adoption of Comprehensive Operating and Capital Budgets for Fiscal Year 2025

12. Set Time and Place of Public Hearing for Proposed Rate Increase for Solid Waste Collection and Disposal for Fiscal Years 2024-2027 **(Set Hearing: 8/12/24)**

13. Set Time and Place for a Public Hearing to Consider General Plan Amendment GPA-05-24-16525, Planned Development Rezone PD-10-22-015932, and Design Review DR-4-18-13424, Allowing the Construction of a New Office Building at 455 Hickey Boulevard **(Set Hearing: 7/22/24)**

14. Authorize Agreement with the County of San Mateo for Warrants Records Processing Services for the Police Department for FY 2024/2025

15. Approve Annual Report – Military Equipment Use for the Police Department

16. Approve Purchase of Diversionary Devices for Use by the Police Department

Check Registers:

17. Check Registers for the Month of May 2024

END OF CONSENT AGENDA

RESOLUTIONS:

18. Approval of the Utility Rate Assistance Program

    STAFF: Tim Nevin

    RECOMMENDATION: Adopt Resolution by Roll Call Vote

PUBLIC HEARINGS:

19. Public Hearing - Notice of Lien and Special Assessment to Rental Property

    STAFF: Tim Nevin

    RECOMMENDATION: Open/Close Hearing
    Adopt Resolution by Roll Call Vote

20. Public Hearing for Proposed Turnkey Design-Build Energy Services Agreement with Syserco Energy Solutions, Inc.

    STAFF: Richard Chiu, Jr.

    RECOMMENDATION: Open/Close Hearing
    Adopt Resolution by Roll Call Vote

21. Public Hearing – Notice of Lien and Special Assessment to Real Property

    STAFF: Richard Chiu, Jr.

    RECOMMENDATION: Open/Close Hearing
    Adopt Resolution by Roll Call Vote

22. Public Hearing – National Pollutant Discharge Elimination System Local Stormwater Program Regulatory Fee

    STAFF: Richard Chiu, Jr.

    RECOMMENDATION: Open/Close Hearing
    Adopt Resolution by Roll Call Vote

APPOINTMENTS: Board/Commission Membership Committee Appointments

REPORTS:

23. Council Committee

24. City Council

25. Staff

ADJOURNMENT:

Proclamation

Juneteenth National Independence Day

WHEREAS, Juneteenth, also known as Freedom Day, commemorates the emancipation of enslaved African Americans in the United States; and

WHEREAS, on June 19th, 1865, Union soldiers, led by Major General Gordon Granger, arrived in Galveston, Texas, with news that the Civil War had ended and that enslaved individuals were now free; and

WHEREAS, Juneteenth celebrates the resilience, contributions, and cultural heritage of African Americans, honoring their journey from slavery to freedom and their ongoing pursuit of equality; and

WHEREAS, Juneteenth serves as a reminder of the injustices of slavery and the importance of promoting social justice, equity, and opportunity for all; and

WHEREAS, on June 17, 2021, President Biden signed the Juneteenth National Independence Day Act (S. 475) into law, recognizing the historical significance of the Juneteenth National Independence Day to the United States; and

WHEREAS, history should be regarded as a means for understanding the past and solving the challenges of the future; and

WHEREAS, the celebration of the end of slavery is an important and enriching part of the history and heritage of the United States; and

WHEREAS, on July 26, 2021, the City Council of the City of Daly City adopted Juneteenth National Independence Day as an observed holiday for the City of Daly City.

NOW, THEREFORE, I, JUSLYN C. MANALO, Mayor, and members of the City Council of the City of Daly City do hereby proclaim June 19th as **"Juneteenth National Independence Day"**, a day of reflection, remembrance, and celebration. Let us honor the sacrifices and achievements of generations past and commit ourselves to fostering a more just and inclusive society for future generations.

Signed and sealed by the Mayor and City Council of the City of Daly City this 24th day of June 2024.

_____
Juslyn C. Manalo, Mayor

_____
Roderick Daus-Magbual, Vice Mayor

_____
Pamela DiGiovanni, Councilmember

_____
Teresa G. Proaño, Councilmember

_____
Glenn R. Sylvester, Councilmember

CITY OF DALY CITY
MINUTES – SPECIAL MEETING – CITY COUNCIL
JUNE 3, 2024

Visit https://www.youtube.com/@DalyCityGov/streams to view the City Council meeting

The special meeting was called to order by Mayor Manalo at 7:00 P.M.

ROLL CALL: Councilmembers Present:
Juslyn C. Manalo, Mayor
Roderick Daus-Magbual, Vice Mayor
Teresa G. Proaño (participated via teleconference)
Glenn R. Sylvester

Councilmembers Absent:
Pamela DiGiovanni

Staff Present:
Thomas J. Piccolotti, City Manager
Rose L. Zimmerman, City Attorney
K. Annette Hipona, City Clerk

The Council considered whether Item 24, A Resolution in Support of Peace and an End to the Humanitarian Crisis in Gaza, would be heard at tonight's meeting due to the lack of a full Council. After deliberation, the Council agreed to at least hear and discuss the item. City Attorney Zimmerman provided clarification on how to proceed. Mayor Manalo moved Item 24 up on the agenda, to be heard directly after Presentations.

PRESENTATIONS:

Proclamation - Jewish American Heritage Month
(Gabriella Makstman, Brent Turner, Jonathan Mintzer)

Ned K shared the story of his ancestors who were holocaust survivors and requested the Council not to pass anything that supports antisemitism.

Batshera Raviv, a daughter of a holocaust survivor, thanked the Council for the proclamation and shared the difficulties faced by Jewish people living in foreign countries.

Proclamation - Asian American, Native Hawaiian, and Pacific Islander Heritage Month
(Valerie and members of the Myanmar Community)

Proclamation - National Police Week May 12-18, 2024
(Cameron Christensen, Deputy Chief of Police, and Police Department staff)

Proclamation - Water Awareness Month
(Joshua Cosgrove, Director of Water and Wastewater Resources (DWWR), and DWWR staff)

Note on Public Comments:
To provide public comments, members of the public have the option to- 1) attend in person, 2) email the City Clerk, or 3) submit comments through the public comment portal on the City's website. Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting are instructed to call the office of the City Clerk at 991-8078 prior to the meeting.

Proclamation - Pride Month 2024
(Tony Bayudan, Personnel Board Commissioner and Chief of Staff for Supervisor Canepa)

Fiscal Year 2025 Operating and Capital Improvement Program Budget Preview
(Tim Nevin, Director of Finance and Administrative Services, Amanda Halbur, Assistant Director of Finance and Administrative Services, Joshua Cosgrove, Director of DWWR, and Richard Chiu, Director of Public Works)

It was moved by Mayor Manalo, seconded by Vice Mayor Daus-Magbual and carried by unanimous roll call vote to move Item 24 up, to be heard prior to the rest of the agenda.

RESOLUTIONS:

A Resolution in Support of Peace and an End to the Humanitarian Crisis in Gaza

Mayor Manalo acknowledged Vice Mayor Daus-Magbual and Councilmember Proaño for their work on the ad hoc committee to work on drafting the proposed resolution. City Attorney Rose Zimmerman provided information on the creation of the ad hoc Council committee whose task included reviewing numerous resolutions from local agencies to formulate a draft resolution, and noted that an updated resolution was provided to the Council for their review.

Vice Mayor Daus-Magbual and Councilmember Proaño reported on their ad hoc committee meetings, reported on meeting with various members and groups of the community to try and address the crisis together, while recognizing that the draft resolution is not perfect and the unlikelihood of it pleasing everyone. Councilmember Proaño read aloud the drafted resolution. The Council discussed and deliberated the language of the draft resolution. Mayor Manalo provided direction for public comment to have a one-minute time limit for each speaker.

The following speakers urged the Council to listen to their community and pass the bilateral ceasefire resolution without further delay and without amendments, noting how the community has been attending the meetings resolutely for the past 3 months to ensure the item passes. Individuals spoke about the genocide happening in Gaza for the last 7 months and endorsed the resolution as a symbolic stance for humanity, a call for peace preventing further loss of life, and a show of solidarity for the people of Gaza as well as Daly City's Palestinian residents. People advocating for the ceasefire resolution spoke about the trauma and suffering caused by the conflict, the staggering number of civilian lives lost, mass starvation in Gaza, and the urgent need for humanitarian aid in the area. Individuals denounced the recent bombings of declared safe zones in Gaza, the increase of anti-Arab hate and xenophobia in the US, and the amount of US funding going to Israel. Speakers urged the Council to follow suit in the action taken by neighboring cities that have passed ceasefire resolutions such as Oakland, San Francisco, Richmond and Pacifica.

Amanda	Yasmeeny	Ari
Rami	Hamza	Nash
Musa Tariq (CAIR-SFBA)	Hibah	Amena
Jeannel (GABRIELA DC)	Nabil	Nicole Han
Russ	Delaney	Umayah
Priscilla	K	Rica

Marcy	Hayat	Elliot Helman
Alby	Jay	Kam
Jay Katt	Noor	Rawan
Rami	Meghan M	John T. (People's Ideas)
Rev. Sadie	Glenn Mercado	DeVante
Vanessa A.	Eydie Beeteezy	Tim
Inga	Zach	Xenia
Beth	Elisa	Sarah
Abby	Ahmi	David Spero (UVP)
Isaac Goodman	Jimmy J.	A.Z.
Miguel	Justin	Leah
Steph	Cien Fuegos	Amber
Kinda D	Tala	Sebastian Strawser
Vale	Robert Bultao	Tony
Mr. S	Lyn	Gina
Fernando	Chris	Ashley
Mary (GABRIELA DC)	Rana Ahabtawi	Hinds Hall
Shireen Abu Aklah	Alfredo Olguin	Leyla
Steve		

The following speakers were opposed to passing the resolution and urged the Council not to get involved in international matters which are outside of their purview, and instead, to focus their time and effort on local issues. Individuals were opposed to a ceasefire resolution, calling it one-sided and bigoted, citing the increase of antisemitism and fears for safety amongst members of the Jewish community, and pointing out that Israel is merely defending itself against a terrorist group. Some speakers stated the resolution would only cause division, while others potentially voiced support for a resolution that condemns and eliminates Hamas, calls for release of hostages, or one drafted with members of the Jewish community to represent both communities. Others denied the occurrence of a genocide in Gaza.

Hanoch Raviv	Mark Weinberger	Sarit P.
Liat	Melinda	Ariel Bibas
Ester	Rinat	Gaby Makstman
Aaron G	Estee G	Susan George
Ned K.	Ido Waissman	Arik Paran
Rohit Rose	Anne Frank	Batshera Raviv
Eden Alexander	Shlomo Mousour	Yaroslav Vinogradsky
Edith Dinn		

Mary Bernier, Interfaith Peace Coalition, provided information on housing for people 62 or older, and brought flyers translated in Spanish to pass out during the meeting, adding that some people are forgotten by the government.

The Mayor and Councilmembers thanked everyone who came to speak on the item and provided their perspectives on the resolution. Due to disruptions from audience member(s), Mayor Manalo called for a recess at 11:15 P.M. and reconvened the meeting at 11:57 P.M., at which point, all four Councilmembers were still present. The Council continued to deliberate the resolution. Councilmember Proaño recommended the following amendments: to strike paragraphs 10 and 15 from the draft resolution, and to replace them with 1 paragraph affirming that the City of Daly City agrees with the

United States in urging the United Nations Security Council to support President Biden's three-phase plan which ultimately hopes to achieve a ceasefire. The Council was amenable to the amendments as the three-phase plan also addressed the humanitarian aspects and the release of hostages.

City Attorney Zimmerman provided the Council with their options with regard to the actions they can take on the item. The Council deliberated whether it was the right time to vote on the resolution after having received extensive feedback and discussion on the item.

It was moved by Vice Mayor Daus-Magbual, seconded by Councilmember Proaño and carried to adopt the following resolution, as amended.

Resolution 24-89, In Support of Peace and an End to the Humanitarian Crisis in Gaza

Mayor Manalo called for a recess at 12:35 AM on June 4, 2024, and reconvened the meeting at 12:45 AM, at which point all four Councilmembers were still present.

APPROVAL OF MINUTES:

Regular Meeting of May 13, 2024

It was moved by Mayor Manalo, seconded by Councilmember Sylvester and carried to approve the minutes of May 13, 2024.

APPROVAL OF AGENDA:

It was moved by Vice Mayor Daus-Magbual, seconded by Councilmember Sylvester and carried to approve the agenda.

CONSENT AGENDA:

It was moved by Councilmember Proaño, seconded by Councilmember Sylvester and carried by roll call vote to approve the consent agenda with the exception of Item 16.

Resolutions:

Authorize the City Manager to Approve a Purchase Agreement for a Jetter Truck Body and Related Equipment

Resolution 24-73, Approving a Purchase Agreement with National Auto Fleet Group for the Purchase of a Jetter Truck Body and Related Equipment

Set Time and Place of Public Hearing – Notice of Intent to Lien Real Property

Resolution 24-74, Revising Time and Place of Hearing RE: Notice of Intent to Lien Real Property

Resolution of Intent to Adopt Appropriations Limitation (Gann Limit)

Resolution 24-75, Adopt Its Appropriations Limitation for the Fiscal Year 2024-2025 on June 24, 2024

Authorize Call for Daly City Municipal Election on November 5, 2024 Consolidation with San Mateo County in the Presidential General Election and Request for Specified Election Services in Accordance with the Election Code of the State of California

Resolution 24-76, Requesting the County Clerk of San Mateo County to Render Specified Election Services in Accordance with the Election Code of The State of California (Consolidation of General Municipal Election with the Statewide General Election of November 5, 2024)

Authorize the City Manager to Renew the Service Agreement for Tree Maintenance Services with West Coast Arborist

Resolution 24-77, Authorizing Renewal of Tree Maintenance Service Agreement with West Coast Arborist, Inc. for Fiscal Years 2024-2025 and 2025-2026

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

Resolution 24-78, Revising Set Time and Place of Public Hearing RE: Maintaining Adopted Regulatory Fees Necessary to Fund Local Specific Program Activities Mandated Under the Municipal Regional Stormwater NPDES Permit and Requesting San Mateo County to Collect Such Fees

Set Time and Place of the Public Hearing for Proposed Turnkey Design-Build Energy Services Agreement

Resolution 24-79, Setting Time and Place of Hearing RE: Proposed Turnkey Design Build Energy Services Agreement

Set Time and Place of the Public Hearing – Notice of Intent to Lien Real Property

Resolution 24-80, Setting Time and Place of Public Hearing on Notice of Intent to Lien Real Property

Re-Appointment of Daly City Bicycle-Pedestrian Advisory (BPAC) Committee Members

Mayo Manalo acknowledged BPAC members Rachel Goodman and Alan Uy, who were present at the meeting, and thanked them for serving on the advisory committee.

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

Resolution 24-81, Appointing Daly City Bicycle-Pedestrian Advisory Committee Members

Authorize the City Manager to Execute Amendment No. 9 to Service Agreement for the Daly City Bayshore Shuttle

Resolution 24-82, Authorizing Execution of Amendment No. 9 to Service Agreement for the Daly City Bayshore Shuttle

Consider Partnership with the Hui Tarava Tahitian Dance Company "Hui Fest Marché" at the Bayshore Community Center

Resolution 24-83, Approving a Partnership with the Hui Tarava Tahitian Dance Company "Hui Fest Marché" at the Bayshore Community

Approve FY 2024-25 Project List for Road Maintenance and Rehabilitation Account Funds Authorized Under SB 1

Resolution 24-84, Adopting a List of Projects for Fiscal Year 2024-25 Funded by SB 1: the Road Repair and Accountability Act of 2017

Accept and Appropriate Title IIIC1 One-Time-Only Funds from the Aging and Adult Services of San Mateo County

Resolution 24-85, Accepting and Appropriating Title IIIC1 One-Time-Only Funds from the Aging and Adult Services of San Mateo County

Consider Partnership with the Peninsula Family Services Got Wheels! Program

Resolution 24-86, Approving a Partnership with Peninsula Family Services Got Wheels! Program

Authorize Agreement with the Jefferson Elementary School District (JESD) for Cost Sharing of Crossing Guard Services through All City Management Services for School Year 2024/25

Resolution 24-87, Authorizing Execution Of Cost Sharing Agreement With Jefferson Elementary School District To Provide Crossing Guard Services (School Year 2024/2025)

END OF CONSENT AGENDA:

RESOLUTIONS:

Approve Exception to the 180-Day Waiting Period to Hire a CalPERS Retired Annuitant Teresa Abrahamsohn in Accordance with Government Code Sections 7522.56 and 21224

Director of Finance and Administrative Services Tim Nevin provided the staff report to employ Teresa Abrahamsohn on a temporary part-time basis as a retired annuitant sooner than the 180-day waiting period after CalPERS retirement.

It was moved by Councilmember Sylvester, seconded by Vice Mayor Daus-Magbual and carried by unanimous roll call vote to adopt the following resolution:

Resolution 24-88, Authorizing the Post-Retirement Employment of Teresa Abrahamsohn as an Assistant to the Director of Human Resources Sooner Than 180 Days After Retirement

REPORTS:

Council Committee

Peninsula Clean Energy (PCE) (Daus-Magbual)

City Council

Mayor Manalo acknowledged giving the Oath of Office to newly-appointed Planning Commissioner Thomas Nuris. Manalo also reported attendance at the following events: the 125th anniversary of the San Francisco Chinese Hospital; Jefferson Elementary School District's Student of the

Year event, along with Councilmember Proaño; Franciscan Park's Pancake Breakfast, along with Councilmembers Proaño and Sylvester and Fire and Police staff; the Asian American Pacific Islander Festival at Classic Bowl; the Chris Gray art exhibit at City Hall, acknowledging the work of the Arts & Culture Commissioners; and the Age-Friendly Task Force wrap-up, wherein the task force made plans to implement the ideas and feedback they gathered. Manalo congratulated inductees to the Daly City Sports Hall of Fame.

ADJOURNMENT:

Mayor Manalo adjourned the meeting on Monday, June 4, 2024 at 12:58 AM in memory of Maria Barba, Simeon Guevarra, Robert Anderson, and the father of City employee Karen Parque.

Approved as submitted, this 24th day of June, 2024.

Juslyn C. Manalo
Mayor

City Clerk

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: Accept and Appropriate Grant Funding from CalRecycle

Recommended Action
Accept and appropriate a $25,699 grant for FY 2023/24 from the California Department of Resources Recycling and Recovery (CalRecycle) for implementation of recycling and diversion activities.

Background/Discussion
CalRecycle is the California State agency that promotes recycling, waste reduction, and product reuse. Through the Beverage Container Recycling City/County Payment Program, grant funding is provided to jurisdictions to promote beverage container recycling and litter cleanup activities with a goal to reach and maintain an 80 percent recycling rate for all California refund value beverage containers—aluminum, glass, plastic, and bi-metal.

The City of Daly City will use these funds to expand water refill stations in parks and City facilities, increase recycling opportunities in public and other residentials areas, host litter clean-up events, conduct marketing and create advertisements to promote recycling, and provide educational opportunities for elementary and middle schools in the community. The City of Daly City has approximately two years to expend the funding award.

Fiscal Impact
The grant revenue from CalRecycle has been awarded in one full installment of $25,699. The grant revenue from CalRecycle will be fully expended at the end of Fiscal Year 2025/26.

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

Respectfully submitted,

Leilani Ramos
Assistant to the City Manager

City Council Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: Authorize the City Manager to Approve a Purchase Agreement for a Service Truck Body

Recommended Action

Staff recommends that the City Council authorize the City Manager, or his designee, to execute a purchase agreement with National Auto Fleet Group for the fabrication and installation of a service truck body for the Public Works Department in the amount of $131,730.37, including sales tax.

Discussion

The service truck body will be installed on a new Ford F-650 chassis the City acquired earlier this year. This vehicle replaces a vehicle that is thirteen (13) years old and has reached the end of its life cycle. The new service truck body will enhance the efficiency and effectiveness of the Street Maintenance Section's parking meter and sign maintenance operations by providing more storage for tools and supplies and an elevated platform for staff to easily access and replace street signs.

The California Government Code authorizes public agencies to participate in cooperative purchasing programs, like those established by Sourcewell, while still adhering to the City's Municipal Code for the procurement of supplies, vehicles, and equipment. In this case, National Auto Fleet Group through a bid with Sourcewell is able to provide the equipment we are seeking at a competitive price so that the City can achieve the benefits of a competitive bid without the additional costs and delays associated with the standard process.

Fiscal Impact

Sufficient funds for the fabrication and installation of the service truck body in the amount of $131,730.37 is available in the Fiscal Year 2023-2024 Motor Vehicle Replacement Fund Account 51-315-453-4558.

Summary/Conclusion

Staff recommends that the City Council authorize the City Manager, or his designee, to execute a purchase agreement with National Auto Fleet Group for the fabrication and installation of a service truck body for the Public Works Department in the amount of $131,730.37, including sales tax.

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

Respectfully submitted,

Jeffery W. Fornesi
Assistant to the Director of Public Works

Richard Chiu, Jr.
Director of Public Works

Attachments:

1. Sourcewell: Quote ID # 19080

National Auto Fleet Group

A Division of Chevrolet of Watsonville

490 Auto Center Drive, Watsonville, CA 95076

(855) 289-6572 • (831) 480-8497 Fax

Fleet@NationalAutoFleetGroup.com

05/30/2024 **Quote ID#19080**

Daly City, CA
Motor Vehicles
Attn: Jose Garcia
650-991-8027

Dear Jose Garcia,

National Auto Fleet Group is pleased to quote the following sourced(s) for your consideration. **One (1) New/Unused (Western Truck Fabrication, Inc. Quotation #83836 + Handling $5,000.00),** delivered to your department yard, each for

	(1) One Unit
Sourced Price	$ 118,981.00
Tax (9.875%)	$ 11,749.37
Total	**$ 131,730.37**

-per your attached specifications:

This sourced(s) is available under the **Sourcewell 091521-NAF.** Please reference this Contract Number on all Purchase Orders to National Auto Fleet Group.
Payment terms are Net 20 days after receipt of vehicle.
Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper
National Fleet Manager
Office (855) 289-6572

Western Truck Fabrication, Inc.

MANUFACTURES OF TRUCK BODIES AND EQUIPMENT

1923 West Winton Avenue
Hayward, CA 94545

Phone: 510-785-9994
.

Fax: 510-785-9986
www.westerntruckfab.com

Quotation

Date 5/28/2024
Quote # **83836**
WTF Rep Mark

Customer Name / Address

NATIONAL AUTO FLEET GROUP
490 AUTO CENTER DRIVE
WATSONVILLE, CA 95076

Dealer Contact NEIL
Fuel Type

End User's Name DALY CITY
End User's Phone

Contact Phone
Vehicle Year 2024 FORD
Make / Model F450
W.B.
C.A. 60" DRW

Part #	Qty	Description	Tax
		REFERENCE DALY CITY JOSE GARCIA	
WTSB1089438-O	**1**	**FURNISH AND INSTALL WESTERN TRUCK FAB MODEL 1089438-CUST SERVICE BODY** **108" LONG, 94" WIDE, 43" TALL, 54" FLOOR WIDTH, 20"" DEEP COMPARTMENTS** **CLOSED TOP MODEL** **12 GAUGE STEEL DIAMOND PLATE OVERLAY ON COMPARTMENTS TOPS** **VERTICAL DOOR CONFIGURATION** **2,000 LB CRANE REINFORCEMENT, STREET SIDE REAR COMPARTMENT AND UNDERSTRUCTURE** **STREET SIDE #1 COMPARTMENT. 56" HIGH X 34" WIDE X 20" DEEP. THREE (3) ADJUSTABLE SHELVES, AUXILIARY BATTERY AND INVERTER MOUNTS WITH REINFORCED FLOOR, FORMED LOUVERED PANELS IN REAR WALL** **STREET SIDE HORIZONTAL COMPARTMENT:. 46" WIDE X 20" HIGH X 20" DEEP. TWO (2) ADJUSTABLE SHELVES** **STREET SIDE #3 COMPARTMENT. 43" HIGH X 28" WIDE X 20" DEEP. THREE (3) ADJUSTABLE SHELVES** **CURBSIDE #1 COMPARTMENT. 56" HIGH X 34" WIDE X 20" DEEP BELOW FLOOR LEVEL, 37-1/2" DEEP ABOVE FLOOR LEVEL. FOUR (4) VERTICAL DIVIDERS EVENLY SPACE FLOOR LEVEL UP. TWO (2) VERTICAL DIVIDERS EVENLY SPACES BELOW FLOOR LEVEL** **CURBSIDE HORIZONTAL COMPARTMENT. 46" WIDE X 20" HIGH X 20" DEEP. TWO (2) SLIDE OUT DRAWER UNITS WITH 250 LB DRAWER SLIDES THAT LOCK IN THE RETRACED AND EXTENDED POSITION MOUNTED CENTER OF COMPARTMENT, DRAWERS SHALL HAVE REMOVABLE DIVIDERS. ONE (1) FIXED SHELF WITH DIVIDERS MOUNTED ABOVE DRAWER UNIT** **CURBSIDE #3 COMPARTMENT. 28" WIDE X 43" HIGH X 20" DEEP. ONE (1)**	

PLEASE REVIEW AND READ QUOTE CAREFULLY.
SPECIAL ORDERS ARE NON RETURNABLE AND NON REFUNDABLE.
ALL RETURNED PARTS ARE SUBJECT TO A 25% RESTOCKING FEE.
UPON ACCEPTANCE OF THIS QUOTE CIRCLE OPTIONS DESIRED, SIGN & FAX BACK TO 510.785.9986

THIS QUOTE IS GOOD FOR 30 DAYS FROM THE DATE OF CREATION.
CREDIT CARD PAYMENTS OVER $1,000 ARE SUBJECT TO A 3% PROCESSING FEE.

Accepted By: _____ Date: _____

PO# _____ Chassis ETA: _____

VIN #:

THANK YOU FOR THE OPPORTUNITY TO QUOTE THIS JOB

****NOT RESPONSIBLE FOR LOST OR MISSING EQUIPMENT****

MANUFACTURES OF TRUCK BODIES AND EQUIPMENT

Western Truck Fabrication, Inc.

1923 West Winton Avenue
Hayward, CA 94545

Phone: 510-785-9994
Fax: 510-785-9986
www.westerntruckfab.com

Quotation

Date 5/28/2024
Quote # **83836**
WTF Rep Mark

Customer Name / Address

NATIONAL AUTO FLEET GROUP
490 AUTO CENTER DRIVE
WATSONVILLE, CA 95076

Dealer Contact NEIL
Fuel Type

End User's Name DALY CITY
End User's Phone

Contact Phone
Vehicle Year 2024 FORD
Make / Model F450
W.B.
C.A. 60" DRW

Part #	Qty	Description	Tax
		ADJUSTABLE SHELF IN TOP HALF OF COMPARTMENT, E TRACK MOUNTED ON REAR WALL, REINFORCED FLOOR **18 GAUGE DOUBLE PANEL GALVANNEAL DOORS** **3-POINT STAINLESS STEEL DOOR LATCHES** **5/16" FULL LENGTH DOOR HINGE ATTACHED WITH STAINLESS STEEL HINGE BLOCKS** **GAS DOOR SHOCK ON ALL VERTICAL DOORS** **DOUBLE FLOOR, UPPER FLOOR SPACED 12-1/2" ABOVE BOTTOM FLOOR, TWO VERTICAL DIVIDERS, VERIFY SPACING. TWO (2) LOWER 4" TALL PULL-OUT TAIL GATE, ONE (1) UPPER 4" PULL OUT TAIL GATE, TRAP DOOR TO ACCESS BOTTOM COMPARTMENT LOCATED AT FRONT** **INTERLACED UNDERSTRUCTURE** **BODY SHALL BE ATTACHED TO THE TRUCK FRAME AT SIX (6) POINTS** **STAINLESS STEEL MASTER LOCK SYSTEM, ONE (1) EACH SIDE** **TWO WHEEL CHOCK HOLDER LOCATED IN CURBSIDE WHEEL WELL PANEL** *****MOUNT FACTORY BACK-UP CAMERA***** **LED TAIL LIGHTS** **UNDERSEALED AND PAINTED WHITE TO MATCH CAB**	
MATERIAL MISC	**1**	**REAR WORK DECK** **18" DEEP X 94" WIDE** **FORMED 1/8" DIAMOND PLATE TOP** **TWO RECESSED STEPS IN BUMPER FACE WITH GRIP STRUT TREADS** **TWO CABLE STEPS MOUNTED BELOW WORK DECK** **TWO (2) BOLT ON GRAB HANDLES, PAINTED SAFETY ORANGE** **RECESS TAIL AND CLEARANCE LIGHTS** **RIGID CHAIN VISE MODEL #BC410 MOUNTED ON TOP OF BUMPER, VERIFY LOCATION**	

PLEASE REVIEW AND READ QUOTE CAREFULLY.
SPECIAL ORDERS ARE NON RETURNABLE AND NON REFUNDABLE.
ALL RETURNED PARTS ARE SUBJECT TO A 25% RESTOCKING FEE.
UPON ACCEPTANCE OF THIS QUOTE CIRCLE OPTIONS DESIRED, SIGN & FAX BACK TO 510.785.9986

THIS QUOTE IS GOOD FOR 30 DAYS FROM THE DATE OF CREATION.
CREDIT CARD PAYMENTS OVER $1,000 ARE SUBJECT TO A 3% PROCESSING FEE.

Accepted By: _____ Date: _____

PO# _____ Chassis ETA: _____

VIN #:

THANK YOU FOR THE OPPORTUNITY TO QUOTE THIS JOB

****NOT RESPONSIBLE FOR LOST OR MISSING EQUIPMENT****

MANUFACTURES OF TRUCK BODIES AND EQUIPMENT

Western Truck Fabrication, Inc.

1923 West Winton Avenue
Hayward, CA 94545

Phone: 510-785-9994
.

Fax: 510-785-9986
www.westerntruckfab.com

Quotation

Date 5/28/2024
Quote # **83836**
WTF Rep Mark

Customer Name / Address

NATIONAL AUTO FLEET GROUP
490 AUTO CENTER DRIVE
WATSONVILLE, CA 95076

Dealer Contact NEIL
Fuel Type

End User's Name DALY CITY
End User's Phone

Contact Phone
Vehicle Year 2024 FORD
Make / Model F450
W.B.
C.A. 60" DRW

Part #	Qty	Description	Tax
MATERIAL MISC	**1**	**15" WIDE X 15" HIGH X 15" DEEP STAINLESS STEEL WATER TANK MOUNTED TOP OF WORK BUMPER STREET SIDE TOP VENTED FILL BOTTOM MOUNTED BRASS HOSE BIB**	
MATERIAL MISC	**1**	**5-GALLON BUCKET HOLDER WITH TWO (2) TIE DOWN D RINGS MOUNTED TOP OF BUMPER CURBSIDE**	
MATERIAL MISC	**1**	**FRAME MOUNTED RECEIVER HITCH TWO SAFETY D RINGS 7-POLE RV TYPE TRAILER PLUG**	
MATERIAL MISC	**1**	**CAB-OVER DIAMOND PLATE WALKWAY PLATFORM MOUNTED ABOVE CAB. 94" WIDE X 66" LONG FORMED 12 GAUGE DIAMOND PLATE WITH 2"X2"X.120 TUBING FRAME 4" KICK PLATE EACH SIDE AND FRONT WALKWAY TO EXTEND OVER STREETSIDE AND CURBSIDE #1 COMPARTMENT 16" TO PROVIDE ACCESS TO THE PLATFORM FOUR (4) FRONT VERTICAL FULL HEIGHT MOUNTING LEGS ATTACHED TO THE FRONT OF THE BODY. BODY SHALL BE REINFORCE WITH BACKING PLATES 3"X2"X .120 TUBING HORIZONTAL BAR TO SPAN BETWEEN THE TWO EXTERIOR VERTICAL UPRIGHT. THIS TUBE SHALL BE MOUNTED TO THE TOP OF THE TRUCK FRAME IN TWO LOCATIONS FOUR (4) REAR VERTICAL LEGS, TWO (2) EACH SIDE BOLTED TO THE TOP OF THE COMPARTMENTS WITH INTERIOR BACKING PLATES A PERFORATED GALVANNEAL WINDOW GUARD WITH THIRD BRAKE LIGHT CUT-OUT LOCATED BETWEEN FRONT COMPARTMENTS TRAFFIC ADVISOR MOUNT**	

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End User's Name DALY CITY
End User's Phone

Contact Phone
Vehicle Year 2024 FORD
Make / Model F450
W.B.
C.A. 60" DRW

Part #	Qty	Description	Tax
MATERIAL MISC	**1**	**ONE (1) REMOVABLE PIPE RACK L STYLE TO MOUNT CURBSIDE REAR OVER BODY COMPARTMENT, 20" WIDE TWO TIE DOWN PROVISIONS TOP OF RACK HORIZONTAL BAR SHALL BE AT THE SAME LEVEL AS THE WALKWAY PLATFORM TWO TIE DOWN PROVISIONS ON BACKSIDE OF WALKWAY PLATFORM**	
MATERIAL MISC	**1**	**2-PIECE LADDER RACK BOLTED TO INTERIOR WALL OF BODY, STEEL SIDE**	
MATERIAL MISC	**1**	**BARRICADE RACK BOLTED TO INTERIOR WALL CURBSIDE REAR VERIFY DIMENSIONS**	
MATERIAL MISC	**1**	**LIFTMOORE MODEL L-21WS-7 ATB 12 VDC CRANE CRANE TO BE MOUNTED STREET SIDE REAR TOP OF COMPARTMENT MAXIMUM 2,000 LB CAPACITY AT 3' WINCH PLANETARY GEAR TYPE 2.4 HP MOTOR REMOTE PENDANT CONTROL, 12' LONG GALVANIZED AIR CRAFT CABLE, 1/4" X 62' WITH SWIVEL SAFETY HOOK DOWN HAUL PICKLE WEIGHT ROTATION, MANUAL 360 DEGREES-TAPERED ROLLER BEARINGS WITH MANUAL BAND BRAKE BOOM ELEVATION, MANUAL TWO POSITION 20 DEGREES AND 45 DEGREES BOOM EXTENSION, MANUAL TWO POSITION 3'-3" TO 7' ANTI TWO-BLOCK (ATB) SYSTEM PER OSHA 1926.144 BOOM REST SINGLE REMOVABLE JACK LEG WIRED TO AUXILIARY BATTERY WITH IN-LINE CIRCUIT BREAKER**	

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End User's Phone

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Vehicle Year 2024 FORD
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Part #	Qty	Description	Tax
MATERIAL MISC	**1**	**ONE AUXILIARY BATTERY ODYSSEY MODEL #31M-PC2150 DEEP CYCLE BATTERY 1150 CCA WIRED TO TRUCKS CHARGING SYSTEM THROUGH AN ISOLATED CIRCUIT USING A 250 AMP SOLENOID BATTERY TO BE MOUNTED IN STREET SIDE #1 COMPARTMENT BATTERY TO BE IN A REMOVABLE ENCLOSED STEEL COVER ALL AUXILIARY LIGHTS, INVERTER AND CRANE SHALL BE WIRED TO THE AUXILIARY BATTERY FACTORY UPFITTER SWITCHES SHALL BE WIRED TO THE AUXILIARY BATTERY**	
MATERIAL MISC	**1**	**TRIP-LITE MODEL 3200 WATT POWER INVERTER MOUNTED NEXT TO BATTERY IN STREET SIDE #1 COMPARTMENT ONE (1) INTERIOR OUTLET LOCATED CURBSIDE #3 COMPARTMENT ONE (1) EXTERIOR OUTLET LOCATED CURBSIDE REAR BODY PANE; ALL OUTLETS SHALL BE IN WEATHER PROOF BOXES WITH WEATHERPROOF COVERS ALL WIRING SHALL BE IN FLEXIBLE WEATHERPROOF CONDUIT**	
MATERIAL MISC	**1**	**WHELEN TANF85 TRAFFIC ADVISOR MOUNTED ON WINDOW GUARD, FACING REAR I9N-CAB CONTROLS WIRED TO AUXILIARY BATTERY**	
MATERIAL MISC	**2**	**TWO (2) WHELEN L31HAF TITLE 13 AMBER STROBES WITH L360 BGB BRANCH GUARD ONE (1) MOUNTED ON TO OF EACH COMPARTMENT #1 WIRE TO FACTORY UPFITTER SWITCH**	

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End User's Phone

Contact Phone
Vehicle Year 2024 FORD
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W.B.
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Part #	Qty	Description	Tax
MATERIAL MISC	**8**	**EIGHT (8) WHELEN WIONSA ION AMBER STROBE LIGHTS TWO (2) IN FRONT GRILL ONE (1) ABOVE EACH FRONT CHASSIS FENDER ONE (1) IN EACH BODY WHELEN WELL PANEL TWO (2) IN REAR BODY PANELS WIRED TO FACTORY UPFITTER SWITCH**	
MATERIAL MISC	**3**	**THREE (3) WHELEN 50A02ZCR 500 SERIES OVAL AMBER STROBES ONE (1) EACH SIDE OF WALKWAY PLATFORM ONE (1) CENTER FRONT OF WALKWAY PLATFORM WIRED TO FACTORY DASH MOUNTED SWITCH**	
WEIGHT CERT	**1**	**WEIGHT CERTIFICATION**	

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Accepted By: _____ Date: _____

PO# _____ Chassis ETA: _____

VIN #:

THANK YOU FOR THE OPPORTUNITY TO QUOTE THIS JOB

Subtotal	**$113,981.00**
Sales Tax (0.0%)	**$0.00**
Total	**$113,981.00**

****NOT RESPONSIBLE FOR LOST OR MISSING EQUIPMENT****

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: Accept and Appropriate a $146,620 Grant from the United States Department of Energy, Energy Efficiency and Conservation Block Grant Program.

Recommended Action

Staff recommends that the City Council accept a $146,620 grant from the United States Department of Energy, Energy Efficiency and Conservation Block Grant Program and appropriate the funds to the Motor Vehicles Fund.

Background/Discussion

The Energy Efficiency and Conservation Block Grant (EECBG) Program is designed to assist states, local governments, and Tribes in implementing strategies to reduce energy use, to reduce fossil fuel emissions, and to improve energy efficiency. Funds are intended for projects that improve energy efficiency, reduce carbon emissions, and lower overall energy use to help save money on energy in the long run.

The Daly City Public Works Department applied for and was awarded $146,620 through the EECBG Program. The Department of Energy has announced the grant recipients, and Daly City has been awarded $146,620. The grant is for the purchase of electric vehicles and an electric lawnmower for the City.

Fiscal Impact

The Daly City Public Works Department will use the full grant amount of $146, 620 to purchase electric vehicles and one electric lawnmower.

Summary/Conclusion

Staff is requesting that the City Council accept this grant from the United States Department of Energy, Energy Efficiency and Conservation Block Grant Program and appropriate $146,620 to the Motor Vehicles Fund to purchase electric vehicles and one electric lawnmower.

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

Respectfully submitted,

Sibely Calles
Senior Management Analyst

Richard Chiu, Jr.
Director of Public Works

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: **Authorize the City Manager to Renew the Service Agreement for Roadway Medians and Rights-of-Way Landscape Maintenance Service with Loral Landscaping**

Recommended Action

Staff recommends the City Council authorize City Manager, or his designee, to renew the roadway medians and rights-of-way landscape maintenance service agreement with Loral Landscaping for an additional two years ending June 30, 2026.

Discussion

Loral Landscaping has been the established roadway medians and rights-of-way landscape maintenance contractor for Daly City since 2015. The current service agreement began on July 1, 2022, and is set to expire on June 30, 2024.

The current service agreement includes an option for the City to extend the service agreement for an additional two-year period under the same terms and conditions and allows for a rate adjustment not to exceed the United States Department of Labor, Bureau of Labor Statistics Consumer Price Index (CPI) for All Urban Consumers for San Francisco-Oakland-San Jose Standard Metropolitan Statistical Area for March of the term then expiring. Loral Landscaping is requesting a rate adjustment of 3.8% to equal to the CPI data. This is the first rate adjustment since the start of the service agreement in July of 2022.

The service agreement with Loral Landscaping provides for the continuation of landscape maintenance services to City roadway medians and right-of-way, and removal of litter and debris in and adjacent to the landscaped areas. Landscape maintenance services will also be provided on a as needed basis that includes irrigation repair and open space vegetation management to reduce fire hazards.

Fiscal Impact

Funding in the amount of $251,830 for landscape maintenance service is included in the Parks Maintenance budget.

Summary/Conclusion

Staff recommends the City Council authorize City Manager, or his designee, to renew the roadway medians and rights-of-way landscape maintenance service agreement with Loral Landscaping for an additional two years, ending June 30, 2026.

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

Respectfully submitted,

Jeffery W. Fornesi
Asst. to the Director of Public Works

Richard Chiu, Jr.
Director of Public Works

Attachments: Extension Letter: Loral Landscaping Serv Agreement

LORAL
Landscaping, Inc.

704 South Amphlett Blvd.
San Mateo, CA 94402
650 340 6940 tel
650 340 6946 fax

Contractor's License #C-643676

June 11, 2024

Attn: Jeff Fornesi
Department of Public Works
333 90th Avenue
Daly City, CA 94014

Re: Landscape Maintenance Service Agreement Roadway Medians and Rights-of-Way

Dear Jeff,

Loral Landscaping thanks you and The City of City of Daly for your continued business.

We would like to exercise the option to extend our service agreement for two additional years per the terms outlined in the current service agreement set to expire on June 31, 2024. The new term will begin on July 1, 2024, and continuing through June 30, 2026.

Additionally, we are requesting a rate adjustment 3.8%, as defined in the current service agreement, beginning July 1, 2024. We are requesting rate adjustment of 3.8% to reflect the CPI data for the San Francisco-Oakland-San Jose Metropolitan Area, published April 2024.

This would increase the current annual amount of $242,610 to $251,830.

Please let me know if I can be of further assistance.

Thanks

Howard Wheeler

Howard Wheeler

President

City Council Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: Authorize the City Manager to Execute a Professional Services Agreement with Wilsey Ham for the 2024-25 Street Resurfacing Project

Recommended Action

Staff recommends that the City Council authorize the City Manager to execute a professional services agreement with Wilsey Ham of San Mateo, California, in an amount of $217,820.00 plus any needed amendments, for the 2024-25 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 2024-25 Street Resurfacing project includes pavement rehabilitation for streets located in the Serramonte commercial corridor. 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 0.68 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 20, 2024 to fourteen firms from the City's 2023 General Engineering Services short list with expertise in pavement design. Proposals were received from three firms and a panel consisting of staff from the Department of Public Works evaluated the proposals on their technical merits. The panel determined Wilsey Ham has the experience and qualifications that meet the needs of the project.

The scope of work under the professional services agreements includes, but are not limited to, the following:

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

- Perform pavement condition surveys of each street section based on distresses concurrent with field testing.
- Collect core samples of street pavement sections.
- Perform pavement analysis and design services; and develop pavement rehabilitation treatment recommendations.
- Prepare design plans, specifications, and cost estimates (PS&E) for construction.
- Provide bid and construction support services.
- Survey and design ADA curb ramps.
- Evaluate and design for Green Infrastructure as required by Provision C.3. of MRP 3.0.

Fiscal Impact

The professional services agreement with Wilsey Ham for the engineering design services of the 2024-25 Street Resurfacing project provides for an amount of $217,820.00. An additional $43,580.00 (20%) is needed for design contingencies and staff time for a total design budget of $261,400.00.

$232,523.75 is available in Transportation Fund CIP project account 17-312-581 – Street Resurfacing 24/25. An additional $28,876.25 is needed above the previously allocated funds to fully fund the design services of this project.

This action will transfer unexpended funds in the amount of $28,876.25 from Transportation Fund CIP project account 17-312-619 – Serramonte Slurry Seal to fully fund the design services of this project.

Summary/Conclusion

Staff recommends that the City Council authorize the City Manager to execute a professional services agreement with Wilsey Ham of San Mateo, California, in an amount of $217,820.00 plus any needed amendments, for the 2024-25 Street Resurfacing project.

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

Respectfully submitted,

Alexander Yuen
Civil Engineering Associate

Richard Chiu, Jr.
Director of Public Works

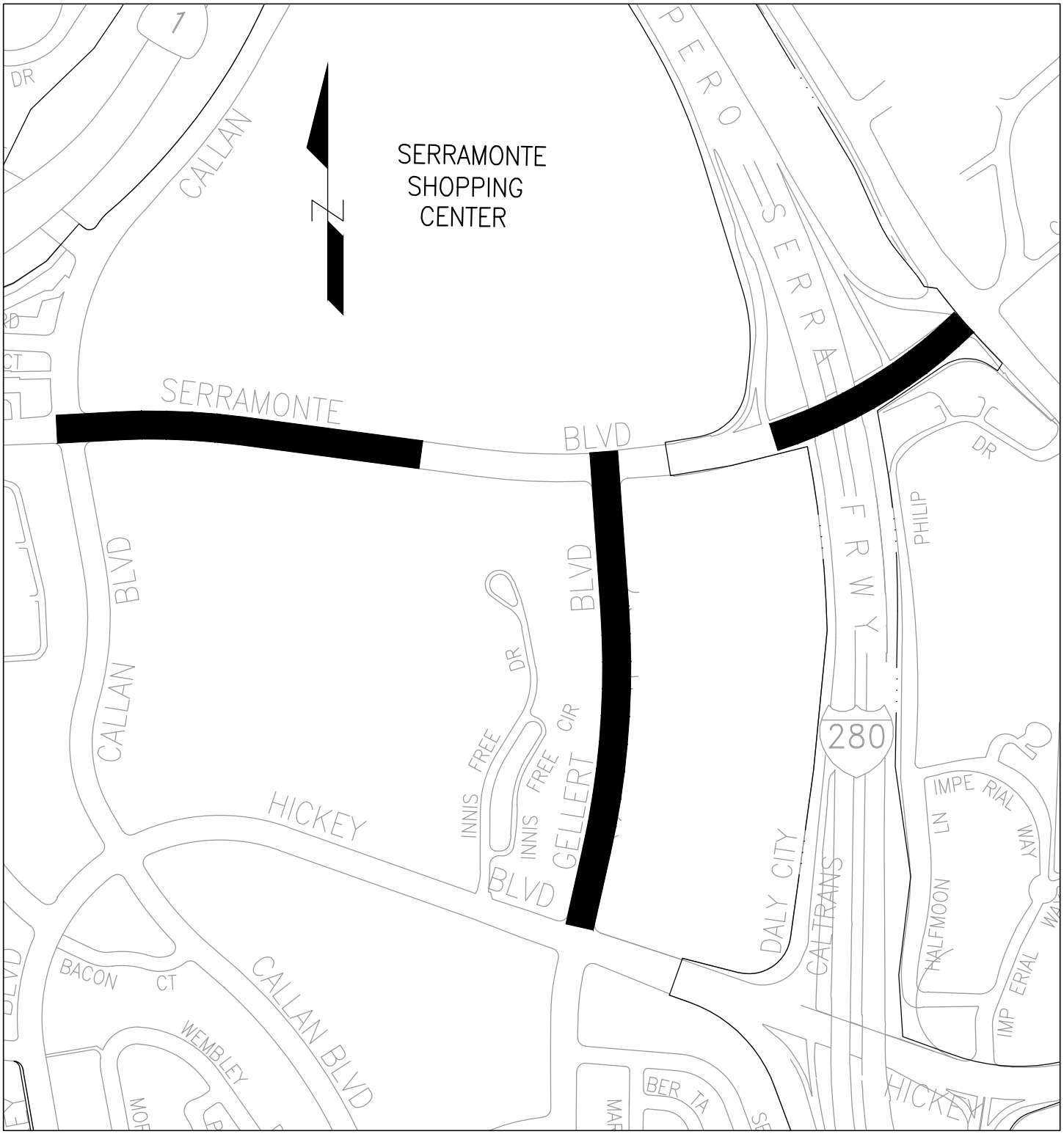
Attachments:
1. Project Location Map – 2024-25 Street Resurfacing
2. Professional Services Agreement – 2024-25 Street Resurfacing

CITY OF DALY CITY

SAN MATEO COUNTY, CALIFORNIA

PROJECT LOCATION MAP OF

2024-25 STREET RESURFACING



0 250 500 1000 Feet

1" = 500'-0"

LEGEND

PROPOSED STREETS

AGREEMENT WITH WILSEY HAM
FOR DESIGN PROFESSIONAL SERVICES
FOR
City of Daly City

This Agreement, made and entered into this ____ day of _____, 2024 (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 **WILSEY HAM**, a California S-Corporation ("CONSULTANT"):

WILSEY HAM
3130 LA SELVA STREET, SUITE 100
SAN MATEO, CA 94403

R E C I T A L S :

A. CITY desires certain services hereinafter described as the design professional services for the 2024-25 Street Resurfacing project for the City of Daly City.

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 Wilsey Ham dated April 10th, 2024, and revised on May 9th, 2024 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 seventeen thousand eight hundred twenty dollars ($217,820.00).

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 Indemnitee shall not apply to the extent that such Liabilities are arise out of the sole negligence, active negligence, or willful misconduct of Indemnitee.

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
Department of Public Works – Engineering Division
333 90th Street, 1st Floor – Engineering Office
Daly City, CA 94015

To CONSULTANT:
Brandon S. Davis
Wilsey Ham
3130 La Selva Street, Suite 100
San Mateo, CA 94403

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
	WILSEY HAM
	Brandon S. Davis
_____	_____
Thomas J. Piccolotti City Manager	Brandon S. Davis, President Its Authorized Agent

APPROVED AS TO FORM

_____
Rose Zimmerman
City Attorney

EXHIBIT A

WILSEY HAM
A WHB COMPANY

May 9, 2024

Alexander Yuen
Civil Engineering Associate/Project Manager
City of Daly City, Public Works Department – Engineering Division
333 90th Street
Daly City, CA 94015

Re: 2024-25 Street Resurfacing Project–Proposal for Engineering Design Services

Dear Mr. Yuen,

Background
Wilsey Ham's submitted a proposal to the City on April 10, 2024. The City has notified Wilsey Ham that they would like to move forward with the design phase for the 2024-25 Street Resurfacing Project, but have provided comments and scope adjustments to be made prior to finalization. Additionally, due to having multiple funding sources, the City has requested that these projects be separated into two proposals with the understanding that both projects will proceed simultaneously. Each project will have its' own separate plan set. Specifications will be combined, but separate bid lists will be utilized for funding. This letter proposal is for the 2024-25 Street Resurfacing project.

In addition to splitting the April 10th proposal into two separate proposals the City also requested the following modifications adding scope to add the design of traffic cameras for the City's traffic signal at the intersection of Serramonte Blvd and Gellert Blvd (four total), and scope for removal and replacement of traffic loops within Caltrans Right-of-Way. At the City's request we also included the LID Task in the base scope this proposal and removed the geotechnical falling-weight deflection testing. Per discussion with the City, LID treatment design is not anticipated to be warranted by the pavement rehabilitation alternative, but is expected to be included at select locations to allow the City to gather citywide stormwater treatment credits to be utilized as an offset for other projects.

For the traffic camera scope, Caltrans Standard Specifications require removal of all existing conductors when installing new conductors through existing conduit runs. The new video detection conductors are then installed simultaneously with the new replacement conductors. However, many agencies interpret the requirement differently, so we have included a new optional task for removing the existing wiring and replacing with all new wiring at the intersection of Serramonte Blvd and Gellert Blvd.

It is our understanding that these two proposals will follow the same timeline. Therefore, the City realizes some efficiency in scope through reduced design submittals, meetings, and project management. This proposal is for the 2024-25 Street Resurfacing portion; a second proposal is for the Serramonte Blvd Resurfacing project. The task for project management covering both projects is included in the 2024-25 Street Resurfacing proposal. Both proposals must be executed and follow the same schedule for design, submittals, meetings, and construction to maintain efficiency within this proposed scope.

Based on the above background Wilsey Ham proposes the following scope of work.

2024-25 Street Resurfacing Scope of Services

Task 1 – Project Management & Coordination
Management of the project will include:
1. Quality, schedule, and budget management
2. Project team coordination & management

3. Monthly reporting
4. Project kickoff (1 hr. in person) – 1 meeting
5. Bi-weekly progress meetings (1 hr. virtual) – up to 14 meetings

Task 1 Deliverables:

- Baseline schedule
- Monthly progress and budget reporting, schedule updates with invoice
- Meeting agendas and minutes

Task 2 – 35% Submittal

The plans will be developed in AutoCAD based on our field notes and will be provided for City review at 20-scale on 24"x36" sheets.

We will prepare a Preliminary Treatment Selection Report (Basis of Design) to accompany the drawings, and a preliminary estimate of the construction cost based on the 35% pavement reconstruction design for the City's review and comment. The Final Pavement Treatment Selection Report will include the geotechnical recommendations, potential utility conflicts, construction methods and sequencing requirements, needed specification modifications to implement the Final Treatment Selection Report approach and a recommendation for a method to address temporary access for property owners in unanticipated conditions. The following work items are proposed as part of this task:

1. Preliminary Base Mapping from Google Earth Images.
2. Prepare utility record drawing request and send it to utility companies.
3. Visit site to inspect and document site conditions.
4. Supplemental Topographic Survey
5. Geotechnical investigation and report.
6. Prepare 35% Pavement Reconstruction Plan.
7. Prepare preliminary pavement reconstruction cost estimate.
8. Prepare Pavement Treatment Report including engineer's construction cost estimates and Geotech recommendations.
9. Prepare specifications outline.
10. Perform Quality Assurance & Quality Control (QA/QC) review.
11. Submit 35% Design Pavement Reconstruction Plans and Pavement Treatment Report to City.

Task 2 Deliverables:

- Pavement Treatment Report
- 35% Design Submittal Plans
- Specifications Outline
- Cost Estimate

Task 3 – 65% PS&E

Comments from previous reviews will be incorporated into the design and the design will be progressed to the next level of design (65%). The following work items are proposed as part of this task:

1. Incorporate 35% comments from City.
2. Prepare 65% Title Sheet and notes sheet.
3. Prepare 65% Pavement Reconstruction Plans (no profiles).
4. Prepare 65% Signing and Striping Plans.
5. Prepare 65% Curb Ramp Grading Design Plans (about 20 ramps).

6. Prepare 65% Signal modification, add cameras to Serramonte Blvd & Gellert Blvd intersection.
7. Prepare 65% Construction Details.
8. Prepare 65% contract book based on City standards.
9. Prepare 65% engineer's construction cost estimate in the bid schedule format.
10. Perform QA/QC review.
11. Submit 65% plans, specifications, and estimate (PS&E) to City.

Task 3 Deliverables:

- 65% PS&E (PDF format)

Task 4 – 95% PS&E

Comments from previous reviews will be incorporated into the design and the design will be progressed to the 95% PS&E level. The following work items are proposed as part of this task:

1. Incorporate 65% comments from City.
2. Perform supplemental site visits.
3. Develop 95% Title Sheet and notes sheet.
4. Develop 95% Pavement Reconstruction Plans (no profiles).
5. Develop 95% Signing and Striping Plans.
6. Develop 95% Curb Ramp Grading Design Plans (about 20 ramps)
7. Develop 95% Construction Detail Plans.
8. Develop 95% contract book based on City Standard.
9. Develop 95% engineer's construction cost estimate in the bid schedule format.
10. Perform QA/QC review.
11. Submit 95% PS&E to City.

Task 4 Deliverables:

- 95% PS&E (PDF format)

Task 5 – Final Bid Documents

Comments from previous reviews will be incorporated into the design and the design will be progressed to the Bid Set level. The following work items are proposed as part of this task:

1. Incorporate 95% comments from City.
2. Finalize Bid Set Title Sheet and notes sheet.
3. Finalize Bid Set Pavement Reconstruction Plans (no profiles).
4. Finalize Bid Set Signing and Striping Plans.
5. Finalize Bid Set Curb Ramp Grading Design Plans (about 20 ramps)
6. Finalize Bid Set Signal modification, add cameras to Serramonte Blvd & Gellert Blvd intersection
7. Finalize Bid Set contract book based on City Standard.
8. Finalize Bid Set engineer's construction cost estimate in the bid schedule format.
9. QA/QC review.
10. Submit Bid Set to City.

Task 5 Deliverables:

- Bid Set PS&E (PDF format)

Task 6 – LID Treatment Design

LID stormwater treatment is included in this proposal. The following work will be completed in this task:

1. Prepare 65% Drainage Plan.
2. Prepare 65% Drainage Detail Plan.

3. Perform QA/QC review.
4. Prepare 95% Drainage Plan.
5. Prepare 95% Drainage Detail Plan.
6. Perform QA/QC review.
7. Finalize Bid Set Drainage Plan.
8. Finalize Bid Set Drainage Detail Plan.
9. Perform QA/QC review.

Task 6 Deliverables:

- PS&E (PDF format)

Task 7 - Bid Phase Support

This task includes:

1. Attend one pre-bid meeting.
2. Respond to bidders' questions.
3. Prepare addendum, if needed.

Task 7 Deliverables:

- Prepare addenda, if needed.
- Respond to bidders' questions.

Task 8 – Construction Design Support

This task includes:

1. Attend one pre-construction meeting.
2. Site visits to respond to questions during construction. (3 site visits assumed).
3. Respond to RFI's. (10 assumed).
4. Review/approve project submittals. (15 assumed)
5. Traffic signal support
6. Assist City in evaluating Change Orders (CO). (2 COs assumed).
7. Preparation of final project punch list.
8. Provide record drawings to City.

Task 8 Deliverables:

- Response to RFI's.
- Plan modifications or revisions that are not related to project original scope.
- Construction contract change order recommendations.
- Record drawings. (PDF format)

Optional Services

Optional Task A – Remove and Replace All Existing Conductors

This task includes:

1. Signal reconnaissance field visit.
2. 65% signal modification plan adjustments
3. Final bid signal modification plan adjustments

Assumptions & Exclusions

1. This proposal is based on the understanding that both this project and the Serramonte project will begin at the same time and will proceed on the same schedule for design, submittals, and construction. Both projects will be discussed at meetings (as appropriate), and separate meetings for each project are not included. If the projects ultimately need to follow different schedules for design and construction additional fees will be requested to cover the additional scope required by the reduced efficiency.

2. Only the above quantity/duration of meetings specified above is included. If more or longer meetings are needed, additional fees will be required.
3. No boundary survey is included in this proposal. If it is determined that property lines need to be mapped, additional fees will be required.
4. Only select curb ramps will be surveyed and mapped as part of the base scope. This proposal does not include an overall survey of the streets. If an overall street survey is requested additional fees will be required.
5. Monument preservation is excluded from this proposal.
6. Base front end documents are assumed to be provided by the City.
7. Utility locations are excluded from this proposal.
8. Potholing is excluded from this proposal.
9. Preparation of a SWPPP and filing of an NOI is excluded from this proposal.
10. Permit and application fees are excluded from this proposal.
11. All public outreach and coordination with the neighboring residents will be performed by the City.
12. Only those tasks specifically described herein are included in this proposal. Any other requested work will be performed on a time and materials basis.

Fee
Wilsey Ham's fee for the foregoing described Base Scope of Services is estimated to be approximately $212,415 on a time and materials basis in accordance with the attached Charge Rate Fee Schedule. The additional fee for optional task A is $5,405, for a grand total of $217,820. We will not exceed this amount without your prior authorization.

Authorization
You may authorize Wilsey Ham to proceed in accordance with this proposal and the attached Charge Rate Fee Schedule and Standard Contract Provisions by returning a signed copy of this proposal to us for our files. Work will commence upon receipt of your written authorization.

We appreciate the opportunity to participate on your project.

Very truly yours,

Randal Krejcarek

Randal Krejcarek, PE
Supervising Engineer
RCE: C 90904

Accepted: City of Daly City

By: _____

Title: _____

Date: _____

Attachments: Fee Proposal, 2024 Charge Rates

EXHIBIT A

City of Daly City - 2024-25 Street Resurfacing

Fee Proposal

5/9/2024

	TASK DESCRIPTION	PRINCIPAL ENGR./SRVR. $309	HRS	SUPERVISING ENG/SURV $277	HRS	MANAGING ENGR./SRVR. $264	HRS	ENGINEER III $236	HRS	ENGR./SRVR. II $221	HRS	ASSISTANT ENGINEER $188	HRS	SENIOR DESIGNER $194	HRS	2 PERSON SURVEY CREW $319	HRS	SUB-CONSULTANTS	REIM-BURSABLE EXPENSES	TOTAL WH LABOR $	TOTAL ALL $	TOTAL WH LABOR HOURS
1.	**Project Management**																					
1	Quality, schedule, and budget management			554	2	5,280	20	2,832	12											8,666	8,666	34
2	Project team coordination and management			554	2	5,280	20											552		5,834	6,386	22
3	Monthly reporting					2,112	8													2,112	2,112	8
4	Project kickoff meeting					792	3	708	3										75	1,500	1,575	6
5	Bi-weekly progress meetings (14 included)					3,696	14	6,608	28											10,304	10,304	42
	Subtotal			1,108	4	17,160	65	10,148	43									552	75	28,416	29,043	112
2.	**35% Submittal**																					
1	Preliminary base mapping					264	1	472	2			752	4	1,940	10					3,428	3,428	17
2	Prep utility record requests and coord with utility companies							472	2			1,880	10							2,352	2,352	12
3	Visit site to inspect and document site conditions							5,664	24			4,512	24						225	10,176	10,401	48
4	Supplemental topographic survey	309	1							1,326	6	188	1	388	2	5,104	16		288	7,315	7,603	26
5	Geotechnical investigation and report							472	2									27,784		472	28,256	2
6	Prep 35% pavement reconstruction plan					528	2	472	2			752	4	776	4			1,748		2,528	4,276	12
7	Prep prelim pavement reconstruction cost estimate					264	1	472	2			752	4							1,488	1,488	7
8	Prep pavement treatment report					528	2	944	4			1,504	8							2,976	2,976	14
9	Prep specifications outline					264	1	236	1			376	2							876	876	4
10	Perform QA/QC review			554	2	528	2												50	1,082	1,132	4
11	Submit 35% pvmt recon plans and treatment report to City					264	1	236	1			188	1	388	2					1,076	1,076	5
	Subtotal	309	1	554	2	2,640	10	9,440	40	1,326	6	10,904	58	3,492	18	5,104	16	29,532	563	33,769	63,864	151
3.	**65% PS&E**																					
1	Incorporate 35% comments from City					264	1	472	2			752	4	776	4					2,264	2,264	11
2	Prep 65% title and notes sheets							236	1			188	1	388	2					812	812	4
3	Prep 65% pavement reconstruction plans					528	2	944	4			1,504	8	1,940	10					4,916	4,916	24
4	Prep 65% signing and striping plans					528	2	944	4			1,504	8	2,716	14					5,692	5,692	28
5	Prep 65% curb ramp grading design plans (20 ramps included)					1,056	4	1,888	8			4,512	24	970	5					8,426	8,426	41
6	Prep 65% signal modification plans							236	1									4,002		236	4,238	1
7	Prep 65% construction details					264	1	472	2			376	2	776	4					1,888	1,888	9
8	Prep 65% contract book based on City standard					528	2	944	4			2,256	12							3,728	3,728	18
9	Prep 65% engineer's construction cost estimate					264	1	472	2			1,128	6							1,864	1,864	9
10	Perform QA/QC review			554	2	792	3							388	2				50	1,734	1,784	7
11	Submit 65% PS&E to City					264	1	236	1			188	1	388	2					1,076	1,076	5
	Subtotal			554	2	4,488	17	6,844	29			12,408	66	8,342	43			4,002	50	32,636	36,688	157
4.	**95% PS&E**																					
1	Incorporate 65% comments from City					528	2	944	4			1,504	8	1,164	6					4,140	4,140	20
2	Perform supplemental site visits							1,888	8			1,504	8						75	3,392	3,467	16
3	Develop 95% title and notes sheets							236	1			188	1	194	1					618	618	3
4	Develop 95% pavement reconstruction plans					264	1	944	4			1,128	6	1,940	10					4,276	4,276	21
5	Develop 95% signing and striping plans					528	2	944	4			940	5	1,940	10					4,352	4,352	21
6	Develop 95% curb ramp grading design plans (20 ramps included)					792	3	944	4			2,256	12							3,992	3,992	19
7	Develop 95% construction details					264	1	236	1			376	2	388	2					1,264	1,264	6
8	Develop 95% contract book based on City standard					528	2	944	4			2,256	12							3,728	3,728	18
9	Develop 95% engineer's construction cost estimate					264	1	472	2			752	4							1,488	1,488	7
10	Perform QA/QC review			554	2	792	3												25	1,346	1,371	5
11	Submit 95% PS&E to City					264	1	236	1			188	1	388	2					1,076	1,076	5
	Subtotal			554	2	4,224	16	7,788	33			11,092	59	6,014	31				100	29,672	29,772	141
5.	**Final Bid Documents**																					
1	Incorporate 95% comments from City					264	1	236	1			376	2	388	2					1,264	1,264	6
2	Finalize bid set title and notes sheets							236	1					194	1					430	430	2
3	Finalize bid set pavement reconstruction plans							236	1			376	2	194	1					806	806	4
4	Finalize bid set signing and striping plans							472	2			752	4	388	2					1,612	1,612	8
5	Finalize bid set curb ramp grading design plans (20 ramps included)							472	2			752	4							1,224	1,224	6
6	Finalize signal modification plans							236	1									1,035		236	1,271	1
7	Finalize bid set contract book based on City standard							236	1			376	2							612	612	3
8	Finalize bid set engineer's construction cost estimate							236	1			376	2						25	612	637	3
9	Perform QA/QC review			554	2															554	554	2
10	Submit bid set PS&E to City					264	1					188	1	388	2					840	840	4
	Subtotal			554	2	528	2	2,360	10			3,196	17	1,552	8			1,035	25	8,190	9,250	39
6.	**LID Treatment Design**																					
1	Prepare 65% drainage plan					528	2	944	4			1,504	8	776	4					3,752	3,752	18
2	Prepare 65% drainage details					264	1	472	2			564	3	582	3					1,882	1,882	9
3	Perform QA/QC control			277	1	1,056	4							388	2					1,721	1,721	7
4	Prepare 95% drainage plan					264	1	472	2			1,880	10	1,552	8					4,168	4,168	21
5	Prepare 95% drainage details					264	1					376	2	582	3					1,222	1,222	6
6	Perform QA/QC control			277	1	1,056	4							388	2					1,721	1,721	7
7	Finalize bid set drainage plan					264	1	472	2					194	1					930	930	4
8	Finalize bid set drainage details							236	1					194	1					430	430	2
9	Perform QA/QC control			277	1															277	277	1
	Subtotal			831	3	3,696	14	2,596	11			4,324	23	4,656	24					16,103	16,103	75
7.	**Bid Phase Support**																					
1	Attend pre-bid meeting					528	2	472	2											1,000	1,000	4
2	Respond to bidders questions					264	1	944	4											1,208	1,208	5
3	Prepare addendum (1 included)					264	1	472	2			752	4	776	4					2,264	2,264	11
	Subtotal					1,056	4	1,888	8			752	4	776	4					4,472	4,472	20
8.	**Construction Design Support**																					
1	Attend pre-construction meeting					528	2													528	528	2
2	Site visit to respond to questions during construction (2 included)					2,112	8												125	2,112	2,237	8
3	Respond to RFIs (10 included)					528	2	944	4			3,760	20							5,232	5,232	26
4	Review material submittals (15 included)					528	2	1,416	6			3,760	20							5,704	5,704	28
5	Traffic signal support							236	1									3,174		236	3,410	1
6	Assist in evaluating change orders from contractor (2 included)					264	1	944	4											1,208	1,208	5
7	Prepare final project punch list					264	1	472	2			1,128	6							1,864	1,864	9
8	Provide record drawings to City					264	1	472	2			752	4	1,552	8					3,040	3,040	15
	Subtotal					4,488	17	4,484	19			9,400	50	1,552	8			3,174	125	19,924	23,223	94
	TOTAL BASE SERVICES	**309**	**1**	**4,155**	**15**	**38,280**	**145**	**45,548**	**193**	**1,326**	**6**	**52,076**	**277**	**26,384**	**136**	**5,104**	**16**	**38,295**	**938**	**173,182**	**212,415**	**789**

WILSEY HAM
Engineering, Surveying & Planning

EXHIBIT A

City of Daly City - 2024-25 Street Resurfacing

Fee Proposal

5/9/2024

TASK DESCRIPTION	PRINCIPAL ENGR./SRVR. $309	HRS	SUPERVISING ENG/SURV $277	HRS	MANAGING ENGR./SRVR. $264	HRS	ENGINEER III $236	HRS	ENGR./SRVR. II $221	HRS	ASSISTANT ENGINEER $188	HRS	SENIOR DESIGNER $194	HRS	2 PERSON SURVEY CREW $319	HRS	SUB-CONSULTANTS	REIM-BURSABLE EXPENSES	TOTAL WH LABOR $	TOTAL ALL $	TOTAL WH LABOR HOURS
A. Optional Task - Remove and Replace All Existing Conductors																					
1 Signal reconnaissance field visit																	2,852			2,852	
2 65% signal modification plan adjustments																	2,070			2,070	
3 Final bid signal modification plan adjustments																	483			483	
Subtotal																	5,405			5,405	
GRAND TOTAL (BASE + OPTIONAL TASKS)	**309**	**1**	**4,155**	**15**	**38,280**	**145**	**45,548**	**193**	**1,326**	**6**	**52,076**	**277**	**26,384**	**136**	**5,104**	**16**	**43,700**	**938**	**173,182**	**217,820**	**789**

Table: 20218

Notes:
1. The amounts may vary between tasks and individuals but the Grand Total amount will not be exceeded without approval of the Client.
2. Total All$ includes subconsultants and reimbursable costs.
3. Hourly rates effective through December 31, 2024 and subject to revision annually thereafter.
4. All positions may not be shown. If a position is not shown the Charge Rate Fee Schedule will govern.

WILSEY HAM
Engineering, Surveying & Planning

EXHIBIT A

WILSEY HAM
Engineering, Surveying & Planning

2024 Charge Rate Fee Schedule

The compensation of Wilsey Ham for work done will be on the basis of an hourly charge rate, plus incurred expenses and will be the sum of all the items set forth below:

Personnel Services	Hourly Rates
Principal Engineer/Surveyor/Prgm. Mgr	$309
Supervising Engineer/Surveyor/Prgm. Mgr.	$277
Managing Engineer/Surveyor	$264
Senior Engineer/Surveyor	$248
Engineer III/Surveyor III	$236
Engineer II/Surveyor II	$221
Engineer I /Surveyor I	$209
Senior Designer	$194
Assistant Engineer/Surveyor	$188
Designer II/Survey Technician II	$188
Designer I/Survey Technician I	$174
Junior Engineer/Surveyor	$174
CAD Operator/Drafter II	$157
Designer/Survey Technician/Drafter	$143
Administrative Assistant/Project Coordinator	$106
2 Person Survey Crew	$319
Reproduction Clerk, File Clerk, Data Entry	$90
Principal Construction/Project Manager	$239
Senior Project Manager CM	$213
Project Manager CM	$198
Senior Construction Manager	$213
Construction Manager	$187
Senior Project Engineer CM	$151
Project Engineer CM	$130
Senior Project Coordinator CM	$100

Effective through December 31, 2024 and subject to revision annually thereafter.

Annual escalation rate of 3% or CPI for SF Bay Area which ever is more.

- **Reimbursable Expenses:**
  a. Travel and subsistence expenses paid to or on behalf of employees on business connected with the project, plus a markup charge of **15%**.
  b. Sixty-five cents ($0.65) per mile, or the current rate allowable set by the Internal Revenue Service for use of company passenger vehicles, and eighteen dollars (**$18.00**) per hour for use of vehicles carrying field survey equipment and supplies or used for field inspection and supervision.
  c. The cost of materials, supplies, reproduction, agency filing fees, communication expense or other services, plus a markup charge of **15%**.
  d. Invoice cost of services and expenses charged to Wilsey Ham by outside consultants, professional or technical firms engaged in connection with the project, plus a handling charge of **15%**.

EXHIBIT A

Proposal for 2024-25 Street Resurfacing Engineering Design Services

April 10, 2024

WILSEY HAM
Engineering, Surveying & Planning

EXHIBIT A

WILSEY HAM
Engineering, Surveying & Planning

April 10, 2024

Alexander Yuen
Civil Engineering Associate/Project Manager
City of Daly City, Public Works Department – Engineering Division
333 90th Street
Daly City, CA 94015

Re: 2024-25 Street Resurfacing Project–Proposal for Engineering Design Services

Dear Mr. Yuen,

On behalf of Wilsey Ham, I am delighted to submit this proposal for engineering design services for the 2024-25 Street Resurfacing project. Wilsey Ham is a full-service civil engineering, land surveying, and construction/project management firm that routinely provides a wide range of services including pavement rehabilitation, signing, and striping, and ADA accessibility designs to local governments in the San Francisco Bay Area.

Recently, Wilsey Ham assisted the City of San Mateo on 3 phases of their Smooth Streets Program, rehabilitating approximately 7 lane miles of roadways. We also completed engineering design services for over 40 lane miles of pavement rehabilitation covering 3 years of the City of Orinda's Annual Pavement Program, and we just completed the City of Belmont Ralston Road Rehabilitation Project utilizing cold in-place pavement recycling (CIPR). Shortly, the City of San Bruno we will be going to bid with our plans for their Pavement Reconstruction Project, which includes reconstructing several miles of streets spread throughout the City using the full-depth reclamation process.

Our successes on the above projects, among others, will serve as the foundation for our work with the City of Daly City on this project. We will employ our comprehensive background in pavement management and rehabilitation, accessibility design, ADA curb ramp design and signing and striping projects to deliver a successful project. Our internal quality control and budget management procedures will serve the City well to provide an efficient design phase. Similarly, our considerable public works bid, and construction experience will benefit the City to help protect against delay claims and unwarranted change order requests during the construction phase.

I will serve as the Principal Engineer for this engagement and will be responsible for entering into the contract with the City. In addition, I will provide design guidance and oversight to the project team. Wilsey Ham's Project Manager and Engineer of Record will be Parker King. Parker is an experienced manager who has designed the recent pavement rehabilitation projects in Orinda, and he has assisted many other Cities in similar project applications. Jeremy Koch will be the project engineer. He worked with Parker on the Orinda projects and on the recently bid City of Santa Clara Bassett-Laurelwood Pavement Project. This is a strong and cohesive team with a proven record for delivering pavement rehabilitation bid packages together. They will be supported by our talented engineering and survey support staff who are experienced in pavement rehabilitation, ADA accessibility, and signing and striping projects as well as public works construction.

At Wilsey Ham, we understand that the staff in cities can often be stretched thin, with more projects and public expectations than there is time to address them. Our goal is to serve as an extension of City staff, providing the highest level of service while minimizing the demands on staff's time. We take pride in being very responsive to our clients, and we welcome the opportunity to provide a superior level of service to the City.

EXHIBIT A

We sincerely appreciate the opportunity to submit this proposal to the City and look forward to the opportunity to assist the City with this important project. Please feel free to give me a call if you have any questions or would like to discuss our proposal in more detail. My direct contact information is below, and our address is indicated on the letterhead.

Very truly yours,

WILSEY HAM

Brandon S. Davis
President/Principal Engineer
RCE #61024
(650) 286-8428 direct
bdavis@wilseyham.com

EXHIBIT A

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Proposal for 2024-25 Street Resurfacing Engineering Design Services

April 10, 2024

Cover Letter (Preceding Page)

Section

1 Project Implementation Plan

2 Experience and History

3 Team Organizational Structure

4 Fee Proposal

5 Sheet List and List of Technical Specifications

6 Team Resumes

1 Project Implementation Plan

The City of Daly City is requesting proposals for engineering design services for the 2024-25 Street Resurfacing project. The project includes the rehabilitation of approximately 302,000 SF of pavement on Serramonte Boulevard and Gellert Boulevard. The City is looking to engage a firm that demonstrates a capable background in pavement rehabilitation.

1.1 Key Project Issues

Based on the requirements of the RFP, observations from our site visit, and our pavement rehabilitation experience we believe the following key issues must be addressed in order to deliver a successful project for the City:

- All work on the eastern section of Serramonte Blvd will require an Encroachment Permit (EP) from Caltrans. If survey or any pavement investigation work is to be completed on this section, submitting an EP as early as possible is imperative to keep project on schedule.
- Both Serramonte Blvd and Gellert Blvd are multi-lane divided corridors that carry high traffic volumes. This must be considered and addressed during the construction phase.
- The project will be a Road and Pavement Regulated Project under the newly revised Municipal Regional Stormwater NPDES Permit (MRP 3.0), which typically includes installing bioretention and rain gardens. Placement of any low impact design (LID) improvements will be important. From our experience, existing utilities can conflict with the proposed improvements and will need to be identified. See Section 1.3 for a more detailed discussion on this topic.
- City wishes to enhance the pavement markings for pedestrians, bicycles, and lane widths, which will require precise measurements of the existing roadways.
- To provide recommendations of pavement treatment(s) we will need to identify the number and appropriate locations of borings to properly evaluate the existing street sections.
- To review the existing ADA curb ramps within the project limits and recommend which ramps are to be upgraded, we will need to perform a site inspection of each ramp. We will also need to review the crosswalks to check for ADA-compliance. If crosswalks are not compliant, it could affect the pavement treatment that is recommended.

Figure 1 - Intersection of Gellert Blvd. and Serramonte Blvd.

1.2 Other Observations

1. The RFP indicates that the City will provide record drawings, maps of underground utilities, and any other existing documents that would assist in the project design.
2. 100% Construction Documents must be completed by November 11, 2024.
3. The consultant is required to submit a Pavement Treatment Selection Report as part of the 35% submittal.
4. Both the design and construction phases will require an EP from Caltrans. Our experience is that Caltrans will require a separate EP for the construction phase. We will again assist with preparing the permit for the

construction phase. However, the encroachment permit for construction requires complete plans for Caltrans review. We suggest beginning the Construction EP process after the completion of the 95% plan review when the plans are well developed, and any major issues are resolved. This will provide a head start on the permitting timeline instead of waiting for the Final Bid Set.

5. An EP will also be required to complete topographic survey and any pavement evaluation tasks. Since the time required to obtain the EP from Caltrans is unknown, we are assuming that it will take 30 working days to obtain.

1.3 Implementation Plan

The City has identified just over 300,000 SF of pavement to be included in this project. In addition, another 110,000 SF is included as Optional Tasks 9 and 10.

Project Management

As indicated above, Caltrans coordination will be a critical component in this project. It is key that early and often correspondence with Caltrans takes place to ensure timely completion of the 100% Construction Documents. Wilsey Ham has had success in other projects when we began communicating with Caltrans early in the design process. As is indicated on the project schedule we plan on submitting the initial EP for field investigations to Caltrans the day after the project kick-off meeting.

Early and often communication with Caltrans is one key to project success.

Preliminary Site Investigations

Site Walk

Other key components to this project include identification of digout locations, geotechnical investigation, and collecting appropriate topographic survey information for ramp reconstruction.

Our PM will walk each street to inspect and photograph existing conditions. Potential digout locations will be field identified during this site visit. We will request that the City join us in the field but we understand that staff are often pulled in many directions and may not be able to participate in the site visit. Our Pavement Treatment Selection Report, that will be submitted as part of our 35% submittal package, will provide sufficient detailed information to back up each recommendation.

Figure 2 - Example of potential base failure on Gellert Blvd.

Geotechnical Investigation

Even though the geotechnical work will require securing the Caltrans EP, our plan is to issue a Notice to Proceed (NTP) to Smith-Emery, the Geotechnical Engineer, the day after the kickoff meeting. This will allow Smith-Emery sufficient time to collect needed samples, complete laboratory testing, and provide a pavement recommendations as quickly as possible once the EP is secured.

Smith-Emery is planning on performing coring at eight locations throughout the project. The corings will be to depth of the asphalt concrete, followed by hand auger to the underlying material, allowing Smith-Emery to collect bulk samples for laboratory “R-Value” testing. The existing pavement and base rock thicknesses will be measured and recorded. A pavement section analysis will be performed, providing pavement section recommendations based on the

thickness of the existing pavement section, the Traffic Index (TI), the Resistance Value (R-Value) and Caltrans Design Standards. The investigation report will contain core logs, sample locations and recommended pavement sections based on the results of the testing and analysis.

We can also provide non-destructive pavement testing at the City's request. This would involve performing deflection testing at various locations on the project roads and taking averages to estimate the pavement sections. Two days of deflection testing is included as Optional Task 11.

Survey

Survey work will begin within a couple days of the kickoff meeting. Our field survey will focus on the 20 curb ramps and associated crosswalks. This will allow us to evaluate whether the ramps are compliant with ADA requirements. We anticipate the survey component of this project will include two days of field work.

Low Impact Design

The RFP states that the project will be a Road and Pavement Regulated Project and the City has requested that the project includes Low Impact Development (LID) stormwater strategies that satisfy the Municipal Regional Stormwater NPDES Permit (MRP 3.0). Depending on the results of the pavement evaluation and the rehabilitation method recommended, Wilsey Ham believes this project may be included under the specific exclusion for *pavement resurfacing within the existing footprint*, and therefore exempts this project from Provision C.3 requirements. This would include any treatment measure for roadway projects that does not remove more than one contiguous acre of asphalt paving to the top of base layer or lower. For example, if the recommendation for surface treatment is mill grind and overlay with digout base repairs, we would anticipate the digouts to be under one contiguous acre, exempting the project from C.3 requirements. If budget becomes a concern, then the City can determine whether to move forward with incorporating LID stormwater treatment into the project.

NPDES Provision C.3:
For roadway reconstruction projects that trigger all criteria specified in C.3.b.ii.(5), specific exclusions for pavement maintenance practices are listed in C.3.b.ii.(1).(b).(ii), including overlaying existing asphalt or concrete pavement without expanding the area of coverage.

The City may wish to proceed with LID treatment even if the project is excluded from C.3 requirements. Each C.3 permitted municipality has a short-term goal to treat 3-acres of right-of-way per 50,000 people of population, up to 5-acres total, during the 5-year permit term. In addition, each permittee is required to do one project with at least 0.2 acre treated in the permit term. The City may have identified this project for meeting these requirements and goals. Installing treatment in this project could also provide alternative compliance credits for the City to offset other roadway reconstruction projects where LID stormwater treatment is less feasible. Therefore, we have included LID stormwater treatment design as Optional Task 8, which gives the City flexibility when awarding the design contract.

If the project proceeds with stormwater treatment improvements, Wilsey Ham will have an in-depth discussion with the City regarding which measures are appropriate for implementation as part of this project. For example, a discussion item could be the use of Silva Cells with bioretention soil. Silva Cells provide the required stormwater treatment that a bioretention area provides but are completely buried beneath the pavement. This would allow the City more room for installing bicycle and pedestrian facilities, however the presence of existing utilities or cost could be a prohibitive factor in implementation. See Figure 3 for a comparison between a typical bio retention area and a Silva Cell retention alternative.

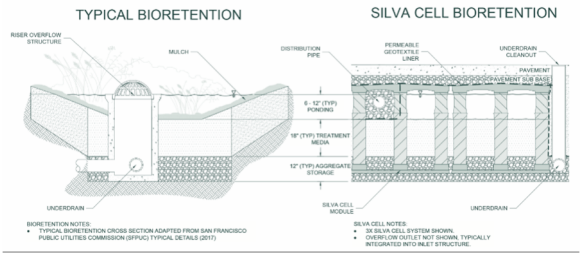


Figure 3 - Typical Bio Retention v Silva Cell

Basemapping and Plan Sheets

Wilsey Ham will create plan view backgrounds using an approximate scale based on Google Earth imagery, City GIS mapping (if available), and topographic survey. All base mapping will show approximate right of way locations based on record drawings (GIS) provided by the City. These base sheets will also include curb, gutter and sidewalks and the approximate locations of driveways from City provided record drawings (GIS). The plan views will show the limits of pavement rehabilitation, conform locations, and the locations of curb and gutter repairs. If grade control is required or if concrete gutter repairs exceed 50 feet, we will provide the grading design on the plan views (no profiles).

ADA Compliance

All non-compliant existing curb ramps that are within the project limits will need to be updated to current ADA standards. Wilsey Ham will evaluate the slopes of each ramp and crosswalk within the project for ADA compliance, as well as checking that the ramps include appropriate detectable warning surfaces. Any ramp that we identify as non-compliant will be replaced. Wilsey Ham will also review the right-of-way locations to verify that all new curb ramps are within the record City right of way. In addition, we will modify our pavement surface treatment as needed to bring any non-complaint crosswalks into accordance with ADA guidelines.

Figure 4 - Non-compliant curb ramp at Serramonte Mall entrance. On opposite side of street is a potentially compliant ramp.

At the City's request, we have calculated the per ramp fee for survey and design to be $1,150. This will allow the City to easily add or subtract ramps to the project scope.

Pavement Treatment Selection

Based on our understanding, the City would like us to provide a Pavement Treatment Selection Report (basis of design) as part of our 35% submittal. This report will provide the City the opportunity to comment on and provide key design direction. From this point we will proceed to the 65% and then 95% design submittals. Each submittal will provide the City the opportunity to offer formal comments that will be discussed and incorporated into the design before the final bid PS&E is submitted. To support this effort, we will attend or host bi-weekly conference calls to keep the City informed of the design progression. We have assumed these calls will last a maximum of 1 hour each. All design direction will be documented by Wilsey Ham staff in the meeting minutes. All meeting minutes will be distributed to the design team and the City.

Optional Tasks 9 and 10:

As part of the questions and answers related to the design of this project, the City has indicated that the section of Serramonte Blvd between the Serramonte Shopping Center entrance (located approximately 600" west of Gellert Blvd) east to the southbound exit ramp for I-280 should be included as two optional tasks; Task 9 will

include the topographic survey and geotechnical investigation. Task 10 will include the pavement treatment recommendations, the design and bid and construction support services.

1.4 Risk Based Approach

Our approach to this project includes identifying risks as best we can during design in order to make informed decisions for design solutions. Our approach includes these additional items to be performed early in design.

- Additional boring and lab testing if needed.
- A deep dive in 35% design to thoroughly identify project constraints and to establish all of the major design criteria in the Pavement Treatment Selection Report.
- Identifying and incorporating specific clauses in the special provisions to guide the contractor on specific project items.
- Review stormwater requirements and options available to meet the intent of MRP 3.0 for pavement resurfacing projects within the existing footprint.

1.5 Stakeholder Engagement

Through past project experience, Wilsey Ham is aware that utility companies may have pipelines that are near the end of their service life. For this reason and others, Wilsey Ham will notify utility companies of the proposed project improvements and schedule during the early stage of the 35% phase so that they can plan for performing upgrades or repairs prior to the paving project. Our initial correspondence will also request all record information and anecdotal knowledge of the utility location and condition. Our interactions with the utility companies will continue through the design process to ensure a timely determination of any needed utility modifications. This early and ongoing communication with utility companies is an essential component of our stakeholder engagement.

Our approach includes recognizing that while construction is a necessary inconvenience, property owners and business need access to their property. We will work with the City to develop a method to include in the contract documents that requires the contractor to provide access to all abutting properties should an unforeseen condition induce a prolonged mid-construction delay.

1.6 Proposed Scope of Work

Primary Scope of Services:

Task 1 – Project Management & Coordination

Management of the project will include:

1. Quality, schedule, and budget management
2. Project team coordination & management
3. Monthly reporting
4. Project kickoff (1 hr in person) – 1 meeting
5. Bi-weekly progress meetings (1 hr virtual) – 14 meetings

Task 1 Deliverables:

- Baseline schedule
- Monthly progress and budget reporting, schedule updates with invoice
- Meeting agendas and minutes

Task 2 – 35% Submittal

The plans will be developed in AutoCAD based on our field notes and will be provided for City review at 20-scale on 24"x36" sheets.

We will prepare a Preliminary Treatment Selection Report (Basis of Design) to accompany the drawings, and a preliminary estimate of the construction cost based on the 35% pavement reconstruction design for the City's review and comment. The Final Pavement Treatment Selection Report will include the geotechnical recommendations, potential utility conflicts, construction methods and sequencing requirements, needed specification modifications to implement the Final Treatment Selection Report approach and a recommendation for

a method to address temporary access for property owners in unanticipated conditions.

The following work items are proposed as part of this task:

1. Preliminary Base Mapping from Google Earth Images.
2. Prepare utility record drawing request and send to utility companies.
3. Visit site to inspect and document site conditions.
4. Supplemental Topographic Survey
5. Geotechnical investigation and report.
6. Prepare 35% Pavement Reconstruction Plan.
7. Prepare preliminary pavement reconstruction cost estimate.
8. Prepare Pavement Treatment Report including engineer's construction cost estimates and Geotech recommendations.
9. Prepare Specification Outline
10. Perform Quality Assurance & Quality Control (QA/QC) review.
11. Submit 35% Design Pavement Reconstruction Plans and Pavement Treatment Report to City.

Task 2 Deliverables:

- Pavement Treatment Report
- 35% Design Submittal Plans
- Specifications Outline
- Cost Estimate

Task 3 – 65% PS&E

Comments from previous reviews will be incorporated into the design and the design will be progressed to the next level of design (65%).

The following work items are proposed as part of this task:

1. Incorporate 35% comments from City.
2. Prepare 65% Title Sheet and notes sheet.
3. Prepare 65% Pavement Reconstruction Plans (no profiles).
4. Prepare 65% Signing and Striping Plans.
5. Prepare 65% Curb Ramp Grading Design Plans (about 20 ramps)
6. Prepare 65% Construction Details.
7. Prepare 65% contract book based on City Standard.
8. Prepare 65% engineer's construction cost estimate in the bid schedule format.
9. Perform QA/QC review.
10. Submit 65% plans, specifications, and estimate (PS&E) to City.

Task 3 Deliverables:

- 65% PS&E (PDF format)

Task 4 – 95% PS&E

Comments from previous reviews will be incorporated into the design and the design will be progressed to the 95% PS&E level.

The following work items are proposed as part of this task:

1. Incorporate 65% comments from City.
2. Perform supplemental site visits.
3. Develop 95% Title Sheet and notes sheet.
4. Develop 95% Pavement Reconstruction Plans (no profiles).
5. Develop 95% Signing and Striping Plans.
6. Develop 95% Curb Ramp Grading Design Plans (about 20 ramps)
7. Develop 95% Construction Detail Plans.
8. Develop 95% contract book based on City Standard.
9. Develop 95% engineer's construction cost estimate in the bid schedule format.
10. Perform QA/QC review.
11. Submit 95% PS&E to City.

Task 4 Deliverables:

- 95% PS&E (PDF format)

Task 5 – Final Bid Documents

Comments from previous reviews will be incorporated into the design and the design will be progressed to the Bid Set level.

The following work items are proposed as part of this task:

1. Incorporate 95% comments from City.
2. Finalize Bid Set Title Sheet and notes sheet.
3. Finalize Bid Set Pavement Reconstruction Plans (no profiles).
4. Finalize Bid Set Signing and Striping Plans.

5. Finalize Bid Set Curb Ramp Grading Design Plans (about 20 ramps)
6. Finalize Bid Set contract book based on City Standard.
7. Finalize Bid Set engineer's construction cost estimate in the bid schedule format.
8. QA/QC review.
9. Submit Bid Set to City.

Task 4 Deliverables:

Bid Set PS&E (PDF format)

Task 6 - Bid Phase Support

This task includes:

1. Attend one pre-bid meeting.
2. Respond to bidders' questions.
3. Prepare addendum, if needed.

Task 5 Deliverables:

- Prepare addenda, if needed.
- Respond to bidders' questions.

Task 7 – Construction Design Support

This task includes:

1. Attend one pre-construction meeting.
2. Site visits to respond to questions during construction. (3 site visits assumed).
3. Respond to RFI's. (20 assumed).
4. Review/approve project submittals. (15 assumed)
5. Assist City in evaluating Change Orders (CO). (2 CO's assumed).
6. Preparation of final project punch list.
7. Provide record drawings to City.

Task 6 Deliverables:

- Respond to RFI's.
- Plan modifications or revisions that re not related to project original scope.
- Construction contract change orders.
- Record drawings. (PDF format)

Optional Tasks:

The following Tasks are being offered as Optional Tasks for this project. In an effort to save the City design fees on this project, we have estimated the fee for both Optional Tasks assuming they are both selected and included as part of the initial agreement for this project. If either Optional Task is not included in the original agreement and subsequently added to the contract as an addendum, additional fees will be required.

Optional Task 8 – LID Treatment Design

LID stormwater treatment is included in this proposal as an Optional Task. If this optional task is included in the original agreement for the 2024-25 Street Resurfacing Project, then the following work will be completed.

1. Prepare 65% Drainage Plan.
2. Prepare 65% Drainage Detail Plan.
3. Perform QA/QC review.
4. Prepare 95% Drainage Plan.
5. Prepare 95% Drainage Detail Plan.
6. Perform QA/QC review.
7. Finalize Bid Set Drainage Plan.
8. Finalize Bid Set Drainage Detail Plan.
9. Perform QA/QC review.

Task 8 Deliverables:

- PS&E (PDF format)

Optional Task 9 – Serramonte Blvd – Serramonte Center Entrance to I-280 SB Off Ramp – Topographic Survey and Geotechnical Investigation

The following work will be completed.

1. Supplemental Topographic Survey
2. Geotechnical investigation and report.

Task 9 Deliverables:

- Geotechnical report (PDF format)

Optional Task 10 – Serramonte Blvd – Serramonte Center Entrance to I-280 SB Off Ramp – Design and Construction Support

The following work will be completed.

1. Preliminary Base Mapping from Google Earth Images.
2. Prepare utility record drawing request and send to utility companies.
3. Visit site to inspect and document site conditions.
4. Prepare 35% Pavement Reconstruction Plan.
5. Prepare preliminary pavement reconstruction cost estimate.
6. Prepare Pavement Treatment Report including engineer's construction cost estimates and Geotech recommendations.
7. Prepare Specification Outline

8. Perform Quality Assurance & Quality Control (QA/QC) review.
9. Submit 35% Design Pavement Reconstruction Plans and Pavement Treatment Report to City.
10. Incorporate 35% comments from City.
11. Prepare 65% Title Sheet and notes sheet.
12. Prepare 65% Pavement Reconstruction Plans (no profiles).
13. Prepare 65% Signing and Striping Plans.
14. Prepare 65% Curb Ramp Grading Design Plans (about 2 ramps)
15. Prepare 65% Construction Details.
16. Prepare 65% contract book based on City Standard.
17. Prepare 65% engineer's construction cost estimate in the bid schedule format.
18. Perform QA/QC review.
19. Submit 65% plans, specifications, and estimate (PS&E) to City.
20. Incorporate 65% comments from City.
21. Perform supplemental site visits.
22. Prepare 95% Title Sheet and notes sheet.
23. Prepare 95% Pavement Reconstruction Plans (no profiles).
24. Prepare 95% Signing and Striping Plans.
25. Prepare 95% Curb Ramp Grading Design Plans (2 ramps included)
26. Prepare 95% Construction Detail Plans.
27. Prepare 95% contract book based on City Standard.
28. Prepare 95% engineer's construction cost estimate in the bid schedule format.
29. Perform QA/QC review.
30. Submit 95% PS&E to City.
31. Incorporate 95% comments from City.
32. Finalize Bid Set Title Sheet and notes sheet.
33. Finalize Bid Set Pavement Reconstruction Plans (no profiles).
34. Finalize Bid Set Signing and Striping Plans.
35. Finalize Bid Set Curb Ramp Grading Design Plans (about 2 ramps)
36. Finalize Bid Set contract book based on City Standard.
37. Finalize Bid Set engineer's construction cost estimate in the bid schedule format.
38. QA/QC review.
39. Submit Bid Set to City.
40. Attend one pre-bid meeting.
41. Respond to bidders' questions.
42. Prepare addendum, if needed.
43. Attend one pre-construction meeting.
44. Site visits to respond to questions during construction. (1 site visits assumed).
45. Respond to RFI's. (5 assumed).
46. Review/approve project submittals. (2 assumed)
47. Assist City in evaluating Change Orders (CO). (2 CO's assumed).
48. Preparation of final project punch list.
49. Provide record drawings to City.

Task 10 Deliverables:

- Pavement Treatment report. (PDF format)
- 35% PS&E (PDF format)
- 65% PS&E (PDF format)
- 95% PS&E (PDF format)
- Bid Set PS&E (PDF format)
- Prepare addenda, if needed.
- Respond to bidders' questions.
- Respond to RFI's.
- Plan modifications or revisions that re not related to project original scope.
- Construction contract change orders.
- Record drawings. (PDF format)

Optional Task 11 – Non-Destructive Testing

The following work will be completed.

1. Perform non-destructive pavement testing and analysis

Task 11 Deliverables:

- Geotechnical report (PDF format)

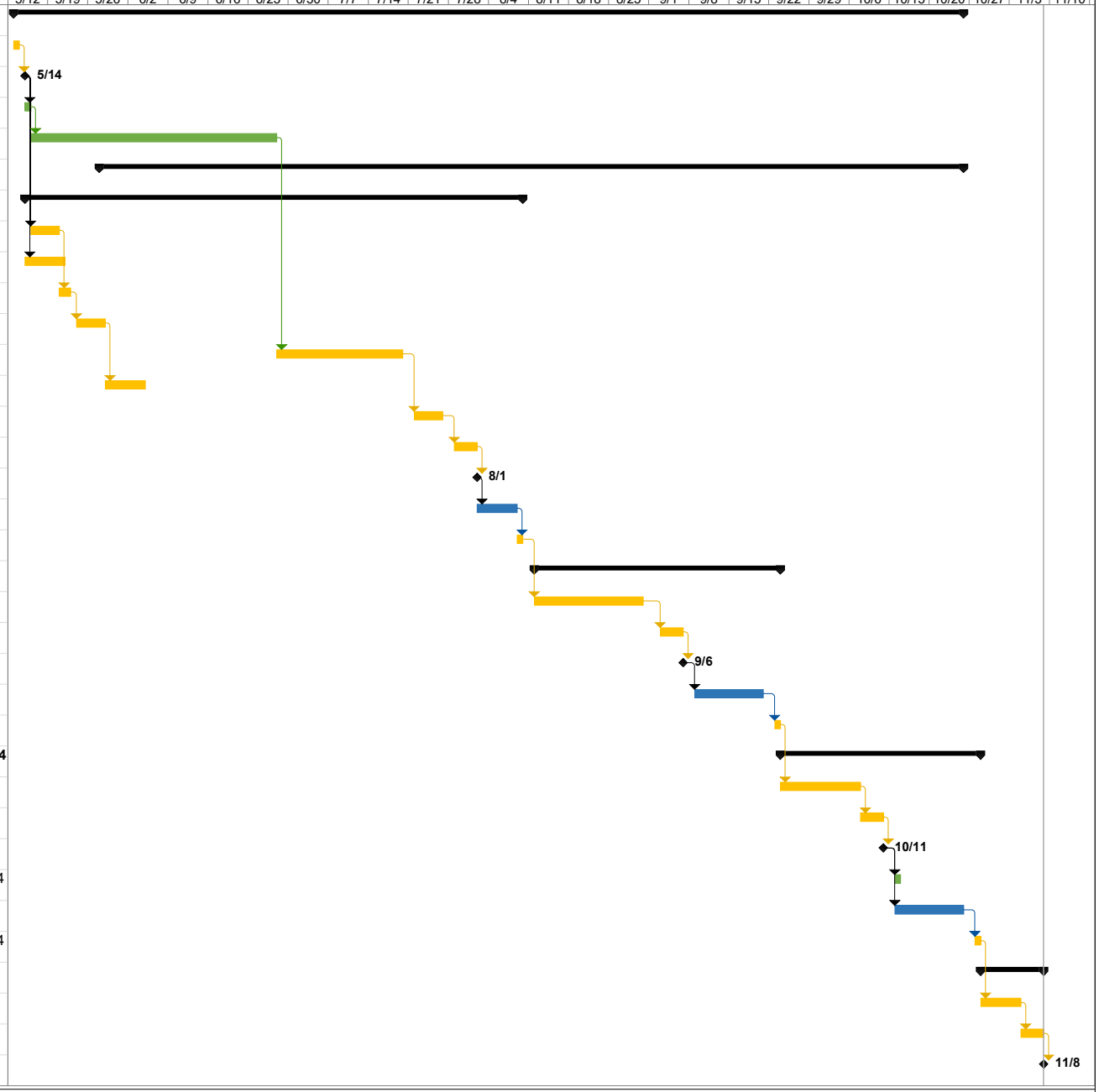
EXHIBIT A

City of Daly City

2024-25 Street Resurfacing Project

Preliminary Schedule

ID	Task Name	Duration	Start	Finish
1	**Project Management**	**117 days**	**Mon 5/13/24**	**Fri 10/25/24**
2	City issues NTP	1 day	Mon 5/13/24	Mon 5/13/24
3	Kickoff Meeting	0 days	Tue 5/14/24	Tue 5/14/24
4	Submit Caltrans EP	1 day	Wed 5/15/24	Wed 5/15/24
5	Caltrans EP Processing	30 days	Thu 5/16/24	Thu 6/27/24
6	**Bi-weekly Meetings**	**107 days**	**Tue 5/28/24**	**Fri 10/25/24**
18	**35% Submittal**	**61 days**	**Wed 5/15/24**	**Fri 8/9/24**
19	Preliminary base mapping	3 days	Thu 5/16/24	Mon 5/20/24
20	Request utility info	5 days	Wed 5/15/24	Tue 5/21/24
21	Site visit	2 days	Tue 5/21/24	Wed 5/22/24
22	Topo survey	2 days	Fri 5/24/24	Tue 5/28/24
23	Geotech invest/report	15 days	Fri 6/28/24	Fri 7/19/24
24	35% Plans	5 days	Wed 5/29/24	Tue 6/4/24
25	Pavement Treatment Report	5 days	Mon 7/22/24	Fri 7/26/24
26	QC	4 days	Mon 7/29/24	Thu 8/1/24
27	Submit 35% set to City	0 days	Thu 8/1/24	Thu 8/1/24
28	City Review	5 days	Fri 8/2/24	Thu 8/8/24
29	Meet with City	1 day	Fri 8/9/24	Fri 8/9/24
30	**65% PS&E**	**30 days**	**Mon 8/12/24**	**Mon 9/23/24**
31	Prepare 65% PS&E	15 days	Mon 8/12/24	Fri 8/30/24
32	QC	4 days	Tue 9/3/24	Fri 9/6/24
33	Submit 65% PS&E	0 days	Fri 9/6/24	Fri 9/6/24
34	City Review	10 days	Mon 9/9/24	Fri 9/20/24
35	Meet with City	1 day	Mon 9/23/24	Mon 9/23/24
36	**95% PS&E**	**25 days**	**Tue 9/24/24**	**Mon 10/28/24**
37	Prepare 95% PS&E	10 days	Tue 9/24/24	Mon 10/7/24
38	QC	4 days	Tue 10/8/24	Fri 10/11/24
39	Submit 95% PS&E	0 days	Fri 10/11/24	Fri 10/11/24
40	Submit Caltrans constr EP	1 day	Mon 10/14/24	Mon 10/14/24
41	City Review	10 days	Mon 10/14/24	Fri 10/25/24
42	Meet with City	1 day	Mon 10/28/24	Mon 10/28/24
43	**Final Bid Documents**	**9 days**	**Tue 10/29/24**	**Fri 11/8/24**
44	Finalize Bid Documents	5 days	Tue 10/29/24	Mon 11/4/24
45	QC	4 days	Tue 11/5/24	Fri 11/8/24
46	Submit to City	0 days	Fri 11/8/24	Fri 11/8/24



2 Experience and History

2.1 Similar Experience

City of Belmont

Ralston CIPR Paving Project

Wilsey Ham provided design services to rehabilitate approximately 4,000 LF of Ralston Avenue between South Drive and Villa Avenue as part of the Ralston Avenue Corridor Improvements project. The City determined that the Ralston Avenue pavement was a good candidate to be rehabilitated using the Cold-In-Place Recycling (CIPR) method.

Figure 1- CIPR Train

The pavement rehabilitation section was determined to consist of a 3" section of existing rehabilitated asphalt concrete (A.C.) using CIPR, overlaid with 1.5" of Hot Mix Asphalt. Areas with severe base failure were identified and repaired with pavement dig-outs before the CIPR treatment. The use of CIPR provided cost effectiveness and a short construction timeline. The project also included mid-block crosswalks that required grading modifications to conform to ADA requirements. Our in-house surveyors provided localized topographic survey to collect existing elevations in areas where grading design was needed.

Reference:

Bozhena Palatnik, PE
Senior Engineer
City of Belmont, CA 94002
(650) 595-7463
bpalatnik@belmont.gov

City of Orinda

2020 & 2021-22 Annual Pavement Rehabilitation Projects

Wilsey Ham performed the design for the City's annual pavement rehabilitation project for the 2020 cycle.

The project included rehabilitation of approximately 15.5 lane miles within the City of Orinda. Wilsey Ham's first step in the project was a pavement evaluation involving core sampling and deflection testing. Our team designed pavement section alternatives and presented an alternative analysis to the City. The analysis included the pros and cons of each pavement design, a cost estimate, and a recommended pavement section. Ultimately the project repairs included a mix of micro-surfacing, overlay, mill and overlay, and reconstruction sections.

Additionally, the project consisted of culvert assessment and rehabilitation for all storm drain facilities within the scoped streets. Wilsey Ham facilitated storm drain trench repairs, spot repairs, and CIPP for pipe deficiencies found during the CCTV inspections.

The 2021 design was an identical scope and presented many similar challenges as the 2020 project. The project included about 13 lane miles of micro-surfacing, overlay, mill and overlay, and reconstruction sections. We assisted the City in preparing a rebid due to the winning bidder pulling their bid from the project following the bid opening.

The 2022 project included about 14 lane miles of micro-surfacing, mill and overlay, and reconstruction sections. It also included storm drain replacements and design of an extension of a separated pedestrian path along a major arterial for safer access to nearby elementary and high schools.

Reference:

Siva Natarajan
22 Orinda Way
Orinda, CA 94563
(925) 253-4254
snatarajan@cityoforinda.org

City of San Mateo

Smooth Streets Program Phases 1 to 3

Wilsey Ham performed the design for three phases of the City's annual Smooth Street Program pavement rehabilitation projects. The Phase 3 project included reconstruction of 9 streets totaling 2.2 lane miles in several neighborhoods. The project features rehabilitation of narrow asphalt roads damaged by settlement of soft subgrade after being in service 50 years without rehabilitation. The scope also included replacement of 16 curb ramps for ADA compliance, installation of a new bike boulevard on Sunnybrae Blvd, traffic calming improvements, lowering shallow street light conduit below the proposed pavement section and working around other utilities that could not be relocated. During construction 3 of the streets were identified to be underlain by unsuitable soft subgrade. These roads showed extensive damage from the 2023 winter storms. Wilsey Ham worked with the City on a design revision that included full-depth reclamation of the roads. We helped the City identify utilities that needed to be lowered and those that required concrete caps. The FDR process necessitated significant outreach with residents, waste management providers, and delivery services during the road closure. Project construction was completed in September 2023. Phases 1 and 2 totaled 5 lane miles and featured similar design constraints as Phase 3; e.g., soft subgrade, wet alluvial soils, shallow utilities, and pavement settlement with inherent drainage issues. Wilsey Ham provided pavement section, grading, and drainage design for Phases 1 and 2 between 2019 and 2022.

Reference:

Stephanie Gindlesperger
Senior Engineer
330 W. 20th Ave.
San Mateo, CA 94403
(650) 522-7315
sgindlesperger@cityofsanmateo.org

City of Menlo Park

Santa Cruz & Middle Ave.

This project originally was scoped as a pavement rehabilitation project for Santa Cruz Ave and Middle Ave in the core of Menlo Park. During preliminary design our scope was expanded to include road widening of Santa Cruz Ave (2,450 lf), installation of new concrete curb, sidewalk, gutter, and driveway aprons to replace failing asphalt berms, walkways and driveways.

Wilsey Ham provided design analysis for adding buffered bike lanes and vehicular striping, including lane shifts. We designed the new curb, gutter, and driveway grading for Santa Cruz Avenue to improve drainage to existing storm drain facilities while accommodating the widened roadway and minimizing work on private properties.

The project also included new layouts and grading design for reconstruction of 30 curb ramps, installation of RRFB traffic signals at a pedestrian crossing, and a new pathway along a roadside slope weaving through a grove of protected trees.

Since the project had federal funding, environmental approval (NEPA and CEQA) was required. WH assisted the City with the environmental submittal process and coordination with the Caltrans Local Assistance Manager.

Reference:

Michael Fu
Senior Engineer
701 Laurel Street
Menlo Park, CA 94025
(650) 330-6706
rapunsalan@menlopark.org

3 Team Organizational Structure

3.1 Organization Chart

Our Project Manager, Parker King, will be responsible for day-to-day communications with the City and for managing our team of Engineers, Surveyors and sub-consultants.

Our Principal Engineer's role is to provide technical guidance, contract management, quality control and to be a ready resource for the City. The Team's organization structure is shown in the table below.

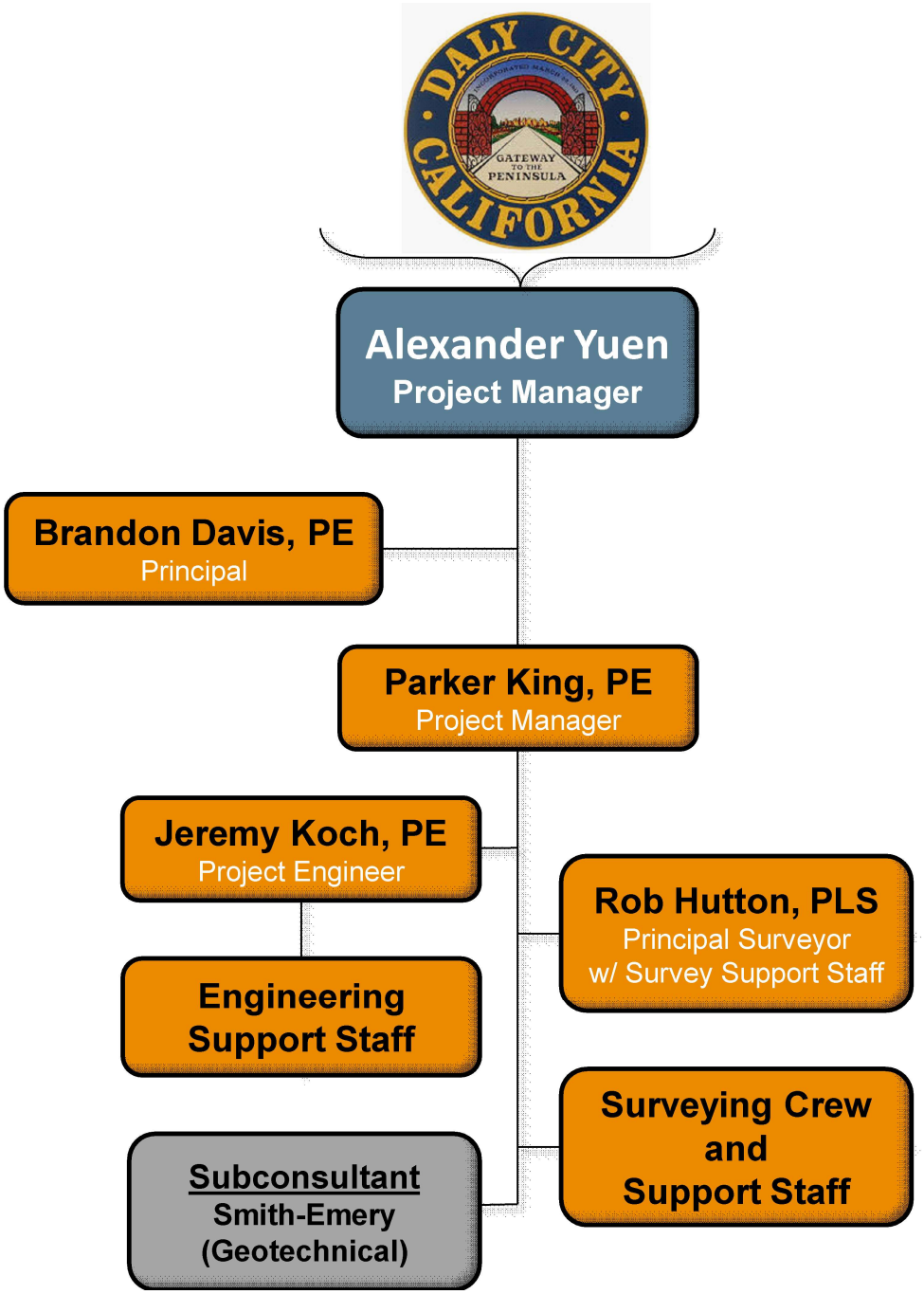


EXHIBIT A

City of Daly City - 2024-25 Street Resurfacing

Fee Proposal

4/10/2024

	TASK DESCRIPTION	PRINCIPAL ENGR./SRVR. $309	HRS	MANAGING ENGR./SRVR. $264	HRS	ENGINEER III $236	HRS	ENGR./SRVR. II $221	HRS	ASSISTANT ENGINEER $188	HRS	SENIOR DESIGNER $194	HRS	2 PERSON SURVEY CREW $319	HRS	SUB-CONSULTANTS	REIM-BURSABLE EXPENSES	TOTAL WH LABOR $	TOTAL ALL $	TOTAL WH LABOR HOURS
1.	**Project Management**																			
1	Quality, schedule, and budget management	618	2	5,280	20	2,832	12											8,730	8,730	34
2	Project team coordination and management	618	2	5,280	20													5,898	5,898	22
3	Monthly reporting			2,112	8													2,112	2,112	8
4	Project kickoff meeting			792	3	708	3										75	1,500	1,575	6
5	Bi-weekly progress meetings (14 included)			3,696	14	6,608	28											10,304	10,304	42
	Subtotal	1,236	4	17,160	65	10,148	43										75	28,544	28,619	112
2.	**35% Submittal**																			
1	Preliminary base mapping			264	1	472	2			752	4	1,940	10					3,428	3,428	17
2	Prep utility record requests and coord with utility companies					944	4			1,504	8							2,448	2,448	12
3	Visit site to inspect and document site conditions					5,664	24			4,512	24						225	10,176	10,401	48
4	Supplemental topographic survey	309	1					1,326	6	188	1	388	2	5,104	16		290	7,315	7,603	26
5	Geotechnical investigation and report					472	2									27,784		472	28,256	2
6	Prep 35% pavement reconstruction plan	309	1	528	2	472	2			752	4	776	4					2,837	2,837	13
7	Prep prelim pavement reconstruction cost estimate	309	1	264	1	472	2			752	4							1,797	1,797	8
8	Prep pavement treatment report			528	2	944	4			1,504	8							2,976	2,976	14
9	Prep specifications outline			264	1	236	1			376	2							876	876	4
10	Perform QA/QC review	618	2	792	3												50	1,410	1,460	5
11	Submit 35% pvmt recon plans and treatment report to City			264	1	236	1			188	1	388	2					1,076	1,076	5
	Subtotal	1,545	5	2,904	11	9,912	42	1,326	6	10,528	56	3,492	18	5,104	16	27,784	563	34,811	63,158	154
3.	**65% PS&E**																			
1	Incorporate 35% comments from City			264	1	472	2			752	4	776	4					2,264	2,264	11
2	Prep 65% title and notes sheets					236	1			188	1	388	2					812	812	4
3	Prep 65% pavement reconstruction plans			528	2	944	4			1,504	8	2,328	12					5,304	5,304	26
4	Prep 65% signing and striping plans			528	2	944	4			2,256	12	2,328	12					6,056	6,056	30
5	Prep 65% curb ramp grading design plans (20 ramps included)			1,056	4	1,888	8			4,512	24	970	5					8,426	8,426	41
6	Prep 65% construction details			264	1	472	2			564	3	582	3					1,882	1,882	9
7	Prep 65% contract book based on City standard			528	2	944	4			2,256	12							3,728	3,728	18
8	Prep 65% engineer's construction cost estimate			264	1	472	2			1,128	6							1,864	1,864	9
9	Perform QA/QC review	618	2	792	3							388	2				50	1,798	1,848	7
10	Submit 65% PS&E to City			264	1	236	1			188	1	388	2					1,076	1,076	5
	Subtotal	618	2	4,488	17	6,608	28			13,348	71	5,148	42				50	33,210	33,260	160
4.	**95% PS&E**																			
1	Incorporate 65% comments from City			528	2	944	4			1,504	8	1,164	6					4,140	4,140	20
2	Perform supplemental site visits					1,888	8			1,504	8						75	3,392	3,467	16
3	Develop 95% title and notes sheets					236	1			188	1	194	1					618	618	3
4	Develop 95% pavement reconstruction plans			264	1	944	4			1,504	8	1,552	8					4,264	4,264	21
5	Develop 95% signing and striping plans			528	2	944	4			1,880	10	1,940	10					5,292	5,292	26
6	Develop 95% curb ramp grading design plans (20 ramps included)			792	3	944	4			3,008	16							4,744	4,744	23
7	Develop 95% construction details			264	1	236	1			376	2	388	2					1,264	1,264	6
8	Develop 95% contract book based on City standard			528	2	944	4			2,256	12							3,728	3,728	18
9	Develop 95% engineer's construction cost estimate			264	1	472	2			752	4							1,488	1,488	7
10	Perform QA/QC review	618	2	792	3												25	1,410	1,435	5
11	Submit 95% PS&E to City			264	1	236	1			188	1	388	2					1,076	1,076	5
	Subtotal	618	2	4,224	16	7,788	33			13,160	70	5,626	29				100	31,416	31,516	150
5.	**Final Bid Documents**																			
1	Incorporate 95% comments from City			264	1	236	1			376	2	388	2					1,264	1,264	6
2	Finalize bid set title and notes sheets					236	1					194	1					430	430	2
3	Finalize bid set pavement reconstruction plans					236	1			376	2	194	1					806	806	4
4	Finalize bid set signing and striping plans					472	2			752	4	388	2					1,612	1,612	8
5	Finalize bid set curb ramp grading design plans (20 ramps included)					472	2			752	4	388	2					1,612	1,612	8
6	Finalize bid set contract book based on City standard					236	1			376	2							612	612	3
7	Finalize bid set engineer's construction cost estimate					236	1			376	2						25	612	637	3
8	Perform QA/QC review	618	2															618	618	2
9	Submit bid set PS&E to City			264	1					188	1	388	2					840	840	4
	Subtotal	618	2	528	2	2,124	9			3,196	17	1,940	10				25	8,406	8,431	40
6.	**Bid Phase Support**																			
1	Attend pre-bid meeting			528	2	472	2											1,000	1,000	4
2	Respond to bidders questions			264	1	944	4											1,208	1,208	5
3	Prepare addendum (1 included)			264	1	472	2			752	4	776	4					2,264	2,264	11
	Subtotal			1,056	4	1,888	8			752	4	776	4					4,472	4,472	20
7.	**Construction Design Support**																			
1	Attend pre-construction meeting			528	2													528	528	2
2	Site visit to respond to questions during construction (3 included)			3,168	12												125	3,168	3,293	12
3	Respond to RFIs (20 included)			2,112	8	1,888	8			7,520	40							11,520	11,520	56
4	Review material submittals (15 included)			1,584	6	1,652	7			3,760	20							6,996	6,996	33
5	Assist in evaluating change orders from contractor (2 included)			264	1	1,416	6											1,680	1,680	7
6	Prepare final project punch list			264	1	472	2			1,128	6							1,864	1,864	9
7	Provide record drawings to City			264	1	944	4			752	4	1,552	8					3,512	3,512	17
	Subtotal			8,184	31	6,372	27			13,160	70	1,552	8				125	29,268	29,393	136
	GRAND TOTAL (BASE SCOPE)	**4,635**	**15**	**38,544**	**146**	**44,840**	**190**	**1,326**	**6**	**54,144**	**288**	**21,534**	**111**	**5,104**	**16**	**27,784**	**938**	**170,127**	**198,849**	**772**
8.	**Optional Task - LID Treatment Design**																			
1	Prepare 65% drainage plan			528	2	944	4			1,504	8	776	4					3,752	3,752	18
2	Prepare 65% drainage details			264	1	472	2			564	3	582	3					1,882	1,882	9
3	Perform QA/QC control	309	1	1,056	4							388	2					1,753	1,753	7
4	Prepare 95% drainage plan			264	1	944	4			1,504	8	1,552	8					4,264	4,264	21
5	Prepare 95% drainage details			264	1	236	1			376	2	388	2					1,264	1,264	6
6	Perform QA/QC control	309	1	1,056	4							388	2					1,753	1,753	7
7	Finalize bid set drainage plan																			
8	Finalize bid set drainage details																20		20	
9	Perform QA/QC control	309	1															309	309	1
	Subtotal	927	3	3,432	13	2,596	11			3,948	21	4,074	21				20	14,977	14,997	69
9.	**Optional Task - Topo Survey & Geotechnical**																			
1	Supplemental topo survey	309	1	264	1							776	4	1,276	4		72	2,625	2,697	10
2	Geotechnical investigation and report	309	1	264	1	472	2			752	4					9,275		1,797	11,072	8
3	Prep prelim pavement reconstruction cost estimate			264	1	236	1			376	2							876	876	4
	Subtotal	618	2	792	3	708	3			1,128	6	776	4	1,276	4	9,275	72	5,298	14,645	22

WILSEY HAM
Engineering, Surveying & Planning

EXHIBIT A

City of Daly City - 2024-25 Street Resurfacing

Fee Proposal

4/10/2024

TASK DESCRIPTION	PRINCIPAL ENGR./SRVR. $309	HRS	MANAGING ENGR./SRVR. $264	HRS	ENGINEER III $236	HRS	ENGR./SRVR. II $221	HRS	ASSISTANT ENGINEER $188	HRS	SENIOR DESIGNER $194	HRS	2 PERSON SURVEY CREW $319	HRS	SUB-CONSULTANTS	REIM-BURSABLE EXPENSES	TOTAL WH LABOR $	TOTAL ALL $	TOTAL WH LABOR HOURS
10. Optional Task - Engineering Design & Construction Support																			
10.1 35% Submittal																			
1 Preliminary base mapping					236	1			188	1	582	3					1,006	1,006	5
2 Prep utility record requests and coord with utility companies					236	1			188	1							424	424	2
3 Visit site to inspect and document site conditions					944	4			752	4						75	1,696	1,771	8
4 Prep 35% pavement reconstruction plan					236	1			376	2	388	2					1,000	1,000	5
5 Prep prelim pavement reconstruction cost estimate			264	1	236	1			376	2							876	876	4
6 Prep pvmt treatment report			264	1	472	2			376	2							1,112	1,112	5
7 Prep specifications outline									188	1						25	188	213	1
8 Perform QA/QC review	618	2	528	2													1,146	1,146	4
9 Submit 35% pvmt recon plans and treatment report to City									188	1	194	1					382	382	2
10.2 65% PS&E																			
10 Incorporate 35% comments from City			264	1	236	1			376	2	388	2					1,264	1,264	6
11 Prep 65% title and notes sheets																			
12 Prep 65% pavement reconstruction plans			264	1	472	2			752	4	582	3					2,070	2,070	10
13 Prep 65% signing and striping plans			528	2	472	2			1,128	6	776	4					2,904	2,904	14
14 Prep 65% curb ramp grading design plans (2 ramps included)			264	1	236	1			564	3	194	1					1,258	1,258	6
15 Prep 65% construction details					236	1			188	1	194	1					618	618	3
16 Prep 65% contract book based on City standard					236	1			376	2							612	612	3
17 Prep 65% engineer's construction cost estimate			264	1	236	1			376	2							876	876	4
18 Perform QA/QC review	618	2	528	2												50	1,146	1,196	4
19 Submit 65% PS&E to City									188	1	194	1					382	382	2
10.3 95% PS&E																			
20 Incorporate 65% comments from City			264	1	236	1			376	2	388	2					1,264	1,264	6
21 Perform supplemental site visits					944	4			752	4						75	1,696	1,771	8
22 Develop 95% title and notes sheets																			
23 Develop 95% pavement reconstruction plans					236	1			564	3	388	2					1,188	1,188	6
24 Develop 95% signing and striping plans			264	1	472	2			564	3	388	2					1,688	1,688	8
25 Develop 95% curb ramp grading design plans (2 ramps included)			264	1	236	1			376	2							876	876	4
26 Develop 95% construction details									188	1	194	1					382	382	2
27 Develop 95% contract book based on City standard					236	1			188	1							424	424	2
28 Develop 95% engineer's construction cost estimate			264	1	236	1			376	2							876	876	4
29 Perform QA/QC review	618	2	528	2												50	1,146	1,196	4
30 Submit 95% PS&E to City									188	1	194	1					382	382	2
10.4 Final Bid Documents																			
31 Incorporate 95% comments from City			264	1	236	1			376	2	388	2					1,264	1,264	6
32 Finalize bid set title and notes sheets																			
33 Finalize bid set pavement reconstruction plans					236	1			376	2	194	1					806	806	4
34 Finalize bid set signing and striping plans			264	1	236	1			376	2	194	1					1,070	1,070	5
35 Finalize bid set curb ramp grading design plans (2 ramps included)					236	1			188	1							424	424	2
36 Finalize bid set contract book based on City standard					236	1			376	2							612	612	3
37 Finalize bid set engineer's construction cost estimate			264	1	236	1			376	2							876	876	4
38 Perform QA/QC review	618	2	528	2												25	1,146	1,171	4
39 Submit bid set PS&E to City									188	1	194						382	382	2
10.5 Bid Phase Support																			
40 Attend one pre-bid meeting																			
41 Respond to bidders' questions			264	1	472	2			376	2							1,112	1,112	5
42 Prepare addendum, if needed			264	1	236	1			564	3	388	2					1,452	1,452	7
10.6 Construction Design Support																			
43 Attend one pre-construction meeting																			
44 Site visits to respond to questions during construction. (1 incl)			792	3												50	792	842	3
45 Respond to RFI's. (5 additional assumed)			264	1	472	2			752	4							1,488	1,488	7
46 Review/approve project submittals. (2 additional assumed)			264	1	236	1			376	2							876	876	4
47 Assist City in evaluating change orders (1 assumed)	309	1	264	1	236	1			376	2							1,185	1,185	5
48 Preparation of final project punch list			264	1	472	2			376	2							1,112	1,112	5
49 Provide record drawings to City			264	1	236	1			564	3	582	3					1,646	1,646	8
Subtotal	2,781	9	8,712	33	10,856	46			15,792	84	6,984	36				350	45,125	45,475	208
11 Optional Task - Non-Destructive Testing																			
1 Non-destructive testing and analysis			528	2	472	2									21,821		1,000	22,821	4
Subtotal			528	2	472	2									21,821		1,000	22,821	4
GRAND TOTAL	8,961	29	52,008	197	59,472	252	1,326	6	75,012	399	33,368	172	6,380	20	58,880	1,380	236,527	**273,966**	1,07[illegible]

Table: 20218

Notes:
1. The amounts may vary between tween and individuals but the Grand Total amount will not be exceeded without approval of the Client.
2. Total All$ includes subconsultants and reimbursable costs.
3. Hourly rates effective through December 31, 2024 and subject to revision annually thereafter.
4. All positions may not be shown. If a position is not shown the Charge Rate Fee Schedule will govern.

WILSEY HAM
Engineering, Surveying & Planning

5 Preliminary Sheet & Specification Lists

5.1 Preliminary Plan Sheet Listing

From the information provided in the RFP, we anticipate the following plan sheets will be required for the Base Proposal.

1. Title Sheet
2. Notes, Legend, and Abbreviations
3. Key Map
4. Typical Sections
5. Paving Plan Serramonte 1
6. Paving Plan Serramonte 2
7. Paving Plan Serramonte 3
8. Paving Plan Serramonte 4
9. Paving Plan Gellert 1
10. Paving Plan Gellert 2
11. Paving Plan Gellert 3
12. Striping Plan Serramonte 1
13. Striping Plan Serramonte 2
14. Striping Plan Serramonte 3
15. Striping Plan Serramonte 4
16. Striping Plan Gellert 1
17. Striping Plan Gellert 2
18. Striping Plan Gellert 3
19. Curb Ramp Grading 1 (6-8 Ramps per sheet)
20. Curb Ramp Grading 2 (6-8 Ramps per sheet)
21. Curb Ramp Grading 3 (6-8 Ramps per sheet)
22. Details 1
23. Details 2
24. Details 3

If the Optional Tasks described in Section 1 are added to the work, then two additional LID Plans, two additional Paving Plans, two additional Striping Plans, and one additional Curb Ramp Grading Plan will be added to the list above.

5.2 Preliminary Technical Specification List

Technical Specifications are anticipated to be necessary for this project. The specifications in this preliminary listing will be tailored to the specifics of the project during the design process.

Division 1

01311 Construction Schedule B
01340 Submittals
01410 Testing Laboratory Services
01600 Material
01720 Project Record Documents
01730 Operating and Maintenance Data

Division 2

02100 Clearing, Grubbing and Site Preparation
02200 Engineered Fill
02210 Site Grading
02220 Roadway Subgrade Preparation
02221 Trench Excavation and Backfill
02270 Erosion Control
02400 Storm Drain System
02500 Paving and Surfacing
02510 Crack Sealing
02520 Slurry Seal
02530 Curb Ramps and Other Minor Concrete Facilities
02580 Traffic Striping and Signing

Division 3

03300 Minor Concrete

EXHIBIT A

6 Team Resumes

Team resumes can be found starting on the following page.

EXHIBIT A

WILSEY HAM
Engineering, Surveying & Planning

Brandon Davis, PE, QSD

Principal Engineer

BRANDON has acquired a wide range of engineering and management experience in his 26 years of civil engineering practice. He has served as the Principal Engineer and Project Manager on a wide range of pavement rehabilitation, complete streets, utility, and stormwater treatment facility projects for municipalities throughout the greater Bay Area. The pavement projects range from simple mill and inlay efforts to full depth reclamation projects located over extremely soft, sinking Bay Mud.

As Wilsey Ham's Project Principal Engineer, Brandon will be responsible for entering into a contract with the City. In addition to ensuring all contractual obligations are met, Brandon will serve as a technical and managerial resource to the entire Wilsey Ham team in a supervisory role. Ultimately, the Principal Engineer ensures that quality services are being provided to our clients.

REGISTRATION

Professional Engineer
CA C61024
QSD/QSP
CA 00159

EXPERIENCE

Wilsey Ham
Principal Engineer
1997 – Present

EDUCATION

BS Civil Engineering
California State University, Chico, 1997

Project Experience:

Smooth Streets Program Phase 3, San Mateo

Brandon is currently serving as the project principal for the reconstruction of 9 streets in several neighborhoods across San Mateo. The project includes rehabilitation of 2.2 lanes miles of asphalt and concrete roads damaged by the settlement of soft subgrade after being in service 50 years without rehabilitation. The project includes replacement of 16 curb ramps for ADA compliance, lowering shallow street light conduit within the proposed pavement section and working around other utilities that cannot be relocated. During construction he is advising on the scope addition of full depth reclamation for 3 streets further damaged by 2023 winter storms. The project is nearing construction close out. Brandon previously served as supervising engineer for Phases 1 and 2 as well.

Santa Cruz and Middle Ave Street Rehabilitation, Menlo Park

Brandon served as the supervising engineer and technical advisor for the pavement rehabilitation and widening of a half mile of Santa Cruz Ave, the main route through downtown Menlo Park. The civil design scope included installation of new RRFB pedestrian crossing signals, bike lanes, curb ramps, curbs, sidewalk, and driveway aprons. The scope also included pavement rehabilitation on Middle Ave. The project was federally funded; Brandon worked with the City on the environmental review submittal process and Caltrans Local Assistance.

San Pablo Avenue Green Stormwater Spine, San Francisco Estuary Partnership

Brandon was Wilsey Ham's project manager for this "Green Stormwater Spine" project served as an environmental mitigation area for Caltrans' Bay Bridge project. The goal of the project was to be a catalyst for future green street projects through the implementation of a variety of bold, green street elements within a heavily traveled roadway corridor. The project design employed several techniques along San Pablo Ave in El Cerrito, Oakland, Emeryville, Berkeley, Albany, Richmond, and San Pablo to create stormwater treatment opportunities within the existing roadway including curb extensions (bulb-outs), pervious pavers, grated green gutters and pedestrian boardwalks. In addition to design elements, Wilsey Ham's project scope included project surveys/base mapping, utility location, schematic designs, construction documents, bid package preparation and construction engineering support.

EXHIBIT A

WILSEY HAM
Engineering, Surveying & Planning

Parker King, P.E., QSD

Managing Engineer

PARKER has acquired a wide range of experience in the civil engineering industry. His experience includes earthwork analysis, stormwater management and hydraulic analysis, ADA design, site redevelopment, utility design, and land development projects. Parker also has a wealth of knowledge relating to plan preparation standards and client relations. He recently completed 3 phases of a large pavement rehabilitation project in Orinda. In addition, he has worked on a variety of public and private sector projects, including:

- Pavement Rehabilitation
- ADA Accessibility Projects
- Stormwater Management and Green Infrastructure
- Sanitary Sewer, Water and Storm Drain Design and Rehabilitation
- Grading Design and Earthwork Analysis
- Hydromodification

REGISTRATION

Professional Engineer
CA 87701
WA 56134

EXPERIENCE

Wilsey Ham
Managing Engineer
2019 – Present

Hayward Uskoski & Associates
Lead Engineer
2018 - 2019

Phillippi Engineering
Civil Engineer Intern
2013-2018

EDUCATION

B.S. Civil Engineering
Environmental Emphasis
University of Southern California, 2013

Project Experience:

2020, 2021, and 2022 Pavement Rehabilitation Projects, Orinda

The 2020, 2021, and 2022 projects included a combined pavement rehabilitation effort of over 42 lane miles of reconstruction, mill and overlay, along with microsurfacing treatments. Parker managed Wilsey Ham's scope of design improvements which also included storm drain culvert evaluation and rehabilitation design, including open trench and CIPP repair methods.

PES Pedestrian Safe Routes and Mobility Improvements Project, Burlingame

Parker served as project manager for this publicly sensitive project, which focused on signage and striping improvements, with the intent of providing traffic calming measures at key intersections throughout the City.

Lyon Hoag Traffic Calming Improvements Project, Burlingame

Parker managed the project design, which included signage and striping improvements throughout Lyon Hoag, a quiet residential neighborhood that was being used by fast-driving commuters as a "cut through" from California Ave to the State Route 101 ramp on Peninsula Ave. The project scope included new striped traffic circles and a variety of other traffic calming measures.

El Camino Real Sewer Rehabilitation Project, Burlingame

Parker managed the evaluation of City sewer main to identify the most efficient means to rehabilitate failing segments. Wilsey Ham prepared designs that included rehabilitation methods such as open trench replacement, spot repairs, and pipe bursting.

Parker has worked on a number of private sector projects as well, including:

- Healthpeak's Vantage Phase Life Sciences Development, South San Francisco
- Genentech Building 4 Demolition and Parking Lot Construction, South San Francisco
- Oyster Point Development - Street and Utility Design, South San Francisco
- Healthpeak's Sierra Point Offsite – Pressure Reducing/Sustaining Valve, Brisbane

EXHIBIT A

WILSEY HAM
Engineering, Surveying & Planning

Jeremy Koch
Project Engineer

JEREMY has accumulated a variety of engineering experience during his 7+ years working in both the public and private sectors. His work on public infrastructure projects has included a focus on pavement rehabilitation and utility replacement. His experience includes site development and permitting, stormwater management, ADA design and compliance, pavement rehabilitation, roadway improvements, grading, erosion control design, as well as water, sewer, and storm drain design. Jeremy's involvement in projects includes conceptual design, planning, preparation of detailed plans and technical specifications, scheduling and coordination, preparation of cost estimates and comprehensive reports, construction inspection, and construction administration.

REGISTRATION

Professional Engineer,
CA C96012

EXPERIENCE

Wilsey Ham
Engineer III
2019 – Present

Town of Los Altos Hills, Engineering/Public Works Department
Assistant Engineer
2017 - 2019

Institute of Risk & Safety Analyses
Forensic Engineer
2016-2017

EDUCATION

B.S. Civil Engineering
Environmental Emphasis
University of Southern

Project Experience:

2024 Pavement Rehabilitation Project, Burlingame

Jeremy is assisting the City of Burlingame with the 2024 pavement rehabilitation project. The project includes resurfacing and/or digout repairs on street throughout the city, on-going coordination with City staff, updating striping designs in conformance with the CA MUTCD/Caltrans Standard Plans and Specifications, and preparing construction documents, technical specifications, and cost estimates. The project is currently being prepared for bid.

2020, 2021, & 2022 Pavement Rehabilitation and Storm Drain Improvement Projects, Orinda

Jeremy has served as the project engineer for the City of Orinda's annual pavement rehabilitation and storm drain improvement projects since 2020. These projects involve the review of existing pavement conditions in order to propose cost-effective treatment options. Jeremy performed site walks to review these conditions and identify treatment needs before identifying appropriate solutions including microsurfacing, dig-out repairs, and overlays. Additionally, each project involves the review of existing storm drain systems via CCTV to identify deficiencies in existing pipes. After deciding on repair or replacement of affected pipes, Jeremy prepared the project plans, specifications, and estimates.

Bassett & Laurelwood Bike Lane Project, City of Santa Clara

Jeremy is serving as project engineer for the Bassett & Laurelwood Bike Lane Project, which includes the creation of new bike lanes along Basset Street and Laurelwood Road. The project also includes pavement rehabilitation and new signage and striping patterns. Jeremy performed field walks to identify areas of pavement deficiencies, and is currently assisting with design, plan preparation, and the creation of cost estimates and special provisions. The project is currently under construction.

Centennial Way Trail Improvements, South San Francisco

Jeremy is currently serving as the project engineer for the Centennial Way Trail Improvements project. The project includes replacement of approximately 2 acres of existing turf park area with a new bike park, skate park, play areas, plazas, gardens, concrete walkways, and landscaping. Jeremy has been responsible for client coordination, plan preparation, hardscape and storm drain design, and C.3 & SWPPP reporting. The project is currently in the 95% design phase.

EXHIBIT A

WILSEY HAM
Engineering, Surveying & Planning

Robert (Rob) Hutton, PLS

Principal Surveyor

ROB graduated from Peninsula College, Port Angeles, WA, in 1979 with a Forest Engineer Tech Degree. Since graduation, he has garnered a broad range of expertise in land surveying that includes but is not limited to: Certified Party Chief for field ALTA surveys, primary control for boundary and construction surveys, topographic and hydrographic surveys, highway and railroad realignment surveys, title research, boundary resolution. In addition, Rob has reviewed ALTA's Parcel Maps, Subdivision Maps, Topographic Maps, and Record of Survey Plats. He has also performed research and resolved boundary resolutions. Rob is well versed in the California Subdivision Map Act, The Professional Land Surveyors Act, and the Public Land Survey System (PLSS).

As Principal Surveyor, Rob is ultimately responsible for the accuracy and completeness of all survey work produced by Wilsey Ham.

REGISTRATION

Professional Land Surveyor
CA 5454
CO 24312

EXPERIENCE

Wilsey Ham
Principal Surveyor
2022 – Present

Certified Party Chief
1979 - 1983

RC Hutton & Associates
Self Employed
1996-2022

President/Owner
1985 – 1996

Tri State Engineering
Director of Surveying
1984 - 1985

EDUCATION

Forest Engineer Tech
Peninsula College,
Port Angeles, WA

Project Experience:

Ralston CIPR Paving Project, Belmont

Rob was Principal Surveyor and supervised the topographic survey and base mapping for the City of Belmont's Cold-In-Place Recycling (CIPR) paving project. The topographic survey included four areas; two areas were the locations of proposed crosswalks across Ralston (and pavement conforms at lip of gutter), and two were the locations of proposed crosswalks across side streets. Typical data collected included lip of gutter, 5 feet offsets from lip on asphalt, center lane strip, centerline, and beginning and end of driveways.

Glenbrook-Melrose Sewer Rehabilitation Project, Hillsborough

Rob was Principal Surveyor for Phase 2 of this project that involved the replacement of existing sanitary sewer main that had been installed along a creek bank with slopes exceeding 50 percent adjacent to Parrot Drive. Rob reviewed all field survey for the 3,000 linear feet of existing sewer along the creek and 4,800 linear feet of existing sewer in the roadway to ensure complete and accurate data was delivered to the design team.

Centennial Trail Project, South San Francisco

Rob was responsible for every aspect from records research to review of the final topographic survey to ensure complete and accurate delivery to the project design team. The project is located over a BART tunnel. While the parcels were purchased to construct BART when the tunnel was constructed, the property where the park will be situated was not located within a single combined parcel. Accurate mapping of these parcels and any easements was critical to ensure the park was constructed in the correct location; Rob provided detailed mapping review to confirm the accuracy of the project mapping.

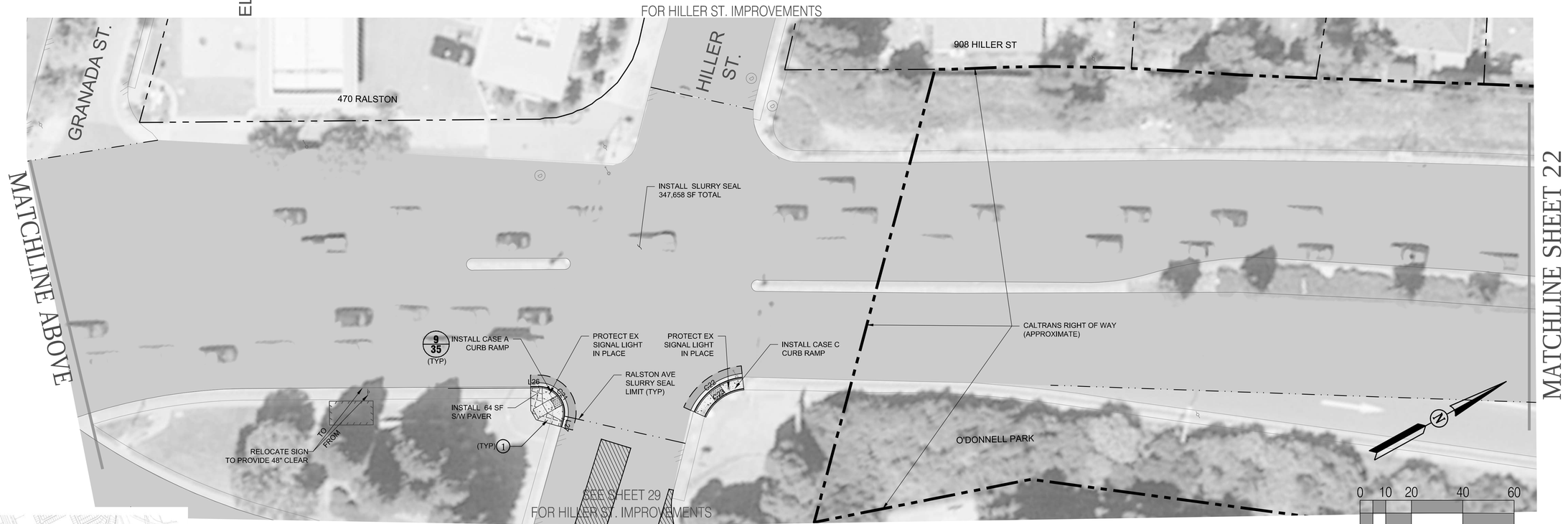
Monument Preservation, South San Francisco

Rob was Principal Surveyor overseeing Phase 2 of this multi-phased project. Phase 2 includes surveying the existing monuments and buried railroad spikes to check their precision in relation to record mapping, surveying the location of replacement monuments and filing the appropriate record(s) of survey to document the new monuments.

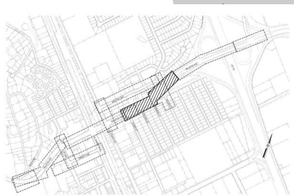
EXHIBIT A

RALSTON AVENUE
Scale: 1"=20' Horizontal

SEE SHEET 29
FOR HILLER ST. IMPROVEMENTS



RALSTON AVENUE
Scale: 1"=20' Horizontal



NOTES:

1. SLOPES ARE APPROXIMATE AND SHOWN FOR REFERENCE. CONTRACTOR TO USE GRADES FOR CONSTRUCTION.
2. PROVIDE SMOOTH TRANSITION ALONG GRADE BREAKS, RIDGES, AND GRADE TRANSITIONS.
3. PROVIDE SMOOTH TRANSITION IN LINE AND GRADE BETWEEN EXISTING AND PROPOSED IMPROVEMENTS.
4. ALL SIGNAGE SHALL FOLLOW CITY OF BELMONT STANDARD DETAILS FOR CLEARANCE AROUND THE SIGN. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY REQUIRED CLEARING AROUND THE SIGNAGE WITH COORDINATION FROM THE CITY.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR REPLACING ANY REMOVED OR DAMAGED STRIPING IN KIND AND/OR AS SHOWN ON THE SIGNAGE AND STRIPING PLAN IN AREAS WHERE THE EXISTING STRIPING AND PROPOSED STRIPING PLAN DIFFER, THE PROPOSED STRIPING PLAN SHALL GOVERN.

PT No.	ELEVATION	DESCRIPTION	NORTHING	EASTING
100	100.00	SET CUT X	2017305.13	6047158.26
101	100.86	SET CUT X	2017371.63	6047094.00

KEY NOTES:

1. CONTRACTOR SHALL INSTALL PAVERS, CONCRETE SIDEWALK, TREE GRATES, BENCHES, TRASH RECEPTACLES AND BIKE RACKS AS SHOWN ON GATES & ASSOCIATES PLANS IN SPECIFICATIONS. ACTUAL LOCATIONS TO BE VERIFIED IN FIELD.

WILSEY HAM
Engineering, Surveying & Planning
3130 La Selva Street, Suite 100
San Mateo, CA 94403
650.349.2151
wilseyham.com

CALL UTILITY NOTIFICATION CENTER OF CALIFORNIA
811
Know what's below. Call before you dig.
CALL 2 BUSINESS DAYS IN ADVANCE BEFORE YOU DIG, GRADE, OR EXCAVATE FOR THE MARKING OF UNDERGROUND MEMBER UTILITIES.

AGENCY INDEX

SAN MATEO FIRE CONSOLIDATION	(650) 522-7000
CITY OF BELMONT - PUBLIC WORKS	(650) 595-7425
CITY OF BELMONT - POLICE	(650) 595-7400
AT&T	(800) 210-2355
PACIFIC GAS & ELECTRIC	(800) 743-5000
MID PENINSULA WATER DISTRICT	(650) 591-8941
COMCAST	(800) 266-2278
RECOLOGY - GARBAGE/RECYCLING	(650) 595-3900
SAN MATEO COUNTY TRANSIT DISTRICT	(800) 660-4287

REGISTERED PROFESSIONAL ENGINEER SETH A. WARREN 83281 CIVIL STATE OF CALIFORNIA

No.	Revision	Date	By	Chkd
1	CALTRANS 0419-NMC-0220 COMMENTS	05-15-2019	SM	JP
2	CALTRANS 0419-NMC-1276 COMMENTS	06-21-2019	SM	SAW
3	CALTRANS 0419-NMC-1276 COMMENTS	07-10-2019	SM	SAW

Date: JULY 17, 2019
Drawn By: PJB
Designed By: SM

RALSTON AVENUE

DEPARTMENT OF PUBLIC WORKS
CORRIDOR IMPROVEMENT PLAN SEGMENT
1 & 2

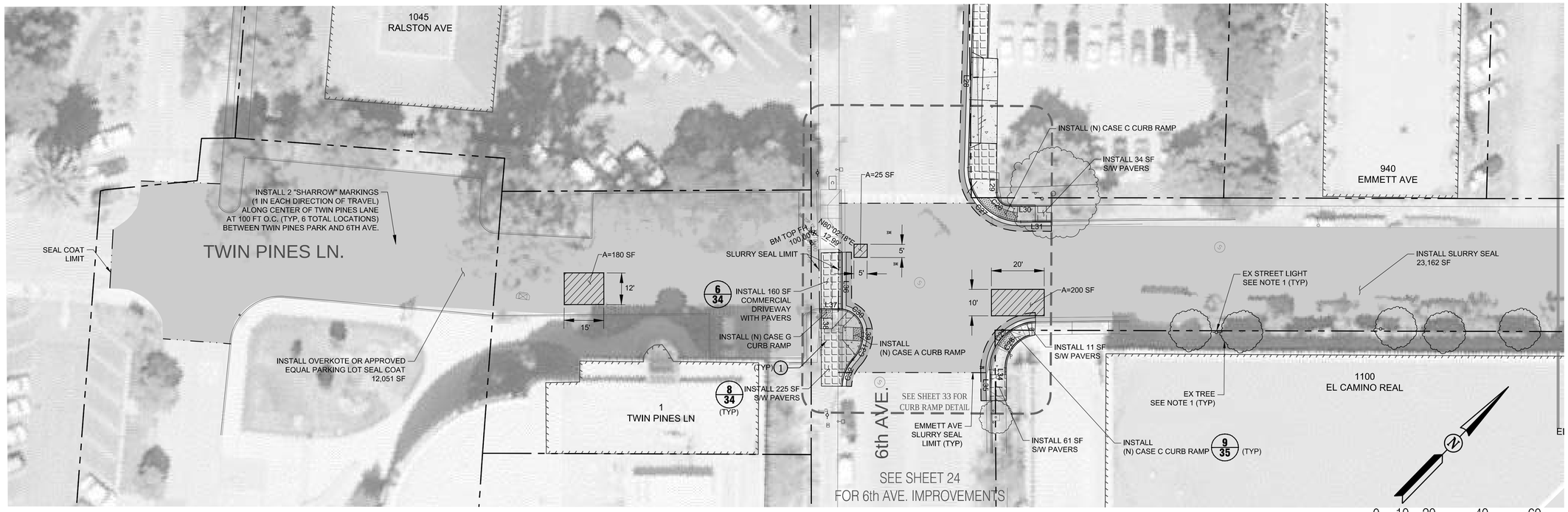
CITY OF BELMONT
BELMONT, CALIFORNIA

SCALE:
AS SHOWN

SHEET:
21 OF 43

File: H:\1020\TIKM\1020.001 TIKM Belmont Ralston Ave Corridor Improvements Segment 1\Engineering\Construction Drawings\19-23 Ralston Ave.dwg Plotted: 7-17-19 @ 04:34:38 PM By: smandalka

EXHIBIT A

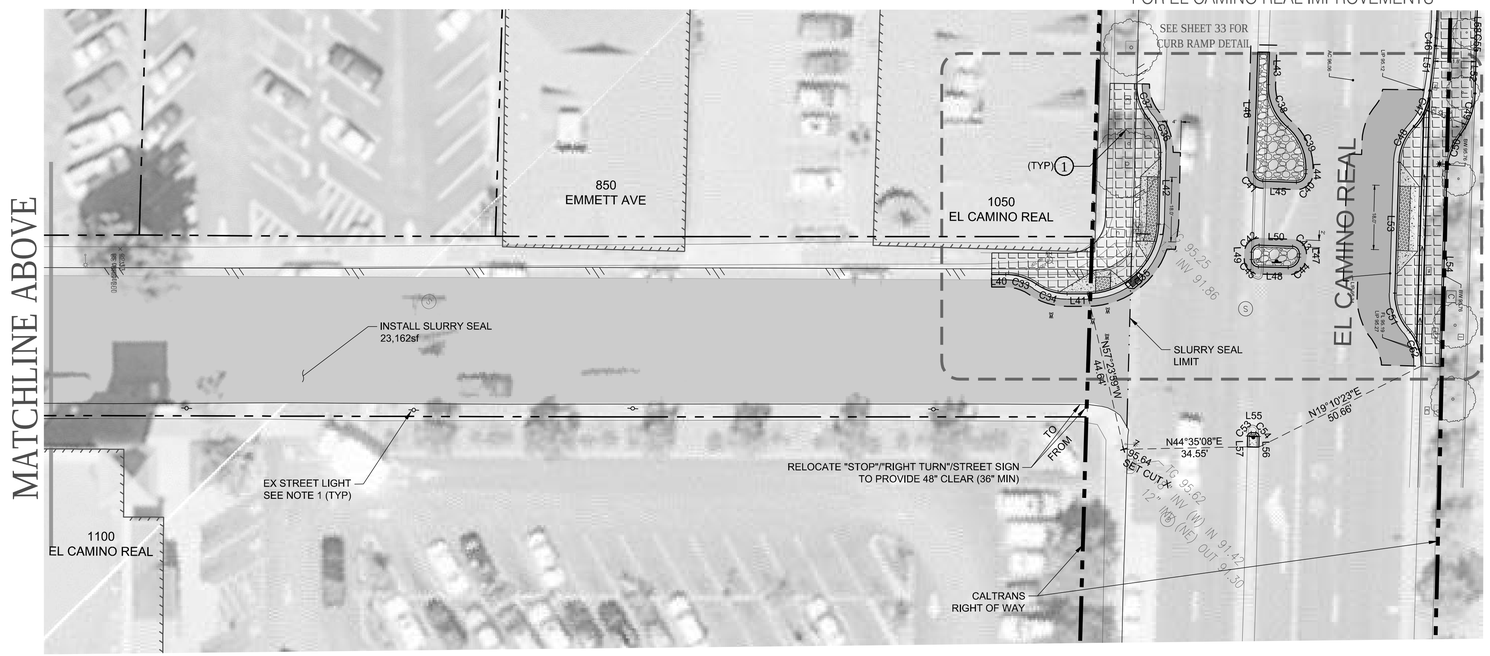


TWIN PINES LANE & EMMETT AVENUE

Scale: 1"=20' Horizontal

PT No.	ELEVATION	DESCRIPTION	NORTHING	EASTING
6	100.00	BM TOP FH	2016175.84	6046426.12
7	95.64	SET CUT X	2016548.67	6046875.28

SEE SHEET 26
FOR EL CAMINO REAL IMPROVEMENTS



EMMETT AVENUE

Scale: 1"=20' Horizontal

NOTES:

1. ADA PATH OF TRAVEL CLEAR WIDTH REDUCED TO 3 FT AROUND 6 EXISTING STREET LIGHTS AND 5 EXISTING TREES BETWEEN 6TH AVE AND EL CAMINO REAL.
2. SLOPES ARE APPROXIMATE AND SHOWN FOR REFERENCE. CONTRACTOR TO USE GRADES FOR CONSTRUCTION.
3. PROVIDE SMOOTH TRANSITION ALONG GRADE BREAKS, RIDGES, AND GRADE TRANSITIONS.
4. PROVIDE SMOOTH TRANSITION IN LINE AND GRADE BETWEEN EXISTING AND PROPOSED IMPROVEMENTS.
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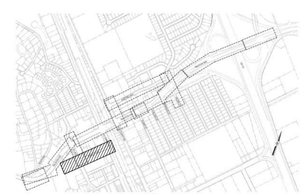
KEY NOTES:

1. CONTRACTOR SHALL INSTALL PAVERS, CONCRETE SIDEWALK, TREE GRATES, BENCHES, TRASH RECEPTACLES AND BIKE RACKS AS SHOWN ON GATES & ASSOCIATES PLANS IN SPECIFICATIONS. ACTUAL LOCATIONS TO BE VERIFIED IN FIELD.



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Date: JULY 17, 2019
Drawn By: PJB
Designed By: SM

TWIN PINES LANE & EMMETT AVENUE

DEPARTMENT OF PUBLIC WORKS
CORRIDOR IMPROVEMENT PLAN SEGMENT 1 & 2

CITY OF BELMONT
BELMONT, CALIFORNIA

SCALE: AS SHOWN

SHEET: 25 OF 43

File: H:\1020-TFKM 1020-001 TFKM Belmont Ralston Ave Corridor Improvements Segment 1\Engineering\Construction Drawings\25 Emmett S.dwg, Plotted: 7-17-19 @ 04:24:29 PM By: smandalka

City Council Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: Notice of Completion for the 2020-2021 Street Resurfacing Project

Recommended Action

Staff recommends that the City Council authorize the filing of the Notice of Completion and accept the improvements completed in compliance with the construction contract for the 2020-21 Street Resurfacing project.

Background

On July 10, 2023, the City Council authorized the award of a construction contract to Roadway Construction, Inc. of San Francisco, California, in the amount of $3,060,002.50 for the 2020-21 Street Resurfacing project. The scope of work included the construction of concrete curb ramps at certain intersections to comply with the American's with Disabilities Act (ADA), pavement base failure repair, asphalt concrete (AC) overlay, and pavement reconstruction. The project rehabilitated approximately 1.56 centerline miles of city streets. Segments of Blossom Court, Cameo Court, Dennis Drive, Higate Drive, Hillside Boulevard, Parkrose Avenue, San Fernando Way, and Stafford Street were improved. These streets were selected by a comprehensive evaluation through the City's Pavement Management Program, recommendations from the Street Maintenance Division, fund availability, and coordination with other planned City and Utility Company projects.

Discussion

Roadway Construction, Inc. has completed all improvements required by the construction contract documents for a total amount of $2,808,214.58, including two change orders totaling ($251,787.92). The original contract award was for $3,060,002.50. The decrease in price of 8.23% between the original and final contract amounts was due to final quantity adjustments for the project.

Fiscal Impact

The contract was completed in the total amount of $2,808,214.58 with funds available in Transportation Fund CIP project accounts 17-312-580 – Street Resurfacing (20/21), Water Fund project account 41-385-617, and Sanitation Fund project account 87-920-617.

Summary/Conclusion

The contractor's work is now complete and acceptable for City maintenance. Staff recommends that the City Council authorize the filing of the Notice of Completion and accept the completed improvements for the City's maintenance.

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

Respectfully submitted,

Alexander Yuen
Civil Engineering Associate

Richard Chiu, Jr.
Director of Public Works

Attachments:

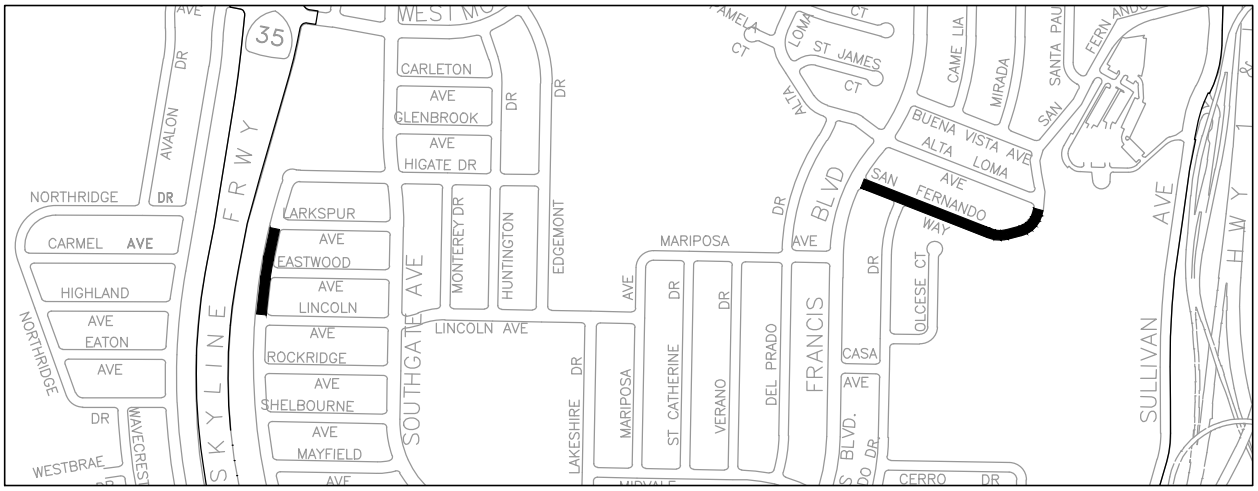
1. Project Location Map – 2020-21 Street Resurfacing
2. Resolution
3. Notice of Completion

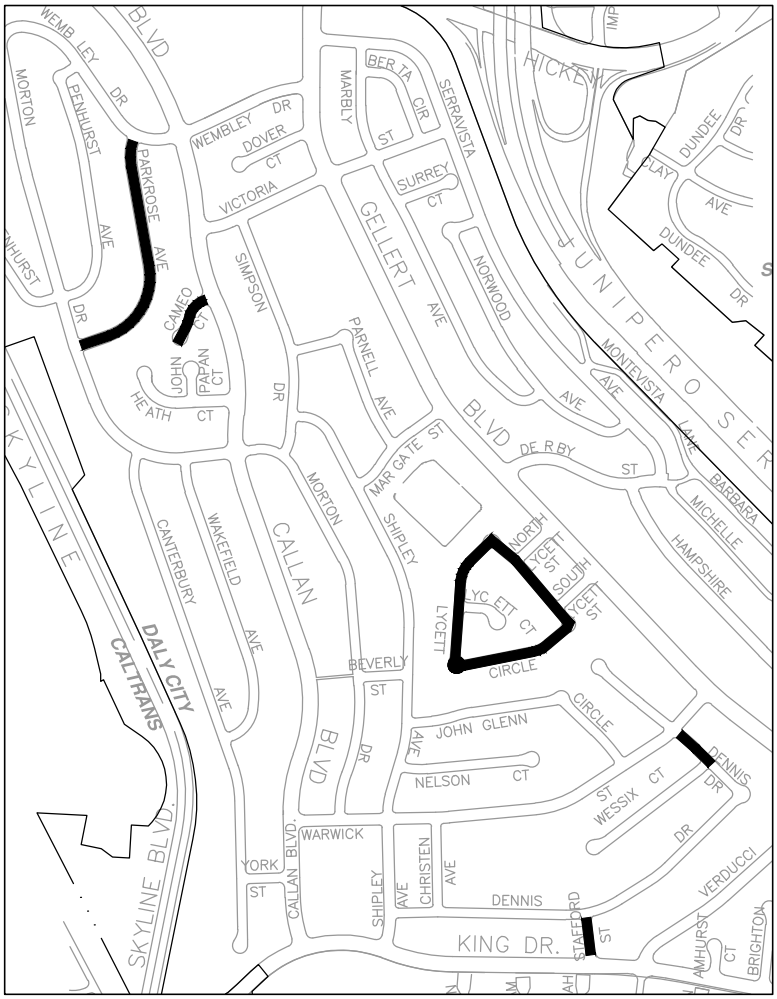
CITY OF DALY CITY

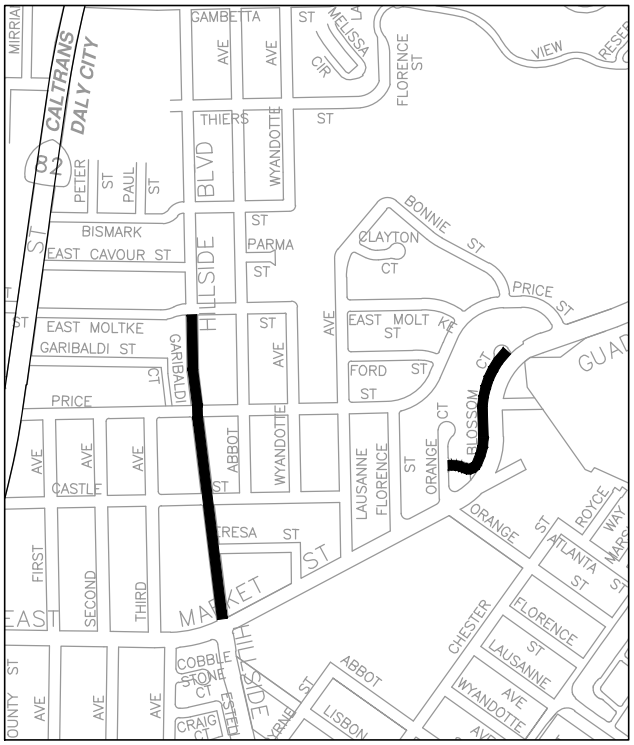
SAN MATEO COUNTY, CALIFORNIA

PROJECT LOCATION MAP OF

2020-21 STREET RESURFACING







LEGEND

SELECTED STREET SECTION

0 500 1000 2000 Feet

1" = 1000'-0"

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DALY CITY ACCEPTING COMPLETION OF CERTAIN PROJECT IN THE DEPARTMENT OF PUBLIC WORKS

(2020-2021 Street Resurfacing Project)

A. The Project Manager has advised that the project set forth hereinafter has been completed in accordance with the terms of the contract with the City of Daly City and Roadway Construction, Inc., a CA Corporation.

B. The City Council of the City of Daly City desires to acknowledge the completion of such project so that notice of completion may be given.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Daly City that pursuant to the above, the City of Daly City does hereby accept as complete the following described project:

2020-2021 STREET RESURFACING PROJECT

BE IT FURTHER RESOLVED by the City Council of the City of Daly City that said project be, and it is hereby accepted as complete, and at the expiration of fifty-five (55) days from this date, final payment in connection with this project be, and it is hereby authorized, provided that all statutory liens, claims and withholds are satisfied pursuant to law.

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 _____, 2024, by the following vote of the members thereof:

AYES, and in favor thereof, Councilmembers: _____

_____

NOES, Councilmembers: _____

ABSENT, Councilmembers: _____

_____

CITY CLERK OF THE CITY OF DALY CITY

APPROVED:

_____

MAYOR OF THE CITY OF DALY CITY

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

OFFICE OF THE CITY CLERK
CITY OF DALY CITY
333 - 90th Street
Daly City, California 94015

Notice of Completion

NOTICE IS HEREBY GIVEN as follows:

1. The date of completion of the work of improvement is: June 24, 2024

2. The owner of the work of improvements is: City of Daly City, a Municipal Corporation.

3. The address of the owner of the work of improvement is: City Hall
333 - 90th Street
Daly City, California 94015

4. The nature of the owner's interest or estate is: In fee.

5. The work of improvement is located in Daly City, California, and is particularly described as follows:

2020-21 STREET RESURFACING

The name of the original contractor for the work of improvement is:

Roadway Construction, Inc.
50 California St., Ste 1500
San Francisco, CA 94111

Dated:_____

The undersigned, being duly sworn, says: That he is the owner of the aforesaid interest or estate in the property described in the foregoing notice; that he has read the same, and knows the contents thereof, and that the facts stated therein are true.

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.

CITY OF DALY CITY, OWNER

_____
Richard Chiu, Jr., Public Works Director

STATE OF CALIFORNIA,

COUNTY OF SAN MATEO } SS.

Subscribed and sworn to (or affirmed) before me on this _____day of _____, 2024,

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

Signature _____

_____
Name (Typed or Printed)
Notary Public in and for said County and State

City Council Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: **Final Acceptance of the Subdivision Improvements for Major Subdivision SUB-05-19-14055 Midway – Bayshore – Phase 1**

Recommended Action

Staff recommends that the City Council adopt a resolution to accept the completion of subdivision improvements for Major Subdivision SUB-05-19-14055, the Midway – Bayshore – Phase 1 project, and authorize the release of security deposit in accordance with the Subdivision Improvement Agreement.

Background

On June 8, 2020, the City Council approved the Master Plan for the Midway Village Housing Complex and David R. Rowe Park redevelopment, a new mixed-use development of 555 affordable residential units consisting of 20 for-sale townhomes, 49 for-rent townhomes, 486 rental apartment units, a new child-care facility, community center, office space for property management, and recreational facilities in a revised street system, together with the relocation of David R. Rowe Park on an approximately 11.75-acre property.

On June 14, 2021, the City Council approved the Subdivision Improvement Agreement and Parcel Map for Major Subdivision SUB-05-19-14055, the Midway – Bayshore – Phase 1 project located at 80 Park Street, subject to the project's Conditions of Approval. The Midway – Bayshore – Phase 1 project, developed by MP Midway Associates I, L.P. (Developer), included 147 affordable rental apartment units on the existing location of David R. Rowe Park. The Subdivision Improvement Agreement and bonds associated with the work were originally executed and provided by the Developer.

Subdivision improvements associated with the construction of the project included, but were not limited to, streets, sidewalks, grading and drainage, water, sanitary sewer (managed by the Bayshore Sanitary District), lighting, landscaping, utilities, and joint trench. The total value of the subdivision improvements is $4,502,043.75.

Discussion

The Developer has completed the construction of improvements in accordance with the Subdivision Improvement Agreement, the plans and specifications, and to the satisfaction of the Acting City Engineer.

The Developer provided bonds in the amount of $4,502,043.75, which may now be released in accordance with the terms of the Subdivision Improvement Agreement. A warranty security deposit in the amount of $450,204.38 will be required and held for a one-year period, in the event that any of the improvements fail within that time.

Fiscal Impact

There is no fiscal impact to the City as a result of this action.

Summary/Conclusion

Staff recommends that the City Council adopt a resolution to accept the completion of subdivision improvements for Major Subdivision SUB-05-19-14055, the Midway – Bayshore – Phase 1 project, and authorize the release of security deposit in accordance with the Subdivision Improvement Agreement

Respectfully submitted,

Alexander Yuen
Civil Engineering Associate

Richard Chiu, Jr.
Director of Public Works

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: **Adoption of Appropriations Limitation**

Recommended Action

Adopt a resolution establishing Appropriations Limitation for Fiscal Year 2025.

Discussion

As required by Article XIIIB of the State Constitution, the City must adopt an appropriations limit for the following fiscal year. By resolution of June 3, 2024, Council established its intent to adopt the appropriations limitation for FY 2025.

The attached calculations establishing the proceeds of taxes and appropriations limit for FY 2025 have been online at www.dalycity.org and on file in the Finance Department since Friday, June 7, 2024, for public inspection and appropriate notice has been posted by the City Clerk.

Summary/Conclusion

Staff recommends that the Council adopt a Resolution establishing the City's Appropriations Limitation for FY 2025.

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

Respectfully submitted,

Amanda Halbur
Assistant Director of Finance and Administrative Services

Attachment: FY 2025 Daly City Summary of Calculations

City of Daly City
Adjusted Summary of Calculations
Gann Appropriation Limit for 2024-2025

Change in California Per Capita Personal Income	1.0362
Change in Population*	0.9950
Change Factor (1.0362 x 0.9950)	1.0310
1978-79 Base Year Appropriation Limit	$ 16,955,771
'Multiplied by Cumulative Change Factor (8.2274 x 1.0310)	8.4826
2024-2025 Appropriation Limit	$ 143,828,305

Application of Gann Appropriation Limit
To Fiscal Year 2024-2025

Total Gann Appropriation Limit	$ 143,828,305
Estimated Proceeds of Taxes	98,216,214
Estimated Proceeds of Taxes Under Limit by	$ 45,612,091

* The population change for San Mateo County
was used because it was higher than the change for Daly City.
This was done to get higher appropriation limits.
(per recommendation by auditors Maze & Associates)

Council Agenda Report

Item #

Meeting Date: June 24, 2024

Subject: Adoption of Comprehensive Operating and Capital Budgets for Fiscal Year 2025

Recommended Action

Adoption of the Comprehensive Operating and Capital Budgets for Fiscal Year (FY) 2025.

Discussion

Due to the COVID-19 pandemic and ongoing economic uncertainties, the City switched to a one-year budget cycle starting in FY 2021. Since then, staff has continued to monitor and evaluate the economic climate and has opted to develop one-year Comprehensive Operating and Capital budgets for each year including this year's FY 2025 budget. The budget presented for your consideration and adoption was shown to Council during the June 3, 2024 Council meeting.

Operating Budget

The Finance Department, in conjunction with each of the City Departments, developed the FY 2025 Proposed Operating Budget by carefully reviewing revenues and expenditures in previous and current fiscal years to forecast the needs for FY 2025. Additionally, the City held two Budget Study Sessions on March 2, 2024 and May 1, 2024, in which the City Council provided direction to staff on what priorities to include in the creation of the FY 2025 budget. Although Departmental budget increases had been minimized in each budget area, Finance staff found, during the development of the budget, that projected expenses were estimating higher than projected revenues. Thus, all City departments were asked to commit to reducing their discretionary operating expenditures by 3% for FY 2024 and the practice carried forward in planning FY 2025. With the recommended adoption of the FY 2025 Operating Budget, the General Fund reserve level would remain above the preferred reserve level of 3 months set by the City Council.

City staff recommends that the City Council adopt budgets for all the City funds including the General Fund, the Enterprise Funds, and all other non-General Funds. First, the overall operating budget for General Fund revenues for FY 2025 is recommended to be $119,803,362, and the overall operating budget for General Fund expenditures is recommended to be $122,865,727 with an additional $2,645,000 budgeted for capital improvement project contributions for a total general fund expenditure budget of $125,510,727. This equates to a budgeted General Fund deficit of $5,707,365.

General Fund FY 2025	
Operating Revenues	$119,803,362
Operating Expenditures	$122,865,727
Operating Surplus/(Deficit)	**($3,062,365)**
Capital Improvement Contribution	$2,645,000
Total Surplus/(Deficit)	**($5,707,365)**

With regards to the Enterprise Funds, the operating budget for the Water Fund revenues for FY 2025 is recommended to be $31,706,833 and the operating budget for expenditures for the Water Fund is

recommended to be $23,858,880 with an additional $3,400,000 budget for capital improvement projects for a total expenditure budget of $27,258,880 equating to a budgeted surplus of $4,447,953. The Sanitation Fund operating budget for revenues for FY 2025 is recommended to be $34,182,586, and the operating budget for expenditures for the Sanitation Fund are recommended to be $33,729,018 with an additional $3,410,000 budget for capital improvement projects for a total expenditure budget request of $37,139,018 equating to a budgeted deficit of $2,956,432.

Water Fund FY 2025	
Operating Revenues	$31,706,833
Operating Expenditures	$23,858,880
Operating Surplus/(Deficit)	**$7,847,953**
Capital Improvement Contribution	$3,400,000
Total Surplus/(Deficit)	**$4,447,953**

Sanitation Fund FY 2025	
Operating Revenues	$34,182,586
Operating Expenditures	$33,729,018
Operating Surplus/(Deficit)	**$453,568**
Capital Improvement Contribution	$3,410,000
Total Surplus/(Deficit)	**($2,956,432)**

The total operating budget for revenues in the Non-General Funds is recommended to be $112,158,206, and the total Non-General Funds operating budget for expenditures is recommended to be $101,745,157. The overall City-wide operating revenues budget is recommended to be $231,961,568, and the City-wide operating expenditures budget is recommended to be $227,255,884. The detail of the recommended City-wide Operating Budget for FY 2025 can be found in Attachment A.

As part of the General Fund operating budgets outlined above, staff recommends that the previously approved Measure Q funded programs continue in FY 2025. These programs include staffing Fire Engine 95, a pilot Restorative Justice Program, Community Wellness and Crisis Response Team Pilot Program, Body Worn and Patrol Vehicle Camera Program, and Library and Recreation programs. This includes 9 FTE in Fire, 3 FTE along with the equivalent of .7 FTE in hourly positions in Library, and 4 FTE along with the equivalent of 2.2 FTE in hourly positions in Recreation. This results in 16 FTE and the equivalent of 2.9 FTE in hourly positions for an equivalent of 18.9 FTE. The total for the existing programs costs result in budgeted Measure Q expenditures totaling $5,731,727 in FY 2025.

During the FY 2025 budget process, staff identified positional changes that were needed to better align to department needs. As part of the budget recommendations, staff recommended amending the following budgeted positions: This would result in no new net positions.

- Reclassify one (1) Lead Public Works Maintenance Worker (Parks) with Public Works Field Supervisor and maintain at Range U053 of the Miscellaneous/Unrepresented salary schedule.
- Reclassify one (1) Lead Public Works Maintenance Worker (Building) with Public Works Field Supervisor and maintain at Range U053 of the Miscellaneous/Unrepresented salary schedule.
- Add one (1) Assistant Director of Public Works and assign to Range M359 of the Executive Management salary schedule.
- Reclassify one (1) Plant & Equipment Maintenance Manager with Water/Wastewater Maintenance Manager and assign to Range U112 of the Miscellaneous/Unrepresented salary schedule.
- Eliminate one (1) Distribution System Manager

Capital Budget

In addition to the City-wide operating revenue and expenditure budget requests, staff is recommending the adoption of Capital Project expenditures totaling $3,400,000 from the Water Fund, $3,410,000 from the Sanitation Fund and $15,852,848 from various funding sources for General Capital Projects for an overall capital budget total of $19,602,848 in FY 2025. The proposed Capital Project budget includes 12 Water projects, 11 Sanitation projects, and 29 General Capital Projects for various Traffic and Transportation, Facilities, Mussel Rock, Parks, and Stormwater projects. Of the 29 General Capital Projects, 11 are to be funded with General Fund contributions for a total of $2,645,000. The remaining projects will utilize Enterprise Funds, Gas Tax Funds, Developer Fees, and Grants.

The detail of the recommended Capital Improvement Budget for FY 2025 can be found in Attachment B.

Summary/Conclusion

Staff recommends that the City Council adopt the Comprehensive Operating and Capital Budgets for Fiscal Year 2025.

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

Respectfully submitted,

Timothy J. Nevin
Director of Finance and
Administrative Services

Thomas J Piccolotti
City Manager

Attachment A: Proposed Operating Budget for Fiscal Year 2025
Attachment B: Proposed Capital Improvement Program Budget for Fiscal Year 2025

CITY OF DALY CITY
COMPARISON OF EXPENDITURE BUDGETS

GENERAL FUND	ACTUAL 2022	ACTUAL 2023	BUDGET 2024	RECOMMENDED 2025	Dollar Change	% Change
City Attorney						
City Attorney	1,347,794	1,469,045	1,535,782	1,558,833	23,051	2%
Measure Q - City Attorney	-	-	500,000	500,000	-	0%
Total City Attorney	1,347,794	1,469,045	2,035,782	2,058,833	23,051	1%
City Clerk	630,349	858,331	748,505	910,304	161,799	22%
City Council	285,956	354,519	454,326	442,729	(11,597)	-3%
City Manager						
City Manager Administration	1,902,998	1,931,924	2,714,755	2,704,572	(10,183)	0%
Community Sustainability	34,626	21,945	111,277	114,149	2,873	3%
Community Service Center	329,715	56,033	33,875	36,144	2,268	7%
Total City Manager	2,267,339	2,009,902	2,859,907	2,854,865	(5,042)	0%
City Treasurer	46,890	44,842	68,824	71,320	2,496	4%
Economic & Community Development						
Administration	1,582,569	945,522	1,385,335	772,520	(612,815)	-44%
C&D Support Services	-	4,706	277,945	96,000	(181,945)	100%
Planning & Zoning	1,060,476	1,184,235	1,472,039	1,437,362	(34,677)	-2%
Building	2,020,471	2,048,369	2,457,171	2,420,660	(36,511)	-1%
Code Enforcement	712,096	622,555	1,005,904	834,754	(171,150)	-17%
RDA Successor Agency	3,647	3,698	3,803	3,917	114	3%
Total Economic & Community Devel	5,379,260	4,809,084	6,602,197	5,565,213	(1,036,984)	-16%
Finance-Admin/Accounting	3,324,181	3,688,524	4,157,949	4,209,641	51,692	1%
Fire						
Fire Serivces	26,448,542	26,921,975	28,206,145	27,765,244	(440,901)	-2%
Measure Q- Fire	2,632,226	3,351,191	3,254,903	2,956,230	(298,673)	-9%
Total Fire	29,080,768	30,273,167	31,461,047	30,721,474	(739,574)	-2%
Human Resources	1,385,560	1,601,114	1,736,200	1,862,132	125,932	7%
Libray						
Library	4,113,818	4,315,160	4,902,888	5,093,260	190,372	4%
Measure Q - Library	172,040	374,082	479,729	528,478	48,749	10%
Total Library & Recreation	4,285,858	4,689,243	5,382,618	5,621,738	239,120	4%
Police						
Police Services	39,715,457	40,018,652	49,454,200	49,047,506	(406,694)	-1%
Citizens' Option for Public Safety	309,154	-	-	-	-	0%
Measure Q - Police	170,405	403,459	754,299	793,414	39,115	5%
Total Police	40,195,016	40,422,112	50,208,499	49,840,920	(367,579)	-1%
Public Works						
Administration	430,674	533,548	932,278	871,968	(60,310)	-6%
Engineering	2,609,194	2,318,264	3,789,625	3,221,123	(568,503)	-15%
Parks Maintenance	2,978,503	3,355,258	3,926,374	3,990,056	63,681	2%
Supplemental Interfund Transfer	1,594,422	1,690,563	2,161,851	2,267,734	105,883	5%
Total Public Works	7,612,793	7,897,633	10,810,129	10,350,881	(459,249)	-4%
Recreation						
Recreation	8,345,394	9,604,723	10,955,715	11,434,144	478,430	4%
Measure Q-Recreation	495,423	574,208	891,699	767,741	(123,958)	-14%
Total Recreation	8,840,817	10,178,930	11,847,413	12,201,885	354,472	(0)
Nondepartmental	4,630,170	5,551,567	3,579,903	(1,201,206)	(4,781,109)	-134%
Total Non-Departmental	4,630,170	5,551,567	3,579,903	(1,201,206)	(4,781,109)	-134%
TOTAL GENERAL FUND	**$ 109,312,751**	**$ 113,848,012**	**$ 131,953,299**	**$ 125,510,727**	**(6,442,571)**	**-5%**

CITY OF DALY CITY

COMPARISON OF EXPENDITURE BUDGETS

	ACTUAL 2022	ACTUAL 2023	BUDGET 2024	RECOMMENDED 2025	Dollar Change	% Change
SPECIAL REVENUE						
City Loan Repayment	1,187,765	1,235,632	1,285,246	1,326,627	41,381	3%
Housing Agency						
Housing Finance Agency	4,035,401	87,912	5,515,301	87,500	(5,427,801)	-98%
20% Housing Set Aside	173,647	131,945	302,930	891,965	589,035	194%
Total Housing Agency	4,209,047	219,857	5,818,231	979,465	(4,838,766)	-83%
Community Block Grant:	1,642,669	1,966,383	1,810,456	-	(1,810,456)	-100%
Linda Vista Benefit Assessment	19,295	24,401	27,366	29,830	2,464	9%
Traffic Safety	8,825	17,967	33,543	33,543	-	0%
Traffic Enforcement	-	-	500,000	685,796	185,796	37%
Grants	1,360,224	1,648,846	12,355,818	260,889	(12,094,929)	-98%
Special Deposits	120	4,700	6,500	6,500	-	0%
Redevelopment - J.S./Mission	-	-	-	-	-	0%
Redevelopment - Bayshore	8,984	59,414	17,800	22,300	4,500	25%
TOTAL SPECIAL REVENUE	**$ 8,436,929**	**$ 5,177,201**	**$ 21,854,960**	**$ 3,344,949**	**(18,510,011)**	**-85%**
CAPITAL PROJECTS						
Transportation (Gas Tax)	12,868,906	10,860,027	43,534,595	6,769,038	(36,765,557)	-84%
Measure A	265,739	944,511	11,061,626	2,750	(11,058,876)	-100%
Measure W	16,747	915,214	3,278,779	2,750	(3,276,029)	-100%
AB1600	443,084	436,089	4,140,256	-	(4,140,256)	-100%
Capital Outlay	3,750,550	2,534,323	38,499,126	-	(38,499,126)	-100%
Major Facility Improvements	251,736	469,182	11,051,317	-	(11,051,317)	-100%
TOTAL CAPITAL PROJECTS	**$ 17,596,763**	**$ 16,159,346**	**$ 111,565,699**	**$ 6,774,538**	**(104,791,161)**	**-94%**
ENTERPRISE						
Water Utility	18,614,316	24,498,161	45,741,248	23,858,880	(21,882,368)	-48%
Civic Center	976,484	1,034,109	1,620,713	1,147,490	(473,223)	-29%
Transfer Station	114,580	114,580	120,309	125,274	4,965	4%
Sanitation District	24,516,752	33,492,621	53,365,148	33,729,018	(19,636,130)	-37%
TOTAL ENTERPRISE	**$ 44,222,132**	**$ 59,139,471**	**$ 100,847,418**	**$ 58,860,662**	**(41,986,756)**	**-42%**
INTERNAL SERVICE FUNDS						
Pension Bonds	4,241,326	5,398,293	4,586,122	-	(4,586,122)	-100%
Motor Vehicles	5,874,878	8,557,599	11,102,105	9,851,994	(1,250,111)	-11%
Central Services	230,390	256,716	268,089	276,005	7,916	3%
PBX - Telephones	234,355	253,401	353,228	224,259	(128,970)	-37%
Building Maintenance	5,049,156	5,806,649	6,870,423	6,844,569	(25,855)	0%
Information Services	3,672,219	4,348,410	7,358,581	5,194,143	(2,164,438)	-29%
Retiree Health	-	-	-	-	-	0%
Pension UAL Fund	-	-	-	-	-	0%
Self Insurance	6,994,951	6,936,536	9,559,765	10,374,039	814,273	9%
TOTAL INTERNAL SERVICE	**$ 26,297,276**	**$ 31,557,603**	**$ 40,098,313**	**$ 32,765,007**	**(7,333,306)**	**-18%**
COMBINED EXPENDITURE TOTAL	**$ 205,865,851**	**$ 225,881,633**	**$ 406,319,689**	**$ 227,255,884**	**(179,063,804)**	**-44%**

CITY OF DALY CITY
COMPARISON OF REVENUE BUDGETS

GENERAL FUND	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	Dollar Change	% Change
Property Tax						
Property Tax	34,653,593	34,566,846	36,863,797	39,408,371	2,544,574	7%
Vehicle License Fee	11,481,768	15,125,990	10,000,000	9,600,000	(400,000)	-4%
Total Property Tax	46,135,361	49,692,836	46,863,797	49,008,371	2,144,574	5%
Sales Tax						
General Sales Tax	15,837,169	17,069,005	17,571,600	18,293,700	722,100	4%
Measure Q	8,320,000	8,705,750	9,270,000	9,594,000	324,000	3%
Total Sales Tax	24,157,170	25,774,755	26,841,600	27,887,700	1,046,100	4%
Utility Users Tax	6,008,575	6,934,379	5,577,431	6,063,335	485,904	9%
Franchise Fees	4,909,174	5,016,119	5,268,569	5,430,734	162,165	3%
Business License Taxes	5,710,744	5,784,521	6,090,270	6,445,920	355,650	6%
Other Taxes	1,352,043	1,686,355	1,576,328	1,812,803	236,475	15%
Licenses and Permits	3,015,932	2,672,412	2,319,135	2,575,635	256,500	11%
Fines and Forfeitures	2,263,332	2,617,133	4,643,022	2,075,867	(2,567,155)	-55%
Rents and Interest	(1,525,067)	3,078,457	2,251,859	2,670,651	418,792	19%
From Other Agencies*	10,636,369	7,590,929	11,754,985	3,747,500	(8,007,485)	-68%
Charges and Fees	5,724,417	5,107,784	5,876,628	5,696,331	(180,297)	-3%
Program Fees	921,753	1,407,217	1,696,355	1,569,504	(126,851)	-7%
Miscellaneous	3,351,321	1,422,212	503,514	398,318	(105,196)	-21%
Interfund Transfers	4,895,990	4,473,353	4,260,469	4,420,693	160,224	4%
TOTAL GENERAL FUND	**$ 117,557,113**	**$ 123,258,462**	**$ 125,523,962**	**$ 119,803,362**	**(5,720,600)**	**-5%**
SPECIAL REVENUE						
City Loan Repayment	-	-	-	-	-	0%
Housing Agency						
Housing Finance Authority	168,366	164,569	1,327,596	56,500	(1,271,096)	-96%
20% Housing Set Aside	4,235,256	259,883	262,011	262,059	48	0%
Total Housing Agency	4,403,622	424,453	1,589,607	318,559	(1,271,048)	-80%
Community Block Grant:	1,642,669	1,966,383	1,810,456	-	(1,810,456)	0%
Linda Vista Benefit Assessment	29,134	54,845	47,380	47,380	-	0%
Traffic Safety	27,252	33,360	16,632	16,632	-	0%
Traffic Enforcement	65,806	11,609	1,000	1,000	-	100%
Grants	1,848,347	918,073	12,398,569	273,389	(12,125,180)	-98%
Special Deposits	12,699	18,592	13,500	13,500	-	0%
Redevelopment - J.S./Mission	1,187,765	1,235,632	-	-	-	0%
Redevelopment - Bayshore	7,500	74,205	40,800	40,800	-	0%
TOTAL SPECIAL REVENUE	**$ 9,224,794**	**$ 4,737,150**	**$ 15,917,944**	**$ 711,260**	**(15,206,684)**	**-96%**

*Includes one time ARPA revenue

CITY OF DALY CITY
COMPARISON OF REVENUE BUDGETS

CAPITAL PROJECTS	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	BUDGET 2025	Dollar Change	% Change
Transportation (Gas Tax)	9,213,836	10,713,383	46,441,096	9,399,323	(37,041,773)	-80%
Measure A	7,426,405	2,903,581	2,713,954	2,685,000	(28,954)	-1%
Measure W	1,921,860	1,284,865	1,202,869	1,190,000	(12,869)	-1%
AB1600	757,038	289,589	566,723	566,723	-	0%
Capital Outlay	2,688,231	4,813,048	44,975,601	1,896,473	(43,079,128)	-96%
Major Facility Improvements	(329,732)	221,966	-	-	-	0%
TOTAL CAPITAL PROJECTS	**$ 21,677,639**	**$ 20,226,431**	**$ 95,900,242**	**$ 15,737,519**	**$ (80,162,723)**	**-84%**
ENTERPRISE						
Water Utility	26,160,776	29,409,352	32,064,776	31,706,833	(357,943)	-1%
Civic Center	1,363,586	1,433,157	1,064,083	1,140,897	76,814	7%
Transfer Station	114,580	114,580	120,309	125,274	4,965	4%
Sanitation District	28,789,466	33,452,429	33,595,038	34,182,586	587,549	2%
TOTAL ENTERPRISE	**$ 56,428,409**	**$ 64,409,518**	**$ 66,844,205**	**$ 67,155,591**	**311,385**	0%
INTERNAL SERVICE FUNDS						
Pension Bonds	4,759,037	5,018,067	4,610,002	-	(4,610,002)	-100%
Motor Vehicles	5,165,170	7,188,380	7,237,863	7,554,064	316,201	4%
Central Services	292,677	297,610	271,585	278,428	6,843	3%
PBX - Telephones	270,016	308,548	321,772	321,640	(131)	0%
Building Maintenance	5,350,724	6,162,299	6,200,930	6,532,562	331,632	5%
Information Services	3,222,048	3,768,439	4,191,472	4,805,540	614,068	15%
Retiree Health	-	-	-	-	-	0%
Pension UAL Fund	-	2,000,000	-	-	-	
Self Insurance	7,118,660	9,774,064	9,646,460	9,061,604	(584,856)	-6%
TOTAL INTERNAL SERVICE	**$ 26,178,331**	**$ 34,517,407**	**$ 32,480,083**	**$ 28,553,837**	**(3,926,247)**	**-12%**
COMBINED REVENUE TOTAL	**$ 231,066,285**	**$ 247,148,968**	**$ 336,666,437**	**$ 231,961,568**	**(104,704,869)**	**-31%**

Note: 2022, 2023 and 2024 totals include approved CIP, see attachment B for 2025 CIP totals

Attachment B: Proposed Capital Improvement Program Budget for Fiscal Year 2025

FY 2025 Capital Improvement Budget Request					
Status	Type	Account	Project Name	Funding Type	Amount
Exisiting	Facilities	31-313-511	CIVIC CENTER EMERGENCY GENERATOR REPLACEMENT	General Fund	270,000
Exisiting	Facilities	31-313-526	WESTLAKE LIBRARY HVAC AND ROOF REPLACEMENT REPAIRS	General Fund	(800,000)
New	Facilities	31-313-868	ADA FACILITY UPGRADE (2025-26)	General Fund	1,000,000
Exisiting	Facilities	31-300-939	CHILD CARE CENTER	Grant	2,465,546
New	Facilities	31-313-526	CITY FACILITIES DEFERRED MAINT	General Fund	125,000
New	Facilities	31-310-544	MUSSEL ROCK TRF BUILDING MAINT	General Fund	100,000
New	Facilities	31-313-524	CORP YARD ADMIN EXTERIOR WALL	General Fund	125,000
New	Facilities	31-313-525	ST MAINT EMER GEN REPLAC	General Fund	80,000
New	Facilities	31-313-885	WAR MEM & JOHN DALY LIB LED LT	General Fund	100,000
Exisiting	Mussel Rock	31-310-545	MUSSEL ROCK LANDFILL GABION WALL REPAIR/REPLACEMENT	Solid Waste Franchise Fee	825,000
Exisiting	Mussel Rock	31-310-550	MUSSEL ROCK SITE ROUTINE MONITORING	Solid Waste Franchise Fee	178,302
Exisiting	Mussel Rock	31-310-554	MUSSEL ROCK LANDFILL DRAINAGE PIPE REPAIR/REPLACEMENT/MAINTENANCE	Solid Waste Franchise Fee	825,000
Exisiting	Parks	31-313-589	WESTLAKE PARK MASTER PLAN	General Fund	70,000
New	Parks	31-317-527	BAYSHORE PARK REHAB	Packland Dedication Fee	650,000
Exisiting	Stormwater	31-312-914	STORM DRAIN MASTER PLAN	AB1600	80,000
New	Stormwater	31-312-543	MOBILE CCTV STM DRAIN INSP UNIT	General Fund	75,000
Exisiting	Traffic and Transportation	17-312-581	STREET RESURFACING (2024-25)	Measure A, Measure W, General Fund	3,295,000
Exisiting	Traffic and Transportation	17-312-609	COOPERATIVE PROJECT DEVELOPMENT	Measure A	72,000
Exisiting	Traffic and Transportation	17-312-620	SKYLINE STREET SLURRY SEAL	SB1	882,000
Exisiting	Traffic and Transportation	17-312-621	WESTLAKE STREET SLURRY SEAL	Measure M, SB1	822,000
Exisiting	Traffic and Transportation	17-312-870	CROSSWALK IMPROVEMENTS	Measure A	190,000
Exisiting	Traffic and Transportation	17-312-872	TRAFFIC SIGNAL/STREETLIGHT IMPROVEMENTS	Measure A	150,000
Exisiting	Traffic and Transportation	17-312-873	STREET RESURFACING (2023-24)	Measure W, SB1	1,292,000
Exisiting	Traffic and Transportation	87-920-548	DAISAKU IKEDA CANYON SITE MAINTENANCE (2018-19)	Measure A	500,000
New	Traffic and Transportation	17-314-853	ADA BARRIER REMOVAL(2024-25)	Measure A	152,000
New	Traffic and Transportation	17-314-894	ADA/SIDEWALK IMPROVEMENT 24-25	Measure A	157,000
New	Traffic and Transportation	17-312-645	RO 460 NORTHRIDGE STLT CONVERS	Measure A	190,000
New	Traffic and Transportation	17-312-864	SERRAMONTE ST RESURFACING	Measure A, Grant	1,625,000
New	Traffic and Transportation	17-312-877	STREET RESURFACING (2025-26)	Measure A	357,000
Exisiting	Water	41-385-617	STREET RESURFACING WATER MAINS	Water Fund	50,000
Exisiting	Water	41-385-701	PLANT IMPROVEMENTS	Water Fund	300,000
Exisiting	Water	41-385-709	PRESSURE REDUCING VALVE REPLACEMENTS	Water Fund	100,000
Exisiting	Water	41-385-711	RESERVOIR 8 INTERIOR COATINGS	Water Fund	600,000
Exisiting	Water	41-385-720	WELL REHABILITATION	Water Fund	150,000
Exisiting	Water	41-385-738	RESERVOIR FENCING	Water Fund	100,000
Exisiting	Water	41-385-752	WATER MAIN IMPROVEMENTS	Water Fund	1,000,000
Exisiting	Water	41-385-766	SCADA SYSTEM UPGRADE	Water Fund	100,000
Exisiting	Water	41-385-879	EQUIPMENT - PICK UP TRUCK	Water Fund	50,000
Exisiting	Water	41-385-938	NEW WELL AT RESERVOIR 5B ON MARGATE	Water Fund	500,000
New	Water	41-385-722	RESERVOIR 3 REHABILITATION	Water Fund	450,000

Attachment B: Proposed Capital Improvement Program Budget for Fiscal Year 2025

FY 2025 Capital Improvement Budget Request					
Status	Type	Account	Project Name	Funding Type	Amount
Exisiting	Sanitation	87-920-617	STREET RESURFACING SANITATION MAINS	Saniataion Fund	100,000
Exisiting	Sanitation	87-920-716	I-280 CROSSING SEWER MAIN IMPROVEMENTS - SOUTHGATE TO JUNIPERO SERRA	Saniataion Fund	1,000,000
Exisiting	Sanitation	87-920-801	SEWER MAIN REHABILITATION/IMPROVEMENTS	Saniataion Fund	200,000
Exisiting	Sanitation	87-920-802	SEWER LIFT STATION REHAB/REPLACEMENT	Saniataion Fund	400,000
Exisiting	Sanitation	87-920-803	VEHICLE UPGRADES	Saniataion Fund	40,000
Exisiting	Sanitation	87-920-806	PLANT PROCESS IMPROVEMENTS	Saniataion Fund	500,000
Exisiting	Sanitation	87-920-807	PLANT STRUCTURE IMPROVEMENTS	Saniataion Fund	350,000
Exisiting	Sanitation	97-920-847	TREATMENT PLANT AIR SCRUBBERS	Saniataion Fund	100,000
Exisiting	Sanitation	87-920-858	PLANT ELECTRICAL/INSTRUMENTATION UPGRADE	Saniataion Fund	250,000
Exisiting	Sanitation	87-920-943	SSMP/MASTER PLAN - SYSTEM IMPROVEMENTS	Saniataion Fund	200,000
New	Sanitation	87-920-779	2024-25 MRP TRASH CAPTURE	Saniataion Fund	70,000
New	Sanitation	87-920-780	HEADWORKS 1 FINE SCREEN REPLACEMENT	Saniataion Fund	200,000

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: Set Time and Place of Public Hearing for Proposed Rate Increase for Solid Waste Collection and Disposal for Fiscal Years 2024-2027

Recommended Action

Staff recommends that the City Council set August 12, 2024 at 7:00 pm as the date and time for a public hearing regarding the proposed rate increase for solid waste collection and disposal for Rate Cycle 5 for Fiscal Year 2024 and 2025 and Rate Cycle 6 for Fiscal Year 2026 and 2027.

Background

The Council adopted Resolution No. 15-49 on April 13, 2015, approving a fifteen-year franchise agreement for integrated solid waste management services between the City of Daly City and Republic Services (f/k/a Allied Waste of North America, LLC) effective February 1, 2016 to June 30, 2031. The rates were last increased effective July 1, 2021.

The Franchise Agreement provides Republic Services the exclusive right and privilege to provide solid waste and recycling services for the City of Daly City. The agreement sets specific obligations of Republic Services, including required services for collection and disposal, educational and support programs, equipment, compliance, rates and compensation. Section 6.1 of the Franchise Agreement provides for a rate adjustment every two years.

Summary/Conclusion

Staff recommends the City Council set August 12, 2024 at 7:00 p.m. as the date and time for a public hearing regarding the proposed rate increase for solid waste collection and disposal for Rate Cycle 5 for Fiscal Year 2024 and 2025 and Rate Cycle 6 for Fiscal Year 2026 and 2027.

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

Respectfully submitted,

Tim Nevin
Director of Finance and Administrative Services

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: Setting Time and Place for a Public Hearing to Consider General Plan Amendment GPA-05-24-16525, Planned Development Rezone PD-10-22-015932, and Design Review DR-4-18-13424, Allowing the Construction of a New Office Building at 455 Hickey Boulevard

Recommended Action

Set time and place for a public hearing on July 22, 2024, to consider General Plan Amendment GPA-05-24-16525, Planned Development Rezone PD-10-22-015932, and Design Review DR-04-18-13424.

Background

The applicant, DES Architects and Engineers, proposes to demolish an existing three-level parking garage and five-story office building, and construct a new eight-story office building with parking structure at a 3.2-acre site located 455 Hickey Boulevard. The applicant is requesting approval of two alternatives for the project. Alternative one entails construction of an eight-story, 166-foot-tall commercial office building over a three-story parking podium. Alternative two would entail the construction of a five-story, 118-foot tall, medical office building with a total of 180,000 square feet and would be placed within the same building footprint as the commercial office. Under either alternative, the entire site would be rezoned from PD8A to new Planned Development zoning that would permit the project at the heights proposed. Also, a portion of the site would be redesignated from Commercial - Retail and Office (C-RO) to Commercial - Office (C-O), to ensure the entire project site is designated Commercial - Office (C-O).

Summary/Conclusion

Staff recommends that the City Council set July 22, 2024, at 7:00 p.m. as the date and time for a public hearing to consider General Plan Amendment GPA-05-24-16525, Planned Development Rezone PD-10-22-015932, and Design Review DR-04-18-13424.

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

Respectfully submitted,

Sam Fielding
Associate Planner

Tatum Mothershead
Director of Economic and Community Development

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: Authorize Agreement with the County of San Mateo for Warrants Records Processing Services for the Police Department for FY 2024/25

Recommended Action

Staff recommends Council authorize the City Manager or designee to execute an agreement with the County of San Mateo for warrants records processing services for fiscal year 2024/2025 for the Police Department.

Background

Beginning in 2018, the Police Department entered into an agreement with the County of San Mateo, Sheriff's Office Criminal Records Bureau, to manage warrant processing services.

Discussion

The Police Department submits criminal investigations to the court system, which in turn issues arrest warrants that are entered into law enforcement databases for local and national inquiry. In 2018, the department entered an agreement with County of San Mateo, Sheriff's Office Criminal Records Bureau, to process our arrest warrants in the related database systems, and to complete any updates as warrant statuses changed. Additionally, the agreement includes warrant confirmation services 24-hours per day and 7-days a week. This service is a requirement for warrant processing and confirmations, and one that could not be done within the police department at current allocated staffing levels.

Fiscal Impact

Funds are available in the Police Department Operating Budget to cover the cost of $177,201.00 for warrant service processing for fiscal year 2024/2025.

Summary/Conclusion

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

Respectfully Submitted,

Cameron Christensen
Acting Chief of Police

Attachments: 1. County of San Mateo, Sheriff's Office Criminal Records Bureau Services Agreement 2024/25

Agreement No. 30000-24-00175

AGREEMENT BETWEEN THE COUNTY OF SAN MATEO AND DALY CITY POLICE DEPARTMENT

This Agreement is entered into this 1st day of July, 2024 by and between the County of San Mateo, a political subdivision of the state of California, hereinafter called "County," and Daly City Police Department, hereinafter called "Entity."

* * *

Whereas, it is necessary and desirable that County perform work/services for Daly City Police Department for the purpose of providing records warrants processing services.

Now, therefore, it is agreed by the parties to this Agreement as follows:

1. Exhibits and Attachments

The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

Exhibit A—Services
Exhibit B—Payments and Rates

Services to be performed by County

In consideration of the payments set forth in this Agreement and in Exhibit B, County shall perform services for Entity in accordance with the terms, conditions, and specifications set forth in this Agreement and in Exhibit A.

2. Payments

In consideration of the services provided by County in accordance with all terms, conditions, and specifications set forth in this Agreement and in Exhibit A, Entity shall make payment to County based on the rates and in the manner specified in Exhibit B. In no event shall Entity's s total fiscal obligation under this Agreement exceed **One Hundred Seventy-Seven Thousand Two Hundred and One Dollars ($177,201.00)**. In the event that the Entity makes any advance payments, County agrees to refund any amounts in excess of the amount owed by the Entity at the time of contract termination or expiration.

3. Term

Subject to compliance with all terms and conditions, the term of this Agreement shall be from **Monday, July 1, 2024 through Monday, June 30, 2025.**

4. Termination

This Agreement may be terminated by County, by the County's Sheriff or Sheriff's designee, or by Entity at any time without a requirement of good cause upon thirty (30) days' advance written notice to the other party. In the event of termination, County shall be entitled to receive payment for work/services provided prior to termination of the Agreement. Such payment shall be that prorated portion of the full payment determined by comparing the work/services actually completed to the work/services required by the Agreement.

5. Relationship of Parties

It is expressly understood that this is an agreement between two independent contractors and that no agency, employee, partnership, joint venture or other relationship is established by this Agreement. The intent by both County and Entity is to create an independent contractor relationship.

6. **Hold Harmless**

a. General Hold Harmless

Entity shall indemnify and save harmless County and its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind, and description resulting from this Agreement, the performance of any work or services required of County under this Agreement, or payments made pursuant to this Agreement brought for, or on account of, any of the following:

(A) injuries to or death of any person, including Entity or its employees/officers/agents;

(B) damage to any property of any kind whatsoever and to whomsoever belonging;

(C) any sanctions, penalties, or claims of damages resulting from Entity's failure to comply, if applicable, with the requirements set forth in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and all Federal regulations promulgated thereunder, as amended; or

(D) any other loss or cost, including but not limited to that caused by the concurrent active or passive negligence of County and/or its officers, agents, employees, or servants. However, Entity's duty to indemnify and save harmless under this Section shall not apply to injuries or damage for which County has been found in a court of competent jurisdiction to be solely liable by reason of its own negligence or willful misconduct.

The duty of Entity to indemnify and save harmless as set forth by this Section shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

7. Assignability and Subcontracting

County shall not assign this Agreement or any portion of it to a third party or subcontract with a third party to provide services required by County under this Agreement without the prior written consent of Entity..

8. Insurance

a. General Requirements

Entity shall advise County of any insurance coverage requirements, and County shall provide evidence of appropriate coverage to Entity upon request.

b. Workers' Compensation and Employer's Liability Insurance

Each party to this agreement shall have in effect during the entire term of this Agreement workers' compensation and employer's liability insurance providing full statutory coverage. In signing this Agreement, each party certifies, as required by Section 1861 of the California Labor Code, that (a) it is aware of the provisions of Section 3700 of the California Labor Code, which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and (b) it will comply with such provisions before commencing the performance of work under this Agreement.

c. Liability Insurance

County shall be self-insured during the term of this Agreement under such bodily injury liability and property damage liability insurance as shall reasonably protect County and all of its employees/officers/agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from County's operations under this Agreement, whether such operations be by County , any subcontractor, anyone directly or indirectly employed by either of them, or an agent of either of them.

9. Retention of Records; Right to Monitor and Audit

(a) Each party shall maintain all required records relating to services provided under this Agreement for three (3) years after Entity makes final payment and all other pending matters are closed, and such records shall be subject to the examination and/or audit by the other party, a Federal grantor agency, and the State of California.

(c) Each party agrees upon reasonable notice to provide to the other party, to any Federal or State department having monitoring or review authority, and/or to any of their respective audit agencies access to and the right to examine all records and documents necessary to determine compliance with relevant Federal, State, and local statutes, rules, and regulations, to determine compliance with this Agreement, and to evaluate the quality, appropriateness, and timeliness of services performed.

10. Merger Clause; Amendments

This Agreement, including the Exhibits and Attachments attached to this Agreement and incorporated by reference, constitutes the sole Agreement of the parties to this Agreement and correctly states the rights, duties, and obligations of each party as of this document's date. In the event that any term, condition, provision, requirement, or specification set forth in the body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement, or specification in any Exhibit and/or Attachment to this Agreement, the provisions of the body of the Agreement shall prevail. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications or amendments shall be in writing and signed by the parties.

11. Controlling Law; Venue

The validity of this Agreement and of its terms, the rights and duties of the parties under this Agreement, the interpretation of this Agreement, the performance of this Agreement, and any other dispute of any nature arising out of this Agreement shall be governed by the laws of the State of California without regard to its choice of law or conflict of law rules. Any dispute arising out of this Agreement shall be venued either in the San Mateo County Superior Court or in the United States District Court for the Northern District of California.

12. Notices

Any notice, request, demand, or other communication required or permitted under this Agreement shall be deemed to be properly given when both: (1) transmitted via facsimile to the telephone number listed below or transmitted via email to the email address listed below; and (2) sent to the physical address listed below by either being deposited in the United States mail, postage prepaid, or deposited for

overnight delivery, charges prepaid, with an established overnight courier that provides a tracking number showing confirmation of receipt.

In the case of County, to:

Name/Title: Veronica Ruiz/Management Analyst
Address: San Mateo County Sheriff's Office, Redwood City, CA, 94063
Telephone: (650) 363-7819
Email: vruiz@smcgov.org

In the case of Entity , to:

Name/Title: Daly City Police Department - Cameron Christensen/Police Chief
Address: 333 90th Street, Daly City, CA 94015
Telephone: 650-991-8130
Email: cchristensen@dalycity.org

13. <u>Electronic Signature</u>

Both County and Contractor wish to permit this Agreement and future documents relating to this Agreement to be digitally signed in accordance with California law and County's Electronic Signature Administrative Memo. Any party to this Agreement may revoke such agreement to permit electronic signatures at any time in relation to all future documents by providing notice pursuant to this Agreement.

* * *

THIS CONTRACT IS NOT VALID UNTIL SIGNED BY ALL PARTIES.

For Entity:

		Cameron Christensen
Entity Signature	Date	Entity Name (please **print)**

For County:

Contract Coordinator Signature County of San Mateo	Date	Contract Coordinator Name (please print) County of San Mateo
		Contract Coordinator Title (please print)
		30161
		Budget

Exhibit A
Services

In consideration of the payments set forth in Exhibit B, County shall provide the following services:

1. DESCRIPTION OF SERVICES TO BE PERFORMED BY COUNTY

In consideration of Daly City Police Department (DCPD) payment as set forth herein, the Sheriff will provide the following arrest warrant and telecommunications processing services for DCPD. Except as otherwise specifically set forth herein, such services shall only encompass duties and functions of the type coming within the jurisdiction of, and customarily rendered by the Sheriff's Office Criminal Records Bureau.

A. Process DCPD's arrest warrants and law enforcement telecommunications involving the services of the DCPD's original warrants of arrest and bench warrants.

B. 24 hour a day, 7 days a week availability for document preparation, entries, verifications, abstracts, updates, court recalls, and purges of information from databases.

C. Warrant service will be processed via Records Bureau counter, telephone, and the Automated Warrant System (AWS), a Bay Area based operation.

D. Dissemination inquiries, confirmations, dispositions, and any other necessary functions will be processed through:

1.) California Law Enforcement Telecommunications Systems (CLETS).

2.) Wanted Persons Systems (WPS).

3.) Nationwide Crime Information Center (NCIC).

E. Report quarterly to DCPD with statistical information on warrants relating to DCPD in database.

2. RESPONSIBILITIES OF DALY CITY POLICE DEPARTMENT.

A. Submitting warrants with all pertinent information to the Sheriff's Office Criminal Records Bureau.

B. Notification to all concerned and interested parties that DCPD's warrant processing services are processed by the Sheriff's Office Criminal Records Bureau.

C. If DCPD should desire to receive any service from the Sheriff not specifically mentioned in this Agreement, DCPD shall notify County in writing. If both parties agree to additional services and compensation rate, this Agreement may be amended accordingly before such services are implemented.

Exhibit B

Payments and Rates

1. AMOUNT AND METHOD OF PAYMENT

A. Daly City Police Department will pay County for active warrants. Payments will be made according to the following payment schedule:

Period	Fee	Due
July 1, 2024 – June 30, 2025	$177,201	Upon receipt of invoice

B. Sheriff's Office Fiscal Services Bureau will submit to Entity an invoice for payment. Invoices will be either emailed or mailed to the following:

Acting Chief Cameron Christensen
Daly City Police Department
333 90th Street, Daly City, CA 94015
Email: cchristensen@dalycity.org

C. Payment must be received by County within 30 days of invoice date.

D. Payments and questions regarding invoicing shall be directed to the Sheriff's Office Fiscal Services Bureau at (650) 599-1728 or mailed to:

San Mateo County Sheriff's Office
Attn: Fiscal Services Bureau
330 Bradford Street, 5th Floor
Redwood City, CA 94063

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: **Approve Annual Report – Military Equipment Use for the Police Department**

Recommended Action

Staff recommends City Council review and approve the annual Military Equipment Use report as required per Assembly Bill 481.

Background

On May 23, 2022, City Council approved Chapter 9.56 to the Daly City Municipal Code, adopting a Military Equipment Use Policy, a legislative requirement of California Assembly Bill 481 (2021). The legislation requires the Police Department report annually to the Council.

Discussion

California Government Code § 7072 requires the annual report outline the purpose, use, acquisition or disposal, costs associated to, and any complaints reported related to associated equipment. The approved equipment in use by the department is outlined in the attached annual report. The equipment is standard in law enforcement and is intended to provide options to address critical incidents efficiently and safely with the ability to de-escalate and protect all involved. The department does not have any equipment provided by the military, or from related surplus programs, and the equipment is not specifically designed for military use.

During this annual reporting period, no complaints were received related to or for the deployment of the associated equipment. Additionally, through Council approval, the department purchased (5) new Unmanned Aircraft Systems, replaced an existing Unmanned Ground Vehicle, and replenished miscellaneous munitions as needed for training purposes. The limited use of related items was specific to training requirements and the service of high-risk search/arrest warrant operations, where use ensured a safer outcome for officers and the community.

Text of AB 481, related California Government Codes, the City Policy, the equipment list and this annual report upon approval will be available as required on the Police Department website.

Summary/Conclusions

Staff recommends the City Council review and approve the annual report as required by the Military Equipment Use Policy. Staff is available to provide any additional information desired by the Mayor or Councilmembers.

Respectfully submitted,

Cameron Christensen
Acting Chief of Police

Attachments: 1. 2023-2024 Military Equipment Use Annual Report

Daly City Police Department Annual Military Equipment Report

(May 2023 to June 2024)

California Assembly Bill 481 (AB 481) was signed into law on September 30, 2021. California Government Code §§ 7070, 7071, and 7072 codify the requirements established by AB 481 for law enforcement's acquisition, use, and funding of "military equipment."

In enacting AB 481, the Legislature stated the public has a right to know about any funding, acquisition, or use of military equipment by state or local government officials to increase transparency, accountability, and oversight. The same applies to the public's right to participate in any government agency's decision to fund, acquire, or use such equipment.

The bill required law enforcement agencies that seek to continue the use of military equipment receive approval from their governing body. The Daly City Council approved DCPD Lexipol Policy 708 – Military Equipment and Daly City Municipal Code 9.56 – Military Equipment Use (Ordinance #1458) on May 23, 2022. The policy and inventory list are located on the Daly City Police Department's website.

The approved equipment available for use by the Police Department is included in the attached annual report for quick reference. The equipment in use is standard in law enforcement 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.

California Government Code § 7072 requires law enforcement agencies to prepare annually, a Military Equipment Report. The annual Military Equipment Report is required to contain the following:

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; and
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.

This annual Military Equipment Report satisfies the reporting requirements outlined in California Government Code § 7072.

The following is a summary of the Military Equipment owned and maintained by the Daly City Police Department as defined by California Government Code §7070:

Item	Quantity Owned	Gov't Code Subsection
Unmanned Aircraft Systems (UAS/Drones)	7	7070(c)(1)
Unmanned Ground Vehicles (Mini Vantage Robot)	1	7070(c)(1)
Armored Personnel Carrier (Lenco Bearcat)	1	7070(c)(2)
Semiautomatic Patrol Rifles	60	7070(c)(10)
Bolt-Action Sniper Rifles	5	7070(c)(10)
Breaching Apparatuses (Breaching Shotgun)	2	7070(c)(7)
40mm Launchers	5	7070(c)(14)
Kinetic Energy Munitions (Less Lethal Shotguns)	39	7070(c)(14)
Chemical Agents (Tear Gas)	148	7070(c)(12)
Flashbang Grenades	12	7070(c)(12)

QUALIFYING EQUIPMENT OWNED/UTILIZED BY THE DALY CITY POLICE DEPARTMENT GOVERNMENT CODE §7070(c)(1)	
Description:	Unmanned Aircraft Systems (UAS/Drones)
Quantity:	7
Capabilities:	Remotely piloted aerial vehicles capable of providing live and recorded video images captured from aerial positions, including images enhanced by optical zoom lenses.
Expected lifespan:	5 years
Manufacturer's description:	DJI Phantom 4 Pro V2: Featuring a 1-inch CMOS sensor that can shoot 4K/60fps videos and 20MP photos. 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. [1] 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. 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. 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. DJI Mavic 3T: The Mavic 3 Thermal is a multi-purpose and compact drone built for public safety, inspection, search and rescue operations and more applications. Featuring up to 45 minutes of flight-time with an integrated camera, the Mavic 3 is portable yet powerful, exceeding data quality requirements for enterprise tasks. DJI Matrice 30 Series: The Matrice 30 is a powerful yet portable drone made for public safety, inspection, and more. Featuring over 41 minutes of flight-time with an integrated camera, the M30 is small and mobile while still providing the image resolution needed for enterprise tasks. The Matrice 30 features an multi-sensor camera with high-resolution wide angle and zoom cameras, laser rangefinder, and advanced thermal camera (Matrice 30T only).
Purpose(s)/Authorized Use:	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. These devices are not used for general tracking or surveillance purposes.
Fiscal Impacts:	The initial costs of equipment, licensing, software, and training was approximately $73,231.57. Ongoing costs associated with UAS operation, software licensing, and maintenance is estimated to be approximately $7,816 per year.
Legal/Procedural Rules Governing Use:	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).
Required training:	The Daly City Police Department provides internal training for officers before being permitted to pilot these items, as well as ongoing training to ensure proficiency. Pilots

	also receive FAA certifications and attend a CA POST approved pilot course. FAA requirements are met and followed, to include notification and reporting.
Other Notes:	None

Government Code Section § 7072 – Annual Report: **Unmanned Aircraft Systems (UAS/Drones)**	
Summary of how the military equipment was used and the purpose of its use:	The UASs were deployed within the guidelines set forth in Lexipol Policy 612. Examples of the general guidelines for deploying a UAS are outlined under Lexipol Policy 612.5 "Use of UAS." In total there were 385 training or pre-shift inspection flights, and there were 88 operational flight missions. In summary these deployments were related to documenting investigative scenes, public safety, and life preservation missions, searching for wanted suspects, and incidents involving suspected explosive devices and hazmat materials. All uses of a UAS are thoroughly documented, which is also required by the FAA. Every flight is logged in the associated software, and includes the device, the operator, date/time, and GPS location
Complaints or Concerns:	Daly City PD did not receive any complaints or concerns regarding this item.
Audits, Violations, Actions:	Daly City PD conducted an audit of the equipment and accounted for all equipment. There were no violations of the use policy.
Total Annual Cost:	Acquisition: $55,401.57 – Purchase of 5 additional UASs, approved through Council during a regularly scheduled meeting on October 23, 2023. Training: $11,742
Quantity:	7
Intention to acquire more:	Given the success realized in operational missions towards community and officer safety, we are evaluating options to expand our UAS technology and subsequently expand the quantity and type of UAS equipment we have. This request will go before Council for review and approval prior to purchasing any new equipment.

QUALIFYING EQUIPMENT OWNED/UTILIZED BY THE DALY CITY POLICE DEPARTMENT GOVERNMENT CODE §7070(c)(1)	
Description:	Unmanned Ground Vehicles (Mini Vantage Robot)
Quantity:	1
Capabilities:	The Mini Vantage 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.
Expected lifespan:	Approximately 7-10 years
Manufacturer's description:	The 4.5-pound Mini Vantage is a throwable remote-controlled vehicle that can be quickly deployed by hand. It can maneuver over small objects, climb up to 8", and it has a 2-hour runtime. It is only outfitted with a 120-degree color camera, allowing officers the ability to clear an interior space prior to entry. It has a 3-pound payload capacity, which would allow for the ability to deliver a cell phone to a subject for negotiation or communication purposes. The Mini Vantage is not, nor is it designed to be, equipped with any lethal or non-lethal force devices. This UGV would be accessible to patrol and tactical teams to reduce confrontations while responding to critical incidents.
Purpose(s)/Authorized Use:	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.
Fiscal Impacts:	The Transcend Robotics, Mini Vantage, was purchased using Federal Asset Forfeiture at a one-time cost of $19,229. There are no ongoing costs associated with its operation and maintenance.
Legal/Procedural Rules Governing Use:	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).
Required training:	The Daly City Police Department SWAT Team provides internal training for officers before they are permitted to pilot this robotic vehicle.
Other Notes:	None

Government Code Section § 7072 – Annual Report: Unmanned Ground Vehicles (Mini Vantage Robot)	
Summary of how the military equipment was used and the purpose of its use:	There were no operational utilizations of the Mini Vantage Robot. Any use was during controlled training scenarios.
Complaints or Concerns:	Daly City PD did not receive any complaints or concerns regarding this item.
Audits, Violations, Actions:	Daly City PD conducted an audit of the equipment and accounted for all equipment. There were no violations of the use policy.
Total Annual Cost:	One time purchase cost of $19,229, approved by Council on January 22, 2024.
Quantity:	1
Intention to acquire more:	No

QUALIFYING EQUIPMENT OWNED/UTILIZED BY THE DALY CITY POLICE DEPARTMENT GOVERNMENT CODE §7070(c)(2)	
Description:	Armored Personnel Carrier (Lenco Bearcat)
Quantity:	1
Capabilities:	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/rescue operations.
Expected lifespan:	Varies on usage
Manufacturer's description:	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 equipment. The G1 has excellent on-road driving characteristics and maneuverability in tight urban settings. The large floorplan seats 8 – 10 fully equipped officers with a long list of tactical features only found on the Lenco BearCat.
Purpose(s)/Authorized Use:	To enhance the safety and tactical advantage of officers and support personnel during potentially dangerous situations or high-risk tactical operations, as well as rescue missions.
Fiscal Impacts:	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.
Legal/Procedural Rules Governing Use:	The Daly City Police Department recognizes the use of armored vehicles during law enforcement operations can potentially startle members of the 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.
Required training:	The Daly City Police Department SWAT Team provides internal training for officers before they are permitted to drive the armored vehicle.
Other Notes:	None

Government Code Section § 7072 – Annual Report: Armored Personnel Carrier (Lenco Bearcat)	
Summary of how the military equipment was used and the purpose of its use:	The Daly City SWAT Team used the Lenco BearCat four times. All the utilizations occurred when serving high-risk search warrants for crimes involving violence and/or firearms.
Complaints or Concerns:	Daly City PD did not receive any complaints or concerns regarding this military equipment.
Audits, Violations, Actions:	Daly City PD conducted an audit of the equipment and accounted for all equipment. There were no violations of the use policy.
Total Annual Cost:	Daly City does not incur maintenance costs as it is a County mutual asset. The only operating cost is approximately $300 for fuel through the Corporation Yard.
Quantity:	1
Intention to acquire more:	No

QUALIFYING EQUIPMENT OWNED/UTILIZED BY THE DALY CITY POLICE DEPARTMENT GOVERNMENT CODE §7070(c)(10)	
Description:	Semiautomatic Patrol Rifles
Quantity:	60
Capabilities:	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.
Expected lifespan:	Approximately 10 years or 20,000 rounds
Manufacturer's description:	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.
Purpose(s)/Authorized Use:	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: 1) Situations where the officer reasonably anticipates an armed encounter. 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. 3) Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower. 4) When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage. 5) When an officer reasonably believes that a suspect may be wearing body armor. 6) When authorized or requested by a supervisor.
Fiscal Impacts:	Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for ammunition will vary.
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 and Firearms.
Required training:	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.
Other Notes:	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.

Government Code Section § 7072 – Annual Report: Semiautomatic Patrol Rifles	
Summary of how the military equipment was used and the purpose of its use:	The rifles were deployed within the guidelines set forth in Lexipol Policy 428. Examples of the general guidelines for deploying the patrol rifle are outlined above under the "Authorized Use" section. There were no utilizations of the Semiautomatic Patrol Rifles involving the use of deadly force.
Complaints or Concerns:	Daly City PD did not receive any complaints or concerns regarding this item.
Audits, Violations, Actions:	Daly City PD audited and accounted for all equipment. There were no violations of the use policy.
Total Annual Cost:	Acquisition: $0 (no new rifles were acquired) Training/Supplies: $25,200 (Ammunition/Parts) Funding Source: Police Budget
Quantity:	60
Intention to acquire more:	No

QUALIFYING EQUIPMENT OWNED/UTILIZED BY THE DALY CITY POLICE DEPARTMENT GOVERNMENT CODE §7070(c)(10)	
Description:	Bolt-Action Sniper Rifles
Quantity:	5
Capabilities:	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.
Expected lifespan:	Approximately 15 years or 10,000 rounds
Manufacturer's description:	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.
Purpose(s)/Authorized Use:	This rifle is authorized for use by trained precision rifle operators, who are a component of the SWAT Team. Operators may deploy this rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed, which may include, but are not limited to: (1) Situations where the officer reasonably anticipates an armed encounter. (2) When the officer is faced with a situation that may require accurate and effective fire at long range. (3) Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower. (4) When an officer reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage. (5) When an officer reasonably believes that a suspect may be wearing body armor. (6) When authorized or requested by a supervisor.
Fiscal Impacts:	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.
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 and Firearms.
Required training:	In addition to the Patrol Rifle Course and Basic SWAT Operator training, SWAT Snipers must successfully complete a CA POST-certified Basic Sniper Course and regular SWAT Sniper training and qualifications as required by law and policy.
Other Notes:	None

Government Code Section § 7072 – Annual Report: Bolt-Action Sniper Rifles	
Summary of how the military equipment was used and the purpose of its use:	There were no utilizations of the bolt-action Sniper Rifles involving the use of deadly force. The specialized unit that utilizes these rifles trains monthly, and the only associated cost is ammunition for training needs.
Complaints or Concerns:	Daly City PD did not receive any complaints or concerns regarding this item.
Audits, Violations, Actions:	Daly City PD conducted an audit of the equipment and accounted for all equipment. There were no violations of the use policy.
Total Annual Cost:	Acquisition: $0 (no new rifles were acquired) Training/Supplies: $2,724 (ammunition)
Quantity:	5
Intention to acquire more:	No

QUALIFYING EQUIPMENT OWNED/UTILIZED BY THE DALY CITY POLICE DEPARTMENT GOVERNMENT CODE §7070(c)(1)	
Description:	Breaching Apparatuses (Breaching Shotgun)
Quantity:	2
Capabilities:	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 near the doorway or lock.
Expected lifespan:	Approximately 15 years
Manufacturer's description:	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. Royal Arms Tesar-2 Black Cap Slugs: 425 grain compressed copper slug, frangible. 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).
Purpose(s)/Authorized Use:	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.
Fiscal Impacts:	The initial cost of the two Royal Arms Breaching Shotguns were $2,300. Maintenance is conducted by trained and authorized Departmental staff. The ongoing costs for breaching munitions will vary.
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 and Firearms.
Required training:	Officers must complete a CA POST certified Tactical Breacher Course as well as ongoing Department SWAT Training.
Other Notes:	None

Government Code Section § 7070(c)(1) – Annual Report: Breaching Apparatuses (Breaching Shotgun)	
Summary of how the military equipment was used and the purpose of its use:	There were no utilizations of the Breaching Shotguns.
Complaints or Concerns:	Daly City PD did not receive any complaints or concerns regarding this item.
Audits, Violations, Actions:	Daly City PD conducted an audit of the equipment and accounted for all equipment. There were no violations of the use policy.
Total Annual Cost:	Acquisition: $0 (no new shotguns were acquired) Training/Supplies: $0
Quantity:	2
Intention to acquire more:	No

QUALIFYING EQUIPMENT OWNED/UTILIZED BY THE DALY CITY POLICE DEPARTMENT GOVERNMENT CODE §7070(c)(14)	
Description:	**40mm Launchers and Kinetic Energy Munitions**
Quantity:	5
Capabilities:	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.
Expected lifespan:	Approximately 15 years
Manufacturer's description:	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. Defense Tech Exact Impact 40mm Standard Range Sponge Round: The eXact iMpact™ 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.
Purpose(s)/Authorized Use:	The 40mm Launchers, kinetic energy munitions, and chemical agent munitions are intended for use as a less-lethal force response option.
Fiscal Impacts:	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.
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 and Firearms.
Required training:	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.
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 agent munitions with the 40mm launcher.
Government Code Section § 7070(c)(14)– Annual Report: **40mm Launchers**	

Summary of how the military equipment was used and the purpose of its use:	There were no field utilizations of the 40mm Launchers. The specialized units responsible for this equipment train annually with this platform to ensure proficiency.
Complaints or Concerns:	Daly City PD did not receive any complaints or concerns regarding this item.
Audits, Violations, Actions:	Daly City PD conducted an audit of the equipment and accounted for all equipment. There were no violations of the use policy.
Total Annual Cost:	Acquisition: $0 (no new launchers were acquired) Training/Supplies: $7,732 (ammunition)
Quantity:	5
Intention to acquire more:	No

QUALIFYING EQUIPMENT OWNED/UTILIZED BY THE DALY CITY POLICE DEPARTMENT GOVERNMENT CODE §7070(c)(14)	
Description:	**Kinetic Energy Munitions (Less Lethal Shotguns)**
Quantity:	39
Capabilities:	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. 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."
Expected lifespan:	Approximately 15 years
Manufacturer's description:	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. 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. 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.
Purpose(s)/Authorized Use:	The bean bag shotguns and kinetic energy munitions are intended for use as a less-lethal force response option.
Fiscal Impacts:	The initial cost of the Remington 870 Police Magnum shotguns was 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.
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 and Firearms.
Required training:	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 canisters 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.

Other Notes:	The department currently has 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.

Government Code Section § 7070(c)(14) – Annual Report: **Kinetic Energy Munitions (Less Lethal Shotguns)**	
Summary of how the military equipment was used and the purpose of its use:	There were no utilizations of the Less Lethal Shotguns. The specialized units responsible for this equipment train annually to ensure proficiency.
Complaints or Concerns:	Daly City PD did not receive any complaints or concerns regarding this item.
Audits, Violations, Actions:	Daly City PD conducted an audit of the equipment and accounted for all equipment. There were no violations of the use policy.
Total Annual Cost:	Acquisition: $0 (no new shotguns were acquired) Training/Supplies: $5,930
Quantity:	39
Intention to Acquire More:	No intention to acquire additional units, only replace those utilized in a training environment.

QUALIFYING EQUIPMENT OWNED/UTILIZED BY THE DALY CITY POLICE DEPARTMENT GOVERNMENT CODE §7070(c)(12)	
Description:	**Chemical Agents (Tear Gas)**
Quantity:	148
Capabilities:	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. The Daly City Police Department owns multiple types of chemical agents in various forms. The units are expendable items; therefore, the quantities will vary. Each chemical agent type has different capabilities. The types and manufacturers are as follows: (1) Defense Technologies Spede-Heat CS gas canister, 81.2g, 20-40 second burn time (2) Defense Technologies Flameless Tri-Chamber CS gas canister, 20.0g, 20-30 second burn time (3) Combined Tactical Systems Indoor Baffled CS gas canister, 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 (4) Defense Technologies 40mm Liquid Ferret Round, liquid CS projectile dispersed upon impact, 8.0g, launchable though 40mm launcher. (5) Defense Technologies Pocket Tactical CS gas canister, 20.0g, 20-40 second burn time (6) Defense Technologies Maximum Smoke HC (Hexachloroethane) grenade, smoke screen, 1 ½ - 2-minute burn time (7) Defense Technologies Triple-Chaser, CS gas canister, 90.7g, 20-30 second burn time
Expected lifespan:	Varies on weather and storage conditions.
Manufacturer's description:	Defense Tech Spede-Heat CS canister: The Spede-Heat™ CS canister 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 canister is 6.12 in. by 2.62 in. and holds approximately 2.9 oz. of active agent. Defense Tech Flameless Tri-Chamber CS canister: The design of the Tri-Chamber Flameless CS canister allows the contents to burn within an internal can and disperse the agent safely with reduced risk of fire. The canister 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 canister 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 canister 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 canister 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 canister is NOT to be launched utilizing a launching cup. Combined Tactical Systems Indoor Baffled CS canister: Pyrotechnic canister designed for

	indoor use delivering a maximum amount of irritant smoke throughout multiple rooms with minimal risk of fire. 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. 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 canister 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 canister: The Pocket Tactical CS canister 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 canister; 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 canister. Defense Technologies Maximum Smoke HC canister: The Maximum Smoke canister 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 canister 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 canister 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 canister can be hand thrown or launched from a fired delivery system. The canister 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(s)/Authorized Use:	Chemical agents are intended for use as a less-lethal force response option. They can only be deployed by trained Department personnel for riot control purposes, during tactical operations involving barricaded suspects, or in other situations where lesser means are reasonably believed to be ineffective or involve substantially 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.
Required training:	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.

Government Code Section § 7070(c)(12) – Annual Report: Chemical Agents (Tear Gas)	
Summary of how the military equipment was used and the purpose of its use:	There was no utilization of Chemical Agents in Daly City. The specialized units responsible for this equipment train annually with it to ensure proficiency.
Complaints or Concerns:	Daly City PD did not receive any complaints or concerns regarding these items.
Audits, Violations, Actions:	Daly City PD conducted an audit of the equipment and accounted for all equipment. There were no violations of the use policy.
Total Annual Cost:	Training/Supplies: $0 (No new chemical agents were acquired)
Quantity:	148
Intention to Acquire More:	No intention to acquire additional units, only replace those utilized in a training environment.

QUALIFYING EQUIPMENT OWNED/UTILIZED BY THE DALY CITY POLICE DEPARTMENT GOVERNMENT CODE §7070(c)(12)	
Description:	**Flashbang (Diversionary) Devices**
Quantity:	12
Capabilities:	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.
Expected lifespan:	Varies on weather and storage conditions
Manufacturer's description:	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.
Purpose(s)/Authorized Use:	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.
Fiscal Impacts:	The ongoing cost of diversionary devices will vary. The cost of the Department’s present inventory of diversionary devices was approximately $2,820.
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.
Required training:	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.
Other Notes:	None

Government Code Section § 7070(c)(12) – Annual Report: **Flashbang Grenades**	
Summary of how the military equipment was used and the purpose of its use:	The Daly City SWAT Team utilized Flash Bang diversionary devices twice during high-risk search/arrest warrant operations for crimes involving violence and/or firearms.
Complaints or Concerns:	Daly City PD did not receive any complaints or concerns regarding these items.
Audits, Violations, Actions:	Daly City PD conducted an audit of the equipment and accounted for all equipment. There were no violations of the use policy.
Total Annual Cost:	There were no costs over the last year.
Quantity:	12
Intention to Acquire More:	No intention to acquire additional units, only replace those utilized in a training environment.

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: **Approve Purchase of Diversionary Devices for Use by the Police Department**

Recommended Action
Request Council approve the purchase of diversionary devices for use by the Police Department.

Background
Diversionary devices are currently approved for use by the department per our City Military Equipment Use policy, Assembly Bill 481 (Daly City Municipal Code 9.56). These devices have been in use by specially trained personnel during high-risk tactical operations for decades in both the Daly City Police Department and with other agencies across the nation.

This request is to replenish diversionary devices used throughout the year in pre-planned high-risk operations, or in a training environment, and requires Council approval for acquisition per Assembly Bill 481. Use of these devices is reported to Council in the annual Military Equipment Use report.

Discussion
Diversionary devices emit a loud noise and a bright light, intended to distract a subject in a controlled environment who is believed to be a threat to personnel carrying out a preplanned tactical operation. Most commonly these devices are used in preplanned search and arrest warrants where credible information suggests a potential threat to officers serving those warrants. The devices are controlled pyrotechnic devices, that do not release any type of chemical agent or projectiles. Preplanned use of these devices requires Chief of Police approval through an operations order or may be used without approval in exigent circumstances where the use of the device could increase safety of officer movements. Only specially trained officers assigned to a tactical team, who evaluate certain precautionary measures are approved to deploy these. Defense Technology is a leading manufacturer and the current device we have and are trained on.

Fiscal Impact
The total cost for this one-time purchase of 50 Defense Technology 15-gram, low roll, diversionary devices, and 15 training diversionary bodies is $5,943.57. Funding is available in the police department operating budget.

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

Respectfully submitted,

Cameron Christensen
Acting Chief of Police

CITY OF DALY CITY
CHECK REGISTERS
FOR THE MONTH OF MAY 2024

05/10/2024

CHASE CREDIT CARD	-	N/A – Electronic Payment

05/15/2024

CHECKS ISSUED	-	#413634 TO #414013
CANCELLED CHECK	-	#414013
VOID CHECK	-	NONE

05/24/2024

CHECKS ISSUED	-	#414014 TO #414019
CANCELLED CHECK	-	NONE
VOID CHECK	-	NONE

05/31/24

CHECKS ISSUED	-	#414020 TO #414393
CANCELLED CHECK	-	NONE
VOID CHECK	-	NONE

AUDITED_____ FINANCE DIRECTOR

APPROVED_____CITY MANAGER

APPROVED_____MAYOR

APPROVED_____VICE MAYOR

ACCOUNTS PAYABLE CHECK RUN SUMMARY
FISCAL YEAR 2023-2024

	MONTH	TOTAL
2023	July	$ 11,989,463.45
	August	8,064,160.79
	September	8,184,063.05
	October	7,969,955.58
	November	12,150,794.25
	December	7,502,338.17
2024	January	10,922,581.88
	February	8,089,431.81
	March	7,791,292.43
	April	6,517,696.19
	May	8,622,752.33
	June	
	TOTAL	**$ 97,804,529.93**

MAY 2024 BREAK DOWN OF EXPENSES BY FUND

Fund	Total for Month	Total for Year	% of Total
General Fund	$ 3,381,506.16	$ 35,976,275.17	36.8%
Gas Tax Fund	315,208.02	9,388,631.40	9.6%
Utility/Enterprise Funds	4,926,038.15	52,439,623.36	53.6%
Total:	**$ 8,622,752.33**	**$ 97,804,529.93**	100.0%

CITY OF DALY CITY
CHECK REGISTERS
FOR THE MONTH OF MAY 2024

05/10/2024

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05/15/2024

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CANCELLED CHECK	-	#414013
VOID CHECK	-	NONE

05/24/2024

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CANCELLED CHECK	-	NONE
VOID CHECK	-	NONE

05/31/24

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CANCELLED CHECK	-	NONE
VOID CHECK	-	NONE

AUDITED_____ FINANCE DIRECTOR

APPROVED_____CITY MANAGER

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Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
CB CHK 00051024	49024	JP MORGAN CHASE BANK N	05/10/24	71,112.49	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	71,112.49	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 71,112.49

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00413634	46218R	24/7 ROOTER & PLUMBING SERV	05/15/24	2,000.00	MW	IS		
AP CHK 00413635	47004	4LEAF INC	05/15/24	26,445.35	MW	IS		
AP CHK 00413636	17838	A M LEONARD INC	05/15/24	3,424.59	MW	IS		
AP CHK 00413637	58359R	ABREGO, MARILYN	05/15/24	356.42	MW	IS		
AP CHK 00413638	56621	ACC BUSINESS	05/15/24	4,268.47	MW	IS		
AP CHK 00413639	53561	ACTION TOWING	05/15/24	1,284.25	MW	IS		
AP CHK 00413640	1514	ADAM HILL COMPANY, THE	05/15/24	630.41	MW	IS		
AP CHK 00413641	56623	ADVANCED INTEGRATED PEST MA	05/15/24	585.00	MW	IS		
AP CHK 00413642	15226	AFSCME DISTRICT COUNCIL 57	05/15/24	4,625.48	MW	IS		
AP CHK 00413643	11233	AGRIMONTI, MADOLYN	05/15/24	524.10	MW	IS		
AP CHK 00413644	29880	AIRGAS USA LLC	05/15/24	64.65	MW	IS		
AP CHK 00413645	48347	ALAMEDA COUNTY SHERIFF'S OF	05/15/24	1,275.00	MW	IS		
AP CHK 00413646	1465	ALBERTSONS SAFEWAY	05/15/24	1,164.90	MW	IS		
AP CHK 00413647	14004	ALERT PEST CONTROL COMPANY	05/15/24	3,607.00	MW	IS		
AP CHK 00413648	58376R	ALFARO, AURA	05/15/24	250.00	MW	IS		
AP CHK 00413649	49642	ALL CITY MANAGEMENT SERVICE	05/15/24	5,960.06	MW	IS		
AP CHK 00413650	37095	ALL INDUSTRIAL ELECTRIC SUP	05/15/24	1,844.68	MW	IS		
AP CHK 00413651	49561R	ALLSTATE INSURANCE	05/15/24	6,106.24	MW	IS		
AP CHK 00413652	37116	ALPHA ANALYTICAL LABORATORI	05/15/24	14,481.30	MW	IS		
AP CHK 00413653	53316	ALWAYS ON TIME CONCRETE & P	05/15/24	983.00	MW	IS		
AP CHK 00413654	56231	AMAZON CAPITAL SERVICES INC	05/15/24	4,227.04	MW	IS		
AP CHK 00413655	2083	AMERICA COPY & PRINTING CO	05/15/24	757.53	MW	IS		
AP CHK 00413656	18513	AMERICAN EAGLE ENTERPRISES	05/15/24	10,000.00	MW	IS		
AP CHK 00413657	45439JPA	AMERICAN MEDICAL RESPONSE	05/15/24	500.00	MW	IS		
AP CHK 00413658	38846	AMERICAN MESSAGING	05/15/24	30.30	MW	IS		
AP CHK 00413659	14988	AMERICAN TOWER CORPORATION	05/15/24	9,061.34	MW	IS		
AP CHK 00413660	24868	ANIXTER INC	05/15/24	107.69	MW	IS		
AP CHK 00413661	50495R	AQUILA, LEE	05/15/24	2,056.51	MW	IS		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00413662	58385	ARKIPELAGO BOOKS	05/15/24	77.60	MW	IS		
AP CHK 00413663	1101	AT&T	05/15/24	244.86	MW	IS		
AP CHK 00413664	45195	AT&T	05/15/24	120.00	MW	IS		
AP CHK 00413665	6413	AT&T MOBILITY	05/15/24	111.96	MW	IS		
AP CHK 00413666	6413	AT&T MOBILITY	05/15/24	855.48	MW	IS		
AP CHK 00413667	6413	AT&T MOBILITY	05/15/24	392.07	MW	IS		
AP CHK 00413668	29643	AUTO COLLISION CENTER	05/15/24	17,347.07	MW	IS		
AP CHK 00413669	53793	AVA G INVESTIGATIVE SERVICE	05/15/24	1,843.65	MW	IS		
AP CHK 00413670	53625	AVENU	05/15/24	1,102.50	MW	IS		
AP CHK 00413671	55022R	BARRON, FERNANDO	05/15/24	581.29	MW	IS		
AP CHK 00413672	58371R	BARTOLOME, ALICIA	05/15/24	400.00	MW	IS		
AP CHK 00413673	7950	BAY AREA AIR QUALITY MANAGE	05/15/24	1,908.00	MW	IS		
AP CHK 00413674	50602	BAY AREA CAR CARE PRODUCTS	05/15/24	1,259.39	MW	IS		
AP CHK 00413675	56708	BAY AREA RESTAURANT SERVICE	05/15/24	600.00	MW	IS		
AP CHK 00413676	54911	BAYSIDE COLLISION CENTER	05/15/24	4,033.69	MW	IS		
AP CHK 00413677	58067	BELKORP AG LLC	05/15/24	1,886.85	MW	IS		
AP CHK 00413678	58372R	BETTER EARTH INC	05/15/24	283.54	MW	IS		
AP CHK 00413679	38585	BFI OF CALIFORNIA INC	05/15/24	3,710.45	MW	IS		
AP CHK 00413680	19200	BIRITE FOODSERVICE DISTRIBU	05/15/24	6,016.73	MW	IS		
AP CHK 00413681	20204	BKF ENGINEERS	05/15/24	3,709.75	MW	IS		
AP CHK 00413682	22205	BLACKSTONE PUBLISHING	05/15/24	104.67	MW	IS		
AP CHK 00413683	57900	BOOT BARN HOLDINGS	05/15/24	342.24	MW	IS		
AP CHK 00413684	57279	BOYS AND GIRLS CLUBS OF THE	05/15/24	20,000.00	MW	IS		
AP CHK 00413685	56068	BRADSHAW CONSTRUCTION	05/15/24	6,615.00	MW	IS		
AP CHK 00413686	56503MED	BRENTWOOD FAMILY PET CARE	05/15/24	3,064.09	MW	IS		
AP CHK 00413687	3349	BROADMOOR LANDSCAPE SUPPLY	05/15/24	570.74	MW	IS		
AP CHK 00413688	3064	BROWN & CALDWELL INC	05/15/24	13,765.88	MW	IS		
AP CHK 00413689	21239R	BROWN, DENISE	05/15/24	373.46	MW	IS		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00413690	40366	BSN SPORTS LLC	05/15/24	759.15	MW	IS		
AP CHK 00413691	52595	BWF CONSULTING ENGINEERS	05/15/24	4,000.00	MW	IS		
AP CHK 00413692	48259	BWNVT MOTORS INC	05/15/24	5,738.66	MW	IS		
AP CHK 00413693	17997	C.L.E.A.	05/15/24	2,752.00	MW	IS		
AP CHK 00413694	33981	CAGWIN & DORWARD	05/15/24	377.00	MW	IS		
AP CHK 00413695	42973	CAL SIGNAL CORP	05/15/24	3,713.78	MW	IS		
AP CHK 00413696	36927	CALCON SYSTEMS INC	05/15/24	7,345.75	MW	IS		
AP CHK 00413697	58382R	CALIBER CONCRETE	05/15/24	500.00	MW	IS		
AP CHK 00413698	23173	CALIFORNIA DIESEL AND POWER	05/15/24	20,430.00	MW	IS		
AP CHK 00413699	1196	CALIFORNIA WATER SERVICE CO	05/15/24	138.15	MW	IS		
AP CHK 00413700	1196	CALIFORNIA WATER SERVICE CO	05/15/24	345.31	MW	IS		
AP CHK 00413701	58381R	CALLAN PROPERTIES	05/15/24	1,500.00	MW	IS		
AP CHK 00413702	17888	CARL WARREN & COMPANY INC	05/15/24	2,809.50	MW	IS		
AP CHK 00413703	58383	CATONER, MICHAEL	05/15/24	400.00	MW	IS		
AP CHK 00413704	58360R	CATTANEO, MICHAEL	05/15/24	195.00	MW	IS		
AP CHK 00413705	48009	CENGAGE LEARNING INC / GALE	05/15/24	253.89	MW	IS		
AP CHK 00413706	24769	CENTER POINT LARGE PRINT	05/15/24	47.25	MW	IS		
AP CHK 00413707	40597R	CENTRAL ROOFING INC	05/15/24	585.62	MW	IS		
AP CHK 00413708	31956	CENTRAL VALLEY BUSINESS FOR	05/15/24	154.91	MW	IS		
AP CHK 00413709	54918R	CFY CONSTRUCTION INC	05/15/24	209.00	MW	IS		
AP CHK 00413710	58387R	CHAN, LARRY Y & PENNY L	05/15/24	2,000.00	MW	IS		
AP CHK 00413711	56482R	CHAN, LOK	05/15/24	475.00	MW	IS		
AP CHK 00413712	9115	CHANNEL LUMBER COMPANY	05/15/24	1,214.12	MW	IS		
AP CHK 00413713	58378R	CHEN, THOMAS	05/15/24	500.00	MW	IS		
AP CHK 00413714	51204	CINTAS CORPORATION	05/15/24	5,494.74	MW	IS		
AP CHK 00413715	3678	CINTAS CORPORATION #464	05/15/24	6,242.04	MW	IS		
AP CHK 00413716	35395	CITY AUTO SUPPLY	05/15/24	1,377.82	MW	IS		
AP CHK 00413717	55905	CITY CONSULTANTS & RESEARCH	05/15/24	475.00	MW	IS		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00413718	13126	CITY OF BRISBANE	05/15/24	4,940.00	MW	IS		
AP CHK 00413719	25602	CITY OF DALY CITY	05/15/24	80,688.58	MW	IS		
AP CHK 00413720	25602	CITY OF DALY CITY	05/15/24	3,605.07	MW	IS		
AP CHK 00413721	28211	CITY OF PACIFICA	05/15/24	176,352.00	MW	IS		
AP CHK 00413722	6034JPA	CITY OF PACIFICA	05/15/24	1,650.00	MW	IS		
AP CHK 00413723	6579JPA	CITY OF REDWOOD CITY	05/15/24	8,298.00	MW	IS		
AP CHK 00413724	13247	CITY OF SAN CARLOS	05/15/24	180.00	MW	IS		
AP CHK 00413725	40147	CITY TOYOTA	05/15/24	2,118.65	MW	IS		
AP CHK 00413726	54186	CIVICPLUS INC	05/15/24	2,364.49	MW	IS		
AP CHK 00413727	56237	CLAREMONT BEHAVIORAL SERVIC	05/15/24	1,384.50	MW	IS		
AP CHK 00413728	18465	CLEARLITE TROPHIES	05/15/24	487.29	MW	IS		
AP CHK 00413729	58352	COLUMBIA CAPITAL MANAGEMENT	05/15/24	9,145.00	MW	IS		
AP CHK 00413730	47244	COMCAST	05/15/24	89.81	MW	IS		
AP CHK 00413731	48517	COMCAST	05/15/24	174.73	MW	IS		
AP CHK 00413732	51804	COMCAST	05/15/24	421.98	MW	IS		
AP CHK 00413733	56468	COMCAST	05/15/24	221.20	MW	IS		
AP CHK 00413734	56819	COMCAST	05/15/24	196.20	MW	IS		
AP CHK 00413735	57411	COMCAST	05/15/24	170.53	MW	IS		
AP CHK 00413736	58194	COMCAST	05/15/24	196.20	MW	IS		
AP CHK 00413737	58226	COMCAST	05/15/24	105.49	MW	IS		
AP CHK 00413738	12578	COMPLETE LINEN SERVICES INC	05/15/24	280.72	MW	IS		
AP CHK 00413739	2930	CONTRACTORS ELECTRICAL DIST	05/15/24	570.50	MW	IS		
AP CHK 00413740	56253	CORE & MAIN LP	05/15/24	1,882.66	MW	IS		
AP CHK 00413741	30109	CORELOGIC SOLUTIONS LLC	05/15/24	365.77	MW	IS		
AP CHK 00413742	57217R	COSGROVE, JOSHUA	05/15/24	622.79	MW	IS		
AP CHK 00413743	42324	CRIME SCENE CLEANERS INC	05/15/24	780.00	MW	IS		
AP CHK 00413744	56617R	CRUZ, AURA JOMELIE	05/15/24	721.54	MW	IS		
AP CHK 00413745	48323	CRYSTAL CREAMERY	05/15/24	902.34	MW	IS		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00413746	28906	CSG CONSULTANTS INC	05/15/24	4,914.00	MW	IS		
AP CHK 00413747	19907	CWEA-TCP	05/15/24	766.00	MW	IS		
AP CHK 00413748	1836	DAILY JOURNAL CORPORATION	05/15/24	1,252.50	MW	IS		
AP CHK 00413749	1937	DALY CITY FIREFIGHTERS UNIO	05/15/24	9,339.30	MW	IS		
AP CHK 00413750	55663	DALY CITY FIREFIGHTERS ASSO	05/15/24	1,560.00	MW	IS		
AP CHK 00413751	30935	DALY CITY POLICE OFFICERS B	05/15/24	1,035.50	MW	IS		
AP CHK 00413752	9290	DALY CITY POLICE OFFICERS A	05/15/24	8,600.00	MW	IS		
AP CHK 00413753	9290	DALY CITY POLICE OFFICERS A	05/15/24	430.00	MW	IS		
AP CHK 00413754	7817	DANS DRILLING & FENCING INC	05/15/24	4,100.00	MW	IS		
AP CHK 00413755	42706	DASH MEDICAL GLOVES INC	05/15/24	543.90	MW	IS		
AP CHK 00413756	51806	DAVID J POWERS & ASSOCIATES	05/15/24	715.00	MW	IS		
AP CHK 00413757	58361R	DEGGELMAN, MICHAEL	05/15/24	250.00	MW	IS		
AP CHK 00413758	58370R	DEIHL, TRACY	05/15/24	209.00	MW	IS		
AP CHK 00413759	26138R	DISCOUNT PLUMBING & HEATING	05/15/24	2,000.00	MW	IS		
AP CHK 00413760	43302	DITAN, ROLAND L	05/15/24	306.00	MW	IS		
AP CHK 00413761	52551	DN TANKS INC	05/15/24	193,482.31	MW	IS		
AP CHK 00413762	14374	DOOLEY ENTERPRISES INC	05/15/24	4,776.11	MW	IS		
AP CHK 00413763	49422R	DOVE, CARMEN	05/15/24	1,859.00	MW	IS		
AP CHK 00413764	30629LAW	DOWNEY BRAND ATTORNEYS LLP	05/15/24	19,090.45	MW	IS		
AP CHK 00413765	33680R	DOYLE, NICHOLAS	05/15/24	400.00	MW	IS		
AP CHK 00413766	40801R	DUMANDAN, WILGRACE	05/15/24	721.54	MW	IS		
AP CHK 00413767	1061	DUNN EDWARDS CORPORATION	05/15/24	346.47	MW	IS		
AP CHK 00413768	57870MED	DUNNIGAN PSYCHOLOGICAL & TH	05/15/24	625.00	MW	IS		
AP CHK 00413769	49988	EAN SERVICES LLC	05/15/24	215.57	MW	IS		
AP CHK 00413770	48177	EAST BAY TIRE CO	05/15/24	8,145.61	MW	IS		
AP CHK 00413771	53583	ECOHERO SHOW LLC, THE	05/15/24	2,100.00	MW	IS		
AP CHK 00413772	49830R	ECONOMY PLUMBING	05/15/24	2,000.00	MW	IS		
AP CHK 00413773	55579	EDWARDS & SONS EQUIPMENT SE	05/15/24	1,208.88	MW	IS		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00413774	54143	EKI ENVIRONMENT & WATER	05/15/24	5,391.36	MW	IS		
AP CHK 00413775	56187	ELLIS INVESTIGATIONS LAW CO	05/15/24	14,206.50	MW	IS		
AP CHK 00413776	56297	EME ENTERPRISE INC	05/15/24	395.99	MW	IS		
AP CHK 00413777	4339	EMPLOYMENT DEVELOPMENT DEPA	05/15/24	140.00	MW	IS		
AP CHK 00413778	G1DEFIESTA	EMPLOYMENT DEVELOPMENT DEPA	05/15/24	600.04	MW	IS		
AP CHK 00413779	3786	ENVIRONMENTAL RESOURCE ASSO	05/15/24	1,246.37	MW	IS		
AP CHK 00413780	1049	EQUIFAX INFORMATION SVCS LL	05/15/24	50.00	MW	IS		
AP CHK 00413781	56435	ESO SOLUTIONS INC	05/15/24	667.58	MW	IS		
AP CHK 00413782	58386R	ESTALL, VERONICA	05/15/24	174.00	MW	IS		
AP CHK 00413783	58144	ETIC	05/15/24	174,192.75	MW	IS		
AP CHK 00413784	56291	EUROFINS EPK BUILT ENVIRONM	05/15/24	188.07	MW	IS		
AP CHK 00413785	26327	EWING IRRIGATION PRODUCTS I	05/15/24	570.91	MW	IS		
AP CHK 00413786	55996R	EXTERIOR HOME IMPROVEMENT B	05/15/24	1,409.00	MW	IS		
AP CHK 00413787	36077	FASTENAL COMPANY	05/15/24	1,160.16	MW	IS		
AP CHK 00413788	9922	FERGUSON ENTERPRISES LLC	05/15/24	2,946.85	MW	IS		
AP CHK 00413789	54716	FIRESTATS LLC	05/15/24	5,000.00	MW	IS		
AP CHK 00413790	19787	FIRST CHOICE COFFEE SERVICE	05/15/24	957.65	MW	IS		
AP CHK 00413791	G1TODARO	FRANCHISE TAX BOARD	05/15/24	986.18	MW	IS		
AP CHK 00413792	51893R	FULMORE, ZACHARY	05/15/24	255.73	MW	IS		
AP CHK 00413793	56170	GAVIN'S PAINTING	05/15/24	11,922.79	MW	IS		
AP CHK 00413794	48247	GCS ENVIRONMENTAL EQUIPMENT	05/15/24	894.83	MW	IS		
AP CHK 00413795	58173	GO MANAGEMENT	05/15/24	3,800.00	MW	IS		
AP CHK 00413796	26968	GOMEZ IRON WORKS ENTERPRISE	05/15/24	1,300.00	MW	IS		
AP CHK 00413797	3942	GOVERNMENT FINANCE OFFICERS	05/15/24	75.00	MW	IS		
AP CHK 00413798	45109	GRAFIX SHOPPE	05/15/24	5,872.08	MW	IS		
AP CHK 00413799	1754	GRAINGER INC	05/15/24	4,006.86	MW	IS		
AP CHK 00413800	36985	GRAND INDUSTRIES INC	05/15/24	38,900.00	MW	IS		
AP CHK 00413801	1571	GRANITEROCK	05/15/24	1,761.80	MW	IS		

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AP CHK 00413802	29425	GRAPHTECH GRAPHICS	05/15/24	752.65	MW	IS		
AP CHK 00413803	57660	GREEN HALO SYSTEMS INC	05/15/24	402.00	MW	IS		
AP CHK 00413804	30894	GRM	05/15/24	612.49	MW	IS		
AP CHK 00413805	57920	GUARDIAN ALLIANCE TECHNOLOG	05/15/24	65.00	MW	IS		
AP CHK 00413806	27846R	HAMILTON, JASON	05/15/24	5,416.36	MW	IS		
AP CHK 00413807	3702	HARRINGTON INDUSTRIAL PLAST	05/15/24	7,210.95	MW	IS		
AP CHK 00413808	58142	HASA INC	05/15/24	12,602.45	MW	IS		
AP CHK 00413809	55667	HAZEN AND SAWYER	05/15/24	103,560.67	MW	IS		
AP CHK 00413810	23318	HERC RENTALS INC	05/15/24	3,398.28	MW	IS		
AP CHK 00413811	58275	HERITAGE LANDSCAPE SUPPLY G	05/15/24	391.93	MW	IS		
AP CHK 00413812	17021	HF&H CONSULTANTS LLC	05/15/24	11,156.25	MW	IS		
AP CHK 00413813	9049	HI TECH EVS INC	05/15/24	3,477.65	MW	IS		
AP CHK 00413814	32874R	HIGHLAND CONSTRUCTION CO	05/15/24	627.00	MW	IS		
AP CHK 00413815	49700	HILL BROTHERS CHEMICAL CO	05/15/24	1,100.27	MW	IS		
AP CHK 00413816	15857	HOME DEPOT CREDIT SERVICES	05/15/24	11,673.26	MW	IS		
AP CHK 00413817	54590	HOME DEPOT PRO, THE	05/15/24	4,274.90	MW	IS		
AP CHK 00413818	56109	HONEY BUCKET	05/15/24	250.49	MW	IS		
AP CHK 00413819	58388R	HOSTON, KEAIRA S	05/15/24	865.00	MW	IS		
AP CHK 00413820	57974	HSQ TECH INC	05/15/24	8,000.00	MW	IS		
AP CHK 00413821	55805R	HUANG, GILBERT	05/15/24	2,038.70	MW	IS		
AP CHK 00413822	41818	HUNTINGTON COURT REPORTERS	05/15/24	157.52	MW	IS		
AP CHK 00413823	58373R	HUSARY, ISSA	05/15/24	250.00	MW	IS		
AP CHK 00413824	48933	INFOSEND INC	05/15/24	7,590.63	MW	IS		
AP CHK 00413825	56564	INVOICE CLOUD INC	05/15/24	100.00	MW	IS		
AP CHK 00413826	58364R	J P PAINTING	05/15/24	2,518.00	MW	IS		
AP CHK 00413827	1067	J SNELL & COMPANY INC	05/15/24	158.00	MW	IS		
AP CHK 00413828	48182	JETMULCH INC	05/15/24	3,657.41	MW	IS		
AP CHK 00413829	25311	JOHNSON CONTROLS SECURITY S	05/15/24	548.64	MW	IS		

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AP CHK 00413830	57096	JONES, CLEITUS	05/15/24	2,976.00	MW	IS		
AP CHK 00413831	43541R	JOSEPH J ALBANESE INC	05/15/24	1,200.00	MW	IS		
AP CHK 00413832	57647R	JOURNEY BUILDERS	05/15/24	209.00	MW	IS		
AP CHK 00413833	21383R	KALAVERAS, MARJORIE	05/15/24	769.50	MW	IS		
AP CHK 00413834	34345	KELLY PIPE COMPANY LLC	05/15/24	2,418.61	MW	IS		
AP CHK 00413835	21792	KELLY SPICERS STORES	05/15/24	1,275.10	MW	IS		
AP CHK 00413836	58362R	KIM, CHRISTOPHER	05/15/24	3,630.63	MW	IS		
AP CHK 00413837	39604	KIMBALL MIDWEST	05/15/24	66.76	MW	IS		
AP CHK 00413838	57064	KING TINT	05/15/24	1,200.00	MW	IS		
AP CHK 00413839	51402R	KLATT, JOHN	05/15/24	79.00	MW	IS		
AP CHK 00413840	21358	KNOX COMPANY, THE	05/15/24	40,513.34	MW	IS		
AP CHK 00413841	1108	L N CURTIS AND SONS	05/15/24	8,291.53	MW	IS		
AP CHK 00413842	13776	LANGUAGE LINE SERVICES	05/15/24	1,917.60	MW	IS		
AP CHK 00413843	48008LAW	LAW OFFICES OF BURKE WILLIA	05/15/24	1,019.19	MW	IS		
AP CHK 00413844	51450	LEFLER ENGINEERING INC	05/15/24	720.00	MW	IS		
AP CHK 00413845	33497	LEGACY MECHANICAL & ENERGY	05/15/24	11,075.00	MW	IS		
AP CHK 00413846	29200	LEGAL SHIELD	05/15/24	400.80	MW	IS		
AP CHK 00413847	45083	LEHR	05/15/24	25,814.58	MW	IS		
AP CHK 00413848	56173	LEXISNEXIS CLAIMS SOLUTIONS	05/15/24	18,856.38	MW	IS		
AP CHK 00413849	37094	LEXISNEXIS RISK DATA MANAGE	05/15/24	510.00	MW	IS		
AP CHK 00413850	58004JPALAW	LIEBERT CASSIDY WHITMORE	05/15/24	2,776.00	MW	IS		
AP CHK 00413851	16440	LINDE GAS & EQUIPMENT INC	05/15/24	135.19	MW	IS		
AP CHK 00413852	14431	LINDE INC	05/15/24	9,076.69	MW	IS		
AP CHK 00413853	57692	LONG BEACH BMW MOTORCYCLES	05/15/24	32,028.97	MW	IS		
AP CHK 00413854	29332	LORAL LANDSCAPING	05/15/24	25,119.00	MW	IS		
AP CHK 00413855	49874	LOU'S GLOVES INC	05/15/24	495.00	MW	IS		
AP CHK 00413856	52155R	MACHU PICCHU ROOFING INC	05/15/24	209.00	MW	IS		
AP CHK 00413857	26737R	MAGNO, ALIWELYN	05/15/24	209.00	MW	IS		

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AP CHK 00413858	54358	MAVERICK NETWORKS INC	05/15/24	8,877.35	MW	IS		
AP CHK 00413859	44154R	MEERE, ROSE	05/15/24	454.16	MW	IS		
AP CHK 00413860	56996R	MENG, NAN SHA	05/15/24	3,595.15	MW	IS		
AP CHK 00413861	23949	METRO MOBILE COMMUNICATIONS	05/15/24	4,240.28	MW	IS		
AP CHK 00413862	52240	MGT OF AMERICA CONSULTING L	05/15/24	2,750.00	MW	IS		
AP CHK 00413863	50996	MICHAEL BAKER INTERNATIONAL	05/15/24	1,157.55	MW	IS		
AP CHK 00413864	22863	MIDWEST TAPE INC	05/15/24	1,082.34	MW	IS		
AP CHK 00413865	49436REN	MKD CEDAR HILL LLC	05/15/24	7,458.17	MW	IS		
AP CHK 00413866	58374R	MONROE, NICOLE	05/15/24	447.00	MW	IS		
AP CHK 00413867	58379R	MP MIDWAY ASSOCIATES I LP	05/15/24	250.00	MW	IS		
AP CHK 00413868	57880R	MP ROOFING	05/15/24	209.00	MW	IS		
AP CHK 00413869	58353	MS MAY'S FINE FOODS AND EVE	05/15/24	700.00	MW	IS		
AP CHK 00413870	58341	NAPA AUTO PARTS	05/15/24	93.45	MW	IS		
AP CHK 00413871	58276	NATIONAL DATA & SURVEYING S	05/15/24	3,250.00	MW	IS		
AP CHK 00413872	4654	NATIONAL RECREATION & PARKS	05/15/24	900.00	MW	IS		
AP CHK 00413873	47324JPA	NEWFRONT INSURANCE SERVICES	05/15/24	21,021.00	MW	IS		
AP CHK 00413874	15763	NORTH COAST COUNTY WATER DI	05/15/24	56.87	MW	IS		
AP CHK 00413875	56820	ODP BUSINESS SOLUTIONS LLC	05/15/24	564.14	MW	IS		
AP CHK 00413876	56821	ODP BUSINESS SOLUTIONS LLC	05/15/24	370.31	MW	IS		
AP CHK 00413877	56822	ODP BUSINESS SOLUTIONS LLC	05/15/24	2,025.44	MW	IS		
AP CHK 00413878	56335	OPERATIONAL TECHNICAL SERVI	05/15/24	28,680.00	MW	IS		
AP CHK 00413879	3685	OTIS ELEVATOR COMPANY	05/15/24	1,124.74	MW	IS		
AP CHK 00413880	55555	OVERDRIVE INC	05/15/24	1,271.92	MW	IS		
AP CHK 00413881	39107	PACIFIC ECORISK	05/15/24	4,078.81	MW	IS		
AP CHK 00413882	10360R	PACIFIC GAS & ELECTRIC	05/15/24	1,500.00	MW	IS		
AP CHK 00413883	1216	PACIFIC GAS & ELECTRIC	05/15/24	185,160.75	MW	IS		
AP CHK 00413884	29252	PACIFIC PRODUCE INC	05/15/24	2,099.05	MW	IS		
AP CHK 00413885	52218	PACIFIC SCAFFOLD COMPANY IN	05/15/24	2,900.00	MW	IS		

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AP CHK 00413886	50620	PARK ENGINEERING INC	05/15/24	33,154.53	MW	IS		
AP CHK 00413887	56663	PARTS AUTHORITY LLC	05/15/24	2,065.51	MW	IS		
AP CHK 00413888	56968	PAYMENTUS CORPORATION	05/15/24	2,372.91	MW	IS		
AP CHK 00413889	1936	PENINSULA PEACE OFFICERS AS	05/15/24	138.60	MW	IS		
AP CHK 00413890	29738	PENINSULA UNIFORMS & EQUIPM	05/15/24	692.18	MW	IS		
AP CHK 00413891	10255MED	PERMANENTE MEDICAL GROUP IN	05/15/24	2,000.00	MW	IS		
AP CHK 00413892	19678	PERS LONG TERM CARE PROGRAM	05/15/24	175.55	MW	IS		
AP CHK 00413893	37921R	PETERSEN, MATTHEW	05/15/24	150.00	MW	IS		
AP CHK 00413894	47044	PETERSON TRUCKS INC	05/15/24	6,285.46	MW	IS		
AP CHK 00413895	26743R	PHAM, JUDY	05/15/24	1,332.47	MW	IS		
AP CHK 00413896	58367R	PHEMESTER, DENISE	05/15/24	209.00	MW	IS		
AP CHK 00413897	37414R	PICCOLOTTI, THOMAS	05/15/24	143.71	MW	IS		
AP CHK 00413898	54331	PIIAN SYSTEMS LLC	05/15/24	14,820.19	MW	IS		
AP CHK 00413899	55719	PIRTEK SAN LEANDRO	05/15/24	486.07	MW	IS		
AP CHK 00413900	36106	POLYDYNE INC	05/15/24	27,464.29	MW	IS		
AP CHK 00413901	56225	PRADO 9-1-1 INVESTIGATIVE S	05/15/24	2,003.40	MW	IS		
AP CHK 00413902	53942	PREFERRED ALLIANCE INC	05/15/24	515.12	MW	IS		
AP CHK 00413903	51326R	PREMENKO, JONATHAN	05/15/24	97.91	MW	IS		
AP CHK 00413904	56954R	PRIME ROOFING COMPANY	05/15/24	209.00	MW	IS		
AP CHK 00413905	56137	PROCURE AMERICA INC	05/15/24	3,460.56	MW	IS		
AP CHK 00413906	13591	PROJECT READ	05/15/24	2,814.38	MW	IS		
AP CHK 00413907	2364	PROJECT SENTINEL	05/15/24	5,497.70	MW	IS		
AP CHK 00413908	53664	PROPRINT	05/15/24	2,753.76	MW	IS		
AP CHK 00413909	27398	R & S ERECTION NORTH PENINS	05/15/24	9,562.83	MW	IS		
AP CHK 00413910	57348JPA	RADIOSOFT INC	05/15/24	6,360.00	MW	IS		
AP CHK 00413911	41727R	RAMOS, LEILANI	05/15/24	9,407.26	MW	IS		
AP CHK 00413912	48668JPA	RAVNTECH CORPORATION	05/15/24	17,966.86	MW	IS		
AP CHK 00413913	51664R	RAYGOZA, ROBERTO	05/15/24	285.00	MW	IS		

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AP CHK 00413914	40424R	RB ROOFING COMPANY	05/15/24	209.00	MW	IS		
AP CHK 00413915	50803	READYREFRESH	05/15/24	97.91	MW	IS		
AP CHK 00413916	58111	REGIONAL TRANING CENTER, TH	05/15/24	2,150.00	MW	IS		
AP CHK 00413917	58366R	REMODELING HEROES INC	05/15/24	1,409.00	MW	IS		
AP CHK 00413918	53208R	RENEWAL BY ANDERSON	05/15/24	802.19	MW	IS		
AP CHK 00413919	58260R	REPUBLIC SERVICES	05/15/24	468.00	MW	IS		
AP CHK 00413920	1200	REPUBLIC SERVICES OF NORTH	05/15/24	1,455,667.48	MW	IS		
AP CHK 00413921	58363R	RISER FIT CA LLC	05/15/24	11,909.00	MW	IS		
AP CHK 00413922	58358	RJMS CORPORATION	05/15/24	796.00	MW	IS		
AP CHK 00413923	58375R	ROADWAY CONSTRUCTION INC	05/15/24	1,200.00	MW	IS		
AP CHK 00413924	53532	ROBERT HALF	05/15/24	3,024.00	MW	IS		
AP CHK 00413925	51667R	RODRIGUEZ, MAURO	05/15/24	305.00	MW	IS		
AP CHK 00413926	58355	ROGUE FITNESS	05/15/24	10,535.97	MW	IS		
AP CHK 00413927	58365R	ROYAL SINALOA	05/15/24	209.00	MW	IS		
AP CHK 00413928	32440	RYDIN	05/15/24	2,009.40	MW	IS		
AP CHK 00413929	22771	S & S WORLDWIDE INC	05/15/24	214.22	MW	IS		
AP CHK 00413930	52843R	S F UNDERGROUND	05/15/24	6,000.00	MW	IS		
AP CHK 00413931	57902	SAN BRUNO TROPHY & CDS	05/15/24	153.83	MW	IS		
AP CHK 00413932	1109	SAN FRANCISCO PUBLIC	05/15/24	663,672.05	MW	IS		
AP CHK 00413933	51614	SAN MATEO CART SERVICE	05/15/24	750.00	MW	IS		
AP CHK 00413934	56453JPA	SAN MATEO CONSOLIDATED FIRE	05/15/24	1,650.00	MW	IS		
AP CHK 00413935	12544	SAN MATEO COUNTY CONTROLLER	05/15/24	72,899.00	MW	IS		
AP CHK 00413936	43158JPA	SAN MATEO COUNTY FIRE COUNT	05/15/24	1,650.00	MW	IS		
AP CHK 00413937	56664	SAN MATEO COUNTY FIREFIGHTE	05/15/24	10,075.00	MW	IS		
AP CHK 00413938	G1MARTINEZ	SAN MATEO COUNTY SHERIFF	05/15/24	112.50	MW	IS		
AP CHK 00413939	1790	SAN MATEO COUNTY TRANSIT DI	05/15/24	24,742.06	MW	IS		
AP CHK 00413940	9666	SAN MATEO LAWN MOWER SHOP	05/15/24	699.43	MW	IS		
AP CHK 00413941	55607	SANTANA, BRUNO	05/15/24	3,000.00	MW	IS		

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AP CHK 00413942	54717	SANTANA, VALERIA CRISTINA	05/15/24	11,800.00	MW	IS		
AP CHK 00413943	55117	SAVAGE TRAINING GROUP LLC	05/15/24	1,205.00	MW	IS		
AP CHK 00413944	49441	SC FUELS	05/15/24	36,318.00	MW	IS		
AP CHK 00413945	58069	SCC ELECTRIC INC	05/15/24	8,844.50	MW	IS		
AP CHK 00413946	1111	SF - WATER	05/15/24	714,820.10	MW	IS		
AP CHK 00413947	23742	SHOE DEPOT INC	05/15/24	2,498.96	MW	IS		
AP CHK 00413948	49695	SHRED IT USA	05/15/24	2,396.51	MW	IS		
AP CHK 00413949	52666	SHRED WORKS INC	05/15/24	253.00	MW	IS		
AP CHK 00413950	52783R	SKY ROOF INC	05/15/24	209.00	MW	IS		
AP CHK 00413951	32237	SMART & FINAL STORES LLC	05/15/24	1,140.78	MW	IS		
AP CHK 00413952	58105	SNG & ASSOCIATES INC	05/15/24	23,508.15	MW	IS		
AP CHK 00413953	55808	SOUTHERN COUNTIES LUBRICANT	05/15/24	5,358.17	MW	IS		
AP CHK 00413954	46351	SPECIAL SERVICES GROUP LLC	05/15/24	1,045.47	MW	IS		
AP CHK 00413955	37940	STANDARD PLUMBING SUPPLY CO	05/15/24	323.66	MW	IS		
AP CHK 00413956	56834R	STATE WATER RESOURCES CONTR	05/15/24	581.44	MW	IS		
AP CHK 00413957	3613	STATIONARY ENGINEERS LOCAL	05/15/24	4,182.22	MW	IS		
AP CHK 00413958	56958JPA	STEPFORD	05/15/24	477.00	MW	IS		
AP CHK 00413959	45084	STEPFORD INC	05/15/24	10,602.00	MW	IS		
AP CHK 00413960	40900	STEVENS BAY AREA DIESEL SER	05/15/24	5,129.35	MW	IS		
AP CHK 00413961	1090	STEWART CHEVROLET CADILLAC	05/15/24	353.96	MW	IS		
AP CHK 00413962	33063	SUPERCO SPECIALTY PRODUCTS	05/15/24	671.93	MW	IS		
AP CHK 00413963	15547R	SYLVESTER, GLENN	05/15/24	772.48	MW	IS		
AP CHK 00413964	15590	T SHIRT FEVER	05/15/24	721.88	MW	IS		
AP CHK 00413965	2798	TEAMSTERS LOCAL 856	05/15/24	3,006.00	MW	IS		
AP CHK 00413966	52099	TEC ASSOCIATES INC	05/15/24	1,589.53	MW	IS		
AP CHK 00413967	37535	TELEPATH CORPORATION	05/15/24	358.00	MW	IS		
AP CHK 00413968	1787	TELSTAR INSTRUMENTS INC	05/15/24	787.00	MW	IS		
AP CHK 00413969	51891	TETRA TECH INC	05/15/24	78,938.71	MW	IS		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00413970	1201	THOMSON REUTERS WEST	05/15/24	3,147.00	MW	IS		
AP CHK 00413971	57220	TMI CONSULTING INC	05/15/24	462.50	MW	IS		
AP CHK 00413972	31452	TOWNE FORD	05/15/24	104,753.53	MW	IS		
AP CHK 00413973	53970	TRIDENT K9 CONSULTING	05/15/24	1,200.00	MW	IS		
AP CHK 00413974	29829	TSAI FONG BOOKS INC	05/15/24	380.39	MW	IS		
AP CHK 00413975	26803	TURBO DATA SYSTEMS INC	05/15/24	37,011.74	MW	IS		
AP CHK 00413976	57186	TURNER ADVISEMENT LLC	05/15/24	4,050.00	MW	IS		
AP CHK 00413977	37637	ULINE INC	05/15/24	916.24	MW	IS		
AP CHK 00413978	56630	UNDERGROUND REPUBLIC WATER	05/15/24	5,249.63	MW	IS		
AP CHK 00413979	32209	UNIVAR SOLUTIONS USA INC	05/15/24	18,580.02	MW	IS		
AP CHK 00413980	58391	VALENTINE CORPORATION	05/15/24	2,500.00	MW	IS		
AP CHK 00413981	3376	VERITIV OPERATING COMPANY	05/15/24	2,665.63	MW	IS		
AP CHK 00413982	29329	VERIZON WIRELESS SERVICES L	05/15/24	3,016.12	MW	IS		
AP CHK 00413983	29329	VERIZON WIRELESS SERVICES L	05/15/24	85.10	MW	IS		
AP CHK 00413984	29329	VERIZON WIRELESS SERVICES L	05/15/24	42.09	MW	IS		
AP CHK 00413985	29329	VERIZON WIRELESS SERVICES L	05/15/24	212.44	MW	IS		
AP CHK 00413986	29329	VERIZON WIRELESS SERVICES L	05/15/24	47.09	MW	IS		
AP CHK 00413987	29329	VERIZON WIRELESS SERVICES L	05/15/24	314.34	MW	IS		
AP CHK 00413988	29329	VERIZON WIRELESS SERVICES L	05/15/24	152.12	MW	IS		
AP CHK 00413989	29329	VERIZON WIRELESS SERVICES L	05/15/24	3,533.41	MW	IS		
AP CHK 00413990	29329	VERIZON WIRELESS SERVICES L	05/15/24	1,589.27	MW	IS		
AP CHK 00413991	29329	VERIZON WIRELESS SERVICES L	05/15/24	47.09	MW	IS		
AP CHK 00413992	41809	VESTRA RESOURCES INC	05/15/24	1,600.50	MW	IS		
AP CHK 00413993	41056R	VIOLA, ANNA MARIE	05/15/24	769.50	MW	IS		
AP CHK 00413994	57426	VOLER STRATEGIC ADVISORS IN	05/15/24	40,000.00	MW	IS		
AP CHK 00413995	41633R	VOONGS ROOFING COMPANY	05/15/24	418.00	MW	IS		
AP CHK 00413996	1579	VWR INTERNATIONAL LLC	05/15/24	1,834.57	MW	IS		
AP CHK 00413997	56169	WARD, GARY K	05/15/24	1,950.00	MW	IS		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00413998	36355	WASTEWATER SOLUTIONS INC	05/15/24	4,125.00	MW	IS		
AP CHK 00413999	50485	WAVE BROADBAND	05/15/24	1,295.00	MW	IS		
AP CHK 00414000	50485	WAVE BROADBAND	05/15/24	1,079.95	MW	IS		
AP CHK 00414001	50485	WAVE BROADBAND	05/15/24	95.95	MW	IS		
AP CHK 00414002	36888	WESTERN TRUCK FABRICATION I	05/15/24	16,483.63	MW	IS		
AP CHK 00414003	51677R	WILKERSON, JAKE	05/15/24	449.00	MW	IS		
AP CHK 00414004	54330	WILLIAMS SCOTSMAN INC	05/15/24	763.19	MW	IS		
AP CHK 00414005	36417R	WILLIAMS, ANNE	05/15/24	721.54	MW	IS		
AP CHK 00414006	58380R	WONG, DANIEL	05/15/24	500.00	MW	IS		
AP CHK 00414007	18388JPA	WOODSIDE FIRE PROTECTION DI	05/15/24	1,650.00	MW	IS		
AP CHK 00414008	58377R	XIA WEI XI & YUAN XIAO YUN	05/15/24	500.00	MW	IS		
AP CHK 00414009	46308R	YES CONSTRUCTION	05/15/24	4,266.23	MW	IS		
AP CHK 00414010	58390R	YUN, WOO HYUNG	05/15/24	531.78	MW	IS		
AP CHK 00414011	58369R	ZABAIZA, KATHLEEN	05/15/24	1,280.12	MW	IS		
AP CHK 00414012	12694R	ZALINSKIS, KLAUS	05/15/24	700.86	MW	IS		
~~AP CHK 00414013~~	~~58368R~~	~~ZULUETA, ROGELIO~~	~~05/15/24~~	~~209.00~~	~~MW~~	~~IS~~		

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	5,407,029.15	Number of Checks Processed:	380
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	5,407,029.15		

CANCELLED CHECK:

00414013 58368R ZULUETA, ROGELIO 05/15/24 209.00

TOTAL: 5,406,820.15

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00414014	58462R	CALVELO, JULIA	05/24/24	669.24	MW	IS		
AP CHK 00414015	G1DEFIESTA	EMPLOYMENT DEVELOPMENT DEPA	05/24/24	809.39	MW	IS		
AP CHK 00414016	G1TODARO	FRANCHISE TAX BOARD	05/24/24	126.66	MW	IS		
AP CHK 00414017	49974	NGLIC	05/24/24	2,166.70	MW	IS		
AP CHK 00414018	19678	PERS LONG TERM CARE PROGRAM	05/24/24	175.55	MW	IS		
AP CHK 00414019	G1MARTINEZ	SAN MATEO COUNTY SHERIFF	05/24/24	112.50	MW	IS		

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	4,060.04	Number of Checks Processed:	6
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 4,060.04

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00414020	47004	4LEAF INC	05/31/24	11,916.00	MW	IS		
AP CHK 00414021	35125	A BLACK TIE AFFAIR INC	05/31/24	615.25	MW	IS		
AP CHK 00414022	25627	A S F ELECTRIC INC	05/31/24	3,150.00	MW	IS		
AP CHK 00414023	38751	ACCURACY INTERNATIONAL	05/31/24	375.00	MW	IS		
AP CHK 00414024	53561	ACTION TOWING	05/31/24	1,767.10	MW	IS		
AP CHK 00414025	57944R	AGUILAR, YESENIA	05/31/24	180.00	MW	IS		
AP CHK 00414026	58412R	AHLQUIST, MARGARET L	05/31/24	325.00	MW	IS		
AP CHK 00414027	58425R	ALABSI, JEHAN	05/31/24	367.00	MW	IS		
AP CHK 00414028	14004	ALERT PEST CONTROL COMPANY	05/31/24	900.00	MW	IS		
AP CHK 00414029	1025	ALHAMBRA	05/31/24	393.19	MW	IS		
AP CHK 00414030	49642	ALL CITY MANAGEMENT SERVICE	05/31/24	5,960.06	MW	IS		
AP CHK 00414031	37095	ALL INDUSTRIAL ELECTRIC SUP	05/31/24	370.83	MW	IS		
AP CHK 00414032	39657	ALL STAR GLASS	05/31/24	523.80	MW	IS		
AP CHK 00414033	46504JPA	ALPINE AWARDS	05/31/24	50.98	MW	IS		
AP CHK 00414034	56231	AMAZON CAPITAL SERVICES INC	05/31/24	8,009.81	MW	IS		
AP CHK 00414035	2083	AMERICA COPY & PRINTING CO	05/31/24	1,147.10	MW	IS		
AP CHK 00414036	58403	AMERICAN SANITATION INC	05/31/24	366.49	MW	IS		
AP CHK 00414037	2719	AMERICAN WATER WORKS ASSOCI	05/31/24	321.00	MW	IS		
AP CHK 00414038	42310	AMERINAT	05/31/24	362.70	MW	IS		
AP CHK 00414039	57410R	ANDERSON, CHELA	05/31/24	175.34	MW	IS		
AP CHK 00414040	24868	ANIXTER INC	05/31/24	2,830.80	MW	IS		
AP CHK 00414041	55841	AQUA-METRIC SALES CO	05/31/24	44,734.39	MW	IS		
AP CHK 00414042	50495R	AQUILA, LEE	05/31/24	1,282.52	MW	IS		
AP CHK 00414043	53563	ARANDA, MILLIE	05/31/24	150.00	MW	IS		
AP CHK 00414044	56141R	ARGUELLES, GUILLERMO	05/31/24	491.39	MW	IS		
AP CHK 00414045	58422R	ARNOLD, BRANDON C	05/31/24	45.00	MW	IS		
AP CHK 00414046	32577	AT&T	05/31/24	534.24	MW	IS		
AP CHK 00414047	32577	AT&T	05/31/24	1,046.42	MW	IS		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00414048	32577	AT&T	05/31/24	7,418.73	MW	IS		
AP CHK 00414049	32577	AT&T	05/31/24	363.78	MW	IS		
AP CHK 00414050	45195	AT&T	05/31/24	900.00	MW	IS		
AP CHK 00414051	45508JPA	AT&T	05/31/24	12,721.48	MW	IS		
AP CHK 00414052	47003	AT&T	05/31/24	141.51	MW	IS		
AP CHK 00414053	47003	AT&T	05/31/24	136.16	MW	IS		
AP CHK 00414054	6413	AT&T MOBILITY	05/31/24	2,293.68	MW	IS		
AP CHK 00414055	6413	AT&T MOBILITY	05/31/24	5,284.92	MW	IS		
AP CHK 00414056	6413	AT&T MOBILITY	05/31/24	804.80	MW	IS		
AP CHK 00414057	6413	AT&T MOBILITY	05/31/24	1,327.92	MW	IS		
AP CHK 00414058	6413	AT&T MOBILITY	05/31/24	112.36	MW	IS		
AP CHK 00414059	6413	AT&T MOBILITY	05/31/24	141.81	MW	IS		
AP CHK 00414060	44649	ATLAS COPCO COMPRESSORS LLC	05/31/24	1,787.58	MW	IS		
AP CHK 00414061	44506R	ATLAS PLUMBING AND ROOTER I	05/31/24	4,000.00	MW	IS		
AP CHK 00414062	29643	AUTO COLLISION CENTER	05/31/24	1,068.64	MW	IS		
AP CHK 00414063	58437R	AVIDES, ANDREW BUDELL	05/31/24	65.00	MW	IS		
AP CHK 00414064	53260	AXON ENTERPRISE INC	05/31/24	31,263.19	MW	IS		
AP CHK 00414065	58453R	BACHINICHA, JACK NICOLE	05/31/24	40.00	MW	IS		
AP CHK 00414066	6122	BACWA	05/31/24	10,226.80	MW	IS		
AP CHK 00414067	58441R	BADER, ETHAN	05/31/24	45.00	MW	IS		
AP CHK 00414068	1232	BAKER & TAYLOR COMPANY INC	05/31/24	11,856.15	MW	IS		
AP CHK 00414069	57170	BARBADILLO PAISO, LIANE	05/31/24	450.00	MW	IS		
AP CHK 00414070	7950	BAY AREA AIR QUALITY MANAGE	05/31/24	2,976.00	MW	IS		
AP CHK 00414071	19892	BAY AREA PAVING COMPANY INC	05/31/24	18,682.00	MW	IS		
AP CHK 00414072	1562	BAY AREA WATER SUPPLY & CON	05/31/24	6,409.92	MW	IS		
AP CHK 00414073	8796	BAY CITY BOILER	05/31/24	8,311.88	MW	IS		
AP CHK 00414074	52106	BAY CRYOGENICS INC	05/31/24	7,662.74	MW	IS		
AP CHK 00414075	38585	BFI OF CALIFORNIA INC	05/31/24	60.91	MW	IS		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00414076	58420R	BIBIANO, FRANCISCO REYES	05/31/24	45.00	MW	IS		
AP CHK 00414077	19200	BIRITE FOODSERVICE DISTRIBU	05/31/24	12,001.17	MW	IS		
AP CHK 00414078	27835	BISHOP COMPANY	05/31/24	2,693.26	MW	IS		
AP CHK 00414079	20204	BKF ENGINEERS	05/31/24	2,392.50	MW	IS		
AP CHK 00414080	35495	BLUE WATER TOWING & AUTO SE	05/31/24	120.00	MW	IS		
AP CHK 00414081	57900	BOOT BARN HOLDINGS	05/31/24	496.46	MW	IS		
AP CHK 00414082	57279	BOYS AND GIRLS CLUBS OF THE	05/31/24	20,000.00	MW	IS		
AP CHK 00414083	58405R	BRAY, MADRONE C	05/31/24	440.00	MW	IS		
AP CHK 00414084	21300	BRISBANE RECYCLING CO INC	05/31/24	81.20	MW	IS		
AP CHK 00414085	3349	BROADMOOR LANDSCAPE SUPPLY	05/31/24	1,637.96	MW	IS		
AP CHK 00414086	3064	BROWN & CALDWELL INC	05/31/24	5,015.50	MW	IS		
AP CHK 00414087	4709	BSN SPORTS LLC	05/31/24	115.66	MW	IS		
AP CHK 00414088	57778	BUDGET BLINDS OF SAN FRANCI	05/31/24	3,230.72	MW	IS		
AP CHK 00414089	58456R	BUENO, KAREN M	05/31/24	30.00	MW	IS		
AP CHK 00414090	58426R	BULTEMA, KEVIN J	05/31/24	55.00	MW	IS		
AP CHK 00414091	48024R	BUSALACCHI, MARIO	05/31/24	860.08	MW	IS		
AP CHK 00414092	36927	CALCON SYSTEMS INC	05/31/24	23,005.25	MW	IS		
AP CHK 00414093	1196	CALIFORNIA WATER SERVICE CO	05/31/24	36.86	MW	IS		
AP CHK 00414094	58454R	CAMACHO SR, EDSON D	05/31/24	40.00	MW	IS		
AP CHK 00414095	58442R	CARDENAS, NORA	05/31/24	30.00	MW	IS		
AP CHK 00414096	58360R	CATTANEO, MICHAEL	05/31/24	200.00	MW	IS		
AP CHK 00414097	42277	CEL ANALYTICAL INC	05/31/24	2,242.00	MW	IS		
AP CHK 00414098	58436R	CELIS, ANTHONY E	05/31/24	40.00	MW	IS		
AP CHK 00414099	48009	CENGAGE LEARNING INC / GALE	05/31/24	266.64	MW	IS		
AP CHK 00414100	24769	CENTER POINT LARGE PRINT	05/31/24	48.00	MW	IS		
AP CHK 00414101	54171	CENTURY CARPET	05/31/24	6,700.00	MW	IS		
AP CHK 00414102	1882	CH BULL COMPANY	05/31/24	1,704.17	MW	IS		
AP CHK 00414103	58449R	CHACON SR, GOMEZ BRAYAN A	05/31/24	40.00	MW	IS		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00414104	58447R	CHAMBERLAIN, CONNER N	05/31/24	40.00	MW	IS		
AP CHK 00414105	19705	CHEMSEARCHFE	05/31/24	419.67	MW	IS		
AP CHK 00414106	58399R	CHIN, STEVEN	05/31/24	4,722.72	MW	IS		
AP CHK 00414107	36817R	CHRISTENSEN, CAMERON	05/31/24	325.00	MW	IS		
AP CHK 00414108	58265R	CHU, ANDREW PARANGAN	05/31/24	325.00	MW	IS		
AP CHK 00414109	51204	CINTAS CORPORATION	05/31/24	967.37	MW	IS		
AP CHK 00414110	3678	CINTAS CORPORATION #464	05/31/24	1,977.63	MW	IS		
AP CHK 00414111	3073	CITY CLERKS ASSOCIATION OF	05/31/24	500.00	MW	IS		
AP CHK 00414112	18465	CLEARLITE TROPHIES	05/31/24	43.95	MW	IS		
AP CHK 00414113	52452	COLLECTION BUREAU OF AMERIC	05/31/24	209.50	MW	IS		
AP CHK 00414114	47244	COMCAST	05/31/24	89.81	MW	IS		
AP CHK 00414115	48645	COMCAST	05/31/24	99.00	MW	IS		
AP CHK 00414116	49446	COMCAST	05/31/24	108.33	MW	IS		
AP CHK 00414117	49446	COMCAST	05/31/24	118.33	MW	IS		
AP CHK 00414118	52652	COMCAST	05/31/24	177.12	MW	IS		
AP CHK 00414119	56653	COMCAST	05/31/24	200.95	MW	IS		
AP CHK 00414120	56654	COMCAST	05/31/24	196.20	MW	IS		
AP CHK 00414121	58194	COMCAST	05/31/24	196.20	MW	IS		
AP CHK 00414122	12578	COMPLETE LINEN SERVICES INC	05/31/24	421.08	MW	IS		
AP CHK 00414123	56253	CORE & MAIN LP	05/31/24	5,015.78	MW	IS		
AP CHK 00414124	58413R	CORNELL, JENNIFER C	05/31/24	40.00	MW	IS		
AP CHK 00414125	14930	COUNTY OF SAN MATEO	05/31/24	246.76	MW	IS		
AP CHK 00414126	43157JPA	COUNTY OF SAN MATEO	05/31/24	1,781.84	MW	IS		
AP CHK 00414127	42324	CRIME SCENE CLEANERS INC	05/31/24	260.00	MW	IS		
AP CHK 00414128	58407R	CRUZ, ERLINDA M	05/31/24	325.00	MW	IS		
AP CHK 00414129	58408R	CRUZSANCHEZ, JOSE L	05/31/24	65.00	MW	IS		
AP CHK 00414130	48323	CRYSTAL CREAMERY	05/31/24	1,305.46	MW	IS		
AP CHK 00414131	28906	CSG CONSULTANTS INC	05/31/24	8,880.00	MW	IS		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00414132	32149	D & L SUPPLY COMPANY INC	05/31/24	8,266.18	MW	IS		
AP CHK 00414133	1042	D C LOCK & SECURITY SERVICE	05/31/24	101.09	MW	IS		
AP CHK 00414134	1836	DAILY JOURNAL CORPORATION	05/31/24	6,355.50	MW	IS		
AP CHK 00414135	1414	DALY CITY CENTRAL CASHIER	05/31/24	1,771.01	MW	IS		
AP CHK 00414136	36807	DALY CITY TEST ONLY	05/31/24	440.00	MW	IS		
AP CHK 00414137	1793	DALY CITY TOOL MART	05/31/24	87.90	MW	IS		
AP CHK 00414138	51806	DAVID J POWERS & ASSOCIATES	05/31/24	6,009.81	MW	IS		
AP CHK 00414139	1299	DEPARTMENT OF JUSTICE	05/31/24	1,272.00	MW	IS		
AP CHK 00414140	20552	DEWEY PEST CONTROL INC	05/31/24	3,258.00	MW	IS		
AP CHK 00414141	52511R	DHALIWAL, JASPRADEEP	05/31/24	118.40	MW	IS		
AP CHK 00414142	57654	DINELEY, SUSAN	05/31/24	200.00	MW	IS		
AP CHK 00414143	26138R	DISCOUNT PLUMBING & HEATING	05/31/24	2,000.00	MW	IS		
AP CHK 00414144	58465	DJI TECHNOLOGY INC	05/31/24	2,993.17	MW	IS		
AP CHK 00414145	54557	DKF SOLUTIONS GROUP LLC	05/31/24	5,800.00	MW	IS		
AP CHK 00414146	58435R	DOMINGUEZ, JOSHUA E	05/31/24	20.00	MW	IS		
AP CHK 00414147	30629LAW	DOWNEY BRAND ATTORNEYS LLP	05/31/24	12,838.00	MW	IS		
AP CHK 00414148	57393	DTA	05/31/24	5,915.92	MW	IS		
AP CHK 00414149	58417R	EA, MICHAEL ROMMEL G	05/31/24	40.00	MW	IS		
AP CHK 00414150	48177	EAST BAY TIRE CO	05/31/24	187.00	MW	IS		
AP CHK 00414151	49830R	ECONOMY PLUMBING	05/31/24	2,000.00	MW	IS		
AP CHK 00414152	56297	EME ENTERPRISE INC	05/31/24	448.49	MW	IS		
AP CHK 00414153	56611	ENTARA CORPORATION	05/31/24	375.00	MW	IS		
AP CHK 00414154	7685	ENTENMANN ROVIN COMPANY	05/31/24	4,874.65	MW	IS		
AP CHK 00414155	51076	ENVIRONMENTAL LEAD DETECT I	05/31/24	500.00	MW	IS		
AP CHK 00414156	1049	EQUIFAX INFORMATION SVCS LL	05/31/24	50.00	MW	IS		
AP CHK 00414157	26327	EWING IRRIGATION PRODUCTS I	05/31/24	3,188.49	MW	IS		
AP CHK 00414158	36077	FASTENAL COMPANY	05/31/24	981.59	MW	IS		
AP CHK 00414159	58438R	FENG, TING	05/31/24	40.00	MW	IS		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00414160	9922	FERGUSON ENTERPRISES LLC	05/31/24	371.90	MW	IS		
AP CHK 00414161	58384	FIRST DUE	05/31/24	26,000.00	MW	IS		
AP CHK 00414162	55643	FLORIAN INDUSTRIES INC	05/31/24	300.00	MW	IS		
AP CHK 00414163	30742	FONG BROTHERS PRINTING INC	05/31/24	557.07	MW	IS		
AP CHK 00414164	56546	FUN EXPRESS LLC	05/31/24	75.10	MW	IS		
AP CHK 00414165	58433R	GARCIA, VICTOR	05/31/24	30.00	MW	IS		
AP CHK 00414166	54289	GARLAND DBS INC	05/31/24	99,035.19	MW	IS		
AP CHK 00414167	56170	GAVIN'S PAINTING	05/31/24	11,906.00	MW	IS		
AP CHK 00414168	58153R	GAVIOLA, TRACY	05/31/24	400.00	MW	IS		
AP CHK 00414169	48247	GCS ENVIRONMENTAL EQUIPMENT	05/31/24	887.44	MW	IS		
AP CHK 00414170	58411R	GLASS, VIVIAN DARNELL	05/31/24	325.00	MW	IS		
AP CHK 00414171	55311	GOLDEN STATE EMERGENCY	05/31/24	4,097.20	MW	IS		
AP CHK 00414172	30509	GOODYEAR COMMERCIAL TIRE &	05/31/24	2,611.90	MW	IS		
AP CHK 00414173	1754	GRAINGER INC	05/31/24	7,732.97	MW	IS		
AP CHK 00414174	36985	GRAND INDUSTRIES INC	05/31/24	100,866.86	MW	IS		
AP CHK 00414175	1571	GRANITEROCK	05/31/24	2,388.50	MW	IS		
AP CHK 00414176	29425	GRAPHTECH GRAPHICS	05/31/24	60.43	MW	IS		
AP CHK 00414177	57660	GREEN HALO SYSTEMS INC	05/31/24	402.00	MW	IS		
AP CHK 00414178	56252	GRISWOLD INDUSTRIES	05/31/24	42,039.72	MW	IS		
AP CHK 00414179	19293	GYM DOCTORS	05/31/24	12,672.10	MW	IS		
AP CHK 00414180	2223	HACH COMPANY	05/31/24	2,410.54	MW	IS		
AP CHK 00414181	57302	HALEY AND ALDRICH INC	05/31/24	17,334.25	MW	IS		
AP CHK 00414182	27846R	HAMILTON, JASON	05/31/24	5,416.36	MW	IS		
AP CHK 00414183	57852	HAMMEL GREEN AND ABRAHAMSON	05/31/24	6,840.89	MW	IS		
AP CHK 00414184	47707R	HART, SHANE	05/31/24	818.81	MW	IS		
AP CHK 00414185	58142	HASA INC	05/31/24	12,772.47	MW	IS		
AP CHK 00414186	58443R	HAYES, SCOTT A	05/31/24	45.00	MW	IS		
AP CHK 00414187	58463	HD SUPPLY INC	05/31/24	3,590.52	MW	IS		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00414188	57688	HDL SOFTWARE LLC	05/31/24	4,911.71	MW	IS		
AP CHK 00414189	58275	HERITAGE LANDSCAPE SUPPLY G	05/31/24	396.33	MW	IS		
AP CHK 00414190	58396R	HERRERA, ANTHONY	05/31/24	231.00	MW	IS		
AP CHK 00414191	16190R	HERRERA, PATRICIA	05/31/24	80.00	MW	IS		
AP CHK 00414192	9049	HI TECH EVS INC	05/31/24	10,571.69	MW	IS		
AP CHK 00414193	58418R	HOLLAND, KATHY	05/31/24	40.00	MW	IS		
AP CHK 00414194	56109	HONEY BUCKET	05/31/24	210.49	MW	IS		
AP CHK 00414195	47748	HONEYWELL ANALYTICS INC	05/31/24	1,350.00	MW	IS		
AP CHK 00414196	58402R	HORNE LLP DBA CA LIHWAP	05/31/24	594.69	MW	IS		
AP CHK 00414197	57444REN	HUB COMMUNITY CORPORATION,	05/31/24	95.61	MW	IS		
AP CHK 00414198	41818	HUNTINGTON COURT REPORTERS	05/31/24	40.38	MW	IS		
AP CHK 00414199	39178R	HYINK, RYAN	05/31/24	267.29	MW	IS		
AP CHK 00414200	57924	IMPERIAL SUPPLIES LLC	05/31/24	633.18	MW	IS		
AP CHK 00414201	31781	INNOVATIVE CLAIM SOLUTIONS	05/31/24	16,032.17	MW	IS		
AP CHK 00414202	34663	INTEC SOLUTIONS INC	05/31/24	4,553.22	MW	IS		
AP CHK 00414203	14932	INTERSTATE BATTERY SYSTEM O	05/31/24	158.62	MW	IS		
AP CHK 00414204	23280	INTERSTATE SALES	05/31/24	1,849.07	MW	IS		
AP CHK 00414205	1072	IRVINE & JACHENS INC	05/31/24	2,551.19	MW	IS		
AP CHK 00414206	24233	JACOBS ASSOCIATES	05/31/24	73,272.67	MW	IS		
AP CHK 00414207	26328	JAM SERVICES INC	05/31/24	2,801.81	MW	IS		
AP CHK 00414208	18001R	JAVA, CLIFFORD	05/31/24	40.00	MW	IS		
AP CHK 00414209	48182	JET MULCH INC	05/31/24	35,385.79	MW	IS		
AP CHK 00414210	58461R	JIANG JR, WEN	05/31/24	40.00	MW	IS		
AP CHK 00414211	58416R	JOE, JASON MICHAEL	05/31/24	10.00	MW	IS		
AP CHK 00414212	25311	JOHNSON CONTROLS SECURITY S	05/31/24	548.64	MW	IS		
AP CHK 00414213	57096	JONES, CLEITUS	05/31/24	3,072.00	MW	IS		
AP CHK 00414214	55962	KANOPY INC	05/31/24	5,800.00	MW	IS		
AP CHK 00414215	58430R	KELL, LOUIS WILLIAM	05/31/24	40.00	MW	IS		

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AP CHK 00414216	56294	KELLY SPICERS FACILITIES SO	05/31/24	1,757.45	MW	IS		
AP CHK 00414217	39604	KIMBALL MIDWEST	05/31/24	2,490.81	MW	IS		
AP CHK 00414218	20073	KIMLEY HORN & ASSOCIATES IN	05/31/24	16,817.77	MW	IS		
AP CHK 00414219	58445R	KING II, THOMAS M	05/31/24	40.00	MW	IS		
AP CHK 00414220	57064	KING TINT	05/31/24	350.00	MW	IS		
AP CHK 00414221	57323R	KONG, JONATHAN	05/31/24	200.00	MW	IS		
AP CHK 00414222	1108	L N CURTIS AND SONS	05/31/24	1,092.61	MW	IS		
AP CHK 00414223	56352R	LACSI, KAREN	05/31/24	40.00	MW	IS		
AP CHK 00414224	13776	LANGUAGE LINE SERVICES	05/31/24	138.16	MW	IS		
AP CHK 00414225	48008LAW	LAW OFFICES OF BURKE WILLIA	05/31/24	2,062.50	MW	IS		
AP CHK 00414226	8614	LC ACTION POLICE SUPPLY LTD	05/31/24	1,208.63	MW	IS		
AP CHK 00414227	48040R	LEE, VICTOR	05/31/24	3,604.32	MW	IS		
AP CHK 00414228	33497	LEGACY MECHANICAL & ENERGY	05/31/24	9,674.68	MW	IS		
AP CHK 00414229	21353	LEGAL AID SOCIETY OF SAN MA	05/31/24	24,013.00	MW	IS		
AP CHK 00414230	45083	LEHR	05/31/24	8,242.78	MW	IS		
AP CHK 00414231	58423R	LEMBCKE, DEANNA M	05/31/24	65.00	MW	IS		
AP CHK 00414232	58404R	LI, JINHUI	05/31/24	500.00	MW	IS		
AP CHK 00414233	58400R	LI, STACY	05/31/24	4,399.55	MW	IS		
AP CHK 00414234	44624	LIBERTY PROCESS EQUIPMENT I	05/31/24	3,844.00	MW	IS		
AP CHK 00414235	12906LAW	LIEBERT CASSIDY WHITMORE	05/31/24	8,061.00	MW	IS		
AP CHK 00414236	40169	LIFELOC TECHNOLOGIES INC	05/31/24	658.45	MW	IS		
AP CHK 00414237	14431	LINDE INC	05/31/24	14,470.94	MW	IS		
AP CHK 00414238	58427R	LITVAK, ALLEN L	05/31/24	40.00	MW	IS		
AP CHK 00414239	57692	LONG BEACH BMW MOTORCYCLES	05/31/24	64,057.94	MW	IS		
AP CHK 00414240	56232	LOOKINGPOINT INC	05/31/24	1,140.00	MW	IS		
AP CHK 00414241	58414R	LOPEZGUIZAR, ALICIA	05/31/24	40.00	MW	IS		
AP CHK 00414242	29332	LORAL LANDSCAPING	05/31/24	47,804.00	MW	IS		
AP CHK 00414243	49874	LOU'S GLOVES INC	05/31/24	495.00	MW	IS		

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AP CHK 00414244	58434R	LU, WEN	05/31/24	40.00	MW	IS		
AP CHK 00414245	58287	LUBE SQUAD OF SFO LLC	05/31/24	2,405.01	MW	IS		
AP CHK 00414246	56506R	MACALALAD, KRISTINE	05/31/24	40.00	MW	IS		
AP CHK 00414247	58409R	MAGNO, ROWEL	05/31/24	40.00	MW	IS		
AP CHK 00414248	58398R	MAREMCO, TULIA	05/31/24	43.58	MW	IS		
AP CHK 00414249	56785R	MATTOS, KEITH	05/31/24	137.84	MW	IS		
AP CHK 00414250	58395	MAVERICK DATA SYSTEMS	05/31/24	2,500.00	MW	IS		
AP CHK 00414251	14277	MAZE & ASSOCIATES INC	05/31/24	2,128.00	MW	IS		
AP CHK 00414252	57919R	MCCARTHY, ROBERT	05/31/24	130.00	MW	IS		
AP CHK 00414253	44154R	MEERE, ROSE	05/31/24	293.92	MW	IS		
AP CHK 00414254	37348	METROPOLITAN ELECTRICAL CON	05/31/24	2,558.00	MW	IS		
AP CHK 00414255	58439R	MILHAILOVICH, DIANA Z	05/31/24	45.00	MW	IS		
AP CHK 00414256	56860	MISSION ASSET FUND	05/31/24	102,500.00	MW	IS		
AP CHK 00414257	13329	MITYLITE INC	05/31/24	5,542.96	MW	IS		
AP CHK 00414258	58332R	MOK, KA WAI	05/31/24	4,909.00	MW	IS		
AP CHK 00414259	57634R	NADONZA, BRUCE	05/31/24	45.00	MW	IS		
AP CHK 00414260	6850	NATIONAL BUSINESS FURNITURE	05/31/24	2,271.87	MW	IS		
AP CHK 00414261	58419R	NGUYEN, YUNG T	05/31/24	40.00	MW	IS		
AP CHK 00414262	58316	NINYO & MOORE GEOTECHNICAL	05/31/24	4,000.00	MW	IS		
AP CHK 00414263	25761	NORTHERN SAFETY CO INC	05/31/24	1,676.69	MW	IS		
AP CHK 00414264	54672	OCEAN TREASURES SERVICING I	05/31/24	321.73	MW	IS		
AP CHK 00414265	56820	ODP BUSINESS SOLUTIONS LLC	05/31/24	1,193.27	MW	IS		
AP CHK 00414266	56821	ODP BUSINESS SOLUTIONS LLC	05/31/24	278.06	MW	IS		
AP CHK 00414267	56822	ODP BUSINESS SOLUTIONS LLC	05/31/24	3,985.67	MW	IS		
AP CHK 00414268	58180	ODP BUSINESS SOLUTIONS LLC	05/31/24	1,289.24	MW	IS		
AP CHK 00414269	54153	OHD LLLP	05/31/24	960.00	MW	IS		
AP CHK 00414270	56335	OPERATIONAL TECHNICAL SERVI	05/31/24	34,051.00	MW	IS		
AP CHK 00414271	54185R	ORTEGA, JOSE	05/31/24	140.50	MW	IS		

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AP CHK 00414272	3685	OTIS ELEVATOR COMPANY	05/31/24	223,125.00	MW	IS		
AP CHK 00414273	18872	PAC MACHINE COMPANY INC	05/31/24	34,515.16	MW	IS		
AP CHK 00414274	42838	PACE SUPPLY CORP	05/31/24	1,348.59	MW	IS		
AP CHK 00414275	49188	PACIFIC CRANE INSPECTIONS	05/31/24	8,000.00	MW	IS		
AP CHK 00414276	1216	PACIFIC GAS & ELECTRIC	05/31/24	153,918.10	MW	IS		
AP CHK 00414277	1080	PACIFIC NURSERIES	05/31/24	1,173.76	MW	IS		
AP CHK 00414278	29252	PACIFIC PRODUCE INC	05/31/24	3,362.00	MW	IS		
AP CHK 00414279	30186	PACIFIC SKYLINE COUNCIL	05/31/24	950.00	MW	IS		
AP CHK 00414280	58357	PACIFIC STATES PETROLEUM IN	05/31/24	1,333.29	MW	IS		
AP CHK 00414281	58406R	PALOMARES, LAURENCE V	05/31/24	55.00	MW	IS		
AP CHK 00414282	36907R	PATOLO, MICHAEL	05/31/24	181.25	MW	IS		
AP CHK 00414283	58397R	PECH, ANTONIO CAAMAL	05/31/24	400.00	MW	IS		
AP CHK 00414284	3297	PENINSULA LIBRARY SYSTEM	05/31/24	3,642.99	MW	IS		
AP CHK 00414285	29738	PENINSULA UNIFORMS & EQUIPM	05/31/24	719.13	MW	IS		
AP CHK 00414286	49521R	PEREUR, ANTHONY	05/31/24	110.00	MW	IS		
AP CHK 00414287	19678	PERS LONG TERM CARE PROGRAM	05/31/24	175.55	MW	IS		
AP CHK 00414288	51799	PET FOOD EXPRESS	05/31/24	24.34	MW	IS		
AP CHK 00414289	47044	PETERSON TRUCKS INC	05/31/24	2,354.85	MW	IS		
AP CHK 00414290	45193	PHASE2CAREERS	05/31/24	300.00	MW	IS		
AP CHK 00414291	54331	PIIAN SYSTEMS LLC	05/31/24	7,410.52	MW	IS		
AP CHK 00414292	58459R	PINEDA, MARGARITA	05/31/24	40.00	MW	IS		
AP CHK 00414293	49027	PLACEWORKS INC	05/31/24	1,292.85	MW	IS		
AP CHK 00414294	57003	PLANTE & MORAN PLLC	05/31/24	7,000.00	MW	IS		
AP CHK 00414295	58302	PLAYSCAPES LLC	05/31/24	210.00	MW	IS		
AP CHK 00414296	36106	POLYDYNE INC	05/31/24	27,464.29	MW	IS		
AP CHK 00414297	53664	PROPRINT	05/31/24	2,343.55	MW	IS		
AP CHK 00414298	51526	PURETEC INDUSTRIAL WATER	05/31/24	295.35	MW	IS		
AP CHK 00414299	22005	QUADIENT INC	05/31/24	40.71	MW	IS		

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AP CHK 00414300	54044	QUADIENT LEASING USA INC	05/31/24	1,938.77	MW	IS		
AP CHK 00414301	27398	R & S ERECTION NORTH PENINS	05/31/24	2,207.52	MW	IS		
AP CHK 00414302	14449	R & S ERECTION OF SAN MATEO	05/31/24	7,819.15	MW	IS		
AP CHK 00414303	58191	RDA CONSULTING	05/31/24	13,387.50	MW	IS		
AP CHK 00414304	30925	REBUILDING TOGETHER	05/31/24	5,593.05	MW	IS		
AP CHK 00414305	56296R	REININGER, WILLIAM	05/31/24	200.00	MW	IS		
AP CHK 00414306	58428R	RENKE, BRIAN P	05/31/24	40.00	MW	IS		
AP CHK 00414307	58455R	RIOS, MORENO BRIANNA	05/31/24	30.00	MW	IS		
AP CHK 00414308	58460R	RIVERA, EMMANUEL ZANE F	05/31/24	300.00	MW	IS		
AP CHK 00414309	57922	ROADSAFE TRAFFIC SYSTEMS IN	05/31/24	520.57	MW	IS		
AP CHK 00414310	58432R	ROBATTO, MARIANNE L	05/31/24	55.00	MW	IS		
AP CHK 00414311	53532	ROBERT HALF	05/31/24	3,360.00	MW	IS		
AP CHK 00414312	57114R	RODRIGUEZ, RENALDO	05/31/24	200.00	MW	IS		
AP CHK 00414313	58452R	RUFILA, DENNIS P	05/31/24	40.00	MW	IS		
AP CHK 00414314	52843R	S F UNDERGROUND	05/31/24	2,000.00	MW	IS		
AP CHK 00414315	1087	SAFETY KLEEN SYSTEMS INC	05/31/24	556.11	MW	IS		
AP CHK 00414316	45148	SAFEWAY SIGN COMPANY	05/31/24	13,016.23	MW	IS		
AP CHK 00414317	58444R	SAIF JR, MAGED ABDO	05/31/24	45.00	MW	IS		
AP CHK 00414318	47480	SALLY SWANSON ARCHITECTS IN	05/31/24	9,579.50	MW	IS		
AP CHK 00414319	57955	SAMSARA INC	05/31/24	148.67	MW	IS		
AP CHK 00414320	18047	SAN MATEO COUNTY PUBLIC	05/31/24	9,026.75	MW	IS		
AP CHK 00414321	35246	SAN MATEO COUNTY SHERIFFS O	05/31/24	15,686.00	MW	IS		
AP CHK 00414322	G1MARTINEZ	SAN MATEO COUNTY SHERIFF	05/31/24	112.50	MW	IS		
AP CHK 00414323	58451R	SANFILIPPO, PETER	05/31/24	40.00	MW	IS		
AP CHK 00414324	56750	SCL-NORTH	05/31/24	5,194.35	MW	IS		
AP CHK 00414325	52666	SHRED WORKS INC	05/31/24	253.00	MW	IS		
AP CHK 00414326	58446R	SI, SCOTT A	05/31/24	40.00	MW	IS		
AP CHK 00414327	51449	SIMPSON GUMPERTZ & HEGER IN	05/31/24	3,843.50	MW	IS		

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AP CHK 00414328	46212R	SKEEHAN, PETER	05/31/24	397.82	MW	IS		
AP CHK 00414329	18862R	SMELLY MELS PLUMBING INC	05/31/24	2,000.00	MW	IS		
AP CHK 00414330	58415R	SOLORIO, FERNANDO	05/31/24	40.00	MW	IS		
AP CHK 00414331	55808	SOUTHERN COUNTIES LUBRICANT	05/31/24	5,849.34	MW	IS		
AP CHK 00414332	57167	SPECIALTY SERVICES	05/31/24	5,600.00	MW	IS		
AP CHK 00414333	57004	SPX FLOW US LLC	05/31/24	346,731.00	MW	IS		
AP CHK 00414334	20534	ST FRANCIS ELECTRIC INC	05/31/24	16,365.00	MW	IS		
AP CHK 00414335	18948	STATE CONTROLLER	05/31/24	2,364.59	MW	IS		
AP CHK 00414336	1190	STATE SHEET METAL WORKS INC	05/31/24	5,150.00	MW	IS		
AP CHK 00414337	56958JPA	STEPFORD	05/31/24	739.50	MW	IS		
AP CHK 00414338	45084	STEPFORD INC	05/31/24	9,158.75	MW	IS		
AP CHK 00414339	30507	STERICYCLE INC	05/31/24	538.46	MW	IS		
AP CHK 00414340	23112	STERLING	05/31/24	330.72	MW	IS		
AP CHK 00414341	58401	STERLING GRAPHICS COLLECTIV	05/31/24	4,208.66	MW	IS		
AP CHK 00414342	58448R	STUART, JELLER DIMONA	05/31/24	40.00	MW	IS		
AP CHK 00414343	58440R	SUCGANG, JOANNA	05/31/24	40.00	MW	IS		
AP CHK 00414344	58389R	SUGIOKA, ROY & NERISSA	05/31/24	1,482.00	MW	IS		
AP CHK 00414345	41750R	SUMNER, PATRICK	05/31/24	113.00	MW	IS		
AP CHK 00414346	34747	SWINERTON MANAGEMENT & CONS	05/31/24	20,366.50	MW	IS		
AP CHK 00414347	29237	SYNAGRO WEST LLC	05/31/24	31,764.84	MW	IS		
AP CHK 00414348	12617	SYNCOAT	05/31/24	900.00	MW	IS		
AP CHK 00414349	45319	T MOBILE USA INC	05/31/24	165.00	MW	IS		
AP CHK 00414350	45319	T MOBILE USA INC	05/31/24	115.00	MW	IS		
AP CHK 00414351	15590	T SHIRT FEVER	05/31/24	1,210.78	MW	IS		
AP CHK 00414352	58356	T-SHIRT SOURCE	05/31/24	2,564.50	MW	IS		
AP CHK 00414353	57734	TAPCO INC	05/31/24	4,669.19	MW	IS		
AP CHK 00414354	13852	TELECOMMUNICATIONS ENGINEER	05/31/24	3,024.50	MW	IS		
AP CHK 00414355	42970JPA	TELECOMMUNICATIONS ENGINEER	05/31/24	15,378.00	MW	IS		

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AP CHK 00414356	58421R	THIEU, ALEX Q	05/31/24	45.00	MW	IS		
AP CHK 00414357	56048	THORPE DESIGN INC	05/31/24	1,000.00	MW	IS		
AP CHK 00414358	54013R	TODARO, JUSTIN	05/31/24	318.08	MW	IS		
AP CHK 00414359	58450R	TOLENTINO, MARCO L	05/31/24	40.00	MW	IS		
AP CHK 00414360	41905R	TONE, WILLIAM	05/31/24	1,460.87	MW	IS		
AP CHK 00414361	58431R	TOPOL, AARON B	05/31/24	10.00	MW	IS		
AP CHK 00414362	58457R	TORRES, NORMELYN G	05/31/24	40.00	MW	IS		
AP CHK 00414363	58429R	TORRES, WILFREDO J	05/31/24	45.00	MW	IS		
AP CHK 00414364	31452	TOWNE FORD	05/31/24	344,381.98	MW	IS		
AP CHK 00414365	51119R	TUALAULELEI, JEREL	05/31/24	130.00	MW	IS		
AP CHK 00414366	26803	TURBO DATA SYSTEMS INC	05/31/24	576.84	MW	IS		
AP CHK 00414367	37637	ULINE INC	05/31/24	3,116.18	MW	IS		
AP CHK 00414368	56630	UNDERGROUND REPUBLIC WATER	05/31/24	4,323.57	MW	IS		
AP CHK 00414369	28123	UNITED RENTALS NORTH AMERIC	05/31/24	1,528.10	MW	IS		
AP CHK 00414370	39811	UPS	05/31/24	29.68	MW	IS		
AP CHK 00414371	58458R	VERANACHAI, RASMEE	05/31/24	40.00	MW	IS		
AP CHK 00414372	3376	VERITIV OPERATING COMPANY	05/31/24	2,191.44	MW	IS		
AP CHK 00414373	29329	VERIZON WIRELESS SERVICES L	05/31/24	304.51	MW	IS		
AP CHK 00414374	48249	VSS INTERNATIONAL INC	05/31/24	137,495.42	MW	IS		
AP CHK 00414375	1579	VWR INTERNATIONAL LLC	05/31/24	54.30	MW	IS		
AP CHK 00414376	58393	W S DARLEY & CO	05/31/24	14,043.15	MW	IS		
AP CHK 00414377	58354	WALNUT CREEK FORD INC	05/31/24	51,735.78	MW	IS		
AP CHK 00414378	58354	WALNUT CREEK FORD INC	05/31/24	51,735.78	MW	IS		
AP CHK 00414379	58354	WALNUT CREEK FORD INC	05/31/24	51,735.78	MW	IS		
AP CHK 00414380	50909R	WATERMAN, TRENTON	05/31/24	1,025.48	MW	IS		
AP CHK 00414381	50485	WAVE BROADBAND	05/31/24	287.90	MW	IS		
AP CHK 00414382	50485	WAVE BROADBAND	05/31/24	249.95	MW	IS		
AP CHK 00414383	50485	WAVE BROADBAND	05/31/24	104.65	MW	IS		

Document	Payee ID	Payee Name	Date	Amount	Type	Stat	Rel To	Note
AP CHK 00414384	17126	WEST BAY PLASTICS COMPANY	05/31/24	3,676.00	MW	IS		
AP CHK 00414385	49085	WEST COAST ARBORISTS INC	05/31/24	42,250.00	MW	IS		
AP CHK 00414386	30684	WHITE CAP LP	05/31/24	2,098.21	MW	IS		
AP CHK 00414387	7927	WILDMIND	05/31/24	550.00	MW	IS		
AP CHK 00414388	56711	WILLIAM K FAISST CONSULTING	05/31/24	13,295.00	MW	IS		
AP CHK 00414389	53426	WRECO	05/31/24	18,474.75	MW	IS		
AP CHK 00414390	58424R	YARBROUGH, LAURENA D	05/31/24	325.00	MW	IS		
AP CHK 00414391	49452R	YIP, TOMMY	05/31/24	130.00	MW	IS		
AP CHK 00414392	54396	YORKE ENGINEERING LLC	05/31/24	3,442.25	MW	IS		
AP CHK 00414393	58464	YOU SHOULD BE DANCING LLC	05/31/24	4,000.00	MW	IS		

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	3,140,759.65	Number of Checks Processed:	374
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 3,140,759.65

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: Approval of the Utility Rate Assistance Program

Recommended Action

Staff recommends that the City Council approve the expansion of the current Water Rate Assistance Program into a Utility Rate Assistance Program (URAP) to include financial assistance for water, sewer and solid waste (garbage) services effective July 1, 2024.

Background

Rising costs of living and unforeseen economic challenges have made it increasingly difficult for some residents to afford their utility bills. The proposed Utility Rate Assistance Program seeks to provide financial relief, ensure equitable access to essential water, sewer, and solid waste services, and promote sustainable utility usage among vulnerable populations.

The Pilot Water Rate Assistance Program ("Water Program") recommended and approved by the City Council in June of last year was implemented in August 2023 and provides financial assistance to eligible low-income households by providing a discount on their bi-monthly water bills. The financial assistance through the Water Program covers the authorized increase in rates maintaining the existing rate for those customers that meet eligibility requirements and have approved applications. Over the course of this fiscal year the Water Program has helped 83 households save a total of just over $1,200. Many of the applicants have expressed thanks and gratitude for the assistance. With the success of the Pilot Program staff is requesting to update the eligibility and financial assistance requirements into Fiscal Year 2025 and expand it to include financial assistance for sewer and solid waste services if those rates and charges are adjusted by City Council action.

Discussion

Under the leadership of the City Council and the City Manager, URAP will be administered by the Departments of Water and Wastewater Resources and Finance and Administration. This team will administer applications, eligibility verification, and disbursement of assistance. The current Water Rate Assistance Program outreach campaign will expand to ensure community awareness and participation in the proposed URAP . Regular reporting will be provided to the Council regarding program usage, financial status, and impact.

Staff has drafted the URAP and application materials, which are included as part of this report for your review.

Fiscal Impact

There is no Fiscal Impact anticipated because the allocation from the General Fund authorized last year by the City Council maintains a balance that staff estimates will cover costs for the next Fiscal Year.

Summary/Conclusion

Staff recommends that the City Council approve the expansion of the current Water Rate Assistance Program into the Utility Rate Assistance Program to include financial assistance for water, sewer and solid waste (garbage) services effective July 1, 2024.

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

Respectfully submitted,

Timothy J. Nevin
Director of Finance and
Administrative Services

Thomas J Piccolotti
City Manager

DALY CITY UTILITY RATE ASSISTANCE PROGRAM

The Utility Rate Assistance Program (URAP) is a Daly City funded assistance program for water, sewer, and solid waste (garbage) services. Eligibility is based on household income.

Program Information

This program is offered on a first-come, first-serve basis. Key factors of the program are listed below.

- The program is offered based on fiscal year (July - June).
- Applicants may apply at any time throughout the year. However, applications are approved contingent on availability of funds.
- Applicants must be current on their utility account - no outstanding balance.
- Applicants must reapply annually and if they move to another address in Daly City.
- Applicants must notify the City within thirty (30) days if applicant becomes ineligible for the program.
- Assistance is not transferable with property or applicant.

To Qualify:

- Applicant's gross household income must not exceed San Mateo County's 50% area median income limits. (https://www.hcd.ca.gov/grants-and-funding/income-limits/state-and-federal-income-rent-and-loan-value-limits)

	Income Limits by Family Size ($)							
Income Category	1	2	3	4	5	6	7	8
50% of Median	$65,300	$74,650	$83,975	$93,300	$100,775	$108,225	$115,700	$123,150
Median	$130,600	$149,300	$167,950	$186,600	$201,550	$216,450	$231,400	$246,300

- Applicant must receive a Daly City utility bill in the applicant's name and show responsibility for payment of utility charges.
- Applicants must currently reside at the address to which assistance is being requested.
- Applicants must provide required proof of income documentation with the application.

City of Daly City

Utility Rate Assistance Program

153 Lake Merced Blvd, CA 94015 (650) 991-8200

Program Year FY-25

1 You and Your Household

** required field*

Applicant Name* (Use the name as it appears on your Daly City Utility Bill.)

Account Number

Service Address* (The address where utility service is provided.)

City*

State*

Zip Code*

( ) -
Primary Phone

Email Address

( ) -
Alternate Phone

Number of people living at this address:

Property Owner*: ☐ **Yes** ☐ **No**

Adults ☐ + **Children** (under 18) ☐ = ☐ *

2 Household Qualifications

Gross Annual Household Income:* ☐
(Add all income from each household member. Gross income is before deductions and taxes.)

Can anyone claim you on his/her tax return?: ☐ Yes ☐ No

People in Household	Income Levels
1	$65,300
2	$74,650
3	$83,975
4	$93,300
5	$100,775
6	$108,225
7	$115,700
8	$123,150
For Each Additional Person Add	$7,950

3 Declaration & Self Certification

By signing this declaration, I certify that based on my household size and income I qualify for Daly City's Utility Rate Assistance Program.
I acknowledge that I have read and understand the contents of this application, and agree to the program terms and conditions in order to remain eligible for the program.

1. I reside at the service address and the utility bill is in my name.
2. I will notify Daly City if my household is no longer eligible.
3. I understand I am required to provide proof of household income.
4. I will pay back the discount if any of the information provided is untrue.
5. To the best of my knowledge the information I have provided here is true and correct.

Applicant Signature

Date

FOR INTERNAL USE ONLY

Date Received: _____

Status: A D

Status Date: _____

4 Submitting Your Application

1. Complete the application form in steps 1, 2, and 3.
2. Make copies of all documents showing proof of income (Do not submit originals, documents will not be returned)
3. **For your protection, please BLACK OUT or HIDE your Social Security and bank account numbers on all copies of documents.**
4. Enclose this application and all supporting documents in an envelope and mail or deliver to:

City of Daly City - DWWR
Attn: Utility Rate Assistance Program
153 Lake Merced Blvd
Daly City, CA 94015

or email to: dwwr@dalycity.org

Terms and Conditions

1. Gross income must not exceed San Mateo County 50% area median income limits.
2. The Daly City Utility Bill must be in the name of the applicant or additional contact names on the account.
3. The applicant must reside at the address to which the rate assistance is requested.
4. You must not share a water meter with another home or dwelling unit.
5. You must account for all sources of qualifying household income and meet the program income guidelines.
6. You must notify Daly City within 30 days if your household no longer qualifies for this program.
7. You must not be claimed as a dependent on someone else's tax return.
8. Applications must be complete and include copies of all qualifying documentation.
9. Assistance is not transferable to other properties or applicants.
10. You must reapply annually and each time you move.
11. The Utility Rate Assistance Program is not retroactive to previous fiscal years.
12. Applications will be reviewed in the order received and will be processed within 60 days of being received.
13. If approved the rate assistance will become effective on the next billing statement and the applicant will not receive the current fiscal year rate increase for water, sewer, and solid waste services.
14. Applicants can apply at any time throughout the year, however, applications will be accepted and processed in the order they are received and approved contingent on the availability of funds.
15. Participants in the program are subject to random audits throughout the year and may be asked to submit additional documentation supporting their eligibility.

Income Documents Guide

The list below lists acceptable forms of proof of income.
You must send copies of documents for each household member receiving income or aid.

	Types of Income:	Send a copy of:
1	Wages, Salaries, Tips, Commissions	Two most recent check stubs or W2 or IRS Form 1040
2	Pensions, Social Security, SSP, SSDI, Disability Payments, Workers Compensation, Unemployment Benefits, VA Benefits, Foster Care Payments	Award letter(s) or two most recent check stubs or the most recent bank statement (to show direct deposit)
3	School Grants, Scholarships, Other Aid	Award letter(s) or two most recent check stubs
4	Child and/or Spousal Support	Court Documents or two most recent check stubs
5	Rental and/or Royalty Income	IRS Form 1040 and Schedule E for rental income
6	Profit from Self Employment	IRS Form 1040 and Schedule C
7	Interest and/or Dividends	IRS Form 1040 or IRS Form 1099 OR three bank statements

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: Public Hearing - Notice of Lien and Special Assessment to Rental Property

Recommended Action
It is recommended that the City Council approve the Notice of Lien and Special Assessment to Rental Property for properties included in the Attachment with the County of San Mateo for all unpaid Business License Rental Property taxes and penalties.

Background
On June 25, 2012 the City Council entered into an agreement with the County of San Mateo to impose lien assessments on real property for unpaid Business Licenses for rental properties. This agreement was approved by Resolution No: 12-99. Daly City Municipal Code, Chapter 5.16.050 requires that all commercial and residential rental property paid a license tax based on the gross rental income collected.

Discussion
Notices were sent on May 14, 2024 and June 4, 2024 (revised) to the rental property owners in an effort to bring them into compliance. The past due taxes were due on October 1st, 2023 based on the actual gross rental income reported on their 2022 Federal income tax return.

Proper notice of the Public Hearing was published by the City Clerk. Notices of Intent to Lien Rental Property were mailed to past due and unresponsive property owners included in the Attachment. This Notice provided the property owners the opportunity to clear the possible lien and validate the information provided by the County of San Mateo. All unpaid taxes will be assessed on the upcoming Fiscal Year 2024/2025 property tax bill if they have not been paid to the City of Daly City by July 8, 2024.

Fiscal Impact
In the current Fiscal Year 2024, projected revenue collection of unpaid Business License Rental Property tax from the County of San Mateo is approximately $151,654. Collection for Fiscal Year 2024 is determined based on rental property payment history and current market rental value.

Summary/Conclusion
Staff recommends the City Council conduct a public hearing and approve the Notice of Lien and Special Assessment to Real Property for properties listed in the Attachment.

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

Respectfully submitted,

Tim Nevin
Director of Finance and Administrative Services

Attachment: Notice of Lien and Special Assessment to Rental Property

	Rental Property Address	License No.	Fiscal Year	Company Name
1	500 TEMPLETON AVE	BL-301379	2023	A L MILANO FAMILY TRUST S. M. ALLEN (TRUSTEE)-3013
2	42 GARIBALDI ST	BL-011740	2023	ADELANTAR, MERLITA
3	121 WESTDALE AVE	BL-031509	2023	AHO, DARREN & MARIOTTI, ROSANNA
4	3 SANTA ELENA AVE	BL-302447	2023	ALLEN, MIKE & ALLEN, TRAVIS-302447
5	6654 MISSION ST	BL-302640	2023	ALVITES, WILBER W.-302640
6	698 CLARINADA AVE	BL-302629	2023	APELIN, FLORENTINO & HYDIE LM-302629
7	698 EVERGREEN AVE	BL-006969	2023	AU, KAT CHEUNG & AU, LUCY
8	881 SKYLINE DR	BL-006969	2023	AU, KAT CHEUNG & AU, LUCY
9	6387 MISSION ST	BL-300863	2023	BAUMANN, ERWIN-300863
10	75 OAKRIDGE DR	BL-017084	2023	BAUS, WILLIAM & JOAN
11	142 CERRO DR	BL-301884	2023	BELEN, GERONIMA-301884
12	4137 CALLAN BLVD	BL-011752	2023	BELENSON, ARSENIO & ELMA
13	33 RIDGEFIELD AVE	BL-302584	2023	BENIGNO, CHARLIE & ESTER-302584
14	828 N MAYFAIR AVE	BL-017541	2023	BRADISH, CATHY
15	689 TEMPLETON AVE	BL-302751	2023	BROOKS, LEOLA A.-302751
16	20 MARSHALL WAY	BL-017544	2023	CABRAL, ENRIQUE P. JR
17	661 VILLA ST	BL-011760	2023	CACERES, PEDRO & IVETTE
18	627 TEMPLETON AVE	BL-302849	2023	CAMPOS, EDGARDO-302849
19	365 LAKESHIRE DR	BL-032313	2023	CELEMIN, ANGELITA D.
20	69 SKYLINE DR	BL-034176	2023	CERVANTES, VICTOR J.
21	23 FAIRMONT DR	BL-301440	2023	CHAN, DAVIN
22	266 WESTRIDGE AVE	BL-031897	2023	CHAN, PETER
23	338 DEANNE LN	BL-302780	2023	CHAU, JOHN & CHEUNG, ANGELA G.-302780
24	35 AVALON DR	BL-034089	2023	CHEUNG, ANGELA
25	396 IMPERIAL WAY 208	BL-033379	2023	CHOE, JAE
26	3343 SAN JOSE AVE	BL-017584	2023	DAI, SHUJUAN
27	89 FAIRLAWN AVE	BL-302228	2023	DANIEL J. MORIARTY & ELAINE M. TRS-302228
28	57 LAKE VISTA AVE	BL-302228	2023	DANIEL J. MORIARTY & ELAINE M. TRS-302228
29	23 2ND AVE	BL-302483	2023	DANIELS, JOHN H. & UVONNA M. DANIELS-302483
30	136 BRUNO AVE	BL-301424	2023	DAVENPORT, ROBERT-301424
31	34 LAKEWOOD DR	BL-017594	2023	DAVIS, BERNA
32	268 HILLSIDE BLVD	BL-033233	2023	DAZA, NESTOR
33	357 SAN DIEGO AVE	BL-302658	2023	DE ROSAS, NEMESIO-302658
34	108 WILSHIRE AVE	BL-029923	2023	DEER, STEVEN L LILY S
35	659 LISBON ST	BL-302949	2023	DEERING, ERNESTINA-302949
36	306 MICHELLE LN	BL-017595	2023	DEFARIA CEIDE ALMEIDA
37	454 FLORENCE ST	BL-011414	2023	DEL ROSARIO, EMMA
38	4264 CALLAN BLVD	BL-017596	2023	DELA CRUZ, LEANDRO
39	1549 ANNIE ST	BL-017498	2023	DELUCCHI, BARBARA
40	7123 A MISSION ST	BL-300760	2023	DERMEG, RICHARD-300760
41	308 VISTA GRANDE AVE	BL-302957	2023	DOHERTY, GEORGE-302957
42	4023 CALLAN BLVD	BL-011787	2023	ELISHEN, GLORIA
43	11 WESTFIELD AVE	BL-301795	2023	ESTUPINIAN, JOY-301795
44	368 IMPERIAL WAY	BL-032869	2023	EUGENIO, MAYNARDO A. & LILLIAN T.
45	643 STONEYFORD DR	BL-012391	2023	FARTHING, MICHAEL
46	187 OAKRIDGE DR	BL-030003	2023	FENG, BINGNAN
47	362 TEMPLETON	BL-029939	2023	FLORES, CELSO ROMO
48	790 HANOVER ST	BL-011267	2023	FONG, JASON
49	57 FRANKFORT	BL-011790	2023	FRANKLIN, RITA
50	300 CITRUS AVE	BL-011790	2023	FRANKLIN, RITA
51	924 SOUTHGATE AVE	BL-033720	2023	FU, ANGEL
52	70 LARKSPUR AVE	BL-033720	2023	FU, ANGEL
53	101 E VISTA AVE	BL-302385	2023	FUENTES, PETER & MILAGROS-302385
54	737 GELLERT BLVD	BL-017633	2023	FUNG, DICKSON
55	2350 JUNIPERO SERRA BLVD	BL-301062	2023	GLIMIDAKIS, VASILIOS
56	550 WASHINGTON ST	BL-301062	2023	GLIMIDAKIS, VASILIOS
57	144 VISTA AVE	BL-301062	2023	GLIMIDAKIS, VASILIOS
58	2368 JUNIPERO SERRA BLVD	BL-301062	2023	GLIMIDAKIS, VASILIOS
59	6815 MISSION ST	BL-017643	2023	GONZALES, CHARLES
60	357 BARBARA LN	BL-015910	2023	GONZALES, IMMIE
61	570 SKYLINE DR	BL-302645	2023	GOTTSCHALK & DANLI-302645
62	121 W MOLTKE ST	BL-033784	2023	HAU, JANNIFER
63	611 S MAYFAIR AVE	BL-302553	2023	HAYASHI, WILLIAM L. & MOONJA-302553
64	372 ARDENDALE DR	BL-017657	2023	HAYNES, STEVEN ALLEN
65	96 ROCKFORD AVE	BL-031917	2023	HBA INVESTMENT LLC
66	332 BARBARA LN	BL-012218	2023	HOLLAND, JANET L
67	38 CANTERBURY AVE	BL-017663	2023	HUANG, HERBERT
68	409 ST FRANCIS BLVD	BL-030831	2023	JABER, NAJWA H.

	Rental Property Address	License No.	Fiscal Year	Company Name
69	562 CROCKER AVE	BL-029922	2023	JAMIESON, LAURA L
70	789 HILLSIDE BLVD	BL-017670	2023	JAVIER GEORGE
71	212 THIERS ST	BL-017669	2023	JAVIER-CACERES, PENELOPE
72	141 1ST AVE	BL-302313	2023	JIMENEZ, JOSE E. & ROSA MARIA P.-302313
73	15 WESTMONT DR	BL-302314	2023	JUAN, MAGDALENA & MANUEL-302314
74	448 IRVINGTON ST	BL-011619	2023	KENNETH & SANDRA BYRNE
75	6155 MISSION ST	BL-300130	2023	KIMPO, DICK & NATIVIDAD-300130
76	6135 MISSION ST	BL-300130	2023	KIMPO, DICK & NATIVIDAD-300130
77	698 SYLVAN	BL-029161	2023	KIRBY, WILLIAM & DEROSA, ELEANORE
78	668 VILLA	BL-029161	2023	KIRBY, WILLIAM & DEROSA, ELEANORE
79	191 BEPLER ST	BL-030736-2	2023	KO, WILLIAM & LI, QI WEN
80	674 ABBOT AVE	BL-011818	2023	KOFF, CHRISTOPHER D
81	269 CANTERBURY AVE	BL-017675	2023	KUBOVCIK, GERALD & ANDREA
82	7140 MISSION ST	BL-300135	2023	LAGOMARSINO PROPERTIES-300135
83	999 HILLSIDE BLVD	BL-300135	2023	LAGOMARSINO PROPERTIES-300135
84	25 W MOLTKE ST	BL-300135	2023	LAGOMARSINO PROPERTIES-300135
85	7098 MISSION ST	BL-300135	2023	LAGOMARSINO PROPERTIES-300135
86	26 2ND AVE	BL-300135	2023	LAGOMARSINO PROPERTIES-300135
87	7120 MISSION ST	BL-300135	2023	LAGOMARSINO PROPERTIES-300135
88	7005 MISSION ST	BL-300135	2023	LAGOMARSINO PROPERTIES-300135
89	168 SCHOOL ST	BL-300135	2023	LAGOMARSINO PROPERTIES-300135
90	150 1ST AVE	BL-300135	2023	LAGOMARSINO PROPERTIES-300135
91	7217 MISSION ST	BL-300135	2023	LAGOMARSINO PROPERTIES-300135
92	140 1ST AVE	BL-300135	2023	LAGOMARSINO PROPERTIES-300135
93	284 SAN FERNANDO WAY	BL-029926	2023	LAM, SAM MAN
94	88 AVALON DR	BL-033258	2023	LEE, ANTHONY (AVALON ST.)
95	43 MARGATE ST	BL-031058	2023	LEE, ANTHONY (MARGATE AVE)
96	1125 HANOVER ST	BL-017683	2023	LEE, BENJAMIN
97	96 WESTDALE AVE	BL-031925-2	2023	LEE, BO
98	580 LISBON ST	BL-301107	2023	LEE, HOLDEN CHEW G. & DONNA S.-301107
99	191 DEL PRADO DR	BL-034868	2023	LEE, TA CHING
100	70 WESTPARK DR	BL-006426	2023	LEE, WESLEY
101	763 GELLERT BLVD	BL-006426	2023	LEE, WESLEY
102	36 EASTGATE DR	BL-032318	2023	LENDWAY, PETER
103	2954 GENEVA AVE	BL-302909	2023	LEUNG, STEVEN-302909
104	175 CAMELIA DR	BL-011838	2023	LI, FENG YU
105	24 FAIRMONT DR	BL-031543	2023	LIANG, WU ZU
106	869 NIANTIC AVE	BL-017723	2023	LIPPMAN, THOMAS N.
107	39 E CAVOUR ST	BL-033027	2023	LIU, ANG JIAN
108	255 FRANKFORT ST	BL-033689	2023	LIU, PETER
109	66 BEPLER ST	BL-033029	2023	LIU, YUEYING
110	582 ABBOT AVE	BL-032454	2023	LIU, ZICHAO
111	6711 MISSION ST	BL-030810	2023	LOPEZ, EDGAR O. CRUZ & CALDERON, NATALIA G.
112	307 88TH ST	BL-300976	2023	LOPEZ, FEDERICO VICTOR & MARIA-300976
113	76 LAUSANNE AVE	BL-011840	2023	LOU, GARY KIN WAN
114	381 PEORIA ST	BL-028821	2023	LU, DI FEI & KUANG, MEI QI
115	97 LONGVIEW DR	BL-029941	2023	LU, YU ZHEN
116	449 E MARKET ST	BL-302657	2023	LUCERO LLC
117	359 ORIENTE ST	BL-034637	2023	LY, HUNG C.
118	28 FRANKFORT ST	BL-302194	2023	MACABABBAD, GLORINA R.-302194
119	67 MONTROSE AVE	BL-302687	2023	MAGPANTAY, ROSENDO Q. & NATIVIDAD P.-302687
120	6771 MISSION ST	BL-302687	2023	MAGPANTAY, ROSENDO Q. & NATIVIDAD P.-302687
121	816 GELLERT BLVD	BL-035083	2023	MAROZINE, ROBERT
122	451 90TH ST	BL-300153	2023	MARTIN, FLORENCE-300153
123	261 PRICE ST	BL-300153	2023	MARTIN, FLORENCE-300153
124	135 SCHOOL ST	BL-301047	2023	MATEO APARTMENTS
125	141 SCHOOL ST	BL-301047	2023	MATEO APARTMENTS
126	998 HANOVER ST	BL-300956	2023	MC CLURE, WILLIAM F. & MARY ELLEN-300956
127	138 STATION AVE	BL-002451	2023	MCHUGH, SIOBHAN UNIACKE
128	335 88TH ST	BL-002451	2023	MCHUGH, SIOBHAN UNIACKE
129	327 CROCKER AVE	BL-002451	2023	MCHUGH, SIOBHAN UNIACKE
130	303 CROCKER AVE	BL-002451	2023	MCHUGH, SIOBHAN UNIACKE
131	323 CROCKER AVE	BL-002451	2023	MCHUGH, SIOBHAN UNIACKE
132	301 CROCKER AVE	BL-002451	2023	MCHUGH, SIOBHAN UNIACKE
133	1077 SOUTHGATE AVE	BL-301919	2023	MEDALLA, OSCAR D. & KATHERINE A.-301919
134	685 LISBON ST	BL-302880	2023	MEDRANO, FRANCISCO & SILVIA-302880
135	201 MORTON DR	BL-034289	2023	MENDAROS, LESTER JESS
136	74 VALE ST	BL-022835	2023	MERLINI, GLORIA ETAL B BALBI, C OLIVER

	Rental Property Address	License No.	Fiscal Year	Company Name
137	4211 CALLAN BLVD	BL-017745	2023	MERRITT, ROSALIND
138	198 TEMPLETON AVE	BL-300608	2023	MICHAELIS, JERRY R.-300608
139	667 VILLA ST	BL-302858	2023	MILLER, SAMUEL-302858
140	673 LISBON ST	BL-011849	2023	MIRANDA, RONALDO & ALODIA
141	457 ABBOT AVE	BL-301190	2023	MOLINARI, ROY J-301190
142	172 ABBOT AVE	BL-019474	2023	MOORE, JOHN
143	1491 SOUTHGATE AVE	BL-018160	2023	MULLER, STEVE
144	277 POLARIS WAY	BL-017760	2023	NAVARRO, CARL T
145	414 91ST ST	BL-031010	2023	NAY, LIN
146	57 ALEXANDER AVE	BL-031010	2023	NAY, LIN
147	308 CERRO DR	BL-017779	2023	NG, CHING YUN
148	59 EASTGATE DR	BL-301601	2023	NOVALES, PAUL-301601
149	15 EASTGATE DR	BL-301601	2023	NOVALES, PAUL-301601
150	370 IMPERIAL WAY #128	BL-033223	2023	OBENCHAIN, CYNTHIA
151	142 MORTON DR	BL-017793	2023	ONG ERICK K TRUST ONG TSE TRUST
152	1 BOLERO WAY	BL-017796	2023	OROPEZA, JOSE JESUS & MAYRA F
153	2 SAN JUAN AVE	BL-302543	2023	ORTIZ, IBARRA M. & SHEILA D.-302543
154	290 BAY RIDGE DR	BL-017802	2023	PADUA, ANTONIO C
155	76 SHAKESPEARE ST	BL-302268	2023	PALOMO, ANA F. & VICENTE-302268
156	496 IRVINGTON ST	BL-030561	2023	PANALIGAN, ROY
157	731 NIANTIC AVE	BL-017804	2023	PANAMBO, PURE B
158	210 PALISADES DR	BL-035218	2023	PANG, JASON CHING SHING
159	1606 GRAYSTONE LN	BL-033348	2023	PAVILLARD, VICTOR M
160	93 BELLEVUE AVE	BL-024213	2023	PENNY, HUBERT & EILEEN
161	147 SANTA BARBARA AVE	BL-017809	2023	PETERS, GARY W ESQ
162	178 SCHOOL ST	BL-302680	2023	POULIN, ROBERT-302680
163	100 PEORIA ST	BL-302545	2023	PREZA, CESAR-302545
164	383 MANDARIN DR	BL-032711	2023	QUILALA, OSCAR
165	686 SKYLINE DR	BL-302409	2023	RAZZOUQ, PETER-302409
166	121 DEL PRADO DR	BL-029984	2023	RONG, JASON
167	88 GLENROSE	BL-029984	2023	RONG, JASON
168	37 CRESTLINE	BL-029984	2023	RONG, JASON
169	111 SIMPSON	BL-029984	2023	RONG, JASON
170	151 DENNIS	BL-029984	2023	RONG, JASON
171	170 CAMELIA	BL-029984	2023	RONG, JASON
172	796 KING DR	BL-029984	2023	RONG, JASON
173	121 ST MICHAELS CT	BL-302856	2023	SAGHAFI, REINA-302856
174	32 PENHURST AVE	BL-017838	2023	SANTIAGO, MARK D & BEVERLY A
175	341 GELLERT BLVD C	BL-301119	2023	SEQUOIA PROPERTIES MANAGEMENT, LLC-301119
176	465 VERDUCCI DR	BL-031318	2023	SFO CRASHPAD
177	400 EL DORADO DR	BL-017841	2023	SHELEY, DONALD B
178	68 LAUSANNE AVE	BL-302864	2023	SHENG, PAUL Y.-302864
179	930 WYANDOTTE AVE	BL-030848	2023	STANCO, NICHOLAS F
180	856 HILLSIDE BLVD	BL-302090	2023	SUELZLE, ELSIE-302090
181	438 SKYLINE DR	BL-017858	2023	SUMMERS, BERNIECE
182	260 3RD AVE	BL-017859	2023	SUMMERS, TIMOTHY B
183	4031 CALLAN BLVD	BL-011867	2023	TAHA, QASED H
184	191 MARIPOSA AVE	BL-031938	2023	TAM, JASON SZE-MING
185	70 MISSION CIR	BL-030035	2023	TAN, MIAO XIA
186	26 CLIFFSIDE DR	BL-016353	2023	TANG, TRUC
187	10 NORTHGATE CT	BL-029948	2023	TANUDJAJA, CRISNOYO
188	232 SHIPLEY AVE	BL-301143	2023	THE TANDOC FAMILY TRUST-301143
189	654 SYLVAN ST	BL-301143	2023	THE TANDOC FAMILY TRUST-301143
190	70 PENHURST AVE	BL-017869	2023	TOJI, LARRY K JR
191	271 GLENWOOD AVE	BL-302692	2023	TOM, ELIZABETH
192	474 90TH ST	BL-300988	2023	TORINO APARTMENTS
193	1551 SOUTHGATE AVE #320	BL-033309	2023	TORRES, JEANETTE M.
194	531 WYANDOTTE AVE	BL-032253	2023	TORRES, MARIA GUADALUPE
195	1018 S MAYFAIR AVE	BL-032253	2023	TORRES, MARIA GUADALUPE
196	1184-1186 HILLSIDE	BL-017871	2023	TRINIDAD, LARRY S
197	50 CANTERBURY AVE	BL-017874	2023	VALDEZ, IRINEO R JR & JUSTINA P
198	158 SANTA PAULA DR	BL-029928	2023	VANPOOL, RONALD J
199	35 ESCUELA DR	BL-302756	2023	WC DALY CITY LLC
200	6 CLAYTON CT	BL-034987	2023	WEI, RAN
201	420 GUTTENBERG ST	BL-017880	2023	WILHELM, ASTERIA P
202	1027 WILDWOOD AVE	BL-029946	2023	WONG, CINDY WAI CHEE
203	1017 SKYLINE DR	BL-011883	2023	WONG, HOI TONG
204	91 MONTEBELLO DR	BL-029229	2023	WONG, KA HO

	Rental Property Address	License No.	Fiscal Year	Company Name
205	89 ARDEN CT	BL-013106	2023	WONG, NICKI
206	117 MIRADA DR	BL-033138	2023	WYNN, PYONE PYONE
207	10 BELHAVEN AVE	BL-012608	2023	XIE, CELINE
208	556 VERDUCCI DR	BL-035183	2023	YEE, TONY
209	95 HAMPSHIRE ST	BL-029243	2023	YEUNG, SAU MING
210	147 MORNINGSIDE DR	BL-032495	2023	YIN, RONGMAN
211	113 FAIRWAY DR	BL-302451	2023	YUEN, DAVID & YIP, BARBARA-302451
212	200 PALISADES DR	BL-029242	2023	YUEN, JASON
213	24 ALEXANDER AVE	BL-032506	2023	ZHEN, HAOSONG
214	126 ST FRANCIS	BL-002364	2023	ZHENG, YING FU
215	101 SANTA PAULA DR	BL-002364	2023	ZHENG, YING FU
216	89 BELLEVUE AVE A & B	BL-002598	2023	ZHU, DE GUANG & CHEN, SHENG NA
217	357 ALTA LOMA AVE	BL-011887	2023	ZULUETA, ADELA C
218	4509 CALLAN BLVD	BL-011889	2023	ZULUETA, ROGELIO C JR
219	174 BELLEVUE AVE	BL-030862	2023	UMANZOR, JOSE ROBERTO
220	345 CASTLE ST	BL-302470	2023	LIN, JOYCE
221	75 MARSHALL WAY	BL-301946	2023	SANCHEZ, INOCENCIO & ARCELIA
222	601 LINDEN ST	BL-024218	2023	HU, ZHENG HE
223	89 GOETHE ST	BL-032799	2023	CHUNG, HANH M.
224	6139 MISSION ST	BL-032769-2	2023	MISSION SAN FRANCISCO LLC
225	52 W MARKET ST	BL-301369	2023	BALBI, BARBARA J.

City Council Agenda Report

Item #____

Meeting Date: June 24, 2024

Subject: Public Hearing for Proposed Turnkey Design-Build Energy Services Agreement with Syserco Energy Solutions, Inc.

Recommended Action

Staff recommends that the City Council:

1. Hold a public hearing; and

2. Adopt a resolution awarding a Design Build Contract to Syserco Energy Solutions, Inc. for Solar, HVAC, and LED Lighting Energy Improvements at Fire Station 93

Background

City Council, at its meeting of June 3, 2024, set June 24, 2024, as the date for a public hearing regarding a Turnkey Design-Build Energy Services Agreement. The Notice of Public Hearing was published in the newspaper and posted at Bayshore Community Center and Bayshore Library next to Fire Station 93, 464 Martin Street, Daly City, CA 94014.

In 2022, the City initiated discussions with Syserco Energy Solutions, Inc., an Energy Services Company, of Fremont, CA, to provide comprehensive services for energy improvement projects. Staff leveraged Best Value Contracting, as permitted by CA Government Code Section 4217.10, which states, "To help implement the policy set forth in Section 25008 of the Public Resources Code, and to extend that policy to facilities of local governments, public agencies may develop energy conservation, cogeneration, and alternate energy supply sources at the facilities of public agencies in accordance with this chapter". Aligned with Daly City's climate action plan, "The Daly City Green Vision – TEN for TWENTY," the proposed scope of work will contribute to energy conservation efforts, thereby reducing energy consumption and our carbon footprint.

Discussion

Syserco Energy Solutions, Inc.'s Energy Services proposal dated May 28, 2024, identifies the following as a combination of energy conservation measures (ECMs) as the scope of work for Fire Station 93:

1. Furnace Heat Pump Conversion and HVAC Electrification
2. Install energy generation capability by way of a Solar Photovoltaic System
3. High efficiency LED lighting Upgrade
4. Apparatus Bay Roof Replacement

The primary objective is to implement the above ECMs which will maximize site energy efficiency, generate operational savings, replace heating system and roof that has reached the end of their useful life, and provide increased occupant comfort.

Additionally, significant reductions in energy consumption will result from the installation of the rooftop solar photovoltaic system.

Solar Photovoltaic System	Size (kW)	Energy Production (kWh/yr)	Site Energy Offset	Site Bill Cost Offset
Roof Mount	25.6	35,140	70%	37%

Moreover, a significant benefit of opting for the Syserco proposal, encompassing both design and construction phases, the City eliminates the need for overseeing a separate design consultant and the task of drafting documents for competitive bidding. Through the adoption of the Best Value Contracting strategy, the project stands to achieve expedited completion and reduced staff hours compared to the conventional design-bid-build approach.

Fiscal Impact

The total estimated construction cost for the Solar, HVAC, and LED Lighting Energy Improvement Project is $576,400.00. After project completion, the City will receive a tax credit in the amount of $85,276.00, bringing the estimated completed construction cost to $491,124.00. Installation of the Solar Photovoltaic System has a return on investment of approximately 14 years.

Sufficient funding is available in the following accounts:

1. 31-313-897 Fire Station 93 HVAC System and Energy Upgrade project.

2. 31-313-899 Fire Station 93 Apparatus Bay Roof Replacement. Funds from this account will be transferred into 31-313-897.

Summary/Conclusion

Staff recommends that the City Council:

1. Hold a public hearing; and

2. Adopt a resolution awarding a Design Build Contract to Syserco Energy Solutions, Inc. for Solar, HVAC, and LED Lighting Energy Improvements at Fire Station 93 in the amount of $576,400.00.

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

Respectfully submitted,

Jeffery W. Fornesi
Asst. to the Director of Public Works

Richard Chiu, Jr.
Director of Public Works

Attachment: Syserco Energy, Inc. Proposal dated May 28, 2024

Energy Services Proposal – Exhibit A

Prepared for City of Daly City

Presented by:

Syserco Energy Solutions, Inc.

Date Submitted:

May 28, 2024

The information contained in this document and all attached documents is strictly confidential and contains proprietary information. It may only be used by the named addressee(s) and is also subject to the terms of any other confidentiality or nondisclosure agreement between parties.

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Executive Summary

The City of Daly City (City) selected Syserco Energy Solutions, Inc. (SES), a qualified energy services company and design-build contractor, to develop and implement a comprehensive design-build energy services project at its Fire Station 93. The scope of work for this project includes a combination of energy conservation measures (ECMs).

The process of developing the energy conservation measures for the City involved performing an Investment Grade Audit (IGA) of Daly City's Fire Station 93. The IGA established a historical energy use baseline and identified facility improvement and ECMs that address the primary objectives of the City's facilities staff.

We are pleased to present the following energy efficiency and facility enhancement project proposal to the City. This proposal represents the scope of work, approved by the City and shall result in new energy generation capacity, updated HVAC, new high-efficiency lighting and a new roof over the apparatus bay for Fire Station 93.

The primary objective of this project is to implement ECMs that maximize site energy efficiency, generate operational savings, and provide increased occupant comfort.

The following priorities were identified by the City as the most crucial items to address in this project:

- Add central cooling capability to the building
- Add energy generation capability by way of a Solar PV array
- Install High Efficiency LED Lighting
- Replace the Apparatus Bay Roof

The table below outlines the firm-fixed project cost and estimated incentives, resulting in the expected net project cost to the City.

Project Cost[1]	**$576,400**
Investment Tax Credit (ITC)	$85,276

[1] *Pricing assumes the City approves this project at a regularly scheduled council meeting in June 2024. Pricing may be subject to change if the approval is delayed.*

Section 1 – Introduction

We are pleased to present this Energy Services Proposal (proposal) to the City for the purpose of implementing the recommended energy conservation measures (ECMs) as approved by the City's staff at Fire Station 93. By implementing this project, the City will achieve improved occupant comfort and reduced utility consumption. Additionally, the City will reduce ongoing maintenance and operational cost savings.

To develop the recommended project, our experienced energy engineers, project managers, and project developers examined existing systems and equipment through a detailed energy and operational audit of Fire Station 93 to determine the full potential for savings. This proposal is a culmination of our audit findings, recommended measures, infrastructure enhancements, operational savings, and overall cost reductions. We have investigated multiple means for accomplishing this goal including retrofitting equipment, installation of new devices, and employing enhanced strategies to improve operational efficiency.

1.1. Team Effort

We would like to thank the members of Daly City's staff and facilities team who worked closely with our team throughout this process. Without their assistance, this project would not have been possible.

1.2. Approach

The project development process involved numerous site visits, interaction with City's administration and facilities staff, a detailed analysis of existing equipment and systems, current utility consumption, and any available logs and profiles of equipment. Studies of energy usage, operating conditions, and interviews with the City's facility team have been valuable sources of information, contributing greatly to this effort. The ECMs in this energy services proposal were compiled taking into consideration the input provided by staff and have integrated the various infrastructure needs of Fire Station 93.

Section 2 – Scope of Work Overview

2.1. Energy Conservation Measure (ECM) Summary

For detailed descriptions of the scope of work, please refer to *Section 3 – ECM Descriptions and Detailed Scope of Work.*

2.1.1. Site Savings

The following table displays the description of energy saving at the site.

Site Name	Elec Cost Savings ($/yr)	Gas Cost Savings ($/yr)	O&M[1] Savings ($/yr)	Total Cost Savings ($/yr)
Fire Station 93	$9,017	$1,870	$42	$10,929

[1] *Operations and Maintenance*

The projected energy reduction and cost avoidance figures were calculated based upon existing building occupancy, operation, and stipulated assumptions of performance. Legacy utility billing was derived from city-generated reports and data provided directly by Pacific Gas & Electric (PG&E). All calculations are based on industry best practices and methodologies. Savings calculations are based on current rate savings escalated throughout the anticipated construction period to project savings when the system begins operation. The projected escalation rate is based on historical PG&E rate increases over time.

2.2. Clarifications and Exclusions

2.2.1. Clarifications

- There will be one (1) working shift, in the morning/afternoon hours. (Monday through Friday, 8:00 a.m. to 5:00 p.m.).
- We will work closely with City staff to identify any areas that may require after-hours work. We will review the project schedule with City staff to ensure mutual agreement is reached regarding site access and city-approved work in occupied spaces.
- The City shall provide all required static IP addresses and ethernet drops for equipment where applicable and required.
- The City shall provide a laydown and storage area during the construction period.
- All existing curbs, housekeeping pads, structural mounts, and support structures for mechanical equipment are assumed to be in good condition and are structurally adequate.
- All permit drawings required for the execution of the work are included.
- It is assumed that the electrical circuit breakers and disconnects are in good working order and are fully functional.
- The City shall provide electrical power to operate electrical construction tools and equipment.
- Our proposal is based on reusing existing electrical circuits unless specifically stated in the detailed scope of work.
- It is assumed proper grounding exists for all electrical equipment.
- The City will provide our team with one (1) set of master keys during the construction period.

2.2.2. Exclusions

- Provision of temporary heating, cooling, fans, and domestic water.
- Any repair work for existing systems beyond that which is stated in the ECM scope of work, or resolving existing code violations. All existing equipment is assumed to be in good working order and meets code.
- Fire and life safety system programming or related work.
- Hazardous material abatement.

2.3. Extent of Subcontracting

We may subcontract portions of work related to this contract to licensed and qualified companies including equipment installation, start-up, and training.

2.4. Project Schedule

As a predecessor milestone, the initial construction schedule start date is based on the execution of the contract. The projected overall project implementation schedule will be developed by our project manager and reviewed with City staff during the construction kickoff meeting.

Section 3 – ECM Descriptions & Detailed Scope of Work

3.1. Introduction

As a result of our project development work, a number of ECMs have been identified to meet the specific needs of the facility. ECM identification and selection is the result of our detailed review of each site, in conjunction with the City's building plans, specifications, equipment arrangements, and interviews with City staff. These ECMs are intended to enhance the efficiency of the buildings through new equipment, repair, retrofit, and reprogramming of various systems in the buildings.

The following section is a detailed description of each proposed ECM. Each description includes the existing and proposed conditions, planned scope of work, and any impacts to operations and/or maintenance.

3.1.1. Detailed Scope of Work for Energy Efficiency Project

Heating, Ventilating, and Air Conditioning (HVAC)

The efficiencies of new HVAC systems far exceed equipment from even a decade ago. This means that existing equipment with high maintenance costs, or aging systems where maintenance costs can be expected to rise in the near future, are equally good candidates for replacement.

These systems can be replaced with like systems or upgraded to other technologies that provide higher energy efficiency, better temperature control and less greenhouse gas emissions.

ECM 4.03 – Package Equipment Fuel Switch

Existing Conditions

There are currently two (2) forced induction furnaces that provide central heating to Fire Station 93. There is no central cooling capability.

General Intent

The City would like to update the existing HVAC at Fire Stations 93 to provide cooling to select spaces. Through discussions with the City and detailed engineering analysis by SES, it was determined that the best way to meet this goal was to remove the existing furnaces and install dual-mode (heating and cooling) heat pumps.

ECM Benefits

This new arrangement will also allow for the site to nearly eliminate natural gas use, with a residential-style clothes dryer and combination range/oven being the only remaining natural gas using appliances. This will advance the City's broader decarbonization goals.

Overall site net natural gas and electricity costs will remain similar, as the reduction in natural gas use along with the removal of portable AC units will be offset by the new electricity cost for heating and likely slight increase in cost for cooling.

Impacted Equipment

Furnace Brand and Model #	Input (Btu/h)
Trane TDD100R945B1	100,000
Trane TDD060R636C1	60,000
Total	**160,000**

Mechanical ECM Scope Overview

1. Remove and properly dispose of existing furnaces in accordance with all state and local codes.
2. Provide and install new dual-mode heat pumps that meet minimum efficiency standards.
3. Reuse existing equipment sleepers. Provide and install new sleeper drip cap.
4. Reconnect new heat pumps to existing thermostat controls.
5. Provide pre- and post-air balancing to match existing air flows.
6. Provide pre-measure total supply air and total outside air. Post installation, total supply air will be balanced to original air volume. Outside air will be set to match Title 24 requirements.
7. All new duct to be insulated in accordance with Title 24 requirements as required for mechanical electrical and structural permits.
8. Provide and install new electrical disconnects and fuses.
9. Provide necessary engineering and project management for a complete turnkey system.
10. Provide as-built drawings, cut sheets/submittal package, O&M manual.
11. Provide pre- and post-installation photos for documentation.
12. Provide training to City facilities staff.

Lighting Improvements

Using the latest technologies, savings from lighting can often be up to 45% or more compared to older fluorescent technologies, and upwards of 70%-90% compared to incandescent lamps. In addition to being more energy efficient, new lighting provides advantages such as increased light levels, improved aesthetics and color of light, longer lamp life, and reduced maintenance costs.

ECM 5.01 – Building Lighting Upgrade & Controls

Existing Conditions

Currently, a majority of the lighting at Fire Station 93 is fluorescent with a few fixtures already upgraded to LED.

General Intent

This measure will replace the existing non-LED lighting systems identified in the lighting audit with new LED lamps or fixtures as recommended. Additional controls will be integrated where identified.

ECM Benefits

By replacing the existing lighting systems with LED lighting, a full round of maintenance and longer lamp life will be realized, reducing energy consumption, and increasing light production.

Impacted Equipment

See Attachment A for a detailed list of lamps and fixtures to be replaced.

Building Lighting ECM Scope Overview

1. Project line-by-line lighting audit.
2. Disconnect and reconnect line voltage.
3. Coordinate working periods to minimize occupant impact.
4. Clean all work areas of debris and dust after lighting work is completed.
5. Dry wipe all new and remaining lighting surfaces, assuring they are free of dust and debris.
6. Dispose of removed lighting material in accordance with state and local environmental regulations.
7. Provide necessary engineering and project management to complete a turnkey system.
8. Provide as-built drawings, cut sheets/submittal package, and O&M manual.
9. Provide pre- and post-installation photos for documentation.
10. Provide training to City facilities staff.

Building Envelope

Air infiltration is a significant source of heat loss and heat gain in buildings and results in higher energy consumption to compensate for the additional heating and cooling loads. Infiltration is most prominent when the air pressure inside the building is much greater than the air pressure outside the building, which is commonly the case on windy days. Research has shown that up to 30% of heating and cooling requirements can be attributed to air infiltration. Infiltration commonly occurs at joints in exterior windows and doors, as well as joints in walls from the floor all the way up to the roof.

ECM 6.05 – Roof Replacement

Existing Conditions

Currently, Fire Station 93 has a sloped metal seem roof with a section of flat ballasted roof over the apparatus bay.

General Intent

The flat ballasted section of roof over the Fire Station apparatus bay is old and in need of replacement. When there is evidence of degradation and damage to the roofs which can cause water leaks resulting in damage and loss of energy. By replacing the roofing systems with new roofs leaking water damage will be prevented.

ECM Benefits

A full replacement will be carried out on the apparatus bay roofing system with subsurface repairs as needed. The new roof will be warrantied for twenty (20) years (flat TPO roof).

Impacted Equipment

Roof Replacement Scope Overview

1. Find equivalent replacement material.
2. Integrate into existing building structure and modify where necessary.
3. Factor in structural considerations.
4. Procure a high quality and durable replacement that meets the pricing needs of the customer.
5. Remove existing ballast and sheeting.
6. Dispose of unwanted material appropriately.
7. Ensure apparatus bay venting system is removed appropriately.
8. Ensure surrounding walls and structure are unaffected.
9. Mount new sheet and waterproofing material.
10. Ensure structural stability.
11. Ensure apparatus bay venting system is re-installed and functional.
12. Ensure drainage is connected appropriately.
13. Verify structural integrity.
14. Verify watertightness.

Renewable Energy Systems

Renewable energy systems take advantage of natural energy sources that are constantly and sustainably replenished, such as the sun, wind, or the earth. Installing renewable energy systems that can replace traditional non-renewable sources results in low to no-cost energy supply over a long period of time.

ECM 11.01 – Install Solar PV System

Existing Conditions

Currently the Fire Station has no onsite energy generation capability.

General Intent

The new solar PV array is intended to reduce Fire Station 93's energy consumption and cost relative to the PG&E bills.

The design of the new solar array has been developed in conjunction with the other ECMs to offset the site's overall electricity use and costs as much as possible under the Net Energy Metering 3.0 (NEM3) Tariff. Equipment location, identification, and selection is the result of our detailed review of the site, the city's building plans, specifications, physical equipment arrangements, and discussions with city staff. The following is the detailed description of the intent, benefits, impacted equipment, design method, and construction methods.

ECM Benefits

The benefit to the City is a reduced electrical need by providing solar production on site to offset the volume of electrical energy purchased from the grid. Solar PV systems are a long-term asset with a lifespan of thirty (30) years.

Impacted Equipment

Site Name	Nominal System Size (kW DC)
Daly City Fire Station 93	25.6

Please see the image of the potential solar PV designs on the following pages.

Daly City Fire Station 93 (25.6 kW)

Assumed Conditions

1. All work will be performed during regular work hours (Monday through Friday, 8:00 a.m. to 5:00 p.m.) other than work pertaining to PG&E PTO activities and site power shut off which may require hours outside regular work hours.
2. All field craft labor will comply with prevailing wage requirements and current California Department of Industrial Relations (DIR). Labor will comply with all requirements for Federal ITC Direct Pay eligibility.
3. The City shall provide all IT support required for the installation of solar PV, energy storage, and interface systems for this project.
4. All structural engineering related to the support of equipment as identified is included.
5. All permit drawings and permit fees required for the execution of the work are included.
6. The City shall provide electrical power to operate electrical construction tools and equipment.
7. Pricing is based on a single-mobilization project, multiple phases or extensions to schedule may constitute a change in scope and project schedule.
8. A warranty from date of Notice of Substantial Completion is included.

Customer Furnished/Performed Items

1. All as built drawings or site-specific information necessary to effectively design, engineer and construct the renewable energy solution including but not limited to past site plans, all existing utilities (including irrigation infrastructure), permits for past work, etc.
2. Water as needed to complete the work.
3. Provide mutually acceptable construction staging and storage area(s) adjacent to project site throughout the construction phase.
4. Provide unrestricted access to the Site during construction (Monday through Friday, 8:00 a.m. to 5:00 p.m.)

Design Phase

1. The solar PV schematic design aims to meet the targeted electrical production outlined in the conceptual design, which is provided in the technical documents for each site. It will be based on an accurate and detailed modeling of system production, consideration of shading analysis, and other site constraints, while using industry-standard tools. The design plans will include sufficient detail to analyze and discuss critical design decisions and the system size will be within the allowed footprint (or as agreed upon).
2. Design development and complete construction drawings of the solar PV and all ancillary work required for permitting and construction. Drawings shall fully describe all aspects of the construction work including fencing, directional boring/trenching, excavations, racking and mounting systems, electrical systems, signage, foundations, lighting, Americans with Disabilities Act (ADA), etc. We will provide electrical, structural, and all other required California licensed engineers and/or architects (Engineers of Record and Architect of Record) to provide a complete, stamped design set as required to permit and construct a complete energy project for the authority having jurisdiction (AHJ) submittal. The electrical construction drawings shall show and include all conduit below and above finished grade/finish. All plans and specifications must meet the approval of AHJ, the City, the City's representative, local fire authority, and/or any other agency deemed as having jurisdiction over this project.
3. All design and engineering will follow SES' submittal process.

Construction Phase

1. We will provide and install the following:
   a. PV racking
   b. PV modules
   c. PV inverters
   d. Attachments/Foundations
   e. Data collection and online monitoring system with a five (5) year monitoring service subscription, five (5) year cellular service plan, and weather inputs such as irradiance, panel temperature, ambient temperature, and utility grade production reporting.
   f. Interconnection work includes connection of the renewable energy system to the existing Main Switch Board (MSB). MSB is assumed to be suitable for the new energy system connection.
2. We will provide the utility Interconnection Application (IA), process management, materials, and coordination for inspection from the local utility. The IA process includes a utility application review phase. The utility engineering review phase can result in additional costs not included or reasonably anticipated (as they can only be determined by utility at the end of the IA process) upon execution of the contract.
3. Our project manager will be assigned for the duration of the project through final completion and will facilitate tegular coordination meetings (via conference calls or onsite visits, if necessary).

4. SES will assign a project manager who will create the project schedule with a city representative utilizing project constraints and information revealed during due diligence activities within the design and engineering phases.
5. The project schedule will include the following phases sequentially:
   a. Design, engineering phase
   b. Permitting phase
   c. Procurement phase
   d. Construction phase
   e. Commissioning phase
   f. Close-out phase
6. We will coordinate with and support inspectors, the city, our team, and consultants during design, construction, commissioning, and close-out.
7. Any demo of existing softscape, hardscape, light standards that are required as a result of the installation of the energy projects will be the sole responsibility of our team.
8. We will perform project commissioning including all associated tasks and documentation related to successfully commissioning the system to the IEC 62446-1 International Standard.
9. Final energy system as-built construction documents clearly conformed with all changes during construction shall be provided.
10. We will provide a comprehensive set of closeout documents, including O&M manuals for each installed system.
11. We will conduct training for city staff including orientation to the O&M manuals, systems, and safety procedures.
12. We will secure laydown and storage facility at job site for all canopy materials and energy system equipment, and supplies including any required security.
13. We will provide a legal toilet and handwashing facilities at all job sites.
14. We will perform daily cleanup to “broom clean” conditions.
15. We will return disturbed areas to pre-construction conditions including repair of all pavement/concrete, street sweeping, restriping, landscape restoration, irrigation restoration, equipment track marks, and scuffs on finished concrete surfaces.
16. We will provide project closeout, inclusive of obtaining AHJ final inspection and closeout.

Exclusions

1. All ADA upgrades are excluded.
2. Any upgrades determined after due diligence after Contract Effective Date by the AOR will be managed through a contract change order.
3. Engineering, installation, and maintenance of permanent stormwater facilities and features if required by the AHJ, which includes the best management practice mitigations including but not limited to riprap, basins, inlet structures, and down inlet protections.
4. Multiple mobilizations.
5. Environmental engineering and/or any environmental/biological remediation.
6. Floodplain engineering and/or any alterations to site and materials to accommodate floodplains.
7. Service upgrades, electrical service equipment, or new services.
8. Changes to project design and implementation required to accommodate easements and/or rights of way not listed in the scope of work.
9. Environmental assessment, environmental impact reports, testing, and other reports not listed in the scope of work.
10. Any design or engineering related to flood plans and/or FEMA high-hazard floodplains.
11. Specialized environmental insurance.
12. Relocation and/or removal of any existing utilities (active or abandoned), inclusive of water, electricity, communication, data, cable TV, security systems, irrigation, etc.
13. Hazardous material surveys, testing, and/or monitoring.
14. Removal and/or disposal of any hazardous or contaminated materials.
15. Excavation, removal and/or disposal of unsuitable materials.
16. Rock excavation and drilling.
17. Soft soil stabilization.
18. Dewatering drilled foundations and sleeving of foundations.
19. Removal/disposal of existing on-site trash and/or debris (inclusive of encountered underground trash or debris).
20. Corrosion-resistant materials (beyond standard galvanization).
21. Arc Fault Hazard Assessment.
22. Overcurrent Protection Coordination Studies.
23. Lab of Record (LOR), Inspector of Record (IOR), and special inspections.

Section 4 – Project Financials

4.1. Firm-Fixed Project Cost

Costs presented in this proposal are valid until 6/28/2024. If the Notice to Proceed is issued after 6/28/2024, we reserve the right to re-evaluate the project and make necessary modifications to the construction cost.

4.2. Items Included in Project Cost

Project costs include:

1. Engineering audit/project development including the cost for preparation of this proposal.
2. Engineering design
3. Construction/project management and site supervisor services.
4. Installation of equipment as specified in the scope of work:

    g. All costs will be paid by SES for the installation of the equipment. This includes costs paid to subcontractors, team member reimbursements, or otherwise as it relates to the installation or system verification of equipment.

    h. Cost of all equipment, materials, supplies, and equipment incorporated in the scope of work, including costs of transportation thereof.

        i. Cost or rental charges including transportation and maintenance, of all materials, supplies, equipment, temporary facilities, and hand tools not owned by the workers.

        ii. Cost of premiums for all bonds and insurance.

        iii. Demolition cost and cost of removal of all debris.

        iv. Cost of equipment startup, training, system verification, and balancing performed by SES.

5. Mobilization, project development, and engineering fee:

    a. The invoice will be presented upon mutual execution of the Contract and will be in the amount of 25% of the project's total value.

Daly City Fire Station #93

Existing Info						Replacement Info				
Item	Building Name	Location	Existing Fixture Description	Total Existing Fixture Wattage (W)	Qty	Type of Replacement	Recommended Replacement Description	Model Number	Proposed Fixt Wattage *	Prop Qty
1	Fire Station 93	Back Parking Lot	100w MH Round Gardo Heads	138	2		Install New 60w Round LED Head	MO10-FT-60W-U-T3-RPA-BK	60	2
2	Fire Station 93	Driveway	70w MH Driveway Lights	95	4	Retrofit	Bypass Ballast & Install Green Creative 34HID/840/277V/E26/DIM	Green Creative 34HID/840/277V/E26/DIM	34	4
3	Fire Station 93	Back of House CFL WP's	2x26w CFL Wallpacks	52	2	New Fixture	Install RAB WPTLED25N/D10/PC2	RAB WPTLED25N/D10/PC2	25	2
4	Fire Station 93	Maintenance Closet	3' Wrap w/ 2 Lamps	52	1	Retrofit	Remove Existing Lamps/Ballasts & Replace with Keystone (1) KTLD-2LT8-UV-10C-VDIM & (2) KT-LED10T8-36G-835-E	(Ballast) KTLD-2LT8-UV-10C-VDIM (Lamps) KT-LED10T8-36G-835-E	20	1
5	Fire Station 93	Restroom	11" Squares Recessed w/ 2x13w PL	26	3	Retrofit	Bypass Ballast & Install (2) Green Creative 9PLO/8CCTS/HYB/PF	Green Creative 9PLO/8CCTS/HYB/PF	9	3
6	Fire Station 93	Restroom	4' Wall Mt. Wraps w/ 2 Lamps	58	2	Retrofit	Remove Existing Lamps/Ballasts & Replace with Keystone (1) KTLD-2LT8-UV-10C-VDIM & (2) KT-LED10T8-48G-835-E	(Ballast) KTLD-2LT8-UV-10C-VDIM (Lamps) KT-LED10T8-48G-835-E	20	2
7	Fire Station 93	Hallways	1x32w PL Wallsconces	32	10	New Fixture	Install RAB HALVS10L935-F-W-MVS	RAB HALVS10L935-F-W-MVS	14	10
8	Fire Station 93	Dorm Rooms 1-4 (Identical)	2x2 Parabolic Troffer w/ 2-3" U Bends	58	8	New Fixture	Install ESPEN 2x2 LED Retro Kit	VEKT2X2H-835	19	8
9	Fire Station 93	Dorm Rooms 1-4 (Identical)	65w BR30	65	12	Retrofit	Install Green Creative 11BR30DIM/930	11BR30DIM/930	11	12
10	Fire Station 93	Dorm Rooms 1-4 (Identical)	12" Undercabinet Light T5	21	4	New Fixture	Install PLT 12" Under Cabinet LED Strip 9w Kelvin Adjustable	PLTS-40082	5	4
11	Fire Station 93	Shower Room	11" Squares Recessed w/ 2x13w PL	26	3	Retrofit	Bypass Ballast & Install (2) Green Creative 9PLO/8CCTS/HYB/PF	Green Creative 9PLO/8CCTS/HYB/PF	9	3
12	Fire Station 93	Shower Room	4' Wall Mt. Wraps w/ 2 Lamps	58	1	Retrofit	Remove Existing Lamps/Ballasts & Replace with Keystone (1) KTLD-2LT8-UV-10C-VDIM & (2) KT-LED10T8-48G-835-E	(Ballast) KTLD-2LT8-UV-10C-VDIM (Lamps) KT-LED10T8-48G-835-E	20	1
13	Fire Station 93	Top of Fire Pole	6" Can w/ 2x13w PL	26	1	New Fixture	Install Green Creative INFTP6/8CCT3S/DIM010UNV	Green Creative INFTP6/8CCT3S/DIM010UNV	9	1
14	Fire Station 93	Weight Room	2x2 Parabolic Troffer w/ 2-3" U Bends	58	3	New Fixture	Install ESPEN 2x2 LED Retro Kit	VEKT2X2H-835	19	3
15	Fire Station 93	TV Room	6" Can w/ 2x13w PL	26	6	New Fixture	Install Green Creative INFTP6/8CCT3S/DIM010UNV	Green Creative INFTP6/8CCT3S/DIM010UNV	9	6
16	Fire Station 93	Kitchen	4' Wrap w/ 2 Lamps	58	1	Retrofit	Remove Existing Lamps/Ballasts & Replace with Keystone (1) KTLD-2LT8-UV-10C-VDIM & (2) KT-LED10T8-48G-835-E	(Ballast) KTLD-2LT8-UV-10C-VDIM (Lamps) KT-LED10T8-48G-835-E	20	1
17	Fire Station 93	Kitchen	Pendent Mt. w/ 2x13w PL's	26	2		Install New Pendent Mt. Fixture w/ 12" Down Rod	Progress MDL# P5741-30	15	2
18	Fire Station 93	Balcony	2x26w CFL Wallpacks	52	3	New Fixture	Install RAB WPTLED25N/D10/PC2	RAB WPTLED25N/D10/PC2	25	3
19	Fire Station 93	Kitchen Under Cabinet	2' T5 Under Cabinet Strips	28	3	New Fixture	Install PLT 2' Under Cabinet LED Strip 9w Kelvin Adjustable	PLTS-40084	9	3
20	Fire Station 93	Staircase	2' Wrap w/ 2 Lamps	32	2	Retrofit	Remove Existing Lamps/Ballasts & Replace with Keystone (1) KTLD-2LT8-UV-10C-VDIM & (2) KT-LED8T8-24G-835-E	(Ballast) KTLD-2LT8-UV-10C-VDIM (Lamps) KT-LED10T8-48G-835-E	16	2
21	Fire Station 93	Staircase	4' Wrap w/ 2 Lamps	58	2	Retrofit	Remove Existing Lamps/Ballasts & Replace with Keystone (1) KTLD-2LT8-UV-10C-VDIM & (2) KT-LED10T8-48G-835-E	(Ballast) KTLD-2LT8-UV-10C-VDIM (Lamps) KT-LED10T8-48G-835-E	20	2
22	Fire Station 93	Attic Space	36w CFL	36	1	Retrofit	Install Green Creative 15A19DIM/840	Green Creative 15A19DIM/840	15	1
23	Fire Station 93	Lobby	6" Can w/ 2x13w PL	26	4	New Fixture	Install Green Creative INFTP6/8CCT3S/DIM010UNV	Green Creative INFTP6/8CCT3S/DIM010UNV	9	4
24	Fire Station 93	Lobby	2x2 Parabolic Troffer w/ 2-3" U Bends	58	4	New Fixture	Install ESPEN 2x2 LED Retro Kit	VEKT2X2H-835	19	4
25	Fire Station 93	Lobby Under Cabinet	4' T5 Under Cabinet Strips	58	2	New Fixture	Install PLT 42" Under Cabinet LED Strip 18w Kelvin Adjustable	PLTS-40087	18	2
26	Fire Station 93	Lobby Restroom	2' Wallwash 1 Lamp	0	2	N/A	EXISTING LED	EXISTING LED	0	2
27	Fire Station 93	App. Floor	4' Wraps w/ 2 Lamps	0	11	N/A	EXISTING LED	EXISTING LED	0	11
28	Fire Station 93	App. Floor	4' Strips 1 Lamp	0	5	N/A	EXISTING LED	EXISTING LED	0	5
29	Fire Station 93	App. Floor	8' Strips w/ 4 Lamps	0	13	N/A	EXISTING LED	EXISTING LED	0	13
30	Fire Station 93	Bottom of Fire Pole	11" Squares Recessed w/ 2x13w PL	26	1	Retrofit	Bypass Ballast & Install (2) Green Creative 9PLO/8CCTS/HYB/PF	Green Creative 9PLO/8CCTS/HYB/PF	9	1
31	Fire Station 93	Under Cabinet	3' T5 Under Cabinet	42	1	New Fixture	Install PLT 33" Under Cabinet LED Strip 14w Kelvin Adjustable	PLTS-40086	14	1
32	Fire Station 93	Under Cabinet	2' T5 Under Cabinet Strips	28	2	New Fixture	Install PLT 2' Under Cabinet LED Strip 9w Kelvin Adjustable	PLTS-40084	9	2
33	Fire Station 93	Front Exterior	2x26w CFL Wallpacks	52	3	New Fixture	Install RAB WPTLED25N/D10/PC2	RAB WPTLED25N/D10/PC2	25	3
34	Fire Station 93	Front Exterior	11" Squares Recessed w/ 2x13w PL	26	4	New Fixture	Install ALEO LCP-20UX/CT XE (PSMK)	ALEO LCP-20UX/CT XE (PSMK)	15	4
35	Fire Station 93	Front Poles	250w MH Round Gardo Heads	295	2	New Fixture	Install New 120w Round LED Head	ZUMA MO10-FT-120w-U-T3-RPA-BK	120	2
					130					**130**

City Council Agenda Report

Item #____

Meeting Date: June 24, 2024

Subject: Public Hearing – Notice of Lien and Special Assessment to Real Property

Recommended Action

It is recommended that the City Council approve the Notice of Lien and Special Assessment to Real Property, for properties included in the Attachment, with the County of San Mateo property tax roll for all unpaid sidewalk repairs.

Background

According to the Streets and Highways Code of the State of California, property owners are responsible for maintaining sidewalks abutting their property in such a condition that sidewalks will not endanger persons nor interfere with the public convenience.

Daly City Municipal Code Section 12.16.030 states "The owner required by Section 12.16.020 to maintain and repair the sidewalk area shall owe a duty to members of the public to keep and maintain the sidewalk in a safe and non-dangerous condition. If, as a result of the failure of any property owner to maintain the sidewalk area in a safe and non-dangerous condition as required by Section 12.16.020, a person who suffers injury to or damage to person or property, the owner shall be liable to such person for the resulting damage or injury." If the property owner does not perform the needed maintenance and repairs, the City may complete the work and, per Section 12.16.100 of the Daly City Municipal Code, place a lien on the property to recover the cost.

Discussion

Property owners listed in the Attachment, were notified of the needed repairs to the sidewalks that front their property. The repairs were to remove pedestrian tripping hazards. After receiving no response from the property owners, the City completed the repairs and invoices were sent to each property owner for reimbursement. Property owners have failed to submit payment. Notification letters informing them of non-payment and intent to lien their property were mailed on June 4, 2024. All unpaid fees will be assessed on the upcoming Fiscal Year 2024/25 property tax bill if they have not been paid to the City of Daly City by July 8, 2024.

Fiscal Impact

The total projected collection of funds expended by the City for sidewalk repair that is the responsibility of private property owners is approximately $12,000.

Summary/Conclusion

Staff recommends that the City Council approve the Notice of Lien and Special Assessment to Real Property for properties listed in the Attachment.

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

Respectfully submitted,

Sibely Calles
Senior Management Analyst

Richard Chiu, Jr.
Director of Public Works

Attachment – Notice of Lien and Special Assessment

Attachment - Notice of Lien and Special Assessment to Sidewalk Repairs Fee

APN	ADDRESS	PROPERTY OWNER	AMOUNT
006343200	550 Washing Street	Vasilios Glimidakis	$4,666.60
006206110	94 90th Street	Margaret Huey	$2,881.60
008175150	29 Oceanside Drive	John & Sarah Healy	$4,453.60

City Council Meeting Agenda Report

Item # _____

Meeting Date: June 24, 2024

Subject: Public Hearing – National Pollutant Discharge Elimination System Local Stormwater Program Regulatory Fee

Recommended Action

Staff recommends the City Council adopt a resolution maintaining the existing National Pollutant Discharge Elimination System (NPDES) regulatory fee necessary to fund City of Daly City local program activities required under the State mandated stormwater management plan and authorize the City Manager to enter into a contract with the County of San Mateo for the collection of the NPDES Local Stormwater Program fee.

Background

The San Francisco Regional Water Quality Control Board (Water Board) reissued a consolidated Bay Area Municipal Regional Stormwater Permit (MRP) in May of 2022. The permit conditions mandate numerous and costly municipal stormwater management activities over the following five years. The City/County Association of Governments (C/CAG) continues to administer the General Program components, while each municipality is responsible for performing specific program activities. 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 to comply with this program.

Discussion

As part of the City's Budget, staff anticipated the continuation of the current regulatory fee enacted under Ordinance No. 1219 in 1995 to finance a portion of the locally specific program activities required under the conditions of the MRP. Public Works staff estimates the local stormwater program activities cost for Fiscal Year 2025 at $527,180. This amount is derived from total personnel, equipment rental and inspection services costs as set forth in the enclosed program description.

The fees originally established are based on a nexus between parcel size and land use, with a base factor assigned to the single family/duplex parcel as it is the predominant land use in Daly City. The fees assessed to property owners for Daly City's local program have not increased over the past 28 years and they remain as originally establish at:

Single Family/Duplex $9.80/APN
Multi-Family (3-10 units) $19.60/APN
Multi-Family (11-20 units) $36.76/APN
Unimproved Land $4.90/APN

Commercial/Retail/Manufacturing.....$56.84/APN, EDU
Condominiums.....$4.90/APN

All categories of use are assigned a factor compared to the single family/duplex rate and take into account frontage length, impervious surface coverage and vehicle trips to allocate costs proportionately.

Fiscal Impact

The fees to be collected are estimated to generate approximately $470,000 in revenue towards program costs. Currently, local stormwater program activity costs exceed the revenue derived from the property assessment due to cost escalation over time as well as the imposition of new activities since the fee was first established. With the future need to implement more Green Infrastructure type projects, an increase in the stormwater fee assessment will likely be required in the future.

Summary/Conclusion

Public Works staff recommends re-adoption of the existing NPDES regulatory fee and authorization for the County Assessor to collect the fees on behalf of the City of Daly City on property owner's tax bills.

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

Respectfully submitted,

Sibely Calles
Senior Management Analyst

Richard Chiu, Jr.
Director of Public Works

Attachment: NPDES Justification

Department of Public Works - Street Division
NPDES Regulatory Fee (3790)
Revenue Justifications

Storm water pollution prevention through inspection and/or cleaning of 2233 drain inlets; and full trash capture devices in 80% of the catch basins.

Programs includes:

Annual Catch Basin Inspection & Cleaning
Inspections of Full Trash Capture Devises During the Rainy Season
Silt & Debris Testing and Removal from the Vista Grande Canal
Inclement Weather District Catch Basin Cleaning

	Est. Expenditures
Areas	**FY 2025E**
Salaries & Benefits (1)	$ 333,871
Vehicle Cost (2)	$ 134,958
Materials, Tools, Supplies, and Equipment Rental	$ 21,000
Vista Grande Canal - Material Testing ($1200), Transporting, and Dumping Fee and Equipment Rental ($10800)	$ 12,000
Program Administration (3)	$ 25,352
Total for NPDES Program	**$ 527,180**
Est. Revenue	
NPDES Regulatory Fee	**$ 466,646**
Fund 17	**$ 60,534**
Total Program Revenue	**$ 527,180**