

**ACTION MINUTES OF
BOARD OF PUBLIC UTILITIES COMMISSIONERS
CITY OF TULARE**

September 7, 2017

A regular session meeting of the Board of Public Utilities Commissioners, City of Tulare, was held on Thursday, September 7, 2017, at 7:00 p.m., in the Tulare Public Library & Council Chambers.

BOARD MEMBERS PRESENT: James Pennington, Howard Stroman, Thomas Griesbach, Gregory Blevins

STAFF PRESENT: Joe Carlini, Sarah Tobias, Michael Miller, Darlene Thompson, Trisha Whitfield, Tim Doyle, Nick Bartsch, Frank Rodriguez, Jason Bowling, Ben Siegel, Melissa Hermann

I. CALL TO ORDER:

President Pennington called the regular meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE:

Board Member Blevins led the Pledge of Allegiance and an invocation was given by Vice President Stroman.

III. CITIZEN'S REQUEST OR COMMENTS:

President Pennington advised that comments from the public are for items within the jurisdiction of the Board. Speakers will be allowed three minutes.

There were no citizen comments presented.

IV. COMMUNICATIONS:

There were no items for this section on the agenda.

V. CONSENT CALENDAR:

It was moved by Board Member Blevins, seconded by Board Member Griesbach and unanimously carried that the items on the Consent Calendar be approved as presented with the exception of item(s) 3 & 4.

- (1) Approve minutes of August 17, 2017 regular meeting(s).**
- (2) Accept July 2017 Investment report.**

- (3) **Review and authorize the City Manager or his designee to sign a contract amendment with Willdan Engineering of Fresno, CA in the amount of \$40,240.50 for additional surveying and design services on the EN0064 - 'E' St. Improvements project between Bardsley Avenue and Rainier Court.** Vice President Stroman pulled this item to inquire about the proposed changes and why those changes weren't identified during the previous review. Senior Project Manager Nick Bartsch provided a response thereto. Following discussion, it was moved by Vice President Stroman, seconded by Board Member Blevins and unanimously carried to accept the item as presented.
- (4) **Award National Joint Powers Alliance (NJPA) Co-Operative Purchasing Bid to Atlantic Machinery, Inc. in the amount of \$593,762.08 for two (2) Schwarze A9 Street Sweepers.** Board Member Blevins pulled this item to inquire about the on-site training as stated in the memo. Vice President Stroman inquired about the life of the vehicles. Solid Waste Manager Frank Rodriguez provided a response thereto. Following discussion, it was moved by Board Member Blevins, seconded by Board Member Griesbach and unanimously carried to accept the item as presented.
- (5) **Adopt Resolution 17-08 authorizing the surplus of one (1) City vehicle.**

VI. GENERAL BUSINESS:

Comments related to General Business Items are limited to three minutes per speaker for a maximum of 30 minutes per item unless otherwise extended by the Board.

- (1) **Authorize the City Manager to sign a contract with Provost & Pritchard Consulting Group of Visalia, CA in an amount not to exceed \$345,300.00 for topographic surveying, geotechnical analysis, design, bidding and construction support services for Project EN0076, a street and utility improvement project on 'O' Street; and authorize the City Manager or designee to approve contract change orders in an amount not to exceed 10% (\$34,530) of the contract award amount.** Senior Project Manager Nick Bartsch provided a report for the Board's review and consideration. Following discussion, it was moved by Vice President Stroman, seconded by Board Member Blevins and unanimously carried to approve the item as presented.
- (2) **Authorize the City Manager to sign a contract with Peters Engineering Group of Clovis, CA in an amount not to exceed \$437,490.00 for topographic surveying, geotechnical analysis, design, bidding and construction support services for Project EN0077, a street and utility improvement project on Cherry Street, Bash Alley and Lyndale Drive; and authorize the City Manager or designee to approve contract change orders in an amount not to exceed 10% (\$43,749) of the contract award amount.** Senior Project Manager Nick Bartsch provided a report for the Board's review and consideration. It was moved by Board Member Griesbach, seconded by

Vice President Stroman and unanimously carried to approve the item as presented.

- (3) Review and authorize the City Manager or designee to enter into an agreement with California Water Service to provide an emergency water service to the Tulco water system, subject only to minor conforming or clarifying changes acceptable to the City Attorney.** Public Works Director Trisha Whitfield provided a report for the Board's review and consideration. The Board raised questions regarding information provided which were addressed by staff. Following discussion, it was moved by Board Member Blevins, seconded by Vice President Stroman and unanimously carried to approve the item as presented.
- (4) Approve staff recommendations to be included in the Solid Waste Rate Study and provide direction to staff in setting Vehicle Impact Fee funding levels and Street Sweeper Operating Speed policy.** Public Works Director Trisha Whitfield provided a report for the Board's review and consideration. The Board raised questions regarding information provided which were addressed by staff. Following a lengthy discussion, it was moved by Vice President Stroman, seconded by Board Member Blevins and unanimously carried to set the Vehicle Impact Fee funding level at \$175,000 the first year, increasing it approximately \$34,000 each year for the next six years. It was moved by Board Member Griesbach, seconded by Board Member Blevins and unanimously carried to add an additional sweeper driver.
- (5) Authorize the Public Works Director or City Manager to execute a contract amendment to extend the existing service agreement with Mid Valley Disposal for one three-year period for recycling processing services to receive \$20/ton for Commercial/Roll-Off recyclables and \$10/ton Residential recyclables subject to minor conforming and clarifying changes acceptable to the City Attorney and City Manager.** Solid Waste Manager Frank Rodriguez provided a report for the Board's review and consideration. It was moved by Vice President Stroman, seconded by Board Member Griesbach and unanimously carried to approve the item as presented.
- (6) Appoint a representative and alternate to the Kaweah River Basin Integrated Regional Water Management Group Governing Board and Stake Holder Advisory Group.** City Manager Joe Carlini provided a report for the Board's review and consideration. It was moved by Vice President Stroman, seconded by Board Member Blevins and unanimously carried to appoint Board Member Griesbach as the representative.

VII. ITEMS OF BOARD INTERESTS (may include City Council and Planning Commission updates) – GC 54954.2(3)

Items of Board interest were discussed among the Board and staff.

It was the consensus of the Board to agendaize a discussion regarding the interconnect update.

VIII. ADJOURN REGULAR MEETING

President Pennington adjourned the regular meeting at 9:26 p.m.

President of the Board of Public Utilities
Commissioners of the City of Tulare

ATTEST:

Secretary of the Board of
Public Utilities Commissioners

**CITY OF TULARE
SUMMARY TREASURER'S REPORT
SUMMARY OF ALL INVESTMENTS
AUGUST 31, 2017**

AGENDA ITEM: Consent 2

<u>TYPE OF INVESTMENT</u>	<u>BOOK VALUE</u>	<u>MARKET VALUE</u>	<u>CURRENT YIELD</u>	<u>BOOK VALUE % OF TOTAL</u>
UNRESTRICTED INVESTMENTS - SEE PAGE 2	97,471,737	96,709,420	1.456%	57.59%
RESTRICTED INVESTMENTS - SEE PAGE 4	<u>71,776,397</u>	<u>69,952,390</u>	N/A	<u>42.41%</u>
TOTAL INVESTMENTS	<u><u>169,248,134</u></u>	<u><u>166,661,810</u></u>	N/A	<u><u>100.00%</u></u>

Note: The City's financial statements will report market values, not book values, at June 30 each year.

I certify that this report reflects all City investments and complies with the investment policy of the City of Tulare as approved by City Council. Furthermore, I certify that sufficient investment liquidity and anticipated revenues are available to meet the City's budgeted expenditures for the next six months.

Presented to the City Council on September 26, 2017.

Presented to the Board of Public Utility Commissioners on September 26, 2017.

Respectfully submitted, Darlene J. Thompson, CPA, Finance Director/Treasurer



Date

9-26-17
Date

CITY OF TULARE
SUMMARY TREASURER'S REPORT, CONTINUED
SUMMARY OF UNRESTRICTED INVESTMENTS
AUGUST 31, 2017

TYPE OF INVESTMENT	ISSUER OF INVESTMENT	DATES:	INTEREST RATES:	PAR VALUE	BOOK VALUE	UNREALIZED	ESTIMATED	BOOK
		ACQUISITION	STATED		MARKET VALUE	GAIN/(LOSS):	EARNINGS:	VALUE
		MATURITY	CURRENT YIELD			THIS MONTH	ANNUAL	% OF
						LAST MONTH	THIS MONTH	U/I~
Petty Cash	N/A	N/A	N/A	N/A	6,825	N/A	N/A	0.01%
		N/A	None		6,825	N/A	N/A	
Checking Account - City	Wells Fargo Bank	N/A	N/A	N/A	1,970,074	N/A	N/A	2.02%
		On Demand	None		1,970,074	N/A	N/A	
				Balance per bank is \$2,097,180				
Local Agency Investment Fund (LAIF)	State of California	Various	N/A	N/A	31,000,000	(32,839)	336,040	31.80%
		On Demand	1.084%		* 30,967,161	(27,331)	28,003	
Certificate of Deposit	Various (See page 5)	Various	N/A	N/A	Per BNY WTC 245,000	(369)	2,695	0.25%
Investments in Safekeeping With BNY Western Trust Company		Various	1.100%		244,631	(498)	225	
Sub-Total			N/A	N/A	33,221,899	(33,208)	338,735	34.08%
			1.021%		33,188,691	(27,829)	28,228	
Fixed Income Investments	Various (See page 6-8)		N/A	N/A	Per BNY WTC 64,249,838	(729,109)	1,069,056	65.92%
Investments in Safekeeping With BNY Western Trust Company			1.680%		63,520,729	(948,599)	89,088	
TOTAL UNRESTRICTED INVESTMENTS			N/A	N/A	97,471,737	(762,317)	1,407,791	100.00%
			1.456%		96,709,420	(976,428)	117,316	

* LAIF market values are based on the most currently available amortized cost information - June, 2017:

0.998940671

~ U/I = Unrestricted Investments

CITY OF TULARE
SUMMARY TREASURER'S REPORT, CONTINUED
SUMMARY OF RESTRICTED INVESTMENTS
AUGUST 31, 2017

TYPE OF INVESTMENT	ISSUER OF INVESTMENT	ACQUISITION DATE	MATURITY DATE	STATED INTEREST RATE	PAR VALUE	BOOK VALUE	MARKET VALUE	BALANCES AS-OF DATE
Bond Funds (All are Managed by U.S. Bank Trust Except LAIF):								
2008 Lease Revenue and Refunding Bonds (Account No. 120887000)								
FA Prime Obl CL D Corp Trust	U.S. Bank Trust	Various	On Demand	Various	N/A	1,071	1,071	08-31-17
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	1,169,504	1,169,504	08-31-17
				Reserve Fund		<u>1,170,575</u>	<u>1,170,575</u>	
2009 Sewer Revenue Bonds (Account No. 133007000)								
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	0	0	08-31-17
Ge Funding Cap Mkt Svcs GIC	Ge Funding	08-06-09	08-06-19	3.812%	N/A	5,814,932	5,814,932	08-31-17
				Reserve Fund		<u>5,814,932</u>	<u>5,814,932</u>	
2012 Sewer Revenue Refunding Bonds (Account No. 162033000)								
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	309,897	309,897	08-31-17
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	923,821	923,821	08-31-17
				Reserve Fund		<u>1,233,718</u>	<u>1,233,718</u>	
2013 Sewer Revenue Refunding Bonds (Account No. 203701000)								
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	31,757	31,757	08-31-17
Guarantee Invest. Cont.	Bayerische Landesbank	08-01-13	11-15-22	2.310%	N/A	2,745,127	2,745,127	08-31-17
				Reserve Fund		<u>2,776,884</u>	<u>2,776,884</u>	
2015 Sewer Revenue Refunding Bonds (Account No. 2615940000)								
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	67,431	67,431	08-31-17
Investment Repurchase GIC	Bayerische Landesbank	11-15-15	11-15-25	1.960%	N/A	6,668,131	6,668,131	08-31-17
				Reserve Fund		<u>6,735,562</u>	<u>6,735,562</u>	
2016 Sewer Revenue Refunding Bonds (Account No. 260)								
Cash						1,278,043	1,278,043	08-31-17
Cash					Reserve Fund - 2009 Sewer Bonds	4,072	4,072	08-31-17
U S Treasuries	U S Treasuries	Various	11-15-16 to 11-15-19	.625% - 3.75%	N/A	52,720,408	52,178,516	08-31-17
					Reserve Fund - 2009 Sewer Bonds	<u>54,002,523</u>	<u>52,178,516</u>	

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**CITY OF TULARE
SUMMARY TREASURER'S REPORT, CONTINUED
SUMMARY OF RESTRICTED INVESTMENTS
AUGUST 31, 2017**

<u>TYPE OF INVESTMENT</u>	<u>ISSUER OF INVESTMENT</u>	<u>ACQUISITION DATE</u>	<u>MATURITY DATE</u>	<u>STATED INTEREST RATE</u>	<u>PAR VALUE</u>	<u>BOOK VALUE</u>	<u>MARKET VALUE</u>	<u>BALANCES AS-OF DATE</u>	
Bond Funds (All are Managed by U.S. Bank Trust Except LAIF):									
2017 Successor Agency Tax Allocation Bonds - Series A & B (Account No. 24534600)									
U S Bk Mmkt	U.S. Bank Trust	Various	On Demand	Various	N/A	10,879	10,879	08-31-17	
						<u>10,879</u>	<u>10,879</u>		
TOTAL BOND FUNDS						<u>71,745,073</u>	<u>69,921,066</u>		
Restricted Insurance Deposits Managed by Fiscal Agents:									
Employee Welfare Fund	(60)	Various	N/A	N/A	Various	N/A	(2,627)	(2,627)	08-31-17
Workers' Comp. Fund	(61)	Various	N/A	N/A	Various	N/A	0	0 *	06-30-16
General Insurance Fund	(62)	Various	N/A	N/A	Various	N/A	33,951	33,951 *	06-30-16
							<u>31,324</u>	<u>31,324</u>	
						* NOTE: Reported as information is made available.			
						* Adjusted annually.			
TOTAL RESTRICTED INVESTMENTS	Book Value % of Total Investments =			42.41%		<u>71,776,397</u>	<u>69,952,390</u>		

CITY OF TULARE
SUMMARY TREASURER'S REPORT, CONTINUED
CERTIFICATES OF DEPOSIT
AUGUST 31, 2017

<u>INSTITUTION</u>	<u>CUSIP NUMBER</u>	<u>INTEREST RATES:</u>	<u>DATES:</u>	<u>BOOK VALUE</u> <u>MARKET VALUE</u>	<u>UNREALIZED</u>	<u>ESTIMATED</u>
		<u>STATED</u> <u>CURRENT YIELD</u>	<u>ACQUISITION</u> <u>INVESTED</u>		<u>GAIN/(LOSS)</u> <u>THIS MONTH</u> <u>LAST MONTH</u>	<u>EARNING:</u> <u>ANNUAL</u> <u>THIS MONTH</u>
				PerBNY WTC		
Goldman Sachs	36160YTT2	1.100%	03/01/2013	245,000	(369)	2,695
		1.100%	03/01/2018	244,631	(498)	229
TOTAL CERTIFICATES OF DEPOSITS				<u>245,000</u>	<u>(369)</u>	<u>2,695</u>
All are in safekeeping with BNY Western Trust Company		1.100%		<u>244,631</u>	<u>(498)</u>	<u>229</u>

**CITY OF TULARE
SUMMARY TREASURER'S REPORT, CONTINUED
FIXED INCOME INVESTMENTS
AUGUST 31, 2017**

TYPE OF FIXED INCOME INVESTMENT	CUSIP NUMBER	DATES:		INTEREST RATES:		BOOK VALUE MARKET VALUE	UNREALIZED	ESTIMATED
		ACQUISITION	MATURITY	STATED	CURRENT YIELD		GAIN/(LOSS): THIS MONTH	EARNINGS: ANNUAL THIS MONTH
<u>U.S. GOVERNMENT AGENCY OBLIGATIONS</u>								
			**			Per BNY WTC		
Federal Farm Credit Bks		12-26-12		0.900%	1,500,000	1,500,000	(180)	13,500
	3133ECB45	12-26-17	C	0.900%		1,499,820	(795)	1,125
Federal Farm Credit Bks		01-16-13		0.900%	1,000,000	1,000,000	(540)	9,000
	3133ECCZ5	01-16-18	C	0.900%		999,460	(1,090)	750
Federal Farm Credit Banks		05-08-13		0.950%	2,000,000	2,000,000	(4,100)	19,000
	3133ECNY6	05-08-18	C	0.950%		1,995,900	(5,180)	1,583
Federal Home Ln Bks		07-13-16		1.375%	1,500,000	1,500,000	(7,425)	20,625
	3130A8MP5	10-13-20	C	1.380%		1,492,575	(11,505)	1,719
Federal Home Ln Bks		10-28-15		1.720%	2,000,000	2,000,000	(1,320)	34,400
	3130A6MH7	10-28-20	C	1.720%		1,998,680	(7,380)	2,867
Federal Nat'l Mortgage Assoc		09-30-16		1.500%	1,500,000	1,500,000	(26,250)	22,500
	3136G4AB9	12-30-20	C	1.530%		1,473,750	(31,530)	1,875
Federal Farm Credit Banks		07-19-16		1.440%	1,000,000	999,250	(9,760)	14,400
	3133EGMP7	01-19-21	C	1.460%		989,490	(13,230)	1,200
Federal Farm Credit Banks		07-06-16		1.500%	2,500,000	2,500,000	(24,750)	37,500
	3133EGKA2	07-06-21	C	1.510%		2,475,250	(35,675)	3,125
Federal Home Ln Banks		07-13-17		2.050%	1,500,000	1,500,000	315	30,750
	3130ABS31	07-13-21	C	2.050%		1,500,315	450	2,563
Federal Nat'l Mortgage Assoc		07-27-16		1.500%	1,000,000	998,750	(10,360)	15,000
	3136G3A70	07-27-21	C	1.520%		988,390	(14,800)	1,250
Federal Nat'l Mortgage Assoc		07-27-16		1.550%	1,000,000	999,500	(11,830)	15,500
	3136G3G90	07-27-21	C	1.570%		987,670	(16,280)	1,292
Federal Nat'l Mortgage Assoc		07-28-16		1.550%	1,000,000	999,250	(19,020)	15,500
	3136G3C78	07-28-21	C	1.580%		980,230	(23,580)	1,292
Federal Nat'l Mortgage Assoc		07-28-16		1.600%	2,000,000	2,000,000	(43,960)	32,000
	3136G3J30	07-28-21	C	1.640%		1,956,040	(53,140)	2,667

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CITY OF TULARE
SUMMARY TREASURER'S REPORT, CONTINUED
FIXED INCOME INVESTMENTS, CONTINUED
AUGUST 31, 2017

TYPE OF FIXED INCOME INVESTMENT	CUSIP NUMBER	DATES:		INTEREST RATES:		BOOK VALUE MARKET VALUE	UNREALIZED	ESTIMATED
		ACQUISITION	MATURITY	STATED	CURRENT YIELD		GAIN/(LOSS): THIS MONTH LAST MONTH	EARNINGS: ANNUAL THIS MONTH
<u>U.S. GOVERNMENT AGENCY OBLIGATIONS, CONTINUED</u>								
				**		Per BNY WTC		
Federal Nat'l Mortgage Assoc		07-28-16			1.650%	2,000,000	2,000,000	33,000
	3136G3R72	07-28-21	C		1.680%		(46,660)	2,750
Federal Nat'l Mortgage Assoc		10-28-16			1.500%	1,500,000	1,500,000	22,500
	3136G4EF6	07-28-21	C		1.520%		(27,030)	1,875
Federal Home Loan Mtg Corp		08-24-16			1.550%	2,000,000	2,000,000	31,000
	3134G94T1	08-24-21	C		1.570%		(36,380)	2,583
Federal Nat'l Mortgage Assoc		08-24-16			1.500%	1,500,000	1,500,000	22,500
	3136G3X26	08-24-21	C		1.540%		(43,260)	1,875
Federal Home Loan Mtg Corp		08-25-16			1.625%	3,000,000	3,000,000	48,750
	3134G9X44	08-25-21	C		1.670%		(87,360)	4,063
Federal Nat'l Mortgage Assoc		08-25-16			1.500%	1,500,000	1,500,000	22,500
	3136G3Y25	08-25-21	C		1.530%		(40,560)	1,875
Federal Home Loan Mtg Corp		09-29-16			1.650%	2,000,000	2,000,000	33,000
	3134GAEF7	09-29-21	C		1.660%		(15,060)	2,750
Federal Home Ln Bks		09-30-16			1.625%	2,000,000	1,999,200	32,500
	3130A9F89	09-30-21	C		1.640%		(27,780)	2,708
Federal Nat'l Mortgage Assoc		09-30-16			1.625%	2,000,000	2,000,000	32,500
	3136G4AH6	09-30-21	C		1.660%		(49,060)	2,708
Federal Nat'l Mortgage Assoc		09-30-16			1.500%	1,500,000	1,499,775	22,500
	3136G4CY7	09-30-21	C		1.530%		(38,145)	1,875
Federal Home Ln Banks		10-12-16			1.700%	1,500,000	1,500,000	25,500
	3130A9GS4	10-12-21	C		1.720%		(26,475)	2,125
Federal Home Ln Banks		10-12-16			1.580%	1,500,000	1,500,000	23,700
	3130A9KH3	10-12-21	C		1.620%		(42,465)	1,975

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**CITY OF TULARE
SUMMARY TREASURER'S REPORT, CONTINUED
FIXED INCOME INVESTMENTS, CONTINUED
AUGUST 31, 2017**

TYPE OF FIXED INCOME INVESTMENT	CUSIP NUMBER	DATES:		INTEREST RATES:		PAR VALUE	BOOK VALUE MARKET VALUE	UNREALIZED	ESTIMATED
		ACQUISITION	MATURITY	STATED	CURRENT YIELD			GAIN/(LOSS): THIS MONTH LAST MONTH	EARNINGS: ANNUAL THIS MONTH
<u>U.S. GOVERNMENT AGENCY OBLIGATIONS, CONTINUED</u>									
			**				Per BNY WTC		
Federal Nat'l Mortgage Assoc		10-13-16		1.650%	2,255,000	2,255,000	(44,243)	37,208	
	3136G4AS2	10-13-21	C	1.680%		2,210,757	(54,954)	3,101	
Federal Nat'l Mortgage Assoc		10-25-16		1.550%	1,500,000	1,500,000	(27,585)	23,250	
	3136G4ED1	10-25-21	C	1.580%		1,472,415	(34,740)	1,938	
Federal Home Ln Mtg Corp		11-10-16		1.700%	2,500,000	2,500,000	(44,725)	42,500	
	3131GATC8	11-10-21	C	1.730%		2,455,275	(56,675)	3,542	
Federal Home Ln Mtg Corp		11-22-16		1.650%	2,000,000	2,000,000	(36,180)	33,000	
	3134GAUB8	11-22-21	C	1.680%		1,963,820	(45,840)	2,750	
Federal Nat'l Mtg Corp		11-23-16		1.600%	2,000,000	2,000,000	(31,660)	32,000	
	3136G4GM9	11-23-21	C	1.630%		1,968,340	(41,260)	2,667	
Federal Home Ln Mtg Corp		12-30-16		2.000%	2,000,000	2,000,000	100	40,000	
	3134GAYV0	12-30-21	C	2.000%		2,000,100	(4,200)	3,333	
Federal Home Ln Mtg Corp		03-29-17		2.400%	1,500,000	1,500,000	1,125	36,000	
	3134GBBW1	03-29-22	C	2.400%		1,501,125	1,980	3,000	
Federal Home Ln Mtg Corp		06-29-17		2.220%	2,500,000	2,500,000	(3,050)	55,000	
	3134GBSU7	06-29-22		2.200%		2,496,950	(15,900)	4,583	
Federal Home Ln Mtg Corp		07-27-17		2.250%	1,500,000	1,500,000	300	33,750	
	3134GBXU1	07-27-22	C	2.250%		1,500,300	75	2,813	
Federal Nat'l Mtg Assoc.		08-23-17		2.000%	1,500,000	1,498,500	(1,485)	30,000	
	3136G4NQ2	08-23-22	C	2.000%		1,497,015		2,500	
Federal Home Ln Mtg Corp		08-24-17		0.022%	1,500,000	1,500,000	90	32,250	
	3134GBXU1	08-24-22	C	1.500%		1,500,090		2,688	
Federal Farm Credit Bks		05-31-17		2.220%	2,000,000	1,999,700	(4,300)	44,400	
	3133EHKT9	11-25-22	C	2.230%		1,995,400	(3,120)	3,700	
Government National Mortgage Association II Pool		01-24-94		8.500%	N/A	913	4	73	
		09-20-22		7.920%		917	5	6	
TOTAL FIXED INCOME INVESTMENTS				N/A	N/A	64,249,838	(729,109)	1,069,056	
All are in safekeeping with BNY Western Trust Company				1.680%		63,520,729	(948,599)	89,088	

~ U/I = Unrestricted Investments

**CITY OF TULARE
TREASURER'S EXECUTIVE SUMMARY
AUGUST 31, 2017**

CHANGES IN BALANCES AND YIELDS: CATEGORY	BOOK VALUE MARKET VALUE DIFFERENCE			AVERAGE STATED YIELD		
	AUGUST	JULY	CHANGE	AUGUST	JULY	CHANGE
Total Investments	169,248,134 <u>166,661,810</u> (2,586,324)	169,689,080 <u>168,036,019</u> (1,653,061)	(440,946) <u>(1,374,209)</u> (933,263)	N/A	N/A	N/A
Unrestricted Investments	97,471,737 <u>96,709,420</u> (762,317)	96,712,252 <u>95,727,954</u> (984,298)	759,485 <u>981,466</u> 221,981	1.456%	1.509%	-0.053%
Restricted Investments	71,776,397 <u>69,952,390</u> (1,824,007)	72,976,828 <u>72,308,065</u> (668,763)	(1,200,431) <u>(2,355,675)</u> (1,155,244)	N/A	N/A	N/A
Heritage Money Market (CalTrust)	0 <u>0</u> 0	0 <u>0</u> 0	0 <u>0</u> 0			N/A
Local Agency Investment Fund (LAIF)	31,000,000 <u>30,967,161</u> (32,839)	25,800,000 <u>25,772,669</u> (27,331)	5,200,000 <u>5,194,492</u> (5,508)	1.084%	1.050%	0.034%
Certificates of Deposit	245,000 <u>244,631</u> (369)	245,000 <u>244,502</u> (498)	0 <u>129</u> 129	1.100%	1.100%	0.000%
Fixed Income Investments (Total)	64,249,838 <u>63,520,729</u> (729,109)	68,750,980 <u>67,794,511</u> (956,469)	(4,501,142) <u>(4,273,782)</u> 227,360	1.680%	1.730%	-0.050%

TRANSACTIONS (BOOK VALUE): *

CATEGORY	PURCHASES	SALES / CALLS
Certificates of Deposit		Certificates of Deposit
	0	0
<u>Fixed Income Investments</u>		<u>Fixed Income Investments</u>
Federal Ntional Mtg Assoc., 2.00%	1,498,500	Government National Mortgage Assn. Pool
Federal Home Loan Banks, 2.15%	1,500,000	Federal Home Loan Banks, 2.07
		Federal National Mortgage Assoc., 2.25%
		Federal Home Loan Mtg Corp, 2.25%
	2,998,500	7,499,642

Net LAIF transactions are represented by the change in book value balance shown above. Changes in Restricted Investments are not shown.

CITY OF TULARE
INVESTMENTS BALANCE AND YIELD HISTORY FOR EIGHT MONTHS
AUGUST 31, 2017

BALANCES:	BOOK VALUE							
	MARKET VALUE		DIFFERENCE					
CATEGORY	JULY 2017	JUNE 2017	APRIL 2017	MARCH 2017	FEBRUARY 2017	JANUARY 2017	DECEMBER 2016	NOVEMBER 2016
Total Investments	169,689,080 <i>168,036,019</i> (1,653,061)	172,647,313 <i>169,920,771</i> (2,726,542)	173,546,735 <i>171,745,614</i> (1,801,121)	168,261,938 <i>166,119,513</i> (2,142,425)	167,127,349 <i>164,996,879</i> (2,130,470)	166,153,927 <i>163,949,427</i> (2,204,500)	156,029,554 <i>153,719,924</i> (2,309,630)	149,594,046 <i>147,473,148</i> (2,120,898)
Unrestricted Investments	96,712,252 <i>95,727,954</i> (984,298)	96,712,252 <i>95,727,954</i> (984,298)	101,193,880 <i>100,128,132</i> (1,065,748)	94,963,016 <i>93,578,147</i> (1,384,869)	95,460,972 <i>94,118,059</i> (1,342,913)	89,963,550 <i>88,559,922</i> (1,403,628)	87,650,149 <i>86,185,325</i> (1,464,824)	81,325,958 <i>80,011,764</i> (1,314,194)
Restricted Investments	72,976,828 <i>72,308,065</i> (668,763)	72,976,828 <i>72,308,065</i> (668,763)	72,262,855 <i>71,617,482</i> (645,373)	73,298,922 <i>72,541,366</i> (757,556)	71,666,377 <i>70,878,820</i> (787,557)	76,190,377 <i>75,389,505</i> (800,872)	68,379,405 <i>67,334,599</i> (1,044,806)	68,268,088 <i>67,461,384</i> (806,704)
Heritage Money Market (CalTrust)	0 <i>0</i> 0	0 <i>0</i> 0	16,039,745 <i>16,039,745</i> 0	16,032,154 <i>16,032,154</i> 0	16,026,304 <i>16,026,304</i> 0	16,020,117 <i>16,020,117</i> 0	16,020,117 <i>16,020,117</i> 0	16,010,941 <i>16,010,941</i> 0
Local Agency Investment Fund (LAIF)	25,800,000 <i>25,772,669</i> (27,331)	25,800,000 <i>25,772,669</i> (27,331)	22,525,918 <i>22,507,356</i> (18,562)	14,500,000 <i>14,488,051</i> (11,949)	14,500,000 <i>14,491,645</i> (8,355)	12,000,000 <i>11,993,086</i> (6,914)	12,500,000 <i>12,492,798</i> (7,202)	10,700,000 <i>10,703,275</i> 3,275
Certificates of Deposit	245,000 <i>244,502</i> (498)	245,000 <i>244,502</i> (498)	2,695 <i>244,215</i> 241,520	245,000 <i>243,793</i> (1,207)	245,000 <i>243,422</i> (1,578)	245,000 <i>245,138</i> 138	245,000 <i>244,657</i> (343)	245,000 <i>243,586</i> (1,414)
Fixed Income Investments (Total)	68,750,980 <i>67,794,511</i> (956,469)	68,750,980 <i>67,794,511</i> (956,469)	61,464,670 <i>60,418,260</i> (1,046,410)	63,464,696 <i>62,092,983</i> (1,371,713)	61,462,094 <i>60,129,114</i> (1,332,980)	59,962,117 <i>58,565,265</i> (1,396,852)	57,962,139 <i>56,504,860</i> (1,457,279)	53,748,822 <i>52,432,767</i> (1,316,055)

AVERAGE STATED YIELDS:

Unrestricted Investments	1.509%	1.424%	1.211%	1.259%	1.180%	1.192%	1.172%	1.130%
Restricted Investments	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Heritage Money Market (CalTrust)	N/A	N/A	1.060%	1.030%	0.990%	0.930%	0.920%	0.880%
Local Agency Investment Fund (LAIF)	1.050%	0.978%	0.884%	0.821%	0.770%	0.751%	0.719%	0.678%
Certificates of Deposit	1.100%	1.110%	1.100%	1.110%	1.100%	1.100%	1.100%	1.100%
Fixed Income Investments (Total)	1.730%	1.710%	1.670%	1.700%	1.660%	1.640%	1.620%	1.580%

AGENDA ITEM: Consent 3

**CITY OF TULARE, CALIFORNIA
BOARD OF PUBLIC UTILITIES COMMISSIONERS
AGENDA ITEM TRANSMITTAL SHEET**

Submitting Department: Finance

For BPU Meeting of: October 5, 2017

Documents Attached: Ordinance Resolution Staff Report Other None

AGENDA ITEM:

Accept Financial Status report.

IS PUBLIC HEARING REQUIRED: Yes No

BACKGROUND/EXPLANATION:

The statements attached reflect Operating, CIP and Reserve funds that are part of the Water and Sewer funds. The Solid Waste fund only has a CIP fund and Operating fund. Staff has included interfund transfers on the respective fund columns so the Board can see where funds come from to pay for some of the projects.

The August expenditures reflect the annual administrative fees and inter-fund transfers, so the expenditures appear inflated. The administrative fees and inter-fund transfers are only made annually at the beginning of the fiscal year.

Sewer revenue is approximately 4% higher for all revenue types for the first two months of this fiscal year when compared to the same time frame in fiscal year 2016/2017.

Water revenue is 30% higher than the same period last year. The increase is primarily due to the water rates approved by BPU in September of 2016. Water consumption is up 5% over last year at this time. Consequently, the increase in revenues is due to the rate increase not changes in consumption.

There was minimal increase in the Solid Waste Revenue.

STAFF RECOMMENDATION:

Accept Financial Status report.

IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED: Yes No N/A

Submitted by: Darlene Thompson

Title: Finance Director

Date: September 22, 2017

City Manager Approval: _____

City of Tulare
Water Utility Funds
Summary of Revenue/Expenditures -Budget to Actual
For the Two Months Ended
August 31, 2017

	Fund 010 Water Operations										Fund 610 Capital		Fund 680 Reserves		Water Funds			
	Admin		Distribution		Extraction		Treatment		Groundwater		Total Water Operations		CIP		Reserves		Total Water Funds	
	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	12 Mos Budget FY 2017	Annual Actual		
Revenues:																		
Service Revenue - Operating Funds										\$ 6,862,320	\$ 1,299,497	\$ 2,242,900	\$ 409,353	\$ 1,334,610	\$ 214,813	\$ 10,439,830	\$ 1,923,662	
Water Recharge Component										220,000	42,980					220,000	42,980	
State Revolving Fund												1,350,000				1,350,000	-	
Water Waste Fees										60,000	10,825					60,000	10,825	
Miscellaneous Revenue										601,100	109,806					601,100	109,806	
Total Revenues	-	-	-	-	-	-	-	-	-	7,743,420	1,463,107	3,592,900	409,353	1,334,610	214,813	12,670,930	2,087,273	
Expenditures:																		
Operations																		
Salaries & Benefits	506,270	89,864	880,950	172,470	206,090	46,748	139,700	23,546	59,770	7,413	1,792,780	340,042			1,792,780	340,042		
Maintenance & Operations	558,690	13,904	656,535	21,450	1,722,965	233,661	203,117	24,102	904,930	3,890	4,046,237	297,007	10,000		4,056,237	297,007		
Annual Admin, Franchise & IT Fees	37,060	12,820	89,690	87,690	49,050	47,950	17,700	17,700	15,290	15,290	208,790	181,450			208,790	181,450		
Depreciation	7,530	1,254	976,180	164,356	210,050	39,274					1,193,760	204,884			1,193,760	204,884		
Transfers to Surface Water								663,400	663,400	663,400	663,400					663,400	663,400	
Transfers to Technology CIP	7,350	7,350	-	-	-	-	-	-	-	-	7,350	7,350			7,350	7,350		
Total Operations	1,116,900	125,192	2,603,355	445,965	2,188,155	367,633	360,517	65,349	1,643,390	689,993	7,912,317	1,694,132	10,000	-	-	-	7,922,317	1,694,132
Net Revenue from Operations											(168,897)	(231,024)	3,582,900	409,353	1,334,610	214,813	4,748,613	393,141
Other Expenditures																		
Capital Outlay																		
Special M & O			98,000	213							98,000	213			98,000	213		
CIP Expenditures													12,549,729	102,880	12,549,729	102,880		
Total Capital Expenditures	-	-	98,000	213	-	-	-	-	-	-	98,000	213	12,549,729	102,880	-	-	12,647,729	103,093
Debt Service																		
Debt Service	1,012,740	456,250		(79,125)							1,012,740	377,124			1,012,740	377,124		
Total Debt Service	1,012,740	456,250	-	(79,125)	-	-	-	-	-	-	1,012,740	377,124	-	-	-	-	1,012,740	377,124
Total Other Expenditures	1,012,740	456,250	98,000	(78,912)	-	-	-	-	-	-	1,110,740	377,337	12,549,729	102,880	-	-	13,660,469	480,217
Operating Transfers In(Out)																		
Operating Transfers In(Out)													2,992,000	8,000			2,992,000	8,000
Net Revenue/(Expenditures)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,279,637)	\$ (608,362)	\$ (5,974,829)	\$ 314,473	\$ 1,334,610	\$ 214,813	\$ (8,911,856)	\$ (87,076)
Unadjusted Cash Balance at August 31, 2017											\$ 2,481,452		\$ (1,109,107)		\$ 1,116,597		\$ 2,488,942	

Expenses paid in July and August for June activities are included in the previous fiscal year's expense as the City uses a Modified Accrual Basis of accounting.

City of Tulare
Solid Waste Funds
Summary of Revenue/Expenditures -Budget to Actual
For the Two Months Ended
August 31, 2017

	Funds 012 - Solid Waste Operations												Fund 612 Capital		Solid Waste	
	Residential		Commercial		Street Sweeping		Roll-Offs		Other Revenue		Total		CIP		Total Solid Waste	
	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual Total	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual FY 2017
Revenues:																
Service Revenue - Operating Funds	\$ 4,990,010	\$ 810,752	\$ 1,804,720	\$ 331,482	\$ 1,020,390	\$ 182,752	\$ 703,580	\$ 77,858			\$ 8,518,700	\$ 1,402,845			\$ 8,518,700	\$ 1,402,845
Recycle Sales	46,820		6,240		-	-				\$ -	53,060	-			53,060	-
Miscellaneous Revenue									173,100	21,736	173,100	21,736			173,100	21,736
Interfund Loan Repayment											-	-			-	-
Total Revenues	5,036,830	810,752	1,810,960	331,482	1,020,390	182,752	703,580	77,858	173,100	21,736	8,744,860	1,424,581	-	-	8,744,860	1,424,581
Expenditures:																
Operations																
Salaries & Benefits	1,582,680	286,385	934,350	162,655	298,840	51,976	204,860	44,117			3,020,730	545,134			3,020,730	545,134
Maintenance & Operations	2,565,540	138,098	1,109,020	66,867	403,830	21,995	487,550	39,698			4,565,940	266,658			4,565,940	266,658
Annual Admin, Franchise & IT Fees	238,010	227,270	109,250	109,250	20,120	20,120	31,920	31,920			399,300	388,560			399,300	388,560
Depreciation	7,880	1,314									7,880	1,314			7,880	1,314
Transfers to Technology CIP	6,150	6,150									6,150	6,150			6,150	6,150
Total Operations	4,400,260	659,217	2,152,620	338,773	722,790	94,091	724,330	115,735	-	-	8,000,000	1,207,816	-	-	8,000,000	1,207,816
Net Revenue from Operations	636,570	151,535	(341,660)	(7,290)	297,600	88,662	(20,750)	(37,877)	173,100	21,736	744,860	216,766	-	-	744,860	216,766
Other Expenditures																
Capital Outlay																
Special M & O	13,088	690	4,363	200	2,181	115	2,181	115			21,814	1,120			21,814	1,120
CIP Expenditures	160,000		61,000				11,500				232,500	-	40,000		272,500	-
Total Capital Expenditures	173,088	690	65,363	200	2,181	115	13,681	115	-	-	254,314	1,120	40,000	-	294,314	1,120
Operating Transfers In(Out)	(234,000)	(234,000)	(117,000)	(117,000)	(19,500)	(19,500)	(19,500)	(19,500)			(390,000)	(390,000)	(134,750)	390,000	(524,750)	-
Net Revenue/(Expenditures)	\$ 229,482	\$ (83,155)	\$ (407,023)	\$ (124,490)	\$ 295,419	\$ 88,432	\$ (34,431)	\$ (37,992)	\$ 173,100	\$ 21,736	\$ 490,546	\$ 215,646	\$ (40,000)	\$ 390,000	\$ 975,296	\$ 215,646
Unadjusted Cash Balance at June 30, 2017											\$ 3,952,796		\$ 821,452		\$ 4,774,248	

Expenses paid in July and August for June activities are included in the previous fiscal year's expense as the City uses a Modified Accrual Basis of accounting.

City of Tulare
Sewer/Wastewater Utility Funds
Summary of Revenue/Expenditures -Budget to Actual
For the Two Months Ended
August 31, 2017

	Funds 015 Sewer - Wastewater Operations											Fund 615 Capital		Fund 685 Reserves		Sewer Wastewater		
	Sewer Collection		Domestic Wastewater		Industrial Wastewater		Pretreatment		Energy		Total Sewer Wastewater Operations		CIP		Reserves		Total Funds	
	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual	Annual Budget FY 2017	Actual FY 2017
Revenues:																		
Service Revenue - Operating Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,275,290	\$ 3,022,958	\$ 9,556,580	\$ 1,144,409	\$ 1,800,000	\$ 280,000	\$ 35,631,870	\$ 4,447,367
Miscellaneous Revenue											3,008,000	9,671					3,008,000	9,671
Total Revenues	-	-	-	-	-	-	-	-	-	-	27,283,290	3,032,629	9,556,580	1,144,409	1,800,000	280,000	38,639,870	4,457,038
Expenditures:																		
Operations																		
Salaries & Benefits	763,230	131,065	1,121,540	185,409	1,357,140	230,108	100,290	18,006	17,120	1,950	3,359,320	566,538					3,359,320	566,538
Maintenance & Operations	1,377,018	51,786	2,588,909	182,268	2,966,288	306,252	52,790	15,476	658,967	39,082	7,643,973	594,864	197,330				7,841,303	594,864
Annual Admin, Franchise & IT Fees	72,820	57,720	134,612	111,760	134,462	105,610	(7,560)	(7,560)	7,300	7,300	341,634	274,830					341,634	274,830
Depreciation	1,341,500	223,786	1,030,040	165,059	2,862,060	473,914			510,810	85,135	5,744,410	947,894					5,744,410	947,894
Transfers to Surface Water			424,770	424,770							424,770	424,770					424,770	424,770
Transfers to Technology CIP	-	-	12,290	12,290							12,290	12,290					12,290	12,290
Total Operations	3,554,568	464,357	5,312,161	1,081,556	7,319,950	1,115,884	145,520	25,922	1,194,197	133,467	17,526,397	2,821,186	197,330	-	-	-	17,723,727	2,821,186
Net Revenue from Operations											9,756,893	211,443	9,359,250	1,144,409	1,800,000	280,000	20,916,143	1,635,852
Other Expenditures																		
Capital Outlay																		
Special M & O			63,000		403,623	72,283					466,623	72,283					466,623	72,283
CIP Expenditures			40,000								40,000	-	3,155,145	-			3,195,145	-
Total Capital Expenditures	-	-	103,000	-	403,623	72,283	-	-	-	-	506,623	72,283	3,155,145	-	-	-	3,661,768	72,283
Debt Service																		
Debt Service	765,750	(87,860)	4,052,750	(325,474)	9,851,600	(1,003,655)			626,320	(43,656)	15,296,420	(1,460,644)					15,296,420	(1,460,644)
Total Debt Service	765,750	(87,860)	4,052,750	(325,474)	9,851,600	(1,003,655)	-	-	626,320	(43,656)	15,296,420	(1,460,644)					15,296,420	(1,460,644)
Total Other Expenditures	765,750	(87,860)	4,155,750	(325,474)	10,255,223	(931,372)	-	-	626,320	(43,656)	15,803,043	(1,388,362)	3,155,145	-	-	-	18,958,188	(1,388,362)
Operating Transfers In(Out)			-	-	-	-	-	-	-	-	-	-	(517,250)	-	-	-	(517,250)	-
Net Revenue/(Expenditures)											\$ (6,046,150)	\$ 1,599,805	\$ 5,686,855	\$ 1,144,409	\$ 1,800,000	\$ 280,000	\$ 1,957,955	\$ 3,024,213
Unadjusted Cash Balance at August 31, 2017												\$ 8,938,052		\$ 7,661,562		\$ 1,540,000		\$ 18,139,613

Expenses paid in July and August for June activities are included in the previous fiscal year's expense as the City uses a Modified Accrual Basis of accounting.

**CITY OF TULARE, CALIFORNIA
BOARD OF PUBLIC UTILITIES COMMISSIONERS
AGENDA ITEM TRANSMITTAL SHEET**

Submitting Department: Public Works

For Board Meeting of: October 5, 2017

Documents Attached: Ordinance Resolution Staff Report Other None

AGENDA ITEM:

Receive the Public Works performance reports for August 2017.

IS PUBLIC HEARING REQUIRED: Yes No

BACKGROUND/EXPLANATION:

Public Works first reported performance dashboards for each of its divisions to the Board of Public Utilities in August 2015 with the intention of inviting additional transparency into the maintenance and operations activities of each of the divisions.

Solid Waste

Fleet availability is measured in ‘Route Days’ – the total number of days in the month a vehicle is available to service a route divided by the total number of days with routes that require service. Overall, fleet availability dipped from 76% in July to 73% in August. Residential was the only division to meet their availability target, while Sweeper was only marginally below their target. Commercial and Roll Off divisions did not meet their targets. In the Roll Off division, Units 5575 and 5567 were online for 61% and 60% of the time, well below the target; however, Unit 5574 was only available 29% of the time due to delivery time on parts for the automatic tarp system, strongly impacting that division’s availability. The Roll-off Division has only five (5) units in its fleet. Fourteen (14) additional Route Days of availability would have raised the entire division up to standard.

In the Commercial Division, Units 5571 and 5008 were available 56% and 52% of the time, respectively. Unit 5007 was available for only 15% of the time. Unit 5007 is currently offsite for repair and replacement of the body floor, 5571 is down for repairs to the packer rail and Unit 5008 is down for engine work due to backfiring and power loss. Twenty-nine (29) additional Route Days would have brought this division up to standard.

Water

Water delivery, or water “sold,” in July 2017 increased by 44.2 million gallons (+8%) as compared to July 2016. Potable water production was increased by 30.2 million gallons (+5%) in July 2017 as compared to July 2016. Not shown in the dashboard is a reduction in system losses from 11.6% in July of 2016 to 8.6% in July of 2017. Recall that water delivery volumes lag by a month due to availability of billing data. Time spent in well-site maintenance has

increased significantly over this time last year (+17%). Time spent in distribution maintenance has also increased over this time last year (+14%).

Conservation

In July, Gross Gallons per capita has increased from 323 last year to 328 gallons per capita per day this year (+2%). This is a measurement of water use efficiency throughout the city as a whole across all customers. In July, the Residential Gallons per capita use increased from 168 gpd last year to 170 gpd this year (+1%). Residential Gallons per capita looks specifically at residential water use only. Total water waste tickets in July were 521.

Collections

In August, the Collections division was productive, cleaning over 36,000 feet of collection lines. Nearly half of its time (49%, 536 man hours) was spent on Preventative Maintenance. Corrective Maintenance activities were limited to 21% (232.5 man hours); 15% (158 man hours) were spent engaged in administrative tasks related to operating the division. Man hours for August 2016 were included for comparison purposes; however, because Preventative and Corrective Maintenance activities were not separated at that time, the Preventative Maintenance category shows more time spent than this year, and the Corrective Maintenance category shows no time spent last year.

Waste Water Treatment Plant

In August, the WWTP performed to standards and exhibited acceptable efficiency metrics for BOD, TSS and Ammonia. The WWTP had a sample average of 24 mg/l for BOD, and 21 for TSS, which maintains the existing permit.

Operationally, the WWTP completed 6 corrective work orders and 267 preventative maintenance work orders. Only 2% of work orders were completed to address an immediate and unplanned problem. The remaining 98% of work orders were for planned and preventative maintenance. Overall, 79 of the work orders were completed for the Domestic side of the facility and 194 for the Industrial side, 29% and 71% respectively. The gross total monthly influent and effluent volumes for both the Domestic and Industrial facilities increased (+13.6 MG) over July to a total of 353.8 MG.

Air Permit

The WWTP maintains 18 total air permits throughout the facility and operations. On August 28, 2017, the San Joaquin Valley Unified Air Pollution Control District issued a Notice of Violation to the WWTP on three (3) permits for failing to change the engine oil and filter "...every 500 hours of operation or every 12 months, whichever comes first" on three (3) different items (2 generators and a pump). These violations have since been resolved and staff is waiting to see how much the State will fine the City for them. Currently, the WWTP is back in compliance with all 18 of the permits.

Consultant Projects

In response to the BPU's direction on June 1, 2017 to include project updates related to the 10 Year Energy Plan on the Department Dashboard, staff has added the 'Consultant Projects' category. This will include monthly progress reports on any approved and ongoing consulting projects.

10 Year Energy Plan Project

On September 1, 2017, Hydros submitted their August invoicing in the total amount of \$23,544.50 (20.4%). The total amount invoiced to date is \$55,156.70 (47.9%). The Natural Gas fuel cell is currently on schedule pending resolution of the Interconnection Agreement issue. Below is a brief summary of the project activities invoiced for period 8/1/2017 through 8/31/2017:

- Analysis of interconnection issues on Solar RFP/proposers
 - 1.75 hours
- Coordinate distribution of Solar RFP. Conversations with Proposers about site conditions, existing system, status of interconnection application. Conduct Site Walk and respond to Proposers Questions
 - 24.5 hours
- Monitoring of recommissioned existing fuel cells, coordination and scheduling of shutdown
 - 4.5 hours
- Consultation with FCE and SCE regarding Solar Photo Voltaic application and related documents and reports. Obtaining Fast Track Status and RESBCT tariff.
 - 4.75 hours
- Follow-up weekly phone meetings with FCE regarding construction scheduling and design issues. Document reviews as necessary. Providing reviewed weekly written progress reports to City with exception reporting. Two site visits.
 - 12.5 hours
- Consulted with City and FCE on provisions of new Fuel sale agreement; conversations on proposal structure and metrics; responses to questions. Drafting and revision language for transmittal to BPU/ contingency language regarding pricing (Hurricane Harvey)
 - 15.5 hours
- Monitored installation schedule and followed-up on meter installation delays
 - 2.5 hours
- Process Engineering Study: Baseline Analysis of WWTP operations; influent/effluent perimeters at specified locations; comparison to design specifications and operating procedures/perimeters. Inc. five days of on-site inspection, plan and document review- WWTP Operating Manuals and Design Specifications and assumptions. Preparation of field notes. Initial analysis of biogas production and application for process heat. Value engineering alternative designs for heat use. Drafting of Biogas Certification Report. Engineering Review of Biogas certification report. Site visit to confirm assumptions and to debrief expert on BVF
 - 47.5 hours

- Briefed City staff on progress in owner's representative responsibilities by project as well as on process engineering study.
 - 3.5 hours

CMMS Implementation Project

This project was approved in parts by both the City Council and the BPU within their respective purviews – the BPU for the Water and Wastewater Collections component and the City Council for the Surface Water Management component. The total project cost was approved for \$79,580 for all phases, \$63,160 for Water and Wastewater and \$16,420 for Surface Water. To date, \$48,100 (76.2%) has been invoiced and paid for Phase 1 and \$7,800 (47.5%) has been invoiced for Phase 2. As of 9/7/2017, the current status is as follows below:

- Phase 1 (Water and Wastewater Collections) Planning and Work Order Prioritization model - Completed.
- Phase 1 Implementation – as discussed at the 6/15 BPU meeting, staff is investigating a possible modification of project scope to leverage GIS mapping resources to improve the CMMS final product.
- Consultant reports on Phase 1 Work Order Planning and Prioritization have been received and reviewed by Staff
- Phase 2 (Surface Water) – Planning and Work Order Prioritization model - Completed
- Phase 2 Implementation - as discussed at the 6/15 BPU meeting, staff is investigating a possible modification of project scope to leverage GIS mapping resources
- Consultant reports on Phase 2 work order planning and prioritization have been received and reviewed by Staff

Solid Waste Rate Study

On November 3, 2016, the BPU authorized a contract with R3 Consulting Group to carry out a series of studies (Solid Waste Routing, Operational Review, Vehicle Impact Fee Study and 10 Year Financial Plan) that will culminate in a Rate Study and propose any necessary changes to the existing Solid Waste rates. Total authorized expenditures for this project was \$168,000 to complete the work including Prop 218 mailings, staff time and a \$13,500 for contingency, if necessary.

To date, \$128,836.25 (95.4% of total authorized expenditures) have been invoiced and paid. Staff has been working closely with R3 Consulting, reviewing and vetting drafts of these studies and reporting documents. The study report was delivered to the BPU on August 3, 2017, with a follow-up presentation from R3 to the Board on August 17, 2017. Staff will be providing a detailed presentation of recommendations to discuss with the Board at the BPU meeting on October 19, 2017. Once recommendations have been approved for inclusion with the rate study, the rate design portion of the project will commence.

STAFF RECOMMENDATION:

Receive the Public Works performance reports for August 2017.

CITY ATTORNEY REVIEW/COMMENTS: Yes No N/A

IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED: Yes No N/A

FUNDING SOURCE/ACCOUNT NUMBER:

Signed: Benjamin Siegel

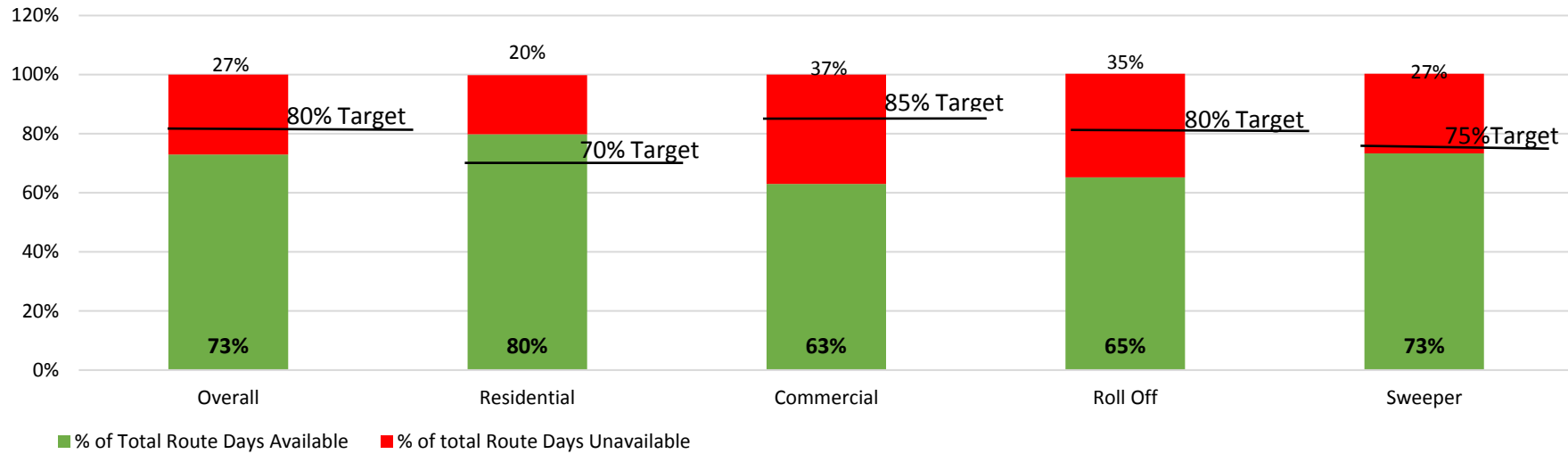
Title: Management Analyst

Date: September 21, 2017

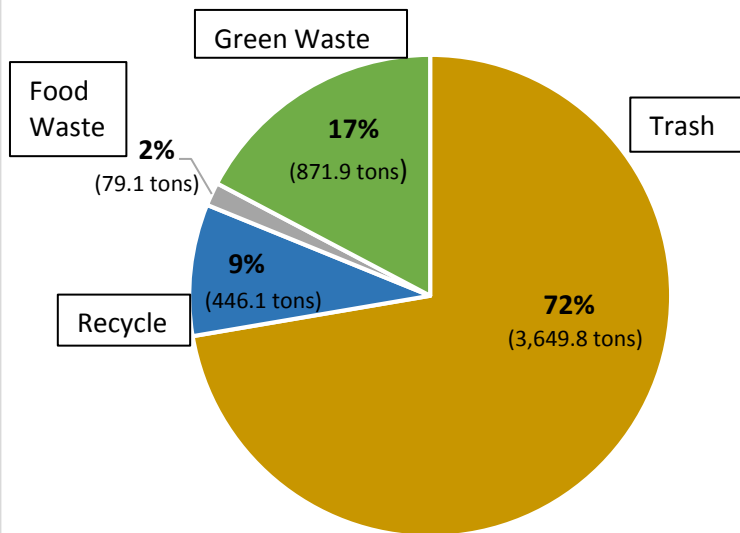
City Manager Approval: _____

**City of Tulare Solid Waste Dashboard
August 2017**

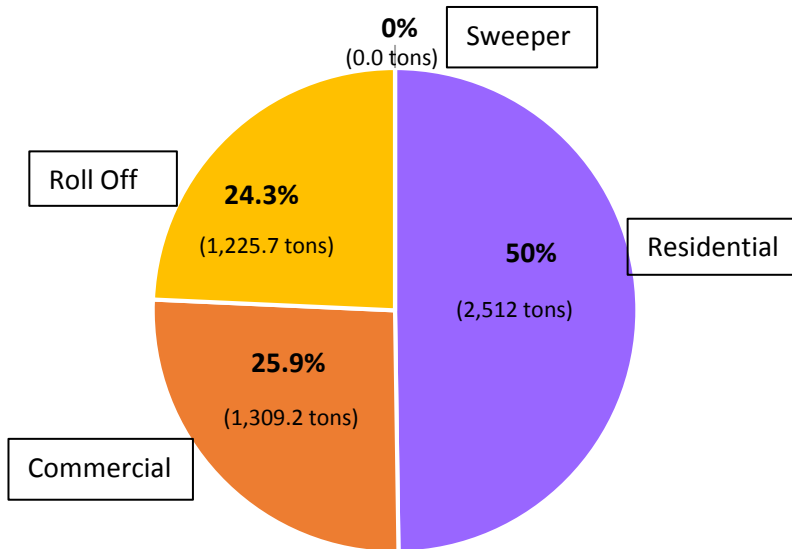
Route Day Availability



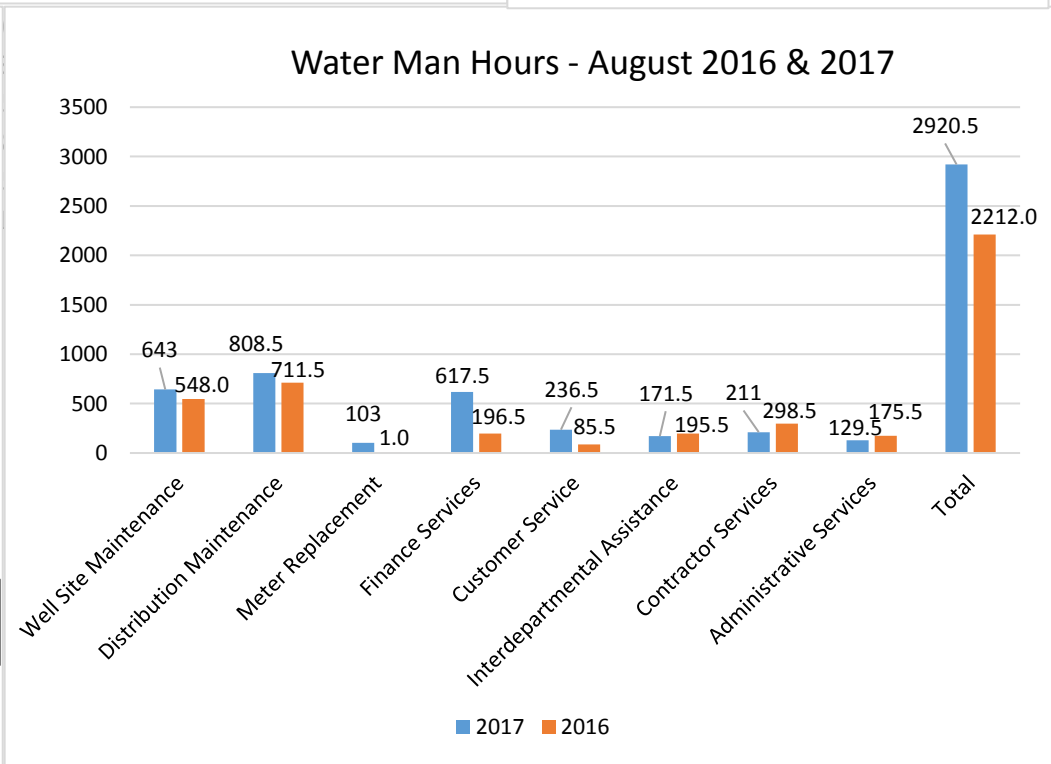
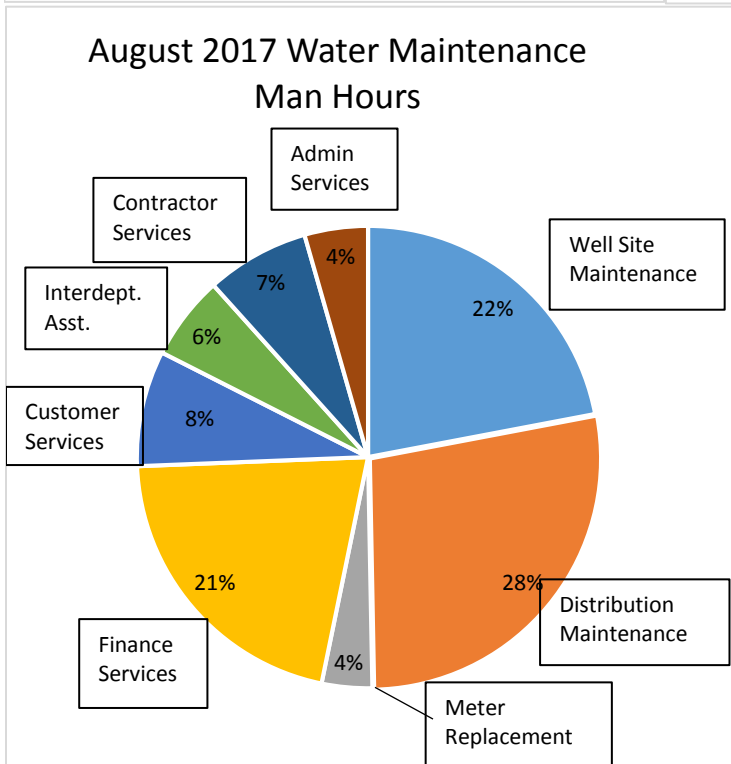
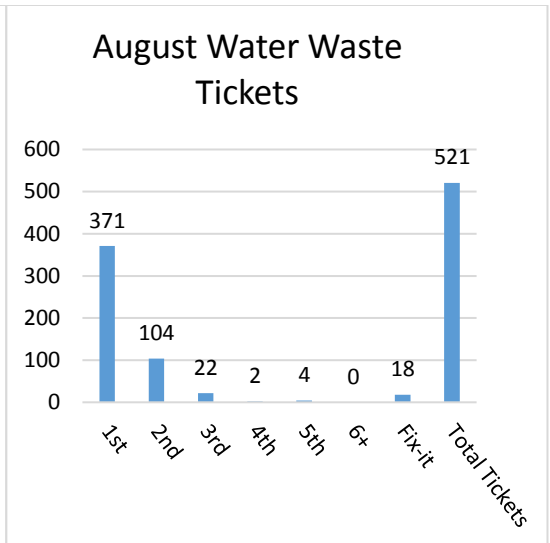
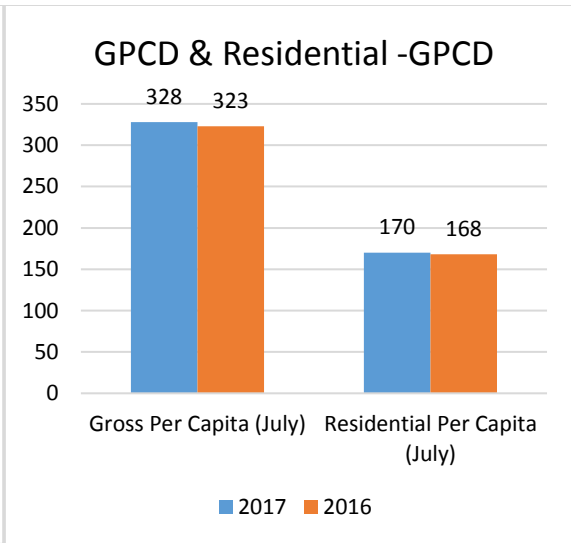
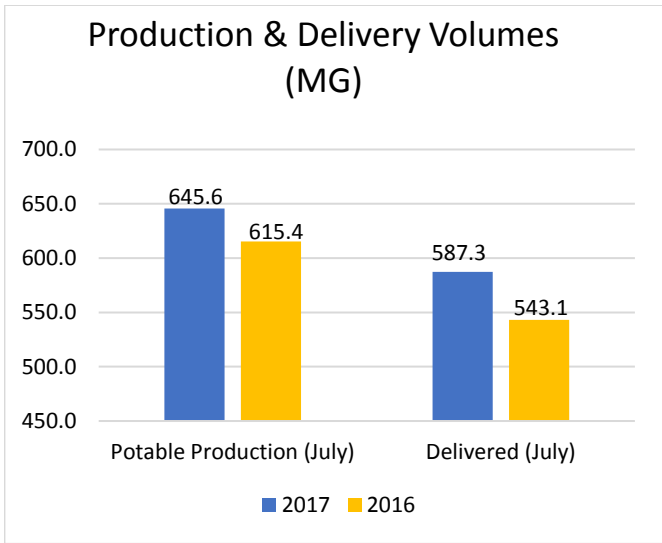
Tonnage by Type



Tonnage by Division

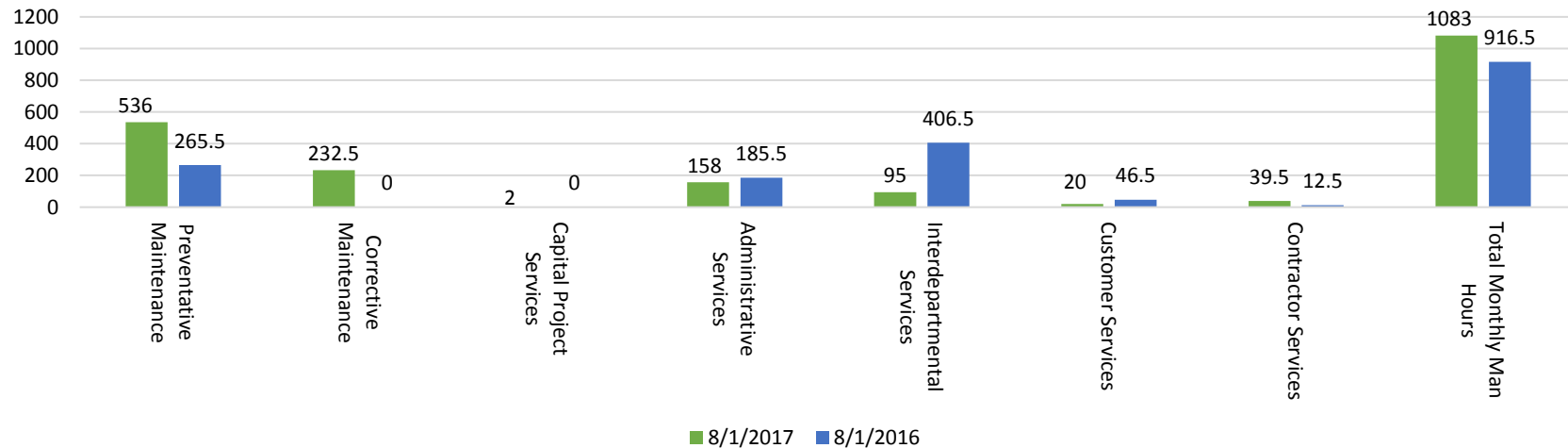


**City of Tulare Water Division
August 2017 Dashboard**

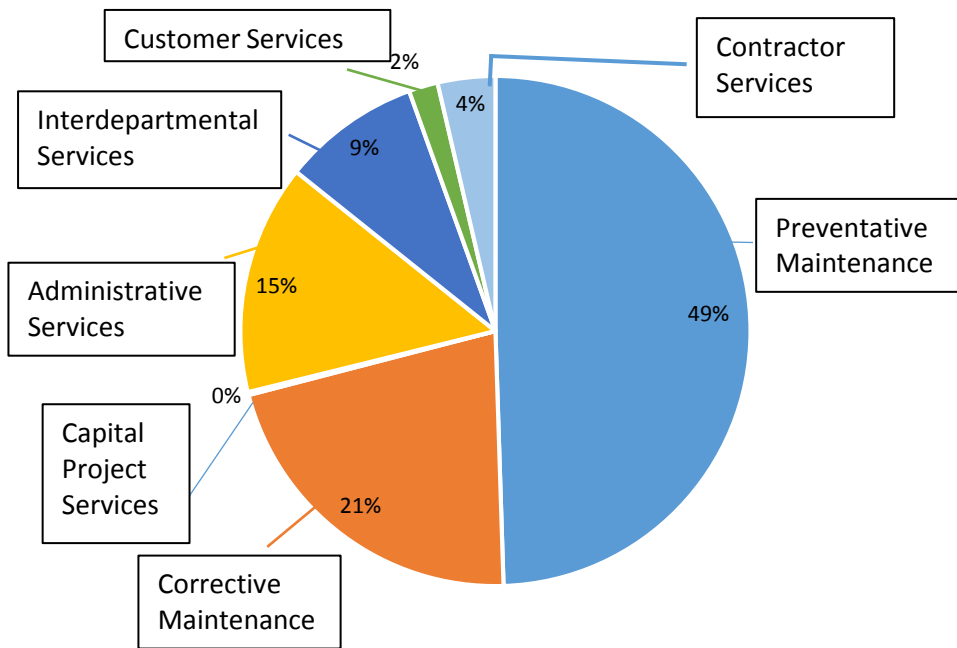


**City of Tulare Sewer Collections Division
August 2017 Dashboard**

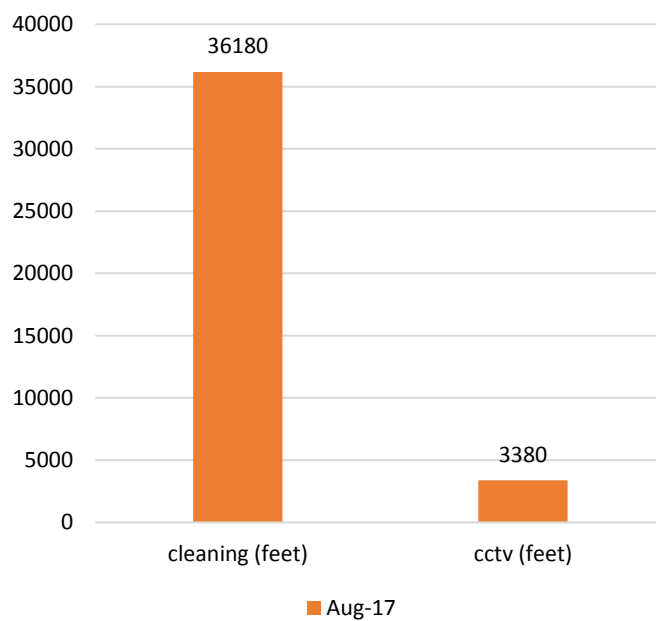
August 2017 Man Hours



August 2017 Man Hour Distribution



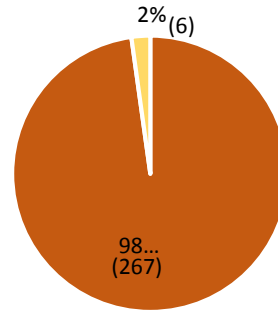
Linear Maintenance Footage



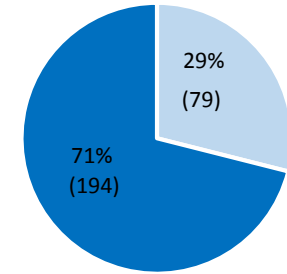
**City of Tulare WWTP Division
August Dashboard**

Compliance				
	BOD	TSS	Ammonia	Nitrogen
	<40mg/l	<40mg/l	<10mg/l	<10mg/l
Efficiency	99%	97%	100.0%	96%
Sample Avg (mg/l)	24	21	0	4.67
Air Permits		Influent (MG)	Domestic	Industrial
# of Permits	18	Daily Avg	3.14	8.00
# Compliant	18	Total Month	105.7	248.1
		Daily Peak	3.72	11.11
Effluent (MG)				
		Combined	353.8	

Preventative and Corrective Maintenance Work Orders



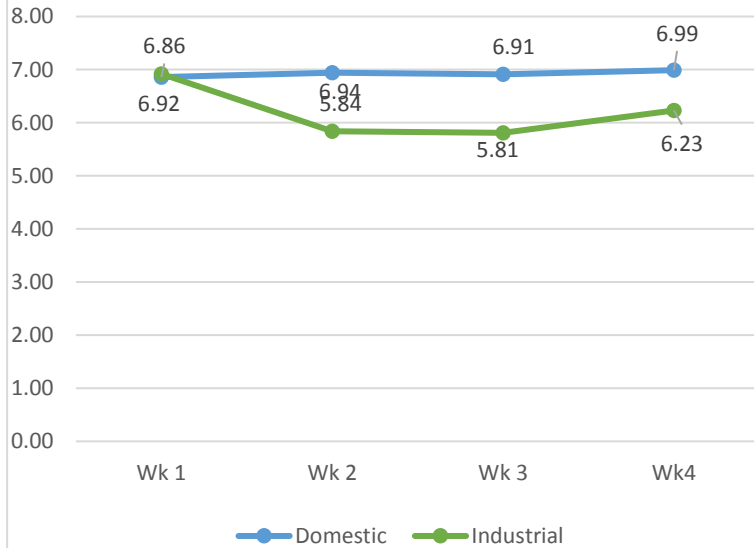
Domestic and Industrial Maintenance Work Orders



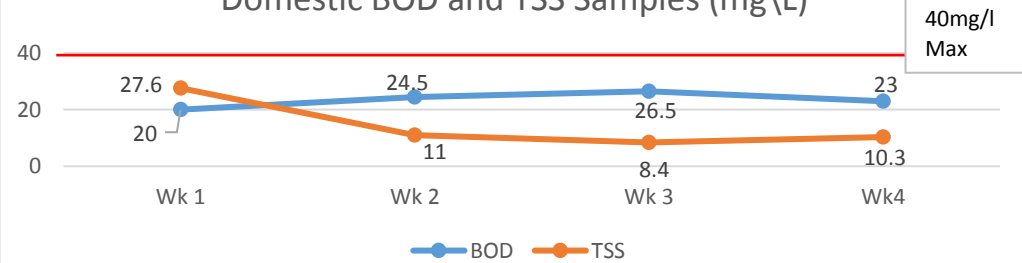
■ Preventative Maintenance
■ Corrective Maintenance

■ Domestic ■ Industrial

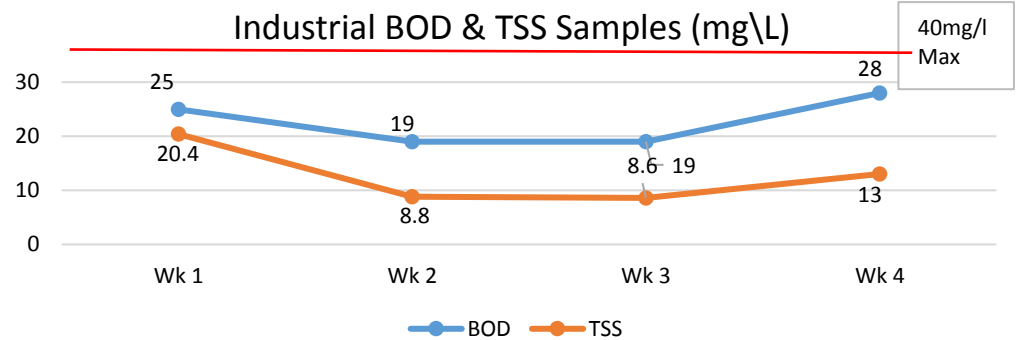
Domestic & Industrial pH



Domestic BOD and TSS Samples (mg\L)



Industrial BOD & TSS Samples (mg\L)



**CITY OF TULARE, CALIFORNIA
BOARD OF PUBLIC UTILITIES COMMISSIONERS
AGENDA ITEM TRANSMITTAL SHEET**

Submitting Department: Public Works – Water Division

For Board Meeting of: October 5, 2017

Documents Attached: Ordinance Resolution Staff Report Other None

AGENDA ITEM:

Accept Public Works Monthly Water System Report.

IS PUBLIC HEARING REQUIRED: Yes No

BACKGROUND/EXPLANATION:

Resolution 16-19, adopted by the Board on November 15, 2016, directs the Public Works Director to provide monthly reports regarding the status of new connections and water system performance.

Definitions:

Total System Delivery Capacity

The total delivery capacity of the city wells based on their potential production expressed in terms of Million Gallons per Day (MGD).

System Capacity Loss

The difference between the volume of water produced and the volume of water delivered through meters expressed in MGD. This encompasses capacity lost through pipe leakage, breaks and system maintenance operations such as flushing and sampling.

Connections

The number of new connections completed is reported on a monthly basis by the Development Services Department.

Monthly Total Demand

Monthly Total Demand is the average volume of water delivered through retail meters expressed in MGD.

Peak Hour Demand

Peak Hour Demand is a calculated estimate of the effective demand on the City water system during the highest use periods of the month expressed in MGD.

Average Max Day Pressure

The Average Max Day Pressure is the average of the high pressure data points recorded in the SCADA system for each well site, each day of the month expressed in PSI.

Peak Minimum Pressure

Peak Minimum Pressure is the average of the lowest pressure data points recorded in the SCADA system for each well site, each day of the month expressed in PSI.

Pressure Standards

The minimum daily pressure standard is 30 psi. The target daily average standard psi is 35 or higher.

STAFF RECOMMENDATION:

Accept Public Works Monthly Water System Report.

CITY ATTORNEY REVIEW/COMMENTS: Yes No N/A

IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED: Yes No N/A

Signed: Trisha Whitfield

Title: Public Works Director

Date: September 11, 2017

City Manager Approval: _____

Comparator Tool
August 2017 Projection vs Actual

Month	System Delivery Capacity (MGD)	System Capacity Loss (MGD)	Demand (MGD)*		Pressure (PSI)		Connections Since Dec 2014 / Remainder of 952 Available Connections Completed		
			Monthly Total	Peak Hour	Ave Max Day	Min Peak Hour	This Month	Cumulative	Remainder
Aug-17	31.95	-	-	-	53.68	31.39	39	745	207
Jul-17	31.95	1.79	18.94	27.28	52.71	29.94	23	706	246
Jun-17	31.95	0.55	19.21	27.67	54.79	31.10	19	683	269
May-17	31.95	0.72	16.21	23.35	53.32	36.77	18	664	288
Apr-17	31.95	0.78	11.86	17.08	54.57	42.07	21	646	306
Mar-17	31.95	0.31	9.95	14.33	57.18	41.75	25	625	327
Feb-17	31.95	0.09	8.72	12.55	54.13	42.75	11	600	352
Jan-17	31.95	0.91	8.18	11.77	53.87	42.35	15	589	363
Dec-16	31.95	0.38	9.16	13.18	53.93	42.53	41	574	378
Nov-16	31.95	0.62	10.38	14.95	54.80	42.57	32	533	419
Oct-16	31.95	1.90	12.69	18.27	52.23	38.94	15	501	451
Sep-16	31.95	0.94	16.58	23.62	51.83	35.20	26	486	466
Aug-16	31.95	1.79	19.43	25.02	54.16	33.29	25	460	492
Jul-16	31.95	2.38	17.52	26.35	53.57	31.50	30	435	517
Jun-16	31.95	1.48	18.89	24.67	52.87	32.23	22	405	547
May-16	31.95	0.50	15.41	19.49	53.03	37.32	45	383	569
Apr-16	31.95	0.54	12.20	13.74	50.67	42.43	17	338	614
Mar-16	31.95	0.07	9.46	8.61	51.29	41.84	14	321	631
Feb-16	31.95	1.32	8.52	8.65	53.56	40.96	17	307	645
Jan-16	31.95	1.50	7.58	8.28	53.85	40.27	12	290	662
Dec-15	31.95	0.28	9.35	8.99	54.90	40.26	52	278	674
Nov-15	31.95	0.82	9.81	10.19	56.00	41.90	19	226	726
Oct-15	31.95	1.52	11.94	14.86	52.53	39.73	24	207	745
Sep-15	26.42	1.14	15.67	19.12	54.07	39.96	22	183	769
New connections completed between 12/01/14 - 06/30/17								161	791

*These items are based on actual retail delivery data and will lag one month behind while the meter reads are processed for the prior month.

**CITY OF TULARE, CALIFORNIA
BOARD OF PUBLIC UTILITIES COMMISSIONERS
AGENDA ITEM TRANSMITTAL SHEET**

Submitting Department: Public Works

For Board Meeting of: October 5, 2017

Documents Attached: Ordinance Resolution Staff Report Other None

AGENDA ITEM:

Receive Water System Development Program update.

IS PUBLIC HEARING REQUIRED: Yes No

BACKGROUND/EXPLANATION:

At the February 18, 2016 Board of Public Utilities meeting, staff took an item to the Board (agenda item attached), requesting that the Board accept Carollo's Technical Memorandum No. 1 on the Matheny Sultz Water System Improvements, provide feedback on the Water System Development Program and appropriate funding for the Water System Development Program feasibility development. Carollo's Technical Memorandum No. 1 was a result of the City's concerns regarding the state of the water system and the City's ability to connect Matheny Tract (Pratt Mutual Water Company) and Soult's Mutual Water Company to the City's system. Carollo evaluated the City's water system and identified the projects needed to provided sufficient capacity to the existing system and to provide sufficient capacity for future water delivery needs. Using the Carollo study as a basis for future water system improvement projects, the Board accepted the study and created a project for the Water System Development Program.

At the June 16, 2016 Board of Public Utilities meeting the Board asked for a tracking of the milestones and updates on the Water System Development Program. Since that time, staff has been providing monthly updates to the Board regarding the program. The update identifies the three major parts of the program: Water Storage, Water Wells, and the State SRF Grant for a new water well and water main extension project. As the status report is updated each month, the updated items are highlighted to make the changes easily identifiable to the Board. Attached are the anticipated milestones and updates for the project to date.

The updates since the last meeting are included and highlighted on the attached document. Those updates include the anticipated award of bid for new well 45 and for the storage tanks and wells at J Street and Alpine on October 5, 2017. The drilling of the test well at Bardsley & K Street was completed in early September and we are awaiting sample results. The timeline for the State grant related projects has been revised to reflect receiving the results from the test well as well as the time needed to complete the environmental document and final grant paperwork.

STAFF RECOMMENDATION:

Receive Water System Development Program update.

CITY ATTORNEY REVIEW/COMMENTS: Yes No

IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED: Yes No

(If yes, please submit required budget appropriation request)

Signed: Trisha Whitfield

Title: Public Works Director

Date: September 8, 2017

City Manager Approval: _____

Water System Development Program

October 5, 2017

Water Storage Tanks

Sites identified:

updated

Site 1: 1258 N. J Street

Site 2: SE corner of Alpine Avenue & Nelder Grove. Provided update to BPU on 2/2/17

Design/Construction timeline:

June 28, 2016 CEQA for city projects published. 20 day review period

July 12, 2016 RFP's for design of storage tanks published

August 4, 2016 Responses to RFP due

August 18, 2016 Award RFP at BPU meeting

October 20, 2016 BPU approved design of two, 2.0 million gallon concrete storage tanks

January 9, 2017 Planning Commission approved design review for J Street storage tank site.
(amended CEQA due to change in size of tanks from 1.0 to 2.0 million gallons)

February 13, 2017 Planning Commission approved design review of Alpine storage tank site.

May 2017 Plans and Specifications completed

August 2, 2017 Advertise for bid for storage tanks and wells (J Street & Alpine). Bid due 9/7 and will award on 9/21.

October 5, 2017 Award RFB 18-626 for the Water Storage Tanks and Wells project.

Water Wells

Sites identified:

June 2, 2016 Site 1: Board approved suitability agreement for 333 South I Street (Well 6).

July 21, 2016 Site 2: 1258 N. J Street

Site 3: SE corner of Alpine Avenue & Nelder Grove. Provided update to BPU on 2/2/17

January 19, 2017 Site 4: Cartmill Avenue between De La Vina Street & Mooney Blvd.

Design/Construction timeline:

June 28, 2016 CEQA for city projects published. 20 day review period

July 12, 2016 Staff working with on-call Engineer to write specs for design-build wells

August 2016 RFB for test wells published

October 2016 RFP for design of water wells and hydrogeologists published

October 20, 2016 Award RFB for test wells, design of water wells and hydrogeologist consulting services
Award well design to Cannon for 333 S. I Street

November 3, 2016 Award well design to Carollo Engineers for 1258 N. J Street

November 4, 2016 Held pre-construction meeting for test wells

November 14, 2016 Begin construction of test well #1 at 333 S. I Street. Estimated time frame - 6 weeks

November 2016 Begin construction of two wells. Work to include: test wells & sampling, design of well construction, construction of the well(s), installation of pump & appurtenances

December 15, 2016 Award well design to Carollo Engineers for Alpine & Nelder Grove site

December 23, 2016 Completed test well #1 at 333 S. I Street. Awaiting lab results for final design

January 3, 2017 Begin construction of test well #2 at 1258 N. J Street. Estimated time frame - 6 weeks

January 19, 2017 Present BPU with information regarding proposed Cartmill well site

February 1, 2017 Completed test well #2 at 1258 N. J Street. Awaiting lab results for final design

February 7, 2017 RFB for drilling of permanent well at 333 S. I Street published. Anticipate to award in March

March 16, 2017 Award RFB for construction of well at 333 S. I Street

March 16, 2017	Begin construction of test well #4 at Cartmill/Mooney. Estimated time frame - 6 weeks
March 21, 2017	RFB for drilling of permanent well at 1258 N. J Street published. Anticipate to award in May.
April 7, 2017	Completed test well #4 at Cartmill/Mooney. Awaiting lab results for final design
April 14, 2017	Begin construction of test well #5 at Alpine/Nelder Grove. Estimated time frame -6 wks
April 17, 2017	Begin construction of well at 333 S. I Street
May 4, 2017	Award RFB for construction of well at 1258 N. J Street. Anticipate construction to begin in May 2017
May 4, 2017	Award well design to Cannon for Cartmill & Mooney site
May 5, 2017	Completed test well #5 at Alpine/Nelder Grove. Awaiting lab results for final design
May 30, 2017	Anticipating to begin construction of well at 1258 N. J Street
June 4, 2017	Award RFB for up to five test wells to Johnson Drilling.
August 1, 2017	Advertise for bids for New Well #45 (I Street). Bids due 9/7 and will award 9/21
October 5, 2017	Award RFB 18-625 for New Well #45 Equipping Project.
November 2017	Begin construction of well
May 2018	Anticipate completion of well

State Grant - Matheny/Pratt MWC Consolidation

Sites identified:

July 21, 2016	Well Site 1: Closed session - real property negotiations for 2508 W. Tulare. Property negotiations cancelled - Looking for new well site. Well 14: 12" pipe north to Matheny Tract
October 6, 2016	Well Site 1: approval to purchase 820 Wright Way
June 2017	Well Site 2: City owned property at SW corner of Bardsley & K Street

Design/Construction timeline:

August 2016	Application for funding submitted to State
December 2016	All grant paperwork submitted and tentatively approved by the State, just waiting on CEQA required Cultural Report from consultant.
February 2017	Still working through cultural report. Anticipate final environmental by March.
February 15, 2017	Begin construction of test well #3 at 820 Wright Way. Estimated time frame - 6 weeks
March 2017	Completed test well #3 at 820 Wright Way. Final lab results determined the site the site is not suitable for a well (arsenic, TCP)
April 2017	Staff is looking for a new well site. Environmental documents on hold until a new well site is identified.
June 2017	Staff has identified the City owned lot at the SW corner of Bardsley & K Street as a potential well site. The test well will be started by the end of June and should take three weeks for drilling and an additional three weeks for lab results to come back.
July 2017	Complete application for funding (General, Technical, Environmental, & Financial)
August 3, 2017	Begin construction of test well at Bardsley & K Street. Estimated time frame - 6 weeks
September 2017	Complete construction of test well. Awaiting sample results.
December 2017	Finalize grant agreement with the State
February 2018	Award RFP for design, plans & specifications
May 2018	Plans and Specifications completed
June 2018	Construction documents out to bid
August 2018	Begin construction of well site and pipeline
January 2019	Construction of pipeline complete
May 2019	Construction well site complete

AGENDA ITEM: Consent 7

**CITY OF TULARE, CALIFORNIA
BOARD OF PUBLIC UTILITIES COMMISSIONERS
AGENDA ITEM TRANSMITTAL SHEET**

Submitting Department: Public Works / Solid Waste Residential

For Board Meeting of: October 5, 2017

Documents Attached: Ordinance Resolution Staff Report Other None

AGENDA ITEM:

Award the purchase of 2,650 automated refuse cans to Cascade Cart Solutions using National Joint Powers Alliance (NJPA) Contract No. 041217-CEI in the amount of \$144,687.71, which includes tax and shipping.

IS PUBLIC HEARING REQUIRED: Yes No

BACKGROUND/EXPLANATION:

The City is a member of the National Joint Powers Alliance (NJPA) which is a national public service agency that provides for cooperative purchasing for government agencies. Through the NJPA Contract No. 020613-CEI, staff is requesting authorization to purchase 1,060 96-gallon brown automated cans, 1,060 96-gallon green automated cans and 530 96-gallon blue automated cans from Cascade Cart Solutions in the amount of \$144,687.71. The City has purchased Cascade cans since 2008, and we have spare parts for the Cascade cans. The purchase of automated cans is budgeted in 2017/2018 for \$160,000 and the proposal is within the budgeted amount.

STAFF RECOMMENDATION:

Award the purchase of 2,650 automated refuse cans to Cascade Cart Solutions using National Joint Powers Alliance (NJPA) Contract No. 041217-CEI in the amount of \$144,687.71, which includes tax and shipping.

CITY ATTORNEY REVIEW/COMMENTS: Yes No N/A

IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED: Yes No N/A

FUNDING SOURCE/ACCOUNT NUMBER:

012-4710-7001

Signed: Frank Rodriguez

Title: Solid Waste Manager

Date: September 25, 2017

City Manager Approval: _____

CASCADE ENGINEERING - CG
 Container
 4950 37TH STREET SE
 FAX: (616) 975-4902
 GRAND RAPIDS, MI 49512
 United States

Q U O T E

S I M U L A T I O N

Quote Number: Q28523 Revision: 0
 Quote Date: 09/22/17 Page: 1
 Print Date: 09/22/17
 Expire Date: 10/22/17

Sold To: MU51291

Ship To: MU51291

CITY OF TULARE PUBLIC WORKS
 3981 SOUTH K STREET
 FRANK RODRIGUEZ
 TULARE, CA 93274

CITY OF TULARE PUBLIC WORKS
 3981 SOUTH K STREET
 FRANK RODRIGUEZ
 TULARE, CA 93274

Attention: FRANK RODRIGUEZ
 Telephone: 559-805-9075

Attention: FRANK RODRIGUEZ
 Telephone: 559-805-9075

Credit Terms: N45
 NET 45 DAYS

Purchase Order: QUOTE
 Ship Via:
 FOB Point: TULARE CA

NJPA Contract # 041217-CEI

Ln	Item Number	Qty Quoted	Qty to Rel	UM	Price	Extended Price
1	96A91210 CART 96 AUTO/BRN DK /TULARE/TRASH/SOLID/S	1060.0	1060.0	EA	48.76	51,685.60
2	96A91211 CART 96 AUTO/GRN DK TULA RE/LID GRNHS&IML/SOLID/S	1060.0	1060.0	EA	48.76	51,685.60
3	LID LABEL 9.5X14.5 LID LABEL 9.5" X 14.5" LABEL 5500-0736 USED ON PART 96A91211	1060.0	1060.0	EA	2.62	2,777.20
4	96A91520 CART 96 AUTO BLUE MED /TULARE/SOLID AXLE/S	530.0	530.0	EA	48.76	25,842.80
5	LID LABEL 9.5X14.5 LID LABEL 9.5" X 14.5" LABEL 5500-0339 USED ON PART 96A91520	530.0	530.0	EA	3.15	1,669.50

Non-Taxable: 0.00	Currency: USD	Line Total:	133,660.70
Taxable: 133,660.70	0.00%	Discount:	0.00
Tax Date: 09/22/17		:	0.00
	Shipping	20 :	0.00
	Taxable Handling Charge	94 :	0.00
		Total Tax:	11,027.01
		Total:	144,687.71

**CITY OF TULARE, CALIFORNIA
BOARD OF PUBLIC UTILITIES COMMISSIONERS
AGENDA ITEM TRANSMITTAL SHEET**

Submitting Department: General Services

For Board Meeting of: October 5, 2017

Documents Attached: Ordinance Resolution Staff Report Other None

AGENDA ITEM:

Award National Joint Powers Alliance (NJPA) Co-Operative Purchasing Bid to the National Auto Fleet Group (NAFG) for a replacement Ford F650 Dump Body truck in the amount of \$85,903.95 and fund the \$10,000.00 deductible from the Fleet Control Budget.

IS PUBLIC HEARING REQUIRED: Yes No

BACKGROUND/EXPLANATION:

On April 4, 2017, Unit 948, a 2013 International Dump truck operated at the Domestic Wastewater facility, was damaged in a traffic accident. The unit was determined, by the City insurer CSJVRMA, to be a total loss, and a claim was filed with the insurance carrier for a replacement.

A proof of loss settlement was made by the insurance carrier for the replacement truck in the amount of \$75,903.95. The \$10,000 deductible will be funded from the Fleet Control Budget for the Wastewater/Sewer Fund.

A bid for a comparable replacement unit was placed through the NJPA. The National Auto Fleet Group responded under contract #081716-NAF in the amount of \$85,903.95.

The City's Purchasing Policy (Section 4, Subsection O on page 18) allows for the Use of Cooperative Purchasing Agreements and the City Manager to approve purchases over \$25,000.

STAFF RECOMMENDATION:

Award National Joint Powers Alliance (NJPA) Co-Operative Purchasing Bid to the National Auto Fleet Group (NAFG) for a replacement Ford F650 Dump Body truck in the amount of \$85,903.95 and fund the \$10,000.00 deductible from the Fleet Control Budget.

CITY ATTORNEY REVIEW/COMMENTS: Yes No N/A

IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED: Yes No N/A

Submitted by: Steve Bonville

Title: General Services Director

Date: 09/05/2017

City Manager Approval: _____

STATEMENT OF VALUE AND LOSS

CSJVRMA/City of Tulare

Tulare, California

Collision -April 4, 2017

Coverage:

Manuscript form extending All Risk cover for Vehicles. There is a \$10,000 deductible applicable.

Recapitulation of Verified Detail:

	<u>VALUE</u>	<u>LOSS</u>
Values at Risk:	Not Found	
Loss as determined:		
Replacement Vehicle	\$85,903.95	
Whole Loss:	\$85,903.95	
TOTAL:	<u>\$85,903.95</u>	\$85,903.95
Value and Loss:	Not Found	\$85,903.95
Less: Member Deductible:		<u>-\$10,000.00</u>
NET CLAIM:		<u>\$75,903.95</u>

Amount of Policy \$ _____

SWORN STATEMENT in

Policy Number 017471589/03

Agency Name Alliant Insurance Services

FINAL PROOF OF LOSS

Issued July 1, 2016 Expires July 1, 2017

To Lexington Insurance Company of Boston, Massachusetts

By the above indicated policy of insurance your insured CSJVRMA: City of Tulare

against loss by all risk of physical damage upon the property described, according to the terms and conditions of the said conditions of the said policy and all forms, endorsements, transfers and assignments attached thereto.

1. Time and Origin: A loss occurred about the hour of o'clock M., on the 4th day of April 20 17 The cause and origin of said loss were: Collision: 2013 International 3HAJTSKM3DL176682

2. Occupancy: The building described, or containing the property described, was occupied at the time of the loss as follows, and for no other purpose whatever:

3. Title and Interest: When this policy was acquired and at the time of the loss the interest of your insured in the property described therein was sole and unconditional ownership, and no other person or persons had any interest therein or incumbrance thereon. (State exceptions, if any.) NO EXCEPTIONS

4. Changes: Since the said policy was acquired there has been no assignment thereof, or change of ownership, use, occupancy, possession, location or exposure of the property described, or of our insured's interest therein. (State exceptions, if any.) NO EXCEPTIONS

5. Total Insurance: The total amount of insurance upon the property described by this policy was, at the time of the loss, \$ _____

6. The Cash Value of said property at the time of loss was \$ Not Determined

7. The Whole Loss and Damage was \$ 85,903.95

8. The Amount Claimed under the above numbered policy \$ 75,903.95 (Amount claimed is net applicable \$10,000 deductible.)

The said loss did not originate by any act, design or procurement on the part of your insured, or this affiant; nothing has been done by or with the privity or consent of your insured or this affiant, to violate the conditions of the policy, or render it void; no articles are mentioned herein or in annexed schedules but such as were in the building damaged or destroyed, and belonging to, and in possession of the said insured at the time of said loss; no property saved has in any manner been concealed, and no attempt to deceive the said company, as to the extent of said loss, has in any manner been made. Any other information that may be required will be furnished and considered as part of this proof.

The furnishing of this blank or the preparation of proofs by a representative of the above insurance company is not a waiver of any of their rights.

FOR YOUR PROTECTION, CALIFORNIA LAW REQUIRES THE FOLLOWING TO APPEAR ON THIS FORM: Any person who knowingly presents false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

State of _____ City of Tulare BY [Signature] (Insured Signature)

County of _____ Insured

Subscribed and sworn to (or affirmed) before me on this _____ day of _____ (month), _____ (year) by

_____ proved to me on the basis of satisfactory evidence to be

the person(s) who appear before me.

(signature of Notary) see attached



National Auto Fleet Group

A Division of Chevrolet of Watsonville

490 Auto Center Drive, Watsonville, CA 95076
(855) 289-6572 • (855) BUY-NJPA • (831) 480-8497 Fax
Fleet@NationalAutoFleetGroup.com

7/27/2017

Quote ID 5032

Mr. Steve Bonville

City of Tulare
3989 South "K" Street
Tulare, CA 93274

Dear Mr. Bonville,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.
One (1) New/Unused (2018 Ford F-650 Regular Cab with CTEC Dump Body) Delivered to your department yard, each for:

	One Unit (1)
Sub Total	\$ 79,357.00
Tax (8.25%)	\$ 6,546.95
Total	\$ 85,903.95

This vehicle(s) is available under the **National Joint Powers Alliance Contract 081716-NAF**.
Please reference this Bid Number on all Purchase Orders.
Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper
National Fleet Manager
Jcooper@Nationalautofleetgroup.com
Office (855) 289-6572
Fax (831) 480-8497





CALIFORNIA TRUCK EQUIPMENT CO.

12351 Bellflower Blvd, Downey CA 90242

PH - 562-803-4466 F - 562-803-8795

QUOTE

Quote Date	Quote #
7/8/2017	9425

Sold To:	End User	ctec-truckbody.com	
National Auto Fleet Group Attn: Jesse	City of Tulare Waste Water Treatment Plan Plant. Steve Bonville 559-6844287	Terms	Net 10
		FOB	END USER
		Rep	DH

Model Cab	Fuel	Truck Available	Rear wheel	Bed width	Compartment depth	CA
2017 F650 R CAB	Gas	no	DRW	5/7 YARD DUMP		84"

PROUDLY PRODUCED - 100% - IN CALIFORNIA - USA

Description	Qty	Total
5-7 Cu. Yd. Dump Body / Titan Series 10' Long x 24" sides x 34" tailgate. Floor plate: one (1) piece 7 ga. thick. Inside floor edges radius / beveled. All steel is A1011 'Hi-Tensile' 1/4 size over cab 'shield protector'. Rear Spreader Apron Lip below tailgate. Three (3) vertical side braces ea. side. Full depth rear corner posts. Manual release pull lever for tailgate locks front D.S. corner of body. 100% continuous weld seams. All brace surfaces are fully enclosed & radius bent. Body is acid phosphate washed on base metal. 2-part epoxy sealing primer. Top Coat: Urethane gloss enamel. HOIST: Class 50 @ 12.5 payload dumping capacity. Full underbody style Model SF-623. Automatic shift trans. drive P.T.O. & Hyd's. High performance / quick response hydraulic system. In cab pilot lights for both P.T.O. & Hoist activation. Underbody safety support 'prop' for service observations. Auto electric Back Up Alarm. Load Cover 'Pull Tarp'. All steel enclosed housing. Rope / cord manual pull back w/ full width roller rod.. Auto spring retract. Rear rubber cord reinforced mud flaps. All FMVSS clearance & combo taillights LED. 2" receiver tube tow hitch. 7-pin electric trailer plug socket. Electric Trailer Brake Controller. 12/24 volt w/ adjustable reostat.		

Order accepted by: _____ Date _____	Subtotal
Print Name _____ PO # _____	Sales Tax (9.25%)
ANY AND ALL WARRANTY WORK WILL BE DONE BY CTEC AT 12351 BELLFLOWER BLVD - CTEC IS NOT RESPONSIBLE FOR ANY WORK DONE BY 3RD PARTIES	Total



CALIFORNIA TRUCK EQUIPMENT CO.

12351 Bellflower Blvd, Downey CA 90242

PH - 562-803-4466 F - 562-803-8795

QUOTE

Quote Date	Quote #
7/8/2017	9425

Sold To:	End User	ctec-truckbody.com	
National Auto Fleet Group Attn: Jesse	City of Tulare Waste Water Treatment Plan Plant. Steve Bonville 559-6844287	Terms	Net 10
		FOB	END USER
		Rep	DH

Model Cab	Fuel	Truck Available	Rear wheel	Bed width	Compartment depth	CA
2017 F650 R CAB	Gas	no	DRW	5/7 YARD DUMP		84"

PROUDLY PRODUCED - 100% - IN CALIFORNIA - USA

Description	Qty	Total
Top bolt in Hardwood S4S board planks 10" for 7 cu.yd. 'topping ' capacity. (Ground to top of upper board planks = 88" high 'aprox'.) PDI and delivery to Tualre		

Order accepted by: _____ Date _____	Subtotal	\$25,956.00
Print Name _____ PO # _____	Sales Tax (9.25%)	\$0.00
ANY AND ALL WARRANTY WORK WILL BE DONE BY CTEC AT 12351 BELLFLOWER BLVD - CTEC IS NOT RESPONSABLE FOR ANY WORK DONE BY 3RD PARTIES	Total	\$25,956.00

**CITY OF TULARE, CALIFORNIA
BOARD OF PUBLIC UTILITIES COMMISSIONERS
AGENDA ITEM TRANSMITTAL SHEET**

Submitting Department: Public Works

For Board Meeting of: October 5, 2017

Documents Attached: Ordinance Resolution Staff Report Other None

AGENDA ITEM:

Award a contract for the Water Well 45 Equipping Project at 333 South "I" Street to TTS Construction Corporation of Lodi, CA in the amount of \$923,000.00, and authorize the City Manager to approve contract change orders in an amount not to exceed 10% (\$92,300) of the contract award amount.

IS PUBLIC HEARING REQUIRED: Yes No

BACKGROUND/EXPLANATION:

Request for Bids No. 18-625 for the equipping of new water well 45 located at 333 South "I" Street was advertised on July 27, 2017. Bids were requested for equipping of the newly drilled well, constructing site improvements, electrical equipment, electrical building, disinfection injection and monitoring system and other appurtenances.

On September 7, 2017, four (4) bids were opened for the subject contract. The bids ranged in cost from \$923,000 to \$1,125,200.00. The bid results are as follows:

<u>Company</u>	<u>Location</u>	<u>Amount</u>
GSE Construction Co., Inc.	Livermore, CA	\$1,125,200.00
TTS Construction Corporation	Lodi, CA	\$ 923,000.00
Steve Dovali Construction Co.	Fresno, CA	\$ 992,350.00
JT2 Inc.	Visalia, CA	\$ 999,253.00

The bids were evaluated to determine if they were responsive to the requirements and instructions contained in the bid documents. It has been determined that TTS Construction Corporation of Lodi, CA submitted the lowest responsive bid in the amount of \$923,000. TTS Construction Corporation possesses a current and active A (General Contractor) and C-4 (Boiler, Hot Water Heating and Steamfitters) Contractor's License issued by the State of California.

This is the first permanent well site of the seven recommended by Carollo in their Matheny/Soultz Technical Memorandum No. 1. This is the last phase of well development and construction is estimated to take seven months, at which time the well will be put into service as a new active well.

This project is budgeted in the Water CIP as project no. WT0027 in the amount of \$1,500,000. The project scope includes construction of the test well, a contract with a hydrogeologist (Kenneth D. Schmidt & Associates) and water well design engineering firm (Cannon) from the start of the test well through the completion of the project, drilling and development of the permanent well, and finally equipping the well and completing all site improvements. When this program was started, it was relatively new to City staff and the budget was our best estimate of the final cost at the time. With the award of this contract for construction and the anticipated costs for construction management that will provide training to our construction coordinator in addition to meet SCADA programming, it is estimated that an additional \$375,000 is needed for the project. The additional funding will come from proceeds of the Water Bond. A revised project sheet is attached for your reference.

STAFF RECOMMENDATION:

Award a contract for the Water Well 45 Equipping Project at 333 South "I" Street to TTS Construction Corporation of Lodi, CA in the amount of \$923,000.00, and authorize the City Manager to approve contract change orders in an amount not to exceed 10% (\$92,300) of the contract award amount.

CITY ATTORNEY REVIEW/COMMENTS: Yes No

IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED: Yes No

FUNDING SOURCE/ACCOUNT NUMBER:

610 – Water CIP Fund (Water Rates)

Signed: Trisha Whitfield

Title: Public Works Director

Date: September 8, 2017

City Manager Approval: _____

Water Project

PROJECT #WT0027
Well at 333 S. I Street
(Capital)
(Capital)
District(s): 1, 2, 3, 4, 5

PROJECT MANAGER:

Trisha Whitfield

PROJECT DESCRIPTION & PURPOSE:

Construction of a new water well at 333 S. I Street.

KEY POINTS:

This well will replace Well 6 which was taken out of operation in 2013. Project includes construction of test well, hydrogeologic consulting, design engineer, well drilling, pumps and appurtenances, and associated site improvements.

PROJECT STATUS:

Planning

PROJECTED START DATE:

10/20/2016

PROJECTED END DATE:

5/31/2018

FUTURE M & O:

(Additional Cost & Department Responsibility)

chlorine - \$5,000/year, electricity - \$80,000/year

CRITERIA (1-8):

Criteria 1: Project corrects immediate and urgent public health or public safety issue.

**CITY OF TULARE, CALIFORNIA
BOARD OF PUBLIC UTILITIES COMMISSIONERS
AGENDA ITEM TRANSMITTAL SHEET**

Submitting Department: Public Works

For Council Meeting of: October 5, 2017

Documents Attached: Ordinance Resolution Staff Report Other None

AGENDA ITEM:

Authorize the City Manager to sign a contract with 4Creeks of Visalia, CA in the amount of \$107,540.00 for construction management, inspection, materials testing services, and labor compliance monitoring for Project WT0027, for New Water Well 45 Equipping located at 333 South "I" Street, and authorize the City Manager or designee to approve contract change orders in an amount not to exceed 10% (\$10,754.00) of the contract award amount.

IS PUBLIC HEARING REQUIRED: Yes No

BACKGROUND/EXPLANATION:

This project is the last phase of the well development and construction of a new city well, Well 45, located at 333 South "I" Street. The project will include equipping of the newly drilled well, constructing site improvements, electrical equipment, electrical building, disinfection injection and monitoring system, and other appurtenances.

A Request for Proposals/Qualifications for on-call construction management, resident engineer and inspection services was issued on June 7, 2017. Three (3) firms submitted all the necessary information to be considered for inclusion on a list of pre-approved consultants to provide these services. The proposals were reviewed and rated in accordance with the consultant selection procedures identified in the RFP/Q and all three firms were recommended for inclusion on the list of prequalified construction management, resident engineer and inspection services. On August 17, 2017, the Board of Public Utilities approved this list of three consultants.

4Creeks of Visalia, CA is included on the list of pre-qualified on-call construction management firms and demonstrated in their proposal that they have the skills, expertise and resources available to meet the City's needs for construction management services including inspection services, materials testing and labor compliance monitoring for this well project. Their cost proposal is structured based on time expended on the project and is in line with the total project budget. The staffing proposed by 4Creeks appears to adequately cover the needs of the project. 4Creeks has proposed to perform the necessary work for \$107,540.

STAFF RECOMMENDATION:

Authorize the City Manager to sign a contract with 4Creeks of Visalia, CA in the amount of \$107,540.00 for construction management, inspection, materials testing services, and labor compliance monitoring for Project WT0027, for New Water Well 45 Equipping located at 333 South "I" Street, and authorize the City Manager or designee to approve contract change orders in an amount not to exceed 10% (\$10,754.00) of the contract award amount.

CITY ATTORNEY REVIEW/COMMENTS: Yes N/A

IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED: Yes No N/A

FUNDING SOURCE/ACCOUNT NUMBER:

Project WT0027

Submitted by: Trisha Whitfield

Title: Public Works Director

Date: September 8, 2017

City Manager Approval: _____

September 8, 2017

Trisha Whitfield

Public Works Director
City of Tulare
411 E. Kern Ave.
Tulare, CA 93274



Subject: Proposal for Full Construction Management and Inspection Services for the Tulare Water Well No. 45 Equipping Project No.: WT0025

Dear Mrs. Whitfield

We have prepared a scope and estimated fee for the services required to complete the proposed project construction management, inspection, materials testing & special inspection, and labor compliance services. Our understanding is that this will be a time and materials contract. Listed below is the scope of work that we are proposing to provide for the project and meet the needs of the City. The fee schedule attached reflects this scope of work.

Task 1: Construction Management and Inspection Services

- Review all plans and specifications at beginning of project for quality control purposes.
- Lead Pre-construction meeting with the contractor and City project manager.
- Maintain Submittal, RFI, and Change Order tracking logs.
- Public Works Inspector to complete daily reports. For the purposes of this scope we are planning to provide an inspector for approximately 2 hours per day for 130 working days.
- Review contractor's Schedule, Submittals, and RFI's. Our understanding is that the design engineer will be providing review and assistance with some submittals and RFI's as deemed necessary during construction.
- Provide electrical construction administration services for the subject project which includes: Familiarization with project plans and specifications, Inspection of electrical work during construction, and Final electrical inspections.
- Provide electrical submittal review for compliance with the project plans and specifications.
- Bi-monthly meetings with the City and contractor. Provide progress reports and schedule updates at these meetings.
- Site meetings with Contractor, CM and inspector – Assumed to be 4 with all parties.
- Inspector to be present at major start up activities.
- Coordinate City staff to be present at commissioning and start up activities.
- Track all special inspections and materials testing for the project.
- Review all invoices and change orders submitted by contractor and make recommendations for denial or acceptance for the City.
- Make sure contractor provides all closeout items and O&M manuals to City.
- Force account work that may be required during construction is not included in the service fee estimate.

The above **Task 1** services estimate is **\$67,945**.

Task 2: Special Inspection & Materials Testing for the Project

- Earthwork/Asphalt Concrete Testing & Inspection
 - Inspection and compaction testing of Grading/Building Pads, Underground Utilities, Pavement Subgrade, Pavement Aggregate Base, and HMA Pavement.
 - Laboratory testing for Soil Maximum Density.

324 S. Santa Fe, Suite A
Visalia, California 93292
www.4-creeks.com

- Special Inspections Reinforced Concrete
 - Reinforcing Steel Inspection
 - Concrete Placement Inspections – Footings
 - Concrete Placement Inspections – Slab
 - Concrete Anchor/Dowel Epoxy Inspection
 - Concrete Sample Pick Up
 - Concrete Compressive Strength (Set of 5) assume 3 sets
- Special Inspection Structural Masonry
 - Masonry Inspection
 - Masonry Sample Pickup
 - Mortar Compressive Strength
 - Grout Compressive Strength
 - Block Compressive Strength
 - Prism Compressive Strength
- Special Inspections Structural Steel
 - Steel – Shop Inspection
 - Steel – Field Welding/Bolting Inspection

The above **Task 2** services estimate is **\$24,300**.

Task 3: Labor Compliance

This fee assumes that there will be 1 general contractor and 10 subcontractors. Listed below is the scope of work for a complete Labor Compliance Program.

- Obtain applicable wage decisions as required
- Review contracts, general conditions, and bid advertisement language for compliance with all prevailing wage requirements
- Provide all required labor standards documents and links
- Provide prevailing wage training at pre-construction conference meetings in person, or via webinar
- Provide on-going guidance to Prime, subcontractors and sub-tiers throughout the life of the project
- Collect and monitor weekly Certified Payroll Reports supplied by prime contractor
- Assure the proper documentation has been submitted for apprenticeship utilization
- Monitor journeyman to apprentice ratios are correct for each contractor working on site
- Verify monthly training fund contributions have been paid
- Prepare & provide to the owner a weekly Project Overview Report detailing project activities and current compliance status for each contractor working on project
- Prepare & provide to Prime Contractor (TBD) a weekly Project Overview Report detailing project activities and current compliance status for each contractor working on site
- Prepare & provide to the Prime Contractor (TBD) an individualized and detailed compliance log specific to each subcontractor's compliance status and performance
- Monitor SB854 requirements
- Verify DIR registration is current for all contractors and subcontractors working on site
- Monitor all state and local requirements
- Verify no contractor or subcontractor has been debarred
- Evaluate potential violations and provide guidance to reestablish a positive compliance status
- Verify restitution is paid and amended certified payrolls have been submitted along with all other supporting documentation as per federal and state requirements
- Weekly audits of certified payroll, including reviews of proper work classification, overtime, shift, holiday and special paid work categories and compliance with apprenticeship standards.
- Verify posting of required job site notices
- Maintain an accurate and complete set of files to be submitted at job completion
- Collect and monitor weekly sign in sheets of subcontractors on job site

The above **Task 3** services estimate is **\$15,295**.

Contractor Responsibilities

- Our understanding is that the contractor is responsible for hiring 3rd party testers to complete all commissioning and testing activities not listed in this scope.
- Completing all other tasks required by the contractor documents.

City of Tulare Responsibilities

- Be present during site testing, commissioning, and training activities.
- Be involved during construction and provide clear and timely responses to owner related questions/issues come up during construction.
- Be present at preconstruction meeting and bi-monthly meetings.
- Retain the design engineer to assist with submittal and RFI review on an as needed basis during construction.
- Provide a project DIR number.
- Process invoices for all parties.

Total Estimated Fee for Tasks 1-3 = \$107,540

We are very excited to submit this proposal and look forward to continuing to develop a strong working relationship with the City of Tulare. If you have any questions or need any additional information please feel free to give us a call to discuss.

Sincerely,



Chris Crawford, PE 71192
Sr. Construction Manager



Matthew D. Ainley, PE 66233
Principal-In-Charge

encl: 4Creeks, Inc. Fee Schedule

Fee Schedule

Effective July 1, 2017



Fees are based on the median hourly pay rate for employees in each classification, plus indirect costs, overhead, and profit. Fee Schedules for various billing categories are as follows:

Classification	Proposed Charges Per Hour
Engineering Services	
Associate Engineer	\$95
Engineer I	\$105
Engineer II	\$115
Engineer III	\$125
Engineer IV	\$135
Engineer V	\$145
Principal Engineer	\$165
Land Surveying Services	
Assistant Surveyor	\$85
Land Surveyor I	\$105
Land Surveyor II	\$115
Land Surveyor III	\$125
Land Surveyor IV	\$135
Land Surveyor V	\$145
Principal Land Surveyor	\$165
1-Man Survey Crew	\$100
1-Man Survey Crew — Construction Staking	\$110
2-Man Survey Crew	\$170
2-Man Survey Crew — Construction Staking	\$180
*Prevailing Wage Rates By Separate Schedule	Varies By County
Planning Services	
Planner I	\$85
Planner II	\$100
Planner III	\$115
Planner V	\$135
Principal Planner	\$165
Construction Management	
Construction Manager I	\$110
Construction Manager II	\$120
Construction Manager III	\$130
Construction Manager IV	\$140
Senior Construction Manager	\$150

Fee Schedule

Effective July 1, 2017



Fees are based on the median hourly pay rate for employees in each classification, plus indirect costs, overhead, and profit. Fee Schedules for various billing categories are as follows:

Classification	Proposed Charges Per Hour
Construction Inspection (Prevailing Wage)	
Construction Inspector I	\$95
Construction Inspector II	\$105
Construction Inspector III	\$115
Utility Design Services	
Designer I	\$105
Designer II	\$125
Designer III	\$160
GIS Services	
GIS Technician I	\$85
GIS Technician II	\$95
Support Staff / Services	
Project Technician I	\$50
Project Technician II	\$60
Project Technician III	\$70
Project Technician IV	\$80
Project Technician V	\$90
Drafter I	\$65
Drafter II	\$75
Expert Witness	\$200
Executive Staff	
Executive I	\$115
Executive II	\$125
Executive III	\$135

Direct Charges

At cost plus fifteen percent (15%):

- Transportation and per-diem expenses (auto mileage @ current IRS rate, off-road charges \$50.00/day)
- Printing and reproduction: \$0.03 per b/w copy, \$0.12 per color copy, \$0.80 per sq. ft. large printing
- Equipment rentals, subcontractors, laboratory analyses

**CITY OF TULARE, CALIFORNIA
BOARD OF PUBLIC UTILITIES COMMISSIONERS
AGENDA ITEM TRANSMITTAL SHEET**

Submitting Department: Engineering / Project Management

For Board Meeting of: October 5, 2016

Documents Attached: Ordinance Resolution Staff Report Other None

AGENDA ITEM:

Consider the award of a contract for the construction of two (2) two-million gallon concrete storage tanks, new well and associated improvements as a part of Projects WT0028 and WT0029 to Myers and Sons Construction, LP of Sacramento, CA in the amount of \$9,630,000; approve the revised project budgets; and authorize the City Manager to approve contract change orders in an amount not to exceed 10% (\$963,000) of the contract award amount.

IS PUBLIC HEARING REQUIRED: Yes No

BACKGROUND/EXPLANATION:

Through an analysis of the condition of the City's water supply and distribution system in late 2014, it was determined that the existing system had numerous deficiencies, ultimately resulting in low pressures and limited capacity. A list of needed improvements was developed, totaling over \$22 million. Subsequently, a water fee rate study was conducted in 2016 and resulted in the increase of water rates to support the necessary improvements to restore lost capacity and improve the condition of the system. The City has been working to make these improvements, including the design and construction of new wells, water storage tanks, as well as making necessary replacements of and upgrades to the distribution system.

Specifically, Capital Improvement Projects WT0028 and WT0029 are approved water infrastructure system projects that provide for the addition of two (2) two-million gallon water storage tanks, wells, generators, pumps and associated components to the City's water system. At the October 6, 2016 meeting of the Board of Public Utilities, City staff and Carollo Engineers presented the Board with various design options for the water storage tanks. The Board preferred concrete tanks compared to welded steel due to the reduced lifetime costs and provided direction to proceed with the design of the concrete tanks.

In order to achieve some economy of scale, the two projects were designed and bid together. The Engineer's estimate for the construction of both sites was \$9,348,000. However, as the project design developed and the test wells at each site were completed, it became apparent that it may not be prudent to construct a well at the Alpine site at this time due to unfavorable water quality and quantity test results. Therefore, the well development and equipping at the Alpine site was bid as an optional alternate. On September 14, 2017, four (4) bids were opened for the subject contract. Without the inclusion of the Alpine site well, the bids ranged in cost from \$9,630,000 to \$11,495,306. The bids were evaluated to determine if they were responsive to the requirements and instructions contained in the bid documents. It has been

determined that Myers and Sons Construction, LP of Sacramento, CA submitted the lowest responsive bid in the amount of \$9,630,000. Myers and Sons Construction, LP possesses the required current and active Class "A" General Engineering Contractor's license issued by the State of California, and has submitted a list of licensed and experienced subcontractors who will be performing portions of the work. Bid opening results are attached.

The revised project sheets, including budgets for both WT0028 and WT0029, are attached and take into account the updated projected costs of this work and provide adequate funding to complete it. Between the two projects, no additional funding is required, however, due to the actual bid amounts received, \$177,100.00 has been reallocated from the Alpine site project (WT0029) to the 'J' St. site project (WT0028) to cover all project costs.

STAFF RECOMMENDATION:

Consider the award of a contract for the construction of two (2) two-million gallon concrete storage tanks, new well and associated improvements as a part of Projects WT0028 and WT0029 to Myers and Sons Construction, LP of Sacramento, CA in the amount of \$9,630,000; approve the revised project budgets; and authorize the City Manager to approve contract change orders in an amount not to exceed 10% (\$963,000) of the contract award amount.

CITY ATTORNEY REVIEW/COMMENTS: Yes No

IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED: Yes No
(If yes, please submit required budget appropriation request)

Submitted by: Nick Bartsch

Title: Sr. Project Manager

Date: September 22, 2017

City Manager Approval: _____

Water Project

PROJECT #WT0028
Well and Storage Tank at 1258 N. J Street
(Capital)
(Capital)
District(s): 1, 2, 3, 4, 5

PROJECT MANAGER: Nick Bartsch

PROJECT DESCRIPTION & PURPOSE: Construction of a new water well and 2.0 million gallon storage tank at 1258 N. J Street.

KEY POINTS: This well will be located on the same site as the proposed 2.0 million gallon water storage tank. The well piece includes construction of test well, hydrogeologic consulting, design engineer, well drilling, pumps and appurtenances, and associated site improvements. The water storage tank includes design and construction of a 2.0 million gallon concrete storage tank.

PROJECT STATUS: Planning

PROJECTED START DATE: 10/20/2016

PROJECTED END DATE: 6/31/2018

FUTURE M & O: Additional estimated costs: chlorine - \$5,000/year, electricity - \$125,000/year commencing upon completion of the project.
(Additional Cost & Department Responsibility) Department Responsible: Water.

CRITERIA (1-8): Criteria 1: Project corrects immediate and urgent public health or public safety issue.

	Fiscal Year					Total	Unfunded
	2017/18	2018/19	2019/20	2020/21	2021/22		
Costs Description							
001 - Conceptual	\$0	\$0	\$0	\$0	\$0	\$0	\$0
002 - Preliminary Design	\$105,000	\$0	\$0	\$0	\$0	\$105,000	\$0
003 - Environmental	\$0	\$0	\$0	\$0	\$0	\$0	\$0
004 - Final Design	\$443,000	\$0	\$0	\$0	\$0	\$443,000	\$0
005 - Construct/Impliment	\$6,003,500	\$0	\$0	\$0	\$0	\$6,003,500	\$0
006 - Close Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Costs:	\$6,551,500	\$0	\$0	\$0	\$0	\$6,551,500	\$0
610-4610-6729 G/L Account							
Funding Sources							
Fund 610 - Water CIP (new water rates)	\$6,551,500	\$0	\$0	\$0	\$0	\$6,551,500	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Funding:	\$6,551,500	\$0	\$0	\$0	\$0	\$6,551,500	\$0

(Revised: 10/5/17)

Water Project

PROJECT #WT0029
Well and Storage Tank at Alpine Avenue
(Capital)
(Capital)
District(s): 1, 2, 3, 4, 5

PROJECT MANAGER: Nick Bartsch

PROJECT DESCRIPTION & PURPOSE: Construction of a new water well and 2.0 million gallon storage tank at the SE corner of Alpine Avenue and Nelder Grove.

KEY POINTS: This well will be located on the same site as the proposed 2.0 million gallon water storage tank. The well piece includes construction of test well, hydrogeologic consulting, design engineer, well drilling, pumps and appurtenances, and associated site improvements. The water storage tank includes design and construction of a 2.0 million gallon concrete storage tank.

PROJECT STATUS: Planning

PROJECTED START DATE: 10/20/2016

PROJECTED END DATE: 6/31/2018

FUTURE M & O: Additional estimated costs: chlorine - \$5,000/year, electricity - \$125,000/year commencing upon completion of the project.
(Additional Cost & Department Responsibility) Department Responsible: Water.

CRITERIA (1-8): Criteria 1: Project corrects immediate and urgent public health or public safety issue.

	Fiscal Year					Total	Unfunded
	2017/18	2018/19	2019/20	2020/21	2021/22		
Costs Description							
001 - Conceptual	\$0	\$0	\$0	\$0	\$0	\$0	\$0
002 - Preliminary Design	\$105,000	\$0	\$0	\$0	\$0	\$105,000	\$0
003 - Environmental	\$0	\$0	\$0	\$0	\$0	\$0	\$0
004 - Final Design	\$410,000	\$0	\$0	\$0	\$0	\$410,000	\$0
005 - Construct/Impliment	\$5,682,300	\$0	\$0	\$0	\$0	\$5,682,300	\$0
006 - Close Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Costs:	\$6,197,300	\$0	\$0	\$0	\$0	\$6,197,300	\$0
610-4610-6729 G/L Account							
Funding Sources							
Fund 610 - Water CIP (new water rates)	\$6,197,300	\$0	\$0	\$0	\$0	\$6,197,300	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Funding:	\$6,197,300	\$0	\$0	\$0	\$0	\$6,197,300	\$0

(Revised: 10/5/17)



CITY OF TULARE
WATER STORAGE TANK IMPROVEMENTS PROJECT
PROJECT NO. 18-626
SEPTEMBER 14, 2017 - 3:00 PM
OFFICE OF THE CITY CLERK (411 EAST KERN AVENUE, TULARE, CALIFORNIA 93274)



No.	Bidder	Location (City, State)	Base Bid	Deduct Alternate	Base - Deduct Alternate
1	Myers and Sons	Sacramento, CA	\$ 9,930,000	\$ 300,000	9,630,000
2	Mountain Cascade	Livermore, CA	\$ 10,882,000	\$ 164,695	10,717,305
3	GSE	Livermore, CA	\$ 11,480,000	\$ 400,000	11,080,000
4	Specialty Construction	San Luis Obispo, CA	\$ 11,788,555	\$ 293,249	11,495,306

ATTESTED AND OPENED BY: Roxanne Yoder
Chief Deputy City Clerk

WITNESS: Trisha Whitfield

RECORDED BY: Dean Leak

Nick Bartsch

**CITY OF TULARE, CALIFORNIA
BOARD OF PUBLIC UTILITIES COMMISSIONERS
AGENDA ITEM TRANSMITTAL SHEET**

Submitting Department: Engineering / Project Management

For Board Meeting of: October 5, 2016

Documents Attached: Ordinance Resolution Staff Report Other None

AGENDA ITEM:

Consider the award of a contract for construction management services related to the construction of two (2) two-million gallon concrete storage tanks, new well and associated improvements as a part of Projects WT0028 and WT0029 to NV5 of Fresno, CA in the amount not to exceed \$912,625.56; and authorize the City Manager to approve contract change orders in an amount not to exceed 10% (\$91,262) of the contract award amount.

IS PUBLIC HEARING REQUIRED: Yes No

BACKGROUND/EXPLANATION:

Through an analysis of the condition of the City's water supply and distribution system in late 2014, it was determined that the existing system had numerous deficiencies, ultimately resulting in low pressures and limited capacity. A list of needed improvements was developed, totaling over \$22 million. Subsequently, a water fee rate study was conducted in 2016 and resulted in the increase of water rates to support the necessary improvements to restore lost capacity and improve the condition of the system. The City has been working to make these improvements, including the design and construction of new wells, water storage tanks, as well as making necessary replacements of and upgrades to the distribution system.

Specifically, Capital Improvement Projects WT0028 and WT0029 are approved water infrastructure system projects that provide for the addition of two (2) two-million gallon water storage tanks, wells, generators, pumps and associated components to the City's water system. At the October 6, 2016 meeting of the Board of Public Utilities, City staff and Carollo Engineers presented the Board with various design options for the water storage tanks. The Board preferred concrete tanks compared to welded steel due to the reduced lifetime costs and provided direction to proceed with the design of the concrete tanks. In order to achieve some economy of scale, the two projects were designed, bid and will be constructed together.

A Request for Proposals for on-call construction management and inspection services was issued on June 7, 2017. Three (3) firms submitted all the necessary information to be considered for inclusion on a list of pre-approved consultants to provide these services. The proposals were reviewed and rated in accordance with the consultant selection procedures identified in the RFQ, and all three (3) firms were recommended for inclusion on the list of prequalified construction management consultants. On August 17, 2017, the Board of Public Utilities approved this list of (3) consultants.

NV5 of Fresno, CA is included on the list of pre-qualified on-call construction management consultants and demonstrated in their proposal that they have the skills, expertise and resources available to meet the City's needs and timeframe to complete the work on this project. NV5 has reviewed the scope of this project and has proposed to perform the necessary services on a time and materials basis, not to exceed \$912,625.56. This amount is in line with industry standards and with what the City has experienced on projects with similar scopes of work. It is also within the budgeted amounts for this work on these projects.

STAFF RECOMMENDATION:

Consider the award of a contract for construction management services related to the construction of two (2) two-million gallon concrete storage tanks, new well and associated improvements as a part of Projects WT0028 and WT0029 to NV5 of Fresno, CA in the amount not to exceed \$912,625.56; and authorize the City Manager to approve contract change orders in an amount not to exceed 10% (\$91,262) of the contract award amount.

CITY ATTORNEY REVIEW/COMMENTS: Yes No

IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED: Yes No
(If yes, please submit required budget appropriation request)

Submitted by: Nick Bartsch

Title: Sr. Project Manager

Date: September 22, 2017

City Manager Approval: _____

September 25, 2017

Mr. Nick Bartsch
 Senior Project Manager
 City of Tulare
 411 East Kern Avenue
 Tulare, CA 93274

SUBJECT: Consultant Agreement for Construction Management Services – Water Storage Tank Improvement Project

Dear Mr. Bartsch:

We are pleased to submit for your review our proposal to provide construction management services for the Water Storage Tank Improvement Project. Our proposed scope and fee is based on the provided Bid Set of Project Plans, Contract Documents and Technical Specifications dated July 2017 and Addenda No. 1, 2, 3 and 4.

NV5 shall furnish a licensed Civil Engineer to serve as the Project Manager and Resident Engineer during the contract period. NV5 will also provide an Assistant Resident Engineer, Construction Inspector(s) and specialty sub-consultants to perform observation of the Work, survey quality assurance, materials testing, specialty structural inspections environmental monitoring, schedule analysis and support staff, as needed, during the course of the construction. A detailed *Scope of Services* is provided in Attachment A.

Compensation to provide Construction Management services required for the construction observation and administration for the subject construction project as detailed in this Agreement, for the time periods discussed in the subsequent sections throughout the duration of the contract, shall be on a time and materials basis for the necessary personnel and reimbursables at the rates included herein. Our cost proposal totals \$912,625.56. A detailed *Cost Proposal* is provided in Attachment B.

NV5 shall be bound by the requirements of the Agreement from the start of pre-construction services commencing in October 2017, until conclusion of post-construction services. It is understood that the Contract Provisions allows 400 calendar days for Contract completion, regardless of the inclusion of any Bid Deductive Alternates. Our fee estimate assumes the construction contract commences in November 2017 and progresses to completion without suspension or time extension. We estimate that post-construction services will be complete by January 2019. Specific milestones are identified in our *Schedule of Activities* included in Attachment C.

If you have any questions, please feel free to call me at (408) 210-1256.

NV5, Inc.



Stephen Walters, PE
 Group Director, Civil Program Management

Attachments:

- A – Scope of Services
- B – Cost Proposal
- C – Schedule of Activities

Attachment A - Scope of Services

The City is seeking a consultant to provide full-service construction management (CM) and inspection services for the Water Storage Tank Improvement Project. The project includes two facilities that include a 2 million gallon (MG) water storage tank, well, booster pump station, electrical building, generator, and other appurtenances at both the J Street and Alpine Vista sites.

NV5 has developed a comprehensive scope to effectively manage the construction phase for the project. This scope is based the requirements set forth in the Contract Documents and our experience managing similar complex tank and pumps station projects. Our scope is broken down into three phases: PRE-CONSTRUCTION; CONSTRUCTION; AND POST CONSTRUCTION. Each task includes a narrative of services to be provided and a description of deliverables.

1 - PRE-CONSTRUCTION PHASE

1.1 - REVIEW PROJECT DOCUMENTS

NV5 will review the Contract Documents to become intimately familiar with the design prior to the beginning of construction. We will look for ambiguities and conflicts, including inconsistencies between parts of the plans, specifications, and estimates.

Deliverables: Log of review comments with recommendations for contract modifications in a trackable spreadsheet format.

1.2 - ESTABLISH PROJECT PROCEDURES

NV5 will collaborate with the City to prepare the Construction Management Procedures Manual that will establish the specific procedures for the project. This manual will detail the administrative processes to be used and will be based on the specifics of this contract as well as the forms and procedures required by the City. One of the many components of the project procedures is the establishment of file organization in accordance with the City's format.

Deliverables: Construction Management Procedure Manual customized for the project.

1.3 - KICK-OFF MEETING WITH CITY

NV5 will lead a meeting with the City and Carollo Engineers to discuss the design, schedule, and to coordinate responsibilities of the team. Specific agenda items will include:

- Discuss and evaluate NV5's findings of project document review and assess benefits of incorporating changes to the contract prior to or after the Notice to Proceed.
- Develop contract administration procedures, submittal management, review times, procedures for change order concurrence, and general lines of communication.
- Discuss status of utility agreements, permit applications and testing and start-up procedures.

Deliverables: Written agenda and minutes of kick-off meeting.

1.4 - PRE-CONSTRUCTION CONFERENCE

NV5 will lead and/or assist the City in leading a meeting along with the Contractor, Carollo, utilities and other stakeholders after contract approval, but before the start of work. This meeting will review the project and discuss coordination efforts. It will also be used to establish managerial and administrative procedures with the contractor to ensure efficient startup and execution of the project. NV5 will prepare and/or assist with reviewing and distributing the meeting agenda, as well as preparing minutes for this meeting. It is anticipated that the Contractor will present a preliminary project schedule during the pre-construction meeting. NV5 will also use this schedule as a guide to confirm their schedule for CM services.

Deliverables: Preconstruction meeting agenda and minutes.

1.5 - DOCUMENT PRE-CONSTRUCTION CONDITIONS

NV5 will record the existing field conditions using photos and digital video recordings. These records will be used to settle future potential disputes of damages during construction.

Deliverables: Paper and electronic copies of labeled photos and/or digital video.



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CONSTRUCTION QUALITY ASSURANCE - INFRASTRUCTURE - ENERGY - PROGRAM MANAGEMENT - ENVIRONMENTAL

2 - CONSTRUCTION PHASE

2.1 - PROJECT COORDINATION AND CORRESPONDENCE

2.1.1 - Interaction with Contractor, City Staff, Design Engineer, Utilities and Other Stakeholders

NV5 will act as a liaison between stakeholders and leverage our existing relationships to provide effective, timely communications and resolutions. NV5 will be the main point of contact between the Contractor, the City, Carollo, utility companies and other stakeholders. NV5 will interact with the contractor on a daily basis in order to be apprised of field activities. NV5 will proactively track action items and responsible parties to help resolve outstanding issues, eliminating extra costs or delays.

***Deliverables:** Various forms of written correspondence such as letters, field orders and clarifications, correction notices, change order requests, transmittals, etc.*

2.1.2 - Public Outreach

NV5 will take the lead in responding to comments, concerns and complaints related to construction activities from adjacent property owners, residents, community groups, and other interested parties in the project. The objective is to achieve consensus, or alternatively, acceptance between affected/interested parties and the City, while informing them of the project progress and upcoming operations. NV5 will supply project related content to the City if the City chooses to implement a formal public outreach program.

***Deliverables:** Written records of communications with members of the public. Content for the City's outreach program such as photos, schedule updates, look-ahead schedule, etc.*

2.1.3 - Progress Meetings

NV5 will hold progress meetings on a weekly or biweekly basis with the City and the Contractor to review construction progress. NV5 will require the Contractor to provide a 3-week look ahead schedule to facilitate discussions and planning of current and near-future activities. NV5 will review status of submittals, RFIs, change orders, field orders, and permit compliance. NV5 will discuss project safety and public convenience and outreach items. NV5 will identify critical items and assign responsible parties, specific action items and timelines to resolve items before they impact schedule or cost.

***Deliverables:** Written agenda and minutes of each progress meeting. Current logs of submittals, RFIs, Field Orders and Clarifications, Change Order Requests.*

2.1.4 - Monthly Report to City

NV5 will prepare and submit a monthly report to the City's Project Manager. This report summarizes the overall project status, notes key construction activities completed, forecasts upcoming activities, provides updates on project schedule and budgets (for both contractor and construction management contracts) and includes a selection of project photos. The report will include up-to-date submittal, RFI and Change Order logs. It also notes any unresolved issues or action items the City needs to be aware of. The monthly report will also document summary of NV5's work to-date, and will be supplemented with NV5's monthly project invoices.

***Deliverables:** Paper and electronic reports each month during the construction phase of the project and NV5's monthly project invoices.*

2.2 - PROJECT ADMINISTRATION AND DOCUMENTATION

2.2.1 - Document Control

NV5 will serve as the focal point responsible for the coordination of the required project documents. All contract files will be in accordance with our final CM Procedures Manual and the City's standards. Hard copy project files will be kept current and on-site at all times.

***Deliverables:** Hard copies of project files will be available for City review at NV5's field office. Paper or electronic copies of written correspondence and various tracking logs will be delivered as requested.*

2.2.2 - Schedule Management and Review



OFFICES NATIONWIDE

NV5 will review the Contractor's preliminary schedule, baseline schedule and monthly schedule updates. The baseline schedule analysis will include determining if the critical path is correct, the activity durations are reasonable, the interrelation between activities is accurate, and the overall logic is realistic. NV5 will use the approved baseline schedule to evaluate potential delays and workaround strategies to mitigate delay impacts. As work progresses, the monthly schedule updates will be reviewed for accuracy against the project records. NV5 will also confirm that all weather days, change orders and work resequencing are included so that impacts to the critical path can be accurately assessed. NV5 will require the contractor to provide look-ahead schedules at each weekly meeting and compare these with the current baseline schedule. The monthly schedule updates will be required with each contractor application for progress payments. NV5 will also modify their schedule for CM services accordingly and provide it to the City.

Deliverables: Approved copies of baseline, baseline revisions and monthly update schedules. Updates to schedule for CM services, as necessary.

2.2.3 - Weekly Statement of Working Days (WSWD)

NV5 will determine and record working days using a Caltrans-based Weekly Statement of Working Days form. NV5 will require the contractor to submit written requests for non-working days to reduce disagreements about working days. NV5 will distribute WSWD to the Contractor on a weekly basis and allow the contractor five working days to review and dispute as needed.

Deliverables: Copies of Weekly Statement of Workings Days.

2.2.4 - Submittal Management

NV5 will manage the submittals process during construction and will track the status of each submittal in an MS Excel spreadsheet. We will require the Contractor to submit a *Schedule of Submittals* which details the required submittals and general timing and sequence of submittals. Once a submittal is received, NV5 will perform an initial review of submittals for completeness and then forward to Carollo and the City for review. NV5 will compile all comments into a final response to the contractor. For more complex submittals and shop drawings, NV5 will conduct special meetings to expedite the submittal and review process.

Deliverables: Copy of the contractor's Schedule of Submittals, periodic updates to the Submittal Log, and copies of stamped submittal in the Project Files.

2.2.5 - Request for Information (RFI) Management

NV5 will manage the flow of information between the Contractor, Carollo and the City throughout the contract duration. All RFIs will be presented in writing. If the RFI is requesting a clarification and can be responded with information presented in the Contract Documents, then NV5 will provide a response. If the RFI is requesting a change to the Contract Documents, then NV5 will provide recommendations, where possible, and forward to Carollo and the City for official response. We will confirm all responses with the City's Project Manager prior to release. NV5's RFI form requires the generator to indicate if the RFI has cost or schedule implications so all parties are aware of potential impacts. NV5 will maintain a status log for RFIs in a MS Excel spreadsheet. This logs helps us track review times to ensure that RFIs do not delay the work.

Deliverables: Period updates to the RFI log and copies of final RFIs responses.

2.2.6 - Potential Change Order (PCO) and Contract Change Order (CCO) Management

Evaluation and negotiation of PCO/CCOs are among the most important functions of the construction management team. A timely and accurate evaluation can help keep the project on schedule and avoid contractor claims. Prior to requesting City approval, all contract change orders will be evaluated by NV5. To successfully manage CCOs NV5 will perform the following:

- Review contract documents to determine validity of additional compensation and/or working days
- Determine the appropriate method of payment for specific change orders
- Perform Engineer's Estimates and independent force account analysis to justify extra work costs
- Review independent time-impact-analysis for CCOs involving contract time extensions
- Obtain City concurrence prior to issuing a CCO and/or starting CCO work



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- Draft CCOs and justification memos for City approval
- Authorize and record labor, equipment and materials used on force account work. Any force account work will be tracked on a Daily Extra Work Report or a report similar to a Daily Inspection Report.
- Process and incorporate CCO work into the progress payment breakdown
- Log all potential and approved CCOs in a MS Excel spreadsheet to better track and manage the construction budget

Deliverables: Period updates to the PCO/CCO log and CCO documents and justification memos with Engineer's Estimates

2.2.7 - Potential Claims Management

NV5 will take the lead in resolving any contract claims throughout the duration of the contract. NV5 will log and respond to any Notice of Potential Claims, and will prepare justification documents and supporting evidence regarding claims. NV5 will review our Daily Reports to verify the validity of contractor's claims. NV5 will assemble this information into a memo and submit to the City for its review and use. NV5 will be available to provide additional claims resolution support if further action is required. Claims resolution work, if any, is typically handled in the post construction services and will be performed as an extra work item because the amount of work cannot be determined ahead of time.

Deliverables: Copies of Notices of Potential Claims and responses, claim justification memorandums and supporting documentation and periodic updates of the NOPC log.

2.2.8 - Monthly Payment Review

NV5 will manage, review and provide recommendations to the City for approval of monthly applications for payments. NV5 will require the Contractor to submit a breakdown of all lump sum bid items (i.e. Schedule of Values) and finalize the value of each payment item. NV5 will meet with the Contractor to reconcile any differences between the amount requested and our estimate of work completed during the month. Each payment application will include a systematic determination of the quantities of work completed and their values, as well as a comparison of construction budget verses the working days expended to date. Field measurements and quantity calculations will be the basis of payment for each bid item. This data will be recorded on Bid Item Payment Sheets and submitted with our payment recommendation. Payments will be processed through the City's project manager.

Deliverables: Final Schedule of Values and approved monthly progress payment applications with applicable Bid Item Payment Sheets.

2.2.9 - Labor Compliance

NV5 shall assist the City with labor compliance by receiving and logging certified payrolls and any other labor documentation that is submitted by the contractor and subs. Copies of the contractor's certified payrolls along with copies of NV5's daily diaries showing names of contractor's or subcontractor's personnel on the site along with the number of hours worked each day will be reviewed for compliance with prevailing wage requirements. Additionally, NV5 will conduct regular contractor employee interviews to verify the appropriate prevailing wages and fringe benefits are being paid.

Deliverables: Periodic copies of labor compliance logs. Copies of Employee Interviews will be maintained in the Project Files.

2.3 - CONSTRUCTION OBSERVATION, INSPECTION AND TESTING

2.3.1 - Field Inspections

NV5 will serve as the front line for quality assurance of the Contractor's work and as the eyes and ears to identify potential problems such as utility conflicts, schedule issues, and design ambiguities before they occur. Primary inspection services will include the following, and related documents will be maintained in the Project Files:

- Provide written daily inspection reports (i.e. diaries) on all activities performed by the contractor
- Determine if the work and materials comply with contract documents, codes and standards
- Prepare, obtain approval from the City, and issue field orders, field clarifications and correction notices as needed
- Verify the contractor is implementing safety plan and safe practices in accordance with OSHA regulations



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CONSTRUCTION QUALITY ASSURANCE - INFRASTRUCTURE - ENERGY - PROGRAM MANAGEMENT - ENVIRONMENTAL

- Schedule materials testing and specialty inspections and coordinate corrective measures as required for failing materials
- Identify any potential flaws in the constructed product and provide feedback on proposed remedial action from the contractor
- Perform quantity calculations based on completed work
- Take progress photos of the work and field conditions
- Prepare punchlists and update as-built drawings as the work progresses

Deliverables: Copies of Daily Reports, projects photos and Field Orders upon request. Periodic updates to the Field Order Log

2.3.2 - Materials Testing and Specialty Inspections

NV5, along with Blackburn Consulting, will develop and implement a project-specific quality assurance plan for testing and accepting materials incorporated into the work. Materials will be accepted by source inspection, field testing, and/ or by the Resident Engineer based on the manufacturer's certificate of compliance. The majority of NV5's efforts will focus on compaction and foundation testing, concrete, grout and CMU sampling and testing, rebar placement, and post-tensioning inspection. NV5 will log all tests and retests and provide a signed final report stating conformance with the plans and specifications.

Deliverables: Periodic submittal of testing logs and a final testing report.

2.3.4 – Construction Staking

NV5, along with CannonCorp Engineering Consultants, will provide a Licensed Land Surveyor to provide the Contractor benchmarks and basic reference points lines for each major structure and utility. We will research and recover boundary markers, roadway centerline markers and other control specified in the Contract Documents to establish primary and secondary survey control. We will establish two on-site permanent benchmarks at each site. We have also provided additional scope (to that prescribed in Section 01_71_23 of the Technical Specifications) to maintain a higher level of control and quality assurance of the Contractor's surveying requirements. These includes construction staking for mass excavation and rough grade, storm drain and yard piping systems, and curb and gutter and fencing. Our scope assumes that the project AutoCAD files are provided by the City for our use.

Deliverables: Copies of control points and staking cut-sheets.

2.3.5 - Storm Water Pollution Prevention Plan (SWPPP) and Dust Control Monitoring

The contractor will hire a Qualified SWPPP Developer (QSD) for the Project. NV5 will provide a Qualified SWPPP Developer (QSD) and a Qualified SWPPP Practitioner (QSP) to provide oversight and day-to-day monitoring. NV5 will review the contractor's prepared SWPPP, inspect BMP implementation and maintenance, oversee any effluent sampling and analysis and assist the City with reporting requirements on the SMARTS system. NV5 will maintain a log of the contractor's reports and inform them if reports are late or missing. NV5 will monitor site conditions, BMP maintenance and schedule and advise the contractor when and if a SWPPP amendment is necessary. NV5 will ensure that the Contractors submits, implements and complies with an approved San Joaquin Valley Air Pollution Control District Dust Control Plan.

Deliverables: Signed and approved SWPPP and Dust Control Plan and periodic copies of SWPPP log (as requested).

2.4 - START-UP TESTING

2.4.1 - Start-up Meetings and Review Plans

NV5 will assist the Contractor, the City, and Carollo to produce a clearly defined and comprehensive testing plan. Discussions of start-up will be incorporated into weekly and monthly meetings and special topic meetings will be held as needed. Independent of the contractor's plan, NV5 will develop and maintain a mechanical, electrical and instrumentation tracking spreadsheet to assist the contractor in meeting pre-operational requirements prior to start-up.

Deliverables: Start-up meeting minutes, Pre- Operational Tracking Spreadsheet and copy of the contractor's final start-up plan.

2.4.2 - Operational and Maintenance (O&M) Manual Management



OFFICES NATIONWIDE

NV5 will log and track O&M Manuals in a similar fashion as submittals. Before forwarding to Carollo and the City, NV5 will perform an initial review to verify that all the required information is included, such as manufacturer's local representative, operating instructions, preventative and corrective maintenance procedures, parts identification, warranty and testing forms. NV5 will require that preliminary O&M Manuals are available prior to training sessions. After final acceptance testing, NV5 will verify that all test results and warranties are included in final O&M Manuals prior to submittal to the City.

Deliverables: Final O&M Manuals and warranties.

2.4.3 - Start-Up Assistance

NV5 will oversee all aspects of facility start-up and commissioning and will witness all equipment pre-operational checkouts, functional testing and post-test inspections. Test results will be documented on forms provided in the technical specifications and in the approved start-up plan. NV5 will schedule and coordinate SCADA integration between the Contractor's vendors and the City. NV5 will coordinate and oversee training of City staff. During operational testing and final acceptance period NV5 will document, distribute and track any system failures and resolutions.

Deliverables: Final test reports from factory tests, operational and functional testing.

3 - POST-CONSTRUCTION PHASE

3.1 - PERFORM FINAL INSPECTION AND ISSUE NOTICE OF COMPLETION

NV5 will prepare the punchlist with input from the City (including construction management, engineering, and operations staff) and Carollo. Upon satisfactory completion of all elements of construction and deliverables, NV5 will provide their recommendations to the City, and the City will submit a Notice of Final Completion to the Contractor, thus relieving them from further maintenance. Upon issuance of final acceptance, NV5 will receive the Contractor's warranty bond, review it for compliance with the contract documents, and submit it to the City.

Deliverables: Periodic punchlist updates, completed punchlist and warranty letter.

3.2 - FINAL PAYMENT REVIEW AND RECOMMENDATION

After acceptance, NV5 will prepare a proposed final estimate (PFE) to allow the contractor to make exceptions to the final amount of compensation. Prior to submitting the PFE, NV5 will meet with the contractor to attempt to agree on final payment for all contract items and change orders. If the Contractor still objects to the PFE, NV5 will assist the City in negotiating final settlement with the contractor and process the final estimate.

Deliverables: Signed Final Estimate and Recommendation of Acceptance Letter.

3.3 - REVIEW AND SUBMIT RECORD DRAWINGS

During construction, NV5 will review the Contractor's record drawings on a monthly basis. At project completion, NV5 will receive the contractor's prepared record drawings and perform a final review for completion against our record drawings. The record drawing will be submitted to the City for review and approval. Final record drawings will be submitted by NV5 to Carollo for final processing.

Deliverables: Final record drawings.

3.4. DELIVER PROJECT FILES

Project files will be maintained in hard copy and electronic formats. The City will review onsite files no less frequently than quarterly. The hard copy files will be packaged in accordance with the City's format and delivered at the end of the project.

Deliverables: Final project files.

4 - ADDITIONAL SERVICES

CM and inspection services that have not been identified in Tasks 1, 2, and 3 above or tasks that have been identified, but insufficient hours were allocated, will be considered as additional support required for the project. If requested by the City, NV5 can provide such services as an additional item with details to be determined at a later date.



OFFICES NATIONWIDE

CONSTRUCTION QUALITY ASSURANCE - INFRASTRUCTURE - ENERGY - PROGRAM MANAGEMENT - ENVIRONMENTAL

Attachment B – Cost Proposal

Compensation to provide Construction Management services required for the construction observation and administration for the subject construction project as detailed in this Agreement, for the time periods discussed in the previous section throughout the duration of the contract, shall be on a time and materials basis for the necessary personnel and reimburseables at the rates included herein.

NV5 shall be bound by the requirements of the Agreement from the start of pre-construction services commencing in October 2017, until conclusion of post-construction services. It is understood that the Contract Provisions allows 400 calendar days for Contract completion, regardless of the inclusion of any Bid Deductive Alternates. Our fee estimate assumes the construction contract commences in November 2017 and progresses to completion without suspension or time extension. If this holds true, then we estimate that post-construction services will be complete by end January 2019.

Regardless of the Construction Contract duration, the City Project Manager, and the NV5 Project Manager will work closely together to monitor Construction Management staffing, and to make the staffing as efficient as possible. These efforts will be done in an attempt to keep the NV5 staffing below the allocated hours as designed in the Fee Estimate.

In the event that the City Project Manager requires additional Construction Management time above the allocated hours, or the Construction Contract duration exceeds 400 working days, NV5 will remain onsite and provide continuous Construction Management services. However, these services shall be considered as additional services, are above and beyond the scope and fee estimate of this contract, and shall be paid for by the appropriate hourly wages, mark-up, and profit set forth in NV5's and the City's executed *Professional Services Agreement for On-Call Construction Management/RE/Inspection Services*. In addition, should the City request additional services not included in the contract, NV5 can provide those services. They shall also be considered as additional services.

As requested we have prepared a detailed fee estimate. **Our total fee estimate is \$912,625.56.** A breakdown of fees is included below for your reference.



OFFICES NATIONWIDE

CONSTRUCTION QUALITY ASSURANCE - INFRASTRUCTURE - ENERGY - PROGRAM MANAGEMENT - ENVIRONMENTAL

**Construction Management Services - Cost Proposal
City of Tulare - Water Storage Tank Improvement Project**

DESCRIPTION	RESIDENT ENGINEER	ASSISTANT RE & FIELD ENGINEER *	ELECTRICAL & INSTRUMENTATION INSPECTOR *	PEAK-TIME CONSTRUCTION INSPECTOR *	OFFICE ENGINEER	LABOR COMPLIANCE OFFICER	MATERIALS TESTING * (Subconsultant)	CONSTRUCTION STAKING * (Subconsultant)	TOTAL HOURS
Staff Members	Steve Walters	John Santos	Errol Thomason	TBD	Jen Hull	Kandis Vallejos	NV5 & Blackburn	Cannon	
Phase 1 - Preconstruction Services									
1.1 Review Project Documents	16	16	16						
1.2 Establish Construction Management Plan	16	8			32				56
1.3 Kick-Off Meeting	12				8				20
1.4 Preconstruction Conference	16	8			16				40
1.5 Preconstruction Photos & Videos		8			4				12
Man Hour Total	60	40	16		60				128
Hourly Rate Charge	\$193.41	\$168.73	\$142.88	\$160.00	\$55.02	\$91.85			
Total Fees Task 1	\$11,604.60	\$6,749.33	\$2,286.08		\$3,301.20				\$23,941.21
Phase 2 - Construction Management Services During Construction									
2.1 Project Coordination and Correspondence									
2.2 Project Administration and Documentation									
2.3 Construction Observation, Inspection and Testing Services							\$117,000.00	\$29,000.00	
2.4 Start-up and Testing									
Man Hour Total	832	2080	480	320	832	104			0
Hourly Rate Charge	\$193.41	\$168.73	\$142.88	\$160.00	\$55.02	\$91.85			
Total Fees Task 2	\$160,917.12	\$350,965.24	\$68,582.40	\$51,200.00	\$45,776.64	\$9,552.40	\$117,000.00	\$29,000.00	\$832,993.80
Phase 3 - Post Construction Services									
3.1 Perform Final Inspection & Issue Notice of Completion	24	40	16		8				88
3.2 Prepare Final Payment Request	12	16			24				52
3.3 Review and Submit Record Drawings	16	24			4				44
3.4 Finalize and Deliver Project Files	8				24				32
Man Hour Total	60	80	16		60				216
Hourly Rate Charge	\$193.41	\$168.73	\$142.88	\$160.00	\$55.02	\$91.85			
Total Fees Task 3	\$11,604.60	\$13,498.66	\$2,286.08		\$3,301.20	\$0.00	\$0.00	\$0.00	\$30,690.54
Total Estimated Labor Fee	\$184,126.32	\$371,213.24	\$73,154.56	\$51,200.00	\$52,379.04	\$9,552.40	\$117,000.00	\$29,000.00	\$887,625.56
TOTAL CM PERSONNEL COSTS									\$887,625.56
OTHER DIRECT COSTS (Vehicles, Computers, Field Office Supplies and Miscellaneous Expenditures)									\$25,000
GRAND TOTAL									\$912,625.56

Notes:

- 1) The above cost proposal is based on a construction contract duration of 400 calendar days. It assumes a typical 8 hour work day, Monday through Friday. It accounts only for weekend and night shifts that are specifically required and identified in the contract documents for operations such as utility tie-ins.
- 2) Compensation to provide construction management services required for the project shall be on a time and materials basis for the necessary personnel. The above cost proposal is developed to determine a "Not to Exceed" contract value.
- 3) Estimated hours and totals by individual tasks and subtasks may need to be periodically rebalanced during the course of the contract and depending on actual workload.
- 4) Other direct costs will be determined using the actual cost of items. Vehicle costs are based on actual cost of lease, maintenance, insurance and fuel.

* Indicates positions requiring Prevailing Wage. Rates calculated based on "Prevailing Wage" (PW) for Construction Management as published and required by the State of California (NC-63-3-9-2016-1)

Attachment C – Schedule of Activities

The following *Schedule of Activities* is based on the Contract Provisions allowing 400 calendar days for Contract completion. Construction bids were due on September 14, 2017. We anticipate that the City will issuing a Notice to Proceed to the low bidder in early November 2017.

Phase 1 - Pre-Construction Services = October – November 2017

Phase 2 - Construction Services = November 2017 – December 2017

Phase 3 – Post Construction Services = December 2017 – January 2018



OFFICES NATIONWIDE

CONSTRUCTION QUALITY ASSURANCE - INFRASTRUCTURE - ENERGY - PROGRAM MANAGEMENT - ENVIRONMENTAL

Water Project

PROJECT #WT0028
Well and Storage Tank at 1258 N. J Street
(Capital)
(Capital)
District(s): 1, 2, 3, 4, 5

PROJECT MANAGER: Nick Bartsch

PROJECT DESCRIPTION & PURPOSE: Construction of a new water well and 2.0 million gallon storage tank at 1258 N. J Street.

KEY POINTS: This well will be located on the same site as the proposed 2.0 million gallon water storage tank. The well piece includes construction of test well, hydrogeologic consulting, design engineer, well drilling, pumps and appurtenances, and associated site improvements. The water storage tank includes design and construction of a 2.0 million gallon concrete storage tank.

PROJECT STATUS: Planning

PROJECTED START DATE: 10/20/2016

PROJECTED END DATE: 6/31/2018

FUTURE M & O: Additional estimated costs: chlorine - \$5,000/year, electricity - \$125,000/year commencing upon completion of the project.
(Additional Cost & Department Responsibility) Department Responsible: Water.

CRITERIA (1-8): Criteria 1: Project corrects immediate and urgent public health or public safety issue.

	Fiscal Year					Total	Unfunded
	2017/18	2018/19	2019/20	2020/21	2021/22		
Costs Description							
001 - Conceptual	\$0	\$0	\$0	\$0	\$0	\$0	\$0
002 - Preliminary Design	\$105,000	\$0	\$0	\$0	\$0	\$105,000	\$0
003 - Environmental	\$0	\$0	\$0	\$0	\$0	\$0	\$0
004 - Final Design	\$443,000	\$0	\$0	\$0	\$0	\$443,000	\$0
005 - Construct/Impliment	\$6,009,000	\$0	\$0	\$0	\$0	\$6,009,000	\$0
006 - Close Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Costs:	\$6,557,000	\$0	\$0	\$0	\$0	\$6,557,000	\$0
610-4610-6729 G/L Account							
Funding Sources							
Fund 610 - Water CIP (new water rates)	\$6,557,000	\$0	\$0	\$0	\$0	\$6,557,000	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Funding:	\$6,557,000	\$0	\$0	\$0	\$0	\$6,557,000	\$0

(Revised: 10/5/17)

Water Project

PROJECT #WT0029
Well and Storage Tank at Alpine Avenue
(Capital)
(Capital)
District(s): 1, 2, 3, 4, 5

PROJECT MANAGER: Nick Bartsch

PROJECT DESCRIPTION & PURPOSE: Construction of a new water well and 2.0 million gallon storage tank at the SE corner of Alpine Avenue and Nelder Grove.

KEY POINTS: This well will be located on the same site as the proposed 2.0 million gallon water storage tank. The well piece includes construction of test well, hydrogeologic consulting, design engineer, well drilling, pumps and appurtenances, and associated site improvements. The water storage tank includes design and construction of a 2.0 million gallon concrete storage tank.

PROJECT STATUS: Planning

PROJECTED START DATE: 10/20/2016

PROJECTED END DATE: 6/31/2018

FUTURE M & O: Additional estimated costs: chlorine - \$5,000/year, electricity - \$125,000/year commencing upon completion of the project.
(Additional Cost & Department Responsibility) Department Responsible: Water.

CRITERIA (1-8): Criteria 1: Project corrects immediate and urgent public health or public safety issue.

	Fiscal Year					Total	Unfunded
	2017/18	2018/19	2019/20	2020/21	2021/22		
Costs Description							
001 - Conceptual	\$0	\$0	\$0	\$0	\$0	\$0	\$0
002 - Preliminary Design	\$105,000	\$0	\$0	\$0	\$0	\$105,000	\$0
003 - Environmental	\$0	\$0	\$0	\$0	\$0	\$0	\$0
004 - Final Design	\$410,000	\$0	\$0	\$0	\$0	\$410,000	\$0
005 - Construct/Impliment	\$5,643,800	\$0	\$0	\$0	\$0	\$5,643,800	\$0
006 - Close Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Costs:	\$6,158,800	\$0	\$0	\$0	\$0	\$6,158,800	\$0
610-4610-6729 G/L Account							
Funding Sources							
Fund 610 - Water CIP (new water rates)	\$6,158,800	\$0	\$0	\$0	\$0	\$6,158,800	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Funding:	\$6,158,800	\$0	\$0	\$0	\$0	\$6,158,800	\$0

(Revised: 10/5/17)

**CITY OF TULARE, CALIFORNIA
BOARD OF PUBLIC UTILITIES COMMISSIONERS
AGENDA ITEM TRANSMITTAL SHEET**

Submitting Department: General Services

For Board Meeting of: October 5, 2017

Documents Attached: Ordinance Resolution Staff Report Other None

AGENDA ITEM:

Award National Joint Powers Alliance (NJPA) Co-Operative Purchasing contract #120716 in the amount of \$44,110.25 to the National Auto Fleet Group (NAFG) for the purchase of a vehicle chassis for the replacement Closed Circuit Television (CCTV) Inspection Vehicle for the Sewer Collections Division.

IS PUBLIC HEARING REQUIRED: Yes No

BACKGROUND/EXPLANATION:

On August 17, 2017 staff brought a consent item to the Board requesting approval to award the National Joint Powers Alliance (NJPA) Cooperative Purchasing bid of the CCTV Inspection vehicle to Chastang Ford in Houston, Texas for the vehicle chassis (\$41,120.00) and to R.S. Technical Services Inc. (R.S.) of Petaluma, California for the CCTV body and video equipment (\$161,248.20). The bid from Chastang Ford for the vehicle chassis was for \$41,120.00, but it did not include California State sales tax. Staff did not realize this until after the original bid was awarded by the Board and a purchase order was being requested to proceed with the authorization. Staff contacted R.S., who then discussed the issue with Chastang Ford. Chastang Ford is unable and unwilling to bill for California State sales tax.

The purchase of the van portion and all the equipment for the unit from R.S. Technical Service Inc., is also subject to California State sales tax and the bid was made accordingly. There are no issues with the previous approval of the bid to R.S. Technical Services. Given that one dealer will charge sales tax and one will not, the registration process with the Department of Motor Vehicles (DMV) will be unnecessarily complicated.

Since R.S. could not get Chastang Ford to add the sales tax to the purchase of the vehicle chassis and there are concerns with further issues with the DMV, staff requested R.S. to go back to the NJPA and find another qualified dealer that would provide the chassis portion of the vehicle and include all applicable California taxes and fees.

The National Auto Fleet Group (NAFG) submitted pricing and specifications for the contract for the chassis and that pricing is slightly lower than Chastang Ford. The new vehicle chassis priced from NAFG will be delivered from a California sourced dealer and includes all state taxes and fees.

The City is a member of the NJPA, which is a national public service agency that provides for cooperative purchasing for government agencies. Through the NJPA purchasing, Contract

#SC01-15 is with R.S. Technical Services Inc. for the CCTV body and video equipment, and Contract #120716 will be with the NAFG for the vehicle chassis. Combined, the 2 contracts will provide a complete CCTV Inspection vehicle outfitted and in conformance with City specifications for use by the Sewer Collections Division to perform and record video inspection of the City's sewer and surface water subterranean infrastructure.

The CCTV van is a replacement of the aging CCTV Trailer, Unit #0971 purchased in October of 2009, that has reached the end of its useful life and that the Division is requesting to be sent to surplus when the replacement is received. For the 2017/ 2018 budget year, the Sewer Collections Division requested, and was approved thru the Capital Improvement Program (CIP), the purchase of a replacement CCTV Inspection Van, Project #SW0012, in the amount of \$225,000.

The City's Purchasing Policy (Section 4, page 18, O) allows for the Use of Cooperative Purchasing Agreements and gives the City Manager the authority to approve purchases over \$25,000.

STAFF RECOMMENDATION:

Award National Joint Powers Alliance (NJPA) Co-Operative Purchasing contract #120716 in the amount of \$44,110.25 to the National Auto Fleet Group (NAFG) for the purchase of a vehicle chassis for the replacement Closed Circuit Television (CCTV) Inspection Vehicle for the Sewer Collections Division.

CITY ATTORNEY REVIEW/COMMENTS: Yes No N/A

IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED: Yes No N/A

Submitted by: Steve Bonville

Title: General Services Director

Date: 09/27/2017

City Manager Approval: _____



CONTRACT PRICING WORKSHEET
For Standard Equipment Purchases

Contract No.:

SC01-15

Date Prepared:

5/26/2017

*This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents **MUST** be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.*

Buying Agency:	CITY OF TULARE	Contractor:	R.S. Technical Service, Inc
Contact Person:	JAYSON HOOYER	Prepared By:	Chris Remillard
Phone:	559-805-9191	Phone:	707-778-1974 x236
Fax:		Fax:	707-778-1981
Email:	jhooyer@tulare.ca.gov	Email:	chrisr@rstechserv.com

Product Code:	G051	Description:	Customer Provided Hi-Cube
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A. Product Item Base Unit Price Per Contractor's H-GAC Contract: \$77,608.30

B. Published Options - Itemize below - Attach additional sheet if necessary - Include Option Code in description if applicable
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
569-20283 Additional Single Conductor Cable 500'	\$ 1,405.00	040-04500-004 Winlogger & 1 Year Support	\$ 16,800.00
704-34196 Rear Monitor Installed & Studio (2)	\$ 1,620.00	867-34571 Rear Steps	\$ 575.00
010-01655-06 Diagnostics Upg	\$ 2,000.00	050-02022-01 in lieu of 050-02019-01	\$ 800.00
452-10316 Drip Pan	\$ 365.00	032-03000-02 Mighty Mini Tractor	\$ 5,986.00
051-33253-1 Video Back-Up System for Chassis	\$ 795.00	010-01665-01 OmniSTAR Probe Camera	\$ 13,500.00
051-32313 CAT 5 Port Installed	\$ 336.00	841-34293 Emergency Stop Button - Cable Reel	\$ 220.00
840-35686 MegaTRAK Wheel Kit	\$ 2,117.00	051-38342 Closet with 4 Shelves Installed - Studio	\$ 1,025.00
045-01000-02 Color Inkjet Printer Installed	\$ 235.00	051-39186 Storage Drawer, Bumper	\$ 725.00
032-02500-033 in lieu of 032-02500-030	\$ 1,875.00	051-18279 File Cabinet	\$ 250.00
800-37193 Motorized Camera Lift	\$ 3,260.00	Subtotal From Additional Sheet(s):	\$ 10,427.00
800-39590 Shelf over reel	\$ 375.00	Subtotal B:	\$ 64,691.00

C. Unpublished Options - Itemize below - Attach additional sheet if necessary
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
840-35012 Cmaera/Nitrogen Recharge Kit	\$ 275.00	050-41741 15,000 BTU A/C	\$ 225.00
702-36024 Rackmount UPS & Wireless KB Set	\$ 257.30	841-40015 Spare Parts Kit	\$ 1,160.00
451-34126 Rear Monitor Mount	\$ 185.00	806-37583 Pigtail Sonde	\$ 390.00
051-30247 Fire Extinguisher	\$ 69.00	451-40071 Dual Monitor Mounting BRKT	\$ 247.50
840-36600 MT Whl Kit MMT	\$ 1,375.00	Subtotal From Additional Sheet(s):	\$ 4,920.80
840-31640 HT Whl Kit MMT	\$ 818.00	Subtotal C:	\$ 9,922.60

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: **7%**

D. Total Cost before any other applicable Charges, Trade-Ins, Allowances, Discounts, Etc. (A+B+C)

Quantity Ordered:	1	X Subtotal of A + B + C:	\$ 152,221.90	=	Subtotal D:	\$ 152,221.90
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E. Other Charges, Trade-Ins, Allowances, Discounts, Etc.

Description	Cost	Description	Cost
DD Lite 040-03500-01	\$ (1,282.00)	CA State Sales Tax	\$ 11,923.30
DVR Installed 045-02000-04	\$ (320.00)		
Deduct 051-38603 & 541-37118	\$ (1,295.00)		
		Subtotal E:	\$ 9,026.30

Delivery Date: 120 DAYS ARO **F. Total Purchase Price (D+E):** \$ 161,248.20



CONTRACT PRICING WORKSHEET
For Catalog & Price Sheet Type Purchases

Contract No.:

SC01-15

Date Prepared:

5/26/2017

*This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents **MUST** be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.*

Buying Agency:	CITY OF TULARE	Contractor:	R.S. Technical Services, Inc
Contact Person:	JAYSON HOOYER	Prepared By:	Chris Remillard
Phone:	559-805-9191	Phone:	707-778-1974 x236
Fax:		Fax:	
Email:	jhooyer@tulare.ca.gov	Email:	chris@rstechserv.com

Catalog / Price Sheet Name:	
General Description of Product:	

A. Catalog / Price Sheet Items being purchased - Itemize Below - Attach Additional Sheet If Necessary

Quan	Description	Unit Pr	Total
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total From Other Sheets, If Any:			
Subtotal A:			\$ -

B. Unpublished Options, Accessory or Service items - Itemize Below - Attach Additional Sheet If Necessary

(Note: Unpublished Items are any which were not submitted and priced in contractor's bid.)

Quan	Description	Unit Pr	Total
6	708-39695 28" Traffic Safety Cones	\$ 75.00	\$ 450.00
1	633-13220 Vise Installed	\$ 100.00	\$ 100.00
1	634-18421 Kit, Grinder	\$ 150.00	\$ 150.00
4	888-41408 FIXTURE,LIGHTHEAD,WARNING,SURFACE,LED,CLEAR,INSTALLED	\$ 150.00	\$ 600.00
Total From Other Sheets, If Any:			
Subtotal B:			

Check: Total cost of Unpublished Options (B) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B).

For this transaction the percentage is:

C. Other Allowances, Discounts, Trade-Ins, Freight, Make Ready or Miscellaneous Charges

Subtotal C:	

Delivery Date:

D. Total Purchase Price (A+B+C):



National Auto Fleet Group

A Division of Chevrolet of Watsonville

490 Auto Center Drive, Watsonville, CA 95076

(855) 289-6572 • (855) BUY-NJPA • (831) 480-8497 Fax

Fleet@NationalAutoFleetGroup.com

09/01/2017

Quote ID#4882

Tim Doyle

City of Tulare

411 East Kern Ave

Tulare, CA 93274

Dear Tim Doyle,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.

One (1) New/Unused (2018 Ford E-Series Cutaway (E4F) E-450 DRW 176" WB with Supreme Body Size 17' X 85" Height X 96" Width,) delivered to your department yard, each for

	(1)One Unit
NJPA Contract Price	\$ 30,305.80
Supreme Quote	\$ 10,433.00
Tax (8.250%)	\$ 3,360.95
CA Tire Fee	\$ 10.50
Total	\$ 44,110.25

-per your attached specifications:

Additional Ford Ignition Key \$200.00 per

This vehicle(s) is available under the **National Joint Powers Alliance Bid Number 120716**.

Please reference this Bid Number on all Purchase Orders to National Auto Fleet Group.

Payment terms are Net 30 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



In order to Finalize your Quote, please submit this purchase packet to your governing body for Purchase Order Approval. Once you issue a Purchase Order please send by:

Fax: (831) 480-8497

**Mail: National Auto Fleet Group
490 Auto Center Drive
Watsonville, CA 95076**

Email: Fleet@nationalautofleetgroup.com

We will then send a W-9 if you need one

**Please contact our main office with any questions:
1-855-289-6572**

Vehicle Configuration Options



Quote # AA-083117-18004A

(P) (951)616-8272 (F) (574)642-0093

mario.hernandez@supremecorp.com

SIA17085096 OHD OW

AA NATIONAL AUTO FLEET GROUP
 ATTN: NEIL CARROL
 NEIL@NATIONALAUTOFLEETGROUP.CO
 490 AUTO CENTER DR
 ENTER CITY, 00

PHONE 855-289-6572
 FAX 831-480-8497
 SALESPERSON MARIO HERNANDEZ
 QUOTED BY Mario Hernandez
 REQUIRED DATE 8/31/2017

3 UNITS FS7FR / POWER GROUP

CHASSIS	E450 - FORD	YEAR	YR17	WHEELBASE	176	FW	CA	118	ENGINE
FUEL TYPE	GAS	AXLE TYPE	SINGLE AXLE	DUAL REAR WHEEL	EXHAUST TYPE	POOL	DROP		

MODEL	SIA	LENGTH	170" ID	HEIGHT	85 ID	WIDTH	96 OD	SIGNATURE	INER-CITY ALUMINUM
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CHASSIS INFO:	CHASSIS GROSS VEHICLE WEIGHT=14500	
BODY SIZE:	17" X 85" H X 96" W	
FLOOR:	PRE-COATED UNDERSTRUCTURE FLAT FLOOR 3" FORMED CROSSMEMBERS-16" O.C. 5" FORMED CHANNEL LONGSILLS PRE-FLOOR 1-1/8" LAMINATED HARDWOOD	PRE-COATED COATED
REAR END:	*SPECIAL REAR END	SPECIAL 9" HEADER ; CUSTOMER REQUESTS DOOR TRACKS LOWERED 3" FROM CURRENT LOCATION TO ALLOW FOR ROOF BUILD UP
REAR DOOR:	GALVANNEALED REAR DOOR FRAME WHITING OVERHEAD DOOR WHITING PREMIUM SPEC OVERHEAD DOOR *SPECIAL OVERHEAD REAR DOOR MS LOCK ON OVERHEAD DOOR STD 10G ONE PIECE V-GROOVED 2 GRAB HANDLES - REAR ALUM 12"	WITH 1-1/2" TRACK BRACKETS SPECIAL OHD 76 T X 88 W THRESHOLD
BUMPER:	ONE WAY BUMPER 12" DEEP POOCHED	CENTER PANEL (ONE WAY)
BULKHEAD:	*10' SETBACK WITH	WITH TALL CAB ACCESS DOOR SQ#170725-912
FRONT END:	NO INTERIOR FRONT WIRE COVERS TALL CAB ACCESS DOOR WITH TOPHAT 3/8" CORE FRP FRONT WALL COMPOSITE CORNER WIND DEFLECTOR ALUM. EXTRUDED FRONT CORNERS WIND DEFL RAD .063 MILL ALUM TOP HAT AERODYNAMIC CAB CONVERSION IF CHASSIS EQUIPPED WITH SATELLITE	WITH CHASSIS ROOF CUTOUT RECEIVERS MAY REQUIRE RELOCATION FOR AN ADDITIONAL CHARGE.
SIDEWALLS:	.040 PRE-PAINTED WHITE N0006HN PAINT REAR FRAME STD WHITE SUPREME DECALS NO SKIRTS SIDE WALL Z-POSTS ON 16" CENTERS	
LINING:	3/8" PLYWOOD LINING FULL SIDES	
SCUFF:	NO SCUFF	
ROOF:	.032 ALUM ROOF SKIN ANTI SNAG ROOF BOWS ON 24" CENTER	
CARGO CONTROL:	NO CARGO CONTROL	
INTERIOR LIGHTS:	INSTALL DOME LIGHT-SEE BELOW 9-DIODE LED DOME LIGHT (STANDARD) DOME LIGHT LOCATED CENTER SIDE TO DOME LIGHT W/REAR SWITCH HOT WIRED	SIDE EVENLY SPACED IN CEILING
EXTERIOR LIGHTS:	LED FMVSS 108 EXTERIOR LIGHTS STD 6" OVAL MULTI DIODE LED	W/SEALED WIRING HARNESS ON CORNER POSTS WITH LED BACK-UP LIGHTS
MISC OPTIONS:	MIRRORS INCLUDED WITH CHASSIS *SPECIAL OPTION A	INSTALL LICENCE PLATE LIGHT / FRAME ON LEFT SIDE OF CENTER PANEL ON 12" POOCHED BUMPER (SEE ATTACHED)
MOUNTING:	CHASSIS WILL BE PUCK MOUNTED MUDFLAPS STD SUPREME FLAPS ANTI-SAIL MUDFLAP BRACKETS	



SHIPPING: WEIGHT SLIP
SUPREME DELIVERY
DEALER PDI FOR FORD CHASSIS

39995 - FREIGHT CHARGE

PETALUMA, CA

SUBTOTAL \$9,421
\$1,012

TOTAL \$10,433

Thank you for the opportunity to offer our quotation for your equipment needs. We look forward to your acceptance of this proposal. All prices are firm for 30 days from the date of this quotation. Prices are subject to revision after this date. Payment terms are C.O.D. unless prior credit arrangements have been made. No credit card payments will be accepted. Pricing may be subject to federal, state, local taxes and surcharges at the time of invoicing.

PURCHASED MATERIALS: Supreme and Buyer agree to review Bill of Material cost on quoted product quarterly. Supreme and Buyer agree to review raw material based on AMM (American Metals Market), PPI (Producer Price Index) and TTM(Tropical Timbers Market) or similar indices and purchased options based on supplier pricing. If the total material costs are within 3% of what they were at time of quote, there will be no change. If the total material costs are greater than 3% of what they were at time of quote, the price of the body will include that increase adjustment at time of invoice. If the total material costs are greater than -3% of what they were at time of quote, the buyer will receive that decrease adjustment at time of invoice. Increase or decrease adjustment will factor from the 0% up or down. (Applicable only to bids longer than 90 days in duration)

QUOTE DURATION: Supreme requires that body production begin within 90 days of order placement. Any order not started by the 90th day after order placement may be subject to pricing review or adjustment.

DIMENSIONS: All dimensions, weights, and measurements specified herein are subject to Supreme's manufacturing tolerances and may vary depending on options/chassis selected. Please contact your Supreme representative for measurements for your specific body order.

CHASSIS: When mounting a Supreme body on a used chassis all used chassis will be inspected by Supreme Corp. personnel upon the chassis arriving at our facility. It is in the best interest of all parties involved to ensure that the used chassis is suitable for use. Chassis will be inspected for road worthiness and OEM original specifications. Any necessary upgrades or repairs will be the responsibility of the customer including any delays as a result of vehicle upgrades or repairs. When not using a Supreme bailment chassis customer is responsible that the chassis has adequate mirrors and frame pucks for mounting a Supreme body.

PAINTING: Supreme does not warrant all colors painted on or impregnated in the gelcoat finish of a body and there are some colors that are not recommended. Please contact your Supreme sales representative to determine the warranty for your specific order.

NOTICE: Supreme shall not be liable for any such loss or damage as a result of any delay or failure to deliver, for any reason, including, but not limited to, any act of God, act of buyer, embargo or other government act, regulation or request, fire, accident, strike, slowdown, war, riot, vandalism, shortage, delay in transportation, or delayed delivery by suppliers.

Supreme shall not be liable for any incidental or consequential damages that may occur to customers used truck body, truck equipment, or personal items left in chassis or truck body while in Supremes possession for repairs and/ dismount.

In addition, customer agrees to reimburse Supreme for storage lot expense for their truck body after (90) days from dismount date. After the (90) day a fee of \$125.00 will apply including a \$6.00 per day fee thereafter for up to 180 days. After 180 days, the customers dismounted body will become the property of Supreme and a \$780. disposal fee will apply.

Signature _____ Date _____ PO # _____

Last 8 of chassis VIN _____ (for drop-ship) Dealer # _____ (for pool chassis)

ENGINE	
Code	Description
99S	ENGINE: 6.8L EFI TRITON V10, (STD)
TRANSMISSION	
Code	Description
44P	TRANSMISSION: ELECTRONIC 6-SPEED AUTOMATIC W/OD, -inc: tow haul (STD)
TIRES	
Code	Description
T68	TIRES: LT225/75RX16E BSW AS, (STD)
PRIMARY PAINT	
Code	Description
YZ	OXFORD WHITE
PAINT SCHEME	
Code	Description
__	STANDARD PAINT
SEAT TYPE	
Code	Description
AE	MEDIUM FLINT, VINYL SEAT TRIM
ADDITIONAL EQUIPMENT	
Code	Description
63G	HEAVY-DUTY 78-AMP BATTERY, -inc: Replaces standard 72-amps heavy-duty battery
63N	EXTRA HEAVY-DUTY 225 AMP ALTERNATOR
559	FRAME PUCKS (ISOLATORS), -inc: 12 body mounts
153	LICENSE PLATE BRACKET
942	DAYTIME RUNNING LAMPS
672	MAXIMUM FRONT GAWR: 5000 LBS.
92B	B-PILLAR TRIM KIT, -inc: unique, full LH/RH B-pillar trim shipped in dunnage box, May require trimming depending upon back-panel or upfit installed
52S	USER-DEFINED SWITCHES, -inc: 4 upfitter switches on the instrument panel
903	POWER WINDOWS & LOCKS GROUP, -inc: 1-touch down power driver window
54E	TELESCOPIC TRAILER TOW MIRRORS W/FLAT LENS, -inc: Manual w/power adjust flat lens
AXLE RATIO	
Code	Description
X83	4.56 AXLE RATIO, (STD)
GVWR	
Code	Description
20F	GVWR: 14,500 LB PAYLOAD PACKAGE, -inc: Maximum Front GAWR: 5000 lbs (STD)
OPTION PACKAGE	
Code	Description
782A	ORDER CODE 782A, -inc: Auxiliary Fuel Port Located on the fuel tank, offers entry point access to fuel tank

	for specialized gas powered equipment such as a power generator, powered wheelchair lift, etc, Maximum Front GAWR: 5000 lbs
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SEATING ARRANGEMENT

Code	Description
211	DUAL HIGH BACK BUCKETS, (STD)

REQUIRED OPTION

Code	Description
47Z	AMBULANCE PREP PACKAGE NOT REQUIRED

2018 Fleet/Non-Retail Ford E-Series Cutaway E-450 DRW 176" WB

WINDOW STICKER

2018 Ford E-Series Cutaway E-450 DRW 176" WB

CODE	MODEL	MSRP
E4F	2018 Ford E-Series Cutaway E-450 DRW 176" WB	\$34,050.00
OPTIONS		
99S	ENGINE: 6.8L EFI TRITON V10, (STD)	\$0.00
44P	TRANSMISSION: ELECTRONIC 6-SPEED AUTOMATIC W/OD, -inc: tow haul (STD)	\$0.00
T68	TIRES: LT225/75RX16E BSW AS, (STD)	\$0.00
YZ	OXFORD WHITE	\$0.00
—	STANDARD PAINT	\$0.00
AE	MEDIUM FLINT, VINYL SEAT TRIM	\$0.00
63G	HEAVY-DUTY 78-AMP BATTERY, -inc: Replaces standard 72-amps heavy-duty battery	\$50.00
63N	EXTRA HEAVY-DUTY 225 AMP ALTERNATOR	\$260.00
559	FRAME PUCKS (ISOLATORS), -inc: 12 body mounts	\$50.00
153	LICENSE PLATE BRACKET	\$0.00
942	DAYTIME RUNNING LAMPS	\$45.00
672	MAXIMUM FRONT GAWR: 5000 LBS.	INC
92B	B-PILLAR TRIM KIT, -inc: unique, full LH/RH B-pillar trim shipped in dunnage box, May require trimming depending upon back-panel or upfit installed	\$75.00
52S	USER-DEFINED SWITCHES, -inc: 4 upfitter switches on the instrument panel	\$85.00
903	POWER WINDOWS & LOCKS GROUP, -inc: 1-touch down power driver window	\$465.00
54E	TELESCOPIC TRAILER TOW MIRRORS W/FLAT LENS, -inc: Manual w/power adjust flat lens	\$230.00
X83	4.56 AXLE RATIO, (STD)	\$0.00
20F	GVWR: 14,500 LB PAYLOAD PACKAGE, -inc: Maximum Front GAWR: 5000 lbs (STD)	\$0.00
782A	ORDER CODE 782A, -inc: Auxiliary Fuel Port Located on the fuel tank, offers entry point access to fuel tank for specialized gas powered equipment such as a power generator, powered wheelchair lift, etc, Maximum Front GAWR: 5000 lbs	\$0.00
211	DUAL HIGH BACK BUCKETS, (STD)	\$0.00
47Z	AMBULANCE PREP PACKAGE NOT REQUIRED	\$0.00
SUBTOTAL		\$35,310.00
Advert/ Adjustments		\$0.00
Manufacturer Destination Charge		\$1,195.00
TOTAL PRICE		\$36,505.00

Est City: N/A MPG
 Est Highway: N/A MPG
 Est Highway Cruising Range: N/A mi

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

Standard Equipment**MECHANICAL**

Engine: 6.8L EFI Triton V10
Transmission: Electronic 6-Speed Automatic w/OD -inc: tow haul
4.56 Axle Ratio w/o 996-inc: vehicle emission control information label with no frontal area restriction w/996&!15F-inc: vehicle emission control information label with a 72 sq ft frontal area restriction
GVWR: 14,500 lb Payload Package -inc: Maximum Front GAWR: 5000 lbs
50 State Emission System
Transmission w/Oil Cooler
Rear-Wheel Drive
72-Amp/Hr 650CCA Maintenance-Free Battery
155 Amp Alternator
9060# Maximum Payload
HD Shock Absorbers
Front Anti-Roll Bar
Hydraulic Power-Assist Steering
Single Stainless Steel Exhaust
55 Gal. Fuel Tank
Dual Rear Wheels
Front Suspension w/Coil Springs
Leaf Rear Suspension w/Leaf Springs
4-Wheel Disc Brakes w/4-Wheel ABS and Front Vented Discs

EXTERIOR

Wheels: 16" x 6" White Painted Steel
Tires: LT225/75Rx16E BSW AS
Clearcoat Paint
Black Front Bumper
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Light Tinted Glass
Variable Intermittent Wipers
Front Windshield -inc: Sun Visor Strip
Fully Galvanized Steel Panels
Black Grille
Aero-Composite Halogen Headlamps

ENTERTAINMENT

Radio: ETR AM/FM Stereo/Digital Clock -inc: 2-speakers and audio input jack
Fixed Antenna

INTERIOR

Dual High Back Buckets
4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement

4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
Manual Tilt Steering Column
Gauges -inc: Speedometer, Odometer, Voltmeter, Oil Pressure, Engine Coolant Temp, Tachometer and Trip Odometer
Front Cupholder
Manual Air Conditioning
Glove Box
Front Vinyl Headliner
Urethane Gear Shift Knob
Vinyl Seat Trim
Engine Cover Console w/Storage and 3 12V DC Power Outlets
Regular Dome Lighting
Front Only Vinyl/Rubber Floor Covering
Driver And Passenger Door Bins
Manual 1st Row Windows
Analog Display
Fixed Front Head Restraints
Driver And Front Passenger Armrests
3 12V DC Power Outlets

SAFETY

Side Impact Beams
Dual Stage Driver And Passenger Front Airbags
Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters and Pretensioners

PROCESSING-OTHER

Exterior Mirror Delete

**CITY OF TULARE, CALIFORNIA
BOARD OF PUBLIC UTILITIES COMMISSIONERS
AGENDA ITEM TRANSMITTAL SHEET**

Submitting Department: City Attorney

For Board Meeting of: October 5, 2017

Documents Attached: Ordinance Resolution Staff Report Other None

AGENDA ITEM:

Receive an update and discussion as to the status of the fuel cell power plant project, specifically as to the status of the requirement in the Power Purchase Agreement (PPA) that Fuel Cell Energy (FCE) obtain an interconnection agreement with Southern California Edison (SCE).

IS PUBLIC HEARING REQUIRED: Yes No

BACKGROUND/EXPLANATION:

The fuel cell power plant project was brought before the Board on October 26, 2016, and the Board approved a twenty (20) year Power Purchase Agreement (PPA) with Fuel Cell Energy (FCE) enabling the City to purchase electricity from a 2.8 MW fuel cell to be located on City property. The PPA, executed on October 27, 2016, requires that FCE design, build, own, operate and maintain the fuel cell power plant. In addition, the PPA requires that FCE procure and maintain an interconnection agreement with SCE. The interconnection agreement originally contemplated, and what was available at the time the PPA was approved, is a standard generating facility interconnection agreement for a facility not exporting to the grid. This standard agreement does not allow the City to participate in the net metering energy program.

It was brought to the attention of the City Attorney in mid-August that the interconnection agreement, previously thought to be the sole responsibility of FCE under the PPA, needed to be signed by the City. Ann Trowbridge, the attorney hired by the City to facilitate energy agreements and contracts, advised that SCE was requiring that the City sign the interconnection agreement and would not allow FCE to do so because the City is SCE's customer under SCE's definition. This interconnection agreement presented to the City for signature was not a standard interconnection agreement, but rather a net energy metering interconnection agreement, which allows for interconnection to the electric distribution and transmission grid. Ms. Trowbridge also provided a letter from FCE, meant to accompany the interconnection agreement, that expressed FCE's continued intent to be responsible for the fuel cell power plant under the original terms and intent of the PPA (letter attached).

The City Attorney's office reviewed the interconnection agreement thoroughly, in conjunction with the PPA. It was determined that if the City were to sign the interconnection agreement as it stands, the City would be liable for any and all issues flowing from the fuel cell energy plant. That liability, per the PPA approved by this Board, was meant to rest exclusively with FCE. In

the midst of review of the interconnection agreement and process of determining what options are available to the City, it was discovered that the interconnection agreement had been given to the City Manager for signature, and had, in fact, already been signed by the City.

At this time, there are three possible options with regard to this project, as follows:

The first option is that the City void the entire agreement with FCE, including both the PPA and the interconnection agreement.

The second option is that an amendment to the PPA be produced to reflect the fact that the City will be signing the net energy metering interconnection agreement, such that the new arrangement is clearly defined and explained, with language approved by the City Attorney's office.

The third option is for the City to ask for and execute a standard interconnection agreement (as opposed to the net energy metering interconnection agreement) which would be signed by FCE instead of the City. This would mean that the City would opt not to participate in the net energy metering program, and that FCE could therefore execute the standard interconnection agreement as originally contemplated by the PPA.

STAFF RECOMMENDATION:

Receive an update and discussion as to the status of the fuel cell power plant project, specifically as to the status of the requirement in the Power Purchase Agreement (PPA) that Fuel Cell Energy (FCE) obtain an interconnection agreement with Southern California Edison (SCE).

CITY ATTORNEY REVIEW/COMMENTS: Yes No

IS ADDITIONAL (NON-BUDGETED) FUNDING REQUIRED: Yes No

Signed: Sarah E. Tobias

Title: Assistant City Attorney

Date: September 27, 2017

City Manager Approval: _____



August 14, 2017

VIA EMAIL

Joseph V. Carlini
City Manager
The City of Tulare
3981 South K Street
Tulare, California 93274

Re: Interconnection Agreement for Tulare Fuel Cell Power Plant

Dear Mr. Carlini:

Reference is made to the Power Purchase Agreement by and between The City of Tulare (the "City") and Central CA Fuel Cell 1, LLC ("CAFC"), dated as of October 27, 2016, by which CAFC has agreed to design, build, own, operate and maintain a nominally-rated 2.8MW fuel cell power plant (the "System") located at the City's property at 1875 S. West Street, Tulare, California 93274 and the City has agreed to purchase the electrical energy produced by the System (as amended, restated, supplemented or otherwise modified in writing from time to time according to its terms, the "PPA"). Reference is also made to the draft Fuel Cell Electrical Generating Facility Net Energy Metering and Interconnection Agreement (the "Interconnection Agreement") and the draft Interconnection Facilities Financing and Ownership Agreement (the "Financing Agreement"), each purported to be executed between the City and Southern California Edison Company ("SCE"). Capitalized terms used but not otherwise defined in this letter shall have the meanings ascribed to them in the PPA or the Interconnection Agreement.

The Parties acknowledge that, pursuant to the PPA, CAFC, at its sole cost and expense, is responsible for (i) designing, operating, maintaining and repairing the System in accordance with Industry Standards and (ii) applying for, obtaining and maintaining an agreement for interconnection of the System to the electric distribution and transmission grid (collectively, the "PPA Obligations"). Consistent with these obligations, CAFC has submitted the appropriate application for interconnection the System to SCE's electric distribution and transmission grid. The Parties further acknowledge that SCE is requiring the City – as the customer taking electric service from SCE – to execute the Interconnection Agreement and the Financing Agreement and to agree to certain obligations regarding the operation of the System and related Interconnection Facilities, and to make certain warranties regarding the System.

By signing this letter, the Parties hereby agree as follows: (i) the City shall execute the Interconnection Agreement and Financing Agreement and immediately provide CAFC with a copy of each, supplementing each such copy with a fully-executed version as soon as received from SCE; (ii) notwithstanding (i), (a) CAFC shall be responsible for the operation of the System in accordance with Section 5 of the Interconnection Agreement, providing, operating and maintaining the Interconnection Facilities in accordance with Section 6 of the Interconnection Agreement, assuming any liability pursuant to Section 7 of the Interconnection Agreement and consistent with the PPA, and for procuring and maintaining the insurance coverages set forth in Section 8 of the Interconnection Agreement, and (b) CAFC shall be responsible for the obligations of the Producer under the Financing Agreement, including but not limited to the requirement to pay the sum set forth in Attachment A thereto; and (iii) the City and CAFC shall not be considered in breach or in default of the PPA Obligations in connection with the foregoing. Furthermore, CAFC hereby warrants that, beginning on the date of Initial Operation and continuing throughout the term of the Interconnection Agreement, the System shall continue to meet the requirements of an "Eligible Fuel Cell Electrical Generating Facility" as defined in section 2827.10 of the California Public Utilities Code, and agrees that CAFC shall be obligated to comply with the requirements of Appendix D to the Interconnection Agreement relating to such warranty.

This letter shall modify and supplement the PPA only to the extent expressly set forth herein, and all other terms and conditions of the PPA are hereby ratified and confirmed and shall remain in full force and effect.

If this letter accurately reflects our understanding, please sign below and return a copy to me at mbishop@fce.com.

FuelCell Energy
3 Great Pasture Road
Danbury, CT 06810
www.fuelcellenergy.com



Very truly yours,

A handwritten signature in blue ink, appearing to read 'M. Bishop', written over a horizontal line.

Michael S. Bishop
Senior Vice President and Chief Financial Officer
FuelCell Energy, Inc.

Acknowledged and agreed:

The City of Tulare

By: _____
Name: Joseph V. Carlini
Title: City Manager
Duly Authorized