

AGENDA

Regular City Council Meeting

and Successor Agency to the Former
Redevelopment Agency

Tuesday, November 17, 2020, 6:00 p.m.

Via Zoom Webinar

www.cityofwasco.org

IMPORTANT NOTICE REGARDING NOVEMBER 17, 2020 COUNCIL MEETING

This meeting is being conducted utilizing teleconferencing and electronic means consistent with Executive Order N-29-20, Issued by Governor Gavin Newsom on March 17, 2020, and, to the extent applicable, Government Code Section 54953(b) in-person participation by the public will not be permitted. No physical location from which the public may observe the meeting will be available. Remote public participation is allowed in the following ways via Zoom Webinar; please see the instruction below:

Listen to the meeting live via zoom

Member of the public may participate in the meeting by joining the Zoom Webinar via PC, Mac, iPad, iPhone, or Android device using the URL:

<https://us02web.zoom.us/j/81841984761>

Listen to the meeting live via telephone

The public may participate via phone only (without a computer/ smart device) by dialing the below numbers:

Dial Number: 1-669-900-9128

Meeting ID: **818 4198 4761**

ALL PARTICIPANTS WILL BE MUTED AUTOMATICALLY UPON ENTERING THE MEETING. THE CITY CLERK WILL UNMUTE THOSE WHO WISH TO SPEAK AT APPROPRIATE TIME. PLEASE KEEP YOURSELF ON MUTE WHEN NOT SPEAKING. SPEAKERS ARE LIMITED TO TWO (2) MINUTES.

Verbal Participation using Zoom

Please use the "Raise Hand" button to request to speak. Raised hands will only be acknowledged during the Public Hearing and Public Comment sections of the agenda and when the Meeting's presiding officer requests public comments.

Verbal Participation over the phone

Please dial *9 to "raise your hand" to request to speak. Raised hands will only be acknowledged during the Public Hearing and Public Comment sections of the agenda and when the Meeting's presiding officer requests public

comments. Please be advised you will be called on by the phone number you are calling from

Submitting written comments:

You can also submit your comments via email to cityclerk@cityofwasco.org; such email comments must be identified by adding the Agenda Item Number in the email's subject line. Every effort will be made to read your comment into the record; however, they are limited to two (2) minutes. If a comment is received after the agenda item is heard but before the meeting is adjourned, the comment will still be included as a part of the record of the meeting but will not be read into the record.

American Disability Act Accommodations:

Meetings are accessible to people with disabilities. Requests in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting and its materials. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting or who have a disability and wish to request an alternative format for the meeting materials should contact the City Clerk at cityclerk@cityofwasco.org or call 661-758-7203. Every attempt will be made to swiftly address each request. (28 CFR 35.102–35.104 ADA Title II)

Submitting written comments:

You can also submit your comments via email to cityclerk@cityofwasco.org; such email comments must be identified by adding the Agenda Item Number in the email's subject line. Every effort will be made to read your comment into the record; however, they are limited to two (2) minutes. If a comment is received after the agenda item is heard but before the meeting is adjourned, the comment will still be included as a part of the record of the meeting but will not be read into the record.

American Disability Act Accommodations:

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REGULAR MEETING – 6:00 p.m.

- 1) **CALL TO ORDER:** Mayor Cortez
- 2) **FLAG SALUTE:** Mayor Cortez
- 3) **INVOCATION:**
- 4) **ROLL CALL:** Mayor Cortez, Mayor Pro Tem Espitia, Council Members: Garcia, Pallares, Reyna
- 5) **PRESENTATIONS:** None

- 6) **PUBLIC COMMENTS: (PLEASE REFER TO THE INSTRUCTION PAGE FOR MORE INFORMATION)**
This portion of the meeting is reserved for persons desiring to address the Council and including the Council acting as the Governing Board for the Successor Agency on any matter not on this agenda and over which the Council and Successor Agency has jurisdiction. Speakers are limited to two (2) minutes. Please state your name for the record before making your presentation.

The City Council is very interested in your comments; however, no action may be taken at this meeting due to Brown Act requirements. Should your comments require further consideration by the City Council or the Successor Agency, the item will be agendized for a report and discussed at a future City Council meeting.

- 7) **SUCCESSOR AGENCY BUSINESS:** None
- 8) **WASCO PUBLIC FINANCE AUTHORITY BUSINESS:** None

CITY COUNCIL BUSINESS:

- 9) **CONSENT CALENDAR:**
The Consent Calendar consists of items that, in staff's opinion, are routine and non-controversial. These items are approved in one motion unless a Council Member or member of the public requests removal of a particular item.

- a. Approval of Minutes for November 3, 2020, Regular Meeting
- b. Receive and file department payments totaling \$402,755.82
- c. Approve a Resolution authorizing a transfer of \$2,137,316 of funds currently invested in the Fidelity Treasury Mmkt Capital Reserves money market account invested through UnionBanc Investment Services to the State of California Local Agency Investment Fund (LAIF).
- d. Accept all Bids and Adopt a Resolution Authorizing the City Manager to enter into an Agreement with Self Help Enterprises, Inc. for CDBG and other State and Federal Programs Consulting Services.

- e. Accept all bids and Adopt a Resolution for the Award of the Ag Well Drilling Project Authorizing the City Manager to Negotiate and Enter into an Agreement with Zim Industries, Inc. dba Bakersfield Well & Pump Company in the amount of \$346,095.00 and Authorizing City Manager to Execute Contract Change Orders in an Aggregate Amount not to Exceed \$50,000 to Drill a New Irrigation Well on the Municipal Land Leased for Farming.
- f. Accept all bids and Adopt a Resolution Authorizing the City Manager to Approve Task Order #3 for Innovative Engineering Systems, Inc to Perform Programming Services to Develop Programmable Logic Controller (PLC) and Operator Interface Terminal (OIT) Programs to Integrate an Existing CompactLogix PLC with Allen-Bradley OIT into the Ignition Supervisory Control and Data Acquisition (SCADA) system for Well #14 in an Amount Not to Exceed \$24,488.
- g. Adopt a Resolution Authorizing the City Manager to Sign and Execute an Agreement with Turnkey Construction and Solar Inc. in the amount of \$22,255.00 to install vehicle charging stations in the parking lot near HWY 43 & 8th Street and to allow the City Manager to make Necessary Budget Amendments to Move Forward with the Project.
- h. Adopt a Resolution Authorizing the City Manager or City Manager's designee to enter into an agreement with the National Association of State Procurement Officials and CALNET Cellular Voice and Data Services contract.

10) PUBLIC HEARINGS: NONE

11) DEFERRED BUSINESS:

- a. Informational item Investment Report for the month ended September 30, 2020. No Action Needed. (Perez-Hernandez)

12) NEW BUSINESS:

- a. Adopt a Resolution authorizing the City Manager to negotiate a Professional Services Agreement with William C. Statler for financial management services. (Ortiz Hernandez)

13) REPORTS FROM COMMISSION AND COMMITTEES:

- a. Kern Economic Development Corporation (Cortez)
- b. Kern Council of Government (Reyna)

14) REPORTS FROM SHERIFF:

15) REPORTS FROM CITY MANAGER:

16) REPORTS FROM CITY COUNCIL:

17) CLOSED SESSION:

- a. Approval of Closed Session Minutes for November 3, 2020.
- b. THREAT TO PUBLIC SERVICES OR FACILITIES
Consultation with: City Manager and City Attorney per Government Code Section 54957(a).
- c. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (3) of subdivision (d) and paragraph (3) of subdivision (e) of Section 54956.9 Claim from Michael Daniel King Jr.

18) CLOSED SESSION ACTION:

19) ADJOURNMENT:

This is to certify that this agenda was posted at Wasco City Hall on November 13, 2020 the agenda is also available on the City website at www.cityofwasco.org

Maria O. Martinez, City Clerk

*All agenda item supporting documentation is available for public review in the city website www.cityofwasco.org and the office of the City Clerk of the City of Wasco, 746 8th Street, Wasco, CA 93280 during regular business hours, 7:30 a.m. – 5:00 p.m. Monday through Thursday and 8–5 p.m. Friday (closed alternate Friday's), following the posting of the agenda. Any supporting documentation related to an agenda item for an open session of any regular meeting that is distributed after the agenda is posted and prior to the meeting will also be available for review at the same location and available at the meeting. **Please remember to turn off all cell phones, pagers, or electronic devices during Council meetings.***

The City of Wasco does not discriminate on the basis of disability in the access to, provision of, or employment in its programs and activities pursuant to 29 United States Code Section 12132 and California Civil Code Section 54. Information regarding the rights provided under the Americans with Disabilities Act (ADA) may be obtained from the City Clerk's Office.

If you need special assistance to participate in this meeting, please contact the City Clerk's Office at (661) 758-7215 to make reasonable arrangements to ensure accessibility to this meeting. Telephone (661) 758-7215 Requests for assistance should be made at least two (2) days in advance whenever possible.

MINUTES
WASCO CITY COUNCIL
and Successor Agency to the
Former Redevelopment Agency
Meeting of November 3, 2020
Regular Meeting – 6:00 p.m.
Via Zoom Webinar

REGULAR MEETING – 6:00 p.m.

1) CALL TO ORDER:

This meeting was called to order by Mayor Cortez at 6:02 pm and announced the meeting was being held Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020. All members are joining this meeting remotely via Zoom Webinar.

2) FLAG SALUTE: led by Mayor Cortez

3) INVOCATION: Moment of silence

4) ROLL CALL:

Present: Mayor Cortez, Mayor Pro Tem Espitia, Council Members: Garcia, Pallares, Reyna

5) PRESENTATIONS: None

6) PUBLIC COMMENTS: None

7) SUCCESSOR AGENCY BUSINESS: None

8) WASCO PUBLIC FINANCE AUTHORITY BUSINESS: None

CITY COUNCIL BUSINESS:

9) CONSENT CALENDAR:

The Consent Calendar consists of items that, in staff's opinion, are routine and non-controversial. These items are approved in one motion unless a Council Member or member of the public requests removal of a particular item.

a. Approval of Minutes for:

1. October 6, 2020, Regular Meeting
2. October 20, 2020, Regular Meeting

b. Receive and file department payments totaling \$1,446,276.65

- c. Adopt and Waive the Second Reading of an Ordinance of the City of Wasco Amending Title 15 of the "Buildings and Construction" of the City of Wasco Municipal Code, adding chapter 15.40" Urban Storm Water Quality Management and Discharge Control."

Ordin#2020-713

- d. Adopt a Resolution Authorizing the City Manager to enter into an Agreement with Tradiciones Markets, Inc. as an Authorized Payment Location for City of Wasco Utility Billing.

Reso#2020-3547

Agmt#2020-059

- e. Adopt a Resolution Authorizing the City Manager to enter into an Agreement with SMS Landscape Architecture for On-Call Landscape Architecture Consulting Services.

Reso#2020-3548

Agmt#2020-060

- f. Adopt a Resolution Approving Application(s) for and Receipt of, Proposition 68 Per Capita Grant Funds.

Reso#2020-3549

Council Member Pallares requested to pull item 9g for further review.

- g. Receive and File the Investment Report for the month ended September 30, 2020.

Motion was made by Mayor Pro Tem Espitia, **seconded** by Council Member Pallares to approve the Consent Calendar with separate considerations on item 9g, by the following roll call vote:

AYES: CORTEZ, ESPITIA, GARCIA, PALLARES, REYNA

NOES: NONE

ABSTAIN: NONE

ABSENT: NONE

- 9g Receive and File the Investment Report for the month ended September 30, 2020.

Council Member Pallares inquired what the threshold regarding the cost of investment before the asset's reallocation.

City Manager Ortiz Hernandez responded that he would have the information requested at the next meeting.

Motion was made by Council Member Pallares, **seconded** by Council Member Reyna to approve item 9g, by the following roll call vote:

AYES:	CORTEZ, ESPITIA, GARCIA, PALLARES, REYNA
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

10) PUBLIC HEARINGS: NONE

11) DEFERRED BUSINESS: NONE

12) NEW BUSINESS:

- a. Adopt a Resolution Approving the City of Wasco Safe Routes to School Plan Update.

Reso#2020-3550

Slide show presentation by Community Development Director Cobb.

Motion was made by Council Member Reyna, **seconded** by Council Member Pallares to approve item 12a by the following roll call vote:

AYES:	CORTEZ, ESPTITIA, GARCIA, PALLARES, REYNA
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

- b. Update on City Operation due to Covid-19.

Powerpoint presentation by Assistant to the City Manager Sobolewski.

City Manager Ortiz Hernandez reported an update from the Kern County Public Health Department. He also included the City buildings and Council Chambers are moving forward with upgrades on front counters and employee's workstation for the public's safety.

13) REPORTS FROM COMMISSION AND COMMITTEES:

- a. Kern Economic Development Corporation (Cortez)

Nothing to report.

- b. Kern Council of Government (Reyna)

Nothing to report.

14) REPORTS FROM SHERIFF:

No reports from the Sheriff.

15) REPORTS FROM CITY MANAGER:

- Reported on the shooting that took place on Halloween night.
- Informed the City Council face masks will be distributed to the Wasco Elementary Schools and Wasco High School.
- Updated the City Council, he is following through with the upcoming High-Speed Rail Title VI executive meeting.
- Informed the City Council of the upcoming distribution of masks for the Wasco Elementary and High School children.

16) REPORTS FROM CITY COUNCIL:

Mayor Pro Tem Espitia:

- He complimented the mural on the Public Works building.
- He wished Mayor Cortez well and luck for the upcoming election.

Council Member Reyna:

- He inquired regarding the old Kmart building, the boarded windows, and the parking lot's overgrown trees.
- Thanked the staff for their hard work in reporting for the City Council meetings.

Mayor Cortez:

- He also thanked the staff for their reports for the City Council meetings.
- He thanked the staff and volunteers for their participation in the Trunk or Treat event and mentioned it was a success.

Mayor Cortez adjourned into a closed session at 6:52 pm.

Mayor Cortez adjourned out of a closed session at 7:13 pm.

17) CLOSED SESSION:

a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of section 54956.9: (2 potential cases)

b. Approval of Closed Session Minutes for October 20, 2020.

18) CLOSED SESSION ACTION:

City Attorney Scroetter reported on closed session action.

a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of section 54956.9: (2 potential cases)

No reportable action.

b. Approval of Closed Session Minutes for October 20, 2020.

Motion was made by Council Member Garcia, **seconded** by Council Member Reyna to approve item18b by the following roll call vote:

AYES:	CORTEZ, ESPITIA, GARCIA, PALLARES, REYNA
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

19) ADJOURNMENT:

Mayor Cortez adjourned the meeting at 7:15 pm.

Maria O. Martinez, City Clerk

Teofilfo Cortez, Jr., Mayor



COUNCIL MEETING: 11/17/20

Warrant No	Amount
A100320	\$ 7,703.72
G071520	\$ 8,666.91
G091020	\$ 16,094.25
G100420	\$ 2,885.28
A110120	\$ 444.03
G071620	\$ 22,325.00
G091120	\$ 7,540.25
G100520	\$ 89,957.25
G110120	\$ 229,216.21
G100620	\$ 8,570.84
G110220	\$ 857.55
MB101320	\$ 164.95
WF103120	\$ 8,329.58
Total	\$ 402,755.82

Verified by Finance Director

Verified by City Manager

	A	B	C	D	E	F	G	H	I	J	K
	Vendor	Object	Object	Project	Invoice	PO	Date	Doc	Check	Description	Amount
1											
2	METROPOLITAN LIFE INSURANCE COMPANY-4932 TOTAL				TS05954057 NOV	819	10/14/2020	68171	4982	INSURANCE PREMIUM FOR NOV 20	7,703.72
3	TOTAL FOR WARRANT A100320										7,703.72
4											
5	JT2 INC DBA TODD COMPANIES-3086 TOTAL				65534	815	07/01/2020	68173	20018	JOB#19-19 TC-PALM AVE BIKE & PEDSTRN IMPROVEMENTS	8,666.91
6	TOTAL FOR WARRANT G071520										8,666.91
7											
8	BHT ENGINEERING, INC-5134 TOTAL				20-0328	818	09/30/2020	68174	20019	20-0328 MS4 COMPLIANCE	5,840.00
9	DEE JASPAR AND ASSOCIATES, INC-378 TOTAL				20-09044	813	09/30/2020	68176	20020	SRF GRANT APPLICATION TASK ORDER #5	6,824.50
10	DIAMOND TECHNOLOGIES, INC.-2724 TOTAL				27293	824	09/30/2020	68177	20021	MONTHLY BILLING FOR SEPT 20 AND COMPUTER SERVICES FOR SEPT 20 - 14 INVOICES	3,429.75
11	TOTAL FOR WARRANT G091020										16,094.25
12											
13	AMAZON CAPITAL SERVICES, INC-4968 TOTAL				1JG3-1D3W-XD71	839	10/27/2020	68192	20022	LOSELEAF MINUTE BOOD LEDGER SHEETS FOR CITY CLERK	394.60
14	HALL LETTER SHOP, INC-1160 TOTAL				21117	823	10/26/2020	68193	20023	15 DECALS SPANISH WATCH YOUR DISTANCE COVID-19	183.08
15	INNOVATIVE ENGINEERING SYSTEMS, INC-4907 TOTAL				34205	817	10/26/2020	68194	20024	PROJECT #18-05229-003 INV #34205	335.18
16	IRENE SANCHEZ M.D.-3683 TOTAL				EM0001625	838	10/30/2020	68195	20025	COLLECTION URINE NON DOT 08/17/20	40.00
17	KRISTOPHER J FRANZEN-5225 TOTAL				16246-0002017570		10/28/2020	68137	20026	REFUND 1757 2ND ST 16246-0002017570DEPOSIT - 1WA91 UB REFUND	161.00
18	OFFICE DEPOT, INC-33 TOTAL				132671135001	820	10/20/2020	68196	20027	OFFICE SUPPLIES FOR CITY HALL	119.89
19	PG & E COMPANY-85 TOTAL				35931967851	821	10/23/2020	68197	20028	NW NE SE 9 27 24 GEN-ANNEX BUILDING 10/23/20 & CENTRAL AVE & MARGALO 2 INVOICES	430.92
20	READYREFRESH BY NESTLE-4027 TOTAL				00J0033487406	816	10/28/2020	68199	20029	DRINKING WATER 5409 7TH ST 9/27/20-10/26/20	32.21
21	TARINA HOMES-4558 TOTAL				14166-0412013290		10/29/2020	68169	20030	2 REFUNDS 1329 VIA BARCELONIA 14166-0412013290	45.00

	A	B	C	D	E	F	G	H	I	J	K
	Vendor	Object	Object	Project	Invoice	PO	Date	Doc	Check	Description	Amount
22	UNIVAR USA INC-111 TOTAL				48782831	812	10/16/2020	68200	20031	LIQUID CHLORINE WELL #10 & WELL #11 2 INVOICES	1,143.40
23	TOTAL FOR WARRANT G100420										2,885.28
24											
25	AUTOZONE,INC-851 TOTAL				5346879973	923	10/08/2020	68305	20093	STREETS #88: FUEL CAP	15.99
26	BC LABORATORIES, INC.-63 TOTAL				B396245	919	10/30/2020	68306	20094	#B396245: WW SAMPLE TEST 10-22-20	70.00
27	BRIGHT HOUSE NETWORK, LLC-68 TOTAL				064162402103020	929	10/30/2020	68314	20095	INTERNET SRVCS 10/28/20-11/27/20	224.55
28	CINTAS CORPORATION NO. 3-4480 TOTAL				4065949694	931	10/30/2020	68315	20096	UNIFORMS 10/30/20	392.05
29	CONTROLLED MOTION SOLUTIONS INC-5164 TOTAL				01353657	749	10/21/2020	68307	20097	DISPOSAL#22: SERVICE & MACHINE DUMP/UNDUMP CYLINDR	1,106.17
30	GRIDIRON SERVICES, INC-5202 TOTAL				1336	928	10/30/2020	68309	20098	#1336: OCT20 GEN CLEANING SRVC	2,938.63
31	JEFFRIES BROS., INC-140 TOTAL				77892	915	10/30/2020	68308	20099	DISPOSAL #13:TRANSMISSION FLUID & PUMP	247.89
32	KAISER FOUNDATION HEALTH PLAN INC-4757 TOTAL				09/26/20-10/25/20	933	10/25/2020	68316	20100	INS. PREMIUM 09/26/20-10/25/20	1,715.32
33	LLANAS PUMPING SERVICE-2907 TOTAL				4206	924	10/29/2020	68311	20101	#4206:REMOVE GREASE BUILD UP FROM 3 LIFT STATION	1,785.00
34	WELLS FARGO FINANCIAL LEASING-4372 TOTAL				5012515477	930	10/30/2020	68317	20102	COPIER LEASE 10/26/20-11/25/20	75.24
35	TOTAL FOR WARRANT G100620										8,570.84
36											
37	ADMINISTRATIVE SOLUTIONS-FRESNO-2208 TOTAL				11/03/20	912	11/03/2020	68299	4983	MEDICAL CHECK RUN 11/03/20	444.03
38	TOTAL FOR WARRANT A110120										444.03
39											
40	BAKERSFIELD WELL & PUMP CO.-2504 TOTAL				JOB#20559	814	07/21/2020	68215	20036	ALL WELLS REPAIRS	22,325.00
41	TOTAL FOR WARRANT G071620										22,325.00
42											
43	BHT ENGINEERING, INC-5134 TOTAL				20-0323	744	09/23/2020	68207	20037	TTM 7373,PEDESTRIAN SAFETY,SBI: 2020 STREET 3 INVOICES	7,100.00
44	CODE PUBLISHING COMPANY-2775 TOTAL				67810	885	09/17/2020	68266	20038	MUNICIPAL CODE WEB UPDATE	440.25
45	TOTAL FOR WARRANT G091120										7,540.25
46											
47	AC ELECTRIC COMPANY-184 TOTAL				13965-974609	904	10/28/2020	68239	20039	RFND CONSTRUCTION WATER METER DEPOSIT RCPT#974609	1,000.00
48	ALEXANDER'S CONTRACT SERVICES, INC.-3828 TOTAL				20201060590	847	10/16/2020	68212	20040	READING METER'S 10-13-20 TO 10-16-20	5,376.43
49	AMAZON CAPITAL SERVICES, INC-4968 TOTAL				1P7R-H93L-VR33	861	10/23/2020	68213	20041	STREETS #32: SPECIAL TOOL - SHAFT SEAL REMOVER	54.07
50	AMERICAN WEST CONSTRUCTION-994 TOTAL				4157-356541	866	10/29/2020	68240	20042	3 REFUNDS CONSTRUCTION METER DEPOSIT	2,997.00
51	ARIZONA PIPELINE-4436 TOTAL				14261-10432336	891	10/28/2020	68295	20043	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
52	BAKERSFIELD WELL & PUMP CO.-2504 TOTAL				14298-1263439	884	10/29/2020	68245	20044	RFND CONSTRUCTION WATER METER DEPOSIT RCPT#1263439	1,000.00
53	BANK UP CORPORATION-4259 TOTAL				4298	890	10/31/2020	68251	20045	LOCKBOX PROCESSING FOR OCT 20	748.10
54	BC LABORATORIES, INC.-63 TOTAL				B395295	841	10/21/2020	68216	20046	WW & WTR SAMPLE TESTING MULTIPLE SERVICES 3 INVOICES	293.00
55	BLAKE ARNOLD CONSTRUCTION-5231 TOTAL				16498-1306108	894	10/31/2020	68252	20047	RFND CONSTRUCTION WATER METER DEPOSIT RCPT#1306108	1,000.00
56	BOWMAN ASPHALT, INC.-963 TOTAL				10208-1182145	905	10/31/2020	68253	20048	REFUNDS CONSTRUCTION WATER METER DEPOSIT 3 INVOICES	3,000.00
57	BRIDGEPORT TRUCK MANUFACTURING, INC-4493 TOTAL				40064-00	852	10/29/2020	68220	20049	DISPOSAL #23,24 PACKER VALVES AND GENERAL: 2, SETS OF GRIP ARMS 3 INVOICES	2,042.09

	A	B	C	D	E	F	G	H	I	J	K
	Vendor	Object	Object	Project	Invoice	PO	Date	Doc	Check	Description	Amount
58	BURTCH CONSTRUCTION-2305 TOTAL				3994-941299	883	10/28/2020	68256	20050	RFND CONSTRUCTION WATER METER	1,000.00
59	CALIFORNIA DEPARTMENT OF TRANSPORTATION-2330 TOTAL				SL210142	850	10/20/2020	68225	20051	QRTLY SIGNAL & LIGHTING JULY TO SEPT 20	3,715.91
60	CENTRAL CALIFORNIA POWER INC-2552 TOTAL				113369	851	10/14/2020	68224	20052	DISPOSAL #22:TRANSMISSION SRVC FILTERS & EGNINE TS	1,908.80
61	CITY OF WASCO-1047 TOTAL				4157-356541	869	10/28/2020	68257	20053	7 REFUNDS CONSTRUCTION METER DEPOSIT	2,400.08
62	COUNTRY TIRE & WHEEL-4953 TOTAL				2203156	643	10/27/2020	68226	20054	DISPOSAL #GENERAL: 8 RECAP TIRES & TIRE WEIGHTS 2 INVOICES	2,357.57
63	CSI CONTRACTORS INC-3550 TOTAL				11750-1128755	887	10/13/2020	68267	20055	RFND CONSTRUCTION WATER METER DEPOSIT	129.43
64	D C CONSTRUCTION GROUP, INC.-3047 TOTAL				10802-15203	908	10/28/2020	68268	20056	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
65	DR*G SERVICES-5229 TOTAL				16285-1277374	893	10/13/2020	68269	20057	RFND CONSTRUCTION WATER METER DEPOSIT	933.87
66	FARWEST CORROSION CONTROL CO.-984 TOTAL				10563-1274236	865	10/28/2020	68270	20058	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
67	GILLIAM & SONS INC-2063 TOTAL				13015-944566	879	10/28/2020	68271	20059	REFUNDS CONSTRUCTION WATER METER DEPOSIT 3 INVOICES	2,607.97
68	HACIENDA LEGACY, LLC-3847 TOTAL				12638-707050	888	10/28/2020	68274	20060	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
69	HERMAN WIESSKER-5232 TOTAL				14530-1408422	895	10/13/2020	68275	20061	RFND CONSTRUCTION WATER METER DEPOSIT	975.00
70	HOLLOWAY ENVIRONMENTAL SOLUTIONS, LLC.-2651 TOTAL				1279	858	10/31/2020	68228	20062	BIOSOLIDS INV #1279	2,209.80
71	HOUSLEY DEMOLITION CO, INC-5233 TOTAL				16553-1312384	896	10/13/2020	68276	20063	RFND CONSTRUCTION WATER METER DEPOSIT	956.65
72	INTERWEST CONSULTING GROUP, INC.-1571 TOTAL				63831	876	10/20/2020	68277	20064	PLAN CHECK SRVCS SEPT 20	4,572.07
73	IRENE SANCHEZ M.D.-3683 TOTAL				EM001579	913	10/26/2020	68297	20065	PHYSICAL & DRUG TEST 08/28/20	65.00
74	JEFFRIES BROS., INC-140 TOTAL				78005CT	911	10/31/2020	68293	20066	FUEL FOR OCT 20	10,056.11
75	JORGENSEN & CO.-137 TOTAL				5908600	663	10/27/2020	68229	20067	CALIBRATION & SENSOR REPAIR	237.33
76	KERN ASPHALT PAVING AND SEALING CO., INC-1708 TOTAL				3583-142815	877	10/28/2020	68278	20068	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
77	KERN COUNTY WASTE MANAGEMENT DEPT.-19 TOTAL				WAS SEPT 20	840	10/08/2020	68230	20069	WASCO GATE FEE SEPT 20	1,913.82
78	LEE'S PAVING INC-5234 TOTAL				14092-991552	897	10/28/2020	68279	20070	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
79	MILLER PACIFIC-5235 TOTAL				9876	898	10/28/2020	68280	20071	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
80	NSM INC.-3408 TOTAL				12016-729616	886	10/28/2020	68281	20072	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
81	NUEVA GENERACION CHURCH-5236 TOTAL				14531-1050538	899	10/28/2020	68282	20073	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
82	PG & E COMPANY-85 TOTAL				58161952393 10/27/20	864	10/27/2020	68283	20074	WELL#12 MCCOMBS & GRIFFITH SE COR 10/27/20	18,971.24
83	PLANK & HARVEY INC-5237 TOTAL				14435-11101552	900	10/27/2020	68284	20075	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
84	QUADIENT FINANCE USA,INC-1844 TOTAL				POSTAGE OCT 20	878	10/27/2020	68285	20076	POSTAGE FOR OCT 20	819.99
85	RANDY RICE/ COLUMBO CONSTRUCTION-5238 TOTAL				16425-1285742	901	10/28/2020	68286	20077	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
86	RICHARD CLEAVER/ WW CONSTRUCTION-5239 TOTAL				15414	902	10/28/2020	68287	20078	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
87	SAN JOAQUIN VALLEY AIR POLLUTION CONTROL DISTRICT-1198 TOTAL				S153277	844	10/01/2020	68232	20079	20/21 ANNUAL PERMITS TO OPERATE ID:S2924 & PRORATED PERMIT - 3 INVOICES	746.04

	A	B	C	D	E	F	G	H	I	J	K
	Vendor	Object	Object	Project	Invoice	PO	Date	Doc	Check	Description	Amount
88	SUPERIOR CONSTRUCTION-3945 TOTAL				4499-496453	889	10/28/2020	68289	20081	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
89	THE SHAFER PRESS/ WASCO TRIBUNE-4787 TOTAL				1883	892	10/29/2020	68288	20080	ADS:RE:SANITATIN WORKER I	72.00
90	VERIZON WIRELESS SERVICE LLC-4237 TOTAL				9865735067	914	10/25/2020	68298	20082	CELL PHONES & IPAD 09/26-10/25/20	446.88
91	W.M. LYLES-2299 TOTAL				16663-505976	882	10/28/2020	68290	20083	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
92	WEST COAST COMMUNITY BUILDERS-5240 TOTAL				8574	903	10/28/2020	68291	20084	RFND CONSTRUCTION WATER METER DEPOSIT	1,000.00
93	WILLBANKS ENVIRONMENTAL CONSULTING, INC.-4147 TOTAL				20729	859	10/31/2020	68235	20085	#20729 PFAS PLAN & REPORTING SAMPLER COMM	351.00
94	TOTAL FOR WARRANT G100520										89,957.25
95	DAVID BYLER-5226 TOTAL				14725-0395014200		11/02/2020	68202	20086	REFUND 1420 SUNSET ST 14725-0395014200DEPOSIT - 1WA91 UB	160.30
96	ESMERALDA OCAMPO-5230 TOTAL				10962-0125005020		11/03/2020	68205	20087	REFUND 502 BIRCH 10962-0125005020	14.70
97	JUAN CORTES-5227 TOTAL				8795-0185003480		11/02/2020	68203	20088	REFUND 348 E ST 8795-0185003480DEPOSIT - 1WA91 UB	88.00
98	KERN COUNTY WASTE MANAGEMENT DEPT.-19 TOTAL				LANDFILL NOV 20	910	11/03/2020	68296	20089	LANDFILL FOR NOV 20	12,648.26
99	SELF HELP ENTERPRISES-4845 TOTAL				14853-0119018010		11/04/2020	68206	20090	REFUND1801 BAUTISTA 14853-0119018010DEPOSIT - 1WA91 UB	57.20
100	SIERRA SCHOOL EQUIPMENT COMPANY-5184 TOTAL				403618	229	11/02/2020	68237	20091	COVID-19 OFFICE REMODELS REVISION #7 & PREVAILING WAGE LABOR AND REMOVAL FURNITURES 2 INVOICES	216,143.75
101	TIFFANY M. KNOX-5228 TOTAL				12376-0130006380		11/02/2020	68204	20092	REFUND 638 BROADWAY ST 12376-0130006380DEPOSIT - 1WA03M UB	104.00
102	TOTAL FOR WARRANT G110120										229,216.21
103	AFFINITY TRUCK CENTER-405 TOTAL				F013208483:01	921	11/05/2020	68312	20103	DISPOSAL #18: WIPER MOTOR & THERMOSTAT AND DISPOSAL 19: 5 LUG NUTS 2 INVOICES	464.27
104	CINTAS CORPORATION NO. 3-4480 TOTAL				4066605803	932	11/06/2020	68318	20104	UNIFORMS 11/06/20	309.28
105	THE SHAFER PRESS/ WASCO TRIBUNE-4787 TOTAL				1889	934	11/05/2020	68319	20105	ADS:RE:LEASE 3 PARCELS FOR WASTEWATER DEPT	84.00
106	TOTAL FOR WARRANT G110220										857.55
107	CARD SERVICE CENTER-4919 TOTAL										
108		50280-COMMUNICA		20217-COVID-19 EMERGENCY RESPONSE	D0091220-101320		10/13/2020	68320	4984	ZOOM SRVCS 09/23/20-10/22/20	114.95
109		50230-TRAINING		-	D0091220-101320		10/13/2020	68320	4984	REGISTRATION LEAGUE OF CACITIES	50.00
110	TOTAL FOR WARRANT MB101320										164.95
111	WELLS FARGO CREDIT CARD-4426 TOTAL										
112		50460-PROFESSIO		-	WF103120		10/31/2020	68300	4985	CAR WASH M2	7.00
113		52042-SMALL TOO		-	WF103120		10/31/2020	68300	4985	VACCINES FOR DOGS AND CATS	535.27
114		50230-TRAINING		-	WF103120		10/31/2020	68300	4985	WARREN CRAIG: TRAINING CLASSES FOR 2020 MMANC ANNU	125.00

	A	B	C	D	E	F	G	H	I	J	K
	Vendor	Object	Object	Project	Invoice	PO	Date	Doc	Check	Description	Amount
119		50230-TRAINING		-	WF103120		10/31/2020	68300	4985	CINTHIA UGALDE: TRAINING CLASSES FOR 2020 MMANC AN	125.00
120		50760-SIGN SUPP		-	WF103120		10/31/2020	68300	4985	BATTERIES FOR BARRICADE LIGHTS	55.18
121		503706-AUTO REPA		-	WF103120		10/31/2020	68300	4985	STREET #85: STEAM CLEANER	23.92
122		55020-SAFETY		-	WF103120		10/31/2020	68300	4985	EAR PLUGS	56.20
123		55035-GRAFFITI		-	WF103120		10/31/2020	68300	4985	FOR DUST BLASTER	418.10
124		50330-DUES/SUBS		-	WF103120		10/31/2020	68300	4985	I. PEREZ MMANC MEMBERSHIP THOROUGH 10/07/21	75.00
125		50330-DUES/SUBS		-	WF103120		10/31/2020	68300	4985	GRAMMARLY SUBSCRIPTION ANNUAL PLAN 10/20/20-10/10/	139.95
126		52043-COMPUTER		-	WF103120		10/31/2020	68300	4985	Recording tool to record web training for all Fina	274.99
127		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	FORM BOARDS FOR VENTURA COURT	37.83
128		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	FORM BOARDS BAY MEADOWS SIDEWALK	7.33
129		503707-AUTO REPA		-	WF103120		10/31/2020	68300	4985	SHOP GENERAL: SHOP LIFT ELECTRICAL PARTS	9.13
130		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #18: REVERSE ALARM FUEL CAP	54.14
131		50530-EQUIPMENT		-	WF103120		10/31/2020	68300	4985	CNG STATION 3 PIPE WRENCHES	73.57
132		503707-AUTO REPA		-	WF103120		10/31/2020	68300	4985	SHOP GENERAL: SHOP LIFT ELECTRICAL PARTS	113.61
133		503707-AUTO REPA		-	WF103120		10/31/2020	68300	4985	SHOP GENERAL: SHOP LIFT ELECTRICAL PARTS	56.86
134		503704-AUTO REPA		-	WF103120		10/31/2020	68300	4985	ANIMAL CONTROL #33: HAD IT TOWED FROM ANIMAL SHELTER	80.00
135		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #24: ELECTRICAL GREASE	20.57
136		50530-EQUIPMENT		-	WF103120		10/31/2020	68300	4985	CNG STATION: 32 INCH CONNECTOR	28.03
137		52042-SMALL TOO		-	WF103120		10/31/2020	68300	4985	MATERIAL #: SHOP LIGHT AND ELECTRICAL CORDED	41.76
138		503704-AUTO REPA		-	WF103120		10/31/2020	68300	4985	ANIMAL #33: NEW STARTER	186.28
139		503706-AUTO REPA		-	WF103120		10/31/2020	68300	4985	STREET #89: TRAILER POWER FUSE	5.40
140		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #27: REPLACE WHEEL TIRE PRESSURE SENSOR	86.59
141		503707-AUTO REPA		-	WF103120		10/31/2020	68300	4985	SHOP: BALANCER ADAPTERS FOR BIGGER TRUCKS	231.66
142		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #27: RETURN SENSOR	(62.54)
143		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #23: NUTS AND BOLTS	11.57
144		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #23: HOSE STRAPS	3.56
145		50370E-AUTO REPA		-	WF103120		10/31/2020	68300	4985	MATERIAL # GRINDER WHEEL	13.92
146		503706-AUTO REPA		-	WF103120		10/31/2020	68300	4985	PRESSURE WASHER	53.51
147		503704-AUTO REPA		-	WF103120		10/31/2020	68300	4985	PRESSURE WASHER	53.50
148		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #27: WHEEL AND TIRE PRESSURE SENSOR	71.19

	A	B	C	D	E	F	G	H	I	J	K
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149		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #27: STICKER	15.79
150		52042-SMALL TOO		-	WF103120		10/31/2020	68300	4985	SMALL TOOLS: HEAVY DUTY TIRE HAMMER	130.28
151		503707-AUTO REPA		-	WF103120		10/31/2020	68300	4985	SHOP #: COMPRESSOR GAUGE	11.90
152		503704-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DOG POUND PRESSURE WASHER, FILTER AND OIL	40.07
153		503706-AUTO REPA		-	WF103120		10/31/2020	68300	4985	STREET #78: 2 NEW TIRES	265.92
154		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #27: LIGHT BAR WIRE	23.27
155		503709-AUTO REPA		-	WF103120		10/31/2020	68300	4985	WASTE WATER #40: FILTERS	30.95
156		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	WORK ORDER SHEETS MADE	21.11
157		503706-AUTO REPA		-	WF103120		10/31/2020	68300	4985	WORK ORDER SHEETS MADE	21.11
158		50370A-AUTO REPA		-	WF103120		10/31/2020	68300	4985	WORK ORDER SHEETS MADE	21.11
159		503709-AUTO REPA		-	WF103120		10/31/2020	68300	4985	WORK ORDER SHEETS MADE	21.11
160		503704-AUTO REPA		-	WF103120		10/31/2020	68300	4985	WORK ORDER SHEETS MADE	21.11
161		503708-AUTO REPA		-	WF103120		10/31/2020	68300	4985	WORK ORDER SHEETS MADE	21.11
162		503701-AUTO REPA		-	WF103120		10/31/2020	68300	4985	WORK ORDER SHEETS MADE	21.11
163		503705-AUTO REPA		-	WF103120		10/31/2020	68300	4985	WORK ORDER SHEETS MADE	21.11
164		503707-AUTO REPA		-	WF103120		10/31/2020	68300	4985	WORK ORDER SHEETS MADE	21.11
165		50370E-AUTO REPA		-	WF103120		10/31/2020	68300	4985	WORK ORDER SHEETS MADE	21.10
166		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #117: FUEL FILTER	66.29
167		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	MATERIAL # BOLTS AND NUTS	27.25
168		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #15: WIRE CLAMPS	12.65
169		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	MATERIAL #: TIME APPLICATOR	4.70
170		503707-AUTO REPA		-	WF103120		10/31/2020	68300	4985	SHOP #37: FILTER	21.16
171		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #15: WORK ON REAR OF HOPER WELDED AND PAT	265.65
172		503706-AUTO REPA		-	WF103120		10/31/2020	68300	4985	STREET #84: ELECTRIC WIRE LOOME	14.17
173		503707-AUTO REPA		-	WF103120		10/31/2020	68300	4985	SHOP #: SHOP AIR FITTINGS AND OIL	10.68
174		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #14: AIR FITTINGS	24.93
175		50370A-AUTO REPA		-	WF103120		10/31/2020	68300	4985	FILTERS AND OIL	28.33
176		503701-AUTO REPA		-	WF103120		10/31/2020	68300	4985	FILTERS AND OIL	28.33
177		503706-AUTO REPA		-	WF103120		10/31/2020	68300	4985	STREET #88: CREDIT ON FUEL CAP	(11.40)

	A	B	C	D	E	F	G	H	I	J	K
	Vendor	Object	Object	Project	Invoice	PO	Date	Doc	Check	Description	Amount
178		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	2 CASES OF BRAKE CLEANER	7.01
179		503706-AUTO REPA		-	WF103120		10/31/2020	68300	4985	2 CASES OF BRAKE CLEANER	7.01
180		50370A-AUTO REPA		-	WF103120		10/31/2020	68300	4985	2 CASES OF BRAKE CLEANER	7.01
181		503709-AUTO REPA		-	WF103120		10/31/2020	68300	4985	2 CASES OF BRAKE CLEANER	7.01
182		503704-AUTO REPA		-	WF103120		10/31/2020	68300	4985	2 CASES OF BRAKE CLEANER	7.01
183		503705-AUTO REPA		-	WF103120		10/31/2020	68300	4985	2 CASES OF BRAKE CLEANER	7.01
184		503708-AUTO REPA		-	WF103120		10/31/2020	68300	4985	2 CASES OF BRAKE CLEANER	7.01
185		503701-AUTO REPA		-	WF103120		10/31/2020	68300	4985	2 CASES OF BRAKE CLEANER	7.01
186		50370E-AUTO REPA		-	WF103120		10/31/2020	68300	4985	2 CASES OF BRAKE CLEANER	7.02
187		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #22: HYDRAULIC HOSE	67.14
188		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #13: 4 CLEARANCE LISTH	45.01
189		52042-SMALL TOO		-	WF103120		10/31/2020	68300	4985	SHOP TOOL BOX AND PUMP	266.27
190		52042-SMALL TOO		-	WF103120		10/31/2020	68300	4985	SHOP TOOL BOX	259.79
191		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #13: HYDRAULIC FITTING	43.29
192		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #18: WASHER	0.38
193		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #24: BOLTS AND NUTS	3.53
194		50370B-AUTO REPA		-	WF103120		10/31/2020	68300	4985	DISPOSAL #23: 5 O-RINGS	2.98
195		520802-BLDG REPA		-	WF103120		10/31/2020	68300	4985	WIRING FINANCE CUBICLE	10.05
196		520802-BLDG REPA		-	WF103120		10/31/2020	68300	4985	WIRING FINANCE CUBICLE	17.82
197		520802-BLDG REPA		-	WF103120		10/31/2020	68300	4985	WIRING FINANCE CUBICLE	12.69
198		520809-BLDG REPA		-	WF103120		10/31/2020	68300	4985	PW: PAINTING WARRENS OFFICE DOOR	12.21
199		520806-BLDG REPA		-	WF103120		10/31/2020	68300	4985	WW: BATTERY FOR SECURITY SYSTEM	40.04
200		520802-BLDG REPA		-	WF103120		10/31/2020	68300	4985	CAPACITOR FOR HAVAC UNIT ON FINANCE	18.85
201		520801-BLDG REPA		-	WF103120		10/31/2020	68300	4985	DOOR STOPPER	5.19
202		520801-BLDG REPA		-	WF103120		10/31/2020	68300	4985	WALL COVER FOR DOOR HANDLE	5.94
203		520801-BLDG REPA		-	WF103120		10/31/2020	68300	4985	WATER BUBBLERS FOR FLOWERS	4.19
204		520807-BLDG REPA		-	WF103120		10/31/2020	68300	4985	SECURITY LIGHT BUBLS OUTSIDE	25.42
205		520809-BLDG REPA		-	WF103120		10/31/2020	68300	4985	SMOKE ALARM BATTERIES	8.09
206		520809-BLDG REPA		-	WF103120		10/31/2020	68300	4985	DOOR STOPPER	5.19

	A	B	C	D	E	F	G	H	I	J	K
	Vendor	Object	Object	Project	Invoice	PO	Date	Doc	Check	Description	Amount
207		520804-BLDG REPA		-	WF103120		10/31/2020	68300	4985	PLANNING: DOOR BELL FOR COMMUNITY DEVELOPMENT	29.22
208		520801-BLDG REPA		-	WF103120		10/31/2020	68300	4985	BATTERY FOR DOOR BELL AND 2 SIDED TAPE	18.79
209		52080B-BLDG REPA		-	WF103120		10/31/2020	68300	4985	BRACES FOR WINDOR BARRIERS SOCIAL DISTANCING	11.45
210		52042-SMALL TOO		-	WF103120		10/31/2020	68300	4985	NEEDED FOAMER FOR DISINFECTANT	32.44
211		52042-SMALL TOO		-	WF103120		10/31/2020	68300	4985	NEEDED FLASHLIGHTS	32.41
212		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	RAGS TO CLEAN WINDOWS AND MIRROS ON EQUIPMENT	82.42
213		52042-SMALL TOO		-	WF103120		10/31/2020	68300	4985	PRY BAR TO REPLACE STOLEN TOOL FROM WELDING SHOP	74.16
214		52042-SMALL TOO		-	WF103120		10/31/2020	68300	4985	SAFETY GLASSES, SOCKET SET TO REPLACE STOLEN SET	188.27
215		505307-REPAIR &		-	WF103120		10/31/2020	68300	4985	WATER: REPLACE HOSE AND HOSE FITTINGS ON VACUUM	337.83
216		505307-REPAIR &		-	WF103120		10/31/2020	68300	4985	FITTINGS FOR SPRAYER ON VACUUM	10.15
217		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	PARTS FOR SERVICE REPAIR	109.22
218		505307-REPAIR &		-	WF103120		10/31/2020	68300	4985	NOZZLE FOR VACUUM EXCAVATOR	196.96
219		52900-SPECIAL E		-	WF103120		10/31/2020	68300	4985	CANDY AND FACE SHIELDS FOR THE TRUNK OF TREAT EVE	133.20
220		52042-SMALL TOO		-	WF103120		10/31/2020	68300	4985	2 BLUETOOTH DEVICES FOR CODE ENFORCEMENT	64.92
221		52042-SMALL TOO		-	WF103120		10/31/2020	68300	4985	BLEND MOP REFILL	10.81
222		52042-SMALL TOO		-	WF103120		10/31/2020	68300	4985	NEEDED BREAK STICKS TO SEPERATE DOGS	133.00
223		50230-TRAINING		-	WF103120		10/31/2020	68300	4985	VIRTUAL GRRENBOOK SEMINAR	100.00
		520802-BLDG REPA		2021-COVID-19 EMERGEN CY RESPONSE	WF103120		10/31/2020	68300	4985	NUTS AND BOLTS, COVER	3.02
224		50230-TRAINING		-	WF103120		10/31/2020	68300	4985	TRAINING CLASSES: 2020 MMANC ANNUAL CONFERENCE	125.00
225		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	PAINT FOR SLUDGE BINS	101.07
226		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	NET FOR SNAILS	21.04
227		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	BUSHING FOR WATER SYSTEM	28.42
228		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	PAINT FOR WATER LINES	35.13
229		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	PARTS FOR WATER SYSTEM REPAIR	102.34
230		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	PAINT AND SUPPLIES FOR TRASH BINS	82.38
231		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985		

	A	B	C	D	E	F	G	H	I	J	K
	<u>Vendor</u>	<u>Object</u>	<u>Object</u>	<u>Project</u>	<u>Invoice</u>	<u>PO</u>	<u>Date</u>	<u>Doc</u>	<u>Check</u>	<u>Description</u>	<u>Amount</u>
232		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	FILTERS FOR JB TRACTOR	75.80
233		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	WELIDING SUPPLIES FOR TRASH BINS, BRASS FITTINGS F	179.64
234		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	OIL FOR WATER PUMP	42.37
235		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	REPLACEMENT PLUGS FOR PUMPS	29.67
236		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	PLUG AND SILICON FOR PUMP	17.42
237		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	TELESCOPE POLE	26.93
238		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	GLOVES FOR DAILY OPERATIONS AND MAINTENANCE	64.48
239		50530-EQUIPMENT		-	WF103120		10/31/2020	68300	4985	SEAT REPLACEMENT FOR JD TRACTOR	117.30
240		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	PAINT SUPPLIES FO RTRASH BINS AND FOAM FOR LIGHTS	92.41
241		52042-SMALL TOO		-	WF103120		10/31/2020	68300	4985	HD GREASE GUN FOR CENTRIFUGE	65.36
242		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	BELT AND FILTERS FOR BLOWERS AND WELDING HELMET FO	149.61
243		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	DRILL BIT SET, EXCAVATOR FOR SECONDARY SLUDGE PUMP	70.73
244		50390-MATERIALS		-	WF103120		10/31/2020	68300	4985	POSTAGE FOR THE CITY HALL	6.95
245		50330-DUES/SUBS		-	WF103120		10/31/2020	68300	4985	M. MARTINEZ RENEWAL MEMBERSHIP FOR INTERNATIONAL PROFESSIONAL MEMBERSHIP	175.00
246	TOTAL FOR WARRANT WF103120										8,329.58
247	GRAND TOTAL										402,755.82



STAFF REPORT

CITY OF WASCO

TO: Honorable Mayor and Council Members

FROM: Daniel Ortiz-Hernandez, City Manager
Isarel Perez-Hernandez, Finance Director

DATE: November 17, 2020

SUBJECT: Approve a Resolution authorizing a transfer of \$2,137,316 of funds currently invested in the Fidelity Treasury Mmkt Capital Reserves money market account invested through UnionBanc Investment Services to the State of California Local Agency Investment Fund (LAIF).

Recommendation:

Staff recommends the City Council approve a Resolution authorizing a transfer of \$2,137,316 of funds currently invested in the Fidelity Treasury Mmkt Capital Reserves money market account invested through UnionBanc Investment Services to the State of California Local Agency Investment Fund (LAIF).

Discussion:

The Investment concentration of the City's portfolio as of September 30, 2020, is as shown in the chart below:

<u>Investments</u>	<u>Market Value</u>	<u>% of Portfolio</u>
Local Agency Investment Fund (LAIF)	\$ 17,492,878	41.40 %
Other Cash Pools	6,170,516	14.60 %
Demand Deposits	13,336,383	31.56 %
Invested by UnionBanc Investment Services		
CDs	3,117,980	7.38 %
Fidelity Treasury Mmkt Capital Reserves	<u>2,137,316</u>	<u>5.06 %</u>
Total UnionBanc Investment Services	5,255,296	12.44 %
Total	\$ 42,255,072	100.00 %

The \$2,137,316 invested in the Fidelity Treasury Mmkt Capital Reserves account ("money market account") represents the accumulation of Certificates of Deposits and interest thereon. These funds earned \$16.06, only 0.01 % interest in September 2020. Staff believes these funds could be utilized to earn greater returns.

The City's Investment Policy stresses that investments should be evaluated using three criteria 1) Safety, 2) Liquidity, and 3) yield. Staff considered the following options:

- A. Have Union Bank Investment Services continue its practice of laddering Certificates of Deposit and Government Agency Securities to spread maturities of the resultant pool over a five-year maturity at a 0.27% average yield to help reduce the City's exposure to market volatility.
- B. Move the \$2,137,316 into the City's LAIF account with the State of California averaging 0.65% yield ending September 30, 2020.

Volatility reflects changing market conditions. High volatility means that the price of a security can change dramatically over a short time period in either direction. A lower volatility means that a security's value does not fluctuate dramatically but changes in value at a steady pace over a period of time.

Investments in Treasury securities represent the lowest investment risk available, so the difference in earnings rates between treasury securities with different maturity dates represents the risk of market volatility. As evidenced in the below chart,

- 1) Interest rates are currently down.
- 2) A 30-day T-Bill earns only .07% less than a 3-year treasury note despite the T-Bill's higher volatility.

With interest rates down, the risk of the City losing money due to market volatility is reduced.

Investment	Term	Rate	Source
\$250,000 CD	5 year	0.18 % - 0.40 %	UnionBNC Broker
Treasury Bill	30 day	0.09 %	Treasury.gov
Treasury Note	3 year	0.16 %	Treasury.gov
Local Agency Investment Fund (LAIF)	4-7 days	0.65 %	State of CA Pooled Money Investment Account (PMIA)
Fidelity Treasury Mmkt Capital Reserves account	1 day	0.01 %	Average Earnings calculated on City Investment

Because 1) LAIF ranks right behind US Treasury investments in terms of safety and; 2) funds invested in LAIF can be available if necessary within a few days and 3) since LAIF is currently yielding higher than money market account as measured in September 2020, staff recommends transferring funds available in the money market account held through UnionBanc Investment Services to the City's LAIF account.

Fiscal Impact:

At the current earnings differential, the City portfolio as a whole should earn approximately \$41,000 more on an annual basis.

Attachments:

1. Resolution
2. LAIF Quarterly Report

RESOLUTION NO. 2020 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO AUTHORIZING A TRANSFER OF \$2,137,316 OF FUNDS CURRENTLY INVESTED IN THE FIDELITY TREASURY MMKT CAPITAL RESERVES MONEY MARKET ACCOUNT INVESTED THROUGH UNIONBANC INVESTMENT SERVICES TO THE STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND (LAIF)

WHEREAS, the City of Wasco currently has approximately \$2,137,316 invested in the Fidelity Treasury Mmkt Capital Reserves money market account ("money market account") invested through UnionBank Investment Services;

WHEREAS, the money market account is earning less than the State of California Local Agency Investment Fund ("LAIF");

WHEREAS, the City of Wasco has determined that LAIF is second only to US Treasury Securities in terms of safety and;

WHEREAS, the funds held by LAIF are highly liquid;

WHEREAS, the City prioritizes its investments on safety and liquidity over yield;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Wasco as follows:

SECTION 1: Authorizes a transfer of \$2,137,316 of funds currently invested in the Fidelity Treasury Mmkt Capital Reserves money market account invested through UnionBanc Investment Services to the State of California Local Agency Investment Fund (LAIF).

-o0o-

I HEREBY CERTIFY that the foregoing Resolution No. 2020 - _____ was passed and adopted by the Council of the City of Wasco at a regular meeting thereof held on November 17, 2020, by the following vote:

COUNCIL MEMBERS:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest: _____

TEOFILO CORTEZ JR.,
MAYOR of the City of Wasco

MARIA O. MARTINEZ
CITY CLERK and Ex Officio Clerk of
the Council of the City of Wasco **22 to 196**



PMIA/LAIF Performance Report as of 10/14/20



PMIA Average Monthly Effective Yields⁽¹⁾

Sep	0.685
Aug	0.784
Jul	0.920

Quarterly Performance Quarter Ended 09/30/20

LAIF Apportionment Rate ⁽²⁾ :	0.84
LAIF Earnings Ratio ⁽²⁾ :	0.00002309407394024
LAIF Fair Value Factor ⁽¹⁾ :	1.004114534
PMIA Daily ⁽¹⁾ :	0.65%
PMIA Quarter to Date ⁽¹⁾ :	0.80%
PMIA Average Life ⁽¹⁾ :	169

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 09/30/20 \$109.2 billion

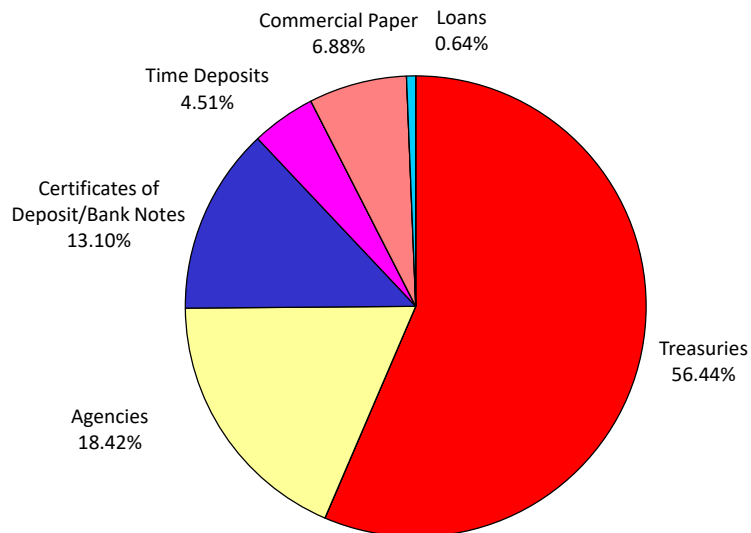


Chart does not include 0.01% of mortgages. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller

STAFF REPORT

CITY OF WASCO

TO: Honorable Mayor and Council Members

FROM: Daniel Ortiz-Hernandez, City Manager
Keri Cobb, Community Development Director

DATE: November 17, 2020

SUBJECT: Accept the Bids and Adopt a Resolution Authorizing the City Manager to enter into an Agreement with Self Help Enterprises, Inc. for CDBG and other State and Federal Programs Consulting Services.

Recommendation:

Staff recommends the City Council accept all bids and adopt a Resolution authorizing the City Manager to enter into an Agreement with Self Help Enterprises for CDBG and other State and Federal Programs consulting services.

Discussion:

On September 6, 2020, Community Development Department City Staff advertised a Request for Qualifications for Community Development Block Grant and other State and Federal Programs Consulting Services. The closing date for this RFP was Thursday, October 8, 2020. The City received two written responses. Each proposal was ranked by a panel of three, including the Community Development Director, City Projects Manager, and Public Works Director. The firms were scored based on their experience and qualifications, thoroughness and approach, references, and overall ability to execute services. Below is a summary of the firms and their average score:

A & M Consulting Engineers	78.6
Self Help Enterprises	96

After reviewing and ranking proposals, Self Help Enterprises was selected as the qualifying firm. They were identified as the best fit based on their experience and qualifications, past performance and references, and overall understanding of the City's needs and ability to execute services.

Self Help Enterprises has extensive experience in grant writing for CDBG, HOME, CalHome, public infrastructure improvements, public facilities, public services, and planning and technical assistance. Self Help Enterprises began assisting their partners with grant writing for infrastructure improvements, public facilities, public services, and planning and technical assistance grants in 1976. Since then, they have prepared over 268 successful applications under CDBG.

The City Attorney drafted the attached agreement. It is for a period of two years with an option to extend a third year. General grant management services will be paid on a time and material basis based on the firm's rate schedule. Grant application services will be paid based on a flat-rate basis upon application submittal.

Fiscal Impact:

Services will be paid on a time and material basis except for application services, which will be paid on a flat rate basis, as outlined in the attached agreement.

Attachment:

1. Resolution
2. Agreement
3. RFP Ranking Sheet
4. Self Help Proposal

RESOLUTION NO. 2020 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO APPROVING AN AGREEMENT WITH SELF HELP ENTERPRISES.

WHEREAS, the City wishes to contract with Self Help Enterprises, to provide Community Development Block Grant and other State and Federal programs grant application, administration and labor standards compliance professional services; and

WHEREAS, the services provided are described in the Agreement, attached as Exhibit "A"; and

WHEREAS, said Agreement has been made in the form and manner prescribed by the City of Wasco Municipal Code and the California Public Contract Code; and,

WHEREAS, Self Help Enterprises and the City each acknowledge that each party and their respective legal counsel have reviewed the Agreement; and,

WHEREAS, the Agreement shall be governed by and construed in accordance with the laws of the State of California; and,

WHEREAS, Self Help Enterprises shall maintain all worker's compensation insurance where and, in the amounts required by law and comprehensive general public liability insurance as outlined in the agreement.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Wasco as follows:

SECTION 1: Approves the Agreement with Self Help Enterprises

SECTION 2: Authorizes the Mayor and the City Clerk to endorse the agreement.

-o0o-

I HEREBY CERTIFY that the foregoing Resolution No. 2020 - _____ was passed and adopted by the Council of the City of Wasco at a regular meeting thereof held on November 17, 2020, by the following vote:

COUNCIL MEMBERS:

AYES:

NOES:

ABSTAIN:

ABSENT:

TEOFILO CORTEZ JR.,
MAYOR of the City of Wasco

Attest:

MARIA O. MARTINEZ
CITY CLERK and Ex Officio Clerk of
the Council of the City of Wasco

AGREEMENT No. 2020-_____

THIS AGREEMENT (the "Agreement") made this 17th day of November 2020, by and between the CITY OF WASCO ("City") and SELF-HELP ENTERPRISES, a California Non-Profit Corporation (the "Consultant"),

W I T N E S S E T H:

WHEREAS, City wishes to hire Consultant to provide grant application services and contract grant administration services for State of California Community Development Block Grant Programs ("CDBG") and other state and federal programs as more particularly described in Exhibit "A" attached hereto and by this reference made a part hereof. (the "Services") under the terms and conditions described hereinafter and Consultant is agreeable thereto.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth hereinafter, the parties agree as follows:

1. The parties incorporate the foregoing recitals as if fully set forth herein verbatim. Consultant agrees to comply with all applicable Federal laws and regulations, including without limitation those described in Exhibit "B" attached hereto and by this reference made a part hereof.

2. City hereby contracts with Consultant to perform the Services under the terms and conditions described hereinafter, and Consultant is agreeable thereto. During the term of this Agreement, Consultant shall serve at the pleasure of the City Manager or his designee. Consultant shall perform such Services as determined by and as requested by the City Manager or his designee by written communication or email directed to Consultant and within the time frames and the terms and conditions described therein. In that regard, whenever a Service is requested, Consultant shall submit a scope of work and cost proposal for same, and City and Consultant shall negotiate, where necessary, over the terms of same, which upon approval and execution by both parties shall be deemed an amendment to this Agreement. Notwithstanding any other provision to this Agreement, City may contract with any other consultant to perform any Services otherwise described herein and shall have no obligation or responsibility to utilize Consultant for any such Services.

3. Except as described herein, Consultant shall receive payment for all Services performed by Consultant hereunder based on "Time and Materials." As used in this Agreement, "Time and Materials" shall mean the number of hours devoted by Consultant and its staff to the Services, charged at the rate set forth in the Consultant's rate schedule attached hereto as Exhibit "C" and by this reference made a part hereof (the "Consultant's Rate Schedule"). The Consultant's Rate Schedule shall remain unchanged for the Term and Option Term hereinafter described. With regard to general administration, Consultant's charges shall not exceed 17% of the total project budget for full-service grant administration. Notwithstanding the foregoing, when Consultant is preparing grant applications for CDBG OTC noncompetitive applications, Consultant shall charge a flat fee of \$3,500 and a flat fee of \$3,000 for any additional applications prepared under the same Notice of Funding Availability. For all other grant writing applications, the parties shall attempt to negotiate, in their sole discretion, the Consultant's charges.

(a) Except for grant writing Services, City shall pay Consultant from written invoices submitted no more often than monthly which shall include a description of all Services performed and such additional information as required by the City Manager, provided, however, that the City may, in its discretion, require Consultant to bill general administration Services on a flat rate basis prorated over the term of the grant. For grant writing Services, Consultant shall submit invoices for each project after completion of the Services. The City Manager or his designated representative shall have the right of reasonable review of the invoices and the Services described therein and, at the conclusion of the review, shall place the matter on the agenda for the next available City Council meeting for consideration. Upon approval of each invoice by the City Council, Consultant shall be paid in the regular

cycle of payments made by the City for other bills and claims.

4. The term of this Agreement shall be for 2 years from the date hereof (the "Term"). City shall have the option (the "Option") to extend the Agreement for 1 year (the "Option Term") under the same terms and conditions as described herein. The Option may be exercised by City by written notice to Consultant prior to expiration of the Term.

(a) City may terminate this Agreement at any time by giving Consultant ten (10) days prior written notice, provided that in such event and provided Consultant is not then in default, Consultant shall be entitled to payment for those Services rendered through the date of termination, provided satisfactory to City. If termination by City results from Consultant's default, Consultant shall not be entitled to payment for those Services which were the subject of the default.

5. Consultant shall indemnify, defend (upon request by City) and hold harmless City, its officers, Councilpersons, employees, and agents from any and all claims, liabilities, expenses, and damages of any nature, including attorney's fees, for injury to or death of any person, and for damage to any property, including consequential damages of any nature resulting therefrom, arising out of or in any way connected with any act or omission by or on behalf of Consultant.

6. Without limiting Consultant's obligations under Paragraph 5 of this Agreement, Consultant shall obtain and maintain during the life of this Agreement:

(a) Comprehensive general liability insurance coverage, including premises – operations, products/completed operations, broad form property damage and blanket contractual liability, in an amount not less than \$1 million per occurrence and automobile liability for owned, hired, and non-owned vehicles. Consultant shall provide City with appropriate certificates of insurance and endorsements for the foregoing in which City, its officers, Councilpersons, Commissioners, employees, and agents are named as additional insureds and specifically designating all such insurance as "primary" and that City's insurance shall be noncontributing, and providing further that same shall not be terminated nor coverage reduced without ten days prior written notice to City.

(b) Such workers compensation insurance as required by statute.

(c) Professional errors and omissions insurance coverage in amounts not less than \$1 million per claim.

7. Consultant shall not assign its interest herein or any part thereof and any attempted assignment shall be void.

8. All reports, information, data and exhibits drafted or provided by Consultant and all copyrights shall be the property of City and shall be delivered to City upon demand without additional costs or expense to City.

9. All notices required to be given under this Agreement or by law shall be in writing and shall be deemed received by the party to whom directed if personally served or if mailed by certified mail, return receipt requested with the date of execution of the return receipt (or refusal to sign) as the date of service or when sent by facsimile transmission or when sent by electronic mail ("email") or when deposited in the United States mail, postage prepaid, addressed as follows: If to City — City Manager, 746 8th Street, Wasco, California 93280, Fax — (661) 758-7239, Email – daortiz@cityofwasco.org; or if to Consultant—Thomas J. Collishaw, President/CEO, 8445 W. Elowin Ct., Visalia, California 93291, Fax – (559) 651-3634, Email – tomc@selfhelpenterprises.org. Any party may change its address by giving notice to the other party in the manner herein described.

10. Time is of the essence with regard to each covenant, condition and provision of this Agreement.

11. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

12. This Agreement constitutes the entire Agreement between the parties with regard to the subject matter herein and supersedes all prior oral and written agreements and understandings between the parties with respect thereto.

13. This Agreement may not be altered, amended, or modified except by a writing executed by duly authorized representatives of all parties.

14. In the event any action or proceeding is instituted arising out of or relating to this Agreement, the prevailing party shall be entitled to its reasonable attorneys' fees and actual costs.

15. This Agreement may be executed in counterparts. A facsimile or electronic copy of this fully executed Agreement shall be as effective as the original for all purposes

16. Notwithstanding any provision to the contrary, this Agreement shall not become effective and shall not be binding as to any party until all of the parties have executed this Agreement.

17. Waiver by a party of any provision of this Agreement shall not be considered a continuing waiver or a waiver of any other provision, including the time for performance of any such provision.

18. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their respective heirs, successors, and assigns.

19. If any term, provision, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and not be affected, impaired, or invalidated thereby.

20. City and Consultant each acknowledge that each party and their respective legal counsel have reviewed this Agreement and agree that this Agreement is the product of negotiations between the parties. This Agreement shall be interpreted without reference to the rule of interpretation of documents that uncertainties or ambiguities therein shall be determined against the party so drafting the Agreement.

21. During the performance of the Agreement, Consultant shall comply with all applicable federal laws and regulations including but not limited to those listed in the attached Exhibit "B".

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first hereinabove written.

DANIEL ORTIZ-HERNANDEZ,
City Manager, City of Wasco, California,
"City"

SELF-HELP ENTERPRISES, a California Non-Profit
Corporation, "**Consultant**"

By:_____
Name: Thomas J. Collishaw
Its: President / CEO, Self Help Enterprises

Exhibit A
Services
Scope of Work

The Scope of Work to be performed by the Consultant shall include the following activities:

- A. CONSULTANT shall ensure completion and timely submittal of all CDBG grant applications the City choses to apply for beginning with the 2021 NOFA. At a minimum, the City anticipates applying for a non-competitive, over the counter pubic improvement grant for construction of a domestic water well. For non-competitive, over the counter applications, complete applications are expected to be submitted within the first 15 minutes of the filing period opening. The City may also apply for Planning and Technical Assistance and Economic Development grants, but does not anticipate applying for Housing grants at this time.
- B. CONSULTANT shall ensure proper completion and submission of all financial and performance reports required by the program for funded projects (i.e., monthly, quarterly, annual, close- out, etc.).
- C. CONSULTANT shall be present at all appropriate public meetings if requested.
- D. CONSULTANT shall ensure that the proper administrative files are maintained.
- E. CONSULTANT shall establish and maintain administrative files. This includes maintaining any required Public Information Binders.
- F. CONSULTANT will, as requested, directly participate in any monitoring by the State or other agencies and provide the necessary documents and files for such monitoring visits.
- G. CONSULTANT will advocate on City's behalf, to the maximum extent appropriate, and respond to and correct any monitoring findings under control of the CONSULTANT.
- H. CONSULTANT shall prepare a close-out manual to guide the City after the projects have been completed. Such guide will outline the City's ongoing program responsibilities. City agrees that this manual can be structured to contain pertinent sections of information previously developed by the State-CDBG.
- I. CONSULTANT shall monitor program milestones and recommend amendments as necessary.
- J. CONSULTANT shall facilitate communications between all State-CDBG personnel and the City.
- K. CONSULTANT shall appraise the City of all applicable federal and State requirements related to the funds and facilitate the meeting of such requirements.
- L. CONSULTANT shall serve as the primary contact person for issues related to labor standards. The Consultant shall attend preconstruction conferences to provide the contractor and subcontractor(s) with contractor labor compliance handouts and review the applicable labor standards requirements as required by Federal/State and State CDBG Program requirements.
- M. CONSULTANT shall obtain applicable State and federal wage rate decisions as

determined by the Department of Industrial Relations (DIR) and the Davis Bacon Act. The Consultant shall determine the appropriate wage rate determination for each class of employee prior to preparation of bid/proposal requests by the City. Consultant shall update wage rate determinations prior to award of contracts as required by law. Consultant is to provide these rates in a binder for the Prime Contractor to post at the jobsite.

- N. CONSULTANT shall verify contractor and subcontractor(s) eligibility through the State Contractor's Licensing Board and Federal debarred list. Consultant is to keep all information neat and orderly in each individual contractor/subcontractor files.
- O. CONSULTANT shall provide contractors and subcontractors with required certification statements and contract language requirements.
- P. CONSULTANT shall assist in processing contractor/consultant invoices and change orders.
- Q. CONSULTANT shall assist in processing Request for Information as it relates to labor standards.
- R. CONSULTANT shall conduct labor standards reviews sufficient to ensure compliance with applicable DIR and Davis Bacon regulations. Reviews shall include on site interviews with a minimum of 10% of employees of each trade.
- S. CONSULTANT shall verify DIR apprenticeship requirements and proper outreach required (DAS forms).
- T. CONSULTANT shall verify Contractor/Subcontractors Fringe Benefit Statements.
- U. CONSULTANT shall promptly review payroll for compliance with applicable labor standards. Consultant is to have a cover sheet on each certified payroll, showing period ending date, certified payroll #, date reviewed, and signature of Consultant reviewing payroll. There should be an area for notes if there are any discrepancies.
- V. CONSULTANT shall ensure that required documents are submitted in a timely manner.

Exhibit B

Federal Terms and Conditions

FEDERAL TERMS AND CONDITIONS:

During the performance of the contract, the Contractor must agree to comply with all applicable Federal laws and regulations including but not limited to the following:

AFFIRMATIVE ACTION:

The work to be performed under this contract is on a project assisted under a program providing direct federal financial assistance from the United States Department of Housing and Urban Development (HUD) and subject to 24 CFR 85.36(e). CITY hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged, minority and women's business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, religious creed, sex, or national origin in consideration for an award. Minority and women-owned and operated businesses encouraged to apply.

SECTION 3:

The work to be performed under this contract is on a project assisted under a program providing direct federal financial assistance from the HUD, Community Development Block Grant Program, and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 USC 1701u. Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low and moderate income persons residing within the project area and that the contracts for work in connection with the project be awarded to eligible business concerns which are located in, or owned in substantial part by persons residing in the area of the project. Regulations for implementing the Section 3 clause are contained in 24 CFR 135, as amended, and as specified in the project specifications.

NON-DISCRIMINATION CLAUSE:

During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

EQUAL OPPORTUNITY:

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

1. The Contractor will comply with Executive Order 11246 of September 24, 1965 entitled Equal Employment Opportunity as amended by Executive Order 11375 of October 1967 as supplemented in Department of Labor regulations (41 CFR chapter 60).
2. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated equally during employment, without regard to race, color, religion, sex, or national origin. Such action shall include, but not be limited to, the following: employment upgrading, demotion, transfer, recruitment, or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the City Setting forth the provisions of this nondiscrimination clause.
3. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to their race, color, religion, sex, or national origin.
4. The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
5. The Contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
6. In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be cancelled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of Sept. 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
7. The Contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: *Provided, however,* that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

8. The Contractor shall file, and shall cause each of his subcontractors to file, Compliance Reports with the contracting agency or the Secretary of Labor as may be directed. Compliance Reports shall be filed within such times and shall contain such information as to the practices, policies, programs, and employment policies, programs, and employment statistics of the contractor and each subcontractor, and shall be in such form, as the Secretary of Labor may prescribe.
9. Bidders or prospective contractors or subcontractors may be required to state whether they have participated in any previous contract subject to the provisions of this Order, or any preceding similar Executive order, and in that event to submit, on behalf of themselves and their proposed subcontractors, Compliance Reports prior to or as an initial part of their bid or negotiation of a contract.
10. Whenever the Contractor or subcontractor has a collective bargaining agreement or other Contract or understanding with a labor union or an agency referring workers or providing or supervising apprenticeship or training for such workers, the Compliance Report shall include such information as to such labor union's or agency's practices and policies affecting compliance as the Secretary of Labor may prescribe: *Provided*, That to the extent such information is within the exclusive possession of a labor union or an agency referring workers or providing or supervising apprenticeship or training and such labor union or agency shall refuse to furnish such information to the contractor, the contractor shall so certify to the Secretary of Labor as part of its Compliance Report and shall set forth what efforts he has made to obtain such information.
11. The Secretary of Labor may direct that any bidder or prospective contractor or subcontractor shall submit, as part of his Compliance Report, a statement in writing, signed by an authorized officer or agent on behalf of any labor union or any agency referring workers or providing or supervising apprenticeship or other training, with which the bidder or prospective contractor deals, with supporting information, to the effect that the signer's practices and policies do not discriminate on the grounds of race, color, religion, sex or national origin, and that the signer either will affirmatively cooperate in the implementation of the policy and provisions of this order or that it consents and agrees that recruitment, employment, and the terms and conditions of employment under the proposed contract shall be in accordance with the purposes and provisions of the order. In the event that the union or the agency shall refuse to execute such a statement, the Compliance Report shall so certify and set forth what efforts have been made to secure such a statement and such additional factual material as the Secretary of Labor may require.
12. The Contractor will cause the foregoing provisions to be inserted in all subcontracts for work covered by this Agreement so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

CONFLICT OF INTEREST OF MEMBERS, OFFICERS, OR EMPLOYEES OF CONTRACTORS, MEMBERS OF LOCAL GOVERNING BODY, OR OTHER PUBLIC OFFICIALS:

Pursuant to 24 CFR 570.611, no member, officer, or employee of the Grantee, or its designees or agents, no member of the governing body of the locality in which the program is situated, and no other public official of such locality or localities who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this part, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract or Agreement with respect to a CDBG-assisted activity or its proceeds, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one (1) year thereafter. The Grantee shall incorporate, or cause to be incorporated, in all such

contracts or subcontracts a provision prohibiting such interest pursuant to the purposes of this Section.

INSURANCE: Maintenance, if so required by law, unemployment insurance, disability insurance and liability insurance, which is reasonable to compensate any person, firm, or corporation, who may be injured or damaged by the contractor, or any subcontractor in performing the grant activity(ies) or any part of it.

DISADVANTAGED/MINORITY/WOMEN BUSINESS ENTERPRISE FEDERAL REGULATORY REQUIREMENTS UNDER 24 CFR 85.36(e): The Contractor will take all necessary affirmative steps to assure that minority firms, women's business enterprises, and labor surplus area firms are used when possible.

1. Affirmative steps shall include:

- i. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- ii. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- iii. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority business, and women's business enterprises;
- iv. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority business, and women's business enterprises;
- v. Using the services/assistance of the Small Business Administration (SBA), and the Minority Business Development Agency (MBDA) of the Department of Commerce.

COPELAND "ANTI-KICKBACK" ACT (18 U.S.C. 874):

Contractor shall comply with the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR Part 3).

COMPLIANCE WITH ALL FEDERAL LABOR STANDARD PROVISIONS:

Contractor shall comply with all provisions contained in the form HUD-4010, Federal Labor Standards Provisions.

COMPLIANCE WITH SECTIONS 103 AND 107 OF THE CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. 327-330):

Contractor will comply with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by Department of Labor regulations (29 CFR part 5). Requires the contracting officer to insert the clauses set forth in 29 CFR part 5, Construction contracts awarded by grantees and subgrantees in excess of \$2000, and in excess of \$2500 for other contracts which involve the employment of mechanics or laborers)

REQUIREMENTS AND REGULATIONS PERTAINING TO DATA AND DESIGN:

All data and design and engineering work created under this Agreement shall be owned by the City and shall not be subject to copyright protection. The rights to any invention which is developed in the course of this Agreement shall be the property of the City.

REQUIREMENTS AND REGULATIONS PERTAINING TO REPORTING:

The City, State CDBG, HUD and the Comptroller General of the United States or any of their duly authorized representatives shall be granted access to any books, documents, papers and records of Contractor which are directly pertinent the contract.

COMPLIANCE WITH CLEAN AIR ACT AND CLEAN WATER ACT:

Contractor shall comply with all applicable standards, orders and requirements issued under Section 306 of the Clean Air Act (42 U.S.C. 1857(h)).

1. Contractor shall comply with all applicable standards, orders and requirements issued under Section 508 of the Clean Air Act (33 U.S.C. 1368).
2. Contractor shall comply with Executive Order 11738 and Environmental Protection Agency regulations (40 CFR Part 15).

COMPLIANCE WITH ENERGY POLICY AND CONSERVATION ACT (Pub. L. 94-163, 89 Stat. 871):

The Contractor shall comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).

D/MBE/WBE IMPLEMENTATION GUIDELINES:

The following information, as applicable, shall be retained by Contractor and produced upon request by General Services if determined by General Services to be necessary to establish the bidder's "good faith efforts" to meet the Disadvantaged/Minority/Women Business Enterprise (D/M/WBE) requirements.

1. The names and dates of advertisement of each newspaper, trade paper, and minority- focus paper in which a request for D/M/WBE participation for this project was placed by the bidder.
2. The names and dates of notices of all certified D/M/WBEs solicited by direct mail for this project and the dates and methods used for following up initial solicitations to determine with certainty whether the D/M/WBEs were interested.
3. The items of work for which the bidder requested sub-bids or materials to be supplied by D/M/WBEs, the information furnished interested D/M/WBEs in the way of plans, specifications and requirements for the work, and any breakdown of items of work into economically feasible units to facilitate D/M/WBE participation. Where there are D/M/WBEs available for doing portions of the work normally performed by the bidder with his own forces, the bidder will be expected to make portions of such work available for D/M/WBEs to bid on.
4. The names of D/M/WBEs who submitted bids for any of the work indicated in (3) above, which were not accepted, a summary of the bidder's discussions and/or negotiations with them, the name of the subcontractor or supplier that was selected for that portion of work, and the reasons for the bidder's choice. If the reason for rejecting the D/M/WBE bid was

price, give the price bid by the rejected D/M/WBE and the price bid by the selected subcontractor or supplier.

5. Assistance that the bidder has extended to D/M/WBEs identified in (4) above to remedy the deficiency in their sub-bids.
6. To find a D/M/WBE certified firm, you may call (916) 445-3520, go on-line to: <http://www.dot.ca.gov/hq/bep>, or via mail at: D/M/WBE Listing for County, CalTrans - Publications Distribution Unit, 1900 Royal Oaks, Sacramento, CA 95815-3800.

AUDIT, RETENTION AND INSPECTION OF RECORDS:

The Contractor agrees that the (City/County), the Department of Housing and Community Development, the Federal Department of Housing and Urban Development (HUD), or its designee will have the right to review, obtain, and copy all records pertaining to performance of this Agreement. The Contractor agrees to provide any relevant information requested and shall permit the (City/County), the Department of Housing and Community Development, the Federal Department of Housing and Urban Development (HUD), or its designee access to its premises, upon reasonable notice, during normal business hours for the purpose of interviewing employees and inspecting and copying such books, records, accounts, and other material that may be relevant to a matter under investigation for the purpose of determining compliance with California Public Contract Code (PCC) Section 10115 et seq., Government Code (GC) Section 8546.7 and 2 CCR 1896.60 et seq.

The Contractor further agrees to maintain such records for a period of five (5) years after final payment under this Agreement, and that on or before the end of the five (5) year audit/retention period, the Consultant shall release and deliver to the (City/County) all original records and related documentation.

EXHIBIT "C"
[Consultant's Rate Schedule]



CHARGE RATE SCHEDULE 2020-2021

Title Charge Rate Range		
Administrative Analyst 1	72.97	- 87.64
Administrative Analyst 2	79.77	- 96.76
Area Superintendent	84.89	- 103.62
Asset Management Specialist 1	72.97	- 87.64
Asset Management Specialist 2	79.77	- 96.76
Asset Management Specialist, Sr.	90.54	- 111.19
Assistant Program Director	107.31	- 133.67
Community Development Specialist 1	72.97	- 87.64
Community Development Specialist 2	79.77	- 96.76
Community Development Specialist, Sr.	90.54	- 111.19
Community Development Manager 1	84.89	- 103.62
Community Development Manager 2	96.76	- 119.53
Construction Assistant	59.41	- 76.42
Construction Specialist 1	75.72	- 91.34
Construction Specialist 2	80.42	- 97.64
Construction Coordinator	85.62	- 104.59
Homeownership Counselor 1	63.63	- 75.13
Homeownership Counselor 2	68.96	- 82.27
Homeownership Counselor 3	75.13	- 90.54
Housing Specialist 1	72.97	- 87.64
Housing Specialist 2	79.77	- 96.76
Housing Specialist, Sr.	90.54	- 111.19
Loan Processor 1	63.63	- 75.13
Loan Processor 2	68.96	- 82.27
Loan Processor, Sr.	75.13	- 90.54
Management Analyst	90.54	- 111.19
Manager 1	84.89	- 103.62
Manager 2	96.76	- 119.53
Office Manager	86.66	- 100.90
Program Director	127.70	- 155.85
Assistant Project Manager 1	74.56	- 84.68
Assistant Project Manager 2	79.24	- 90.95
Project Manager 1	72.97	- 87.64
Project Manager 2	79.77	- 96.76
Project Manager, Sr.	90.54	- 111.19
Project Technician 1	57.63	- 67.09
Project Technician 2	62.01	- 72.97
Project Technician 3	67.09	- 79.77
Superintendent 1	71.45	- 85.62
Superintendent 2	75.72	- 91.34
Superintendent 3	80.42	- 97.64

Current Charge Rates are effective July 1, 2020 through June 30, 2021. Charges incurred after June 30, 2020 will be billed according to then-current schedule. Rates are all inclusive, i.e., they include not only salary and benefits, but travel and overhead including routine clerical and administrative support, office expense, space, telephone, etc. Certain pass-through costs such as PIRTs and appraisals will be billed separately and in addition to these charge rates.

Serving the San Joaquin Valley since 1965

A&M Consulting EngineersMailing Address: **310 W. Murray Avenue Visalia, CA 93291**

Ranking Criteria	Max Points	Reviewer 1	Reviewer 2	Reviewer 3
Background, experience and qualifications of the firm in CDBG application, program administration and implementation as it relates to the application and project types identified in the RFP	30	20	24	20
Experience and qualifications of individuals identified in the consultant's project team	20	15	17	17
Thoroughness of the Scope of Work, milestones, schedule, cost analysis, and approach to completing the project	20	15	16	17
Quality of feedback provided by references	15	15	13	12
Demonstrated ability to perform assigned tasks/projects in a timely and efficient manner	15	11	14	10
Sub-Total	100	76	84	76
Total of Ranking Officials	236			
Average Score	78.6			

Self Help Enterprises

Mailing Address: **8445 W. Elowin Ct. P.O. Box 6520 Visalia, CA 93290**

Ranking Criteria	Max Points	Reviewer 1	Reviewer 2	Reviewer 3
Background, experience and qualifications of the firm in CDBG application, program administration and implementation as it relates to the application and project types identified in the RFP	30	29	30	30
Experience and qualifications of individuals identified in the consultant's project team	20	19	20	17
Thoroughness of the Scope of Work, milestones, schedule, cost analysis, and approach to completing the project	20	19	18	17
Quality of feedback provided by references	15	15	15	15
Demonstrated ability to perform assigned tasks/projects in a timely and efficient manner	15	14	15	15
Sub-Total	100	96	98	94
Total of Ranking Officials	288			
Average Score	96			

Proposal to *City of Wasco*



Grant Writing, Administration &
Implementation of Housing Programs



P.O. Box 6520, Visalia, CA 93290 ♦ (559) 651-1000

Table of Contents

I. QUALIFICATIONS.....	1
A. HISTORY AND PURPOSE	1
B. AFFIRMATIVE ACTION	2
C. SMALL BUSINESS, MINORITY- OR WOMAN-OWNED BUSINESS.....	3
D. GRANT WRITING EXPERIENCE	3
E. CDBG, HOME, CALHOME AND/OR OTHER GRANT MANAGEMENT EXPERIENCE	3
F. ELIGIBILITY, PROCESSING, PROCUREMENT & MANAGEMENT EXPERIENCE.....	4
G. CONSTRUCTION EXPERIENCE	4
H. EXPERIENCE IN WASCO & KERN COUNTY	5
I. OVERALL QUALIFICATIONS, DUTIES AND PROJECT STAFF	5
II. GRANT WRITING, ADMINISTRATION AND IMPLEMENTATION EXPERIENCE.....	12
A. CDBG, HOME, CALHOME AND/OR OTHER GRANT ADMINISTRATION AND IMPLEMENTATION EXPERIENCE	12
B. PAST PERFORMANCE.....	12
C. IMPLEMENTATION/OPERATION OF PROGRAMS	12
D. PROGRAM MANAGEMENT/RECORD KEEPING SYSTEMS	14
E. JURISDICTIONS LISTS	15
III. CHARGES FOR SERVICES	15
A. GRANT WRITING.....	15
B. GENERAL ADMINISTRATION.....	15
C. PAYMENT TERMS	16
V. CERTIFICATE OF INSURANCE.....	16
VI. REFERENCES.....	16

Attachments:

- A. Statement of Values
- B. Contractor Certification
- C. Organizational Chart
- D. CDBG, HOME, CALHOME History
- E. Community Development Projects
- F. Charge Rate Schedule

Self-Help Enterprises
A PROPOSAL SUBMITTED TO THE CITY OF WASCO

The qualifications recounted in this proposal ensure that selection of Self-Help Enterprises as the City's contractor for grant services will enable the timely, cost-effective and coordinated preparation of grant applications, grant administration, and implementation of the City's CDBG funded activities, while meeting requirements of the Federal and State grant programs. Services include, but are not limited to: grant writing, grant administration, implementation of the City of Wasco's Public Improvement Grant, Planning & Technical Assistance Grant and/or Economic Development Grant over a five-year period using funds secured through Federal, State, Community Development Block Grant (CDBG) Program, CDBG Program Income, and any other related funding that may become available.

I. QUALIFICATIONS

A. HISTORY AND PURPOSE

Self-Help Enterprises (SHE) is a nationally recognized community development organization whose mission is to work together with low-income families to build and sustain healthy homes and communities in the San Joaquin Valley. The pioneer and leading provider of mutual self-help housing in the United States, SHE's efforts today encompass a range of services to build better homes and communities for farmworkers and other hard working families. In the past 50 years, SHE has helped more than 6,350 families to build their own homes, rehabilitated over 6,700 unsafe homes, developed over 1,650 units of affordable rental housing and has provided technical assistance for reliable access to safe drinking water and sanitary sewer infrastructures to more than 180 small communities, as well as 343 individual private well households. SHE's commitment to providing resources and training for individuals builds capacity of highly effective leaders in communities that also promote collaborative solutions for improving communities. In 2019, SHE expanded its services to include Disaster Resiliency to promote sustainability through education and relief efforts. These combined efforts have touched the lives of over 63,800 families, providing security and stability for families and building strong, healthy and sustainable communities.

In 2001, SHE became a member of the NeighborWorks® America network, a national collaboration of over 240 community-based organizations in 50 states creating healthy communities through the work of thousands of residents, business people, government officials and other partners. In 2015, SHE partnered with NeighborWorks® America and Wells Fargo Bank to implement the HomeLIFT Program in the Central Valley to provide low- to moderate-income homebuyers with \$15,000 down payment assistance grants. The HomeLIFT Program has helped more than 22,000 buyers in 50 cities across the country since 2012. Following a two-day homebuyer event in Bakersfield, SHE provided assistance to 219 new homeowners.

In 2009, SHE was named *Homebuilder of the Year* by the Home Builders Association of Tulare and Kings County. Further, in 2014 the CA Partnership for the San Joaquin Valley awarded SHE with an Excellence in Sustainable Planning Award and in 2015, the U.S. Department of Agriculture (USDA) awarded SHE with the USDA RD Excellence in Partnership Award. In March 2017, SHE was the recipient of the San Joaquin Valley Blueprint Award of Excellence for Highland Gardens. Most recently, SHE was named one of the nation's top 50 affordable housing developers by Affordable Housing Finance. SHE has earned an excellent reputation throughout

California and with housing organizations nationwide and has demonstrated the capacity to not only, implement economical and effective housing rehabilitation and homebuyer assistance programs, but to provide administrative and technical assistance on public infrastructure, public facilities projects, and public services.

Self-Help Enterprises' Emergency Services Program become a major provider of drought relief solutions and continues to assist families throughout the Central San Joaquin Valley impacted by the drought, assisting over 6,000 households with access to water. SHE is currently working with the counties of Fresno, Kern, Kings, Madera, Mariposa, Merced, Stanislaus and Tulare to provide temporary and permanent solutions for families who have water wells that have gone dry due to the drought. The Emergency Services Program provides water testing and well evaluations to private well owners; installs Point-of-Use and Point-of-Entry devices to ensure water quality in areas of contamination; and provides disaster resiliency through preparedness education and relief efforts.

Self-Help Enterprises is committed to dealing responsibly, cooperatively and ethically with participants, communities, and funding agencies (see [Attachment A, SHE's Statement of Values](#)). The dedication of SHE staff is evidenced by the fact that the average SHE staff person has been with the organization 9 years.

B. AFFIRMATIVE ACTION

Self-Help Enterprises is in compliance with Executive Order 11246 and will ensure compliance with Federal and State statutes and regulations, and all existing and future program requirements. The Board of Directors of SHE is committed to Affirmative Action and Equal Opportunity, and has established a positive goal-oriented program to achieve these objectives for staff and participants in all of SHE's programs. SHE is committed to the operation of all of its programs on a basis of nondiscrimination and equal opportunity regardless of race, color, creed, disability, national origin, age, religious or political affiliation, gender, marital status, medical condition, or ancestry.

The programs implemented by SHE will fully meet requirements of Section 504 of the Rehabilitation Act of 1973. No otherwise qualified individual shall be excluded from participation, denied program benefits, or subjected to discrimination under any program, solely by reason of his or her disability. Special activities will be directed to the removal of material and architectural barriers that restrict the mobility of elderly and handicapped persons. Work write-ups will include retrofitting the unit to improve accessibility by installing ramps and handrails, widening doorways, lowering cupboards and counters, etc.

All outreach activities will include a statement that the program is made fully accessible to disabled individuals. A list of local agencies that work with the elderly and disabled will be compiled and used for program outreach and marketing. SHE staff will work with disabled individuals with limited mobility at their place of residence and will provide transcription and interpretation services for visually- and hearing-impaired individuals through such organizations as the California Relay Service, Sequoia Transcribers and the Valley Advocacy and Communication Center.

C. SMALL BUSINESS, MINORITY- OR WOMAN-OWNED BUSINESS, SECTION 3 BUSINESS

Self-Help Enterprises is a non-profit corporation and is governed by a Board of Directors, one-third of whom are low-income or live in a low-income census tract. Although SHE does not have a small business, minority- or woman-owned business, or Section 3 designation, the organization's Affirmative Action policy has been successful in attracting staff balanced by gender and race (64.0 percent Hispanic, 2 percent Black, 2 percent American Indian/Alaska Native, 1 percent Native Hawaiian/Pacific Islander, and 29 percent White). Women comprise 59 percent of SHE's workforce.

D. GRANT WRITING EXPERIENCE

Self-Help Enterprises has extensive experience in grant writing for CDBG, HOME, and CalHome, for public infrastructure improvements, public facilities, public services, planning and technical assistance, as well as housing programs and projects throughout eight counties in the San Joaquin Valley. SHE has prepared over 493 successful grant applications for a variety public improvement projects, housing programs, public facilities and services. Most recently, Self-Help Enterprises' has assisted nine Valley communities in accessing funding through CDBG to assist individuals and businesses impacted by the coronavirus pandemic. Additionally, writing eleven Permanent Local Housing Allocation (PLHA) funding applications and two Local Early Action Planning (LEAP) grant applications.

Self-Help Enterprises' began assisting our partners with grant writing for infrastructure improvements, public facilities, public services, and planning and technical assistance grants in 1976, since then SHE has prepared over 268 successful applications under CDBG for the following project types:

- Water Wells
- Storm Drainage Basins and systems
- Pump and Lift Stations
- Community Recreation Facilities
- Public Facility Improvements
- Sewer and Water Lines
- Planning and Technical Assistance (Public Safety Facilities, Waste Water Treatment Plant, Strategic Plan, Market Analysis)
- Library, Youth, and Senior Services
- Homebuyer Assistance
- Housing Rehabilitation

E. CDBG, HOME, CALHOME AND/OR OTHER GRANT MANAGEMENT EXPERIENCE

Self-Help Enterprises staff is extremely knowledgeable about cost-effective management methods, has considerable fiscal experience, and has worked with many different types of financing programs including:

- BEGIN
- CalHome

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships Program (HOME)
- HomeLIFT Program
- Neighborhood Stabilization Program
- HELP Program (Housing Enabled by Local Partnerships)
- USDA Housing Preservation Grants
- USDA 502, 504, 514, 516 and 525 funds
- USDA Household Water Well Systems Grant
- Household & Small Water System Drought Assistance Program
- CalHFA financing
- Bank financing
- Low Income Housing Tax Credit Program
- Affordable Housing & Sustainable Communities (AHSC)
- MHP
- AHP
- California Cap and Trade
- California State Water Resource Control Board (SWRCB)
- California Department of Drinking Water (DDW)
- Local Early Action Planning (LEAP)
- Permanent Local Housing Allocation (PLHA)

F. ELIGIBILITY, PROCESSING, PROCUREMENT & MANGEMENT EXPERIENCE

Self-Help Enterprises has considerable loan and project management experience, with a history of providing services that meet Federal, State and local requirements including such tasks as wage monitoring, determining income, environmental compliance, property eligibility, all phases of loan processing and construction monitoring. SHE subcontracts all Labor Standard Compliance determination and monitoring with known specialist with vast knowledge of Federal and State laws. SHE is responsible for procuring and monitoring the Labor Standard Compliance contractor to ensure compliance with all funding regulations. SHE is also experience in procuring architect, engineering and construction contracts for large infrastructure and housing projects. This experience is evidenced by the thousands of San Joaquin Valley residents, small districts, mutual water companies, cities, and counties SHE has assisted. See detail provided in Section G. below.

G. CONSTRUCTION EXPERIENCE

Self-Help Enterprises' construction experience includes the following construction completions from 1965 through August 31, 2020:

- SHE has repaired and rehabilitated 6,729 homes;
- SHE has built 6,367 single family homes;
- SHE has developed 1,658 multifamily units;
- SHE has drilled 330 new private water wells; and
- SHE has aided community utility districts in providing 32,541 sewer and water connections throughout the Valley.

To actively promote, affordable housing, SHE expanded its services to include acquisition of existing housing stock in need of repairs, and acquisition of vacant single-family infill lots. SHE works with local agencies through a variety of methods to purchase, rehab and/or build affordable housing in existing neighborhoods, then resells the homes to low-income families. Since 1994, 38 homes were repaired or built, and resold under this activity. SHE currently has 20 units in its acquisition, rehabilitation, infill development pipeline.

Self-Help Enterprises is a Licensed Contractor (license number 258724; classification B, C-2, D65) in good standing with the State of California (see [Attachment B, SHE's Contractor Certification](#)). For additional information regarding our Construction Experience, see **Section H. Overall Qualifications, Duties and Program Staff.**

H. EXPERIENCE IN WASCO & KERN COUNTY

Self-Help Enterprises has provided a variety of services in Wasco and Kern County. Specifically in Wasco, SHE has provide grant administration and management services for housing rehabilitation and homebuyer assistance with CDBG funding. SHE has developed over 121 single-family homes through our Mutual Self-Help Housing Program and 120 affordable housing units in three multifamily projects known as, Almond Court, Sunrise Villa, and Villa Hermosa, which include community centers, open space and provide a variety of service to our residence.

SHE has also provided housing throughout Kern County, with 366 multifamily units, 736 single-family units, 129 housing rehabilitation, and 329 first-time homebuyers in Arvin, Delano, Lamont, McFarland, Oildale, and Shafter (see [Attachment C](#)). SHE has also provided water and sewer connection to over 11,000 households in unincorporated communities throughout Kern County and aided 67 private associations, community service areas, community service district, county maintenance district, county water district, county water district, mutual water districts, and joint powers authority with consolidations, system development (see [Attachment E](#)).

I. OVERALL QUALIFICATIONS, DUTIES AND PROGRAM STAFF

We believe the many years of experience detailed in this proposal are indicative of Self-Help Enterprises' overall qualifications and ability to perform the requested services to the City's satisfaction. Our many years of experience with CDBG, HOME, and CalHome program implementation and administration, and our familiarity with small rural San Joaquin Valley communities and the low-income beneficiaries of these programs, show we are clearly the most experienced CDBG, HOME, and CalHome contractor in California.

One of the advantages of contracting with SHE is the availability of a very diverse and experienced staff, directly involved in all programs or projects. Because SHE writes multiple applications and manages numerous projects and programs in the Valley, the City of Wasco will benefit from the availability and depth of experienced staff. This scale of effort allows specialization of staff without the need to hire several individuals specifically for one program, project or grant, while ensuring a dedicated staff of highly skilled personnel are easily accessible to the City. SHE's office is located in Visalia, centrally located within the Central San Joaquin Valley, to serve participants and City Staff. All staffing services required will be performed by experienced members of the SHE staff. The total staff to be assigned to the City has an average

tenure of 13 years with SHE. The construction staff has over 20 years of construction experience.

Self-Help Enterprises' staff is prepared to assist Wasco with a rapid start-up of all funded programs or projects. As part of its contracted responsibilities, SHE will provide technical assistance to, and regularly communicate with, City staff and the City Council during the implementation and administration of the grant.

Self-Help Enterprises will be available to meet with the City regarding existing grants and future grant proposals without incurring costs in addition to those provided for in **Section III. CHARGES FOR SERVICES**. Meetings may be held semi-annually, at the request of the City and at the City's location, to review grant performance issues.

Self-Help Enterprises will also be available and prepared to make presentations before the City Council and others as needed to meet public hearing and general information needs of the City. Many of our program and support staff are bilingual in Spanish and English, and interpreters are enlisted to assist participants who speak languages other than English and Spanish. Fliers and public notices are printed in multiple languages as needed.

Self-Help Enterprises has also developed great partnerships with other for-profit firms that have vast experience with CDBG infrastructure. Adams Ashby Group, Inc. has called on Self-Help to assist its clients with housing programs and small business assistance under a subcontract and in return SHE would subcontract with Adams Ashby Group, Inc., as needed, for infrastructure projects in an effort to provide the City with the best possible services, while aiding both organizations geographically.

Key personnel who will perform program services are listed below (see [Attachment C](#) for **Organizational Chart**):

Tom Collishaw, President and CEO

Mr. Collishaw became the organization's fourth Executive Director in July 2014. As President and CEO, he provides leadership to a respected organization, which has received the prestigious Fresno Bee Excellence in Business Award. Mr. Collishaw is an acknowledged expert in federal financing programs including HOME, CDBG and the entire USDA Rural Development housing catalog.

Mr. Collishaw has been directly involved in the planning, financing, acquisition, site development, and construction of over 100 single family subdivisions, 4,000 homes, and 1,300 rental units. He has also been active in regulatory promulgation, housing policy, and advocacy at the national, state, and local levels.

As an alumnus of Colgate University with a Bachelor of Arts degree, Mr. Collishaw is a graduate of the NeighborWorks Achieving Excellence Program at the Harvard Kennedy School of Government. He serves as a board member of both the National Rural Housing Coalition and the California Community Reinvestment Corporation. Mr. Collishaw is also an active member of the Housing Element Task Force and the Land Use and Finance subcommittee of Housing California.

Susan Long, Program Director for Partner Services

Ms. Long joined Self-Help Enterprises in 1999 and has held a variety of positions within the organization. Starting as an Administrative Analyst in the Partner Services Division, she was responsible for grant writing, administration, program development and environmental reviews. As the Manager over the Homebuyer Assistance Program, she was responsible for implementation of the Affirmative Fair Marketing Plan, community outreach, final eligibility determinations, overseeing all activities related to financing approvals and office systems, as well as serving as the liaison between lenders, title companies, and other program partners. In addition, as Homebuyer Manager, Ms. Long developed and started SHE's Homeownership Counseling and Education Program.

In early 2006, Ms. Long became the Assistant Program Director of the Partner Services Division, taking on the responsibilities for all grant management oversight, partner relations, and budgets. During a brief absence between 2009 and 2011, Ms. Long worked as the Community Development Director for the City of Corcoran, where she had previously worked in grant management prior to coming to SHE. Ms. Long returned to SHE in early 2011 as the Director of Special Programs, working in multi-family development and asset management, as well as providing assistance in all other program areas of SHE.

As of January 1, 2013, Ms. Long became the Director of the Partner Services Division, taking on the responsibilities for all grant management oversight, partner relations, housing rehabilitation and homebuyer assistance programs implementation, homeownership counseling, single-family acquisition and rehabilitation, drought relief efforts, emergency response & relief, long-term monitoring of HOME-funded multi-family projects, loan portfolio management, production, and budgets. Ms. Long has work with a variety of Valley cities and counties to obtain funding for Plan and Ordinance updates, Accessory Dwelling Unit programs, and Public Improvement Projects, has prepared and reviewed Requests for Proposals for major projects, completed Income and Housing Condition Survey's, and Economic Development applications.

Ms. Long holds a Master's Degree in Business Administration from University of Phoenix and an Urban and Environmental Planning Certificate from UC Davis, CA.

Betsy McGovern-Garcia, Program Director of Real Estate Development

Ms. McGovern-Garcia has over 18 years of experience in affordable housing and community development, including extensive project management experience, grant compliance, grant writing/reporting, infrastructure projects and affordable housing development. Ms. McGovern-Garcia leveraged \$6,000,000 of housing funds, to assist developers in the construction/financing of \$60,000,000 of new housing units, in Tulare and negotiated all Loan Agreements and Disposition & Development Agreements.

Since rejoining the Self-Help Enterprises (SHE) team in 2014, the organization has been successful at securing funding for 424 new affordable rental-housing units and the substantial rehabilitation of 112 existing units. The Real Estate Development team has been successful in leveraging low-income housing tax credits with State and Federal Resources, such as HOME, MHP, Affordable Housing and Sustainable Communities (AHSC), AHP and various USDA financing programs.

Under Ms. McGover-Garcia's leadership, housing projects have expanded to include a variety of sustainability elements, including zero net energy development, graywater and a variety of transportation amenities including vanpool, ride sharing and public transit incentive programs. Additionally, AHSC project have included various infrastructure improvements, including the construction of a roundabout, traffic signal and intersection improvements, new parks, storm water detention facilities and various sidewalk and bike lane projects.

As the Program Director for Real Estate Development for SHE, Ms. McGovern-Garcia is responsible for all aspects of real estate development, including site identification, acquisition, entitlements and financing. Once in construction, the team performs construction management and oversight of various infrastructure projects, including on- and off-site projects.

Ms. McGovern-Garcia holds a Master's Degree in Business Administration from St. Ambrose University and is a Leadership in Energy & Environmental Design (LEED) Accredited Professional.

Paul Boyer, Director of Community Development

In 1977, Mr. Boyer began working for Self-Help Enterprises as a Community Development Specialist and now Community Development Program Director. Assisted over 50 rural disadvantaged communities in developing approximately 70 water and sewer facilities in rural San Joaquin Valley communities. This work included working with community groups and Boards in forming Districts, assessing water quality problems and applying for and administering government loans/grants for project financing.

Mr. Boyer's project work has included assistance in the preparation of the following reports: Bishop Acres Groundwater Quality Investigation; Richgrove Water Quality Investigation; Richgrove Wastewater Project Environmental Impact Report (EIR) and Revenue Program; Poplar Wastewater Project Pollution Study, Feasibility Report, EIR and Revenue Program.

Mr. Boyer's project work also included funding application preparation and grant/loan administration for various programs including the EPA Clean Water Grant Program, USDA Rural Utility Service, California Small Community (Wastewater) Grant Program, California Safe Drinking Water Program, Drinking Water and Clean Water State Revolving Fund Program (DWSRF and CWSRF), and HUD Community Development Block Grant Program. Over the years, Mr. Boyer has included participation in various committees including the DWSRF Technical, Managerial Financial Coordinating Committee of the California Department of Public Health, the SWRCB Small Community Grant AdHoc Policy Committee, the State Drinking Water Program Advisory Committee, and the Tulare County Redevelopment Agency Richgrove Project Area Committee.

In housing related items, assisted Kings and Kern County Housing Authorities in developing farm labor housing. Project development included preparation of funding applications, preparation of Environmental Assessments and other reports, obtaining referendum authority where applicable, coordination between government agencies and local staff and Boards of Commissioners, and grant/loan administration.

Project work has included assistance in the preparation of water quality investigations, environmental documents, feasibility studies, and revenue programs. Service outside of

employment includes participation as a member of the Tulare County Water Commission and serving on the City Council for the Tulare County City of Farmersville.

Mr. Boyer received a BA in Earth Sciences and Environmental Studies from UC Santa Cruz. Mr. Boyer also holds Water Treatment Plant Operator Grade 2, Water Distribution Operator Grade D2, and Wastewater Treatment Plant Operator Grade 1.

Patrick Isherwood, Program Director – Asset Management

Patrick Isherwood joined Self-Help Enterprises in July 2008. His initial responsibilities with SHE included CDBG, CalHome, HOME, HPG and Rural Development, with tasks of grant implementation, administration, and compliance. His extensive experience and knowledge of grant administration led to his promotion to Fiscal Analyst in 2011. In October 2014, Mr. Isherwood was promoted to Manager of Rental Housing Assets and in January 2018, he was promoted to his current position of Director of Asset Management.

Assignments include leading the Asset Management & Resident Services program team of SHE's 1,658 rental housing units at 37 project sites. This includes oversight to a \$10million annual operating budget, capital improvements and site maintenance schedule, grant writing, program implementation, Federal & State funding awards, regulatory compliance, and various levels of partner relations. Mr. Isherwood oversaw the site construction rehabilitation and operations for Self-Help's first transitional housing project in 2019. Over the last three years, his division has facilitated over \$8million dollars in LIWP Energy Efficiency and Solar awarded projects including new SOMAH awards to improve the energy resources for low-income families. Mr. Isherwood is a Certified Housing Asset Manager through NeighborWorks America.

In addition, Mr. Isherwood brings to the table a depth of community experience with his service on various civic boards and appointments to various quasi government agencies. His educational credentials include an MBA in Business Administration Corporate Finance and he is currently a Doctoral Candidate with North Central University.

Tami McVay, Assistant Program Director, Partner Services

Ms. McVay joined Self-Help Enterprises in 2017. Starting as an Administrative Analyst, Ms. McVay's extensive background and knowledge of community and economic development has allowed her to promote within the department over the past three years.

Ms. McVay oversees the Emergency Services division where she has successfully identified deficiencies of services provided to rural communities and their residents, in the event of a natural disaster. Ms. McVay oversees the management of various emergency access to water programs like, Emergency Tank Water, Emergency Bottled Water, Household Water Well Repair and Replacement. Ms. McVay works closely with the CA State Water Resources Control Board and the CA Office of Emergency Services in order to secure funds for safe, affordable access to clean water for residents throughout the San Joaquin Valley.

Prior to Self-Help Enterprises, Ms. McVay spent 10 years working for a rural community where she was instrumental in playing numerous roles for the city. In addition to being the city's assistant planner, Ms. McVay was also the Economic Development Specialist taking the lead in writing and updating the city's business and economic plan and assisted with the business attraction and retention study. During Ms. McVay's tenure with the city, she developed, secured

funding, administered and oversaw all aspects of a Business Façade Program bringing new life to the City's downtown. Ms. McVay helped start-up incubator businesses secure funding and create business plans. Ms. McVay also assisted with the attraction of multiple retail chain stores and the staffing for various large industrial corporations, which had recently relocated within the city's sphere of influence.

Jessie Snyder, Assistant Program Director of Community Development

Ms. Snyder joined Self-Help Enterprises in 2007, as a Community Development Specialist where she was responsible for providing technical assistance to disadvantaged rural water and wastewater systems, empowering them to utilize local, state, and federal resources to make necessary improvements to their infrastructure systems. Ms. Snyder was responsible for assisting over fifteen small communities to secure grant and loan funding for projects, and provide support and project coordination services to help bring projects to fruition. Projects have included distribution system replacement and upgrades, water quality improvements and new water sources, wastewater collection and treatment systems, and consolidation projects with city systems. Ms. Snyder has provided on-the-ground interaction with community leaders and local groups, organizing citizens to advocate for their communities and act as crucial link between volunteer board members and regulatory and funding agencies.

Ms. Snyder has a BS with honors in Human Relations and Social Relations from Earlham College and holds a California state-certified D1 water system distribution operator.

Eddie Ocampo, Assistant Program Director of Community Development

Eddie Ocampo joined SHE in 2012 as a member of the Community Development Department, where he served as a Manager and promoted to Assistant Program Director in 2020. Mr. Ocampo's expertise lie in organizing and collaborating with rural and low-income communities to identify water and wastewater systems' needs and solutions.

Mr. Ocampo's primary duties include staff management; program and projects' development and implementation; community income survey development and implementation; septic system and groundwater survey implementation; housing survey implementation; preparation of loan and grant applications for water and wastewater project funding; project grant and loan administration; public district formation facilitation; consultant recruitment and compensation negotiation; contract preparation; and training of community board members and staff. Other relevant qualifications and experience include data analysis, collection and reporting.

Prior to SHE Mr. Ocampo held was a Planner with the City of Madera for seven years. Mr. Ocampo hold a PhD. In Human and Social Sciences from national University of Colombia, a MS in Organizational/Industrial Psychology, from Grand Canyon University, MA in Public Administration from CSU Bakersfield, and a BA Double Major in Politics and Latin American and Latino Studies from UC Santa Cruz.

Joi Edwards, Administrative Analyst

Ms. Edwards joined SHE in 2018, as a Fiscal Analyst in the accounting department. Her strong desire to help others was the catalyst to transition from the accounting department to Partner Services. Ms. Edwards took her background in accounting methods and financing to her current position as Administrative Analyst where her responsibilities include: CDBG, CalHome, HOME, and HPG fund requests, monitoring of grant expenditures and milestones, financial tracking,

invoicing, program and site-specific environmental reviews, participant closeouts, grant writing, partner relations, communication with HCD staff, interpretation of regulations and housing program guideline maintenance.

Christy Hodson, Administrative Analyst

Ms. Hodson joined Self-Help Enterprises in 2020, after ten years with the City of Visalia purchasing department, where she was responsible for putting out all Requests for Proposals & Bids, preconstruction & contract meetings & labor compliance. She was also the Real Estate person in charge of processing all escrow transactions, tracked all City properties and leases. She maintained all vendor contracts for every department, sewer agreements consisting of tax rolls, payoff demands and lien releases. Ms. Hodson will be responsible for grant writing, grant management/monitoring, fiscal reports, budget monitoring, record keeping, labor compliance, program and project environmental reviews, partner relations, communication with HCD staff, interpretation of regulations and procedure development.

Andrea Sherrill, Accounting Manager

Ms. Sherrill joined Self-Help Enterprises in October 2013. She has 12 years of Retail Management experience and 8 years of experience as a Worker's Compensation Insurance Premium Auditor for State Fund and private companies. Her responsibilities at SHE include: Supervisor of 4 accounting personnel performing payroll, accounts payable, accounts receivable, banking, grant management and revolving loan fund entries among others. Ms. Sherrill is responsible for the approval of payroll processing for 120 employees twice per month, allocation of salaries and fringe benefits within funds, all deposit postings, grant management and the accounting there of, and insurance requirements of all contracts and grants that are awarded. Other facets of her position include assisting the CFO with the creation of the audited financial statements regarding the Schedule of Expenditure of Federal Awards and State Awards, the Economic Dependency Schedule, review of all revenue recognition for accuracy, administration of auditor fieldwork selection back-up documentation, Verizon Communications updates and billings for all departments.

Ms. Sherrill holds a Associate of Arts Degree in Liberal Studies from College of the Sequoias in Visalia, CA, a Bachelor of Science Degree in Business Administration with an emphasis in Finance from CSU Fresno, as well as, a Bachelor of Science in Business Administration with an emphasis in Accounting from Brandman University.

Nancy Garcia, Fiscal Analyst

Ms. Garcia Joined Self-Help in October 2015 with nearly a decade of experience in public service accounting. She began her tenure with SHE as a Project Technician, before quickly ascending into her current role within the accounting department. Nancy's responsibilities at SHE include grant and loan portfolio management, reconciling and analyzing financial data, and producing accurate financial reports.

Ms. Garcia holds a bachelor's degree in Business Administration with an Accountancy option from California State University, Fresno.

Adams Ashby Group, Inc.

The team of Adams Ashby Group, Inc. brings over 30 years of career experience implementing projects for local communities. Lorie Adams and Paul Ashby coupled with their support staff

have successfully implemented more than 50 projects using CDBG, USDA, State Water Resources Control Board, Prop 1, and local funding sources. Lorie and Paul both hold Bachelor of Science Degrees encompassing Business, Public Administration and Community and Regional Development with an emphasis in Policy and Planning.

II. GRANT IMPLEMENTATION AND ADMINISTRATION EXPERIENCE

A. CDBG AND/OR OTHER GRANT ADMINISTRATION AND IMPLEMENTATION EXPERIENCE

Currently, Self-Help Enterprises is administering 18 CDBG, HOME, and CalHome funded Housing Rehabilitation and/or Homebuyer Assistance programs throughout communities in Fresno, Kern, Kings, Madera, Merced, and Tulare Counties. SHE is currently administering three CDBG grants, which include public services, public facilities, and storm drainage improvements. SHE also holds contracts with USDA for the repair or replacement of private water wells, and administers a loan program under the California Department of Water Resource to aid private well owners, and small systems in need of a new well or connection to a municipal water system. Since 1976, SHE has aided in securing funding for over 55 CDBG water and sewer projects, while our Community Development Program has been responsible for over 32,521 sewer and water connections and assisted 180 mutual water companies, small communities and tribes with a variety of water and sewer projects (see [Attachment E](#) for list of agencies).

B. PAST PERFORMANCE

The 371 CDBG, 170 HOME, 72 CalHome, USDA and SWRCB grants implemented and administered by Self-Help Enterprises have been completed in a timely and cost efficient fashion, in accordance with Department of Housing and Urban Development (HUD) and Department of Housing and Community Development (HCD) requirements, and free of negative audit findings.

C. IMPLEMENTATION/OPERATION

1. GRANT WRITING

Self-Help Enterprises will provide all technical assistance necessary to prepare Wasco's grant applications in response to NOFA's released by California Department of Housing and Community Development for CDBG, and other possible funding sources as they become available, as directed by the City. This assistance includes the gathering and compilation of source data, writing of the required documentation, and submission of the final products to HCD.

2. GRANT ADMINISTRATION & IMPLEMENTATION—GENERAL

Self-Help Enterprises will:

- a. Prepare and ensure timely submittal of all CDBG grant applications the City chooses to apply for beginning with the 2021 NOFA;

- b. Prepare and/or coordinate the completion of all necessary environmental review documents, budgets, plans, specifications, bid documents, and timelines necessary to show readiness and capacity;
- c. Ensure non-competitive over the counter applications are submitted within the first 15 minutes of the filing period;
- d. Prepare and submit the general grant set-up package to the appropriate agency (request for release of funds, and submittal of other required documents as required by the funding source);
- e. Provide the City with necessary technical assistance to implement and administer all Grant Agreements;
- f. Provide reports to the City on progress and performance of grant budgets included in Grant Agreements or approved amendments, upon request;
- g. Prepare and submit all required reports and funds requests as outlined in Grant Agreements;
- h. Prepare and ensure proper grant closeout;
- i. Be present at all appropriate public meetings, as requested;
- j. Prepare and maintain all administrative files and public information binders, as required;
- k. Directly participate in any monitoring by the State or other agencies and provide necessary documents and files for such monitoring visits as requested;
- l. Advocate on City's behalf, to the maximum extent appropriate and respond to and correct any monitoring findings under our control;
- m. Prepare a closeout manual to guide the City after the projects have been completed, including an outline of the City's ongoing program responsibilities;
- n. Monitor program milestones and recommend amendments as necessary;
- o. Facilitate communications between all State-CDBG personnel and the City;
- p. Appraise the City of all applicable federal and state requirements related to the funds and facilitate the meeting of such requirements;
- q. Serve as the primary contact person for issues related labor standards and will attend preconstruction conferences to provide contractor and subcontractor(s) with contractor labor compliance handouts and review the applicable standards requirements as required by Federal/State and State CDBG Program requirements;
- r. Obtain applicable State and Federal wage rates decisions as determined by the Department of Industrial Relations (DIR) and the Davis Bacon Act. Determine the appropriate wage rate determination for each class of employee prior to preparation of bid/proposal requests by the City. Update wage rate determinations prior to award of contracts as required by law. Provide rates in a binder for the Prime Contractor to post at the jobsite;
- s. Verify contractor and subcontractor(s) eligibility through the State Contractor's Licensing Board and Federal debarred list. Consultant is to keep all information neat and orderly in each individual contractor/subcontractor files;
- t. Assist in processing contractor and subcontractors with required certification statements and contract language requirements.
- u. Assist in processing contractor/consultant invoices and change orders;
- v. Assist in processing Request for Information as it relates to labor standards;
- w. Conduct labor standards reviews sufficient to ensure compliance with applicable DIR and Davis Bacon regulations. Review shall include on site interviews with a minimum of 10% of employees of each trade;

- x. Verify DIR apprenticeship requirements and proper outreach required (DAS forms);
- y. Verify Contractor/Subcontractors Fringe Benefit Statements;
- z. Promptly review payroll for compliance with applicable labor standard. Provide a cover sheet on each certified payroll, showing period ending date, certified payroll number, date reviewed, and signature of consultant reviewing payroll and an area for notes to address any discrepancies;
- aa. Ensure that required documents are submitted in a timely manner;
- bb. Prepare and retain all pertinent records and documents sufficient to reflect all charges submitted;
- cc. Retain such records and documents for a period of five (5) years from the date of final payment; and
- dd. Acknowledge that the standard contract provided by the City of Wasco is acceptable as presented.

D. PROGRAM MANAGEMENT/RECORD KEEPING SYSTEMS

- 1. Program Management
 - a. General Administration (615 hours per 3 yr. grant cycle)
 - (1) Staff - General administration tasks are completed by the following staff positions:
 - (a) Director for Partner Services (60)
 - (b) Assistant Program Director for Partner Services (120)
 - (c) Accounting Technician (30)
 - (d) Administrative Analyst (338)
 - (e) Project Technician (67)
 - (2) Tasks include:
 - (a) Project invoices (72);
 - (b) Progress reports (27);
 - (c) Environmental Review (36);
 - (d) Monitoring (48);
 - (e) Marketing (24);
 - (f) Financial Reports (48);
 - (g) Communication with City staff (28);
 - (h) Liaison with the State (21);
 - (i) Packaging & distribution of Bid Package (40);
 - (j) Bid review, contract preparation, Council approval (15);
 - (k) Labor Standards Compliance (120);
 - (l) Preconstruction Meeting (4);
 - (m) Monitor milestone progress (16);
 - (n) Public Hearing Documents/Publications/Attendance (15);
 - (o) Grant Reports (42);
 - (p) Funds Requests (27);
 - (q) Public Information Binders (12);
 - (r) Guidelines (18);
 - (s) Grant Start-up and Close-Out (50).

2. Record Keeping Systems

Self-Help Enterprises shall supply the City with all necessary reports and financial statements, at least 1x annually and additionally as requested.

Files will be handled as follows:

- a. **Administrative Files** - All records and documents will be properly prepared and maintained to reflect all charges submitted to the City. Records will be kept for a minimum of five (5) years following grant closeout or final payment, whichever is later.

E. JURISDICTIONS LISTS

See [Attachment D](#) SHE's CDBG, HOME, CALHOME History for a listing of SHE's CDBG, HOME, and CalHome contracts with numerous San Joaquin Valley jurisdictions.

III. CHARGES FOR SERVICES

Self-Help Enterprises proposal for services will not exceed the maximum percentages available for administration and activity delivery (implementation), as permitted by the funding source and program activity or as negotiated if the funding source does not provide funds for General Administration. SHE does not charge a retaining fee for services, nor is a retaining fee required for additional services. Actual budgets and tasks may be negotiated after SHE has been selected and a contract has been awarded.

A. GRANT WRITING

Due to the varying degrees of complexity, staff time, etc. that is involved in preparing grant applications, Self-Help Enterprises will complete a CDBG OTC non-competitive application for \$3,500, additional applications prepared under the same NOFA will be completed for \$3,000. Cost to prepare applications for other sources such as HOME and CalHome, can be negotiated upon request dependent on number of activities and complexity of the application.

B. GENERAL ADMINISTRATION

The typical administrative charges for CDBG is not to exceed \$200,000 or 17% for a \$2,500,000 project budget. These charges are for full service administration and subcontracted services, as described in this proposal. The City may opt for fewer services to reduce the General Administration budget. General Administration activities for a three-year grant term requires approximately eighteen hours per month performed primarily by an Administrative Analyst with oversight from the Program Director/Assistant Program Director. Additional expenses may include third party cost, mileage, publishing costs, and subcontractor expenses. See average hours by component or phase and classification in Section II. D. and [Attachment F](#) for Charge Rate Schedule.

C. PAYMENT TERMS

1. Except as previously noted, SHE will invoice the City for grant services. General Administration charges are billed monthly on a flat rate basis prorated over the grant term from the month funds are available through the expiration of the State grant agreement unless negotiated otherwise. Loan and grant funds shall be requested as needed.
2. During periods of project inactivity or delay, SHE shall not incur any personnel and overhead costs.
3. SHE shall submit its final invoice within thirty days following the expiration date of the Contract.
4. It is expected that the City will make payment to SHE within thirty days after receipt of invoice.

V. CERTIFICATE OF INSURANCE

After contracting with the City and prior to the start of work, Self-Help Enterprises shall furnish the City with a Certificate of Insurance for general liability with combined single limits of at least \$2,000,000 for bodily injuries and property damages.

VI. REFERENCES

City of Delano
Maribel Reyna
City Manager
1015 11th Avenue
P.O. Box 3010
Delano, CA 93215
mreyna@cityofdelano.org
(661) 721-3300
HOME, CalHome – Housing Programs
Wells Fargo – Public Facility & Lot Cleanup

Buttonwillow County Water District
Regina Houchin
Secretary
289 Main Street
P.O. Box 274
Buttonwillow, CA 93206
agcenter@bak.rr.com
(661) 764-5273
Community Facility – Sewer

City of Woodlake

City of Arvin
Pawn Gill
Director of Administrative Services
200 Campus Drive
P.O. Box 548
Arvin, CA 93203
pgill@arvin.org
(661) 854-3134
CDBG-CV1 – Substance Payments
CARES – Business Assistance
PLHA – Payment Assistance & ADU's

Frazier Park Community Services
Jonnie Allison
Manager
4020 Park Drive
P.O. Box 1525
Frazier Park, CA 93225
ionniea.fppud@gmail.com
(559) 245-3734
Community Facility – Water

City of Lindsay

Ramon Lara ✓
City Manager
350 North Valencia Blvd.
Woodlake, CA 93286
rlara@ci.woodlake.ca.us
(559) 564-8055
CDBG – Public Improvements, Facilities,
Housing Rehabilitation, Homebuyer Assist.
HOME – Housing Rehabilitation, Homebuyer,
Long-Term Monitoring, & New Construction
PLHA – Acquisition/Rehab

City of Farmersville
Jennifer Gomez
City Manager
909 W. Visalia Rd.
Farmersville, CA 93223
Jgomez@cityoffarmersville-ca.gov
(559) 747-0458
CDBG – Public Services, Public Facilities,
Housing Rehabilitation & Homebuyer Assist.
HOME – Housing Rehabilitation, Homebuyer
Assist., Long-Term Monitoring
PLHA – Multifamily new construction

Adiana Andrade
Community Development Sp. ✓
251 East Honolulu Street
P.O. Box 369
Lindsay, CA 93247
aandrade@lindsay.ca.us
(559) 562-7102
CDBG – Water Well, PTA, Housing
HOME – Housing Rehabilitation &
Homebuyer Assistance

City of Avenal
Fernando Santillan
Community & Economic Dev.Dir.
919 Skyline Blvd.
Avenal, CA 93204
fsantillan@cityofavenal.com
(559) 386-5782
CDBG – Public Facilities, Housing
Rehabilitation & Homebuyer Assist.
Infrastructure Improvements
HOME – Housing Rehabilitation,
Homebuyer Assist.
Wonderful Co. – Park Improvements
& Drinking Water

Self-Help Enterprises

STATEMENT OF VALUES

In supporting the efforts of low-income residents of the San Joaquin Valley to improve their living conditions, we are committed to dealing responsibly and ethically with participants, communities, funding agencies and each other. Toward this goal, the Board and staff of Self-Help Enterprises will incorporate these values in all we do.

Participants are our primary responsibility and will be treated with dignity and respect. In an atmosphere of trust, open communication will be the basis for responding to participants' identified needs. While receiving services, participants will have the opportunity to develop the skills which enable them to better provide for themselves and their communities. Our relationship will be one of working with, rather than working for, the individuals and families who participate in our program.

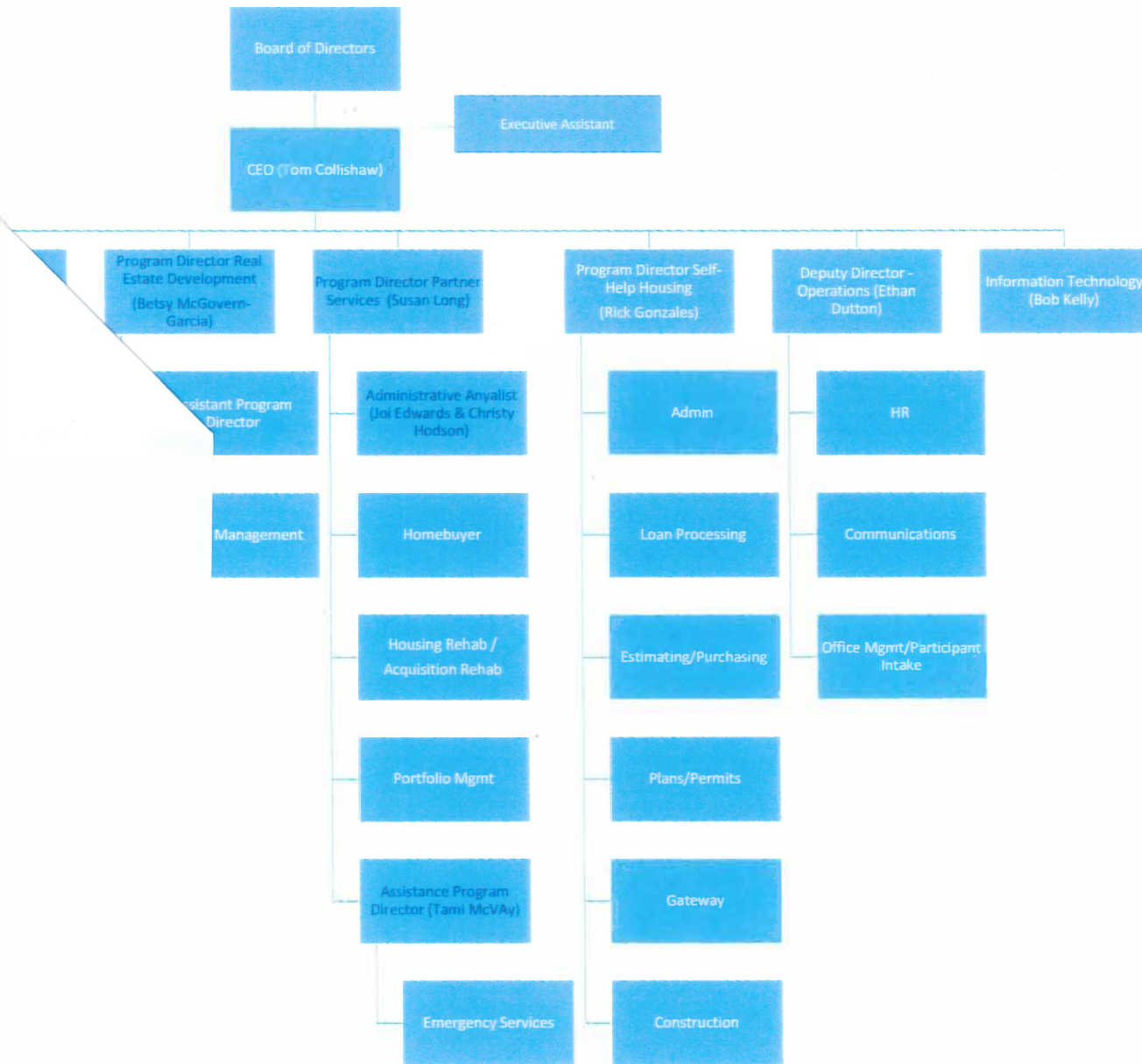
The involvement of communities in our local activities will be encouraged through open and honest communication. With respect for the democratic process, we will work cooperatively with communities and their officials to identify and address the needs of low-income residents. Communities will be kept aware of resources available to meet local needs.

We will cooperate in full cognizance and compliance with contractual relationships and honor the commitments we make with funding agencies. We will endeavor to contain costs while providing quality services. It is equally our responsibility to represent to funding agencies the needs of low-income people. While working cooperatively with agencies to improve the delivery of services, we will work to understand and respect the rationale of the regulatory process.

Within Self-Help Enterprises, personal and professional needs will be respected and the qualities of fairness and cooperation in staff relationships will be encouraged. Rights and responsibilities will be clearly stated. Fair and adequate compensation, opportunities for training and professional development, and a safe work environment will be provided to all staff.

These values will guide us as we represent the needs and wishes of low-income people to society at large. Participants, community members and all others will be encouraged to join in this mission to provide solutions to identified problems in the communities we serve.

August 2020



ATTACHMENT D

SELF-HELP ENTERPRISES CALHOME / BEGIN HISTORY (AS OF 11/30/18)

JURISDICTION	CALHOME PROJECT YEAR	SHE APP	SHE IMPLE- MENTED	FUNDED AMOUNT	ACTIVITY	UNITS
ATWATER	2005	X	X	\$ 500,000	Housing Rehab	6
AVENAL	CHPI		X	\$ 23,924	FTHB	4 *
				\$ 13,893	Housing Rehab	1 *
	2010	X	X	\$ 600,000	FTHB	12
					Housing Rehab	1
	2008	X	X	\$ 500,000	Housing Rehab	9
	2006	X	X	\$ 600,000	Housing Rehab	15
	2005	X	X	\$ 500,000	Housing Rehab	5
	2004	X	X	\$ 500,000	Housing Rehab	5
	2003	X	X	\$ 500,000	Housing Rehab	4
CLOVIS	1995-BEGIN	X	X	\$ 210,000	FTHB New Construction	10
CORCORAN	CHPI		X	\$ 87,610	FTHB	2 *
				\$ 27,063	Housing Rehab	2 *
	2014	X	X	\$ 1,000,000	FTHB	6
					Housing Rehab	3
	2008	X	X	\$ 300,000	FTHB	3
				\$ 600,000	Housing Rehab	16
	2006	X	X	\$ 300,000	Housing Rehab	9
	2004		X	\$ 500,000	Housing Rehab	11
DELANO	CHPI		X	\$ 14,980	FTHB	3 *
				\$ 58,930	Housing Rehab	1 *
	2012	X	X	\$ 800,000	FTHB	0
					Housing Rehab	1
	2011	X	X	\$ 812,120	FTHB	9
					Housing Rehab	6
	2008	X	X	\$ 900,000	FTHB	18
					Housing Rehab	0
	2006	X	X	\$ 300,000	Housing Rehab	7
					FTHB	2
	2004	X	X	\$ 400,000	Housing Rehab	4
	2003	X	X	\$ 200,000	Housing Rehab	2
DINUBA	CHPI		X	\$ 16,109	FTHB	4 *
				\$ 45,662	Housing Rehab	4 *
	2014	X	X	\$ 782,000	FTHB	2
					Housing Rehab	0
	2012	X	X	\$ 1,000,000	FTHB	14
					Housing Rehab	5
	2008	X	X	\$ 500,000	Housing Rehab	10
	2006	X	X	\$ 600,000	Housing Rehab	13
					FTHB	6
	2004	X	X	\$ 500,000	Housing Rehab	6

ATTACHMENT D

SELF-HELP ENTERPRISES CALHOME / BEGIN HISTORY (AS OF 11/30/18)

JURISDICTION	CALHOME PROJECT YEAR	SHE APP	SHE IMPLE- MENTED	FUNDED AMOUNT	ACTIVITY	UNITS
FARMERSVILLE	CHPI		X	\$ 161,100	FTHB	7 *
			X	\$ 4,146	Housing Rehab	1 *
	2012	X	X	\$ 1,000,000	FTHB	19
					Housing Rehab	2
					CHPI- FTHB	1
	2010	X	X	\$ 600,000	FTHB	14
					Housing Rehab	0
	2008	X	X	\$ 900,000	FTHB	19
					Housing Rehab	0
	2006	X	X	\$ 600,000	Housing Rehab	18
	2005	X	X	\$ 500,000	Housing Rehab	5
	2004	X	X	\$ 500,000	Housing Rehab	6
HANFORD	2003	X	X	\$ 400,000	Housing Rehab	3
HURON	2008	X		\$ 900,000	FTHB/Housing Rehab	Not Implementing
	2006	X		\$ 600,000	Housing Rehab	5
	2005	X	X	\$ 500,000	Housing Rehab	5
	2005-BEGIN		X	\$ 2,250,000	FTHB Acquisition	28
KINGS COUNTY	CHPI		X	\$ 12,035	FTHB Acquisition	2 *
				\$ 1,811	Housing Rehab	1 *
	2010	X	X	\$ 1,000,000	FTHB	4
					Housing Rehab	1
	2010-BEGIN	X	X	\$ 2,119,628	FTHB Acquisition	18
	2008	X	X	\$ 900,000	FTHB	0
					Housing Rehab	2
	2006	X	X	\$ 600,000	Housing Rehab	15
					FTHB	1
	2005	X	X	\$ 500,000	Housing Rehab	6
	2003	X	X	\$ 500,000	Housing Rehab	5
LINDSAY	CHPI		X	\$ 58,121	FTHB	12
	2010		X	\$ 1,000,000	FTHB	22
	2008		X	\$ 780,300	FTHB	17
	2006		X	\$ 134,250	FTHB	3
SELF-HELP ENTE	CHPI		X	\$ 7,942	Manufactured Housing-RE	1
	2014	X	X	\$ 1,000,000	Manufactured Housing-RE	15
					Manufactured Housing-MA	4
	2012	X	X	\$ 1,500,000	FTHB-New Homes Dept.	7
	2011	X	X	\$ 720,000	FTHB-New Homes Dept.	25
	2010	X	X	\$ 240,000	FTHB-New Homes Dept.	6
	2010	X	X	\$ 1,500,000	FTHB-New Homes Dept.	34
	2008	X	X	\$ 1,500,000	FTHB-New Homes Dept.	34
	2008	X	X	\$ 1,500,000	FTHB-New Homes Dept.	40
	2006	X	X	\$ 1,000,000	FTHB New Homes Dept	35
	2005	X	X	\$ 500,000	FTHB-New Homes Dept.	14
	2004	X	X	\$ 500,000	FTHB-New Homes Dept.	21
	2003	X	X	\$ 500,000	FTHB-New Homes Dept.	18
TULARE COUNTY	CHPI		X	\$ 44,633	Housing Rehab	2 *
	2008		X	\$ 900,000	FTHB	19
					Housing Rehab	2
	2006		X	\$ 61,004	FTHB	3

ATTACHMENT D

SELF-HELP ENTERPRISES CALHOME / BEGIN HISTORY (AS OF 11/30/18)

<i>JURISDICTION</i>	<i>CALHOME PROJECT</i>	<i>SHE APP</i>	<i>SHE IMPLE- MENTED</i>	<i>FUNDED AMOUNT</i>	<i>ACTIVITY</i>	<i>UNITS</i>
WOODLAKE	CHPI		X	\$ 55,970	Housing Rehab	4 *
			X	\$ 54,850	FTHB	1 *
	2011	X	X	\$ 500,000	FTHB	11
					Housing Rehab	2
	2008	X	X	\$ 900,000	Housing Rehab	20
	2006	X	X	\$ 600,000	Housing Rehab	17
					FTHB	1
	2005	X	X	\$ 500,000	Housing Rehab	5
	2004	X	X	\$ 400,000	Housing Rehab	4
	2003	X	X	\$ 200,000	Housing Rehab	4
GRANT TOTAL		55	72	\$ 44,898,081		832

ATTACHMENT D

SELF-HELP ENTERPRISES CDBG HISTORY HCD AND HUD (AS OF 11/30/18)

	CDBG		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		REHAB/HBAP
JURISDICTION	YEAR	APP	MENTED	AMOUNT	ACTIVITY	UNITS
ATWATER	2005/06/07	X	1	\$ 1,500,000	REHAB	3
	2005/06/07				HBAP	8
	2004	X	X	\$ 500,000	REHAB	6
	2003	X	X	\$ 265,875	REHAB	5
	2003		X	\$ 234,125	HBAP	5
	2002	X	X	\$ 229,750	REHAB	4
	2002		X	\$ 270,250	HBAP	5
	2001	X	X	\$ 229,750	REHAB	6
	2001		X	\$ 270,250	HBAP	5
	2000	X	X	\$ 406,285	REHAB	10
	2000		X	\$ 93,715	HBAP	4
	1997	X	X	\$ 300,000	HBAP	18
	1996	X	X	\$ 500,000	REHAB	21
	1993	X	X	\$ 500,000	REHAB	23
	1991	X	X	\$ 500,000	REHAB	22
AVENAL	2016	X	X	\$ 550,000	REHAB	0 *
					HBAP	0 *
	2012	X	X	\$ 500,000	REHAB	4
				\$ 500,000	HBAP	0
	2010	X	X	\$ 400,000	REHAB	6
	2009	X	X	\$ 600,000	REHAB	8
					HBAP	1
	2008	X	X	\$ 500,000	REHAB	10
	2006	X	X	\$ 500,000	REHAB	5
	2005/06/07	X	X	\$ 1,500,000	REHAB	6
	2003	X	X	\$ 500,000	REHAB	6
	2002	X	X	\$ 300,000	REHAB	3
	2001	X	X	\$ 300,000	REHAB	4
	1999	X	X	\$ 500,000	REHAB	9
	1997	X	X	\$ 500,000	REHAB	11
	1995	X	X	\$ 500,000	REHAB	14
	1993	X	X	\$ 500,000	REHAB	16
	1990	X	X	\$ 400,000	REHAB	19
	1989	X	X	\$ 500,000	REHAB	20
	1988	X	X	\$ 600,000	REHAB	18
	1987	X	X	\$ 570,000	REHAB	27

ATTACHMENT D

SELF-HELP ENTERPRISES CDBG HISTORY HCD AND HUD (AS OF 11/30/18)

	CDBG		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		REHAB/HBAP
	1986	X	X	\$ 375,000	REHAB	27
	1983	X	X	\$ 440,000	REHAB	29
	1983		X	\$ 102,000	CURB/GUTTER	0
CHOWCHILLA	CDPI		X	\$ 300,609	REHAB	7 *
				\$ 44,894	HBAP	1 *
	2014	X	X	\$ 700,000	REHAB	0
				\$ 300,000	HBAP	0
	2010	X	X	\$ 540,000	REHAB	13
					HBAP	0
	2008	X	X	\$ 450,000	REHAB	7
	2006	X	X	\$ 400,000	REHAB	3
	2005/06/07	X	X	\$ 1,100,000	REHAB	10
					HBAP	3
	2004	X	X	\$ 500,000	REHAB	6
	2003	X	X	\$ 300,000	REHAB	5
	2001	X	X	\$ 500,000	REHAB	8
	2000	X		\$ 299,489	REHAB	5
	1997	X	X	\$ 250,000	REHAB	8
	1997		X	\$ 250,000	HBAP	11
	1996	X	X	\$ 247,500	REHAB	7
	1996		X	\$ 252,500	HBAP	12
	1995	X	X	\$ 500,000	REHAB	11
	1993	X	X	\$ 500,000	REHAB	16
	1991	X	X	\$ 500,000	REHAB	23
	1989	X	X	\$ 300,000	REHAB	13
	1988	X	X	\$ 400,000	REHAB	16
	1986	X	X	\$ 600,000	REHAB	27
COALINGA	2013	X	X	\$ 500,000	REHAB	1
		X	X	\$ 500,000	HBAP	3
	RDA		X		REHAB/HBAP	8
CORCORAN	CDPI		X	\$ 499,145	REHAB	10 *
				\$ 64,830	HBAP	1 *
	2017	X		\$ 1,806,000	PUBLIC IMPROV	0 *
	2012	X	X	\$ 500,000	REHAB	1
				\$ 500,000	HBAP	3
	2010		X	\$ 600,000	REHAB	9
					HBAP	2

ATTACHMENT D

SELF-HELP ENTERPRISES

CDBG HISTORY

HCD AND HUD

(AS OF 11/30/18)

	CDBG PROJECT	SHE	SHE IMPLE-	FUNDED		REHAB/HBAP
	2009	X	X	\$ 600,000	REHAB	22
					HBAP	1
	2005/06/07		X	\$ 1,349,500	REHAB	31
					HBAP	4
	1983		X	\$ 178,500	REHAB	0
	1979		X	\$ 91,675	REHAB	0
DELANO	2005/06/07	X	X	\$ 1,500,000	REHAB	11
					HBAP	9
	2004	X	X	\$ 500,000	REHAB	8
	2003	X	X	\$ 500,000	REHAB	7
	2002	X	X	\$ 300,000	REHAB	11
	2001	X	X	\$ 300,000	REHAB	7
	2000	X	X	\$ 300,000	REHAB	11
DINUBA	CDPI		X	\$ -	REHAB-CDPI	0 *
			X	\$ 183,514	HBAP-CDPI	5 *
	2015	X	X	\$ 500,000	REHAB	2 *
					HBAP	4 *
	2012	X	X	\$ 500,000	HBAP	9
	2010	X	X	\$ 600,000	REHAB	8
					HBAP	5
	2009	X	X	\$ 600,000	REHAB	8
					HBAP	6
	2008	X	X	\$ 500,000	REHAB	10
					HBAP	2
	2005/06/07	X	X	\$ 1,500,000	REHAB	13
					HBAP	2
	2004	X	X	\$ 500,000	REHAB	7
	2003	X	X	\$ 300,000	REHAB	10
	2001	X	X	\$ 300,000	REHAB	9
	2000	X	X	\$ 500,000	REHAB	15
	1999	X	X	\$ 500,000	REHAB	12
	1998	X	X	\$ 300,000	REHAB	7
	1997	X	X	\$ 300,000	REHAB	9
	1994	X	X	\$ 350,000	REHAB	20
	1992	X	X	\$ 500,000	REHAB	27
	1989	X	X	\$ 500,000	REHAB	19
	1987	X	X	\$ 600,000	REHAB	23

ATTACHMENT D

SELF-HELP ENTERPRISES

CDBG HISTORY

HCD AND HUD

(AS OF 11/30/18)

	CDBG		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		REHAB/HBAP
	1985	X	X	\$ 540,000	REHAB	28
	1984	X	X	\$ 564,000	REHAB	28
	1983	X	X	\$ 498,750	REHAB	29
	1983		X	\$ 75,000	STORM/CURB:	0
	1982	X			WATER	0
	1982		X	\$ 590,000	REHAB	34
DOS PALOS	1983		X	\$ 590,500	REHAB	24
	1981		X	\$ 1,743,900	REHAB	83
EXETER	2018	X	X	\$ 186,047	REHAB	0 *
			X	\$ 372,093	HBAP	0 *
	CDPI		X	\$ 439,255	REHAB-CDPI	10
			X	\$ 383,129	HBAP-CDPI	10
	2012	X	X	\$ 500,000	REHAB	3
				\$ 500,000	HBAP	9
	2010	X	X	\$ 540,000	REHAB	5
					HBAP	4
	2008	X	X	\$ 500,000	REHAB	7
					HBAP	3
	2005/06/07	X	X	\$ 1,500,000	REHAB	16
					HBAP	3
	2004	X	X	\$ 500,000	REHAB	6
	2002	X	X	\$ 500,000	REHAB	9
	2000	X	X	\$ 500,000	REHAB	14
	1999	X	X	\$ 500,000	REHAB	15
	1998	X	X	\$ 300,000	HBAP	15
	1997	X	X	\$ 300,000	REHAB	11
	1996	X	X	\$ 500,000	HBAP	33
	1995	X	X	\$ 500,000	REHAB	13
	1994	X	X	\$ 500,000	REHAB	17
	1992	X	X	\$ 500,000	SEWER	16
	1987	X	X	\$ 600,000	REHAB	25
	1986	X	X	\$ 600,000	REHAB	25
	1984	X	X	\$ 433,000	REHAB	33
	1982	X	X		STREET IMPRO	0
	1982		X	\$ 500,000	REHAB	33
FARMERSVILLE	2018	X	X	\$ 232,558	PUBLIC SER. - SR.	
			X	\$ 130,233	PUBLIC SER. - YOUTH.	

ATTACHMENT D

SELF-HELP ENTERPRISES

CDBG HISTORY

HCD AND HUD

(AS OF 11/30/18)

CDBG PROJECT	SHE	SHE IMPLE-	FUNDED	REHAB/HBAP	
CDPI		X	\$ 312,929	REHAB	8 *
			\$ 296,853	HBAP	10 *
2014	X	X	\$ 500,000	REHAB	3 *
			\$ 500,000	HBAP	10 *
2010	X	X	\$ 600,000	REHAB	10
				HBAP	3
FVLRDA		X	\$ 379,484	REHAB	12
2005/06/07	X	X	\$ 1,404,500	REHAB	9
2004	X	X	\$ 500,000	REHAB	4
2003		X	\$ 500,000	REHAB	5
2002	X	X	\$ 185,015	REHAB	6
2002			\$ 314,985	STORM DRAIN/PONDING BASIN	
2001	X	X	\$ 300,000	REHAB	9
2000	X	X	\$ 500,000	REHAB	10
1999	X	X	\$ 500,000	REHAB	12
1997	X	X	\$ 181,250	REHAB	4
1997		X	\$ 318,750	HBAP	20
1996	X	X	\$ 500,000	REHAB	17
1995	X	X	\$ 323,750	HBAP	25
1995		X	\$ 176,250	REHAB	7
1994	X	X	\$ 500,000	REHAB	19
1992	X	X	\$ 500,000	REHAB	20
1990	X	X	\$ 500,000	REHAB	22
1989	X	X	\$ 500,000	REHAB	22
1988	X	X	\$ 600,000	REHAB	30
1987	X	X	\$ 600,000	REHAB	21
1984	X	X	\$ 588,000	REHAB	23
1983	X	X	\$ 501,000	REHAB	31
1982	X	X	\$ 387,500	REHAB	36
1981	X	X	\$ 390,000	REHAB	44
1980	Joint	X	\$ 40,000	STREET IMPROV	0
1980		X	\$ 300,000	REHAB	41
FRESNO COUNTY 1975		X	\$ 262,000	WATER	0
1975		X	\$ 71,770	WATER/SEWE	0
1975		X	\$ 67,500	WATER	0
1974-95		X		REHAB	102
GUSTINE 1998	X	X	\$ 500,000	HBAP	13

ATTACHMENT D

SELF-HELP ENTERPRISES CDBG HISTORY HCD AND HUD (AS OF 11/30/18)

	CDBG PROJECT	SHE	SHE IMPLE.	FUNDED	REHAB/HBAP	
	1994	X	X	\$ 500,000	REHAB	20
HANFORD	2005		X	\$ 449,944	REHAB	4
	2003	X	X	\$ 400,000	REHAB	9
	2002	X	X	\$ 500,000	REHAB	8
	2001	X	X	\$ 300,000	REHAB	7
	2000	X	X	\$ 500,000	REHAB	14
	1999	X	X	\$ 300,000	REHAB	11
	1998	X	X	\$ 500,000	REHAB	16
	1997	X	X	\$ 500,000	REHAB	15
	1996	City	X	\$ 285,000	REHAB	9
	1995	X	X	\$ 97,826	NEW CONST	0
	1995		X	\$ 402,174	REHAB	15
	1993	X	X	\$ 500,000	REHAB	16
	1991	X	X	\$ 500,000	REHAB	18
	1990	X	X	\$ 160,192	REHAB	6
HUGHSON	PI/RDA		X	\$ 234,846	REHAB	2
HURON	2008	X	X	\$ 500,000	HBAP	0
	2006	X	X	\$ 500,000	REHAB	7
					HBAP	4
	2005		X	\$ 500,000	REHAB	4
	2001	X	X	\$ 400,000	REHAB	7
	1998	X	X	\$ 500,000	HBAP	16
	1997	Joint	X	\$ 356,500	REHAB	8
IMPERIAL COUNTY	1977		X	\$ 250,000	WATER	0
	1977		X	\$ 200,000	WATER	0
	1977		X	\$ 262,500	SEWER	0
KERN COUNTY	1978		X	\$ 153,500	WATER	0
	1992		X	\$ 310,000	WATER	0
KINGS COUNTY	CDPI		X	\$ 733,784	REHAB	9 *
			X	\$ 433,225	HBAP	10 *
	2016		X	\$ 232,558	HBAP	2 *
	2013		X	\$ 500,000	REHAB	0
			X	\$ 500,000	HBAP	3
	2009	X	X	\$ 600,000	REHAB	2
					HBAP	6
	2008	X	X	\$ 500,000	REHAB	5
	2005/06/07	County	Act. Del.	\$ 1,500,000	REHAB	12

ATTACHMENT D

SELF-HELP ENTERPRISES

CDBG HISTORY

HCD AND HUD

(AS OF 11/30/18)

	CDBG		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		REHAB/HBAP
	2003	County	Act. Del.	\$ 500,000	REHAB	5
	2001	County	Act. Del.	\$ 300,000	REHAB	6
	1999	County	Act. Del.	\$ 262,500	REHAB	5
	1996	County	Act. Del.	\$ 285,000	REHAB	7
	1994	X	X	\$ 500,000	REHAB	13
	1979		X	\$ 83,300	REHAB	0
	1978	X	X	\$ 43,600	REHAB	0
	1977		X	\$ 206,000	SEWER	0
	1974-94				REHAB MISC	115
LEMOORE	1984	X	X	\$ 100,000	CURBS/GUTTE	0
	1984		X	\$ 470,000	REHAB	34
LINDSAY	2015	X	X	\$ 464,875	REHAB	0
					HBAP	0
	2010		X	\$ 400,000	HBAP	4
	1997	X		\$ 300,000	REHAB	10
	1986	X	X	\$ 600,000	REHAB	0
LIVINGSTON	1991	X	X	\$ 443,000	NEW CONST	0
MADERA COUNTY	CDPI		X	\$ 299,078	REHAB	3 *
	2017	X		\$ 1,000,000	REHAB	0 *
	2015	X	X	\$ 400,000	REHAB	0 *
	2010	X	X	\$ 800,000	REHAB	6
	2008	X	X	\$ 500,000	REHAB	7
	2005	X	X	\$ 500,000	REHAB	9
	2004		X	\$ 500,000	REHAB	3
	1998	X	X	\$ 500,000	REHAB	12
	1995	X	X	\$ 1,000,000	SEWER	disencumbered
	1994	X	X	\$ 225,000	SEWER	0
	1993	X	X	\$ 440,000	REHAB	17
	1992	X	X	\$ 500,000	REHAB	21
	1990	X	X	\$ 500,000	REHAB	14
	1989	X	X	\$ 500,000	REHAB	20
	1987	X	X	\$ 594,827	REHAB	23
	1986	X	X	\$ 571,000	REHAB	14
	1984	X	X	\$ 506,500	REHAB	29
	1984		X	\$ 70,000	SEWER	0
	1983	X	X	\$ 580,000	REHAB	15
	1982	X	X	\$ 484,500	REHAB	33

ATTACHMENT D

SELF-HELP ENTERPRISES

CDBG HISTORY

HCD AND HUD

(AS OF 11/30/18)

	CDBG		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		REHAB/HBAP
	1980	X	X	\$ 196,000	REHAB	25
	1979	X	X	\$ 139,927	REHAB	16
	1978	X	X	\$ 50,260	REHAB	15
	1978		X		WATER	0
	1976	X	X	\$ 177,000	SEWER	0
COUNTYWIDE	1974-94		X		REHAB	24
MARIPOSA	1999 (NAT)	X	X	\$ 250,675	REHAB	2
COUNTY	1996 (NAT)		X	\$ 295,575	REHAB	8
	1996		X	\$ 138,624	RENTAL	0
	1994		X	\$ 500,000	REHAB	4
	1991	X		\$ 500,000	REHAB	0
MENDOTA	2002	X	X	\$ 350,000	REHAB	2
	2001	X	X	\$ 400,000	REHAB	6
	1999		X	\$ 500,000	REHAB	4
	1997		X	\$ 217,000	REHAB	3
MERCED COUNTY	CDPI		X	\$ 113,921	REHAB	3 *
				\$ 71,677	HBAP	3 *
	2017	X		\$ 500,000	HBAP	0 *
	2017	X		\$ 500,000	REHAB	0 *
	2013	X		\$ 500,000	REHAB	0
	2013	X		\$ 500,000	HBAP	0
	2010	X	X	\$ 600,000	REHAB	5
					HBAP	4
	2005/06/07	X	X	\$ 1,200,000	REHAB	11
					HBAP	3
	2004	X	X	\$ 400,000	REHAB	2
	2003	X	X	\$ 400,000	REHAB	3
	2001	X	X	\$ 300,000	REHAB	5
	1988		X	\$ 551,500	REHAB	22
	1988		X	\$ 172,000	WATER	0
	1977		X	\$ 60,900	WATER	0
	1977		X	\$ 124,850	SEWER	0
	1976		X	\$ 24,500	SEWER	0
MODESTO CITY	1980		X		REHAB	0
	1979		X	\$ 100,000	REHAB	0
	1978		X	\$ 66,150	REHAB	256
NAT AM./MADERA	1998	X	X	\$ 531,188	REHAB	4

ATTACHMENT D

SELF-HELP ENTERPRISES

CDBG HISTORY

HCD AND HUD

(AS OF 11/30/18)

	CDBG		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		REHAB/HBAP
CO	1997	X	X	\$ 540,950	REHAB	14
	1996	X	X	\$ 158,619	REHAB	4
	1995	X	X	\$ 500,000	REHAB	11
	1994	X	X	\$ 242,974	REHAB	7
	1993	X	X	\$ 411,250	REHAB	10
	1992	X	X	\$ 318,300	REHAB	13
	1990	X	X	\$ 252,000	REHAB	10
	1989	X	X	\$ 241,000	REHAB	10
	1986	X	X	\$ 120,000	REHAB	6
	1985	X	X	\$ 126,000	REHAB	7
	1984	X	X	\$ 315,000	REHAB	26
NAT.AM./BIG	1979	X	X	\$ 75,000	REHAB	16
SANDY						
NAT./SANTA ROSA	1979	X	X	\$ 20,941	COOLERS & WOOD STOVES	
	1979		X	\$ 40,900	HOME&COMM	0
	1979		X	\$ 115,000	REHAB	15
NEWMAN	2004	X	X	\$ 500,000	REHAB	5
	2002	X	X	\$ 500,000	REHAB	7
	2000	X	X	\$ 500,000	REHAB	9
	1998	X	X	\$ 500,000	REHAB	16
	1995	HA	X	\$ 300,000	REHAB	12
	1994	X	X	\$ 250,000	NEW CONST.	disencumbered
OAKDALE	2003		X	\$ 250,000	REHAB	1
PARLIER	2012	X		\$ 500,000	REHAB	SHE is not implementing
PATTERSON	1988	X	X	\$ 600,000	REHAB	20
RIVERBANK	2000	X		\$ 400,000	REHAB	0
	2000		X	\$ 100,000	HBAP	4
	1999	X		\$ 500,000	REHAB	0
	1998	X	X	\$ 168,750	HBAP	7
	1998		X	\$ 331,250	REHAB	9
	1996	X	X	\$ 500,000	REHAB	12
	1995	X	X	\$ 500,000	REHAB	11
	1993	X	X	\$ 500,000	REHAB	16
	1990	X	X	\$ 500,000	REHAB	19
STANISLAUS CO.	2000		X	\$ 500,000	REHAB	11
	1998		X	\$ 500,000	REHAB	16
	1997		X	\$ 500,000	REHAB	26

ATTACHMENT D

SELF-HELP ENTERPRISES

CDBG HISTORY

HCD AND HUD

(AS OF 11/30/18)

	CDBG		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		REHAB/HBAP
TAFT	1993	X		\$ 500,000	REHAB	0
TULARE CO	2014	X	X	\$ 400,000	REHAB-well ab	22
	2004	X	X	\$ 500,000	REHAB	5
	2000		X	\$ 500,000	REHAB	12
	1998	X	X	\$ 500,000	REHAB	10
	1996	County	X	\$ 107,940	REHAB	2
	1995	X	X	\$ 500,000	REHAB	11
	1993	X	X		WATER	0
	1993		X		SEWER	0
	1993		X	\$ 500,000	REHAB	11
	1992	X	X		SEWER	0
	1992		X	\$ 64,000	SEWER	0
	1992		X	\$ 106,000	SEWER	0
	1992		X	\$ 500,000	REHAB	10
	1991	X	X	\$ 47,000	SEWER	0
	1991		X	\$ 89,452	WATER	0
	1991		X	\$ 373,048	REHAB	14
	1991		X	\$ 43,000	SEWER	0
	1990	X	X	\$ 44,000	SEWER	0
	1990		X	\$ 500,000	REHAB	15
	1990		X	\$ 38,600	SEWER	0
	1987	X	X	\$ 600,000	REHAB	27
	1986	X	X	\$ 270,000	REHAB	14
	1985	X	X	\$ 368,000	WATER	0
	1985		X	\$ 320,000	REHAB	17
	1984	X	X		WATER	0
	1984		X	\$ 295,000	REHAB	11
	1983	Joint	X	\$ 247,000	WATER	0
	1983		X	\$ 341,000	REHAB	27
	1982	Joint	X	\$ 762,500	REHAB	28
	1982		X	\$ 275,000	SOLAR/	0
					SEWER	29
	1981	Joint	X	\$ 262,796	REHAB	41
	1980	X	X	\$ 490,000	REHAB	41
	1979	Joint	X	\$ 500,000	REHAB	0
	1978		X	\$ 41,500	WATER	0
	1976		X	\$ 76,800	WATER	0

ATTACHMENT D

SELF-HELP ENTERPRISES

CDBG HISTORY

HCD AND HUD

(AS OF 11/30/18)

	CDBG		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		REHAB/HBAP
	1976		X	\$ 31,000	WATER	0
	1976		X	\$ 67,500	WATER	0
	1976		X	\$ 73,500	WATER	0
COUNTYWIDE	1974-94			\$ -	REHAB	252
VISALIA CITY	2017-2018		X	\$ 84,966	REHAB	6
	2010-2011		X	\$ -	REHAB	11
	2009-2010		X	\$ -	REHAB	12
	2008-2009		X	\$ -	REHAB	11
	2007-2008		X	\$ -	REHAB	16
	2006-2007		X	\$ -	REHAB	2
	1981		X	\$ -	REHAB	0
	1980		X	\$ -	REHAB	0
	1979		X	\$ -	REHAB	0
	1978		X	\$ 219,041	REHAB	0
WASCO	CDPI		X		HBAP-CDPI	3
	2013		X	\$ 558,140	HBAP	7
	1993	X	X	\$ 500,000	REHAB	17
	1991	X	X	\$ 500,000	REHAB	20
WOODLAKE	2018	X	X	\$ 139,535	REHAB	0 *
			X	\$ 139,535	HBAP	0 *
				\$ 2,403,000	PUB.IMP.	
	2014	X	X	\$ 600,000	REHAB	3 *
				\$ 400,000	HBAP	1 *
	2012	X	X	\$ 1,000,000	REHAB	15
				\$ -	HBAP	2
	2010	X	X	\$ 600,000	REHAB	5
					HBAP	2
	2009	X	X	\$ 400,000	REHAB	9
					HBAP	0
	2005/06/07	X	X	\$ 1,408,000	REHAB	8
					HBAP	0
	2004	X	X	\$ 234,125	REHAB	4
	2004		X	\$ 216,125	HBAP	2
	2003	X	X	\$ 500,000	REHAB	10
	2002	X	X	\$ 500,000	REHAB	8
	2001	X	X	\$ 500,000	REHAB	12
	2000	X	X	\$ 383,500	REHAB	9

ATTACHMENT D

SELF-HELP ENTERPRISES

CDBG HISTORY

HCD AND HUD

(AS OF 11/30/18)

CDBG		SHE				
PROJECT	SHE	IMPLE-	FUNDED		REHAB/HBAP	
2000		X	\$ 116,500	HBAP		6
1999	X	X	\$ 500,000	REHAB		17
1998	X	X	\$ 319,500	REHAB		9
1997	X	X	\$ 500,000	REHAB		15
1996	X	X	\$ 288,400	REHAB		9
1995	X	X	\$ 500,000	REHAB		13
1994	X	X	\$ 500,000	REHAB		15
1992	X	X	\$ 500,000	REHAB		18
1990	X	X	\$ 500,000	REHAB		25
1988	X	X	\$ 600,000	REHAB		20
1987	X	X	\$ 600,000	REHAB		30
1986	X	X	\$ 600,000	REHAB		36
1984	X	X	\$ 382,536	REHAB		24
1984		X	\$ 219,200	PUB.FAC.		0
1983	Joint	X	\$ 419,600	REHAB		26
1983		X	\$ 170,000	PUB.FAC.		0
1982	X	X	\$ 350,000	REHAB		15
1982		X	\$ 112,000	WATER/SEWE		0
1980	X	X	\$ 125,500	FLOOD DR.		0
1980			\$ 81,990	STREET IMPRO		0
1980		X	\$ 277,500	REHAB		21
1979	X	X	\$ 500,000	REHAB		22
GRANT TOTAL	268	371	\$ 160,099,396			4746

SELF-HELP ENTERPRISES
HOME HISTORY
(AS OF 7/31/20)

	HOME		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		
JURISDICTION	YEAR	APP	MENTED	AMOUNT	ACTIVITY	UNITS
ATWATER	2006	X	X	\$ 800,000	FTHB Acquisition	8
					OOR	0
	2004	X	X	\$ 700,000	FTHB Acquisition	7
	2003	X	X	\$ 400,000	FTHB Acquisition	6
	2001	X	X	\$ 500,000	FTHB Acquisition	9
AVENAL	HMPI		X	\$ 71,780	FTHB Acquisition	15 *
				\$ 85,799	OOR	4 *
	2015	X	X	\$ 500,000	FTHB Acquisition	1 *
					OOR	0 *
	2011	X	X	\$ 700,000	FTHB Acquisition	4
					OOR	2
	2009	X	X	\$ 800,000	FTHB Acquisition	8
					OOR	4
	2008	X	X	\$ 800,000	FTHB Acquisition	8
					OOR	3
	2007	X	X	\$ 800,000	FTHB Acquisition	9
					OOR	0
	2006	X	X	\$ 400,000	FTHB Acquisition	5
					OOR	0
	2005	X	X	\$ 800,000	FTHB Acquisition	8
					OOR	0
	2004	X	X	\$ 700,000	FTHB Acquisition	9
	2003	X	X	\$ 300,000	FTHB Acquisition	6
	2002	X	X	\$ 600,000	OOR	6
	2001	X	X	\$ 500,000	FTHB Acquisition	25
	2000	X	X	\$ 350,000	FTHB Acquisition	16
BAKERSFIELD	2005	X	X	\$ 1,560,000	FTHB New Construction	52
	1996	X		\$ 238,650	FTHB New Construction	10
CHOWCHILLA	HMPI		X	\$ 173,832	OOR	4 *
				\$ 55,000	FTHB Acquisition	1 *
	2018	X	X	\$ 250,000	FTHB Acquisition	0 *
				\$ 250,000	OOR	0 *
	2012	X	X	\$ 700,000	FTHB Acquisition	0
					OOR	2
	2007	X	X	\$ 800,000	FTHB Acquisition	7
					OOR	3
	2004	X	X	\$ 500,000	OOR	4
	2002	X	X	\$ 400,000	OOR	5
	1998	X	X	\$ 500,000	FTHB Acquisition	20
COALINGA	2013	X	X	\$ 700,000	FTHB Acquisition	1
					OOR	0
CORCORAN	HMPI		X	\$ 1,392,044	FTHB Acquisition	31 *

SELF-HELP ENTERPRISES
HOME HISTORY
(AS OF 7/31/20)

	HOME		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		
JURISDICTION	YEAR	APP	MENTED	AMOUNT	ACTIVITY	UNITS
				\$ 624,194	OOR	7 *
	2016	X	X	\$ 243,750	FTHB Acquisition	5 *
		X	X	\$ 243,750	OOR	3 *
	2012	X	X	\$ 700,000	FTHB Acquisition	0
					OOR	1
	2009	X	X	\$ 800,000	FTHB Acquisition	6
					OOR	4
	2006		X	\$ 800,000	FTHB Acquisition	11
					OOR	4
DELANO HMPI			X	\$ 132,045	FTHB Acquisition	5 *
			X	\$ 92,850	OOR	2 *
	2018	X	X	\$ 150,000	FTHB Acquisition	0 *
				\$ 150,000	OOR	0 *
	2012	X	X	\$ 700,000	FTHB Acquisition	3
					OOR	0
	2009	X	X	\$ 800,000	FTHB Acquisition	21
					OOR	1
	2007	X	X	\$ 800,000	FTHB Acquisition	14
					OOR	0
	2006	X	X	\$ 800,000	FTHB Acquisition	10
					OOR	0
	2004	X	X	\$ 800,000	FTHB Acquisition	10
	2001	X	X	\$ 500,000	FTHB Acquisition	13
DINUBA HMPI			X	\$ 544,152	FTHB Acquisition	21 *
				\$ 37,385	OOR	6 *
	2018	X	X	\$ 200,000	FTHB Acquisition	0 *
				\$ 300,000	OOR	0 *
	2014	X	X	\$ 500,000	FTHB Acquisition	6
					OOR	1
	2013	X	X	\$ 195,000	Drought TBRA	7
	2012	X	X	\$ 700,000	FTHB Acquisition	4
					OOR	6
	2009	X	X	\$ 800,000	FTHB Acquisition	12
					OOR	3
	2007	X	X	\$ 800,000	FTHB Acquisition	9
					OOR	1
	2006	X	X	\$ 800,000	FTHB Acquisition	7
	2006				OOR	3
	2004	X	X	\$ 600,000	FTHB Acquisition	9
	2003	X	X	\$ 400,000	FTHB Acquisition	6
	2002	X	X	\$ 600,000	FTHB Acquisition	25
	2001	X	X	\$ 500,000	FTHB Acquisition	20

SELF-HELP ENTERPRISES

HOME HISTORY

(AS OF 7/31/20)

	HOME		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		
JURISDICTION	YEAR	APP	MENTED	AMOUNT	ACTIVITY	UNITS
	2000	X	X	\$ 750,000	FTHB Acquisition	36
	1999	X	X	\$ 500,000	FTHB Acquisition	25
	1997	X	X	\$ 157,500	FTHB Acquisition	10
EXETER	HMPI		X	\$ 770,394	FTHB Acquisition	11 *
				\$ 817,375	OOR	7 *
	2012	X	X	\$ 700,000	FTHB Acquisition	3
					OOR	0
FARMERSVILLE	HMPI		X	\$ 372,701	FTHB Acquisition	11 *
	2018	X	X	\$ 250,000	FTHB Acquisition	0 *
				\$ 250,000	OOR	0 *
	2015	X	X	\$ 500,000	FTHB Acquisition	4 *
					OOR	2 *
	2010	X	X	\$ 800,000	FTHB Acquisition	10
					OOR	2
	2006	X	X	\$ 800,000	FTHB Acquisition	11
					OOR	0
	2003	X	X	\$ 500,000	FTHB Acquisition	13
					OOR	0
	2000	X	X	\$ 750,000	FTHB Acquisition	39
	1998	X	X	\$ 500,000	FTHB Acquisition	27
FRESNO CITY	2001	X		\$ 850,000	FTHB New Construction	21
FRESNO COUNTY	2005	X	X	\$ 1,000,000	Rental New Construction-Biola-B.V.	44
	2004	X	X	\$ 700,000	Rental New Construction-V.D.R.	48
	2001	X		\$ 700,000	FTHB New Construction-Del Rey	48
	2001			\$ 550,000	FTHB New Construction-Reedley	35
	1997	X		\$ 586,800	FTHB New Construction-Clovis	10
	1996	X		\$ 150,000	FTHB New Construction-Reedley	10
	1994	X		\$ 251,984	FTHB New Construction-Clovis	10
	1994			\$ 127,736	FTHB New Construction-Coalinga	8
	1993	X		\$ 92,880	FTHB New Construction-Clovis	10
	1993			\$ 293,220	FTHB New Construction-Firebaugh	4
HANFORD	2005	X	X	\$ 3,450,000	Rental New Construction-Hanford-L.P.	40
HUGHSON	2008	X	X	\$ 400,000	FTHB Acquisition	4
					OOR	0
	2005		X	\$ 750,000	FTHB Acquisition	1
					OOR	1
HURON	2009	X		\$ 800,000	FTHB Acquisition/OOR	SHE not implementing
	2007	X	X	\$ 800,000	FTHB Acquisition	11
					OOR	2
	2006	X	X	\$ 400,000	FTHB Acquisition	7
					OOR	0
	2005	X	X	\$ 800,000	FTHB Acquisition	22

SELF-HELP ENTERPRISES
HOME HISTORY
(AS OF 7/31/20)

	HOME		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		
JURISDICTION	YEAR	APP	MENTED	AMOUNT	ACTIVITY	UNITS
	2002	X	X	\$ 600,000	FTHB Acquisition	17
	2001	X		\$ 600,000	OOR	Disencumbered
	2000	X	X	\$ 750,000	FTHB Acquisition	18
	1997	X	X	\$ 500,000	FTHB Acquisition	20
	1995	X	X	\$ 180,856	FTHB Acquisition	12
KERN COUNTY	2008	X	X	\$ 2,000,000	Rental New Construction-Lamont-R.L.	44
	2001	X		\$ 1,000,000	Rental New Construction-Wasco-S.V.	46
	1997	X		\$ 800,000	Rental New Construction-Wasco-V.H.	40
	1997			\$ 970,000	Rental New Construction-Arvin-C.C.	46
	1994	X		\$ 1,000,000	Rental New Construction-Wasco-A.C.	36
	1994	X		\$ 99,470	FTHB New Construction-Shafter	7
	1993	X		\$ 2,200,000	Rental New Construction-McFarland-S.V.	52
KINGS COUNTY	KINHMPI		X	\$ 418,259	FTHB Acquisition	13 *
	2016	X		\$ 500,000	FTHB Acquisition	2 *
	2013	X	X	\$ 700,000	FTHB Acquisition	0
					OOR	0
	2011	X	X	\$ 700,000	FTHB Acquisition	7
					OOR	4
	2007	X	X	\$ 800,000	FTHB Acquisition	8
					OOR	2
	2006	X	X	\$ 800,000	FTHB Acquisition	11
					OOR	0
	2004	X	X	\$ 700,000	FTHB Acquisition	12
	2002	X	X	\$ 600,000	OOR - Armona, Corcoran	8
					Hanford, Home Garden, Kettleman, Stratford	
	2001	X	X	\$ 600,000	OOR - Armona, Corcoran	8
					Hanford, Home Garden, Kettleman, Stratford	
	2000	X	X	\$ 750,000	FTHB Acquisition - Armona, Home	30
					Garden, Kettleman, Stratford, Hanford	
	1999	X	X	\$ 500,000	FTHB Acquisition - Armona, Home	23
					Garden, Kettleman, Stratford, Corcoran	
	1998	X	X	\$ 500,000	FTHB Acquisition - Armona, Home	26
					Garden, Kettleman, Stratford	
LEMOORE	2002	X	X	\$ 600,000	OOR	9
	2001	X	X	\$ 500,000	FTHB Acquisition	6
	2000	X	X	\$ 500,000	FTHB Acquisition	14
LINDSAY	HMPI		X	\$ 461,427	FTHB Acquisition	10
				\$ 462,071	OOR	5
	2014	X	X	\$ 500,000	FTHB-Acquisition	0
					OOR	0
LIVINGSTON	2013	X		\$ 700,000	FTHB Acquisition/OOR	SHE not implementing
	2009	X	X	\$ 800,000	FTHB Acquisition	5

SELF-HELP ENTERPRISES

HOME HISTORY

(AS OF 7/31/20)

	HOME		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		
JURISDICTION	YEAR	APP	MENTED	AMOUNT	ACTIVITY	UNITS
					OOR	6
	2007		X	\$ 800,000	FTHB Acquisition	8
					OOR	1
LOS BANOS	2000	X	X	\$ 500,000	FTHB Acquisition	9
	1999	X	X	\$ 500,000	FTHB Acquisition	10
MADERA COUNTY	2015	X	X	\$ 500,000	OOR - Countywide	0 *
	2000	X	X	\$ 500,000	OOR - Countywide	7
	1998	X	X	\$ 900,000	Rental New Construction-Parksdale-C.C.	40
MENDOTA	2001	X	X	\$ 500,000	OOR	7
	2000	X	X	\$ 500,000	FTHB Acquisition	21
	1999	X	X	\$ 500,000	FTHB Acquisition	1
MERCED COUNTY	HMPI		X	\$ 889,571	FTHB Acquisition	20 *
				\$ 112,016	OOR	6 *
	2018	X	X	\$ 250,000	FTHB Acquisition	0 *
				\$ 25,000	OOR	0 *
	2013	X	X	\$ 700,000	FTHB Acquisition	2
					OOR	0
	2010	X	X	\$ 800,000	FTHB Acquisition	8
					OOR	4
	2007	X	X	\$ 800,000	FTHB Acquisition	3
					OOR	4
	2006	X	X	\$ 400,000	FTHB Acquisition	3
					OOR	2
	2004	X	X	\$ 600,000	FTHB Acquisition	10
					OOR	1
	2003	X	X	\$ 400,000	FTHB Acquisition	11
					OOR	1
	2002	X	X	\$ 600,000	OOR - Countywide	11
	2001	X	X	\$ 199,951	OOR - Countywide	3
	2001		X	\$ 400,049	FTHB Acquisition - Countywide	9
	2000	X	X	\$ 500,000	FTHB Acquisition	25
	1997	X	X	\$ 1,000,000	FTHB Acquisition	35
MODESTO	1997	X		\$ 120,000	FTHB New Construction	21
	92, 93, 94	X		\$ 750,000	Rental New Construction-G.V.	48
	Funds					
NEWMAN	2004	X	X	\$ 700,000	FTHB Acquisition	0
					OOR	5
ORANGE COVE	2014		X	\$ 500,000	FTHB Acquisition	1
					OOR	2
	2011		X	\$ 400,000	FTHB Acquisition	2
					OOR	2
PARLIER	2011	X	X	\$ 292,500	FTHB Acquisition	0

SELF-HELP ENTERPRISES
HOME HISTORY
(AS OF 7/31/20)

	HOME		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		
JURISDICTION	YEAR	APP	MENTED	AMOUNT	ACTIVITY	UNITS
					OOR	3
	2010		X	\$ 400,000	FTHB Acquisition	2
					OOR	3
	2009	X	X	\$ 662,096	FTHB Acquisition	2
					OOR	3
	2006	X	X	\$ 800,000	FTHB Acquisition	4
					OOR	3
RIVERBANK	2002	X	X	\$ 600,000	FTHB Acquisition	9
	2001	X	X	\$ 500,000	FTHB Acquisition	10
	2000	X	X	\$ 750,000	FTHB Acquisition	17
	1998	X	X	\$ 500,000	FTHB Acquisition	20
SELF-HELP ENT	2011	X	X	\$ 4,248,516	Rental New Construction-Dinuba-V.G.	48
	2009	X	X	\$ 2,000,000	Rental New Construction-Parksdale-P.V.II.	48
	2008	X	X	\$ 1,925,230	Rental New Construction-Parksdale-P.V.I.	40
	2008	X	X	\$ 2,000,000	Rental New Construction-Goshen-G.V.II.	56
	2003	X	X	\$ 1,000,000	Rental New Construction-Orosi-S.C.	60
	2002	X	X	\$ 1,000,000	Rental New Construction-Earlimart-W.P.	44
	2001	X	X	\$ 991,500	Rental New Construction-Newman-R.H.	52
	2000	X	X	\$ 1,071,600	Rental New Construction-Goshen-G.V.I.	64
	2000		X	\$ 123,510	FTHB New Construction-Riverbank	12
	1998	X	X	\$ 802,500	Rental New Construction-Livingston-C.deIS.	36
	1998		X	\$ 157,600	FTHB New Construction-Patterson	11
	1997	X	X	\$ 157,695	FTHB New Construction-Woodlake	11
	1995	X	X	\$ 1,000,000	FTHB New Construction-Poplar, La Vina, Lemoore	40
	1994	X	X	\$ 524,752	FTHB New Construction-Newman	11
	1994	X	X	\$ 475,248	FTHB New Construction-Poplar, Pixley, Lemoore, Patterson, Winton	32
	1993	X	X	\$ 452,400	Rental New Construction - Planada-B.C.	37
	1993		X	\$ 524,752	FTHB New Construction - Dinuba Planada, Pixley, Patterson, Winton	33
	1993	X	X	\$ 500,000	FTHB New Construction - Tulare	10
	1993	X	X	\$ 500,000	FTHB New Construction - Planada, Dinuba, Patterson	38
TULARE CITY	HMPI		X	\$ 347,491	FTHB Acquisition	12 *
	2018	X	X	\$ 250,000	FTHB Acquisition	0 *
				\$ 250,000	OOR	0 *
	2013	X	X	\$ 700,000	FTHB Acquisition	12
					OOR	0
	1993	X	X	\$ 1,000,000	FTHB New Construction - Tulare	20
TULARE COUNTY	2010		X	\$ 800,000	FTHB Acquisition-Countywide	4
					OOR-Countywide	4
	2004	X	X	\$ 1,526,154	FTHB Acquisition/Infill/Rehab/Project	13
	2001	X	X	\$ 200,000	OOR-Countywide	5
	2001		X	\$ 300,000	FTHB Acquisition-Countywide	16

SELF-HELP ENTERPRISES

HOME HISTORY

(AS OF 7/31/20)

	HOME		SHE			
	PROJECT	SHE	IMPLE-	FUNDED		
JURISDICTION	YEAR	APP	MENTED	AMOUNT	ACTIVITY	UNITS
	1998	X	X	\$ 500,000	OOR-Countywide	18
	1997	X	X	\$ 551,400	OOR-Countywide	16
	1997		X	\$ 314,850	FTHB Acquisition-Countywide	23
	1993	X	X	\$ 653,428	Rental New Construction-Richgrove-N.S.V.	35
	1993		X	\$ 346,572	OOR	10
WOODLAKE	HMPI		X	\$ 387,770	OOR	5 *
				\$ 4,745	FTHB Acquisition	3 *
	2018	X	X	\$ 1,600,000	FTHB New Construction	0 *
	2018	X	X	\$ 250,000	OOR	0 *
				\$ 250,000	FTHB Acquisition	0 *
	2014	X		\$ 400,000	FTHB Acquisition	1
					OOR	3
	2010	X	X	\$ 800,000	FTHB Acquisition	4
					OOR	1
	2007	X	X	\$ 800,000	FTHB Acquisition	8
					OOR	4
	2004	X	X	\$ 500,000	FTHB Acquisition	2
					OOR	6
	2000	X	X	\$ 750,000	FTHB Acquisition	21
	1998	X	X	\$ 500,000	FTHB Acquisition	28
	1996	X	X	\$ 472,500	FTHB Acquisition	21
GRANT TOTAL		162	170	\$ 130,314,300		3060

Estimated value of total development cost of activities assisted \$ 195,649,232

Attachment E
PREVIOUS AND EXISTING HOUSING & COMMUNITY DEVELOPMENT RECIPIENTS ASSISTED BY SELF-HELP ENTERPRISES
NONPROFIT ORGANIZATIONS ASSISTED
JULY 2016 THROUGH JUNE 2019
RURAL LOW-INCOME COMMUNITIES REPRESENTED BY NONPROFIT ORGANIZATIONS

COMMUNITIES	RECIPIENT ENTITY NAME	MAILING ADDRESS	PHYSICAL ADDRESS	COUNTY	NUMBER OF BOARD MEMBERS ASSISTED	NUMBER OF BENEFICIARIES IN COMMUNITY	CONTACT NAME	CONTACT'S TITLE	EMAIL ADDRESS	CONTACT PHONE	TYPE OF TECHNICAL ASSISTANCE	TYPE OF PROJECT
Aerial Acres	Aerial Acres Mutual Water Company	18130 Avenue B, North Edwards, CA 93523 PO Box 70457, Bakersfield, CA 93387	18130 Avenue B, North Edwards, CA 93523 8456 Dublin Lane, Bakersfield, CA 93387	Kern	5	130	Phil Seamount	President	cccampbell@wildblue.net	(760) 769-1717	Community Facilities	Water
Alhai	Alhail Mutual Water Company	PO Box 1509, Weldon, CA 93283	11200 Maverick Avenue, Weldon, CA 93283	Kern	3	225	Angela Gauna	Secretary	angelagauna@yahoo.com	661/346-6156	Community Facilities	Water
Weldon	Bella Vista Mutual Water Company	PO Box 517, Chowchilla, CA 93610	No street address	Kern	5	80	Gerald Hyneman	President	jerryhyneman@gmail.com	760-378-3901	Community Facilities	Water
Fairmead	Fairmead Community and Friends	PO Box 85 Lake Isabella, CA, 93240	No street address	Madera	5	1,447	Vickie Ortiz	Board Member	vortiz@fairmead.org	559/247-8000	Community Facilities	Water & Sewer
Hungry Gulch	Hungry Gulch Mutual Water Company	14616 Johnson Street, Hanford, CA 93230	14616 Johnson Street, Hanford, CA 93230	Kern	5	33	Bill Beaupre	System Manager	bobnpat100@yahoo.com	760-549-3025	Community Facilities	Water
Hardwick	Hardwick Mutual Water Company	7025 Cuddy Valley Rd. #F, Frazier Park, CA 93225	7025 Cuddy Valley Rd. #F, Frazier Park, CA 93225	Kings	5	138	Alvin Lea	President	leaalvin14616@comcast.net	559/584-3764	Community Facilities	Water
Krista	Krista Mutual Water Company	7025 Cuddy Valley Rd. #F, Frazier Park, CA 93225	7025 Cuddy Valley Rd. #F, Frazier Park, CA 93225	Kern	3	377	Pam Jarecki	Manager	Kristah20@frazmtn.com	(661) 245-5613	Community Facilities	Water
Lake of the Woods	Lake of the Woods Mutual Water Company	7025 Cuddy Valley Rd. #F, Frazier Park, CA 93225	7025 Cuddy Valley Rd. #F, Frazier Park, CA 93225	Kern	5	900	Pam Jarecki	Manager	lowh20@frazmtn.com	(661) 245-1448	Community Facilities	Water
Lamont	Fuller Acres Water Company	PO Box 1255 Lamont, CA 93241 5419 60th St West, Rosamond, CA 93560	8520 Fuller Dr. Bakersfield, CA 93307 5419 60th St West, Rosamond, CA 93560	Kern	5	600	Everett McGhee	Director		661/319-5005	Community Facilities	Water
Lands of Promise	Lands of Promise Mutual Water Association	PO Box 1093, Firebaugh, CA 93622	4284 N. San Diego Avenue, Firebaugh, CA 93622	Kern	5	200	Joe Pauley	Board member	jandbpauley@wildblue.net	661/258-4734	Community Facilities	Water
Las Deltas	Las Deltas Mutual Water Company			Fresno	5	416	Tim Ward	President		559/269-2750	Community Facilities	Water
Monson	Monson - La Voz de Monson	PO Box 158, Sultana, CA 93666 4741 Avenue 230, Tulare, CA 93274	No street address 4741 Avenue 230, Tulare, CA 93274	Tulare	5	200	Constanza Avila	Spokesperson		559/305-3544	Community Facilities	Water
Okaville	Okaville Mutual Water Company	1467 Tecuya Drive, Frazier Park, CA 93225	1467 Tecuya Drive, Frazier Park, CA 93225	Tulare	5	400	Irene Lemons	President	lemonsirene72@gmail.com	559/212-5858	Community Facilities	Water
Pinon Pines	Pinon Pines Mutual Water Company	PO Box 942, Stratmore, CA 93267	19148 Vista Avenue, Plainview, CA 93267	Kern	5	700	Larry Borchering	President	lrborch7@gmail.com	661-645-7873	Community Facilities	Water
Plainview (Tulare Co.)	Plainview Mutual Water Company	29321 2nd Street, Wasco, CA 93280	29321 2nd Street, Wasco, CA 93280	Tulare	5	945	Juan Martinez	President	Juan.martinez9826@yahoo.com	559/853-7957	Community Facilities	Water & Sewer
Pond	Pond Mutual Water Company	1301 Poplar St. Arroyo Grande, CA 93420	1966 Boyles Ave, Porterville, CA 93257	Kern	3	66	Kevin White	President	pondmutualco@aol.com	661/699-3182	Community Facilities	Water
Porterville (Beverly Grand)	Beverly Grand Mutual Water Company	PO Box 1222, Weldon, CA 93283	14171 Roberts Lane, Weldon, CA 93283	Tulare	5	108	Susan Slayton	Secretary	cadujare@att.net	805/489-1940	Community Facilities	Water
Weldon	Rainbird Mutual Water Company	PO Box 1909, Cantil, CA 93519	7675 Cinnabar Rd, Cantil, CA 93519	Kern	9	170	Susan Marches	President	therainbirdvmwc@gmail.com	760/378-2820	Community Facilities	Water
Cantil	Rancho Seco, Inc	PO Box 70162, Bakersfield, CA 93389	8300 Kattie Ave, Bakersfield, CA 93307	Kern	5	187	Dawn Martin	President	dmartin22@netzero.com	760-559-4635	Community Facilities	Water
San Joaquin Estates	San Joaquin Estates Mutual Water Company	2721 Souls Drive, Tulare, CA 93274	2721 Souls Drive, Tulare, CA 93274	Kern	3	162	Allen Arrington	President	aarrington@bbmetals.com	661-366-4843	Community Facilities	Water
Souls Tract	Souls Mutual Water Company	30518 Orange St, Shafter, CA 93263	30518 Orange St, Shafter, CA 93263	Tulare	5	100	Floyd Phillips	President	fndphillips@gmail.com	559/471-6380	Community Facilities	Water
South Shafter	South Shafter Sewer Committee		2495 E. Alfred Avenue, Exeter, CA 93221	Kern	20	1,400	Francisco Trujillo	Boardmember	Grodriquez@nchland.k12.ca.us	661/316-2143	Community Facilities	Sewer
Tuleville	Tuleville Mutual Nonprofit Water Association	PO Box 579, Exeter, CA 93221	5444 Hooper Rd, Weldon, CA 93283	Tulare	5	339	Cynthia Enloe	Secretary	brambles60@yahoo.com	559/592-5712	Community Facilities	Water
Weldon	Tradewinds Water Association		4943 Avenue 309, Visalia CA 93291	Kern	9	650	Craig Sunderland	President	lightningbolt11@gmail.com	760/417-1607	Community Facilities	Water
West Goshen	West Goshen Mutual Water Company	PO Box 547, Goshen, CA 93227		Tulare	5	200	Lucy Hernandez	President		559/393-8675	Community Facilities	Water
Wilson Road	East Wilson Road Mutual Water Company	6857 E Wilson Rd., Bakersfield, CA 93307	Same	Kern	3	54	Mark Gardner	President	mgardner@protocolservices.com	661/978-7600	Community Facilities	Water
Totals:					143	10,229						

Attachment E
PREVIOUS AND EXISTING HOUSING & COMMUNITY DEVELOPMENT RECIPIENTS ASSISTED BY SELF-HELP ENTERPRISES
PUBLIC ENTITIES ASSISTED
JULY 2016 THROUGH JUNE 2019
RURAL LOW-INCOME COMMUNITIES REPRESENTED BY PUBLIC ENTITIES

COMMUNITIES	RECIPIENT ENTITY NAME	MAILING ADDRESS	PHYSICAL ADDRESS	COUNTY	NUMBER OF BOARD MEMBERS ASSISTED	NUMBER OF BENEFICIARIES IN COMMUNITY	POINT OF CONTACT	CONTACT'S TITLE	EMAIL ADDRESS	CONTACT'S PHONE	TYPE OF TECHNICAL ASSISTANCE	TYPE OF PROJECT
Albion	Albion Community Services District	PO Box 11966, Earlimart, CA 93219	3336 Road 84, Earlimart, CA 93219	Tulare	5	471	Sherry Hunter	President	AlbionCSD@scsolutions.org	661/849-3094	Community Facilities	Water
Alpaugh	Alpaugh Community Services District	PO Box 282, Alpaugh, CA 93201	546 Tule Road, Alpaugh, CA 93201	Tulare	5	1,026	John Burchard	General Manager	JohnB@alpaughcsd.org	559/949-8199	Community Facilities	Water
Alta Elementary School	Kings Canyon Unified School District	21771 E Parlier Ave, Reedley, CA 93654	Same	Tulare	7	N/A	Joseph Gonzales	Maintenance Director	gonzales.j@kcsd.com	559/305-7062	Community Facilities	Water
Arvin Elementary School	Arvin-Danland Union School District	12861 Avenue 18 1/2, Chowchilla, CA 93610	Same	Madera	5	N/A	Loren York	Superintendent	loryk@arvincs.org	559/665-2394	Community Facilities	Water
Armonia	Armonia Community Services District	10955 14th Ave, Armonia, CA 93202	Same	Kings	5	4,156	Jim Maciel	Board President	jim.maci@qualityinc.net	559/707-1601	Community Facilities	Water
Buttunwillow	Buttunwillow County Water District	P.O. Box 274, Buttunwillow, CA 93206	289 Main Street, Buttunwillow, CA 93206	Kern	5	1,266	Regina Houston	Secretary	rgcenter@bkw.com	661/764-5273	Community Facilities	Water
Delhi	Delhi County Water District	PO Box 639, Delhi, CA 95315	9738 Stephens St, Delhi, CA 95315	Merced	5	8,022	Stan Featherthorn	General Manager	sfeatherthorn@delhiwater.org	209/632-8777	Community Facilities	Water and Sewer
Ducor	Ducor Community Services District	P.O. Box 187, Ducor, CA 93218	259 H. Hockett St, Porterville, CA 93257	Tulare	5	612	Carole Patterson	Secretary	carolsp@ducorcsd.org	559/534-2118	Community Facilities	Water
East Orosi	East Orosi Community Services District	PO Box 213, Orosi, CA 93647	41842 Lure Road, Orosi, CA 93647	Tulare	4	499	Carman Moreno	President	cmcd@oasdi.com	559/393-1125	Community Facilities	Water
Frazier Park	Frazier Park Community Services District	P.O. Box 1525, Frazier Park, CA 93225	4020 Park Drive, Frazier Park, CA 93225	Kern	5	2,467	Jonnie Alston	Manager	jonnie.alston@gmail.com	559/245-3734	Community Facilities	Water
Hume Garden	Hume Garden Community Services District	11677 2nd Place, Hanford, CA 93230	Same	Kings	5	1,761	Jim Christian	General Manager	Manager@hgcad.com	559-562-4503	Community Facilities	Water
Kettleman City	Kettleman City Community Services District	PO Box 179, Kettleman City, CA 93239	Ave. Kettleman City, CA 93239	Kings	5	15,001	Rosa Makinola	Official Manager	kscd@kcsd.net	559/386-5866	Community Facilities	Water
Kettleman City Elementary School	Reel-Sunset Unified School District	205 North Park Ave, Arvin, CA 93204	205 North Park Ave, Arvin, CA 93204	Kings	5	N/A	Dr. David East	Superintendent	deast@rsud.net	559/386-9083	Community Facilities	Water
Lakeview Union School	Lakeview Union School District	14535 Old River Rd, Bakersfield, CA 93311	Same	Kern	5	248	Ty Bryson	Superintendent	tbryson@lakeviewcsd.org	661-836-0621	Community Facilities	Water
Lamont	Lamont Public Utility District	8624 Segrove Road, Lamont, CA 93241	Same	Kern	5	13,800	Scott Taylor	General Manager	staylor@lpsud.org	661/845-1211	Community Facilities	Water
Lemoore	Lemoore Community Services District	20620 S. Gramland, Riverdale, CA 93265	Same	Fresno	5	589	Danielle Roberts	President	dmsm@csd11.com	559/240-3442	Community Facilities	Water
Lemoore	Lemoore County Water District	P.O. Box 9110, Lemoore, CA 93243	323 Frazier Mountain Park Road, Lemoore, CA 93243	Kern	5	750	Michael Hightower Jr.	General Manager	Michaelh.hightower@att.net	661/248-6872	Community Facilities	Water
Lemon Cove	Lemon Cove Sanitary District	PO Box 44374, Lemon Cove, CA 93244	32811 Road 244, Lemon Cove, CA 93244	Tulare	5	150	Bill Pensar	Secretary	bpensar3@netzero.com	559/591-2390	Community Facilities	Water
London	London Community Services District	37835 Kate Rd, Dinuba, CA 93618	37835 Kate Rd, Dinuba, CA 93618	Tulare	5	2,000	Carolyn Thomas	Manager		559/591-5142	Community Facilities	Water and Sewer
Monterey Park Tract	Monterey Park Tract Community Services District	PO Box 1301, Cores, CA 95307	7711 Monterey Avenue, Cores, CA 95307	Stanislaus	5	133	Francisco Diaz	President	Diaz_14@hotmail.com	209/499-1113	Community Facilities	Water
Tipton (North Burnett Road)	Tipton Community Services District	263 N. Graham Rd, Tipton, CA 93272	Same	Tulare	5	42	Steve Hunt	President		559/752-4162	Community Facilities	Water
Planada	Planada Community Services District	PO Box 9135, Planada, CA 95365	102 Live Oak, Planada, CA 95365	Merced	5	4,564	Daniel Chavez	General Manager	pcsd103@aol.com	209/382-0213	Community Facilities	Water and Sewer
Porterville (Akron)	City of Porterville	291 N. Main St, Porterville, CA 93257	Same	Tulare	5	75	John Lolis	City Manager	jlolis@cityofporterville.ca.us	559-762-7462	Community Facilities	Water
Richgrove	Richgrove Community Services District	PO Box 86, Richgrove, CA 93261	20866 Grove Drive, Richgrove, CA 93261	Tulare	5	2,862	Chris Cervantes	President	richgrovescd@turo.com	661/725-5532	Community Facilities	Water and Sewer
Saucelito Elementary School	Saucelito Elementary School District	17615 Avenue 104, Terra Bella, CA 93270	Same	Tulare	5	125	Cynthia Lamb	Superintendent/Principal	openminded@terrabella.com	559-784-2164	Community Facilities	Water
Shiloh School	Shiloh School District	6633 Paradise Rd, Modesto, CA 95358	Same	Stanislaus	N/A		Seeth Elbert	Superintendent/Principal	seeth@shiloh.k12.ca.us	209/522-2261	Community Facilities	Water
Sultana	Sultana Community Services District	PO Box 168, Sultana, CA 93666	Same	Tulare	5	775	Michael Prado, Sr.	President		559/659-7330	Community Facilities	Water
Teviston	Teviston Community Services District	PO Box 1, Poley, CA 93256	12934 Ave 80, Poley, CA 93256	Tulare	5	1,214	Davide Geronzi	General Manager	tevisoncommunitysd@comcast.com	559-751-8522	Community Facilities	Water
Tract 92 (Union Addition)	Tract 92 Community Services District	PO Box 276, Farmersville, CA 93223	14837 Oscar, Visalia, CA 93292	Tulare	5	358	Julien Palmer	Secretary	julienpalmer59@gmail.com	559-799-1135	Community Facilities	Water
Weedpatch Highway	East Niles Community Services District	P.O. Box 6036, Bakersfield, CA 93306	1417 Vale St, Bakersfield, CA 93306	Kern	5	400	Tim Ruiz	Manager	truiz@eastnilesd.org	661/871-2011	Community Facilities	Water

*Only beneficiary population for neighborhood assisted counted

146 49,893

Attachment E

PREVIOUS AND EXISTING HOUSING RECIPIENTS ASSISTED BY SELF-HELP ENTERPRISES TRIBAL & CULTURALLY DIVERSE ORGANIZATIONS ASSISTED JULY 2016 THROUGH JUNE 2019

COMMUNITIES	RECIPIENT ENTITY NAME	MAILING ADDRESS	PHYSICAL ADDRESS	COUNTY	NUMBER OF BOARD MEMBERS ASSISTED	NUMBER OF BENEFICIARIES IN COMMUNITY	POINT OF CONTACT	CONTACT'S TITLE	EMAIL ADDRESS	CONTACT'S PHONE	TYPE OF TECHNICAL ASSISTANCE	TYPE OF PROJECT
Tule River Indian Reservation	Tule River Indian Housing Authority	342 N. Reservation Rd. Porterville CA 93257	342 N. Reservation Rd. Porterville CA 93257	Tulare	5	1,874	Ray DePerrv	Executive Director	RaymondDePerrv@tulerivertribe-nsn.gov	559-784-3155 Ext. 1206	Housing	Affordable Multi-Family Rental Housing
Kings and Tulare County	Kings/Tulare Homeless Alliance	PO Box 1742 Visalia, CA 93279	525 W Center Ave, Visalia, CA 93291	Kings/Tulare	7	853	Michael Smith	Executive Director	msmith@kthomelessalliance.org	559-738-8733	Housing	Transitional Housing
Fresno County	Fresno Metro Black Chamber	1444 Fulton St. Fresno, CA 93721	1444 Fulton St. Fresno, CA 93721	Fresno	5	522,053	Tara Lynn Gray	President & CEO	tarylgray@fmbcc.com	559-825-7073	Housing	Affordable Multi-Family Rental Housing
					17	524,780						

*Only beneficiary population for neighborhood assisted counted

ATTACHEMENT E
SELF-HELP ENTERPRISES
COMMUNITY SEWER AND WATER PROJECTS
USDA/RD, CDBG, OTHER STATE & FEDERAL FUNDED PROJECTS
(AS OF 12/31/2019)

COUNTY	PROJECT	PROJECT TYPE	PREVAILING WAGE JOB	ASSISTED 2ND TIME
KERN	ARVIN CSD	WATER	YES	
	CRIDER MWC	WATER	YES	
	DONEY STREET	WATER COMPANY FORMATION & SYSTEM DEVELOPMENT	YES	
	NORTH PARK MWC SHAFTER	WATER - CONSOLIDATION w/SHAFTER	YES	
	NORTH PARK MWC SHAFTER	SEWER - CONSOLIDATION w/SHAFTER	YES	
	METTLER CWD	WATER	YES	YES
	MITCHELLS CORNER (INCLUDED: KERN AUTISM CENTER(PRIVATE) & MARCHELLE WS(PRIVATE))	WATER - CONSOLIDATION w/ARVIN CSD	YES	
	SOUTH SHAFTER COLONIAS PROJECT (INCLUDED: MEXICAN COLONY (BURBANK MWC), THOMAS LANE (ASSOC.), SMITH'S CORNER (PRIVATE), BURBANK (ASSOC.), & CHEROKEE STRIP (ASSOC.))	WATER - CONSOLIDATION w/SHAFTER	YES	
	LOST HILLS SD	SEWER - DISTRICT FORMATION & DEVELOPMENT	YES	
	EDISON MWC (EAST NILES CSD)	WATER - CONSOLIDATION w/EAST NILES CSD	YES	
	EDISON MWC (EAST NILES CSD)	SEWER - CONSOLIDATION w/EAST NILES CSD	YES	
	PLAINVIEW PUD	WATER - CONSOLIDATION w/LAMOUNT PUD	YES	
	KERNITA PARK MWC	WATER - CONSOLIDATION w/EAST NILES CSD	YES	
	BISHOP PARK	WATER - MUTUAL WC FORMATION & SYSTEM DEVELOPMENT	YES	
	PANAMA LANE	WATER - CONSOLIDATION w/CITY OF BAKERSFIELD	NO	
	WESTSIDE (INCLUDED: McINTOSH WS (PRIVATE), WATKINS WS (PRIVATE), & WILLIAMS WS (PRIVATE))	WATER - CONSOLIDATION w/BUTTONWILLOW CWD	YES	
	CALIENTE (PRIVATE)	WATER	NO	
	CACHE CREEK (ASSOC.)	WATER - CONSOLIDATION w/MOJAVE PUD	YES	
	REXLAND ACRES	SEWER - CONSOLIDATION w/KERN COUNTY JPA/KSA	YES	
	SOUTHWEST SHAFTER (INCLUDED: CARROLLO WS (PRIVATE), 7th DAY SCHOOL DIRKSEN WS (PRIVATE), COMMUNITY WELL MWC, POPLAR AVE. MWC, RICHARDS WS (PRIVATE), B. H. F. & T WELL (PRIVATE), & RINGER WELL(PRIVATE))	WATER - COUNTY OWNED/CONSOLIDATION WITH SHAFTER	YES	
	WEEDPATCH HIGHWAY SYSTEMS (INCLUDES: DONEY ST. (ASSOC.), MULLER MWC, COMACHE WS (ASSOC.), & REDBANK WATER SYSTEM (UNINCORPORATED))	WATER - CONSOLIDATION w/EAST NILES CSD CHOATE STREET MWC	YES	
	LANDS OPPROMISE MWC	WATER* - FORMEDMWC & CONSOLIDATION WITH ROSAMOND CSD	NO	
	AIRPORT ACRES MWC	WATER - CONSOLIDATION w/CALIFORNIA WATER SERVICE (BAKERSFIELD)	YES	
	CASA LOMA MWC	WATER - CONSOLIDATION w/CALIFORNIA WATER SERVICE (BAKERSFIELD)	YES	
	RAINBIRD VALLEY MWC	WATER	NO	
	RANCHO SECO MWC	WATER*	NO	
	AERIAL ACRES MWC	WATER*	YES	
	BUTTONWILLOW CWD	WATER	YES	
	BUTTONWILLOW CWD	SEWER	YES	YES
	SOUTH SHAFTER (INCLUDED: THOMAS LANE, SMITH'S CORNER, BURBANK, CHEROKEE STRIP, SOUTHWEST SHAFTER, RED HILL WATER ASSOCIATION	SEWER* - CONNECT TO NORTH OF THE RIVER w/SHAFTER WWTP	YES	
	FRAZIER PARK PUD	WATER*	YES	YES
	EDMUNDSON ACRES MWC	WATER - CONSOLIDAATION w/ARVIN CSD	YES	
	LAMONT PUD	SEWER	YES	
	NORTH PARK/NORTH SHAFTER	SEWER - CONSOLIDATION w/SHAFTER	YES	
	KRISTA MWC	WATER*	YES	
	DESERT LAKE CSD	WATER	YES	
	WELSON AREA WATER SYSTEMS (INCLUDED: RAINBIRD VALLEY MWC, LONG CANYON (PRIVATE), TRADEWINDS MWC, BELLA VISTA MWC, KOA (PRIVATE), SIERRA VIEW RESTAURANT)	WATER* - REGIONAL WATER SUPPLY or NEW WELL	YES	
	EAST NILES CSD/NORTH WEEDPATCH (INCLUDED: EAST WILSON ROAD MWC, SAN JOAQUIN ESTATES MWC, WILSON ROAD MWC, VICTORY MUTUAL, COUNTRY ESTATES)	WATER* - CONSOLIDATION w/EAST NILES CSD	YES	
	SON SHINE DiGIORGIO (PRIVATE)	WATER - CONSOLIDATION w/ARVIN CSD	YES	
	60th STREET (ASSOC.)	WATER* - CONSOLIDATION w/ROSAMOND CSD	YES	
	ATHAL MWC	WATER* - SYSTEM UPGRADE & POSSIBLE CONSOLIDATION	YES	
	WEEDPATCH SEPTIC SYSTEM	SEWER - CONSOLIDATION w/LAMONT PUBLIC UTILITY DISTRICT	YES	
	KELSO WATER WELL ASSOCIATION	WATER	NO	
	LAKE OF THE WOODS	WATER* - WATER SUPPLY & POSSIBLE CONSOLIDATION w/FRAZIER PARK PUD	YES	
	GOLDEN HILLS	SEWER*	YES	
	RUSSELL STREET	WATER - CONSOLIDATION w/ARVIN CSD	YES	
	FAIRFAX ROAD	WATER - CONSOLIDATION w/LAMONT PUBLIC UTILITY DISTRICT	YES	
	FRAZIER PARK/LAKE OF THE WOODS (INCLUDED: LAKE OF THE WOODS MWC, LUTHERAN CHIRCH MWC, 17 HOMES ON INDIVIDUAL OR SHARED WELLS)	WATER - REGIONAL CONSOLIDATION w/FRAZIER PARK PUD	YES	
	PINON PINES MWC	WATER*	YES	
	POND MWC	WATER*	NO	
	HUNGERY GLUCH MWC	WATER*	NO	

	RS MWC	WATER* - CONSOLIDATION w/CALIFORNIA WATER SERVICE (BAKERSFIELD)	YES	
	ANDREA AVE	SEWER*	YES	
	NORTH REXLAND ACRES	SEWER*	YES	
	WILLIAM FISCHER WATER SYSTEM	WATER*	NO	
	LEBEC COUNTY WATER DISTRICT	WATER*	YES	
	FRAZIER MOUNTAIN SCHOOL	WATER* - CONSOLIDATION w/LEBEC	YES	
	VISTORY MWC	WATER* - CONSOLIDATION w/EAST NILES CSD	YES	
	EL ADOBE/LAMONT	WATER* - CONSOLIDATION w/LAMONT	YES	
	LAMONT	WATER*	YES	
	FULLER ACRES MWC	WATER*	NO	
	ROSAMOND CSD (LUCKY 18, 1st MUTUAL & 60th	WATER* - CONSOLIDATION w/PART OF REGION 8	YES	
	OLD RIVER & SOUTH KERN	WATER* - CONSOLIDATION w/BAKERSFIELD	YES	
	SOUTH FORK SCHOOL	WATER*	NO	
	METTLER	SEWER*	YES	
	WESTERN ACRES	WATER*	YES	
	SPRING MOUNTAIN	WATER*	YES	
	TEHACHAPI	SEWER*	YES	
TULARE	MIDWAY (OROSI)	WATER - CONSOLIDATION w/CUTLER PUD	YES	
	MIDWAY (OROSI)	SEWER CONSOLIDATION w/CUTLER/ORSI REGIONAL PLANT	YES	
	ALLENSWORTH CSD	WATER* - DISTRICT INFORMATION & SYSTEM DEVELOPMENT	YES	
	ALLENSWORTH CSD	NATURAL GAS	YES	
	EAST OROSI CSD	SEWER- CONSOLIDATION CUTLER/ORSI REGIONAL PLANT	YES	
	EAST OROSI CSD	WATER - POTENTIAL CONSOLIDATION w/ REGIONAL SULTANA PUD	YES	YES
	SULTANA PUD	SEWER- CONSOLIDATION CUTLER/ORSI REGIONAL PLANT	YES	YES
	RICHGROVE CSD	SEWER	YES	YES
	RICHGROVE CSD	WATER - DISTRICT INFORMATION & SYSTEM DEVELOPMENT	YES	YES
	WELLS TRACT CSD	WATER - CONSOLIDATION w/WOODLAKE	YES	
	WELLS TRACT CSD	SEWER - CONSOLIDATION w/WOODLAKE	YES	
	PATCHTOWN (PRIVATE WELLS)	WATER - CONSOLIDATION w/ORSI PUD	YES	
	PATCHTOWN/NORTH OROSI	SEWER - CONSOLIDATION w/CUTLER/ORSI REGIONAL PLANT	YES	
	EL RANCHO	SEWER - CONSOLIDATION w/LINDSAY	YES	
	EL RANCHO	NATURAL GAS	YES	
	POPLAR CSD	WATER	YES	
	POPLAR CSD	SEWER	YES	
	LONDON CSD	WATER*	YES	
	LONDON CSD	SEWER	YES	
	LEMON COVER SD	SEWER	YES	
	LEMON COVER SD	WATER	YES	YES
	DUCOR CSD	WATER - DISTRICT INFORMATION & SYSTEM DEVELOPMENT	YES	YES
	TOOLEVILLE MWC	SEWER* - POSSIBLE INTERCONNECTION w/EXETER	YES	
	DELFT COLONY CSA	SEWER	YES	
	DELFT COLONY CSA	WATER	YES	
	TRAVER CSA	SEWER	YES	
	YETTEM CSA	WATER	YES	
	YETTEM CSA	SEWER	YES	
	SEVILLE CSA	WATER*	YES	
	SEVILLE (PRIVATE)	SEWER	YES	
	TONYVILLE (ASSOC.)	WATER	NO	YES
	TONYVILLE (ASSOC.)	SEWER	NO	
	TEVISTON CSD	WATER	YES	YES
	TEVISTON CSD	NATURAL GAS	NO	
	MADONNA MWC	WATER - CONSOLIDATION w/DINUBA	YES	
	GOSHEN CSD	WATER - CONSOLIDATION w/CALIFORNIA WATER SERVICE	YES	
	GOSHEN CSD	SEWER	YES	
	WEST GOSHEN MWC	WATER - CONSOLIDATION w/CALIFORNIA WATER SERVICE	YES	YES
	GRIGGS AVENUE (ASSOC.)	WATER - CONSOLIDATION w/DINUBA	YES	
	ALPAUGH JPA	WATER*	YES	
	PLAINVIEW MWC	WATER*	NO	
	FAIRWAY TRACT MWC	WATER - CONSOLIDATION w/PORTERVILLE	YES	
	LONE OAK (PRIVATE)	WATER - CONSOLIDATION w/TULARE	YES	
	NORTH BURNETT ROAD	WATER - CONSOLIDATION w/TIPTON PUD	YES	
	PIXLEY PUD	SEWER*	YES	
	MATHNEY TRACK MWC	WATER* - CONSOLIDATION w/TULARE	YES	
	SOULTS (PRIVATE)	WATER* - CONSOLIDATION w/TULARE	YES	
	SOULTS	SEWER* - CONSOLIDATION w/TULARE	YES	
	TOOLEVILLE MWC	WATER*		
	MONSON (PRIVATE WELLS)	WATER* - CONSOLIDATION w/SULTANA CSD	YES	
	BEVERLY GRAND	WATER* - CONSOLIDATION w/PORTERVILLE	YES	
	TRACT 92	WATER* - CONSOLIDATION w/CALIFORNIA WATER SERVICE	YES	
	EAST VANDALIA	WATER* - CONSOLIDATION w/CALIFORNIA WATER SERVICE	YES	

	CAMERON CREEK	WATER - CONSOLIDATION w/FARMERSVILLE	YES	
	HIGHLAND ACRES	WATER* - REVIEWING CONSOLIDATION & SOLO WELL OPTIONS	YES	
	EAST PORTERVILLE	WATER* - CONSOLIDATION w/PORTERVILLE	YES	
	AKIN WATER COMPANY	WATER*	NO	
	OKIEVILLE	WATER*	NO	
	PIXLEY UNION ELEMENTARY SCHOOL	WATER*	NO	
	SAUCELITO SCHOOL	WATER*	YES	
	SPRINGVILLE PUD	SEWER*	NO	
	TERRA BELLA	WATER*	NO	
	WAUKENA SCHOOL	WATER*	NO	
	YOKUL VALLEY MWC	WATER*	NO	
	LINDCOVE	WATER*	NO	
	SIERRA VISTA/WEST DELANO	WATER*	NO	
KINGS	KETTLEMAN CITY CSD	WATER*	YES	
	CORCORAN FRINGE (UNINCORPORATED)	WATER - CONSOLIDATION w/CORCORAN	YES	
	HOME GARDEN	SEWER - CONSOLIDATION w/HANFORD	YES	
	HOME GARDEN MWC	WATER	NO	
	STRATFORD PUD	WATER	YES	
	SANTA ROSA RANCHERIA (TRIBE)	WATER	NO	
	SANTA ROSA RANCHERIA (TRIBE)	SEWER	NO	
	HARDWICK MWC	WATER*	YES	
	KETTLEMAN CITY SCHOOL	WATER*	YES	
FRESNO	WEST PARLIER	WATER - CONSOLIDATION w/PARLIER	YES	
	WEST PARLIER	SEWER - CONSOLIDATION w/PARLIER	YES	
	DEL REY CSD	WATER	YES	
	LANARE CSD	WATER*	YES	
	CARUTHERS CSD	WATER	YES	
	DEL RIO	WATER - CONSOLIDATION w/FIREBAUGH	YES	
	DEL RIO	SEWER - CONSOLIDATION w/FIREBAUGH	YES	
	EL PORVENIR	WATER		
	EL PORVENIR	SEWER		
	RAISEN CITY WD	WATER	YES	
	BIOLA CSD	WATER	YES	
	LAS DELTAS MWC	WATER* - CONSOLIDATION w/FIREBAUGH	YES	
	EASTON	WATER*	NO	
	ORANGE CENTER	WATER* - CONSOLIDATION w/FRESNO	YES	
	CAMDEN MHP	WATER* - POINT OF USE TREATMENT	NO	
	PERRY COLONY	WATER* - POSSIBLE FRESNO COUNTY CSA INDIVIDUAL WELLS	YES	
	BERAN INDIVIDUAL WELLS	WATER* - VARIOUS OPTIONS WELLS & CONSOLIDATION	YES	
STANISLAUS	KEYES CSD	WATER	YES	
	KEYES CSD	SEWER	YES	
	RIVERBANK CITY	WATER	YES	
	RIVERDALE PARK TRACT	WATER	NO	YES
	MONTEREY PARK TRACT CSD	WATER* - INTERCONNECTION w/ CERES	YES	
	MONTEREY PARK TRACT CSD	SEWER*	YES	
	SOUTH TURLOCK (G, H, & I STREETS)	WATER - CONSOLIDATION w/TURLOCK	YES	
	AIRPORT ACRES MWC	SEWER - CONSOLIDATION w/MODESTO	YES	
	HATCH-MIDWAY	SEWER - CONSOLIDATION w/MODESTO	YES	
	MATCH-OLIVERA	SEWER* - CONSOLIDATION w/MODESTO	YES	
	CERES FRINGE	WATER	YES	
	COBBLE CORNER	WATER*	NO	
	COWEN TRACT	WATER*	NO	
	MODESTO FRINGE	WATER - CONSOLIDATION w/MODESTO	YES	
	NEWMAN	WATER*	NO	
	SHILOH SCHOOL DISTRICT	WATER*	NO	
	SPENCER MARSHALL	SEWER*	NO	
	WATERFORD	SEWER*	NO	
	WESTPORT ELEMENTARY	WATER*	NO	
MADERA	PARKSDALE CMD	WATER	YES	
	PARKSDALE CMD	SEWER	YES	
	FAIRMEAD CMD	WATER*	YES	
	CHUKCHANSI TRIBE	WATER	NO	
	CHUKCHANSI TRIBE	SEWER	NO	
	EASTIN ARCOLA CMD	WATER	YES	
	EASTIN ARCOLA CMD	SEWER	YES	
	NORTH FORK	WATER	NO	
	RIPPERDAN	WATER	NO	
	DEFENDER STREET	WATER	NO	
MERCED	MIDWAY (DOS PALOS)	WATER - CONSOLIDATION w/DOS PALOS	YES	
	MIDWAY (DOS PALOS)	SEWER - CONSOLIDATION w/DOS PALOS	YES	

	DOS PALOS CITY	WATER	YES	
	DOS PALOS CITY	SEWER	YES	
	SOUTH DOS PALOS	WATER - CONSOLIDATION w/DOS PALOS	YES	
	SOUTH DOS PALOS	SEWER - CONSOLIDATION w/DOS PALOS	YES	
	PLANADA CSD	WATER	YES	YES
	PLANADA CSD	SEWER*	YES	
	LE GRANDE CSD	SEWER	YES	
	VOLTA	WATER	NO	
	CONE-HARRISON	WATER	NO	
	CONE-HARRISON	SEWER	NO	
	BALLICO	WATER	NO	
	ASHBY-GARR-LANGTRY	WATER	NO	
	CELESTE	WATER	NO	
OUT OF SERVICE AREA				
IMPERIAL	HERBER	WATER	NO	
SAN JOAQUIN	LATHROP	WATER	NO	
SAN JOAQUIN	LATHROP	SEWER	NO	
	ALTURAS	WATER	NO	
	ADIN	SEWER	NO	
	HAPPY CAMP	SEWER	NO	
	FALL RIVER MILLS	SEWER	NO	
MONTEREY	CHUALAR	WATER	NO	
COUNTS 212				

* = PROJECTS IN PROCESS

ASSOC. = ASSOCIATION
CSA = COUNTY SERVICE AREA
CSD = COMMUNITY SERVICES DISTRICT
CMD = COUNTY MAINTENANCE DISTRICT
CWD = COUNTY WATER DISTRICT
JPA = JOINT POWERS AUTHORITY
MWC = MUTUAL WATER COMPANY
PRIVATE = PUC REGULATED
SD = SANITARY DISTRICT



CHARGE RATE SCHEDULE 2020-2021

Title Charge Rate Range		
Administrative Analyst 1	72.97	- 87.64
Administrative Analyst 2	79.77	- 96.76
Area Superintendent	84.89	- 103.62
Asset Management Specialist 1	72.97	- 87.64
Asset Management Specialist 2	79.77	- 96.76
Asset Management Specialist, Sr.	90.54	- 111.19
Assistant Program Director	107.31	- 133.67
Community Development Specialist 1	72.97	- 87.64
Community Development Specialist 2	79.77	- 96.76
Community Development Specialist, Sr.	90.54	- 111.19
Community Development Manager 1	84.89	- 103.62
Community Development Manager 2	96.76	- 119.53
Construction Assistant	59.41	- 76.42
Construction Specialist 1	75.72	- 91.34
Construction Specialist 2	80.42	- 97.64
Construction Coordinator	85.62	- 104.59
Homeownership Counselor 1	63.63	- 75.13
Homeownership Counselor 2	68.96	- 82.27
Homeownership Counselor 3	75.13	- 90.54
Housing Specialist 1	72.97	- 87.64
Housing Specialist 2	79.77	- 96.76
Housing Specialist, Sr.	90.54	- 111.19
Loan Processor 1	63.63	- 75.13
Loan Processor 2	68.96	- 82.27
Loan Processor, Sr.	75.13	- 90.54
Management Analyst	90.54	- 111.19
Manager 1	84.89	- 103.62
Manager 2	96.76	- 119.53
Office Manager	86.66	- 100.90
Program Director	127.70	- 155.85
Assistant Project Manager 1	74.56	- 84.68
Assistant Project Manager 2	79.24	- 90.95
Project Manager 1	72.97	- 87.64
Project Manager 2	79.77	- 96.76
Project Manager, Sr.	90.54	- 111.19
Project Technician 1	57.63	- 67.09
Project Technician 2	62.01	- 72.97
Project Technician 3	67.09	- 79.77
Superintendent 1	71.45	- 85.62
Superintendent 2	75.72	- 91.34
Superintendent 3	80.42	- 97.64

Current Charge Rates are effective July 1, 2020 through June 30, 2021. Charges incurred after June 30, 2020 will be billed according to then-current schedule. Rates are all inclusive, i.e., they include not only salary and benefits, but travel and overhead including routine clerical and administrative support, office expense, space, telephone, etc. Certain pass-through costs such as PIRT's and appraisals will be billed separately and in addition to these charge rates.



STAFF REPORT

CITY OF WASCO

TO: Honorable Mayor and Council Members

FROM: Daniel Ortiz-Hernandez, City Manager
Biridiana Bishop, Public Works Director

DATE: November 17, 2020

SUBJECT: Accept all Bids and Adopt a Resolution for the Award of the Ag Well Drilling Project Authorizing the City Manager to Negotiate and Enter into an Agreement with Zim Industries, Inc. dba Bakersfield Well & Pump Company in the amount of \$346,095.00 and Authorizing City Manager to Execute Contract Change Orders in an Aggregate Amount not to Exceed \$50,000 to Drill a New Irrigation Well on the Municipal Land Leased for Farming.

Recommendation:

Staff recommends the City Council accept all bids and adopted a resolution for the award of the Ag Well Drilling Project authorizing the City Manager to negotiate and enter into an agreement with Zim Industries, Inc. dba Bakersfield Well & Pump Company in the amount of \$346,095.00 and authorize the City Manager to execute contract change orders in an aggregate amount not to exceed \$50,000 in order to drill a new irrigation well located just South of the Wasco State Prison which is utilized for agricultural purposes of the municipal land leased for farming.

Discussion:

The City of Wasco currently leases +/- 696 acres of municipal land to a farmer, Paul Farms, for agricultural use. The irrigation well currently located on the property was drilled in 1972. The purpose of this well is to allow irrigation to continue at times when the City Wastewater Treatment Plant is unable to provide sufficient water to promote crop growth.

During repair of the well, the well collapsed and now requires replacement. On August 18, 2020, the City Council voted to abandon the existing well and drill a replacement irrigation well. At this time, the Council also set the maximum budget to \$518,000. The existing well has been abandoned, and the total costs incurred on the existing well repair and demolition are \$38,500. This was paid for from the Wastewater Enterprise Fund Professional Services Budget.

Per the farm lease agreement, the City (Lessor) and Paul Farms (Lessee) “agree to split the cost of all irrigation well repair equally up to the first \$50,000. Any well repair thereafter will be the Lessor's responsibility, provided, however, the [City] will have the option to make repairs or terminate this Agreement and if [City] chooses to terminate the Agreement, [City] shall give Lessee thirty (30) days prior written notice and [City] shall have no liability or responsibility for any damage or losses caused to Lessee; as a result thereof including, without limitation, [Paul Farms'] loss of its cultural costs and crop.”

City staff issued an invoice to Paul Farms requesting \$13,920.41 to cover well repair expenses on November 5, 2020.

On September 1, 2020, the City Council approved Task Order #9 for Dee Jaspar & Associates to design and provide engineering services associated with the replacement well. The amount not to exceed for this task order is \$36,732.

As of December 31, 2020, Paul Farm Management will not be renewing its current lease, therefore resigning the Agreement to manage three parcels with an approximate farmable land area of 454 acres. On November 1, 2020, the City published a Request for Proposal to lease the +/- 696 acres of tillable land for the purpose of crop farming. The bid is scheduled to close on December 10, 2020.

The project to drill a new irrigation well was advertised for bids on September 27, 2020. On November 4, 2020, the City of Wasco received five bids from the following contractors:

FIRM	BID TOTAL
Zim Industries, Inc.	\$346,095.00
Water Well Drilling, Inc.	\$346,804.00
Nor-Cal Pump & Well Drilling, Inc.	\$497,848.00
Layne Christensen Company	\$499,715.00
Pacific Coast Well Drilling	\$630,810.00

City staff and Dee Jaspar & Associates reviewed the proposals based upon the requested scope of work. Zim Industries, Inc. provided the most cost-effective qualified bid.

Assuming no change orders are required, the total costs associated with the drilling of the new well, including construction and engineering costs, are \$382,827, leaving \$135,173 for equipping of the well. It is anticipated that this project will fall within the \$518,000 budget.

The draft agreement was put together by the City's attorney and is currently under review by the contractor. It is attached to this staff report for reference.

Fiscal Impact:

The City is responsible for paying 100% of repair costs in excess of \$50,000 and 50% of the first \$50,000. Paul Farms has already paid \$11,079.59 to have the well surveyed via video and pulled. Paul Farms will be responsible for an additional \$13,920.41 in repairs towards the total amount of the costs associated with repairing the well. City staff has issued the invoice requesting payment.

Assuming no change orders are required, the total costs associated with the drilling of the new well, including construction and engineering costs, are \$382,827, leaving \$135,173 for the equipping of the well. It is anticipated that this project will fall within budget.

Attachments:

1. Resolution
2. Agreement
3. Bid Recommendation
4. Bid Summary

RESOLUTION NO. 2020 -

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO AUTHORIZING THE CITY
MANAGER TO ENTER INTO AGREEMENT WITH
ZIM INDUSTRIES, INC., DBA BAKERSFIELD WELL & PUMP COMPANY FOR THE AG WELL
DRILLING PROJECT**

WHEREAS, the City wishes to contract with Zim Industries, Inc. to perform Well Drilling Services; and

WHEREAS, the services provided are described in the Agreement found in Exhibit "A"; and

WHEREAS, said Agreement has been made in the form and manner prescribed by the City of Wasco Municipal Code and the California Public Contract Code; and,

WHEREAS, Zim Industries, Inc. and the City each acknowledge that each party and their respective legal counsel have reviewed the Agreement; and,

WHEREAS, the Agreement shall be governed by and construed in accordance with the laws of the State of California; and,

WHEREAS, Zim Industries, Inc. shall provide to the City a Faithful Performance Bond and the Labor Materials Bond as required in the Agreement prior to the start of construction.

WHEREAS, Zim Industries, Inc. agrees to comply with the State and Federal prevailing wage determinations in effect ten days prior to the bid opening of April 8, 2020.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Wasco as follows:

SECTION 1: Approves the agreement with Zim Industries, Inc.

SECTION 2: Authorizes the City Manager to negotiate the agreement terms and endorse the final agreement.

SECTION 3: Authorizes the City Manager to execute contract change orders and make quantity adjustments to the contract in an amount not exceeding an aggregate amount of \$50,000.

-o0o-

I HEREBY CERTIFY that the foregoing Resolution No. 2020 - _____ was passed and adopted by the Council of the City of Wasco at a regular meeting thereof held on November 17, 2020, by the following vote:

COUNCIL MEMBERS:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest: _____

TEOFILO CORTEZ JR.,
MAYOR of the City of Wasco

MARIA O. MARTINEZ
CITY CLERK and Ex Officio Clerk of
the Council of the City of Wasco

AGREEMENT

THIS AGREEMENT made this ____ day of _____, 2020, by and between the CITY OF WASCO, hereinafter "City", and ZIM INDUSTRIES, INC, a California Corporation, hereinafter "Contractor,"

W I T N E S S E T H:

WHEREAS, City wishes to hire Contractor to drill an 850 foot deep pilot hole, conducting geophysical logging, reaming the pilot hole and constructing an approximate 800 foot deep production well using the reverse rotary drilling method and to provide such other services as more particularly described in the City of Wasco *Notice to Contractors and Special Provisions for Drilling of a Water Supply Well Project No. 20220* (the "Plans and Specifications") which are incorporated herein by this reference (collectively, the "Services") pursuant to the terms and conditions hereinafter described and Contractor is agreeable thereto.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth hereinafter, the parties agree as follows:

1. The parties incorporate the foregoing recitals as if fully set forth herein verbatim.
2. Contractor hereby agrees to perform the Services pursuant to the terms and conditions described hereinafter and pursuant to the Plans and Specifications to the extent not inconsistent with these terms and conditions.
3. Contractor shall perform the Services for a total price of not to exceed \$346,095.00 (the "Total Price"). The Total Price shall be allocated as more particularly described in Exhibit "A" attached hereto and by this reference made a part hereof. The Total Price shall be payable upon completion and acceptance of the Services by the City and after receipt of an invoice from Contractor which shall be subject to approval by the City Manager or his designee and the City Council.
4. Contractor shall complete the Services on or before March 14, 2021.
5. Contractor shall provide a performance bond to insure completion of the Services and a payment bond to insure payment to subcontractors and suppliers, each in the full amount of the Total Price and as approved by City. In the performance of Contractor's duties hereunder, Contractor shall also provide all vehicles, tools, personnel, equipment, supplies and all such other items as are necessary or convenient to completing the Services at Contractor's sole cost and

expense.

6. Contractor, at Contractor's sole cost and expense, shall maintain throughout the term of this Agreement all worker's compensation insurance where and in the amounts required by law and a comprehensive general public liability insurance policy from a company approved by City for protection against liability to the public arising as an incident of Contractor's performance hereunder in amounts not less than \$1 million per occurrence and said policy shall be primary insurance naming City, its officers, councilpersons, employees, contractors, and representatives as additional insureds and affording City at least ten (10) days notice prior to cancellation or reduction of coverage. In the event any such policy shall lapse or be canceled, City may, at City's sole discretion, terminate this Agreement without further notice to Contractor. Contractor shall provide City with a Certificate of Insurance verifying Contractor's compliance with the foregoing. This Agreement shall not be effective until City has received and approved same.

7. Contractor shall pay, and shall require subcontractors to pay, employees working for a salary or wage at least equal to the prevailing salary or wage established for such work as set forth in the wage determination and wage standards for the State of California. In accordance with Section 1775 of California Labor Code, Contractor shall pay such penalties and incur such costs as described therein and as are more particularly determined by the Labor Commissioner, in the event of any violation of the foregoing requirement. In addition to the foregoing, Contractor and its subcontractors shall pay to persons employed in the performance of the Services no less than the general prevailing rate of per diem wages for holiday and overtime work fixed as provided in the Labor Code. Copies of the prevailing rate of per diem wages are on file at City's principal office and are available for examination by any interested party on request, during normal business hours. Contractor shall keep an accurate payroll record showing the name, address, Social Security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each worker or other employee employed by Contractor.

8. Contractor hereby indemnifies, agrees to defend, and holds harmless City, its officers, councilpersons, employees, contractors, and representatives from any and all claims, demands, suits, judgments, liability, damages, costs, and expenses arising in any manner out of this Agreement or occasioned by the performance or attempted performance of the provisions hereof and any act or omission to act on the part of Contractor or Contractor's employees, subcontractors, agents, or representatives.

9. In addition to any other method of termination described in this Agreement, City, in its sole and absolute discretion, may terminate this Agreement

at any time upon ten (10) days written notice to Contractor. In the event of any such termination and except as otherwise described herein, Contractor shall be entitled to payment for Contractor's performance of its obligations hereunder to the date of termination subject to City's approval and acceptance of Contractor's performance. City may terminate this Agreement upon twenty-four (24) hours notice to Contractor in the event of Contractor's default hereunder in which case, Contractor shall not be entitled to payment for any Services which were performed in breach of this Agreement. In addition to City's right to terminate this Agreement due to Contractor's default, City shall have all other remedies available under this Agreement in the event of Contractor's default as well as all remedies available at law or in equity.

10. Contractor's Services are utilized by City only for the purpose and to the extent set forth in this Agreement and Contractor's relationship to City shall, during the term of this Agreement, be that of an independent contractor.

11. In the performance of its obligations hereunder, Contractor acknowledges that Contractor and Contractor's employees, subcontractors, agents, and representatives may encounter dangerous conditions on the premises where the Services are performed. Contractor for itself and on behalf of its employees, subcontractors, agents, and representatives assumes the risk of same and hereby waives, releases, and forever discharges City, its officers, councilpersons, employees, contractors, agents, and representatives from any and all liability, claims, actions, losses, costs, and expenses arising out of all injuries, and damages which may be suffered by Contractor or Contractor's employees, subcontractors, agents, or representatives including any of same attributable in any way to any act or omission to act or any negligence whatsoever, whether passive or active, by Contractor, or Contractors' officers, employees, , subcontractors, agents, or representatives. Contractor represents and warrants that it has read and fully understands the provisions of Section 1542 of the Civil Code of California which states as follows:

"A general release does not extend to claims which the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release and that, if known by him or her must have materially affected his or her settlement with the debtor or released party. "

Contractor on behalf of itself and its employees, subcontractors, agents, and representatives hereby expressly waives and releases any right or benefit which each has or may have under Civil Code Section 1542.

12. Contractor shall not assign any portion of this Agreement to any other

person or entity.

13. If any portion of this Agreement shall be considered invalid by any court of competent jurisdiction, said invalid portion shall not affect the validity of the remainder of the agreement and the agreement shall continue in full force and effect as if the invalid portion had not been included therein.

14. Any notice required under this Agreement shall be effective immediately upon personal delivery of same in writing to the party to be noticed or upon deposit in the United States mail, first class, postage prepaid, addressed as hereinafter described or when sent by facsimile transmission or when sent by electronic mail ("Email"). The following shall be used in providing the foregoing notices: City — City Manager, 746 8th Street, Wasco, California 93280, Fax — (661) 758-7239, Email— daortiz@cityofwasco.org; and Contractor — John C Zimmerer, Bakersfield Well and Pump Co., 7212 Fruitvale Avenue, Bakersfield, CA. 93308, Fax — (661) 393-9647, Email — Zim@zimindustries.com. Any party may change its address or fax number by giving notice to the other party in the manner herein described.

15. If any action is commenced between the parties concerning any provision of this Agreement or the rights and duties of any party in relation thereto or the interpretation of this Agreement, the prevailing party shall be entitled, in addition to such other relief as may be granted, to a reasonable sum for the party's attorney fees in such action.

16. This Agreement may only be amended by a writing executed by all parties.

17. Each party and their respective legal counsel have reviewed this Agreement and agree that this Agreement is the product of negotiations between the parties. This Agreement shall be interpreted without reference to the rule of interpretation of documents that uncertainties or ambiguities therein shall be determined against the party so drafting the Agreement.

18. This Agreement contains the entire agreement between the parties with regard to the subject matter herein and supersedes all prior oral and written agreements and understandings between the parties with respect thereto.

19. This Agreement may be executed in counterparts. A facsimile or electronic version of this Agreement shall be as effective as the original for all purposes.

20. This Agreement shall be governed by and construed in accordance

with the laws of the State of California.

21. Subject to the restrictions on assignment in Paragraph 12, this Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, successors, and assigns.

22. Waiver by a party of any provision of this Agreement shall not be considered a continuing waiver or a waiver of any other provision, including the time for performance of any such provision.

23. Time is of the essence with regard to each covenant, condition, and provision of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first hereinabove written.

DANIEL ORTIZ HERNANDEZ, City Manager
City of Wasco, California, "**City**"

ZIM INDUSTRIES, INC, a California
Corporation, "**Contractor**"

By: _____
JOHN C. ZIMMERER, Vice President

EXHIBIT "A"
[Allocation of Services]

BID SCHEDULE
DRILLING OF A WATER SUPPLY WELL

BID

ITEM NO.	ITEM CODE	UNIT OF MEASURE	ESTIMATED QUANTITY	PRICE PER UNIT	TOTAL PRICE
1	Mobilization, Demobilization, and Clean-Up including Sound Abatement	L.S.	1		40,000.00
2	Conductor Casing - Drill 50' deep 48" dia. hole, furnish and install 50' of 36" I.D. x 3/8" wall conductor pipe, grout in place	L.F.	50	400.00	20,000.00
3	Drill 18" dia. pilot hole to 850' - not including conductor hole	L.F.	800	100.00	80,000.00
4	Ream pilot hole to 32" dia. to 400' - not including conductor hole	L.F.	350	100.00	35,000.00
5	Ream pilot hole to 28" dia. from 400' to 820'	L.F.	420	100.00	42,000.00
6	Furnish and install 16" O.D. x 3/8" wall, ASTM A53, Grade B blank casing 0' to 400' and 790' to 800'	L.F.	390	41.00	15,990.00
7	Furnish and install 16" O.D. x 3/8" wall Mill Slot casing, ASTM A53, Grade B	L.F.	390	56.00	21,840.00
8	Furnish and install a 16" diameter telescoping compression section, 20-ft length	L.S.	1		4,500.00
9	Furnish and install 4" dia. gravel feed tube	L.F.	375	10.00	3,750.00
10	Furnish and install 3" dia. sounding access tube	L.F.	395	7.00	2,765.00
11	Furnish and install gravel envelope	L.F.	450	35.00	15,750.00
12	Furnish and install cement grout for annular seal, including 10' of fine sand or bentonite	L.F.	370	50.00	18,500.00
13	Conduct preliminary well development by swabbing and air-lifting	HRS	80	300.00	24,000.00
14	Conduct well development by pumping and surging	HRS	60	250.00	15,000.00
15	Conduct well production test pumping	HRS	24	250.00	6,000.00
16	Well Video	L.S.	1		1,000.00

BID TOTAL: 346,095.00

INCLUDE WITH BID

BIDDING DOCUMENTS

**CITY OF WASCO
DEPARTMENT OF PUBLIC WORKS**

BID BOOK FOR DRILLING OF A WATER SUPPLY WELL PROJECT NO. 20220

Bid Opening Date: November 4th, 2020

INCLUDE WITH BID

(Because some colored inks will not reproduce in copy machines, please use black ink to complete this proposal.)

(DO NOT DETACH)

PROPOSAL TO THE CITY OF WASCO

DEPARTMENT OF PUBLIC WORKS

NAME OF BIDDER Zim Industries, Inc. dba Bakersfield Well & Pump Company

BUSINESS P.O. BOX _____

CITY, STATE, ZIP 7212 Fruitvale Ave., Bakersfield, CA. 93308

BUSINESS STREET ADDRESS 7212 Fruitvale Avenue

(Please include even if P.O. Box used)

CITY, STATE, ZIP Bakersfield, CA 93308

TELEPHONE NO: AREA CODE (661) 393-9661

FAX NO: AREA CODE (661) 393-9647

CONTRACTOR LICENSE NO. 440537

The work for which this proposal is submitted is for construction in conformance with the special provisions (including the payment of not less than the State general prevailing wage rates or Federal minimum wage rates), including any addenda thereto, the contract annexed hereto, and also in conformance with the California Department of Transportation Standard Specifications Dated 2015 and Standard Plans Dated 2015, and the Labor Surcharge and Equipment Rental Rates in effect on the date the work is accomplished.

The special provisions for the work to be done are dated September 2020 and are entitled:

**CITY OF WASCO
DEPARTMENT OF PUBLIC WORKS
NOTICE TO CONTRACTORS AND SPECIAL PROVISIONS FOR
DRILLING OF A WATER SUPPLY WELL
PROJECT NO. 20220**

INCLUDE WITH BID

Bids are to be submitted for the entire work. The amount of the bid for comparison purposes will be the total of all items.

The bidder shall set forth for each unit basis item of work a unit price and a total for the item, and for each lump sum item a total for the item, all in clearly legible figures in the respective spaces provided for that purpose. In the case of unit basis items, the amount set forth under the "Item Total" column shall be the product of the unit price bid and the estimated quantity for the item.

In case of discrepancy between the unit price and the total set forth for a unit basis item, the unit price shall prevail, except as provided in (a) or (b), as follows:

- (a) If the amount set forth as a unit price is unreadable or otherwise unclear, or is omitted, or is the same as the amount as the entry in the item total column, then the amount set forth in the item total column for the item shall prevail and shall be divided by the estimated quantity for the item and the price thus obtained shall be the unit price;
- (b) (Decimal Errors) If the product of the entered unit price and the estimated quantity is exactly off by a factor of ten, one hundred, etc., or one-tenth, or one-hundredth, etc. from the entered total, the discrepancy will be resolved by using the entered unit price or item total, whichever most closely approximates percentage wise the unit price or item total in the *CITY OF WASCO's* Final Estimate of cost.

If both the unit price and the item total are unreadable or otherwise unclear, or are omitted, the bid may be deemed irregular. Likewise if the item total for a lump sum item is unreadable or otherwise unclear, or is omitted, the bid may be deemed irregular unless the project being bid has only a single item and a clear, readable total bid is provided.

Symbols such as commas and dollar signs will be ignored and have no mathematical significance in establishing any unit price or item total or lump sums. Written unit prices, item totals and lump sums will be interpreted according to the number of digits and, if applicable, decimal placement. Cents symbols also have no significance in establishing any unit price or item total since all figures are assumed to be expressed in dollars and/or decimal fractions of a dollar. Bids on lump sum items shall be item totals only; if any unit price for a lump sum item is included in a bid and it differs from the item total, the items total shall prevail.

The foregoing provisions for the resolution of specific irregularities cannot be so comprehensive as to cover every omission, inconsistency, error or other irregularity, which may occur in a bid. Any situation not specifically provided for will be determined in the discretion of the *CITY OF WASCO*, and that discretion will be exercised in the manner deemed by the *CITY OF WASCO* to best protect the public interest in the prompt and economical completion of the work. The decision of the *CITY OF WASCO* respecting the amount of a bid, or the existence or treatment of an irregularity in a bid, shall be final.

If this proposal shall be accepted and the undersigned shall fail to enter into the contract and furnish the 2 bonds in the sums required by the State Contract Act, with surety satisfactory to the *CITY OF WASCO*, within 8 days, not including Saturdays, Sundays and legal holidays, after the bidder has received notice from the *CITY OF WASCO* that the contract has been awarded, the *CITY OF WASCO* may, at its option, determine that the bidder has abandoned the contract, and thereupon this proposal and the acceptance thereof shall be null and void and the forfeiture of the security accompanying this proposal shall operate and the same shall be the property of *CITY OF WASCO*.

The undersigned, as bidder, declares that the only persons or parties interested in this proposal as principals are those named herein; that this proposal is made without collusion with any other person, firm, or corporation; that he has carefully examined the location of the proposed work, the annexed proposed form of contract, and the plans therein referred to; and he proposes, and agrees if this proposal is accepted, that he will contract with the *CITY OF WASCO*, in the form of the copy of the contract annexed hereto, to provide all necessary machinery, tools, apparatus and other means of construction, and to do all the work and furnish all the materials specified in the contract, in the manner and time therein prescribed, and according to the requirements of the Engineer as therein set forth, and that he will take in full payment therefore the following prices, to wit:

INCLUDE WITH BID

BID SCHEDULE
DRILLING OF A WATER SUPPLY WELL

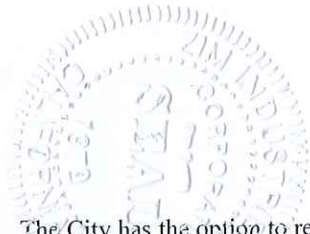
BID

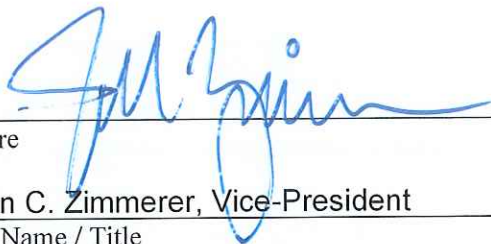
ITEM NO.	ITEM CODE	UNIT OF MEASURE	ESTIMATED QUANTITY	PRICE PER UNIT	TOTAL PRICE
1	Mobilization, Demobilization, and Clean-Up including Sound Abatement	L.S.	1		40,000.00
2	Conductor Casing - Drill 50' deep 48" dia. hole, furnish and install 50' of 36" I.D. x 3/8" wall conductor pipe, grout in place	L.F.	50	400.00	20,000.00
3	Drill 18" dia. pilot hole to 850' - not including conductor hole	L.F.	800	100.00	80,000.00
4	Ream pilot hole to 32" dia. to 400' - not including conductor hole	L.F.	350	100.00	35,000.00
5	Ream pilot hole to 28" dia. from 400' to 820'	L.F.	420	100.00	42,000.00
6	Furnish and install 16" O.D. x 3/8" wall, ASTM A53, Grade B blank casing 0' to 400' and 790' to 800'	L.F.	390	41.00	15,990.00
7	Furnish and install 16" O.D. x 3/8" wall Mill Slot casing, ASTM A53, Grade B	L.F.	390	56.00	21,840.00
8	Furnish and install a 16" diameter telescoping compression section, 20-ft length	L.S.	1		4,500.00
9	Furnish and install 4" dia. gravel feed tube	L.F.	375	10.00	3,750.00
10	Furnish and install 3" dia. sounding access tube	L.F.	395	7.00	2,765.00
11	Furnish and install gravel envelope	L.F.	450	35.00	15,750.00
12	Furnish and install cement grout for annular seal, including 10' of fine sand or bentonite	L.F.	370	50.00	18,500.00
13	Conduct preliminary well development by swabbing and air-lifting	HRS	80	300.00	24,000.00
14	Conduct well development by pumping and surging	HRS	60	250.00	15,000.00
15	Conduct well production test pumping	HRS	24	250.00	6,000.00
16	Well Video	L.S.	1		1,000.00

BID TOTAL: 346,095.00

INCLUDE WITH BID

Acknowledgment of Addenda
Addendum No. Initial
No. 1 01/15/20 gm



Signature 
John C. Zimmerer, Vice-President
Printed Name / Title
Zim Industries, Inc. dba Bakersfield Well & Pump Company
Company
440537 / June 30, 2021
Contractor's License Number / Expiration Date

The City has the option to reject all bids with or without cause. The City also may at its discretion remove any item(s) from this project. It is understood that the foregoing quantities are approximate only and are solely for the purpose of facilitating the comparison of bids, and that the contractor's compensation will be computed upon the basis of the actual quantities in the complete work, whether they be more or less than those shown.

INCLUDE WITH BID

(THE BIDDER'S EXECUTION ON THE SIGNATURE PORTION OF THIS PROPOSAL SHALL ALSO CONSTITUTE AN ENDORSEMENT AND EXECUTION OF THOSE CERTIFICATIONS WHICH ARE A PART OF THIS PROPOSAL)


EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The bidder Zim Industries, Inc dba Bakersfield Well & Pump Company, proposed subcontractor _____, hereby certifies that he has X, has not _____, participated in a previous contract or subcontract subject to the equal opportunity clauses, as required by Executive Orders 10925, 11114, or 11246, and that, where required, he has filed with the Joint Reporting Committee, the Director of the Office of Federal Contract Compliance, a Federal Government contracting or administering agency, or the former President's Committee on Equal Employment Opportunity, all reports due under the applicable filing requirements.

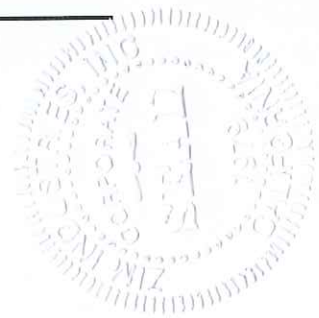
Note: The above certification is required by the Equal Employment Opportunity Regulations of the Secretary of Labor (41 CFR 60-1.7(b) (1)), and must be submitted by bidders and proposed subcontractors only in connection with contracts and subcontracts which are subject to the equal opportunity clause. Contracts and subcontracts which are exempt from the equal opportunity clause are set forth in 41 CFR 60-1.5. (Generally only contracts or subcontracts of \$10,000 or under are exempt.)

Currently, Standard Form 100 (EEO-1) is the only report required by the Executive Orders or their implementing regulations.

Proposed prime contractors and subcontractors who have participated in a previous contract or subcontract subject to the Executive Orders and have not filed the required reports should note that 41 CFR 60-1.7(b) (1) prevents the award of contracts and subcontracts unless such contractor submits a report covering the delinquent period or such other period specified by the Federal Highway Administration or by the Director, Office of Federal Contract Compliance, U.S. Department of Labor.



John C. Zimmerer, Vice-President



INCLUDE WITH BID

(THE BIDDER'S EXECUTION ON THE SIGNATURE PORTION OF THIS PROPOSAL SHALL ALSO CONSTITUTE AN ENDORSEMENT AND EXECUTION OF THOSE CERTIFICATIONS WHICH ARE A PART OF THIS PROPOSAL)

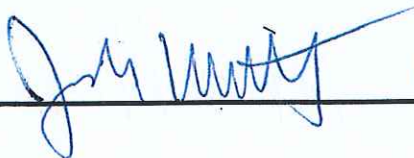
EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The bidder Zim Industries, Inc. dba Bakersfield Well & Pump Company, proposed subcontractor Pacific Surveys, LLC, hereby certifies that he has X, has not , participated in a previous contract or subcontract subject to the equal opportunity clauses, as required by Executive Orders 10925, 11114, or 11246, and that, where required, he has filed with the Joint Reporting Committee, the Director of the Office of Federal Contract Compliance, a Federal Government contracting or administering agency, or the former President's Committee on Equal Employment Opportunity, all reports due under the applicable filing requirements.

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 11/4/2020

INCLUDE WITH BID

(THE BIDDER'S EXECUTION ON THE SIGNATURE PORTION OF THIS PROPOSAL SHALL ALSO CONSTITUTE AN ENDORSEMENT AND EXECUTION OF THOSE CERTIFICATIONS WHICH ARE A PART OF THIS PROPOSAL)


EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

The bidder Zim Industries, Inc. dba Bakersfield Well & Pump Company, proposed subcontractor Hogg Drilling Specialty Construction, Inc., hereby certifies that he has X, has not , participated in a previous contract or subcontract subject to the equal opportunity clauses, as required by Executive Orders 10925, 11114, or 11246, and that, where required, he has filed with the Joint Reporting Committee, the Director of the Office of Federal Contract Compliance, a Federal Government contracting or administering agency, or the former President's Committee on Equal Employment Opportunity, all reports due under the applicable filing requirements.

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 11/4/20

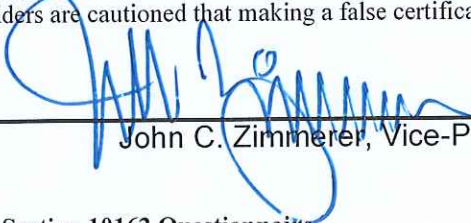
INCLUDE WITH BID

PUBLIC CONTRACT CODE

Public Contract Code Section 10285.1 Statement

In conformance with Public Contract Code Section 10285.1 (Chapter 376, Stats. 1985), the bidder hereby declares under penalty of perjury under the laws of the State of California that the bidder has , has not X been convicted within the preceding three years of any offenses referred to in that section, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or Federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Public Contract Code Section 1101, with any public entity, as defined in Public Contract Code Section 1100, including the Regents of the University of California or the Trustees of the California State University. The term "bidder" is understood to include any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof, as referred to in Section 10285.1.

Note: The bidder must place a check mark after "has" or "has not" in one of the blank spaces provided. The above Statement is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Statement. Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.



John C. Zimmerer, Vice-President

Public Contract Code Section 10162 Questionnaire

In conformance with Public Contract Code Section 10162, the Bidder shall complete, under penalty of perjury, the following questionnaire:

Has the bidder, any officer of the bidder, or any employee of the bidder who has a proprietary interest in the bidder, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of a violation of law or a safety regulation?

Yes No X

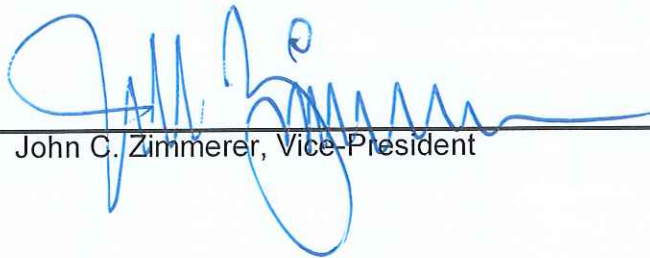
If the answer is yes, explain the circumstances in the following space.

INCLUDE WITH BID

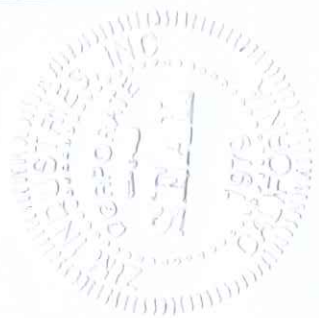
Public Contract Code 10232 Statement

In conformance with Public Contract Code Section 10232, the Contractor, hereby states under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Contractor within the immediately preceding two year period because of the Contractor's failure to comply with an order of a federal court which orders the Contractor to comply with an order of the National Labor Relations Board.

Note: The above Statement and Questionnaire are part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Statement and Questionnaire.
Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.



John C. Zimmerer, Vice President



INCLUDE WITH BID

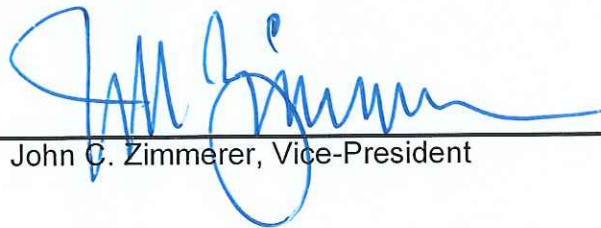
NON-COLLUSION AFFIDAVIT

(Title 23 United States Code Section 112 and
Public Contract Code Section 7106)

To the CITY OF WASCO
DEPARTMENT OF PUBLIC WORKS.

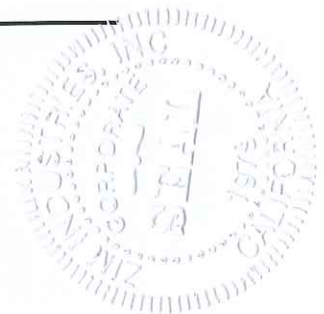
In conformance with Title 23 United States Code Section 112 and Public Contract Code 7106 the bidder declares that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Note: The above Non-collusion Affidavit is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Non-collusion Affidavit.
Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.



John C. Zimmerer, Vice-President

INCLUDE WITH BID



**CITY OF WASCO
DEPARTMENT OF PUBLIC WORKS**

BIDDER'S BOND

We, Zim Industries, Inc. dba Bakersfield Well & Pump Company
_____ as Principal, and
Everest Reinsurance Company

as Surety are bound unto the CITY OF WASCO, State of California, hereafter referred to as "Obligee", in the penal sum of ten percent (10%) of the total amount of the bid of the Principal submitted to the Obligee for the work described below, for the payment of which sum we bind ourselves, jointly and severally,

THE CONDITION OF THIS OBLIGATION IS SUCH, THAT:

WHEREAS, the Principal is submitted to the Obligee, for Drilling Of A Water Supply Well Project No. 20220
Scofield Rd & Dirt Poso S/o Hwy 46 – Wasco, CA 93280
(Copy here the exact description of work, including location as it appears on the proposal)

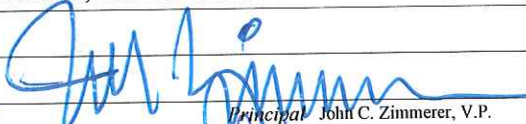
for which bids are to be opened at City of Wasco on November 4, 2020
(Insert place where bids will be opened) (Insert date of bid opening)

NOW, THEREFORE, if the Principal is awarded the contract and, within the time and manner required under the specifications, after the prescribed forms are presented to him for signature, enters into a written contract, in the prescribed form, in conformance with the bid, and files two bonds with the Obligee, one to guarantee faithful performance of the contract and the other to guarantee payment for labor and materials as provided by law, then this obligation shall be null and void; otherwise, it shall remain in full force.

In the event suit is brought upon this bond by the Obligee and judgment is recovered, the Surety shall pay all costs incurred by the Obligee in such suit, including a reasonable attorney's fee to be fixed by the court.

Dated: October 27, 20 20.

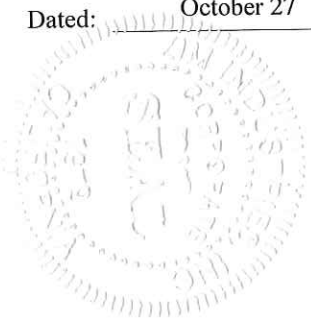
Zim Industries, Inc. dba Bakersfield Well & Pump Company


Principal John C. Zimmerer, V.P.

Everest Reinsurance Company

Surety

By 
Lyn Genito Attorney-in-fact



CERTIFICATE OF ACKNOWLEDGEMENT

(SEE THE ATTACHED
CALIFORNIA ALL PURPOSE
NOTARY ACKNOWLEDGEMENT)

State of California

City/County of _____ SS

On this _____ day of _____ in the year 20____ before me

_____, personally appeared _____,

Attorney-in-fact

personally known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to this instrument as the attorney-in-fact of _____, and acknowledged to me that he (she) subscribed the name of the said company thereto as surety, and his (her) own name as attorney-in-fact.

(SEAL)

Notary Public

INCLUDE WITH BID

Civil Code § 1189

State of California)
) ss
County of Fresno)

WITNESS my hand and official seal.



Bonnie Gonzalez, Notary Public



POWER OF ATTORNEY
EVEREST REINSURANCE COMPANY
DELAWARE

KNOW ALL PERSONS BY THESE PRESENTS: That Everest Reinsurance Company, a corporation of the State of Delaware ("Company") having its principal office located at 477 Martinsville Road, Liberty Corner, New Jersey 07938, do hereby nominate, constitute, and appoint:

Steven P. Edwards, Cody Lyman, Lyn Genito, Bonnie Gonzalez

its true and lawful Attorney(s)-in-fact to make, execute, attest, seal and deliver for and on its behalf, as surety, and as its act and deed, where required, any and all bonds and undertakings in the nature thereof, for the penal sum of no one of which is in any event to exceed

UNLIMITED, reserving for itself the full power of substitution and revocation.

Such bonds and undertakings, when duly executed by the aforesaid Attorney(s)-in-fact shall be binding upon the Company as fully and to the same extent as if such bonds and undertakings were signed by the President and Secretary of the Company and sealed with its corporate seal.

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Board of Directors of Company ("Board") on the 28th day of July 2016:

RESOLVED, that the President, any Executive Vice President, and any Senior Vice President and Anthony Romano are hereby appointed by the Board as authorized to make, execute, seal and deliver for and on behalf of the Company, any and all bonds, undertakings, contracts or obligations in surety or co-surety with others and that the Secretary or any Assistant Secretary of the Company be and that each of them hereby is authorized to attest to the execution of any such bonds, undertakings, contracts or obligations in surety or co-surety and attach thereto the corporate seal of the Company.

RESOLVED, FURTHER, that the President, any Executive Vice President, and any Senior Vice President and Anthony Romano are hereby authorized to execute powers of attorney qualifying the attorney named in the given power of attorney to execute, on behalf of the Company, bonds and undertakings in surety or co-surety with others, and that the Secretary or any Assistant Secretary of the Company be, and that each of them is hereby authorized to attest the execution of any such power of attorney, and to attach thereto the corporate seal of the Company.

RESOLVED, FURTHER, that the signature of such officers named in the preceding resolutions and the corporate seal of the Company may be affixed to such powers of attorney or to any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be thereafter valid and binding upon the Company with respect to any bond, undertaking, contract or obligation in surety or co-surety with others to which it is attached.

IN WITNESS WHEREOF, Everest Reinsurance Company has caused their corporate seals to be affixed hereto, and these presents to be signed by their duly authorized officers this 28th day of July 2016.



Nicole Chase
Attest: Nicole Chase, Assistant Secretary

Everest Reinsurance Company

Anthony Romano
By: Anthony Romano, Vice President

On this 28th day of July 2016, before me personally came Anthony Romano, known to me, who, being duly sworn, did execute the above instrument; that he knows the seal of said Company; that the seal affixed to the aforesaid instrument is such corporate seal and was affixed thereto; and that he executed said instrument by like order.

LINDA ROBINS
Notary Public, State of New York
No 01R06239736
Qualified in Queens County
Term Expires April 25, 2023

Linda Robins

Linda Robins, Notary Public

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company, at the Liberty Corner, this 27th day of October 2020

CALIFORNIA ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of KERN

On November 3, 2020 before me, Barbara Sinco-Kennedy, Notary Public,
Date Here Insert Name and Title of the Officer

personally appeared John C. Zimmerer
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.



Place Notary Seal and/or Stamp Above

Signature Barbara Sinco-Kennedy
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Bidder's Bond

Document Date: October 27, 2020 Number of Pages: 2

Signer(s) Other Than Named Above: No Other Signers

Capacity(ies) Claimed by Signer(s)

Signer's Name: John C. Zimmerer

☒ Corporate Officer – Title(s): Vice-President

☐ Partner – ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: _____

Signer is Representing: Zim Industries, Inc. dba Bakersfield Well & Pump Company

Signer's Name: _____

☐ Corporate Officer – Title(s): _____

☐ Partner – ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: _____

Signer is Representing: _____

REFERENCES

The following are the names, addresses and telephone numbers for three public agencies for which BIDDER has performed similar work within the past 2 years:

1. City of Lakewood - 5050 Clark Avenue - Lakewood, CA 90712
Name and Address of Owner

Max Withrow 562-866-9771 mwithrow@lakewoodcity.org
Name and telephone number of person familiar with project

<u>1,152,516.50</u>	<u>Drill, Develop & Test New Well</u>	<u>May 2020</u>
Contract amount	Type of work	Date completed

2. Arvin-Edison Water Storage District - 20401 Bear Mtn. Blvd - Arvin, CA 93203
Name and Address of Owner

David Halopoff 661-616-5900 dhalopoff@ppeng.com
Name and telephone number of person familiar with project

<u>\$738, 426.44</u>	<u>Drill, Develop & Test Well# N-22</u>	<u>June 2020</u>
Contract amount	Type of work	Date completed

3. Kern Water Bank Authority - 1620 Mill Rock Way, #500 - Bakersfield, CA 93311
Name and Address of Owner

Herb Simmons 559-636-1166
Name and telephone number of person familiar with project

<u>\$881,510.50</u>	<u>Drill (2) New Wells</u>	<u>August 2020</u>
Contract amount	Type of work	Date completed

The following are the names, addresses, and telephone numbers of all brokers and sureties from whom BIDDER intends to procure insurance and bonds:

BONDS:

Everest Reinsurance Company
1340 Treat Blvd., #Pacific Plaza Suite 450
Walnut Creek, CA 94597
Lyn Genito
559-374-3576

INSURANCE:

Zurich American Insurance Company
Alliant Insurance Services, Inc.
2355 Gold Meadow Way, Ste 250
Gold River, CA 945670
Tracy Dolan 916-210-0317

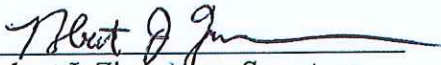
INCLUDE WITH BID

CORPORATE RESOLUTION TO EXECUTE CONTRACTS

At a meeting of the corporation today, after considerable discussion, the following resolution was moved, seconded and unanimously adopted;

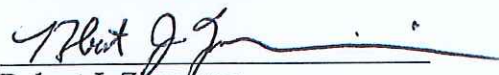
Resolved that any of the following persons, William P. Zimmerer, Robert J. Zimmerer, Curt B. Zimmerer, John C. Zimmerer, Kevin A. Newlen, Brian P. Zimmerer, or Boyd C. Zimmerer be, and they hereby are, authorized without further authorization of the board of directors to enter into and execute on behalf of the corporation any and all contracts to do corporate business for ZIM INDUSTRIES, INC. d.b.a. Bakersfield Well and Pump Company.

In witness whereof, I have hereunto set my hand as such Secretary, and affixed the corporate seal of said corporation this 19th day of December 2019.



Robert J. Zimmerer - Secretary

AUTHORIZED SIGNATURES

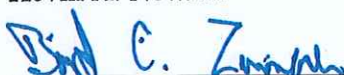

William P. Zimmerer


Robert J. Zimmerer

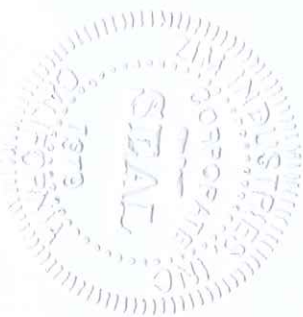

John C. Zimmerer


Curt B. Zimmerer


Kevin A. Newlen


Boyd C. Zimmerer


Brian P. Zimmerer



State of California Contractors State License Board

Pursuant to Chapter 9 of Division 3 of the Business and Professions Code
and the Rules and Regulations of the Contractors State License Board,
the Registrar of Contractors does hereby issue this license to:

ZIM INDUSTRIES INC dba ZIM IRRIGATION



to engage in the business or act in the capacity of a contractor
in the following classification(s):

A - GENERAL ENGINEERING CONTRACTOR
C57 - WELL DRILLING (WATER)
D21 - MACHINERY & PUMPS

Witness my hand and seal this day,
March 19, 1992



Robert J. Zimenez
Signature of Licensee
Robert J. Zimenez
Signature of License Qualifier

David R. Phillips
Registrar of Contractors
440537
License Number



CONTRACTORS
STATE LICENSE BOARD
ACTIVE LICENSE

License Number **440537** Corp
Business Name ZIM INDUSTRIES INC DBA
BAKERSFIELD WELL & PUMP CO



Classification: A C61/D21 C57
Expiration Date 06/30/2021
www.cslb.ca.gov

Contractor Information

Legal Entity Name
 ZIM INDUSTRIES, INC. DBA BAKERSFIELD WELL & ...
 Legal Entity Type
 Corporation
 Status
 Active
 Registration Number
 1000003978
 Registration effective date
 07/01/19
 Registration expiration date
 06/30/22
 Mailing Address
 7212 FRUITVALE AVENUE BAKERSFIELD 93308 CA ...
 Physical Address
 7212 FRUITVALE AVENUE BAKERSFIELD 93308 CA ...
 Email Address
 jzimmerer@bwpumps.com
 Trade Name/DBA
 BAKERSFIELD WELL & PUMP COMPANY
 License Number (s)
 CSLB:440537

Registration History

Effective Date	Expiration Date
05/04/18	06/30/19
05/05/17	06/30/18
05/04/16	06/30/17
07/07/15	06/30/16
12/16/14	06/30/15
07/01/19	06/30/22

Legal Entity Information

Corporation Number: C0927193
 Federal Employment
 Identification Number:
 President Name: CURT B ZIMMERER
 Vice President Name: JOHN C ZIMMERER
 Treasurer Name: JOHN C ZIMMERER
 Secretary Name: ROBERT J ZIMMERER
 CEO Name: CURT B ZIMMERER
 Agent of Service Name:
 Agent of Service Maili... CA United States of America

Worker's Compensation

Contractor Information

Legal Entity Name
JAMES ANDREW HOGG
Legal Entity Type
Corporation
Status
Active
Registration Number
1000021704
Registration effective date
6/30/2019
Registration expiration date
6/29/2022
Mailing Address
PO BOX 20159 BAKERSFIELD 93390 CA United St...
Physical Address
19632 BRIMHALL ROAD BAKERSFIELD 93314 CA ...
Email Address
Trade Name/DBA
HOGG DRILLING SPECIALTY CONSTRUCTION INC
License Number(s)
CSLB:829276

Registration History

Effective Date	Expiration Date
5/28/2018	6/29/2019
5/14/2017	6/29/2018
6/6/2016	6/29/2017
7/7/2015	6/29/2016
5/12/2015	6/29/2015
6/30/2019	6/29/2022

Legal Entity Information

Corporation Number:
56-2412978
Federal Employment Identification Number:
President Name:
JAMES ANDREW HOGG
Vice President Name:
Treasurer Name:
Secretary Name:
CEO Name:

Agent of Service Name:
JOSEPH HANSON
Agent of Service Mailing Address:
5555 BUSINESS PARK S #110 BAKERSFIELD 93309 CA United States of America

Workers Compensation

Do you lease employees Yes
through Professional

Contractor Information

Legal Entity Name
PACIFIC SURVEYS, LLC

Legal Entity Type
LLC

Status
Active

Registration Number
1000014306

Registration effective date
6/30/2019

Registration expiration date
6/29/2022

Mailing Address
4456 VIA SAINT AMBROSE CLAREMONT 91711 CA...

Physical Address
4456 VIA SAINT AMBROSE CLAREMONT 91711 CA...

Email Address

Trade Name/DBA

License Number(s)

Registration History

Effective Date	Expiration Date
6/13/2018	6/29/2019
6/8/2017	6/29/2018
6/27/2016	6/29/2017
7/28/2015	6/29/2016
3/5/2015	6/29/2015
6/30/2019	6/29/2022

Legal Entity Information

Corporation Number:

result[iCtr].License_RegistrationRoot.Registration_Accounts__r[regAccts].Corp_or_LLC_ID__c

Federal Employment Identification Number:Member Name(s):

Agent of Service Name:

MICHAEL RIDDER

Agent of Service Mailing Address:

4456 VIA SAINT AMBROSE CLAREMONT 91711 CA United States of America

Workers Compensation

Do you lease employees No
through Professional

Employer Organization
(PEO)?:

Please provide your
current workers

compensation insurance
information below:

PEO

PEO

PEO

PEO Information	Name	Phone	Email
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Insured by Carrier

Policy Holder Name: PACIFIC SURVEYS, LLC**Insurance Carrier:**

STATE COMPENSATION INSURANCE FUND**Policy Number:** 9094490-14**Inception date:**

3/31/2019**Expiration Date:** 3/31/2020



Kevin A. Newlen

14116 Prestonbrook Dr.

Bakersfield, CA 93314

Work Experience

Bakersfield Well and Pump Co. Bakersfield, Ca 2000-Present

A Division of Zim Industries

Drilling Superintendent / Tool Pusher

- Coordinate Drilling and Completion activities for 6 Drilling Rigs
- Control and Manage all Logistics
- Manage Drilling and Logistics Personnel
- Meet with Potential Clients to Plan Wells
- Arrange Permits and Licenses needed to Drill Wells
- Coordinate Large Diameter Wells for State, County and City Agencies
- Coordinate and Plan Water Well Drilling Operations for Chevron Texaco

Bakersfield Well and Pump Inc. Bakersfield, Ca 1992-2000

A Division of Zim Industries

Tool Pusher & Driller

- Manage Personnel and Equipment during Drilling Process
- Operate Drilling Rig

**Skills and
Certification**

- 26 yrs Drilling Industry Knowledge and Experience
- (Direct Circulation) Drilling
- Reverse Circulation Drilling
- Well Hydraulics and Drilling Fluids
- Equipment Management
- Nevada State Licensed Driller
- Personnel Management
- Current Class A with Endorsements
- Hydro Crane Operation (15 Ton)
- Heavy Equipment Operation
- Certified Forklift Driver
- Certified Welder (Horizontal Fillet Welding)



Keith Newlen

12614 Knights Bridge Pl.
Bakersfield, CA 93312

Work Experience

Bakersfield Well and Pump Inc. Bakersfield, Ca 2018-Present
A Division of Zim Industries
Drilling Supervisor / Tool Pusher

- Oversee Drilling Rig Operations
- Repair Drilling Equipment
- Coordinates Conductor Casing

Bakersfield Well and Pump Inc. Bakersfield, Ca 2017-2018
A Division of Zim Industries

- Pump Tester
- Drilling Rigs Worker

15 Years Experience in Oil Fields

2001-2016

Skills and Certifications

- Drilling Wells from 5,000 to 18,000 (Kelett-Aera)
- Drilling Consultant, Land and Offshore Wells
- Vertical ,Horizontal and Directional Drilling
- Mud Engineer – Drilling Fluids
- Fishing Tool Supervisor and Manager
- Certified Fork Lift
- Personnel Management
- Air Reverse Drilling



DEE JASPAR & ASSOCIATES, INC.
CONSULTING CIVIL ENGINEERS
2730 UNICORN ROAD, BLDG A
BAKERSFIELD, CA 93308
PHONE (661) 393-4796
FAX (661) 393-4799

CITY OF WASCO

NOTICE TO PLANHOLDERS

OCTOBER 15th, 2020

This is Addendum No. 1 to the plans and specifications for the Drilling a Water Supply Well Project – Project No. 20220.

THE BID DATE REMAINS NOVEMBER 4TH, 2020 at 2:00 pm.

Notice is hereby given to prospective bidders that the Plans and Specifications for the Drilling a Water Supply Well Project have been modified as hereinafter set forth. This Addendum No. 1 shall form a part of the Contract Documents and takes precedence over the original Contract Documents.

Bidders shall acknowledge receipt of this Addendum No. 1 in the space below and attach the Addendum to the Proposal.

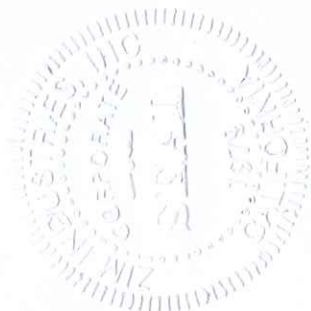
By:  _____
John C. Zimmerer V.P.

Firm Name Zim Industries, Inc. dba Bakersfield Well & Pump Company

By:  _____

Title John C. Zimmerer V.P.

Date November 4, 2020



Any questions regarding this addendum shall be directed in writing to Curtis M. Skaggs with Dee Jaspar & Associates, Inc.

STAFF REPORT

CITY OF WASCO

TO: Honorable Mayor and Council Members

FROM: Daniel Ortiz-Hernandez, City Manager
Biridiana Bishop, Public Works Director

DATE: November 17, 2020

SUBJECT: Accept all bids and Adopt a Resolution Authorizing the City Manager to Approve Task Order #3 for Innovative Engineering Systems, Inc to Perform Programming Services to Develop Programmable Logic Controller (PLC) and Operator Interface Terminal (OIT) Programs to Integrate an Existing CompactLogix PLC with Allen-Bradley OIT into the Ignition Supervisory Control and Data Acquisition (SCADA) system for Well #14 in an Amount Not to Exceed \$24,488.

Recommendation:

Staff recommends the City Council adopt a Resolution authorizing the City Manager to approve Task Order #3 for Innovative Engineering Systems, Inc to develop PLC and OIT programs to integrate an existing CompactLogix PLC with Allen-Bradley OIT into the Ignition SCADA in an amount not to exceed \$24,488.

Discussion:

On December 18, 2018, the City Council awarded a contract to Bakersfield Well & Pump to drill a replacement for Well #5, which was permanently shut down due to high nitrate levels. The replacement well #14 drilling was completed on July 2, 2019, with a final contract total of \$842,535.89.

This project is associated with the site development and equipping of Well No. 14. The work includes but is not limited to installation of a deep well turbine pump, motor, discharge piping, electrical and motor controls, masonry block, control building, drainage piping, conveyance piping, appurtenances, site improvements, SCADA system, backup generator, and Variable Frequency Drive (VFD) and other items that are required by typical construction and the City's standard specifications. Well, #14 is located in the City-owned lot at the northwest corner of 8th St. and G St. The site development is the final step to complete Well #14 before putting it into production with the City's water delivery system. As part of the site development, Well #14 needs to be integrated into the existing SCADA system.

On December 17, 2019, the City Council awarded a contract in the amount of \$1,948,080 to Brough Construction, Inc. to perform site development work

needed to complete the project. Brough Construction, Inc. is currently waiting on PG&E to approve electrical design plans to move forward with the construction tasks associated with the site development for this project. The contractor has experienced several delays from PG&E and anticipates to have construction completed by the end of the calendar year. To date, Brough Construction has been paid a total of \$1,196,430.00 for the work performed. During the fiscal year 2019-20, a total of \$987,210 was paid out. Brough has been paid \$209,220 during the current fiscal year.

Dee Jaspar & Associates, the engineer for this project, has been paid \$20,388.29 during the current fiscal year for the work performed on the construction management and inspection for the Well 14 project. The City budgeted \$2,300,000 this fiscal year. The currently available funds for the current fiscal year once Brough Construction has been paid their original contract amount are \$1,318,741.71. This is sufficient to cover the remaining payments to Dee Jaspar & Associates for construction management and inspection of Well 14 and the SCADA programming required to integrate Well 14 into the City's water distribution system.

The City Council approved the award of an on-call engineering services agreement with IES on October 20, 2020. This is the engineering firm that designed and currently maintains the existing SCADA system. They are the best suited to proceed with integrating Well 14 into our current SCADA system. Staff is recommending the City Council authorize the City Manager to approve Task Order #3 in an amount not to exceed \$24,488. The task order exceeds \$10,000 and requires City Council approval.

Fiscal Impact:

Engineering and design services shall not exceed \$24,488 for the SCADA programming needed to integrate Well #14 into the City's existing SCADA system. This project will be funded with the budgeted funds programmed in the Adopted FY 2020-21 Capital Improvement Plan.

Attachment:

1. Resolution
2. Task Order #3

RESOLUTION NO. 2020 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO AUTHORIZING THE CITY MANAGER TO APPROVE TASK ORDER #3 WITH INNOVATIVE ENGINEERING SYSTEM

WHEREAS, the City has an existing contract with Innovative engineering systems, Inc. to provide professional engineering services for water & wastewater SCADA related matters; and

WHEREAS, the City wishes to procure Innovative Engineering Systems Inc. to perform the tasks described in Task Order #3 attached as Exhibit "A"; and

WHEREAS, said task order has been made in the form and manner prescribed by the City of Wasco Municipal Code and the California Public Contract Code; and,

WHEREAS, Innovative Engineering System, Inc. and the City each acknowledge that each party have reviewed the task order; and,

WHEREAS, the task order shall be governed by and construed in accordance with the laws of the State of California; and,

WHEREAS, Innovative Engineering Systems, Inc. shall maintain all worker's compensation insurance were and, in the amounts required by law and comprehensive general public liability insurance as outlined in the agreement.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Wasco as follows:

SECTION 1: Approves Task Order #3 with Innovative Engineering Systems, Inc.

SECTION 2: Authorizes the City Manager to endorse Task Order #3.

-o0o-

I HEREBY CERTIFY that the foregoing Resolution No. 2020 - _____ was passed and adopted by the Council of the City of Wasco at a regular meeting thereof held on November 17, 2020, by the following vote:

COUNCIL MEMBERS:

AYES:

NOES:

ABSTAIN:

ABSENT:

TEOFILO CORTEZ JR.,
MAYOR of the City of Wasco

Attest: _____

MARIA O. MARTINEZ
CITY CLERK and Ex Officio Clerk of
the Council of the City of Wasco



STAFF REPORT

CITY OF WASCO

TO: Honorable Mayor and Council Members

FROM: Daniel Ortiz-Hernandez, City Manager
Biridiana Bishop, Public Works Director

DATE: November 17, 2020

SUBJECT: Adopt a Resolution Authorizing the City Manager to Sign and Execute an Agreement with Turnkey Construction and Solar Inc. in the amount of \$22,255.00 to install vehicle charging stations in the parking lot near HWY 43 & 8th Street and to Allow the City Manager to make Necessary Budget Amendments to Move Forward with the Project.

Recommendation:

Staff recommends adopting a resolution for City Manager to sign and execute an agreement with Turnkey Construction and Solar Inc. in the amount of \$22,255.00 to install vehicle charging stations in the parking lot near HWY 43 & 8th Street and to Allow the City Manager to make Necessary Budget Amendments to Move Forward with the Project.

Discussion:

The San Joaquin Valley Air Pollution Control District (Air District) provides funding to public agencies to purchase and install new electric vehicle charging stations that will directly benefit Valley residents by improving Valley air quality. The City applied and was approved for two single-port stations and \$10,000 of incentive funds from the Air District as well as \$8,000.00 of funding from the Cal eVIP Program. The funds are distributed on a first-come, first-served basis.



On December 11, 2019, the City worked with Charge Point and Turn Key to apply to the Charge Up and California Electric Vehicle Infrastructure Project (Cal eVIP) for two single port electric vehicle charging stations 719 F Street. Because funding for the Cal eVIP program is limited, it was recommended that staff submit the application immediately. Staff was made aware of this grant opportunity by Kern COG. Both applications have now been approved. These grants can be stacked, so the City has been awarded a total of \$18,000. This money will cover most of the installation and purchase costs.

On February 4th, 2020, staff requested the council adopt the necessary resolution for the grant application to San Joaquin Valley Air Pollution Control District Charge Up. You can find the executed resolution attached.

For the solicitation of this contract, the City was able to bypass the bidding process due to Turnkey Construction and Solar Inc. being in a co-op with Charge Point and Sourcewell. In accordance with the City's municipal code, the City may utilize joint powers agreements to procure equipment. The City is a member of Sourcewell. Sourcewell is a national joint power agreement that allows the City to make purchases without further competitive bidding. The City will be procuring charging station installation using Sourcewell Contract No.051017-CPI.

After the Contract's approval, the Project's timeline of completion is 121 days, including design, installation, training of staff, and submission of paperwork for grant refunds.

One requirement of the grant funding is network monitoring for a minimum of three years. The charging stations must also remain at the designated site for three years. The total yearly network monitoring fee for both charging stations would be \$658.00 per year. To alleviate any utility costs and possibly offset the network monitoring fee, the price point for charging would be set. It covers both the utility fees and the network monitoring costs. TurnKey Construction and Solar Inc. will assist the City in developing a price point for the charging services.

Fiscal Impact: The City originally budgeted \$22,000.00 in the 2020 - 21 budget. The City plans to spend \$22,255.00 by the end of the Project. \$18,000.00 of this total is 100% refunded through the two grants. The sum that the City will have to expend for installation after all reimbursement is \$4,255.00. The ongoing costs would be a minimum of \$658.00 per year.

Attachments:

1. February 4th, 2020 Resolution
2. Award Letter – San Joaquin Valley Air Pollution Control District
3. Resolution
4. Agreement

RESOLUTION NO. 2020 - 3422

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO APPROVING THE FILING OF
AN APPLICATION TO THE SAN JOAQUIN VALLEY AIR POLLUTION CONTROL DISTRICT'S
CHARGE UP INCENTIVE PROGRAM**

WHEREAS, the City of Wasco is an eligible public agency and may receive funding from the Charge Up Incentive Fund of the San Joaquin Valley Air Pollution Control District (Air District); and

WHEREAS, the City of Wasco wishes to obtain a grant of up to \$10,000 for the purchase and installation of a two single-port electric vehicle charging stations to be located at 719 F Street; and

WHEREAS, the City of Wasco wishes to delegate authorization to execute a grant agreement and any amendments thereto to the City Manager.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Wasco

SECTION 1: The City Council hereby approves an application made to the Air District to obtain a grant of up to \$10,000 for the purchase and installation of two single-port electric vehicle charging stations at 719 F Street, pursuant and subject to all guidelines of the San Joaquin Valley Air Pollution Control District.


SECTION 2: The City Manager is hereby authorized to execute all required documents of the San Joaquin Valley Air Pollution Control District's Charge Up Incentive Fund for the purpose of installing two single-port electric vehicle charging stations at 719 F Street.

-o0o-


CITY OF WASCO
ORIGINAL

I **HEREBY CERTIFY** that the foregoing Resolution No. 2020 - 3422 was passed and adopted by the Council of the City of Wasco at a regular meeting thereof held on February 4, 2020 by the following vote:

COUNCIL MEMBERS:	CORTEZ, ESPITIA, GARCIA, PALLARES, REYNA
AYES:	<div>✓✓✓✓✓</div>
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE


TEOFILO CORTEZ JR.,
MAYOR of the City of Wasco

Attest:


MARIA O. MARTINEZ
CITY CLERK and Ex Officio Clerk of
the Council of the City of Wasco



Wasco City Lot #1
719 F St, Wasco, CA 93280
Biridiana Bishop
661.758.7219
Sourcewell Contract #051017-CPI



7257 N. Maple Suite 108
559.321.8130
CSLB Lic # 991046
DIR#100040295
info@turnkeyfresno.com

Proposal for 2 Single Port Charge Point Charging Station

Qty	Product Number	Cost Each	Sub Total	Description
2	CT4011-GW1	\$ 4,008	\$ 8,016	Single Output, Gateway Option USA, Bollard Unit - 208/240V @30A with Cord Management
2	CT4001-CCM	\$ 103	\$ 206	Bollard Concrete Mounting Kit with template
2	Freight	\$ 140	\$ 280	Freight from ChargePoint to Customer Site
2	Station Installation	\$ 450	\$ 900	Install Stations including final electrical connections to make ready for service
2	Station Activation	\$ 377	\$ 754	Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.
2	1st Year Network Charge	\$ 280	\$ 560	This plan includes Secure Network Connection, On-going Station Software updates, Station Inventory, 24x7 Driver Support, Host Support, Session Data and Analytics, Fleet Vehicle Management and Integration, Fleet Access Control, Valet Dashboard, Power Management (Circuit, Panel, Site Sharing), Scheduled Charging, Driver Access Control, Pricing and Automatic Funds Collection, Waitlist, Videos (on supported hardware). The price is per port.
1	Partner-Self Valid	\$ -	\$ -	Customer works directly with a self-validating Channel Partner where the Channel Partner will be performing all construction and station installation services. These services include on-site validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. A site is defined as a group of stations all connected to the same gateway station. Assure sold separately.
1	Admin	\$ 1,491		Comprehensive site evaluation of all items, submittal of rebate paperwork, certified payroll and prevailing regs
1	Utility Upgrades	\$ -		Any required utility work related to the charging stations (Estimate Only, Need Approved Plans)
1	Electrical	\$ 4,552		Any required electrical work related to the charging stations (Estimate Only, Need Approved Plans)
1	Asphalt & Concrete	\$ 770		Any required asphalt work related to the charging stations (Estimate Only, Need Approved Plans)
1	Underground Boring	\$ -		Any required boring work related to the charging stations (Estimate Only, Need Approved Plans)
1	ADA Upgrades	\$ -		Any required ADA work related to the charging stations (Estimate Only, Need Approved Plans)
1	EV Signage/Striping	\$ 1,286		Any required signage/striping to meet jurisdiction requirements (Estimate Only, Need Approved Plans)
1	Electrical Design & Engineering Plan set	\$ 2,239		Electrical plan set and electrical engineering for load calculations

1 Estimated Permit Cost To Be Billed Actual Permit Fees for jurisdiction (Traffic AHJ, Planning AHJ, Building AHJ, Permit AHJ)

Project Total	\$ 21,054
calevip.org rebate	\$ 8,000
Valleyair.org chargeup	\$ 10,000
Total Incentives	\$ 18,000
Customer Expense After Rebate	\$ 3,054
Breakdown Per Port	\$ 1,527

This represents the total amount the customer must pay per contract to Turn Key for the Project
This rebate will be issued by Cal Evip within 15 days of project completion and proof of payment in full
This rebate will be issued by Charge Up within 60 days of project completion and proof of payment in full

Annual Reoccurring Costs

2 Annual Network costs after year 1	\$ 280	\$ 560
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Payment Schedule for Contract

Payment 1	\$ 2,239	Billed at execution of contract Drawings/Engineering/Permit
Payment 2	\$ 9,816	Billed 4 Weeks prior to install for Equipment special order
Payment 3	\$ 8,999	Billed upon completion of construction
Total Payments	\$ 21,054	

Optional Warranty Services

Parts and On-Site Labor to repair or replace any manufacturing defect.
Includes remote monitoring of station and proactive repair dispatch. 98% Guaranteed Uptime
ChargePoint's "Assure Program" is sold per station versus per port

Qty	Product Number	Cost Each	Sub Total	Description
2	CT4000-ASSURE1	\$ 740	\$ 1,480	1 year of ChargePoint Assure for the CT4000
2	CT4000-ASSURE2	\$ 1,410	\$ 2,820	2 years of ChargePoint Assure for the CT4000
2	CT4000-ASSURE3	\$ 2,064	\$ 4,128	3 years of ChargePoint Assure for the CT4000
2	CT4000-ASSURE4	\$ 2,460	\$ 4,920	4 years of ChargePoint Assure for the CT4000
2	CT4000-ASSURE5	\$ 2,495	\$ 4,990	5 years of ChargePoint Assure for the CT4000

*Rebates must be applied for prior to issuing work order, if project does not qualify for proposed rebate client may choose to terminate agreement at no charge to client. Once rebates are approved construction contract will be issued.

**Please sign and date below as a letter of intent to move forward assuming rebates can be applied to the project

Signature

Date




Incentive programs available to help with acquisition and deployment of EV Chargers




Charging Stations	Eligible cost	Eligible cost
Network Services	Eligible cost	Not eligible
Signage	Eligible cost	Eligible cost
Assure	Eligible cost	Not eligible
Permits	Not eligible	Not eligible
Installation Labor*	Eligible cost	Eligible cost
Installation Materials	Eligible cost	Eligible cost
ADA Site Work	Eligible cost	Not eligible

*Payment of prevailing wage required



	Rebate Ea.	Max Units	Max Rebate
Level 2 Single Port	\$ 5,000	10	\$ 50,000
Level 2 Dual Port	\$ 6,000	5	\$ 30,000
Level 3 DC Fast	\$ 25,000	2	\$ 50,000

Funding Cap annually per applicant/site, see program guidelines for details



	Rebate Ea.	Max Units	Max Rebate
Level 2 Single Port	\$ 4,000	10	\$ 40,000
Level 2 Dual Port	\$ 7,000	5	\$ 35,000
Level 3 DC Fast	\$ 80,000	4	\$ 320,000

Funding Cap annually per applicant/site, see program guidelines for details

Max Combined Rebates	
Level 2 Single Port	\$ 90,000
Level 2 Dual Port	\$ 65,000
Level 3 DC Fast	\$ 370,000

Grant Application Process

- 1 Be an eligible applicant with a qualified installation site.
- 2 Apply online prior to purchasing and installing the EV charger(s).
- 3 We review your application and confirm eligibility.
- 4 Rebate funds are reserved. You have 180 days (6 Months) to complete your project.
- 5 Submit your installation documents online for CSE review and processing.
- 6 Application approved! Receive your FCIP and/or Charge Up rebate check in the mail within 15 days per program guidelines

Project Timeline from Signed Letter of Intent

	Expected Timeline	Progress payments
1 Full site survey	5 Business Days	
2 Revise bid based on any changes from site survey	2 Business Days	
3 Client to approve revised Letter of Intent	2 Business Days	
4 Apply for ChargeUp and/or FCIP programs on the customers behalf	5 Business Days	
5 Upon approval of grant programs issue construction contract	0 Business Days	\$2,239
6 Once payment 1 is received, drawings, engineering and submit for permit	30 Business Days	
7 Place order with ChargePoint, equipment is configured for your property	30 Business Days	\$9,816
8 Complete make ready portion of installation	30 Business Days	
9 Install EV charging stations, Final inspection with Jurisdiction	10 Business Days	
10 Add charging stations to EV charging maps	1 Business Days	
11 Configure admin portal	1 Business Days	
12 Train clients and staff	1 Business Days	\$8,999
13 Submit completion paperwork and proof of payment in full for grant refund	3 Business Days	
14 Receive grant funding within 15 days submittal	15 Business Days	
	135 Business Days	

*Rebates must be applied for prior to issuing work order, if project does not qualify for proposed rebate client may choose to terminate

**All Payments are Net 10 business days

***Please sign and date below as a letter of intent to move forward assuming rebates can be applied to the project

Signature _____ Date _____

Project No. G-89026 **VOUCHER APPLICATION**

Please complete this application to apply for incentive funding to purchase and install eligible electric vehicle (EV) chargers. All fields are required unless otherwise indicated. For questions about the application process, please contact SJVAPCD staff at (559) 230-5800.

PLEASE COMPLETE AND SUBMIT A SEPARATE APPLICATION FOR EACH PROPOSED SITE. Applicants may apply for one or more EV chargers at a particular site and may also apply for multiple sites, however a separate application is required for each site. Sites are differentiated by their address (or cross streets if an address does not exist). Funding for all chargers requested is limited to the maximum funding cap per the Charge Up! Program Voucher Guidelines.

PROGRAM STEPS

- 1** Submit complete application with supporting documents listed on the checklist on page 3 to the SJVAPCD.
- 2** Once deemed complete and eligible, the SJVAPCD will issue a voucher and claim packet.
- 3** Applicant has 6 months from execution of the voucher to purchase and install the EV charger(s) at the location identified in the application.
- 4** Once all EV chargers are installed and are fully operational, redeem voucher by submitting the claim packet to the SJVAPCD.
- 5** Once claim is deemed complete, the SJVAPCD will issue a reimbursement check to the applicant.

APPLICANT INFORMATION

Organization Name (as it appears on Form W-9 and supporting documentation)

City of Wasco

County where organization is located:

- ☐ San Joaquin
 ☐ Stanislaus
 ☐ Merced
 ☐ Madera
 ☐ Fresno
 ☐ Kings
☐ Tulare
 ☒ Kern (Valley air basin portion)
 ☐ Other: _____

Mailing Address

719 F st

City

wasco

State

ca

Zip Code

93280

Physical Address (if different from mailing address)

764 E st

City

wasco

State

ca

Zip Code

93280

Primary Contact Name (print)

Mrs. Jessica Goforth

Title

Customer Service Manager

Primary Contact Phone Number

(559) 321-8130

Alternate Phone Number

E-mail

customerservice@turnkeyfresno.com

Contract Signing Authority Name (print)

Ms. biridiana bishop

Title

Have you previously applied to the SJVAPCD for grant funding? ☐ Yes ☒ No

If yes, please identify the program(s) and/or provide the project number(s): _____



SITE INFORMATION

Address where EV charger will be installed (if available)

719 f st

City

wasco

State Zip Code

CA 93250

Detailed description of where the EV chargers will be located within the parking lot/structure. If available, please attach siting maps or schematics, location photos, etc. *Additional sheets can be attached as necessary.*

2 stalls by F st.

Is the proposed site owned by the applicant? ☒ Yes ☐ No (If no, additional documentation will be required confirming permission to install EV chargers at proposed site.)

Days/Hours EV chargers will be available to the public:

- ☐ Check here if the EV chargers will be strictly utilized for workplace charging and will not be publicly accessible
- ☐ Check here if the EV chargers will be strictly utilized for residents of the MUD for EV charging purposes only
- ☒ Check here if the EV chargers will be publicly accessible 24 hours a day, 7 days a week
- ☐ Check here if the EV chargers will be available for public use at certain times. If so, please identify hours of availability in the following table:

	Mon	Tu	Wed	Th	Fri	Sat	Sun
Total Hours per Day							
Publicly Accessible Hours (Example: 8:00am-5:00pm)	24 Hours	24 Hours	24 Hours	24 Hours	24 Hours	24 Hours	24 Hours

EV CHARGER INFO

Please complete the information below for each type of charger that will be installed at the location identified on this application:

Make	Model	Charger Level	Charger Type	Quantity
Charge Point	CT4000	<input checked="" type="checkbox"/> Level 2 <input type="checkbox"/> Level 3	<input checked="" type="checkbox"/> Single Port <input type="checkbox"/> Dual Port	1
		<input type="checkbox"/> Level 2 <input type="checkbox"/> Level 3	<input type="checkbox"/> Single Port <input type="checkbox"/> Dual Port	
		<input type="checkbox"/> Level 2 <input type="checkbox"/> Level 3	<input type="checkbox"/> Single Port <input type="checkbox"/> Dual Port	

See Guidelines for eligibility requirements for EV chargers.

DISCLOSURE OF FUNDS

Have you applied or received funding through another program or from another agency for the purchase and installation of the EV chargers in this application? ☐ Yes ☒ No

If yes, please provide the program or agency name and how much funding you were awarded: _____



CERTIFY

My signature below certifies that I have read and understand the Charge Up! Program guidelines and all information provided in this application and any attachments are true and correct to the best of my knowledge. I also understand that:

- I will comply with all the program requirements of the Charge up! Program. If I do not or cannot meet all program requirements as determined by the SJVAPCD, I shall repay the SJVAPCD a pro-rated portion or the full amount of incentive funding provided for my project.
- The submission of the application **does not** guarantee incentive funding for the new EV charger(s). The application has to meet all program eligibility criteria to be considered for funding.
- I must receive an approved program voucher from the SJVAPCD **prior** to purchasing or installing the new EV charger(s). If I take any such actions prior to receiving an approved voucher, my project may be ineligible for funding.
- If I need to install the EV charger(s) at a location other than the location identified in the application, I must first contact SJVAPCD staff to receive approval of the new location. My project may be deemed ineligible if I do not contact SJVAPCD staff.
- The SJVAPCD does not endorse or is not in partnership with any EV charger manufacturers or installers and any such issues arising from the purchase or installation of the EV charger(s) is between myself and the manufacturer and/or installer. The SJVAPCD will not be held liable for any circumstances or events that occur between the applicant and the EV charger manufacturer and/or installer.
- I will comply with all federal, state, and/or local laws, statues, regulations, rules and guidelines which apply to the performance of this project under the Charge Up! Program, including but not limited to, California driving eligibility, financial liability and applicable prevailing wage laws.
- I will comply with annual reporting requirements by completing and submitting a program annual report form. The form will be provided by the SJVAPCD approximately one year following the installation of the EV charger(s) for a duration of three consecutive years. The annual report will require information such as the project's viability and usage information for EV charger(s) (i.e., number of charge sessions, total charge time, duration per charge, etc.).

biridiana bishop

Print Name of Signing Authority

Title

Electronically signed by biridiana bishop

12/11/2019 1:40:22 PM

Signature of Signing Authority

Date

CHECKLIST

All items on this checklist must be submitted for the application to be deemed complete for funding consideration.

- ☐ Completed application (pages 1-3)
- ☐ First page of IRS Form W-9
(The name of the individual, business, or agency identified on the application must match the name on the W-9)
- ☐ Documentation which confirms permission from property landowner that the applicant may install charger(s) on the property site (if applicable)
- ☐ **For public agencies only:** Resolution from the Applicant's governing body (i.e. City Council or County Board of Supervisors), or other documentation signed by a duly authorized official with authority to make financial decisions, authorizing the submittal of the application and identifying the individual authorized to implement the electric vehicle infrastructure project



City of Wasco
Biridiana Bishop
719 F st
Wasco CA 93280

**RE: COMPLETE APPLICATION AND VOUCHER: CHARGE UP
PROGRAM PROJECT #G-89026**

Dear Biridiana Bishop:

Thank you for participating in the San Joaquin Valley Air Pollution Control District's Charge Up Program. District staff has reviewed your application, it has been deemed complete, and a voucher has been issued.

With this letter, you will find:

1. Your District Voucher
2. Claim for Payment Packet

If you have any questions, please call (559) 230-5800 or email grants@valleyair.org and District staff will be happy to assist you. Thank you again for your interest in the Charge Up Program and your commitment to cleaner air in the San Joaquin Valley.

Sincerely,

Charge Up Program Staff
Strategies & Incentives Program



CHARGE UP! VOUCHER

You have been approved for the voucher below and can now purchase and install your new EV charger(s).

CHARGE UP! VOUCHER

Applicant Name

City of Wasco

Mailing Address

719 F St. Wasco, CA 93280

This voucher was executed on 04/21/2020 and is redeemable for up to a total funding amount of \$10,000.00 for the purchase and installation of the following EV charger(s) at the following location:

719 F St. Wasco, CA 93250

Make	Model	Charger Level	Charger Type	Quantity
ChargePoint	CT4000	2	Single	2

REMINDER: Please ensure the purchase and installation of the EV charger(s) meet all program requirements (i.e. e-Gauge, signage, striping, etc.).

The new EV charger(s) must be installed according to program guidelines on or after the date above.

This voucher expires on One (1) year from date of execution

Please note:

- If additional time is needed for final payment and/or installation of the new EV charger(s) due to delays, please contact the SJVAPCD immediately.
- The final funding amount reimbursed may be less than the total reflected on this voucher if the invoiced cost for the new EV charger(s) is less than the voucher amount.
- Applicant must contact SJVAPCD staff prior to changing the new EV charger(s) type as changes may affect program eligibility and eligible funding amount
- Applicant agrees that the grant shall not be used to fund any religious project.

My new EV charger(s) was purchased and installed according to Charge Up! Voucher guidelines and my signature below authorizes the redemption of this voucher.

Signature of Signing Authority

Date

**DISTRICT
USE ONLY**

Incentives Manager/Director Signature

G-89026

Project #

CLAIM FOR PAYMENT PACKET

Once you have purchased and installed your new EV charger(s), you can now redeem your voucher!

CHECKLIST

You are almost done!

Please make sure to submit the following for a complete Claim for Payment Packet:

- ☐ Voucher, completed and signed by the applicant
- ☐ Completed and signed Claim for Payment Form
- ☐ Copy of final EV charger and installation invoice(s). Receipts can be submitted in lieu if invoices are not provided. *All costs must be itemized and payment date(s) identified on invoice(s).*
- ☐ Post-installation photos *(The following pictures are required for each EV charger. If more than one charger is being claimed, please label pictures with serial numbers to differentiate them.)*
 - ☐ View of entire new EV charger(s)
 - ☐ Close-up of EV charger serial number(s)
 - ☐ View of parking stalls designated for EV charger(s)
 - ☐ All applicable signage installed as part of the project
- ☐ **PUBLICLY ACCESSIBLE SITES ONLY:** Documentation confirming submittal of site information to the U.S. Department of Energy's (DOE) Electric Vehicle Charging Station Locator
 - https://www.afdc.energy.gov/fuels/electricity_locations.html

Please submit your completed Claim for Payment Packet to the Valley Air District:

Mail/Hand Deliver San Joaquin Valley Air Pollution Control District
Attention: Charge Up! Staff
1990 East Gettysburg Ave., Fresno, Ca 93726-0244

E-mail grants@valleyair.org
(Subject line must identify applicant name)

Fax (559) 230-6112 *(Faxed photos are not accepted)*

Questions? (559) 230-5800

Please retain a full copy of the Claim for Payment Packet for your own records and allow approximately four weeks from the time the District receives your completed packet to issue you a payment.

CLAIM FOR PAYMENT FORM

GRANTEE

Applicant Name

Mailing Address

EV CHARGER INFO

Make	Model	Charger Level (2 or 3)	Charger Type (Single or Dual)	Quantity

Voucher Amount

Total Amount Paid

(Paid for EV Chargers and applicable installation costs)

Final Payment Date

Signature of Signing Authority

Date

DISTRICT USE ONLY

Eligible Amount

Total= _____

SJVUAPCD Approval _____ / /

Administrative Services Use Only

Audited by _____ / /

Reviewed by _____

Object	Fund	Year	Dept	Sub-Dept	Type	Program	Phase	Entry	Amount	1099 Code
--------	------	------	------	----------	------	---------	-------	-------	--------	-----------

Payment to Applicant

		1	90	92						
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Payment to Retailer

REMIT

		1	90	92						
--	--	---	----	----	--	--	--	--	--	--

Vendor Number: _____

**San Joaquin Valley Air Pollution Control District
Disclosure of Funds Form**

Identification of Co-Funding

Charge Up Program

Project Number: _____

To be eligible to receive incentive funding from the San Joaquin Valley Air Pollution Control District (District), you **must** indicate below if you have applied for or received funding from any other sources for this project. You must also indicate if you intend to apply for additional funding from other sources in the future for this project. In addition, you are required to disclose the value of any current financial incentive that directly reduces the project cost including tax credits or deductions or other public financial assistance. Additional funding sources include, but are not limited to, federal, state, and third-party private sources.

For any additional funding that you will receive or have received for this project, please attach copies of letter(s) of financial commitment, copy of agreement(s) or grant award letter(s) that are specific to the proposed project.

Information provided on this form may be shared as required by federal, state, and local laws. Any owner, designee, or other third party who is found to have submitted multiple applications or signed multiple contracts for this same specific project without proper disclosure shall be disqualified from funding for that project from all sources within the control of the District.

NOTE: Applying for or receiving funding from other sources for this project does not necessarily preclude you from applying for or receiving funding from the District.

SECTION 1: Applicant certifies (please check one):

- ☐ Yes, I **HAVE** applied and/or **WILL APPLY** for funding from other sources for this project. Please list the name of the source and funding amount received or requested. If available, please attach grant award letters for the proposed project from all additional funding sources listed below.

Source:	Funding Amount:
1.	\$
2.	\$
3.	\$

- ☐ No, I **HAVE NOT** applied and **WILL NOT** apply for funding from other sources for this project.

SECTION 2: If applicable, please list here any other financial incentives you have received and/or will receive from third-party sources which directly reduce the project cost. Please attach all letters of financial commitment from the third-party sources with the amount identified.

Source:	Financial Incentive Amount:
1.	\$
2.	\$
3.	\$

Contract Signing Authority (Print Name)

Contract Signing Authority Signature

Date
(Date required on this document)

RESOLUTION NO. 2020 -

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH TURNKEY CONSTRUCTION AND SOLAR, INC TO INSTALL VEHICLE CHARGING STATION

WHEREAS, the City wishes to contract with Turnkey Construction and Solar, Inc. to perform Charging Station Installation Services; and

WHEREAS, the services provided are described in the Agreement found in Exhibit "A"; and

WHEREAS, said Agreement has been made in the form and manner prescribed by the City of Wasco Municipal Code and the California Public Contract Code; and,

WHEREAS, Turnkey Construction and Solar, Inc. and the City each acknowledge that each party and their respective legal counsel have reviewed the Agreement; and,

WHEREAS, the Agreement shall be governed by and construed in accordance with the laws of the State of California; and,

WHEREAS, Turnkey Construction and Solar, Inc. agrees to comply with the State and Federal prevailing wage determinations.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Wasco as follows:

SECTION 1: Approves the agreement with Turnkey Construction and Solar, Inc.

SECTION 2: Authorizes the Mayor and the City Clerk to endorse the agreement.

SECTION 3: Authorizes the City Manager to execute contract change orders and make quantity adjustments to the contract in an amount not exceeding the budgeted funds.

-o0o-

I HEREBY CERTIFY that the foregoing Resolution No. 2020 - _____ was passed and adopted by the Council of the City of Wasco at a regular meeting thereof held on November 17, 2020, by the following vote:

COUNCIL MEMBERS:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest: _____

TEOFILO CORTEZ JR.,
MAYOR of the City of Wasco

MARIA O. MARTINEZ
CITY CLERK and Ex Officio Clerk of
the Council of the City of Wasco

AGREEMENT NO. 2020-

THIS AGREEMENT (the "Agreement") made this 17th day of November, 2020, by and between the CITY OF WASCO ("City") and TURNKEY CONSTRUCTION AND SOLAR INC., a California Corporation (the "Contractor"),

W I T N E S S E T H:

WHEREAS, City wishes to hire Contractor to install two vehicle charging stations and such other services as more particularly described in Exhibit "A" attached hereto and by this reference made a part hereof (the "Services") pursuant to the terms and conditions hereinafter described and Contractor is agreeable thereto.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth hereinafter, the parties agree as follows:

1. The parties incorporate the foregoing recitals as if fully set forth herein verbatim.

2. City hereby contracts with Contractor to perform the Services pursuant to the terms and conditions hereinafter described. Contractor shall provide all vehicles, tools, personnel, equipment, supplies, and all such other items as are necessary or convenient to completing the services at Contractor's sole cost and expense.

3. City shall pay Contractor \$22,255.00 (the "Fee") for the Services as follows: \$2,239.00 upon execution of this Agreement (the "Advanced Payment"); \$9,914.00 prior to installation of the equipment; and \$10,102.00 upon completion of the Services. Each payment shall be made upon presentation by Contractor of an invoice to City. The City Manager or his designated representative shall have the right of reasonable review of the invoice and, at the conclusion of the review, the City Manager shall place the matter on the agenda for the next available meeting of the City Council for consideration. Upon approval of the invoice by the City Council, same shall be paid in the regular cycle of payments made by City for other bills and claims.

4. Services shall be completed within 135 working days from receipt of a notice to proceed.

5. Contractor shall indemnify, defend and hold harmless City, its officers, Councilmembers, employees, and agents from any and all claims,

liabilities, expenses, and damages, including attorney's fees, for injury to or death of any person, and for damage to any property, arising out of or in any way connected with any act or omission by or on behalf of Contractor.

6. Without limiting Contractor's obligations under Paragraph 5 of this Agreement, Contractor shall obtain and maintain during the life of this Agreement workers compensation insurance as required by law and comprehensive general liability insurance coverage, in an amount of \$1 million per occurrence and automobile liability for owned, hired, and non-owned vehicles. Contractor shall provide City with appropriate certificates of insurance and endorsements for the foregoing in which City, its officers, Councilmembers, employees, and agents are named as additional insureds and specifically designating the liability insurance as primary, and providing that same shall not be terminated nor coverage reduced without ten days prior written notice to City.

7. Contractor shall not assign its interest herein or any part thereof and any attempted assignment shall be void.

8. City may terminate this Agreement at any time by giving Contractor ten days prior written notice, provided that in such event Contractor shall refund to city a pro rata share of the Advanced Payment if termination occurs within the first 30 days of the Agreement and, if not, in such event Contractor shall be entitled to a pro rata share of the fee remaining to be paid for the Services completed to the date of termination, provided, however, that if termination is for Contractor's breach of its obligations hereunder, Contractor shall not receive payment for any of the Services performed as a result of its default.

9. All notices required to be given under this Agreement or by law shall be in writing and shall be deemed received by the party to whom directed if personally served or when faxed or when sent by electronic mail ("email") or when deposited in the United States mail, postage prepaid, first class, or addressed as follows: If to City, City Manager, 746 8th Street, Wasco, California 93280, Fax — (661) 758-7239, Email: daortiz@cityofwasco.org, or if to Contractor, Curtis Schuh, 7257 North Maple Avenue, Suite 108, Fresno, California, 93720 Fax – (559) 321-8130, Email - Curtis@turnkeyfresno.com Any party may change its address by giving notice to the other party in the manner herein described.

10. Time is of the essence with regard to each covenant, condition and provision of this Agreement.

11. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

12. This Agreement constitutes the entire Agreement between the parties with regard to the subject matter herein and supersedes all prior oral and written agreements and understandings between the parties with respect thereto.

13. This Agreement may not be altered, amended, or modified except by a writing executed by duly authorized representatives of all parties.

14. In the event any action or proceeding is instituted arising out of or relating to this Agreement, the prevailing party shall be entitled to its reasonable attorneys' fees and actual costs.

15. This Agreement may be executed in counterparts. A facsimile or electronic copy of this fully executed agreement shall be as effective as the original for all purposes.

16. Waiver by a party of any provision of this Agreement shall not be considered a continuing waiver or a waiver of any other provision, including the time for performance of any such provision.

17. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their respective heirs, successors, and assigns.

18. If any term, provision, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and not be affected, impaired, or invalidated thereby.

19. City and Contractor each acknowledge that each party and their respective legal counsel have reviewed this Agreement and agree that this Agreement is the product of negotiations between the parties. This Agreement shall be interpreted without reference to the rule of interpretation of documents that uncertainties or ambiguities therein shall be determined against the party so drafting the Agreement.

20. All reports, information, data and exhibits drafted or provided by Contractor and all copyrights shall be the property of City and shall be delivered to City upon demand without additional costs or expense to City.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first hereinabove written.

DANIEL ORTIZ-HERNANDEZ,
City Manager, City of Wasco

TURNKEY CONSTRUCTION AND
SOLAR INC, a California Corporation,
“Contractor”

By:_____
CURTIS SCHUH, President

EXHIBIT "A"

[Services]

Waco City Lot #1
719 F St, Waco, CA 93280
Dirdene Bahop
861.758.7219
Sourcewell Contract #081017-CPI



7257 N. Maple Suite 108
559.321.8130
CSLB Lic # 991046
DIR#100040265
info@turnkeywaco.com

Construction Bid for 2 Single Port ChargePoint Charging Stations

Qty	Product Number	Cost Each	Sub Total	Description
2	CT4001-GW1	\$ 4,008	\$ 8,016	Single Output, Gateway Option USA, Bolland Unit - 208/240V @30A with Cord Management
2	CT4001-COM	\$ 103	\$ 206	Bolland Concrete Mounting Kit with template
2	Freight	\$ 140	\$ 280	Freight from ChargePoint to Customer Site
2	Station Installation	\$ 450	\$ 900	Install Stations including final electrical connections to make ready for service
2	Station Activation	\$ 377	\$ 754	Initial Station Activation & Configuration Service includes activation of cloud service and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.
2	1st Year Network Charge	\$ 329	\$ 658	This plan includes Secure Network Connection, On-going Station Software updates, Station Inventory, 24x7 Driver Support, Host Support, Session Data and Analytics, Fleet Vehicle Management and Integration, Fleet Access Control, Valet Dashboard, Power Management (Circuit, Panel, Site Sharing), Scheduled Charging, Driver Access Control, Pricing and Automatic Funds Collection, Waiver, Video (on supported hardware). The price is per port.
1	Partner-Self-Valid	\$ -	\$ -	Customer works directly with a self-validating Channel Partner where the Channel Partner will be performing all construction and station installation services. These services include on-site validation of electrical capacity, transformer, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. A site is defined as a group of stations all connected to the same gateway station. Assume sold separately.
1	Admin	\$ 2,091		Comprehensive site evaluation of all items, submittal of rebate paperwork, certified payroll and prevailing wage
1	Utility Upgrades	\$ -		- Any required utility work related to the charging stations
1	Electrical	\$ 5,055		Any required electrical work related to the charging stations
1	Asphalt & Concrete	\$ 770		Any required asphalt work related to the charging stations
1	Underground Boring	\$ -		- Any required boring work related to the charging stations
1	ADA Upgrades	\$ -		- Any required ADA work related to the charging stations
1	EV Signage/Striping	\$ 1,286		Any required signage/striping to meet jurisdiction requirements
1	Electrical Design & Engineering Plan set	\$ 2,239		Electrical plan set and electrical engineering for load calculations
1	Estimated Permit Cost	To Be Billed Actual		Permit Fees for Jurisdiction (Traffic AHJ, Planning AHJ, Building AHJ, Permit AHJ)
	Project Total	\$ 22,255		This represents the total amount the customer must pay per contract to Turn Key for the Project
	calvip.org rebate	\$ 8,000		This rebate will be issued by Cal Evip within 15 days of project completion and proof of payment in full
	Valleyair.org chargeup	\$ 10,000		This rebate will be issued by Charge Up within 60 days of project completion and proof of payment in full
	Total Incentive	\$ 18,000		
	Customer Expense After Rebate	\$ 4,255		
	Breakdown Per Port	\$ 2,127		
Annual Recurring Costs				Payment Schedule for Contract
2	Annual Network costs after year 1	\$ 329	\$ 658	Payment 1 \$ 2,239 Billed at execution of contract Drawings/Engineering/Permit
				Payment 2 \$ 9,954 Billed 4 Weeks prior to install for Equipment special order
				Payment 3 \$ 10,102 Billed upon completion of construction
				Total Payments \$ 22,255
Optional Warranty Services				Parts and On-Site Labor to repair or replace any manufacturing defect. Includes remote monitoring of station and proactive repair dispatch. 98% Guaranteed Uptime ChargePoint's "Assure Program" is sold per station versus per port
2	CT4000-ASSURR01	\$ 740	\$ 1,480	1 year of ChargePoint Assure for the CT4000
2	CT4000-ASSURR02	\$ 1,410	\$ 2,820	2 years of ChargePoint Assure for the CT4000
2	CT4000-ASSURR03	\$ 2,054	\$ 4,128	3 years of ChargePoint Assure for the CT4000
2	CT4000-ASSURR04	\$ 2,460	\$ 4,920	4 years of ChargePoint Assure for the CT4000
2	CT4000-ASSURR05	\$ 2,495	\$ 4,990	5 years of ChargePoint Assure for the CT4000

*Rebates must be applied for prior to issuing work order, if project does not qualify for proposed rebate client may choose to terminate agreement at no charge to client. Once rebates are approved construction contract will be issued.

**Please sign and date below as a letter of intent to move forward assuming rebates can be applied to the project

Signature _____ Date _____

Wasco City Lot #1
719 F St, Wasco, CA 93280
Biridiana Bishop
661.758.7219



7257 N. Maple Suite 108
559.321.8130
CSLB Lic # 991046
DIR#100040295
Info@turnkeyfresno.com

Sourcewell Contract #051017-CPI

Construction Bid for 2 Single Port ChargePoint Charging Stations

Qty	Product Number	Cost Each	Sub Total	Description
2	CT4011-GW1	\$ 4,008	\$ 8,016	Single Output, Gateway Option USA, Bollard Unit - 208/240V @30A with Cord Management
2	CT4001-CCM	\$ 103	\$ 206	Bollard Concrete Mounting Kit with template
2	Freight	\$ 140	\$ 280	Freight from ChargePoint to Customer Site
2	Station Installation	\$ 450	\$ 900	Install Stations including final electrical connections to make ready for service
2	Station Activation	\$ 377	\$ 754	Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.
2	1st Year Network Charge	\$ 329	\$ 658	This plan includes Secure Network Connection, On-going Station Software updates, Station Inventory, 24x7 Driver Support, Host Support, Session Data and Analytics, Fleet Vehicle Management and Integration, Fleet Access Control, Valet Dashboard, Power Management (Circuit, Panel, Site Sharing), Scheduled Charging, Driver Access Control, Pricing and Automatic Funds Collection, Waitlist, Videos (on supported hardware). The price is per port.
1	Partner-Self Valid	\$ -	\$ -	Customer works directly with a self-validating Channel Partner where the Channel Partner will be performing all construction and station installation services. These services include on-site validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. A site is defined as a group of stations all connected to the same gateway station. Assure sold separately.
1	Admin	\$ 2,091		Comprehensive site evaluation of all items, submittal of rebate paperwork, certified payroll and prevailing regs
1	Utility Upgrades	\$ -		Any required utility work related to the charging stations
1	Electrical	\$ 5,055		Any required electrical work related to the charging stations
1	Asphalt & Concrete	\$ 770		Any required asphalt work related to the charging stations
1	Underground Boring	\$ -		Any required boring work related to the charging stations
1	ADA Upgrades	\$ -		Any required ADA work related to the charging stations
1	EV Signage/Striping	\$ 1,286		Any required signage/striping to meet jurisdiction requirements
1	Electrical Design & Engineering Plan set	\$ 2,239		Electrical plan set and electrical engineering for load calculations
1	Estimated Permit Cost	To Be Billed Actual	Permit Fees for jurisdiction (Traffic AHJ, Planning AHJ, Building AHJ, Permit AHJ)	

Project Total	\$ 22,255
calevip.org rebate	\$ 8,000
Valleyair.org chargeup	\$ 10,000
Total Incentives	\$ 18,000
Customer Expense After Rebate	\$ 4,255
Breakdown Per Port	\$ 2,127

This represents the total amount the customer must pay per contract to Turn Key for the Project
This rebate will be issued by Cal Evip within 15 days of project completion and proof of payment in full
This rebate will be issued by Charge Up within 60 days of project completion and proof of payment in full

Annual Reoccurring Costs

2	Annual Network costs after year 1	\$ 329	\$ 658
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Payment Schedule for Contract

Payment 1	\$ 2,239	Billed at execution of contract Drawings/Engineering/Permit
Payment 2	\$ 9,914	Billed 4 Weeks prior to install for Equipment special order
Payment 3	\$ 10,102	Billed upon completion of construction
Total Payments	\$ 22,255	

Optional Warranty Services

Parts and On-Site Labor to repair or replace any manufacturing defect.
Includes remote monitoring of station and proactive repair dispatch. 98% Guaranteed Uptime
ChargePoint's "Assure Program" is sold per station versus per port

Qty	Product Number	Cost Each	Sub Total	Description
2	CT4000-ASSURE1	\$ 740	\$ 1,480	1 year of ChargePoint Assure for the CT4000
2	CT4000-ASSURE2	\$ 1,410	\$ 2,820	2 years of ChargePoint Assure for the CT4000
2	CT4000-ASSURE3	\$ 2,064	\$ 4,128	3 years of ChargePoint Assure for the CT4000
2	CT4000-ASSURE4	\$ 2,460	\$ 4,920	4 years of ChargePoint Assure for the CT4000
2	CT4000-ASSURE5	\$ 2,495	\$ 4,990	5 years of ChargePoint Assure for the CT4000

***Rebates must be applied for prior to issuing work order, if project does not qualify for proposed rebate client may choose to terminate agreement at no charge to client. Once rebates are approved construction contract will be issued.**

****Please sign and date below as a letter of intent to move forward assuming rebates can be applied to the project**

Signature _____ Date _____





Incentive programs available to help with acquisition and deployment of EV Chargers



Charging Stations	Eligible cost	Eligible cost
Network Services	Eligible cost	Not eligible
Signage	Eligible cost	Eligible cost
Assure	Eligible cost	Not eligible
Permits	Not eligible	Not eligible
Installation Labor*	Eligible cost	Eligible cost
Installation Materials	Eligible cost	Eligible cost
ADA Site Work	Eligible cost	Not eligible

*Payment of prevailing wage required



	Rebate Ea.	Max Units	Max Rebate
Level 2 Single Port	\$ 5,000	10	\$ 50,000
Level 2 Dual Port	\$ 6,000	5	\$ 30,000
Level 3 DC Fast	\$ 25,000	2	\$ 50,000

Funding Cap annually per applicant/site, see program guidelines for details



	Rebate Ea.	Max Units	Max Rebate
Level 2 Single Port	\$ 4,000	10	\$ 40,000
Level 2 Dual Port	\$ 7,000	5	\$ 35,000
Level 3 DC Fast	\$ 80,000	4	\$ 320,000

Funding Cap annually per applicant/site, see program guidelines for details

	Max Combined Rebates
Level 2 Single Port	\$ 90,000
Level 2 Dual Port	\$ 65,000
Level 3 DC Fast	\$ 370,000

Grant Application Process

- 1 Be an eligible applicant with a qualified installation site.
- 2 Apply online prior to purchasing and installing the EV charger(s).
- 3 We review your application and confirm eligibility.
- 4 Rebate funds are reserved. You have 180 days (6 Months) to complete your project.
- 5 Submit your installation documents online for CSE review and processing.
- 6 Application approved! Receive your FCIP and/or Charge Up rebate check in the mail within 15 days per program guidelines

Project Timeline from Signed Letter of Intent

	Expected Timeline	Progress payments
1 Full site survey	5 Business Days	
2 Revise bid based on any changes from site survey	2 Business Days	
3 Client to approve revised Letter of Intent	2 Business Days	
4 Apply for ChargeUp and/or FCIP programs on the customers behalf	5 Business Days	
5 Upon approval of grant programs issue construction contract	0 Business Days	\$2,239
6 Once payment 1 is received, drawings, engineering and submit for permit	30 Business Days	
7 Place order with ChargePoint, equipment is configured for your property	30 Business Days	\$9,914
8 Complete make ready portion of installation	30 Business Days	
9 Install EV charging stations, Final inspection with Jurisdiction	10 Business Days	
10 Add charging stations to EV charging maps	1 Business Days	
11 Configure admin portal	1 Business Days	
12 Train clients and staff	1 Business Days	\$10,102
13 Submit completion paperwork and proof of payment in full for grant refund	3 Business Days	
14 Receive grant funding within 15 days submittal	15 Business Days	
	135 Business Days	

*Rebates must be applied for prior to issuing work order, if project does not qualify for proposed rebate client may choose to terminate

**All Payments are Net 10 business days

***Please sign and date below as a letter of intent to move forward assuming rebates can be applied to the project

Signature _____

Date _____



STAFF REPORT

CITY OF WASCO

TO: Honorable Mayor and Council Members

FROM: Daniel Ortiz-Hernandez, City Manager
Nancy Vera, Human Resources Manager

DATE: November 17, 2020

SUBJECT: Adopt a Resolution Authorizing the City Manager or City Manager's designee to enter into an Agreement with the National Association of State Procurement Officials and CALNET Cellular Voice and Data Services contract.

Recommendation:

Staff recommends adopting a resolution to authorizing the City Manager or City Manager's designee enter into an Agreement with the National Association of State Procurement Officials (NASPO) and CALNET Cellular Voice and Data Services contract (CALNET).

Discussion:

The City of Wasco has been able to purchase wireless equipment and services with multiple vendors under a cooperative purchase agreement utilizing the NASPO Value Point Cooperative Agreement, whose primary purpose was to use their collective purchasing power to achieve cost-effectiveness efficient acquisition of quality products and services. The State of California NASPO agreement will be expiring effective December 31, 2020. The State of California's Department of Technology planned on not further extending their NASPO agreement past its current expiration date and have created its own cooperative purchasing agreement, CALNET.

CALNET is the State of California's cooperative purchasing agreement providing Cellular Voice and Data Services (CVD) through four (4) individual competitively bid contracts with the four (4) major wireless providers, purchasing values that could not have been achieved on its own. This new CALNET contract replaces the National Association of State Procurement Officials (NASPO) ValuePoint California Participating Addendum (CA-PA) Wireless Telecom contract. Local government entities may enter into their own Participating Agreement with NASPO and take advantage of the CALNET contracts.

In order to benefit from favorable contract terms and competitive pricing, we must submit a Request to Establish NASPO ValuePoint Participating Addendum to participate in the NASPO agreement. In order to participate in the CALNET agreement, Non-State entities are required to self-certify their organization meets the CALNET eligibility criteria by completing a Non-State entity Participating Agreement (NESPA). The Request to Establish NASPO ValuePoint

Participating Addendum and The Department of Technology Non-State Entity Service Policy and Agreement (NESPA) will be submitted to the corresponding agencies for appropriate review and approval. Once they have been accepted, the City will benefit from discounted cellular voice and data services.

Fiscal Impact:

None

Attachments:

1. Resolution
2. Department of Technology Non-State Entity Service Policy and Agreement (NESPA)
3. Request to Establish NASPO ValuePoint Participating Addendum

RESOLUTION NO. 2020 -

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO AUTHORIZING THE CITY MANAGER OR CITY MANAGER'S DESIGNEE TO ENTER INTO AN AGREEMENT WITH NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS AND CALNET CELLULAR VOICE AND DATA SERVICES CONTRACT

WHEREAS, the City Council Approval of a Resolution to Authorizing the City Manager or City Manager's designee to enter into an agreement with the National Association of State Procurement Officials and CALNET Cellular Voice and Data Services contract; and

WHEREAS, National Association of State Procurement Officials (NASPO), and CALNET Cellular Voice and Data Services contract (CALNET) will provide wireless telecom contracts.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Wasco as follows:

SECTION 1: The City Council hereby approves the proposed Agreements between the National Association of State Procurement Officials and CALNET Cellular Voice and Data Services contract and the City of Wasco

SECTION 2: Authorizes the City Manager or City Manager's designee to endorse the letter agreements.

-o0o-

I HEREBY CERTIFY that the foregoing Resolution No. 2020-_____ was passed and adopted by the Council of the City of Wasco at a regular meeting thereof held on November 17, 2020, by the following vote:

COUNCIL MEMBERS:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest:_____

TEOFILO CORTEZ JR.,
MAYOR of the City of Wasco

MARIA O. MARTINEZ
CITY CLERK and Ex Officio Clerk of
the Council of the City of Wasco

**DEPARTMENT OF TECHNOLOGY
NON-STATE ENTITY SERVICE POLICY AND AGREEMENT (NESPA)**

The California Network and Telecommunications Program (CALNET) service offerings are primarily intended to meet State entity requirements. However, CALNET services may be purchased by qualified non-State entities. To use the CALNET next generation of contracts, non-State entities are required to self-certify that their organization qualifies for one of the CALNET eligibility criteria below.

Authorized Entity Criteria

Please select one of the following:

- ☐ Local government entities are defined as “any city, county, city and county, district or other governmental body empowered to expend public funds for the acquisition of goods” per Public Contract Code Chapter 2, Paragraph 10298 (a) (b). While the State makes this contract available to local governmental entities, each local governmental entity should determine whether this contract is consistent with its procurement policies and regulations.
- ☐ **Entirely** 100% tax supported entity
- ☐ A governmental entity with a Joint Powers Agreement (JPA)
- ☐ Federally recognized Indian Tribe

NON-STATE ENTITY INFORMATION

REQUESTING NON-STATE ENTITY ORGANIZATION NAME

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE SIGNING ON BEHALF OF NON-STATE ENTITY

STREET ADDRESS

CITY, STATE, ZIP CODE

CONTACT PHONE NUMBER

EMAIL ADDRESS

I certify under penalty of perjury the requesting entity meets the NESPA “Authorized Entity Criteria” selected above.

NON-STATE ENTITY SIGNATURE

DATE

CDT/CALNET PROGRAM

CUSTOMER CODE:

SENT VIA ELECTRONIC MAIL

November 9th, 2020

Department of General Services
Procurement Division
Master Agreement Unit 2
707 3rd Street, 2nd Floor, MS 2-202
West Sacramento, CA 95605

Attention: Stephanie Lim, Master Agreement Unit 2, Supervisor

Subject: Request to Establish NASPO ValuePoint Participating Addendum

On behalf of the City of Wasco, I request the State of California Chief Procurement Officer's approval to establish a Participating Assendum for the following NASPO ValuePoint Agreement(s).

NASPO ValuePoint Agreement #: MA-176-1
Title (Products/Services): Wireless Voice, Data & Accessories (2019 – 2024)
Contractor Name: T-Mobile USA, Inc. and Verizon Wireless
Lead State: State of Utah

Please phone or email me at (661) 759-5210 or navera@cityofwasco.org if you wish to discuss this request.

Respectfully,

Nancy Vera
Human Resources Manager



STAFF REPORT

CITY OF WASCO

TO: Honorable Mayor and Council Members

FROM: Daniel Ortiz-Hernandez, City Manager
Isarel Perez-Hernandez, Finance Director

DATE: November 17, 2020

SUBJECT: Informational item Investment Report for the month ended September 30, 2020. No Action Needed.

Discussion:

On November 03, 2020, Council Member Pallares raised a question pertaining to the \$303,261 total available cash and investment decrease from August 2020 to September 2020 and if the City had the policy to mitigate investment losses. The decrease was due to a combination of reasons. For example, the City pays vendors and employees each month and receives revenues from various funding sources, which results in a fluctuation of funds. In addition, the City has one investment account that issues interest income quarterly, and the remaining investment funds are held in low interest-bearing accounts. Staff is currently working on segregating the City's cash on hand from funds held in investment accounts in order to provide a clear picture of the City's investment portfolio

On June 16, 2020, the Council adopted the annual statement of investment policy with Resolution NO. 2020-3473. In accordance with Government Code Section 53646 (a) (2), the Chief Financial Officer or City Treasurer must present a Statement of Investment Policy each year to the City Council for adoption. The purpose of the policy is to enhance opportunities for a prudent and systematic investment process and formalize investment-related activities, which comprise sound cash management, cash flow projections, cost-effective banking, and to enhance the economic status of the City while protecting its pooled cash resources.

All funds will be invested in accordance with the City's Investment Policy and California Government Codes, which regulate municipal governments. The primary objectives of the City's investment activities shall be:

1. **Safety** – "Safety of principal is the foremost objective of the investment program. The City's investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the portfolio. The City shall seek to preserve principal by mitigating the two types of risk: credit risk and market risk. Investment decisions should not incur unreasonable credit or market risks in order to obtain current investment income."

2. **Liquidity** – "The City's investment portfolio will remain sufficiently liquid to enable the City to meet its cash flow requirements. An adequate portion of the portfolio should be maintained in liquid short-term securities which can be converted to cash and guarantee the City's ability to meet operating expenditures."
3. **Return on Investment (Yield)** – "The City's investment portfolio shall be designed to attain a market rate of return on its' investments consistent with the constraints imposed by its safety objective and cash-flow considerations. **Yield is to be a consideration only after the basic requirements of adequate Safety and liquidity have been met.**"

The investment policy also states that "The investment portfolio shall be managed with the objective of producing a yield meeting or exceeding the average return on the one-year U.S. Treasury." Staff evaluates investment returns monthly to ensure City investments do not incur excessive market losses. Unfortunately, interest rates are at an all-time low. This low-interest environment significantly impacts the City's anticipated investment earnings as the majority of the City's cash on hand is held in interest-bearing accounts



STAFF REPORT

CITY OF WASCO

TO: Honorable Mayor and Council Members

FROM: Daniel Ortiz-Hernandez, City Manager
Isarel Perez-Hernandez, Finance Director

DATE: November 17, 2020

SUBJECT: Adopt a Resolution authorizing the City Manager to negotiate a Professional Services Agreement with William C. Statler for financial management services.

Recommendation:

Staff recommends adopting a Resolution authorizing the City Manager to negotiate an Agreement with William C. Statler for financial management services.

Discussion:

In assisting with the transition to the first "regular" Finance Director in over two years and addressing longstanding financial management issues, staff recommends contracting with a highly qualified consultant for a broad range of financial management services. As discussed below, Mr. Statler has extensive experience as a senior financial manager, consultant, trainer, and author in all areas of the proposed work.

As outlined in the proposal from Mr. Statler, the work program consists of six tasks organized into two phases:

Phase A: Financial Planning

1. Five-year General Fund financial plan
2. Short-range Water Fund financial plan

These two plans have been identified by City staff as the top priorities.

Phase B: Other Financial Management Services

3. Interfund transfer assessment
4. Budget and fiscal policy review and development
5. 2020-21 mid-year budget review and 2021-22 budget preparation
6. Other financial management advice and services as needed

Detailed descriptions of the work program are provided in the Agreement and proposal, summarized as follows:

Task 1: Five-Year General Fund Financial Plan

Making good resource decisions in the short term as part of the budget process requires considering their impact on the City's fiscal condition down the road. Developing good solutions requires knowing the size of the problem the City is trying to solve. In short, the City cannot fix a problem it hasn't defined. And in this economic and fiscal environment, looking only one year ahead has the strong potential to misstate the size and nature of the fiscal challenges – and opportunities – ahead of the City.

For those local agencies that have prepared long-term forecasts and financial plans, this did not magically make their fiscal problems disappear: they still had tough decisions to make. However, it allowed them to assess their longer-term outlook better, more closely define the size and duration of the fiscal challenges facing them, and then make better decisions accordingly for both the short and long run. This will be true for the City as well.

Task 2: Short-Range Water Fund Financial Plan

On the one hand, the City needs to prepare a long-term financial plan for the Water Fund that includes a comprehensive CIP master plan, which is likely to be the most significant factor driving future revenue requirements and rates. The City's most recent master plan for water improvements was prepared in 2007. As such, it is highly unlikely that it can be effectively used in guiding needed improvements over the next ten to twenty years and developing a meaningful master plan; CIP is likely to take 6 to 12 months to prepare.

On the other hand, until then, the City's to prepare a short-range Water Fund financial plan that addresses near-term revenue requirements and rate needs in funding several key CIP projects totaling approximately \$35 million.

Background.

On October 6, 2020, the Council approved Resolution NO. 2020-3534 authorizing the City Manager or designee to sign and file a loan application of \$25.8 million to the State Water Resources Control Board (SWRCB) for four key projects:

- Replace four groundwater wells
- Treat 1,2,3 TCP at Well 12
- Construct storage tank and booster pump station
- Implement advanced metering infrastructure (remote meter reading)

Additionally, an estimated \$2.8 million is needed for engineering and land acquisition to be funded on a pay-as-you-go basis. The following summarizes estimated costs for these projects:

Construction: SWRCB Loan	
Replacement of four wells (\$4,172,300 per well)	16,689,200
1,2,3 TCP treatment at Well 12	2,229,700
Storage tank and booster pump station	3,750,000
Advanced metering infrastructure (AMI): remote metering	3,200,000
Total	25,868,900
Pay-As-You-Go	
Engineering	1,360,000
Land acquisition	1,500,000
Total	2,860,000
TOTAL	\$28,728,900

These amounts are in addition to the revised \$4.8 million for CIP projects already budgeted for 2020-21, of which \$2.4 million is related to these four projects.

In short, the City has committed to approximately \$35 million in CIP projects to be awarded in the near term (1 to 3 years). These are significant costs when placed in the context of the Water Fund's annual total revenues of approximately \$3.2 million. Accordingly, financial planning to meet these near-term cost increases needs to begin now.

Task 3: Interfund Transfer Assessment

The City makes extensive use of inter-fund transfers that may result in more complicated and less transparent accounting of restricted funds. The purpose of this task is to document and assess the purpose of the City's approach to inter-fund transfers and to make recommendations as needed.

Task 4: Budget and Fiscal Policy Review and Development

When clearly articulated (and followed), budget and fiscal policies provide an essential foundation for effective financial decision-making and in protecting the City's fiscal health.

The City's fiscal health is a lot like personal health: it isn't what you live for, but it is hard to enjoy your life without it. Cities don't exist to be fiscally healthy: they exist to make communities better places to live, work, and play. However, this requires the fiscal capacity to link community goals with the resources needed to achieve them. In short, fiscal health is not an end in itself; but it is an important part of the tool kit in achieving "ends."

And like personal health, fiscal health is rarely luck. The strength of the local economy is obviously an important fiscal health factor – just as genes are in personal health. However, regardless of the strength of its local economy, no agency is immune to economic downturns or unexpected expenditure needs.

For this reason, clearly articulated policies are a city's "north star" in guiding the preparation and implementation of budgets and financial plans. They help make tough decisions easier by stating an organization's values before they are placed under stress by adverse circumstances. The organization might still choose to do something different

(effective policies are guides, not straightjackets), but they are a powerful starting point: but for “this,” the organization should do what?

Stated simply, articulating and then following prudent fiscal policies is the most effective and proven way for government agencies to ensure their long-term fiscal health. They are both preventative and curative: clearly articulated policies help prevent problems from arising in the good times; and help respond to bad times when they do occur. They also help provide continuity as elected officials and staff change. Lastly, they are most powerful when it is put in place before the need for them arrives.

This task consists of two key elements:

4.1. Review current policies. The City currently has a budget and fiscal policies covering the following areas:

- Balanced budget
- Investments
- Debt management
- Reserves
- Budgetary procedures and authority
- Revenues

These policies will be reviewed to determine if modifications for clarity, comprehension, or scope would be appropriate. Special focus will be provided for reserve policies using the Government Finance Officers Association of the United States and Canada (GFOA) structured approach to assess risk and establish minimum reserve targets accordingly.

4.2 Other policy areas. Other areas where the City should consider adopting the budget and fiscal policies include:

- Budget purpose and organization
- User fee cost recovery: when should user fees fund services versus general-purpose revenues?
- Financial reporting
- CIP management
- Purchasing
- Human resources management

Task 5: 2020-21 Mid-Year Budget Review and 2021-22 Budget Preparation

During this transition period, it is likely that the Finance Director will require assistance in preparing the 2020-21 mid-year budget review and 2021-22 Budget. This will include recommended changes in accordance with California Society of Municipal Finance Officers (CSMFO) and GFOA budget “best practices” criteria.

Task 6. Other Financial Management Advice and Services

These will be provided on an as-needed basis, such as annual and interim financial reporting, organizational issues, and other financial management practices that may surface through the end of the current fiscal year.

Consultant Qualifications:

As detailed in the attached proposal, Mr. Statler is highly qualified to do this work. He has extensive experience in all facets of the work program as a senior financial manager, consultant, trainer, and author.

His work ranges from San Luis Obispo to volunteer service helping the troubled City of Bell reform their government.

His senior management experience includes serving as the Director of Finance & Information Technology/City Treasurer for the City of San Luis Obispo for 22 years and as the Finance Officer for the City of Simi Valley for ten years before that. Since retiring from local government in 2010, the “third act” of his career includes over 60 consulting assignments for a wide range of local and state government agencies.

His experience also includes playing key leadership roles in the profession, which included serving as a member of the Board of Directors of the League of California Cities, President of the League’s Fiscal Officer Department and President of the CSMFO; and setting accounting and financial reporting standards as a member of the California Committee on Municipal Accounting.

He has also published extensively on municipal finance best practices, including co-authoring the *Guide to Local Government Finance in California*, which has gained wide recognition as the industry standard on this topic; and provided highly-rated training for a number of professional organizations.

He has worked with the City of Shafter in preparing the 2020/2021 budget and fiscal policies.

Lastly, along with this background, his recent experience with the City in assessing the Finance Department’s organization, policies, and practices make him uniquely qualified to do this work.

Fiscal Impact:

There will be limited direct fiscal impact in contracting for this work. Staffing savings will offset all costs from vacancies in the Accounting Supervisor and Financial Analyst/Staff Accountant positions in the Finance Department.

Consultant costs for performing this work are summarized as follows:

Phase A Services

General Fund Five-Year Financial Plan
Fixed Fee: \$9,750.00, including expenses

Water Fund Short-Range Financial Plan
Fixed Fee: \$5,750.00, including expenses

Phase B Services

Given the priority of Phase A services, the focus of the proposed Agreement is on detailed work programs and costs for these Plans. Accordingly, separate detailed proposals will be submitted to the City Manager for the four tasks under Phase B services.

- For Tasks 3, 4.1, and 4.2, it is anticipated that these will be individual fixed fee proposals, each within the City Manager's approval authority.
- For Tasks 5 and 6, due to their indeterminate nature, it is anticipated that these will be separate proposals based on time and materials, at \$165.00 per hour, not to exceed \$10,000 per task without Council authorization.

However, in no case will total compensation for Phase B services exceed \$28,750 without prior Council approval.

Attachments:

1. Resolution
2. Draft Agreement
3. Proposal

RESOLUTION NO. 2020 - _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO AUTHORIZING THE CITY
MANAGER TO NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT WITH
WILLIAM C. STATLER**

WHEREAS, the City has not formally reviewed its financial policies in the past 10 years;
and

WHEREAS, the City's Finance Department has experienced staff turnover in key
positions over the past 10 years; and

WHEREAS, the City needs to prepare a long-term financial plan for the Water Fund that
includes a comprehensive CIP master plan, which is likely to be the most significant factor
driving future revenue requirements and rates. The City's most recent master plan for water
improvements was prepared in 2007; and

WHEREAS, the City's to prepare a short-range Water Fund financial plan that addresses
near-term revenue requirements and rate needs in funding several key CIP projects
totaling approximately \$35 million; and

WHEREAS, the Council approved Resolution NO. 2020-3534 authorizing the City Manager
or designee to sign and file a loan application of \$25.8 million to the State Water Resources
Control Board (SWRCB) for four key projects: Replace four groundwater wells, Treat 1,2,3 TCP
at Well 12, Construct storage tank and booster pump station, and Implement advanced
metering infrastructure (remote meter reading); and

WHEREAS, the City wishes to enter into Professional Services Agreement for financial
management services with William C. Statler; and

WHEREAS, the services to be provided are described in the Agreement attached as
Exhibit "A"; and

WHEREAS, the Professional Services Agreement shall be governed by and construed in
accordance with the laws of the State of California.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Wasco as follows:

SECTION 1: Authorizes the City Manager to negotiate an agreement with William C. Statler,
as shown in Exhibit "A."

-o0o-

I HEREBY CERTIFY that the foregoing Resolution No. 2020 - _____ was passed and adopted by the Council of the City of Wasco at a regular meeting thereof held on November 17, 2020, by the following vote:

COUNCIL MEMBERS:

AYES:

NOES:

ABSTAIN:

ABSENT:

TEOFILO CORTEZ JR.,
MAYOR of the City of Wasco

Attest:_____

MARIA O. MARTINEZ
CITY CLERK and Ex Officio Clerk of
the Council of the City of Wasco

PROFESSIONAL SERVICES AGREEMENT NO. 2020-

THIS AGREEMENT made this 17th day of November 2020, by and between the CITY OF WASCO, a municipal corporation (the "City"), and WILLIAM C. STATLER (the "Consultant").

W I T N E S S E T H :

WHEREAS, City wishes to contract with Consultant to provide financial management services (the "Consulting Services") more particularly described in Exhibit "1" attached hereto and by this reference made a part hereof that may be required by the City under the terms and conditions described hereinafter and Consultant is agreeable thereto.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth hereinafter, the parties agree as follows:

1. The parties incorporate the foregoing recitals as if fully set forth herein verbatim.
2. During the term of this Agreement, Consultant shall serve at the pleasure of the City Manager's designee who shall be the Finance Director until further written notice to Consultant. Consultant shall perform those Consulting Services requested by the City by written or email direction to Consultant and within the time frames and any other terms and conditions of the same described therein.
3. Consultant shall receive payment for all Consulting Services performed by Consultant hereunder as set forth in Exhibit 1.
4. Consultant shall bill City no more often than monthly by an invoice for the Consulting Services provided. City Manager shall have the right to a reasonable review of each invoice, and, at the conclusion of the review, City Manager shall place the matter on the agenda for the next available City Council meeting for consideration by the City Council. Upon approval of the invoice, the same shall be paid in the regular cycle of payments made by City for other bills and claims.
5. Notwithstanding any other provision to this Agreement, City may contract with any other Consultants to perform any Consulting Services otherwise described herein and shall have no obligation or responsibility to utilize Consultant for any such Consulting Services. Consultant shall not provide services for projects within City to any entity or individual other than City without the prior written consent of the City.
6. Information, data, plans and specifications, Consultant's estimates, and all other project documents drafted or created by Consultant or on behalf of Consultant for City shall belong to City and Consultant hereby assigns all of its copyright interests therein to City, irrevocably and forever and agrees that City shall be the owner of all such copyrights. All of the foregoing documents hereafter prepared by Consultant for City or on behalf of Consultant for City shall be retained and maintained for City by Consultant in its offices at

no additional cost to City. Consultant shall release all such files and documents as instructed by City from time to time, and all such files and documents shall belong to City. Consultant shall not be liable for the use of any such files or documents for purposes other than their original intended purpose.

7. Consultant hereby agrees to indemnify, defend, and hold harmless City, its agents, officers, Councilmembers, employees, and representatives from any and all claims, liabilities, expenses, and damages, including, without limitation, attorneys' fees, for injury to or death of any person, and for damage to any property, arising out of or in any way related to any negligent or intentional act, error, or omission by or on behalf of Consultant in the performance of Consulting Services under this contract.

8. The term of this Agreement shall be for 12 months from the date of this Agreement. Either party may terminate this Agreement at any time upon 30 days prior written notice to the other party. In the event of termination, Consultant shall be entitled to payment for the work completed by Consultant prior to the date of termination.

9. All notices required to be given under this Agreement or by law shall be in writing and shall be deemed served if personally delivered or if sent by confirmed facsimile or electronic mail ("Email") or by United States mail, certified, return receipt requested, with the date of signing the return receipt (or refusal to sign) as the date of service as follows: if to City - City Manager, 746 8th Street, Wasco, California 93280, Fax- (661) 758-7239, Email – daortiz@cityofwasco.org, or if to Consultant – William C. Statler, 124 Cerro Romauldo Avenue, San Luis Obispo, California 93405 - Email bstatler@pacbell.com. Any party may change any of the foregoing as it relates to the party by giving written notice to the other party of the change in the manner set forth herein

10. Time is of the essence with regard to each covenant, condition, and provision of this Agreement.

11. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

12. This Agreement and the projects arising hereunder constitute the entire Agreement between the parties with regard to the subject matter herein and supersede all prior oral and written agreements and understandings between the parties with respect thereto.

13. This Agreement may not be altered, amended, or modified except by a writing executed by duly authorized representatives of all parties. This Agreement or any amendment to the same may be executed in counterparts.

14. In the event any action or proceeding is instituted arising out of or relating to this Agreement, the prevailing party shall be entitled to its reasonable attorney's fees and actual costs.

15. Waiver by a party of any provision of this Agreement shall not be considered a continuing waiver or a waiver of any other provision, including the time for performance of any such provision.

16. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their respective heirs, successors, and assigns. Notwithstanding the foregoing, Consultant shall not, under any conditions, assign this Agreement or any part thereof to any other entity or individual.

17. If any term, provision, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and not be affected, impaired, or invalidated thereby.

18. City and Consultant acknowledge that each party and their respective legal counsel have reviewed this Agreement and agree that this Agreement is the product of negotiations between the parties. This Agreement shall be interpreted without reference to the rule of interpretation of documents that uncertainties or ambiguities therein shall be determined against the party, so drafting the Agreement.

19. Without limiting Consultant's obligations under Paragraph 7 of this Agreement, Consultant shall obtain and maintain during the life of this Agreement:

(a) Comprehensive general liability insurance coverage in an amount not less than \$1 million per occurrence and automobile liability for owned, hired, and non-owned vehicles; and

(b) Professional/negligent acts, errors and omissions insurance satisfactory to City in an amount not less than \$1 million per claim; and

(c) Consultant shall provide City with appropriate certificates of insurance and endorsements for the comprehensive general liability insurance coverage in which City, its officers, Councilpersons, employees, and agents shall be named as additional insureds and specifically designating all such insurance as "primary," and providing further that same shall not be terminated nor coverage reduced without ten days prior written notice to City.

20. Consultant is an independent contractor under this Agreement and is not an agent or employee of City.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first hereinabove written.

DANIEL ORTIZ HERNANDEZ, City Manager, City of
Wasco, California, "**City**"

WILLIAM C. STATLER, Sole Proprietor,
"**Consultant**"

DRAFT

William C. Statler

Fiscal Policy ■ Financial Planning ■ Analysis ■ Training ■ Organizational Review

November 9, 2020



Proposal to the City of Wasco FINANCIAL MANAGEMENT SERVICES

This proposal is in response to the City of Wasco's interest in contracting with a qualified consultant for a broad range of financial management services in assisting with the transition to the first "regular" Finance Director in over two years as well as addressing longstanding financial management issues.

The following outlines my proposed work program, compensation, schedule and qualifications for providing these services.

❶ WORK PROGRAM

Overview

As detailed below, the work program consists of six tasks organized into two phases:

Phase A: Financial Planning

1. Five-year General Fund financial plan
2. Short-range Water Fund financial plan

These two plans have been identified by the City as the top priorities.

Phase B: Other Financial Management Services

3. Interfund transfer assessment
4. Budget and fiscal policy review and development
5. 2020-21 mid-year budget review and 2021-22 budget preparation
6. Other financial management advice and services as needed

Forecast Timeframe

Five years is typically the "Goldilocks" solution in setting the time frame that balances taking a forward look with uncertainty as the forecast period lengthens. This is the proposed timeframe for the General Fund forecast (which should fully account for the phase-in of CalPERS rate increases).

Project Management

Independent Contractor. While I will work in close consultation with City staff, I will serve as an independent contractor.

City Project Manager. Israel Perez-Hernandez, Finance Director, will serve as the City's project manager for this work.

Phase A: Financial Planning

The proposed Phase A workscope responds to the City's interest in preparing financial plans for the General and Water Funds that assess the:

1. *General Fund's* ability in the longer term to continue current services in the aftermath of the worst recession since the Great Depression, address long-term liabilities and achieve capital improvement plan (CIP) goals; and if the forecast projects a negative gap between revenues and expenditures, to identify realistic options for the City's consideration in closing the gap.
2. *Water Fund's* near-term financial needs (one-to three years) in funding key CIP projects. On one hand, the City needs to prepare a long-term financial plan for the Water Fund that includes a comprehensive CIP master plan, which is likely to be the most significant factor driving future revenue requirements and rates. The City's most recent master plan for water improvements was prepared in 2007. As such, it is highly unlikely that it can be effectively used in guiding needed improvements over the next ten to twenty years; and developing a meaningful master plan CIP is likely to take 6 to 12 months to prepare.

On the other hand, until then, the City needs to prepare a short-range Water Fund financial plan that addresses near-term revenue requirements and rate requirements in funding several key CIP projects totaling about \$35 million. On October 6, 2020, the Council approved submitting a loan application of \$25.8 million to the State Water Resources Control Board (SWRCB) to construct several of these projects. Additionally, an estimated \$2.8 million is needed for engineering and land acquisition to be funded on a pay-as-you-go basis for these projects. These amounts are in addition to the revised \$4.8 million for CIP projects already budgeted for 2020-21, of which \$2.4 million is related to these projects.

Stated simply, given the priority and size of these projects in the context of Water Fund annual revenues of \$3.2 million, planning to meet these near-term cost increases needs to begin now.

Task 1: Five-Year General Fund Financial Plan

Background: short and long-term decision-making consequences. Making good resource decisions in the short term as part of the budget process requires considering their impact on the City's fiscal condition down the road. Developing good solutions requires knowing the size of the problem the City is trying to solve. In short, the City cannot fix a problem it hasn't

defined. And in this economic and fiscal environment, looking only one year ahead has the strong potential to misstate the size and nature of the fiscal challenges – and opportunities – ahead of the City.

For those local agencies that have prepared long-term forecasts and financial plans, this did not magically make their fiscal problems disappear: they still had tough decisions to make. However, it allowed them to better assess their longer-term outlook, more closely define the size and duration of the fiscal challenges facing them, and then make better decisions accordingly for both the short and long run. This will be true for the City as well.

Plan purpose. The purpose of the General Fund long-term financial plan (Plan) is to identify the City’s ability over the next five years – on an “order of magnitude” basis – to continue current services in the aftermath of the worst recession since the Great Depression and subsequent Covid-19 impacts, address long-term liabilities and achieve CIP goals.

The Plan will do this by projecting ongoing revenues and subtracting from them likely operating, debt service and capital costs in continuing current service levels. If positive, the balance remaining is available to fund “new initiatives” such as implementing CIP goals, addressing unfunded liabilities or improving service levels. On the other hand, if negative, it shows the likely “forecast gap” if the City continues current service levels or funds CIP/major maintenance projects without corrective action. In this case, the Plan will present realistic “high level” options for closing the gap.

Operating or CIP projects beyond the “Baseline.” The approach outlined above focuses on maintaining current service levels as established in the 2020-21 Budget. However, the if the City is also interested in assessing the impact of addressing unmet operating or CIP needs, this can be easily accomplished as “what ifs” within the same analytical framework.

One forecast or several scenarios? There are advantages and disadvantages to either approach. In my experience, policy makers are better served with “one” forecast that reflects the best set of assumptions for effective decision-making. However, the model will be capable of addressing several “what ifs” in assessing the sensitivity of the forecast to different assumptions.

Meaningful involvement of Finance and other key City staff. In preparing the Plan, key staff as identified by the City will be meaningfully involved in developing and reviewing the assumptions that drive the Plan; and in understanding the methodology used in preparing it to ensure that results are transparent (and not arrived at by a mysterious black box). As discussed further below, one of the key deliverables will be the underlying forecast model in Excel that staff will be able to update in the future.

Key caveat on plan results. It is important to stress that the Plan is not the budget. As such, while it may project “gaps” that will need to be closed as part of the budget process, it will not project “deficits.” Why? Because as it has in the past, the City will take the corrective action needed to ensure annual balanced budgets.

In comparison with the budget process, it doesn't make expenditure decisions; it doesn't make revenue decisions. As noted above, its sole purpose is to provide an "order of magnitude" feel for the City's ability to continue current service levels, address may unmet needs and achieve CIP goals.

Ultimately, this Plan cannot answer the question: "Can the City afford new initiatives?" This is a basic question of priorities, not of financial capacity per se. However, making trade-offs is what the budget process is all about in determining the highest priority uses of the City's limited resources. And by identifying and analyzing key factors affecting the City's long-term fiscal health, the Plan can help assess how difficult making these priority decisions will be. And as noted above, if the Plan projects a negative gap between revenues and expenditures, it will present realistic options for the City's consideration in closing the gap.

Stated simply, this Plan is not the budget. However, it will set forth the challenges – and opportunities – ahead of the City in adopting a balanced budget, next year and beyond.

Detailed work program. The following summarizes key tasks and work products in preparing the five-year General Fund Plan,

1.1 Finalize Workscope/Kick-Off Briefing

- a. Finalize workscope and schedule.
- b. Hold on-site briefing with key staff on the Plan purpose, their role in the process and answer any questions. By briefing all key staff at the same time before launching the project, we can make sure everyone receives the same background information and address any concerns. This briefing will cover both the General and Water Fund Plans (see below).

1.2 Gather Data and Review Key Fiscal Documents

Gather data and review key fiscal documents, such as the Budget, audited financial statements, CalPERS and retiree health care actuarial studies, fiscal policies and interim financial reports.

1.3 Prepare Trend Analyses

The past is the first place to look in projecting the future. The past does not determine the future—but if the future is going to be different than the past: why?

Based on information largely provided by City staff, prepare ten-year trend analyses for the key fiscal factors, such as:

- a. Key revenues reflecting at least 80% of General Fund revenues.
- b. Operating, debt service and CIP expenditures.
- c. Changes in fund balance.
- d. City population growth, new housing units and building permit valuations.
- e. Changes in the consumer price index.

1.4 Develop Plan Assumptions and Model

Working closely with City staff, develop Plan assumptions for key revenues, operating expenditures, debt service obligations, population growth and other demographic factors, such as:

- a. **Key revenues.** Based on past trends and forecast factors from a variety of sources, such as the UCLA forecast for California, regional forecasts, economic trends reported in the national media and information provided by the State Legislative Analyst, State Department of Finance, State Controller, League of California Cities and the City's sales tax advisor.
- b. **Operating expenditures.** Based on past trends and assumptions for any key variables, such as compensation policies, energy and fuel costs, insurance, pension and retiree health care costs. This would also include any significant General Fund support to or from other funds.
- c. **Debt service.** Based on current obligations and any assumptions for new ones that should be made based on current plans.
- d. **CIP expenditures.** There are several approaches for preparing General Fund CIP cost projections. One is to use adopted long-term improvement plans. However, these tend to be more ambitious than an agency's current fiscal capacity, even in "good times." As such, we will also want to consider how this compares with actual experience and the current CIP budget; and whether the adopted CIP adequately funds maintenance or replacement of existing facilities, infrastructure and equipment.
- e. **Key under-funded operating programs and capital improvements.** These will be based on cost assessments by staff.
- f. **Population growth and other demographic factors.** Based on past trends and assessment by City staff under current policies.

1.5 Prepare Draft Plan and Presentation Materials

- a. Prepare draft report based on the Plan assumptions and model.
- b. Present draft report and findings to key City staff. The purpose of this task is to review findings at an early stage to identify and resolve any unexpected or unintended results.

1.6 Prepare and Present Final Report

- a. Incorporate staff comments and any changes from Task 5.
- b. Prepare and issue final Plan in an electronic format (Word, Excel, PowerPoint and Adobe Acrobat).
- c. Present results to the Council and staff.

Long-term financial planning experience. I have extensive experience in preparing long-term financial plans as a Finance Director and consultant for a wide variety of local government agencies. Examples of the General Fund Plans that I have prepared for cities of Salinas, Camarillo, Carpinteria, San Luis Obispo, Grover Beach, Pismo Beach, Twentynine Palms, Bell and the Bear Valley Community Services District are available on-line (click on the agency below):

[City of Salinas](#)

[City of Camarillo](#)

[City of Carpinteria](#)

[City of San Luis Obispo](#)

[City of Grover Beach](#)

[City of Pismo Beach](#)

[City of Twentynine Palms](#)

[City of Bell](#)

[Bear Valley Community Services District](#)

Lastly, I have provided highly-rated training on long-term financial planning “best practices” for the California Society of Municipal Finance Officers (CSMFO) and Government Finance Officers Association of the United States and Canada (GFOA); and I have published extensively on this topic.

Task 2: Short-Range Water Fund Financial Plan

Project overview. As discussed above, the City has committed to constructing significant water CIP improvements in the near-term, summarized as follows

Construction: SWRCB Loan	
Replacement of four wells (\$4,172,300 per well)	16,689,200
1,2,3 TCP treatment at Well 12	2,229,700
Storage tank and booster pump station	3,750,000
Advanced metering infrastructure (AMI): remote metering	3,200,000
Total	25,868,900
Pay-As-You-Go	
Engineering	1,360,000
Land acquisition	1,500,000
Total	2,860,000
TOTAL	\$28,728,900

As noted above, in addition to these projects, the City has already budgeted \$4.8 million for CIP projects on 2020-21, of which \$2.4 million is related to the projects above. In short, the City has committed to about \$35 million in CIP projects to be awarded in the near term (1 to

3 years). These are significant costs when placed in the context of the Water Fund's annual total revenues of \$3.2 million.

SWRCB loan/grant. It is highly likely that \$25.8 million of the proposed projects will qualify for the SWRCB loan program, which has two significant advantages compared with conventional financing options:

- ***Below market interest rates.*** Typically, these are based on 50% of the State's borrowing interest rate, which would result in an interest rate to the City of 1.4% under current market conditions over a 30-year repayment term. However, based on the City's median household income, it is possible that the City would be eligible for 0% interest financing.
- ***Possible grant/principal forgiveness.*** Based on the City's demographics, it may be eligible for up to 75% of the loan amount to be forgiven. (There is a maximum limit of \$60,000 per service connection; however, with 5,500 connections, the City would be far below this limit.) At 75%, this would result in a grant of \$19.4 million and a net loan principal amount to be repaid of \$6.5 million.

Project schedule. Before the loan application can be finalized, the SWRCB is requiring environmental review of needed land acquisitions. This review process is likely to take about 6 months. (And based on my experience, the City will encounter other hurdles in satisfying the SWRCB). After the applications are deemed complete, it is likely that it will take at least another year before the City is actually in the "queue" for financing. Debt repayments typically begin one-year after the first draw-down, based on the total amount drawn-down at that point. Thus, the City needs a revenue plan for at least the next 30 months – and possibly longer.

However, this provides the City with the opportunity to phase-in rate increases, rather than implementing a significant one-time jump when the debt service begins.

Detailed work program. The detailed work program for the short-range Water Fund plan is similar to that for the General Fund plan.

2.1 Finalize Workscope/Kick-Off Briefing

- a. Finalize workscope and schedule.
- b. Hold on-site briefing with key staff on the Plan purpose, their role in the process and answer any questions. By briefing all key staff at the same time before launching the project, we can make sure everyone receives the same background information and address any concerns. As noted above, this briefing will cover both the General and Water Fund Plans.

2.2 Gather Data and Review Key Fiscal Documents

Gather data and review key fiscal documents for the Water Fund, such as the Budget, audited financial statements, long-term capital improvement plans, development impact fee studies, rate studies, interim financial reports and the SWRCB loan application.

2.3 Prepare Trend Analyses

Based on information largely provided by City staff, prepare five-year trend analyses for the key Water Fund fiscal factors, such as:

- a. Key revenues: water service charges, development impact fees and other service fees.
- b. Operating, debt service and CIP expenditures.
- c. Changes in working capital.
- d. Customer account growth.
- e. Changes in the consumer price index.

2.4 Develop Plan Assumptions and Model

Working closely with City staff, develop Plan assumptions for key revenues, operating expenditures (including any increases that will be needed to operate and maintain the new facilities), capital improvement plans, customer growth and other demographic factors.

This will include assessing needed water rate increases (on an across-the-board basis) as well as “order of magnitude” assessment of non-rate revenues such as development impact fees. It will also include assessing the impact of alternative SWRCB financing programs, such as grant/loan forgiveness and interest rate options.

2.5 Prepare Draft Plan and Presentation Materials

- a. Prepare draft report based on the Plan assumptions and model.
- b. Present draft report and findings to key City staff. The purpose of this task is to review findings at an early stage to identify and resolve any unexpected or unintended results.

2.6 Prepare and Present Final Report

- a. Incorporate staff comments and any changes from Task 5.
- b. Prepare and issue final Plan in an electronic format (Word, Excel, PowerPoint and Adobe Acrobat).
- c. Present results to the Council and staff.

As a Finance Director and consultant, I have extensive experience in preparing fiscal assessments and financial plans for a broad range of enterprise operations, including water, wastewater and solid waste.

Phase B: Other Financial Management Services

Task 3: Interfund Transfer Assessment

The City makes extensive use of interfund transfers that may result in more complicated and less transparent accounting of restricted funds. The purpose of this task is to document and

assess the purpose of the City’s approach to interfund transfers and to make recommendations as needed.

Task 4: Budget and Fiscal Policy Review and Development

When clearly articulated (and followed), budget and fiscal policies provide an essential foundation for effective financial decision-making and in protecting the City’s fiscal health.

The City’s fiscal health is a lot like personal health: it isn’t what you live for; but it is hard to enjoy your life without it. Cities don’t exist to be fiscally healthy: they exist to make communities better places to live, work and play. However, this requires the fiscal capacity to link community goals with the resources needed to achieve them. In short, fiscal health is not an end in itself; but it is an important part of the tool kit in achieving “ends.”

And like personal health, fiscal health is rarely luck. The strength of the local economy is obviously an important fiscal health factor – just as genes are in personal health. However, regardless of the strength of its local economy, no agency is immune from economic downturns or unexpected expenditure needs.

For this reason, clearly articulated policies are a city’s “north star” in guiding the preparation and implementation of budgets and financial plans. They help make tough decisions easier by stating an organization’s values before they are placed under stress by adverse circumstances. The organization might still choose to do something different – effective policies are guides, not straightjackets – but they are a powerful starting point: but for “this,” the organization should do what?

Stated simply, articulating and then following prudent fiscal policies is the most effective and proven way for government agencies to ensure their long-term fiscal health. They are both preventative and curative: clearly articulated policies help prevent problems from arising in the good times; and help respond to bad times when they do occur. They also help provide continuity as elected officials and staff change. Lastly, they are most powerful when it put in place before the need for them arrives.

Formal statements of key budget and fiscal policies provide the foundation for assuring long-term fiscal health by establishing a clear framework for effective and prudent financial decision-making.

4.1. Review Current Policies

The City currently has budget and fiscal policies covering the following areas:

- Balanced budget
- Investments
- Debt management
- Reserves
- Budgetary procedures and authority
- Revenues

These policies will be reviewed to determine if modifications for clarity, comprehension or scope would be appropriate. Special focus will be provided for reserve policies using the GFOA's structured approach for assessing risk and establishing minimum reserve targets accordingly.

4.2 Other Policy Areas

Other areas where the City should consider adopting budget and fiscal policies include:

- Budget purpose and organization
- User fee cost recovery: when should user fees fund services versus general purpose revenues?
- Financial reporting
- CIP management
- Purchasing
- Human resources management

Policy Development Experience. I have extensive experience in developing budget and fiscal policies as a Finance Director and consultant for a wide variety of local government agencies. Examples of the policies that I have prepared for a wide range of cities are available on-line (click on the agency below):

[Budget and Fiscal Policies \(including reserves\): City of Shafter](#)

[General Fund Reserve Policy: Town of Los Gatos](#)

[General Fund Reserve Policy: City of Pacific Grove](#)

[General Fund Reserve Policy: City of Lompoc](#)

[General Fund Reserve Policy: City of Twentynine Palms](#)

[General Fund Reserve Policy: City of Willits](#)

[Budget and Fiscal Policies \(including reserves\): City of Bell \(Pro Bono\)](#)

I also provided highly-rated training on fiscal policy "best practices" for the CSMFO and GFOA; and I have published extensively on this topic.

Task 5: 2020-21 Mid-Year Budget Review and 2021-22 Budget Preparation

During this transition period, it is likely that the Finance Director will require assistance in preparing the 2020-21 mid-year budget review and 2021-22 Budget. This will include recommended changes in accordance with CSMFO and GFOA budget "best practices" criteria.

Budget Preparation Experience. I have extensive budget preparation experience as a Finance Director and consultant for a wide variety of local government agencies. As Finance Director in San Luis Obispo, I led the award-winning budget process for 22 years, which received national recognition for its two-year budget and integration of goal-setting into the

budget process. I have also assisted the cities of Shafter, Madera and Monterey with their budgets process and documents.

Task 6. Other Financial Management Advice and Services

These will be provided on an as needed basis, such as annual and interim financial reporting, organizational issues and other financial management practices that may surface through the end of the current fiscal year.

2 PROPOSAL COST

Phase A Services

General Fund Five-Year Financial Plan

Fixed Fee: \$9,750.00, including expenses

Water Fund Short-Range Financial Plan

Fixed Fee: \$5,750.00, including expenses

To the extent feasible, the work will be completed via email and teleconference. Except as qualified below, the proposed fees are inclusive of all expenses, including materials and travel-related costs.

Consistent with the Work Program, the fixed fee for Phase A services includes five on-site briefings/meetings:

- Project kick-off: Tasks 1.1 and 2.1 (one briefing for both General and Water Funds)
- Briefings on draft results with key City staff: Tasks 1.5 and 2.5
- Briefing with Council: Tasks 1.6 and 2.6

If additional on-site visits are required or if other services are requested during this work, these will be charged on a time and materials basis at \$165.00 per hour. Travel time will be billed at 50% of this rate: \$82.50 per hour.

Phase B Services

Given the priority of Phase A services, the focus of this proposal is on detailed work programs and costs for these Plans. Accordingly, separate detailed proposals will be submitted to the City Manager for the four tasks under Phase B services.

- For Tasks 3, 4.1 and 4.2, it is anticipated that these will be individual fixed fee proposals, each within the City Manager's approval authority.
- For Tasks 5 and 6, due to their indeterminate nature, it is anticipated that these will be separate proposals based on time and materials, at \$165.00 per hour, not to exceed \$10,000 per task without Council authorization.

However, in no case will total compensation for Phase B services exceed \$28,750 without prior Council approval.

Progress Billings. Services will be invoiced monthly based on progress-to-date.

Deliverables. All written materials will be provided to the City in electronic form via email in Excel, Word, Adobe Acrobat or PowerPoint as appropriate. Any “hard-copy” reproduction will be at the City’s expense.

③ SCHEDULE

Phase A Services

Depending on staff availability and the date of the “kick-off” briefing (Tasks 1.1 and 2.1), the draft report for the Water Fund (Task 2.5) should be available within 90 days after authorization to proceed; and the draft report for the General Fund should be available within 150 days.

Phase B Services

Completion dates will be provided with the detailed follow-up proposals. However, all services within the scope of this proposal will be completed by June 30, 2021.

④ QUALIFICATIONS

As set forth in the following Qualifications Summary, I have extensive experience in strategic planning, organizational review and policy analysis, as well as in a broad range of financial management practices that have received state and national recognition for excellence in financial planning and reporting.

My work ranges from San Luis Obispo (the city that Oprah Winfrey calls the “Happiest City in America”) to volunteer service helping the troubled City of Bell reform their government.

My senior management experience includes serving as the Director of Finance & Information Technology/City Treasurer for the City of San Luis Obispo for 22 years and as the Finance Officer for the City of Simi Valley for ten years before that. Since retiring from local government in 2010, the “third act” of my career includes over 60 consulting assignments for a wide range of local and state government agencies.

My experience also includes playing key leadership roles in the profession, which included serving as a member of the Board of Directors of the League of California Cities, President of the League’s Fiscal Officer Department and President of the California Society of Municipal Finance Officers (CSMFO); and setting accounting and financial reporting standards as a member of the California Committee on Municipal Accounting.

I have also published extensively on municipal finance best practices, including co-authoring the *Guide to Local Government Finance in California*, which has gained wide recognition as the industry standard on this topic; and provided highly-rated training for a number of professional organizations.

As detailed in the Qualifications Summary, my consulting work has included:

- Strategic planning and long-term financial plans.
- Organizational analysis and policy advice, including organization reviews, reserve policies, benchmarking, financial condition assessments and operational reviews.
- Interim finance director for the City of Monterey, San Diego County Water Authority and City of Capitola.
- Revenue option analyses; cost allocation plans; and water, sewer and solid waste rate studies.

In each case, I believe the contracting agencies were delighted with the high-quality results they received at a very reasonable cost. (References from the senior managers of these agencies are available upon request.)

City of Wasco Experience. I believe my recent experience with the City in assessing the Finance Department's organization, policies and practices will be especially useful in providing these services.

SUMMARY

I am looking forward to this opportunity to serve the City of Wasco. Please call or email me if you have any questions concerning this proposal.

Sincerely,



William C. Statler

Fiscal Policy ■ Financial Planning ■ Analysis ■ Training ■ Organizational Review



Qualifications Summary

SENIOR MANAGEMENT EXPERIENCE

Bill Statler has over 30 years of years of senior management experience, which included serving as the Director of Finance & Information Technology/City Treasurer for the City of San Luis Obispo for 22 years and as the Finance Officer for the City of Simi Valley for 10 years before that.

Under his leadership, the City of San Luis Obispo received national recognition for its financial planning and reporting systems, including:

- Award for Distinguished Budget Presentation from the Government Finance Officers Association of the United States and Canada (GFOA), with special recognition as an outstanding policy document, financial plan and communications device. San Luis Obispo is one of only a handful of cities in the nation to receive this special recognition.
- Awards for excellence in budgeting from the California Society of Municipal Finance Officers (CSMFO) in all four of its award budget categories: innovation, public communications, operating budgeting and capital budgeting. Again, San Luis Obispo is among a handful of cities in the State to earn recognition in all four of these categories.
- Awards for excellence in financial reporting from both the GFOA and CSMFO for the City's comprehensive annual financial reports.
- Recognition of the City's financial management policies as "best practices" by the GFOA and the National Advisory Council on State and Local Budgeting.

The financial strategies, policies and programs he developed and implemented resulted in strengthened community services and an aggressive program of infrastructure and facility improvements, while at the same time preserving the City's long-term fiscal health.

CONSULTING AND INTERIM ASSIGNMENTS

Long-Term Financial Plans

- City of Salinas
- City of Camarillo
- City of Carpinteria
- City of Grover Beach
- City of Pismo Beach
- City of Twentynine Palms
- City of Bell
- Bear Valley Community Services District

Strategic Planning and Council Goal-Setting

In collaboration with HSM Team

- City of Monrovia
- City of Sanger
- City of Pismo Beach
- City of Willits
- City of Bell (Pro Bono)

Organizational Analysis and Policy Advice

- Finance Department Organization, Policies and Practices Review: City of Wasco
- Organizational Review (Community Development, Public Works and Parks & Recreation): City of Monterey
- Finance Organizational Review: Ventura Regional Sanitation District
- Finance Division Organizational Review: Sacramento Metropolitan Fire District
- Finance Department Organizational Review: City of Ceres (in collaboration with national consulting firm)
- Organizational Assessment: City of Willits (in collaboration with the HSM Team)
- Financial Practices Review: City of Monterey
- Financial Management Advice During Finance Director Transition: City of Monterey
- Using Benchmarks to Measure Performance and Assess Fiscal Accountability: City of Capitola
- Financial Management Improvements: City of Capitola
- Financial Management Transition Team and Policy Advice: City of Bell (Pro Bono)
- General Fund Reserve Policy: Town of Los Gatos
- General Fund Reserve Policy: City of Pacific Grove
- General Fund Reserve Policy: City of Lompoc
- General Fund Reserve Policy: City of Twentynine Palms
- General Fund Reserve Policy: City of Willits
- Budget and Fiscal Policies (including reserves): City of Shafter
- Budget and Fiscal Policies (including reserves): City of Bell (Pro Bono)
- Budget and Fiscal Policies: City of Santa Fe Springs
- General Fund and Other Funds Reserve Policy: State Bar of California
- Preparation for Possible Revenue Ballot Measure: City of Monterey
- Fund Accounting Review: State Bar of California
- Construction Project Contracting Review: Central Contra Costa Sanitary District
- Focused Financial Review: City of Watsonville
- Financial Assessment: City of Guadalupe
- Financial Condition Assessment: City of Grover Beach

Interim Finance Director

- City of Monterey
- San Diego County Water Authority
- City of Capitola

Other Financial Management Services

- Budget Preparation Advisor: City of Shafter
- Budget Document and Process Review: City of Madera
- Revenue Options Study: Santa Clara Valley Water District
- Revenue Options Study: City of Greenfield
- Revenue Options Study: City of Pismo Beach
- Cost Allocation Plan: City of Greenfield
- Cost Allocation Plan: City of Guadalupe
- Cost Allocation Plan: City of Port Hueneme
- Cost Allocation Plan: City of Grover Beach
- Cost Allocation Plan Review: State Bar of California
- Cost Allocation Plan Review: City of Ukiah
- Disciplinary Proceedings Cost Recovery Review: State Bar of California
- Water and Sewer Rate Reviews: Avila Beach Community Services District (CSD)
- Water and Sewer Rate Reviews: City of Grover Beach
- Solid Waste Rate Review: Cambria CSD and Cayucos Sanitary District
- Solid Waste Rate Review: County of San Luis Obispo, Los Osos and North County Areas
- Solid Waste Rate Review: Cities of Arroyo Grande, Grover Beach, Pismo Beach and Avila, Nipomo and Oceano Community Services Districts

PROFESSIONAL LEADERSHIP

- Member, Board of Directors, League of California Cities (League): 2008 to 2010
- Member, California Committee on Municipal Accounting: 2007 to 2010
- Member, GFOA Budget and Fiscal Policy Committee: 2005 to 2009
- President, League Fiscal Officers Department: 2002 and 2003
- President, CSMFO: 2001-02
- Member, Board of Directors, CSMFO: 1997 to 2001
- Chair, CSMFO Task Force on "GASB 34" Implementation
- Fiscal Officers Representative on League Policy Committees: Community Services, Administrative Services and Environmental Quality: 1992 to 1998
- Chair, Vice-Chair and Senior Advisor for CSMFO Committees: Technology, Debt, Career Development, Professional and Technical Standards and Annual Seminar Committees: 1995 to 2010
- Member, League Proposition 218 Implementation Guide Task Force
- Chair, CSMFO Central Coast Chapter: 1994 to 1996

TRAINER

- League of California Cities
- Institute for Local Government
- California Debt and Investment Advisory Commission
- Government Finance Officers Association of the United States and Canada
- California Society of Municipal Finance Officers
- Municipal Management Assistants of Southern California and Northern California
- National Federation of Municipal Analysts
- Probation Business Manager's Association
- Humboldt County
- California Association of Local Agency Formation Commissions
- American Planning Association

Topics included:

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|--|---|
| • Long-Term Financial Planning | • Debt Management |
| • The Power of Fiscal Policies | • Transparency in Financial Management: Meaningful Community Engagement in the Budget Process |
| • Financial Analysis and Reporting | • Financial Management for Non-Financial Managers |
| • Fiscal Health Contingency Planning | • Preparing for Successful Revenue Ballot Measures |
| • Effective Project Management | • Integrating Goal-Setting and the Budget Process |
| • Providing Great Customer Service in Internal Service Organizations: The Strategic Edge | • Multi-Year Budgeting |
| • Strategies for Downsizing Finance Departments in Tough Fiscal Times | • Top-Ten Skills for Finance Officers |
| • Telling Your Fiscal Story: Tips on Making Effective Presentations | • Financial Management for Elected Officials |
| • What Happened in the City of Bell and What We Can Learn from It | • Strategies for Strengthening Organizational Effectiveness |
| • 12-Step Program for Recovery from Fiscal Distress | • Budgeting for Success Among Uncertainty: Preparing for the Next Downturn |
| • Taking a Policy-Based Approach to Fee-Setting | • Fiscalization of Land Use |
| • Top Challenges Facing Local Government Finance Officers | |

PUBLICATIONS

- *Guide to Local Government Finance in California*, Solano Press, Second Edition, 2017 (Co-Author)
- *Setting Reserve Policies – and Living Within Them*, CSMFO Magazine, May 2017

- *Presenting the Budget to Your Constituents*, CSMFO Magazine, July 2016
- *Planning for Fiscal Recovery*, Government Finance Review, February 2014
- *Managing Debt Capacity: Taking a Policy-Based Approach to Protecting Long-Term Fiscal Health*, Government Finance Review, August 2011
- *Fees in a Post-Proposition 218 World*, League of California Cities, City Attorney's Department Spring Conference, May 2010
- *Municipal Fiscal Health Contingency Planning*, Western City Magazine, November 2009
- *California Municipal Revenue Sources Handbook*, League of California Cities, 2019 (Contributor: Chapter 8, "Cost Recovery")
- *Understanding the Basics of County and City Revenue*, Institute for Local Government, 2008 (Contributor)
- *Financial Management for Elected Officials*, Institute for Local Government, 2010 (Contributor)
- *Building a Healthy Financial Foundation Through Revenue Diversification*, Institute for Local Government, 2006 (Contributor)
- *Getting the Most Out of Your City's Current Revenues: Sound Fiscal Policies Ensure Higher Cost Recovery for Cities*, Western City Magazine, November 2003
- *Local Government Revenue Diversification, Fiscal Balance/Fiscal Share and Sustainability*, Institute for Local Government, November 2002 (Co-Author)
- *Why Is GASB 34 Such a Big Deal?*, Western City Magazine, November 2000
- *Understanding Sales Tax Issues*, Western Cities Magazine, June 1997
- *Proposition 218 Implementation Guide*, League of California Cities, 1997 (Contributor)

HONORS AND AWARDS

- Cal-ICMA Ethical Hero Award (for service to the City of Bell)
- CSMFO Distinguished Service Award for Dedicated Service and Outstanding Contribution to the Municipal Finance Profession
- National Advisory Council on State and Local Government Budgeting: Recommended Best Practice (Fiscal Policies: User Fee Cost Recovery)
- GFOA Award for Distinguished Budget Presentation: Special Recognition as an Outstanding Policy Document, Financial Plan and Communications Device
- CSMFO Awards for Excellence in Operating Budget, Capital Improvement Plan, Budget Communication and Innovation in Budgeting

- GFOA Award of Achievement for Excellence in Financial Reporting
 - CSMFO Certificate of Award for Outstanding Financial Reporting
 - National Management Association Silver Knight Award for Excellence in Leadership and Management
 - American Institute of Planners Award for Innovation in Planning
 - Graduated with Honors, University of California, Santa Barbara
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Visit my web site for additional information at www.bstatler.com

