AGENDA

SPECIAL MEETING OF THE SUISUN CITY COUNCIL,
SUISUN CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE
REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY
TUESDAY, JULY 26, 2022
5:30 P.M.

SUISUN CITY COUNCIL CHAMBERS -- 701 CIVIC CENTER BOULEVARD -- SUISUN CITY, CALIFORNIA

NOTICE
Pursuant to Government Code Section 54953, subdivision (b), and in accordance with the provisions of SB 361 (2021), the following Council/Successor Agency/Housing Authority meeting includes teleconference participation by: Council/Board Members Jane Day, Michael Hudson, Wanda Williams, Mayor Pro Tem Alma Hernandez. Teleconference locations are on file at City Hall, 701 Civic Center Blvd., Suisun City, CA 94585.

FACE MASKS ARE RECOMMENDED FOR MEMBERS OF THE PUBLIC WHILE IN CITY FACILITIES IF NOT FULLY VACCINATED. IF YOU DO NOT HAVE A FACE MASK, ONE WILL BE PROVIDED FOR YOU.

THE CITY COUNCIL HAS RESUMED IN-PERSON MEETINGS IN ADDITION TO ZOOM. A LIMITED NUMBER OF SEATS ARE AVAILABLE, TO RESERVE A SEAT PLEASE CONTACT THE CITY CLERK AT clerk@suisun.com OR 707 421-7302.

ZOOM MEETING INFORMATION:
WEBSITE: https://zoom.us/join
MEETING ID: 819 2467 5970
CALL IN PHONE NUMBER: (707) 438-1720

REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE CITY COUNCIL MEETING
BY EMAILING CLERK@suisun.com (PRIOR TO 4pm) OR
VIA WEBSITE OR PHONE APPLICATION, ZOOM

(If attending the meeting via phone press *9 to raise your hand and *6 to unmute/mute for public comment.)

ROLL CALL
Council/Board Members
CONFLICT OF INTEREST NOTIFICATION
(Any items on this agenda that might be a conflict of interest to any Councilmembers/Boardmembers should be identified at this time).

PUBLIC COMMENT
(Request by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3. Comments are limited to no more than 3 minutes unless allowable by the Mayor/Chair. Speaker cards are available on the table near the entry of the meeting room and should be given to the City Clerk. By law, no prolonged discussion or action may be taken on any item raised during the public comment period, although informational answers to questions may be given and matters may be referred for placement on a future agenda.)

CLOSED SESSION
Pursuant to California Government Code Section 54950 the Suisun City Council and Housing Authority will hold a Closed Session for the purpose of:

City Council
1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
   Pursuant to California Government Code Section 54956.8., the Suisun City Council will hold a Closed Session for the purpose of Conference with Real Property Negotiator.
   Negotiating Party: City Manager
   Parties Negotiating With: Mama Laine’s Sweets; Shaka Grindz; Found It!
   Under Negotiations: Terms and payment

2. CONFERENCE WITH LEGAL COUNSEL—SIGNIFICANT EXPOSURE TO LITIGATION/INITIATION OF LITIGATION
   Discussion of potential significant exposure to litigation/initiation of litigation pursuant to Government Code Section 54956.9(d)(2), (e)(1) and (d)(4): (1 potential case).

Joint City Council / Suisun City Council Acting as Successor Agency
3. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
   Pursuant to California Government Code Section 54956.8., the Suisun City Council Acting as Successor Agency to the Redevelopment Agency of Suisun City will hold a Closed Session for the purpose of Conference with Real Property Negotiator.
   Negotiating Party: City Manager
   Parties Negotiating: Lionext Inc.
   Under Negotiations: Terms and payment

CONVENE OPEN SESSION
Announcement of Actions Taken, if any, in Closed Session.

ADJOURNMENT
A complete packet of information containing staff reports and exhibits related to each item for the open session of this meeting, and provided to the City Council, are available for public review at least 72 hours prior to a Council/Agency/Authority Meeting at
PLEASE NOTE:

1. The City Council/Agency/Authority hopes to conclude its public business by 10:00 P.M. Ordinarily, no new items will be taken up after the 10:00 P.M. cutoff and any items remaining will be agendized for the next meeting. The agendas have been prepared with the hope that all items scheduled will be discussed within the time allowed.

2. Suisun City is committed to providing full access to these proceedings; individuals with special needs may call 421-7300.

3. Agendas are posted at least 72 hours in advance of regular meetings at Suisun City Hall, 701 Civic Center Boulevard, Suisun City, CA. Agendas may be posted at other Suisun City locations including:
   - Suisun City Fire Station, 621 Pintail Drive, Suisun City, CA;
   - Suisun City Senior Center, 318 Merganser Drive, Suisun City, CA;
   - Joe Nelson Center, 611 Village Drive, Suisun City, CA;
   - Harbor Master Office, 800 Kellogg Street, Suisun City, CA.

I, Donna Pock, Deputy City Clerk for the City of Suisun City, declare under penalty of perjury that the above agenda was posted and available for
REGULAR MEETING OF THE
SUISUN CITY COUNCIL
SUISUN CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE
REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY,
AND HOUSING AUTHORITY
TUESDAY, JULY 26, 2022
6:30 P.M.

NOTICE
Pursuant to Government Code Section 54953, subdivision (b), and in accordance with the provisions of SB 361 (2021), the following Council/Successor Agency/Housing Authority meeting includes teleconference participation by: Council/Board Members Jane Day, Michael Hudson, Wanda Williams, Mayor Pro Tem Alma Hernandez. Teleconference locations are on file at City Hall, 701 Civic Center Blvd., Suisun City, CA 94585.

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(Next Ord. No. – 796)
(Next City Council Res. No. 2022 – 110)
Next Suisun City Council Acting as Successor Agency Res. No. SA2022 - 04)
(Next Housing Authority Res. No. HA2022 – 02)
ROLL CALL
Council / Board Members
Pledge of Allegiance
Invocation

CONFLICT OF INTEREST NOTIFICATION
(Any items on this agenda that might be a conflict of interest to any Councilmembers / Boardmembers should be identified at this time.)

REPORTS: (Informational items only)
1. City Manager/Executive Director/Staff

PRESENTATION/APPOINTMENTS
(Presentations, Awards, Proclamations, Appointments).
2. Appointments of Council Boards, Commissions and Committees – (Hernandez: ahernandez@suisun.com).
   • City Council Appointments to the Community Advisory Committees.

PUBLIC COMMENTS
(Request by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3. Comments are limited to no more than 3 minutes unless allowable by the Mayor/Chair. Speaker cards are available on the table near the entry of the meeting room and should be given to the City Clerk. By law, no prolonged discussion or action may be taken on any item raised during the public comment period, although informational answers to questions may be given and matters may be referred for placement on a future agenda.)

COUNCIL COMMENTS
3. Council/Boardmembers Updates

CONSENT CALENDAR
Consent calendar items requiring little or no discussion may be acted upon with one motion.
City Council
4. Council Consideration and possible action to adopt Resolution No. 2022-__: A Resolution of the City Council of the City of Suisun City proclaiming a local emergency persists and authorizing the use of remote teleconference meeting procedures by the City’s legislative bodies, as authorized by government code section 54953(e) et seq., through September 14, 2022 – (Folsom: gfolsom@suisun.com).
5. Council Adoption of Resolution No. 2022-___: Authorizing the City Manager to Execute a Professional Services Agreement on the City’s Behalf with Interactive Resources for City Hall Water Damage Remediation Project and Fire Station Bathroom Remodel & Building Updates Project, Authorizing the City Manager to approve the Safety Facilities Security Gates Project and City Hall Water Damage Remediation Project Plans, Specifications and Estimate at a later date, and Authorizing Change Orders up to 10% of the Contract Amount – (Vue: nvue@suisun.com).
6. Council Adoption of Resolution No. 2022-____: Second Amendment to the Suisun/Solano Implementation Agreement and Lease Agreement – (Folsom: gfolsom@suisun.com).
7. City Council Adoption of Ordinance No. 795: An Ordinance of the City Council of the City of Suisun City, California, Adding Section 15.04.400 (Electric Vehicle Charging Stations) To Chapter 15.04 (Permits – Uniform Codes) of Title 15 (Buildings and Construction) Setting Forth Procedures for Electric Vehicle Charging Systems and Finding of Exemption from the California Environmental Quality Act (CEQA). (Introduced and Reading Waived on July 19, 2022) - (Bermudez: jbermudez@suisun.com).

PUBLIC HEARING  NONE

GENERAL BUSINESS

City Council

8. Council Adoption of Resolution No. 2022-____: Establishing a Citywide Beautification Community Advisory Committee. – (Vue: nvue@suisun.com).

9. Housing Division Showcase – (Lawton: klawton@suisun.com).

10. Fire Department Showcase – (Renucci: grenucci@suisun.com).

REPORTS: (Informational items only)

11. Non-Discussion Items

ADJOURNMENT

A complete packet of information containing staff reports and exhibits related to each item for the open session of this meeting, and provided to the City Council, are available for public review at least 72 hours prior to a Council /Agency/Authority Meeting at Suisun City Hall 701 Civic Center Blvd., Suisun City. Agenda related writings or documents provided to a majority of the Council/Board/Commissioners less than 72 hours prior to a Council/Agency/Authority meeting related to an agenda item for the open session of this meeting will be made available for public inspection during normal business hours. An agenda packet is also located at the entrance to the Council Chambers during the meeting for public review. The City may charge photocopying charges for requested copies of such documents. Assistive listening devices may be obtained at the meeting.

PLEASE NOTE:
1. The City Council/Agency/Authority hopes to conclude its public business by 10:00 P.M. Ordinarily, no new items will be taken up after the 10:00 P.M. cutoff and any items remaining will be agendized for the next meeting. The agendas have been prepared with the hope that all items scheduled will be discussed within the time allowed.
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   • Harbor Master Office, 800 Kellogg Street, Suisun City, CA.

I, Donna Pock, Deputy City Clerk for the City of Suisun City, declare under penalty of perjury that the above agenda was posted and available for review, in compliance with the Brown Act.
AGENDA TRANSMITTAL

MEETING DATE: July 26, 2022

CITY AGENDA ITEM: Council Consideration and possible action to adopt Resolution No. 2022-__: A Resolution of the City Council of the City of Suisun City proclaiming a local emergency persists and authorizing the use of remote teleconference meeting procedures by the City’s legislative bodies, as authorized by government code section 54953(e) et seq., through September 14, 2022.

FISCAL IMPACT: None.

STRATEGIC PLAN: Provide Good Governance.

BACKGROUND: A number of laws have changed since the beginning of the COVID pandemic related to the Brown Act as it relates to teleconferenced public meetings, both from Governor Newsom’s Executive Orders and recently from the enactment of Assembly Bill 361, which took effect October 1, 2021, allowing continued remote teleconference meetings without traditional Brown Act compliance, provided certain findings can be made related to the ongoing state of emergency and subject to adherence to certain new noticing and public participation requirements.

The City, as all public agencies in California, must invoke and adhere to AB 361 and its modifications on certain elements of remote public meetings, or else revert to traditional Brown Act compliance. The major change associated with continuing remote meetings under AB 361 is that the public must now be allowed to make comments in real-time during the public comment period, either telephonically or electronically (such as by Zoom). No physical location for public comment need be provided.

The other major change was that all public agencies, if they want to continue to conduct public meetings remotely, must adopt a resolution every 30 days making the findings of necessity to do so and affirming the measures in place to allow remote public comments by the public.

On October 19, 2021 the City of Suisun City passed a resolution proclaiming that a local emergency persists and authorizing the transition to use of remote teleconference meeting procedures by City’s the legislative bodies, as authorized by government code section 54953(e) et seq., for the initial period of October 19, 2021 through November 18, 2021.

STAFF REPORT: This is a recurring resolution, after 30 days following the initial invocation of AB 361, continued reliance on AB 361 for subsequent meetings requires the following:

1. Either the “state of emergency” must remain active, or state or local officials have imposed or recommended measures to promote social distancing; and

2. No later than 30 days after teleconferencing for the first time under AB 361 rules, and every 30 days thereafter, the legislative body, by majority vote, finds that it has
reconsidered the circumstances of the state of emergency and at least one of the following circumstances exist:

- The state of emergency continues to impact the ability of the members to meet safely in person; or
- State or local officials continue to impose recommended measures to promote social distancing

Continued reliance on AB 361 will require adoption of a new resolution making the required findings every 30 days.

**STAFF RECOMMENDATION:** It is recommended that the City Council adopt Resolution No. 2022-____: A Resolution of the City Council of the City of Suisun City proclaiming a local emergency persists and authorizing the transition to use of remote teleconference meeting procedures by City’s legislative bodies, as authorized by government code section 54953(e) et seq., through September 14, 2022.

**ATTACHMENTS:**

1. Resolution 2022-____ A Resolution of the City Council of the City of Suisun City proclaiming a local emergency persists and authorizing the transition to use of remote teleconference meeting procedures by City’s legislative bodies, as authorized by government code section 54953(e) et seq., through September 14, 2022.
RESOLUTION NO. 2022-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY PROCLAIMING A LOCAL EMERGENCY PERSISTS AND AUTHORIZING THE TRANSITION TO USE OF REMOTE TELECONFERENCE MEETING PROCEDURES BY CITY’S THE LEGISLATIVE BODIES, AS AUTHORIZED BY GOVERNMENT CODE SECTION 54953(E) ET SEQ., THROUGH SEPTEMBER 14, 2022

WHEREAS, the City Council of the City of Suisun City is committed to preserving and nurturing public access, transparency, observation and participation in its meetings and the meetings of each of its legislative bodies; and

WHEREAS, all meetings of the City’s legislative bodies are open and public, as required by the Ralph M. Brown Act, codified as Government Code sections 54950 et seq., so that any member of the public may attend, participate, and observe the City’s legislative bodies conduct their business; and

WHEREAS, the Brown Act, as amended by Assembly Bill 361 (2021), amending Government Code section 54953(e) et seq., allows for remote teleconferencing observation and participation in meetings by members of a legislative body and members of the public, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, the initial required condition is a declaration of a state of emergency by the Governor pursuant to the California Emergency Services Act, Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state and within the boundaries of the City, as provided in Government Code section 8558; and

WHEREAS, on March 4, 2020, pursuant to Government Code Section 8625, Governor Newsom declared the existence of a state of emergency for the State of California, in response to the outbreak of respiratory illness due to a novel coronavirus (a disease now known as COVID-19); and

WHEREAS, on March 16, 2020, the City’s Director of Emergency Services declared a local emergency for the City pursuant to Chapter 2.32 of the Suisun City Municipal Code, finding that conditions of extreme peril to the safety of persons and property have arisen within the City as a result of the COVID-19 virus and that these conditions are or are likely to be beyond the control of the services, personnel, equipment, and facilities of the City; and

WHEREAS, on March 17, 2020, the City Council adopted Resolution No. 2020-40, ratifying the Director of Emergency Services’ declaration of local emergency; and

WHEREAS, Government Code section 54953(e) further requires that state or local officials have imposed or recommended measures to promote social distancing; or, the legislative body of the City finds that meeting in person would present imminent risk to the health and safety of attendees; and
WHEREAS, the Council hereby finds that such emergency conditions now exist in the City, such that meeting in person for the meetings of the legislative bodies of the City would present imminent risk to the health and safety of attendees as a result of the increased risk of the spread of the COVID-19 virus among those in attendance; and

WHEREAS, the Council hereby finds that the state of emergency due to the COVID-19 virus and the conditions related thereto has caused, and will continue to cause, conditions of extreme peril to the safety of persons within the City that are likely to be beyond the control of services, personnel, equipment, and facilities of the City, and thereby affirms, authorizes, and proclaims that the existence of a local emergency persists throughout the City, and ratifies the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, the Council hereby finds that, as a consequence of the existing local emergency, the legislative bodies of the City shall conduct their meetings without compliance with Government Code section 54953(b)(3), and shall instead comply with the remote teleconference meeting requirements as authorized by Government Code section 54953(e) et seq.; and

WHEREAS, the Council affirms that it will allow for observation and participation by Councilmembers and the public by allowing limited in-person attendance, as well as allowing public participation and comment in real time via Zoom or by telephone, in an effort to protect the constitutional and statutory rights of all attendees.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SUISUN CITY FINDS, RESOLVES, AND ORDERS AS FOLLOWS:

Section 1. The Recitals set forth above are true and correct and are incorporated herein Resolution by reference.

Section 2. The Council hereby recognizes and affirms the existence and conditions of a state of emergency as proclaimed by the Governor, the existence of emergency conditions in the City, and affirms, authorizes, and proclaims that the existence of a local emergency persists throughout the City.

Section 3. The Council hereby ratifies the Governor of the State of California’s Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Further, the Council finds that holding the meetings of the City’s legislative bodies in person with no limitations to attendance would present imminent risk to the health and safety of attendees as a result of the increased risk of the spread of the COVID-19 virus among those in attendance, as required by Government Code section 54953(e) et seq.

Section 5. The City Manager and legislative bodies of the City are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.
Section 6. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) September 14, 2022, or (ii) such time the Council adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the City may continue to teleconference without compliance with Government Code section 54953(b)(3).

PASSED AND ADOPTED at the Regular Meeting of the City Council of the City of Suisun City duly held on July 26, 2022, by the following vote:

AYES: Council Members:

NOES: Council Members:

ABSENT: Council Members:

ABSTAIN: Council Members:

WITNESS my hand and the seal of said City this 26th day of July 2022.

_________________________________
Anita Skinner
City Clerk
AGENDA TRANSMITTAL

MEETING DATE: July 26, 2022

CITY AGENDA ITEM: Council Adoption of Resolution No. 2022-___: Authorizing the City Manager to Execute a Professional Services Agreement on the City’s Behalf with Interactive Resources for City Hall Water Damage Remediation Project and Fire Station Bathroom Remodel & Building Updates Project, Authorizing the City Manager to approve the Safety Facilities Security Gates Project and City Hall Water Damage Remediation Project Plans, Specifications and Estimate at a later date, and Authorizing Change Orders up to 10% of the Contract Amount.

FISCAL IMPACT: Funds for city facilities are budgeted under Municipal Facility Improvements (Fund 320) account 320-93310-6510 Professional Studies. The State allocated funds in the amount of $1.5 million to Suisun City for Public Safety Facility Improvements in the current fiscal year’s State budget.

STRATEGIC PLAN IMPACT: Provide Good Governance; Ensure Public Safety.

BACKGROUND: Building Maintenance will be bidding three major projects this fiscal year and needs professional architectural services for the development of plans and specifications. The projects are the City Hall Water Damage Remediation Project, Fire Station Bathroom Remodel & Building Updates Project, and Safety Facilities Security Gates Project. The consultant will also be providing construction administration.

STAFF REPORT: Over the years, city facility maintenance and upgrades have been deferred. At City Hall, there have been water leaks above the Administration and Finance departments where the pitch roof and concrete meet since City Hall was built. Over the years, this leak has caused continual water damage and mold growth in the rafters, walls, and ceiling tiles in the Administration Department and Finance counter area. This needs to be addressed to remediate and repair these issues for the health and safety of the public and City employees.

The Fire Station needs updated bathrooms to accommodate male and female Fire Department employees by redesigning the current open bathroom to three individual bathrooms that will have showers and toilets. The public bathroom will be updated for accessibility and have a decontamination shower. The station also needs to have code compliance updates which includes constructing a fire wall between the station house and apparatus bay, changing the doors for egress, correcting Building Code deficiencies from previous construction, and other miscellaneous items.

The Police Department, Fire Station, and Corporation Yard need security gates. Currently, all these safety facilities are open to the public and this presents safety and security issues for the buildings, vehicles, and equipment. The open gates also provide opportunity for theft of City property. The consultant will meet with City staff to assess each of the departments’ needs and design the security gates with those needs in mind. This project was an additive alternate. Per Assemblymember

PREPARED BY: Gemma Geluz, Administrative Assistant II
REVIEWED BY: Nouae Vue, Public Works Director/City Engineer
APPROVED BY: Greg Folsom, City Manager
Wilson, the funds for the gates project was approved in the State budget. The City is waiting for official notification of funding, and the timing and process for the funds release.

The funding for these projects is as follows:

- City Hall Remediation, $500,000 in 010-93140-3350 Building Maintenance Major Facilities
- Fire Department Remodel & Building Updates, $165,000 in 012-93140-1912 Measure S Funds (construction only)
- Safety Facilities Security Gates Project, $1.5 million in State allocated funds for Safety Facility Improvements (design and construction)

The Request for Proposals (RFP) for design services was published on May 15, 2022. At the pre-proposal meeting on May 19, 2022, six (6) firms attended. However, only one architect firm submitted a proposal, Interactive Resources. They have worked with the City previously on the Train Depot remodel and showed an understanding of the projects. After review of the submitted proposal, the city panel review team determined Interactive Resources, a California Corporation, to be qualified to perform the professional design services for the City. City staff negotiated a cost with Interactive Resources in the amount of $238,448 to perform engineering services, including the production of construction documents and construction administration for these projects. The cost for the City Hall Remediation Project is for the initial investigation. There will be an additional cost for the City Hall plans specifications and estimate. Since this amount is above the City Manager’s purchasing authorization threshold, City Council approval is required to award this contract.

Below are the consultant costs for each project:

<table>
<thead>
<tr>
<th>Design</th>
<th>Fund – Design</th>
<th>Consultant Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Hall Remediation</td>
<td>320-93310-6510</td>
<td>$23,666.00</td>
</tr>
<tr>
<td>Fire Station Remodel</td>
<td>320-93310-6510</td>
<td>$106,996.00</td>
</tr>
<tr>
<td>Safety Facilities Security Gates</td>
<td>State Funds</td>
<td>$107,786.00</td>
</tr>
<tr>
<td><strong>Contract total</strong></td>
<td></td>
<td><strong>$238,448.00</strong></td>
</tr>
<tr>
<td><strong>10% contingency</strong></td>
<td></td>
<td><strong>$23,844.80</strong></td>
</tr>
<tr>
<td><strong>Total contract</strong></td>
<td></td>
<td><strong>$262,292.80</strong></td>
</tr>
</tbody>
</table>

**RECOMMENDATION:** It is recommended that the City Council adopt Resolution No. 2022-___: Authorizing the City Manager to Execute a Professional Services Agreement on the City’s Behalf with Interactive Resources for City Hall Water Damage Remediation Project and Fire Station Bathroom Remodel & Building Updates Project, Authorizing the City Manager to approve the Safety Facilities Security Gates Project and City Hall Water Damage Remediation Project Plans, Specifications and Estimate at a later date, and Authorizing Change Orders up to 10% of the Contract Amount.

**ATTACHMENTS:**

1. Council Resolution No. 2022-___: Authorizing the City Manager to Execute a Professional Services Agreement on the City’s Behalf with Interactive Resources for City Hall Water Damage Remediation Project and Fire Station Bathroom Remodel & Building Updates Project, Authorizing the City Manager to approve the Safety Facilities Security
Gates Project at a later date, and Authorizing Change Orders up to 10% of the Contract Amount.

2. Interactive Resources Cost Proposal
RESOLUTION NO. 2022-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL
SERVICES AGREEMENT ON THE CITY’S BEHALF WITH INTERACTIVE
RESOURCES FOR CITY HALL WATER DAMAGE REMEDIATION PROJECT
AND FIRE STATION BATHROOM REMODEL & BUILDING UPDATES PROJECT,
AUTHORIZING THE CITY MANAGER TO APPROVE THE SAFETY FACILITIES
SECURITY GATES PROJECT AND CITY HALL WATER DAMAGE
REMEDIATION PROJECT PLANS, SPECIFICATIONS AND ESTIMATE AT A
LATER DATE, AND AUTHORIZING CHANGE ORDERS UP TO 10% OF THE
CONTRACT AMOUNT.

WHEREAS, the Building Maintenance will be bidding three major projects this fiscal
year and need professional architectural services for the development of plans and specifications; and

WHEREAS, the City Hall needs water damage remediation, Fire Station needs a
bathroom remodel and Building Code updates, and the Safety Facilities needs safety gates; and

WHEREAS, on May 15, 2022, the City staff published a Request for Proposals (RFP) for
design engineering services, including the preparation of construction documents and contract
administration, for the Projects; and

WHEREAS, for the design phase, City staff published a Request for Proposals (RFP) for
professional architect services, including the preparation of construction documents, for the
Project; and

WHEREAS, on May 19, 2022, six (6) firms attended the mandatory pre-proposal
meeting; and

WHEREAS, on June 16, 2022, the City received proposals from one (1) professional
architect firm in response to the RFP; and

WHEREAS, the City panel review team reviewed and determined that Interactive
Resources, a California Corporation, to be the best qualified to perform the professional architect
services for the City; and

WHEREAS, Interactive Resources has submitted a reasonable cost proposal to perform
the necessary professional architect and construction administration services for the Projects; and

WHEREAS, the City will be awarding the consultant contract for the City Hall Water
Damage Remediation Project and Fire Station Bathroom Remodel & Building Updates Project at
this meeting for $143,728.20 including contingency; and

WHEREAS, the City Council will authorize the City Manager to approve the cost for the
City Hall Water Damage Remediation Project plans, specifications and estimate after the
investigation; and

WHEREAS, the City Council will authorize the City Manager to approve the Safety
Facilities Security Gates Project after funding is officially awarded to the City by the State for
$118,564.60 including contingency; and
NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Suisun City authorizes City Manager to Execute a Professional Services Agreement on the City’s Behalf with Interactive Resources for City Hall Water Damage Remediation Project and Fire Station Bathroom Remodel & Building Updates Project, Authorizing the City Manager to approve the Safety Facilities Security Gates Project and City Hall Water Damage Remediation Project Plans, Specifications and Estimate at a later date, and Authorizing Change Orders up to 10% of the Contract Amount.

PASSED AND ADOPTED by a Regular Meeting of said City Council of the City of Suisun City duly held on Tuesday, the 26th of July 2022, by the following vote:

AYES: Councilmembers: ____________________________________________

NOES: Councilmembers: ____________________________________________

ABSENT: Councilmembers: ____________________________________________

ABSTAIN: Councilmembers: ____________________________________________

WITNESS my hand and the seal of said City this 26th day of July 2022.

Anita Skinner
City Clerk
Proposal to Provide Architectural Services for the City Hall Water Damage Remediation, Fire Station Bathroom Remodel/ Building Updates and the Safety Facility’s Security Gates Projects

Prepared for
Gemma Geluz
City of Suisun City
Public Works Department – Building Maintenance
701 Civic Center Boulevard
Suisun City, CA 94585

Prepared by
INTERACTIVE RESOURCES
architects + engineers
Interactive Resources is currently performing forensic investigation services and providing architectural design and support services for several projects at the offices for the State of California Board of Equalization. The design services, consultation and recommendations for repair and methods of approach to correct issues in the BOE building have been noteworthy and commendable considering the complexity of their particular fully occupied building. I look forward to continuing a very positive and productive working relationship with Mr. Tom Butt and the Interactive Resources staff through completion of additional projects.

— Andre D. Arnold, Project Director, DGS, RESD, PMB

Interactive Resources was selected by the City of Novato as the architect for the renovation of the City Hall, which was originally built in 1896.... The result has been a renovation that is admired by all who see the building. The Interactive Resources Team was easy to work with and responsive to the City’s needs. Based on my experience with Interactive Resources, I can definitely recommend them for your new facility.

— Jennifer Goldfinger, City of Novato

I want to compliment and commend Brant Fetter for the architectural concept design of the AC Transit’s new Customer Service Center. Brant is a very talented individual and this design is fabulous. I just want to give credit where credit is due.

— Mike Haas, AC Transit

Over many years, even before coming to DGS, I have had the opportunity to work with Interactive Resources, specifically Tom Butt and various teams he puts together and have been part of. I've always been impressed and never disappointed. Everyone did a great job on this project, and helped lead us to learn more than I saw coming on this one.

People forget how complex these building systems can be. I'm grateful we have folks like Tom that we can turn to too help sort things out and make things safe once more.

— Chris Porter, Office Building Manager III, DGS, FMD

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2. Executive Summary
3. Project Team
4. Key Personnel References
5. Project Understanding & Approach
6. Detailed Work Plan
7. Project Schedule
8. Other Information
9. Cost Proposal (Separate Sealed Envelope)
June 13, 2022

Gemma Geluz  
City of Suisun City  
Public Works Department – Building Maintenance  
701 Civic Center Boulevard  
Suisun City, CA 94585

Subject: Architectural Services – City Hall Water Intrusion Remediation, Fire Station Bathroom Remodel & Safety Facility’s Security Gates

Dear Ms. Geluz:

It is with great pleasure that we submit our qualifications to provide architectural and engineering services for the City of Suisun City’s city hall water intrusion remediation, fire station bathroom remodel and the safety facility’s security gates projects. With 49+ years of experience, we believe that Interactive Resources and our proposed team is a good fit for this contract because of the following.

Experience with public agencies – We have extensive experience, with nearly 50 consecutive years, of serving federal, state and local agencies throughout California and the greater Bay Area. Our many satisfied clients include BART, AC Transit, the U.S. General Services Administration, the U.S. Postal Service, the State of California, Department of General Services, the Judicial Council of California, several Bay Area County facilities departments, and municipal government agencies. We have a record of receiving high performance ratings from our public agency clients. We have previously provided architectural services for the Suisun-Fairfield Train Depot in the City of Suisun City. We have also provided A/E services on dozens of projects for police, fire stations, ambulance facilities, sheriffs, and emergency services.

Successful performance record – Our team has successfully completed hundreds of projects for public agencies, including all design and construction phases for new facilities and the rehabilitation, maintenance, and repair of existing facilities. We provide building evaluations, structural and seismic evaluations and upgrades, space planning, interior design and tenant improvement design. In addition to the typical A/E services, our firm also has extensive experience in roof repair and design, building envelope, waterproofing and weatherization, window replacements, ADA accessibility upgrades, electrical and mechanical upgrades, historic preservation, and correctional and security consulting specialization.

Project leadership – Andrew Butt will be our principal-in-charge for this contract and provide project oversight. I will be the designated lead architect/project manager and main point of contact for these projects. We have augmented our team with MHC Engineers who will provided mechanical, electrical and plumbing engineering. Silva Cost Consulting will provide cost estimating services. PGAdesign is our proposed landscape architect and Terracon will provide hazardous materials/industrial hygiene services.

Our team is enthusiastic about the opportunity to work with the City of Suisun City again, and we strongly believe in our ability to provide exemplary services for this contract.

Sincerely,

Brant Fetter, AIA, CGBP  
Principal Architect
City Hall Water Damage Remediation – The roof has been repaired multiple times over the past 20 years. Mold and fungal growth need to be addressed for health and safety concerns. Interactive Resources has an excellent reputation for solving difficult water intrusion issues for local, county, state and federal facilities. Destructive testing and investigation will necessarily need to take place prior to any commitment to the extent of repair and design work for those solutions. Once the testing and investigation has been performed, a remediation plan, schedule and fee estimate will be provided for performing the necessary design, decontamination, and repair.

Fire Station Bathrooms and Separation Wall – Interactive Resources shall provide a design to utilize the space used for existing showers and restrooms to create a single accessible public restroom along with all two or three unisex shower/restrooms for the firefighters and staff. The program includes reworking the wall and door assembly elements at the demising wall to provide a proper use separation between living spaces and garage.

Security Fences, Gates (PD, FD, Corp Yard) – This project consists of adding an non-scalable security fencing to the Police Department and Fire Station including electric rolling vehicle gates pedestrian access gates at each facility. For the Corporation Yard, the installation of rolling vehicle gate shall be design including power/data connection, and security keypad at the main entry.

Interactive Resources’ experienced team brings innovative architectural and engineering solutions, exceptional responsiveness, a track record of successful collaboration and excellent project delivery to the City of Suisun City. Our firm has been in business for 49 years in Richmond and has established a successful track record of assisting public agency clients on numerous tenant improvements, expansions and waterproofing projects. With a focus on architectural design, historic preservation and structural engineering, the firm has become well known for our exemplary services by our clients – providing high-quality architectural services.

We have successfully completed many types of capital improvement projects of various levels of complexity, including: justice and detention facilities, courtrooms, administrative offices, community centers, senior centers, recreational facilities, fire stations, council chambers, sheriff’s facilities, police departments, corporation yards, maintenance facilities, roofing, building envelope, window replacements, mechanical, electrical and fire, life safety upgrades, and security and ADA upgrades.

Interactive Resources has extensive experience with similar waterproofing, roofing and building envelope projects gives us a valuable knowledge base and unmatched technical understanding and expertise. We have successfully completed many waterproofing, roofing and building envelope projects of various levels of complexity. We have also completed dozens of building assessments, long range maintenance plans and hundreds of water intrusion investigations and repair designs.

Currently, Interactive Resources is providing forensic A/E services for the State of California, DGS, RESD, PMDB. We have two contracts currently—Coastal and Northern California regions. This is our fourth Forensic A/E contract with DGS, and these types of projects vary in size and scope and include testing, analysis and investigation of building component failure and/or water intrusion; design and construction defect analysis, roofing inspections/repairs, code analysis, preparation of remediation construction documents and construction support. We have completed dozens of roofing and waterproofing investigations and repair design services under these contracts. The firm also currently has two other similar contracts with DGS, Facilities Management Division (FMD).

We currently has contracts with the San Francisco, Public Works for on-call waterproofing and the Foothill-De Anza Community College District for on-call roofing and waterproofing. The firm also has three contracts with the Judicial Council of California (architectural, roofing and structural engineering). We are providing roof replacements for a dozen courthouses throughout Northern, Central and Southern California.

We also have similar contracts with AC Transit and BART, several City and County agencies.
**PROJECT ORGANIZATION**

We will be handling each project separately as reflected in our approach and fee estimates. The distinct budgets and scope of work for each will be directed by the project manager and distributed to the consultants and staff. We’ll take advantage of our deep experience with forensic water intrusion investigations with the review and advisory of our president, Tom Butt FAIA, for the City Hall Project. For the other projects, we’ll utilize only the appropriate consultants and team members that can contribute efficiently to providing analysis and a design solution. Our team consists of the following:

**Andrew Butt, AIA, LEED AP BD+C – Principal-in-Charge**

Andrew Butt will be the principal-in-charge and provide oversight and quality assurance. Andrew is a California licensed architect with 25+ years of experience in design, master-planning, programming, and leading and coordinating large design teams in the successful planning, design, and execution of complex public agency projects. Andrew has managed our on-call A/E contracts for the last 10 years. Andrew served as Vice Chair of the City of Richmond Planning Commission in 2016 to 2018; he was Chair at the Richmond Design Review Board in 2011 to 2012; and served as Chair at the El Cerrito Planning Commission in 2007 to 2008. Andrew’s clients include: Contra Costa, Mendocino, Sonoma and Santa Clara Counties; City of Napa and Novato; Judicial Council of California; the General Services Administration and East Bay Regional Park District

**Brant Fetter, AIA, CGBP – Principal Lead Architect / Main Point of Contact**

Brant is a California licensed architect with more than 25 years of experience leading the design of a variety of building types for public and private clients. Brant is an accomplished designer who works hard to understand the unique and specific needs of the users, and to ensure that the design documents capture these needs. Brant will be the main contact and provide project management and oversight and will supervise all of the work on the projects. He will communicate and work closely with in-house staff and subconsultants to ensure projects stay on schedule and within budget. He will oversee the completion of design construction documents, detailed cost estimates, project schedule, bidding and construction support services. He will provide space planning, programming, architectural design, code analysis, plans, schedules, elevations, details, etc.; assisting in construction administration phase; review submittals, respond to RFIs, attend meetings, etc.; coordinate with consultants during all phases of projects; and assist with project closeout; record drawings, coordination of record documentation provided by the contractor. He will also work with the required regulatory agencies.

Brant was Chair of the Richmond Design Review Board for six years; and served on the West Contra Costa Unified School District Bond Oversight Committee. Brant’s clients include: Contra Costa, Mendocino and Santa Clara Counties; AC Transit; the Cities of Napa, Santa Rosa, Pleasanton and Benicia. Brant is currently working on two projects for the City of Napa, Police Department Administration Center HVAC Replacement and the City of Napa, City Hall HVAC, Roof Replacement and ADA Upgrades, Napa, CA

**Thomas Butt, FAIA, LEED AP BD+C – Principal Architect / Roofing**

Tom Butt is the founding principal of Interactive Resources and has more than 54 years of architectural and project management experience and historic preservation. Tom is a recognized expert in construction defects and forensic architecture/engineering services with specialties that include building envelope technology and failure analysis. Tom is also responsible for Quality Control and PEER Review as it pertains to the roofing project. Tom serves on multiple regional commissions, including the Bay Conservation and Development Commission, Contra Costa Transportation Authority, MCE Clean Energy, Association of Bay Area Governments, Contra Costa Local Agency Formation Commission, and the Local Government Commission. Tom’s clients include: The Judicial Council of California; the General Services Administration; DGS, RESD, PMDB; DGS, FMD; AC Transit; BART and the University of California, Berkeley.
William Marquand, AIA, LEED AP GA – Architect
William [Bill] Marquand is a highly skilled designer, architect and project manager with expertise in the educational, industrial, office and historic resources sectors. He is Founder and Executive Director Emeritus of the Maybeck Foundation. Bill will provide architectural design, code analysis, plans, elevations, details, etc.; assist in construction administration phase; coordinate with consultants during all phases of the specific project; and assist with project closeout; record drawings Bill’s clients include: Santa Clara County; the General Services Administration; City of Cotati; Principia College; and the Missouri Baptist University.

Paul Westermann, PE, SE – Principal Structural Engineer
Paul Westermann is a California licensed structural engineer, and a firm principal with more than 40 years of experience leading the structural design for a wide range of projects, including schools, university buildings, hospitals, fire stations, and other public facilities. Paul has is an expert in seismic design and earthquake engineering. Clients: The Judicial Council of California; the General Services Administration; DGS, RESD, PMDB; The City of Benicia and Napa; and the Counties of Contra Costa, Sonoma; Mendocino and Santa Clara.

MHC Engineers – Mechanical, Electrical and Plumbing Engineering
MHC will work closely with Interactive Resources and the contractors to ensure efficient, cost effective solutions to mechanical systems and/or upgrades. They will provide all mechanical design services, including producing required drawings and specs. They will be responsible for the evaluation of the power services and distribution systems, lighting, and lighting controls. They will provide calculations, site inspections, preparation of plans and specifications and review of shop drawings and contractor submittals.

CSW|ST2 – Civil Engineering
CSW will provide civil engineering services. Their technical background includes preparation and review of civil engineering design calculations, reports, master plans, improvement plan sets, engineering estimates, specifications, SWPPP and water quality management plan documentation. CSW’s clients include many city and county agencies throughout the Bay Area.

PGAdesign, Inc. – Landscape Architect
PGAdesign will provide landscape architectural design, construction documentation and construction administration, if required. PGAdesign is very adept at working with City staff to ensure a project that is compatible with City standards and is easy to maintain. PGAdesign’s clients include several city and county agencies throughout the Bay Area, the General Services Administration, DGS, RESD, PMDB and BART.

Silva Cost Consulting – Cost Estimating
Javier Silva has more than 20 years of estimating experience and a proven track record for preparing quality and accurate estimates for his clients. Javier’s clients include: General Services Administration; Counties of Sacramento, Napa, Sonoma, Contra Costa, Santa Clara, and Mendocino; the State of California, DGS; dozens of municipalities; and dozens of universities, colleges and school districts. Javier has provided accurate cost estimates on more than 100 projects for Interactive Resources.

Terracon – Industrial Hygiene/Hazardous Materials
Terracon will provide a team of AHERA and State of California Certified Asbestos Professionals to conduct a minimally invasive endoscopy investigation and testing with report for extent of contamination.
## Suisun City Hall Water Damage Remediation - Exhibit B

### Interactive Resources

#### Task 1 - Investigation, Existing Conditions

| Administration | 16 |
| One kick-off meeting with the City staff | 2 |
| Site survey - conditions / Create Base Drawings | 6 20 |
| Conduct investigation, coordination of testing | 8 4 2 8 3 |
| Analysis of destructive testing, existing conditions and test results | 8 12 6 3 8 10 |
| Coordination / Communication | 6 |

Subtotal task 1: 9 50 26 0 6 0 5 16 13

#### Task 2 - 0%-60% Design

| Assemble package for 100% cost estimation | 0 0 0 0 0 0 0 0 0 |

Subtotal task 3: 0 0 0 0 0 0 0 0 0

Total: 9 50 26 0 6 0 5 16 13
## Suisun City, Fire Department Restrooms and Use Separation - Exhibit C

### Administration
- 0% - 50% Design: One kick-off meeting with the City staff
- 50% - 90% Design: Respond to viability of City's comments on the design.
- 90% - 100% Design: Respond to viability of City's comments on the design.
- Bid Phase: Develop Bid Drawings

### Construction Administration
- 0% - 50% Design: One kick-off meeting with the City staff
- 50% - 90% Design: Review and respond to Contractor's project reports / Forward to the City
- 90% - 100% Design: Final Punch List and Project Closeout with three site visits 1 ea.

### Subtotal Task 1
- 50% - 90% Design: One meeting with City staff to discuss City's management Team comments
- Design / drawing time to develop preferred schemes
- Outline Specifications

### Subtotal Task 2
- 90% - 100% Design: One meeting with City staff to discuss City's management team comments
- Design / drawing time to develop Permit Set / specifications
- Respond to Plan Check comments and resubmit

### Subtotal Task 3
- 90% - 100% Design: Assemble package for 100% cost estimation

### Subtotal Task 4
- 90% - 100% Design: Site meeting for Bid Walk
- Answer Bidder's Questions

### Subtotal Task 5
- 90% - 100% Design: Review and respond to Contractor's project reports / Forward to the City

### Subtotal Task 6
- 90% - 100% Design: Final Punch List and Project Closeout with three site visits 1 ea.

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**Total:** 138

**Note:** The table above represents the breakdown of tasks and their duration for each phase of the project. The total duration is calculated by summing the durations of each task. The table is designed to help in planning and managing the project efficiently.
## Suisun City, Fences and Gates at PD, Fire and Corp Yard - Exhibit D

### 0% - 50% Design

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### 50% - 90% Design

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### Construction Administration

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**Note:** The document contains a table with various tasks and their associated assemblies, along with details on personnel and objectives for each phase of the project.
Suisun-Fairfield Train Depot Rehabilitation, Suisun City, California

The Suisun-Fairfield Depot was one of two dozen “colonnade-style” stations erected by the Southern Pacific Railroad and is the only one remaining in Solano County. Originally constructed in 1914, the building had undergone several previous additions and alterations. Interactive Resources, working with the City of Suisun City and the Solano Transportation Agency, prepared a conceptual design study, construction documents and the Caltrans historic compliance documentation. The goal was to improve the depot and its surroundings, provide ADA accessibility improvements, and to create a gateway to Old Town Suisun City.

The project design was completed in compliance with the Secretary of the Interior’s Standards for Treatment of Historic Properties, and the work included: a return to the original Southern Pacific color scheme, the installation of new windows, the design of improved building access, numerous interior and exterior upgrades such as new signage and period-appropriate lighting and refurbished accessible restrooms. The project included: ADA and accessibility improvements, signage, landscaping, irrigation, lighting, parking and bus shelter upgrades, pavement upgrades, trash enclosure improvements, bicycle storage facilities, fencing, and entry access and traffic flow improvements.

The depot now provides improved conditions for Capitol Corridor commuters and once again serves as a landmark building for the City of Suisun City.

Reference: City of Suisun City, Nick Lozano, Associate Engineer/Project Manager | 707.421.7344 | nlozano@suisun.com
Completed: 9/2016 | Construction Cost: $748,122 | Interactive Resources’ Work: 82%
Our work performed was ontime and on budget. Cost estimates were provided by team member Silva Cost Consulting.
Interactive Resources was retained to provide architectural design and structural engineering services for significant capital improvements at the Northern California Carpenters Regional Council (NCCRC) headquarters in Oakland, California. The NCCRC is a union representing 38,000 Northern California carpenters, pile drivers, millwrights, cabinet makers, drywallers and workers in associated trades. Interactive Resources provided a limited scope study of the building envelope, and building mechanical and electrical systems for the 16-year-old facility, and then prepared construction documents and provided construction administration services for a comprehensive building systems upgrade. The building was fully occupied during work. Upgrades included:

- Evaluating and designing replacement of exterior glazing system
- Evaluation, testing, and design for crack repair at concrete exterior walls
- Complete replacement of roof system and increasing insulation at the roof-ceiling system
- New interior/exterior LED lighting system, wiring and electrical panels
- Replacement of entire HVAC system, including AHUs, boilers and VAVs, new fire alarm & waterless fire protection system
- New building controls and energy management system
- Replacing the parking lot, ADA accessibility, perimeter security fencing upgrades and access gates
- Replacement of main gas line, electric vehicle charging station and new UPS
- Lobby security improvements and selected office tenant improvements
- Restroom renovations and new nursing mothers’ lactation room

Reference: Mark Taylor, McMorgan & Company | 415.788.9300 | mtaylor@mcmorgan.com
Completed: 1/2021 | Interactive Resources’ Work: 84%

The project evolved as the client kept adding on to the scope of work. Our work performed was on time and on budget.
Novato City Hall Rehabilitation, Novato, California

The City of Novato City Hall was originally built in 1896 and was Novato’s first Presbyterian Church. The City retained Interactive Resources to prepare a historic resource evaluation for three properties, and to serve as lead historic architect in the design of the renovation of the historic landmark church building. The building was designed for the City of Novato for use as a council chamber, meeting space and event center in the heart of its historic downtown district. The rehabilitation of the iconic nineteenth century structure sensitively transformed the interior of the 111-year-old building, while preserving its historic exterior.

The design included moving the building approximately 12’ from its existing location and the addition of a foyer or connecting lobby to an adjoining building, which was rehabilitated to include a conference room, toilets and a prep/warming kitchen. The renovation included new foundations, extensive structural upgrades, new toilet rooms, audiovisual and acoustics enhancements, HVAC systems, and the development of a new civic green for community events. The Sherman project included sustainable measures including: building-integrated solar PV roof shingles, waterless urinals, onsite storm drainage management, drought-tolerant native landscaping and recycled low-voc materials.

Reference: Jeanne MacLeamy (former Mayor), City of Novato | 415.883.8182 | jeannedarch@jeannemacleamy.com
Completed: 11/2009 | Construction Cost: $5,000,000 | Interactive Resources’ Work: 78%

The project evolved as the client kept adding on to the scope of work. Our work performed was ontime and on budget.
**Vallejo Fire Station # 7 Structural Design, Vallejo, California**

Interactive Resources provided structural engineering design services for this new three-bay, 9,300 sf fire station in Vallejo. The steel-framed structure’s sloped roof ascends by approximately thirteen feet in height from one end to other. The fire trucks and other equipment occupy the high clearance side of the building; the low end consists of administrative offices.

Interactive Resources performed structural engineering services and construction drawings for the foundation design and prepared structural performance specifications, as well as bracing modifications for the awning.

Reference: Don Dommer Associates | 510.655.7793, or 510.903.5121 | don@dondommer.com or ddommer@kensingtonfire.org | Completed: 12/2000 | Construction Cost: $1,800,000 | Interactive Resources’ Work: 20%. We were a subconsultant to Don Dommer Associates. Our work performed was on time and on budget.

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**AC Transit Customer Service Center Remodel, Oakland, CA**

Interactive Resources remodeled the AC Transit Customer Service Center which serves AC Transit riders with bus pass and clipper transactions for use on the public transportation system. This remodel revitalized the service center with a modern aesthetic, improved safety design of the ticket counter wall system, improved ergonomics and increased workspace for staff at the ticket counters along with ADA accessible workstations/customer stations. Floor to ceiling windows provide an abundance of natural daylighting and create a connection to the neighborhood outside. The contemporary aesthetic features a light and clean color palette, balanced with natural elements and materials. Services included schematic design, design development, construction documents, specifications and construction administration.

Reference: Michael Haas, AC Transit | 510.891.5423 | mhass@actransit.org | Complete: 2/2021 | Construction Cost: $1,140,000; Estimate: $1,158,998 | Interactive Resources – 92% of the work | Our work performed was on time and on budget.

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**Mendocino County Juvenile Hall ADA Accessibility Survey and Upgrades, Ukiah, CA**

Interactive Resources provided an accessibility survey of the existing building at Mendocino County Juvenile Hall facility, and provided construction drawings and specifications for the ADA improvements in order bring the facility up to code. The upgrades included cells, men and women toilet rooms and showers, drinking fountains, lobby and reception area, conference room, storage, and parking stall striping. The project scope included minor structural work, demolition and seismic reinforcement of ceilings and walls, plus upgrades to electrical and mechanical systems.

Reference: Doug Anderson, County of Mendocino | 707.234.6054 | andersond@co.mendocino.ca.us | Complete: 7/2014 | Construction Cost: ~$200,000 | Interactive Resources’ Work: 94% On time & Budget.
County of Mendocino Health and Human Services Yokayo Building Front Canopy Investigation & Repair Design, Ukiah, CA

This project started as a water intrusion related failure investigation of a wood framed and stucco-clad canopy that covered the entire front façade of the building. Because of extensive damage to the existing canopy and changing functional needs, the project transitioned into replacement of most of the entire canopy with metal awnings. Only the entrance canopies were retained, extensively repaired and reroofed. As part of the project, the entire walkway and portions of the parking lot were replaced to correct accessibility deficiencies. We worked with landscape design firm PGA Design on this project, and new functional landscaping makes the building more inviting and provides shade from the western afternoon sun. The original scope was expanded from a repair to a full removal and replacement with new site work and landscaping.

Reference: County of Mendocino, Doug Anderson | 707.234.6054 andersond@mendocinocounty.org | Complete: 10/2019 | Cost: $1,065,000 | Interactive Resources’ Work: 94% | Our work performed was ontime and on budget. Cost estimate was $852,000, and additional site work and landscaping were added on.

County of Mendocino Administration Center North and South Wing Roof and HVAC Replacement Ukiah, CA

The firm provided forensic water damage mitigation A/E services for the replacement of existing roofs and HVAC equipment at several buildings for Mendocino County, including the Administration Center, Public Health/Mental Health Facilities and Sheriff’s Facility. An initial assessment was conducted that included an evaluation of the roofs, HVAC, mechanical and structural systems. Plans, construction documents and cost estimates were prepared for the roof and mechanical units replacement. This was a phased project that started with the North Wing and followed by the South Wing.

Reference: Doug Anderson, County of Mendocino | 707.234.6054 andersond@co.mendocino.ca.us | Complete: 2020 | Cost: North Wing: $792,470; South Wing: $1,640,000 – Interactive Resources’ Work: 96% | Our work performed was ontime and on budget.

Delta Diablo, Plant Operations Center (POC) & Treatment Plant (TP) Roof Replacement, Antioch, CA

Interactive Resources provided A/E services for the POC and also the TP roof replacements. The primary goal of this project for the two buildings was to identify and design a cost-effective, low-maintenance roofing systems, including related components with a longer operative life-span than that of the existing roofs. The location of the these buildings in the midst of a wastewater treatment facility adds the challenge of providing a durable system that effectively resists the surrounding corrosive environment. Included design through construction administration and cost estimates. Completed on time and budget.

Reference: Irene O’Sullivan, Fairfield-Suisun Sewer District | 707.428.9139 ireneo@deltadiablo.org | Complete: 10/2020 | Cost: $1,601,574 Interactive Resources’ Work: 94% | Performed was ontime and on budget.
Santa Clara County, Elmwood Correctional Facility Westgate Hardening, Milpitas, CA

Interactive Resources was retained by Santa Clara County to provide design services for improvements to the West Gate building of its Elmwood Correctional Complex in Milpitas. The West Gate is the primary entrance and exit of the facility. This project entails the expansion and remodel of the Gate Officer Stations and lobby area to enhance facility security and to provide staff, inmates and contract workers with additional safety measures.

These measures include enclosures with bullet resistant glazing and walls; the addition of two new stations with public and private entry points and screening corridors; expansion of screening and x-ray equipment; new communications and door control systems; improvements to ADA accessibility and to restrooms; optimization of office space use; new architectural finishes and seating; and the provision of new children’s play equipment in the lobby.

Reference: Angelus Cheng, Santa Clara County | 408.993.4631  
angelus.cheng@faf.sccgov.org | Estimated Cost: ~$1,528,000, Out to Bid: Complete: Estimated 2022 | Interactive Resources – 93% of the work | Our work performed was ontime and on budget.

Elmwood Correctional Facility Perimeter Fencing, Milpitas, CA

The primary project goal for the County of Santa Clara was to improve the security in the interior of the Elmwood Correctional Facility around the barracks that house the inmates by preventing the circumvention of the inner fencing. Working with a security design consultant, Interactive Resources provided architectural design services for the County of Santa Clara. This project is under one of two on-call architectural services contracts for the County.

The scope of work for this project included the preparation of a study report that included two design options with cost estimates. An initial site survey was conducted and we researched various options for security fencing and associated costs. Recommendations were included to the County for security fencing and two guard towers.

Services include architectural, structural, civil engineering, security and power/data.

Reference: Santa Clara County, Ian King | 408-993-4616  
i.an.king@faf.sccgov.org | Report Complete: 8/2017  
ROM Cost Estimates for Project 1=$599,185; Project 2=$2,189,785  
An additional study was performed for the Guard Towers in 9/2017. ROM Cost Estimates: Option 1 (Four): $1,113,510; Option 2 (8): $1,787,321  
Interactive Resources – 97% of the work | Our work performed was ontime and on budget.
City of Napa, Police Department Administration Building HVAC Upgrade, Napa, CA
Interactive Resources is providing architectural and engineering services for the Police and Fire Administration building HVAC improvements, located at 1539 1st Street in Napa, California. Our scope of work included an assessment of the HVAC equipment, minor repairs to the roof curbs, roof and ceilings to accommodate HVAC replacement. We prepared calculations and Construction Documents for the repairs, as well as cost estimates. We provided technical specifications, bid support and are providing Construction Administration during construction.
Reference: Ian Heid, City of Napa | 707.257.9386 | iheid@cityofnapa.org
Not Complete, estimated for 2022 | Cost Estimate: $1,240,501
Interactive Resources’ Work: 92%

Napa City Hall ADA Upgrades and Roof and HVAC Replacement, Napa, CA
Interactive Resources was retained by the City of Napa for the City Hall roof and HVAC replacement. The firm is also assessing an aging transformer that are considered an arc flash risk and we are also designing accessibility barrier removals. The City Hall is located at 955 School Street in Napa, California.
Construction documents and technical specifications are being prepared, and we will provide bidding support and construction administration services during construction. We also provided an estimate of probable costs of construction.
Reference: Ian Heid, City of Napa | 707.257.9386 | iheid@cityofnapa.org
Not Complete, estimated for 2022

Gregory Bateson Building Water Intrusion & Building Envelope Investigation, Sacramento, CA
The Bateson Building is a four story structure, with a concrete slab on grade at the ground floor, a large, central, full height atrium, and approximately 75,000 sf per floor. The structure consists of concrete columns, beams, and joists supporting concrete slab floors and roof. The building exterior experienced deterioration for several years that resulted in extensive leaking, which is described in a comprehensive report prepared by McGinnis Chen Associates, Inc. (MCA) dated March 2, 2006. Interactive Resources performed inspections and testing to verify and update the MCA 2006 report and proceeded with the preparation of construction documents for repairs. We also surveyed all known existing leaks and conducted investigative field work, including exploratory demolition and water testing, at representative exterior walls, windows, decks, and roofing systems, to determine potential causes of water leakage. The majority of the existing leaks appear to align with balcony deck locations over occupied space. A significant water leak was also found in the Class II standpipe system in the piping under the slab in the southwest quadrant of the first floor near.
Reference: Bryan Johnson, | 916.651.7772 | bryan.johnson@calvet.ca.gov
Investigation completed: 2015 | AE Fees: $290,000
Southern Pacific Depot Freight Room Rehabilitation, Benicia, CA
The Depot is a two-story, wood framed structure. The upper story served as the station agents living area. The lower story consisted of a passenger waiting room, station agent office, baggage and freight house, and now serves as the gift/visitors center, office, and storage space. Interactive Resources was selected by the City to provide historic preservation guidance for design, construction documents and specifications for the adaptive reuse of the existing freight room that will be used as a meeting space, gallery or community events.

The meeting space is being reconfigured to meet ADA accessibility standards. There is a kitchenette that is being upgraded. New electrical, mechanical, plumbing and fire suppression system are being upgraded throughout, as well as new architectural finishes. The project is being designed in compliance with the Secretary of the Interior’s Standards for Treatment of Historic Properties.

Reference: City of Benicia, Rick Knight | 707.746.4322 rknight@ci.benicia.ca.us | Complete: 2022 | Cost Estimate: $1,070,681
Interactive Resources – 92% of the work | Performed is ontime and on budget.

ICE Sally Port – Appraisers Building, San Francisco, CA
Interactive Resources provided architectural and engineering services, conceptual design services, structural floor analysis, construction documents and construction administration services for the U.S. General Services Administration (GSA). The Sally Port is used by Homeland Security Investigations (HSI) and Immigrations and Customs Enforcement (ICE), located within the Appraiser’s building in San Francisco. The Sally Port and bus parking area are used for secure loading/unloading of detainees and secure vehicle parking. Previous to this project, Interactive Resources provided a realignment costing study for the proposed improvements.

Reference: Michelle Davis, General Services Administration 415.522.4481 | michelle.davis@gsa.gov
Interactive Resources – 95% of the work | Our work performed was ontime and on budget.

PG&E Lodi Customer Service Office Remodel, Lodi, CA
Interactive Resources provided architectural design and engineering services for the tenant improvement at the PG&E Customer Service Office located at 1361 S. Lower Sacramento in Lodi, California. The firm provided conceptual design, construction documents and construction administration services for this 1,800 sf space. Our services included architectural design of the lobby area, teller stations, web zone, payment kiosk, focus room, head cashier’s office, telecom room, storage, kitchen/break area and two restrooms, which required minor structural work, electrical upgrades, architectural finishes, workstations, and power/data.

Reference: Victor Ogu, formerly with Cushman & Wakefield | 925.270.2359 victor42@fb.com | Complete: 8/2015 | Construction Cost: $476,000; Interactive Resources’ Work: 95% | Performed was ontime and on budget.
PG&E Customer Service Office Remodel, Hollister, CA

The Clocktower Plaza located in Hollister, California is comprised of many local tenants, office and retail spaces. Interactive Resources was retained by Cushman & Wakefield to provide comprehensive programming, space planning, and architectural design for the 2,100 sf PG&E Customer Service Office located in the Clocktower Plaza. The lobby was remodeled with upgraded digital features, payment kiosk, web zone information center, waiting area, and height adjustable teller stations. Finishes were modernized and accented with artwork fitting the local region, including a wall mural. Existing business offices were modified for a more efficient use of space and for accessibility code compliance. Private offices and work areas and cubicles were outfitted with the latest technological features and ergonomic design. The focus rooms were designed to accommodate closed meetings as well as larger team presentations and teleconferences. The break room includes a kitchen and adjacent restrooms. Support spaces were updated and the telecom/server room, storage space was also remodeled.

Our work included schematic design, design development, construction documents, and construction administration services. The design team worked with the client’s color and finish guidelines to create a professional, adaptable and coherent palette.

Reference: Victor Ogu, formerly with Cushman & Wakefield | 925.270.2359 victor42@fb.com | Complete: 8/2015 | Construction Cost Estimate: $500,000; Cost: $566,000 Interactive Resources’ Work: 95% | Our work performed was on time and on budget.

PG&E Customer Service Office Remodel, San Rafael, California

Interactive Resources was retained by Cushman & Wakefield to provide A/E services for PG&E’s Customer Service Office located in San Rafael, California. The tenant improvement work included the design of a lobby, teller station with one fixed ADA station, focus room, head cashier’s office, payment kiosk, telecom room, storage, break area with kitchen and two restrooms. The project also included minor structural work, electrical and mechanical upgrades, ADA accessibility upgrades, workstations, and power/data. The architectural finishes were modernized and accented with artwork including a large wall mural in the lobby fitting the local region.

Our work included schematic design, design development, construction documents, and construction administration services. The design team worked with the client’s color and finish guidelines to create a professional, adaptable, and coherent palette.

Reference: Victor Ogu, formerly with Cushman & Wakefield | 925.270.2359 victor42@fb.com | Complete: 8/2015 | Construction Cost: $471,000; Construction Cost: $471,500 Interactive Resources’ Work: 95% | Our work performed was on time and on budget.
City Hall Water Damage Remediation – Destructive testing and investigation will take place prior to any commitment to the extent of repair and design work for those solutions. Our industrial Hygienist will conduct a minimally invasive to visually inspect and assess microbial growth and fungal contamination. Upon review of the remediation plan, schedule and fee estimate by the city, Interactive Resources shall provide construction documents that detail the appropriate assemblies and reconstruction to resolve the water intrusion, provide decontamination, and repair.

Fire Station Bathrooms and Separation Wall – Interactive Resources shall start by surveying and recording the existing conditions, plans and elevations for the facility. Wall, floor and ceiling assemblies shall be recorded in the work scope areas. Electrical and mechanical systems will be surveyed and assessed for load capacity.

Once the existing conditions are established, a design shall be proposed creating a single accessible public restroom along with all two or three unisex shower/restrooms for the firefighters and staff. Two options shall be provided. After approval, construction documents will be developed and specifications where the design team shall provide the city and fire department stakeholders with a choice on restrooms finishes, door hardware and color palettes.

Security Fences, Gates (PD, FD, Corp Yard) – This project consists of adding a non-scalable security fencing to the Police Department and Fire Station including electric rolling vehicle gates pedestrian access gates at each facility. The civil team shall review feasibility for the best circulation, gate waiting and egress for vehicles and road entry for possible options on a new entry to the parking area. Relocation of out buildings will be avoided, but the option to include relocation or demolition can be added. For the Corporation Yard, the installation of rolling vehicle gate shall be design including power/data connection, and security keypad and card key reader at the main entry.

Aside from the unique aspect for each project above, our services will be organized according to specific stages of project delivery requirements as follows:

Pre-design & Contract Administration – Our project team will work with the City to define the scope of work and confirm the program, design intent, construction budget and project schedules for each project. Site visits will be conducted, and “as-built” drawings produced to supplement the documents provided by the City for each project. The precise scope of work – approved by the City, will serve as the basis for the development of the construction documents and serves as the foundation for all future work on the projects. During this phase we will conduct a survey to identify and evaluate all barriers to accessibility within the parameters of the project scope.

Schematic Design: Once we have determined these requirements, we will prepare schematic design documents that illustrate the scale and relationship of all project components for each project. Drawings will be produced to serve as the backgrounds for the development of construction documents; architectural, mechanical, electrical, plumbing, and civil design.

Interactive Resources will prepare Construction Documents for the design of the Police parking lot with an expansion into the adjacent parking lot to accommodate the new electric gate and for the repairs for the current access driveway, and to the neighboring parking lot to include moving accessible parking spaces and new design for the drain inlets. For the Fire Station, Construction Documents will be prepared for an electric gate and electric conduit run to the gate motor and to the inside of the building. The existing fence and parking lot access door will need to be replaced and upgraded to a masonry fence with secured access door.

Cost Estimates: An initial cost estimate will be produced from the schematic design documents and project budget plus schedule will be updated. The schematic design set and presentation drawings will be prepared and presented to the City for review and approval.
**Design Development**: Based on the approved schematic design, our design team will proceed with design development documents indicating the various building systems necessary to support accessibility compliance, security, and efficient function. Research and study will be conducted and coordinated with the City relative to selection of materials and finishes regarding functionality, suitability, safety, longevity, aesthetics, and cost.

**Construction Documents**: Our design team will begin preparing final plans and specifications based on document reviews and approvals of the previous phase. The documents will include working drawings and building specifications for every component, detail, and material within the project. These documents will be prepared to a 65% and then a 95% level of completion. The documents will include working drawings, specifications, and final cost estimates. Construction Documents and As-Built Drawings to be submitted in both hard copy and digital format.

**Permit Documents & Bidding**: Construction documents will be submitted to the City for permit approval, and then revised to incorporate plan check corrections and bid-ready 100% Construction documents will be produced. The Bid Package will be issued, and we will assist the City with the bidding process, offering application assistance, corrections, and procurement. The design team will attend the Bid walk and respond to Bidder RFIs. During bidding, we will respond to questions quickly, and the designated City representative will be copied in all bid correspondence.

**Construction Administration**: Once the contract is awarded and a Notice-to-Proceed issued, we will conduct a preconstruction conference, establishing administrative procedures for all construction work. Reviews of construction progress will be scheduled with the client on a regular basis. These review sessions should include the architect, contractor, and any engineers or consultants relevant to the area under discussion. This phase will typically involve a pre-construction meeting, shop drawing review, preparation of supplemental detail drawings, approval of materials and samples, client counseling, preparation of change orders and RFIs, payment certificates and periodic onsite visits.

**Project Close-Out**: Final Inspection is made by the architect (with the client contractor and inspector) once the construction is completed and prior to issuing the final certificate for payment. As-built plans and specifications are issued and occupancy of the renovated area(s) is re-established.

Our approach will combine skilled professionals acting on a well-conceived action plan, with clear and effective communication to the City. We will endeavor to deliver your project on time and on budget.
The following is an outline of primary tasks we anticipate for the City’s projects. Andrew Butt, as principal-in-charge will oversee the project and Brant Fetter, our principal architect and project manager will lead each of these tasks so the City will not experience a lapse in our teams’ leadership or primary point of contact.

**Task 1A – Investigation and Destructive Testing [City Hall Water Damage Remediation only]**
- Initiate kick-off meeting with City staff and other stakeholders to refine and finalize scope and initiate work.
- Scheduling and coordination of testing.
- Site visit(s) to inspect destructive testing.
- Analysis of testing
- Meeting with City personnel, to review report, and estimate for mitigation design services.

**Task 1B – Pre-Design and Contract Administration**
- Initiate kick-off meeting with City staff and other stakeholders to refine and finalize scope and initiate work.
- Overall project management of project, contract administration and project team.
- Project scheduling; project budget and tracking.
- Site Visit and background drawings produced to supplement documents provided by the City.
- Deliverables: Kick-off meeting, project schedule, project budget and tracking, monthly invoices with progress report, and drawings of existing conditions.

**Task 2 – Schematic Design (all teams)**
- Review and validate existing conditions, as well as as-built documentation of the existing facility and utilize these in the preparation of the design documents.

**Task 2 – Architecture**
- Define scope of work — construction budget and project schedule based on layout plan. This precise SOW approved by the City — serves as the foundation for construction documents and all future work.
- Project team meetings, coordination, and regular progress reports.
- Meetings with City personnel, accessibility coordinator and local Fire Marshal to confirm and clarify the architectural, mechanical, electrical, plumbing, and security scope of work.
- Produce two conceptual design alternatives, illustrating the scale and relationship of project components.
- Initial cost estimate.
- Deliverables: Program document, conceptual plans, preliminary cost estimate, team meeting agenda and minutes.

**Task 2 – MEP Schematic Design Phase**
- Mechanical and plumbing systems
  - Produce preliminary written descriptions of the plumbing, fire sprinkler, and HVAC systems.
  - Review the drawings of the existing mechanical systems
  - Produce drawings, details, and specifications to cover the required modifications to the existing heating and ventilation systems in the areas of the remodel work.
- Electrical
  - Power distribution – Design electrical distribution based on layout plan and system requirements.
  - Fire alarm – Specify code required device locations and system requirement for fire alarm system if altered.
  - HVAC power – Coordination and design power for all specified HVAC and plumbing equipment.
  - Interior Lighting – Design lighting for interior based on recommended IES standards and Title 24 requirements.
  - Lighting and power controls – Design complying controls to meet new Title 24 standards, including multilevel operation, and receptacle controls and demand response controls.

**Task 2 – Civil Schematic Design (Fences)**
- Area of Work survey – establish topography, site features, paving edges, curbs and utilities
- Drainage and water control – review existing conditions for proper drainage and code compliance.
- Accessibility and barrier removal – review and recommend alterations to remove travel surface barriers.
- Provide turning radii, traffic flow and required access for both police and fire Dept. emergency traffic.
- Deliverables: Schematic plans and outline specifications, schematic cost estimate.
Task 2 – Cost Estimates
- Establish project budget, schedule and cost estimate.
- Approvals of all schematic design documents and review with City personnel.
- Prepare presentation drawings and present to governing agencies.
- Obtain City’s approval for the schematic design phase.
Deliverables: Schematic design set and presentation drawings.

Task 3 – Design Development
- Produce documents and presentation drawings to fix and describe size and character of the project.
- Drawings are produced to serve as the backgrounds for the development of construction documents.
- Finalize plans, evaluations and details; finalize finish selections.
- Prepare outline specifications to set contract requirements, quality of materials and construction workmanship.
- Cost estimate update.
- Approvals of all design development phase documents.
Deliverables: Design development drawings and outline specifications, final presentation drawings, design development cost estimate.

Task 4 – Construction Documents
- Produce high quality construction documents of all required drawings, technical specifications and project bid requirements, setting forth the precise architectural, mechanical, electrical, plumbing and security SOW.
- Prepare CSI Format Division 26 Specifications.
- Update construction cost estimate; Update Project schedule.
- Obtain approvals of all construction document phase documents from City personnel.
Deliverables: 65%, and 95% plans and specifications, final cost estimate.

Task 5 – Permit Documents
- Final project team coordination meeting.
- Required work to assist the City in submitting construction documents to the code enforcing authorities for plan check and approvals.
- Monitor progress of plan check revise documents as required to incorporate all plan check corrections.
- Deliverables: Bid-ready construction documents (100%) with plan check comments addressed.

Task 6 – Construction Bids
- Assist the City with the bid process, including preparing bidding package, attending pre-bid meetings, answering questions from contractors, issuance of addendum and review of bids submitted by contractors.
- Assist with participation in contractor prequalification, mandatory job walks, issuance of addenda and receipt of bids and bid evaluation; Issue Notice-to-Proceed documents.
Deliverables: Response to contractor RFIs, addenda as may be necessary.

Task 7 – Construction Administration
- Conduct pre-construction conference to establish the administrative procedures for all construction work.
- Attend scheduled construction meetings with the City’s representative and contractor.
- Reviewing and responding to requests for information from contractor.
- Reviewing shop drawings and submittals for compliance with project design intent.
- Assisting client in the processing of contract change orders, when appropriate.
- Attending job site meetings with City’s representative and contractor during construction to monitor progress.
- Attending site visits at substantial completion to review project and prepare a punch list of items to be corrected.
Deliverables: Response to RFIs, issuing of construction directives, change orders and punch List.

Task 8 – Project Closeout
- Collect and review close-out documents from contractor and present to City.
- Submit as-built plans and specifications.
- Conduct final acceptance testing for security system.
- Review O&M manuals, testing sheets and as-built documents from security integrator; and coordinate with City.
Deliverables: As-built Drawing Set & Specifications.
Forensic and Diagnostic Services - Working on forensic A/E projects that have some type of construction defects can be challenging. First of all, you have to find the source of the issues. This may include destructive or non-destructive testing. The firm works with many technical experts that can address many types of issues with construction defects, such as water intrusion, material failure analysis, corroded mechanical equipment, window leaks, plumbing leaks, cracked concrete, structural defects, failing roofing systems and building envelope, fire damage, lead or asbestos and mold issues. Many other possible problems found within a structure that can often lead to the risk of injuries and issues related to health issues.

Interactive Resources has been providing forensic architecture and engineering services for more than four decades. We have been conducting investigations of defective or damaged aspects of engineering projects and remediating and doing the repair design for the defect. We provide support for legal and insurance professionals and contractors, investigating materials, products, and structures that fail and cause damages. Many times, we find that the source of problems previously assumed by users is something different that requires a different solution.

Our building assessments have become objective tools to explain complex forensic architectural issues and technical engineering systems. We have developed specialized knowledge and expertise in the investigation and repair of construction defects, water intrusion, building failures, and the deterioration of building components, such as decks, roofs, windows and doors. The final building assessment reports trace the history of the problems, determines the causes, recommends solutions, and also provides cost estimates for the required repairs. In greater detail these services include the following:

- Investigations of water intrusion, excessive humidity, premature aging and failure of building materials, code violations and construction liability;
- Intrusive and non-intrusive testing of building components;
- Construction defects repair recommendations, specifications and drawings and estimating the costs of repair;
- Building code analysis including construction standards, life safety, exiting and fire resistance;
- Building System Failures: window/door glazing failures, expansion joint failures, spalling brick, water intrusion, roofing systems failure, masonry and stone failures;
- Building safety, code compliance, HVAC and electrical, snow and water drainage control, fire and smoke alarms, window guards, glass, floor surfaces, refuse management, occupancy separations;
- Security, access control, parking, lighting, vegetation, glazing, door and window hardware;
- Building envelope maintenance, systems, roofing and drainage;
- Seismic risk analysis/upgrades;
- ADA/Title 24 compliance and ANSI A117.1; and
- Construction administration services.

Roof Design, Repairs and Maintenance - Interactive Resources’ in-house staff designs and specifies all roofing systems and related components incorporated into new building and major renovation projects. Our services include evaluations, performance and moisture testing, leak response, core testing and roofing test cuts, construction documents, technical specifications and contract administration for a large number of roofing projects, including limited roof replacement or repair due to roofing deficiencies.

Core Sampling and Asbestos Testing - We typically review core samples (from low sloped roofing) visually, looking for obvious moisture, delamination, and component thicknesses. In some cases, they will perform laboratory moisture content analysis. Depending on conditions, they may collect samples of shingles, tile, slate, membranes, etc. and have them tested for strength, break resistance, etc. The firm employs licensed roofing contractors to make the core cuts or remove samples, and openings are repaired the same day they are taken. These firms are not shown in this statement of qualifications.

Asbestos testing is subcontracted to an industrial hygienist firm. They coordinate their test cuts with the industrial hygienist to minimize the number of cuts needed in the roof. In the past, they have worked with Forensic Analytical. Copies of the industrial hygienist’s findings and recommendations are incorporated into our reports and or bid documents.
Andrew Butt, AIA, LEED AP BD+C – Principal-in-Charge

Andrew has been a lead designer, project manager and project architect for more than 26 years, and as Managing Principal and Director of Design at Interactive Resources, brings a combination of design excellence and technical expertise to each project. Andrew is a hands-on project manager, believing strongly in a fully-integrated team approach to both the design and management of a project. A LEED Accredited Professional and Certified Green Building Professional, Andrew approaches each project with a mindful eye toward sustainable design and energy and material sensitivity that blends both eye-catching architecture and high-performing, healthy spaces for the people who interact with them. Relevant experience:

- County of Santa Clara: On-Call A/E Services – Principal-in-Charge (PIC)
- County of Santa Clara: On-Call, A/E, Planning and Environmental Services (PIC)
- General Services Administration (GSA): A/E Services IDIQ – Northern California
- State of California, DGS: On-Call A/E Services – Coastal Region (PIC)
- Judicial Council of California: On-Call A/E Services (PIC)
- County of Sonoma: A/E On-Call Services (PIC)
- County of Mendocino: A/E On-Call Services (PIC)
- City of Pleasanton: A/E On-Call Services (PIC)
- City of Napa: A/E On-Call (PIC)
- City of Alameda: A/E On-Call Services (PIC)
- Sonoma County: Community Emergency Resilience Sites (Three Facilities)
- Northern California Carpenters Regional Council: Capital Improvements, 265 Hegenberger Road, Oakland, CA
- City of Novato: City Hall /Community Center Historical Rehabilitation, Novato, CA
- DGS: Judicial Council of California Learning Center, Ronald M. George State Office Complex, San Francisco, CA
- DGS: Jesse Unruh Design Build Renovation, Sacramento, CA
- Cypress Lawn: Columbarian Renovation and Newall Chapel, Colma, CA
- East Bay Regional Park District: Dumbarton Quarry Service Yard, Fremont, CA
- City of Merced: Public Works Corporation Yard, Merced, CA
- City of Pinole: Public Works Corporation Yard, Pinole, CA
- Contra Costa County: Employment & Human Services Dept. Remodel, Antioch, CA
- Contra Costa County: Public Defenders Office Remodel, Walnut Creek, CA
- Contra Costa County: 50 Douglas Drive Remodel, Martinez, CA
- U.S. Postal Service: Security Upgrades, Oakland and San Jose, CA
- Bio-Rad Laboratories R&D Production Lab Expansion, B5731 & B5667, Pleasanton
- Bio-Rad Laboratories, 5400 Second Floor Remodel, Benicia, CA
- Zygo Optics-KLA C100 Clean Room Lab, Benicia, CA
- Alten Construction: Office Historical Rehabilitation, Richmond, CA
- Mariner Square Development, Richmond, CA
- Baltic Square Commercial Development, Richmond, CA
- Early Childhood Mental Health Program Remodel, Richmond, CA

Andrew Butt, AIA, LEED AP BD+C – Principal-in-Charge
Brant Fetter, AIA, CGBP – Principal Lead Architect / Main Point of Contact

Brant Fetter brings more than 27 years of experience in planning and design through all phases of development for a wide range of projects. As one of the firm’s principals, A certified LEED® and Green Building Professional and the former chair of the City of Richmond California Design Review Board, Brant is an expert on the principles of energy-efficient design as they relate to compliance with California’s Title 24 energy code, as well as programs such as the California Solar Initiative. He is an exceptional project manager and has managed many multidiscipline design teams. Brant is well versed in the requirements and regulations of the California and International Building Codes (IBC, CBC), Local codes, CEQA, LEED, NFPA and CalOSHA, EPA, DSA and other agency regulations. Experience includes:

- City of Napa: Police Department Administration Center HVAC Replacement, Napa, CA
- City of Napa: City Hall HVAC, Roof Replacement & ADA Upgrades, Napa, CA
- City of Benicia: Depot Freight Room Rehabilitation, Benicia, CA
- City of Benicia: Fitzgerald Field Stadium Bleacher & Restroom Replacement, Benicia
- AC Transit: General Office Customer Service Center Remodel, Oakland, CA
- Northern California Carpenters Regional Council: Capital Improvements, Oakland
- Santa Clara County: Main Jail Intake Department Remodel, San Jose, CA
- Santa Clara County: Elmwood Correctional Facility, West Gate Hardening, Milpitas
- Santa Clara County: William F. James Boys Ranch Campus Facility Condition Assessment, Morgan Hill, CA
- County of Mendocino: Administration Center North and South Wing Roof and HVAC Replacement Ukiah, CA
- County of Marin: Marin Center Facility Condition Assessment, San Rafael, CA
- Contra Costa County: Juvenile Hall ADA Upgrades, Martinez, CA
- Contra Costa County: Pittsburg Health Center Elevator Upgrades, Pittsburg, CA
- Contra Costa County: Summit Center – 2530 Arnold Drive Elevator Upgrades, Martinez, CA
- Contra Costa County: 4545 Delta Fair Elevator Upgrades, Martinez, CA
- City of Pleasanton: Building Assessments, Pleasanton, CA
- City of Pleasanton: Amador Theater Building Assessment, Pleasanton, CA
- Zygo Optics: KLA C100 Clean Room Remodel, Richmond, CA
- New Light Industrial Building, Richmond, CA
- 7 Stars Healing Center, Richmond, CA
- Hoovestol Truck Maintenance Facility Expansion, Richmond, CA
- The Village at El Cerrito Remodel, El Cerrito, CA
- Fiacre a, Inc. at Concord Remodel, Concord, CA
- WWCUSD: Michelle Obama School Modernization Bridging Design, Richmond
- College of the Redwoods: Applied Technology Building Infrastructure and Roof Upgrades, Eureka, CA
- College of the Redwoods: Student Union Building Infrastructure & Roof Upgrades, Eureka, CA
- City of Santa Rosa: Bennett Senior Center Reroof, Santa Rosa, CA
- Tolay Lake Regional Park Maintenance Shop Replacement, Petaluma, CA

LICENSE/REGISTRATION
CA Architect # C35010
LEED Accredited Professional
CA Green Building Professional

EDUCATION
B.A., in Architecture, University of Washington
Architectural Master’s Program, Rhode Island School of Design, Providence, RI

TEL: 510.236.7435, 123
EMAIL: brant.fetter@intres.com

YEARS OF EXPERIENCE/YEARS WITH FIRM
27+ years / 6 years

PROFESSIONAL AFFILIATIONS
American Institute of Architects

BOARDS / COMMISSIONS
Richmond Design Review Board, 2011 – 2017
West Contra Costa Unified School District Bond Oversight Committee, 2011 - 2013
Star Academy, Executive Board, 2002 - 2008

REFERENCES
City of Benicia
Rick Knight
TEL: 707.746.4322
EMAIL: rknights@ci.benicia.ca.us

Mike Haas
AC Transit
TEL: 510.891.5423
EMAIL: mhaas@actransit.org

Doug Anderson
Mendocino County
TEL: 707.234.6054
EMAIL: andersond@co.mendocino.ca.us
Thomas, K. Butt, FAIA, LEED AP BD+C – Principal Architect / Forensic Architect

Tom has more than 55 years of experience with the design of institutional, residential, commercial and public buildings. Tom has managed many of the firm’s major projects involving new and rehabilitated buildings, urban planning and design, historic preservation, energy conservation and alternative energy applications for buildings, and forensic and diagnostic architecture. Tom is a recognized expert in construction defects and forensic architecture/engineering services with specialties that include building envelope technology and failure analysis. Tom has been a prolific author of technical articles on architecture, and he chairs two ASTM task groups responsible for building envelope design and product standards. Tom is the lead forensic architect and principal-in-charge for most of the firm’s forensic contracts for waterproofing and these clients include: The State of California, DGS, RESD, PMDB, the Judicial Council of California, the General Services Administration, Bay Area Rapid Transit (BART), AC Transit and the University of California, Berkeley, just to name a few. Tom serves on many boards and commissions, including: the San Francisco Bay Conservation and Development Commission; CivicWell; Contra Costa Transportation Authority; East Brother Light Station, Inc.; Rosie the Riveter Trust; Resilient by Design; and MCE Clean Energy. Tom’s experience includes:

- City of Novato: City Hall Council Chamber Rehabilitation, Novato, CA
- Judicial Council of California: George E. McDonald Hall of Justice Courthouse HVAC Replacement, Alameda, CA
- Judicial Council of California: Wakefield Taylor Courthouse Generator Replacement, Martinez, CA
- Judicial Council of California: B.F. Sisk Courthouse Window Assessments, Fresno
- Judicial Council of California: Courthouse Roof Assessment/Replacements, Various Locations, Bay Area and Northern California
- CA DGS: Forensic IDIQ Northern & Costal Region Retainer, Northern CA (PIC)
- CA DGS: FMD A/E IDIQ, Bay and Northern Area, CA (PIC)
- CA DGS: Rattigan Building Roof, Skylight and HVAC Replacement, Santa Rosa, CA
- DGS, California Department of Education: School for the Deaf and Blind Student Housing Renovation, Fremont, CA
- DGS: Jesse Unruh Design-Build Rehabilitation, Sacramento, CA
- DGS: Elihu Harris Building Mold Investigation, Water Intrusion Mitigation and Landscaping, Oakland, CA
- General Services Administration, (GSA): Frank Hagel Federal Building Plaza Forensic Water Intrusion Investigation and Repair Design, Richmond, CA
- GSA: Ronald Dellums Federal Building Enhanced Feasibility Study, Oakland, CA
- GSA: Santa Ana Federal Building Plaza Deck Basement Waterproofing and Façade Investigation / Repair, Santa Ana, CA
- GSA: Robert Peckham Federal Building Waterproofing, San Jose, CA
- GSA: Robert E. Coyle Federal Building Window System Thermal Mitigation, Fresno
- GSA: Phillip Burton Federal Building Window Washing System, San Francisco, CA
- AC Transit: General Office Weatherization and Roof Replacement, Oakland, CA
- AC Transit: Training Education Center Roof Replacement, Hayward, CA
- County of Mendocino: Health & Human Services Agency’s Yokayo Building Canopy and Roof Replacement, Ukiah, CA
- Merritt on 3rd Window Replacement, Oakland, CA
- Contra Costa County: Government Corporation Yard, Martinez, CA
- BART: System Waterproofing Task Force, Investigation and Repair, Multiple Locations in the San Francisco Bay Area, CA
- BART: Train Control Rooms Water Intrusion Mitigation, District-Wide
- BART: Powell Street Water Intrusion Remediation, San Francisco, CA

LICENSE/REGISTRATION
CA Architectural License # C-7389
LEED Accredited Professional

EDUCATION
MArch, University of California, Los Angeles
BArch and Bachelor of Arts, University of Arkansas

YEARS OF EXPERIENCE/YEARS WITH FIRM
55 years / 49 years

PROFESSIONAL AFFILIATIONS
AIA (Elected to College of Fellows) / CSI / ASTM / ASHRAE / IIEBC / ICC / WESTCON / NTHP / CSI / ASTM / ASHRAE / IIEBC
AIA (Elected to College of Fellows)

REFERENCES
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Doug Anderson
Mendocino County
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Karim Nassab
Judicial Council of California/Kitchell
TEL: 915.648.9700
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Judicial Council of California

PMDB, the Judicial Council of California, the General Services Administration, Bay Area Rapid Transit (BART), AC Transit and the University of California, Berkeley, just to name a few. Tom serves on many boards and commissions, including: the San Francisco Bay Conservation and Development Commission; CivicWell; Contra Costa Transportation Authority; East Brother Light Station, Inc.; Rosie the Riveter Trust; Resilient by Design; and MCE Clean Energy. Tom’s experience includes:

- City of Novato: City Hall Council Chamber Rehabilitation, Novato, CA
- Judicial Council of California: George E. McDonald Hall of Justice Courthouse HVAC Replacement, Alameda, CA
- Judicial Council of California: Wakefield Taylor Courthouse Generator Replacement, Martinez, CA
- Judicial Council of California: B.F. Sisk Courthouse Window Assessments, Fresno
- Judicial Council of California: Courthouse Roof Assessment/Replacements, Various Locations, Bay Area and Northern California
- CA DGS: Forensic IDIQ Northern & Costal Region Retainer, Northern CA (PIC)
- CA DGS: FMD A/E IDIQ, Bay and Northern Area, CA (PIC)
- CA DGS: Rattigan Building Roof, Skylight and HVAC Replacement, Santa Rosa, CA
- DGS, California Department of Education: School for the Deaf and Blind Student Housing Renovation, Fremont, CA
- DGS: Jesse Unruh Design-Build Rehabilitation, Sacramento, CA
- DGS: Elihu Harris Building Mold Investigation, Water Intrusion Mitigation and Landscaping, Oakland, CA
- General Services Administration, (GSA): Frank Hagel Federal Building Plaza Forensic Water Intrusion Investigation and Repair Design, Richmond, CA
- GSA: Ronald Dellums Federal Building Enhanced Feasibility Study, Oakland, CA
- GSA: Santa Ana Federal Building Plaza Deck Basement Waterproofing and Façade Investigation / Repair, Santa Ana, CA
- GSA: Robert Peckham Federal Building Waterproofing, San Jose, CA
- GSA: Robert E. Coyle Federal Building Window System Thermal Mitigation, Fresno
- GSA: Phillip Burton Federal Building Window Washing System, San Francisco, CA
- AC Transit: General Office Weatherization and Roof Replacement, Oakland, CA
- AC Transit: Training Education Center Roof Replacement, Hayward, CA
- County of Mendocino: Health & Human Services Agency’s Yokayo Building Canopy and Roof Replacement, Ukiah, CA
- Merritt on 3rd Window Replacement, Oakland, CA
- Contra Costa County: Government Corporation Yard, Martinez, CA
- BART: System Waterproofing Task Force, Investigation and Repair, Multiple Locations in the San Francisco Bay Area, CA
- BART: Train Control Rooms Water Intrusion Mitigation, District-Wide
- BART: Powell Street Water Intrusion Remediation, San Francisco, CA
William Marquand, AIA, LEED GA – Architect

William (Bill) Marquand is a highly skilled designer, architect and project manager with expertise in the educational, industrial, office and historic resources sectors. His well-rounded skill set includes the ability to conceive and communicate design concepts both verbally and graphically to building professionals and laypeople alike. His talents in design and communication are supported by an unparalleled professionalism and proficiency in Building Information Modeling (BIM)/Revit and hand media.

Bill holds a Master of Environmental Design degree from Yale University, a Certificate of Historic Preservation from the University of Southern California, and a Bachelor of Science in Architecture from Georgia Tech / Ecole des Beaux Arts. He is Founder and Executive Director Emeritus of the Maybeck Foundation. Bill served on the City of Lafayette Design Review Board for six years, and was its Chairman for two years. Bill is well versed in the requirements and regulations of the DGS, California and International Building Codes and other agency regulations. Bill worked previously at Interactive Resources from 2010 to 2011. Bill’s experience includes (*Projects – other firms):

- City of Napa: Administration Center HVAC Replacement, Napa, CA
- City of Napa: City Hall HVAC and Roof Replacement and ADA Upgrades, Napa
- City of Cotati: Community Center and City Hall Window Replacement, Cotati, CA
- City of Benicia: Depot Freight Room Rehabilitation, Benicia, CA
- City of Pleasanton: Amador Theater Building Assessment, Pleasanton, CA
- Santa Clara County: Main Jail Intake Remodel, San Jose, CA
- GSA: Clifton Young Federal Building and U.S. Courthouse, Social Security Administration Tenant Improvement, Reno, NV
- WCCUSD: Michelle Obama (Woodrow Wilson) Elementary School Modernization, Richmond, CA
- NVUSD: Napa Redwood Middle school Gym Roof Replacement, Napa, CA
- San Rafael City Schools: Davidson Middle School Roof Replacements (Several Buildings), San Rafael, CA
- New Light Industrial Building, 80 West Ohio Avenue, Richmond, CA
- New Light Industrial Building, 1170 Hensley, Richmond, CA
- Richmond Parkway Commerce Center Remodel, Richmond, CA
- 7 Stars Healing Center MediaHouse Remodel, Richmond, CA
- NVUSD: Napa Redwood Middle School Roof Replacement
- Star Academy: High School Upgrades, San Rafael, CA
- Cypress Lawn: New Offices, Colma, CA
- *Peace Corps Commemorative Work, Washington, D.C.
- *Saint Louis University/Summit Hospital, St. Louis, MO
- *First Church of Christ Scientist Remodel, Orinda, CA
- *IC Works Clean Room Remodel, San Jose, CA
- *Sunset Hills City Hall Remodel, Sunset Hills, MO
- *Telco Office and Manufacturing, Fremont, CA
- *CellularONE Retail Spaces, Seven Stores in Bay Area
- *Maybeck Dormitories – Principia College Exterior Masonry Shell Assessment, Elsah, IL
- *1915 Fair Housing – 1656 Powell Street Apartments Remodel, San Francisco, CA
- *Gambrill Gardens Senior Housing Community Building Remodel, Ellisville, MO
- *Main Library Renovation, Missouri Baptist University, Creve Couer, MO
- *HeadStart Foothill Square, Oakland, CA
Paul Westermann, PE, SE – Principal Structural Engineer

Paul Westermann has more than 40 years of experience in the field of structural engineering. He has worked on hospitals, hotels, schools, commercial and industrial buildings, casinos, telecommunication facilities, and airline facilities. He has worked with timber, concrete masonry, structural steel, reinforced concrete and tilt-up. At Interactive Resources, he is responsible for overseeing the design from conception to completion. Paul is very experienced working with DSA, State Fire Marshall and OSHPD. Paul also has extensive experience providing structural engineering services for more than 600 solar photovoltaic array projects. Paul’s experience includes:

- Judicial Council of California: Municipal Courthouse Structural Repairs, Alhambra
- Judicial Council of California: North Justice Center Structural Repairs and ADA Upgrades, Fullerton, CA
- Judicial Council of California: Structural Engineering for Several Courthouse Roof Replacements, Various Locations
- GSA: San Francisco Federal Building, Federal Trade Commission Tenant Improvement, San Francisco, CA
- GSA: Ronald Dellums Federal Building Enhanced Feasibility Study, Oakland, CA
- GSA: U.S. Marshals Service Cellblocks Remodel and Office Expansion, Evo A. DeConcini U.S. Courthouse, Tucson, AZ
- DGS: Leviathan Mine Forensic Assessment, Alpine County, CA
- Northern California Carpenters Regional Council: Capital Improvements, Oakland
- City of Napa: City Hall HVAC, Roof and ADA Upgrades, Napa, CA
- City of Benicia: Fitzgerald Field Stadium Bleachers and Restrooms, Benicia, CA
- City of Pinole: Faria House/Museum Historical Rehabilitation, Pinole, CA
- City of San Bruno: Fire Station No. 52 Seismic Analysis, San Bruno, CA
- City of San Carlos: Youth Center Interior and Exterior Upgrades, San Carlos, CA
- City of San Carlos: Burton Park Restrooms, San Carlos, CA
- City of Novato: Council Chambers/Community Center Historical Rehabilitation, Novato, CA
- County of Tuolumne: Ambulance-Fire Facility, Sonora, CA
- County of Mendocino: Administration Center Roof Replacement, Ukiah, CA
- County of Mendocino: Health and Human Services Agency’s Yokayo Building Canopy, Ukiah, CA
- Santa Clara County: Elmwood Correctional Facility Westgate Hardening, Milpitas
- Santa Clara County: Main Jail Intake Remodel, San Jose, CA
- Santa Clara County: Probation Office Building Condition Assessment, San Jose, CA
- Santa Clara County: Communications Center Facility Condition Assessment, San Jose
- AC Transit: Customer Service Center Remodel, Oakland, CA
- AC Transit: General Office Weatherization & Roof Replacement, Oakland, CA
- AC Transit: Training Education Center (Mack Facility) HVAC and Roof Replacement, Hayward, CA
- City of Pleasanton: Building Assessments, Pleasanton, CA
- Historic Masquer’s Playhouse Structural Retrofit and ADA Upgrades, Point Richmond
- PG&E: Service Center Remodel, Eureka, CA
- PG&E: Service Center Remodel, Point Arena, CA
- United Parcel Service: Distribution Center Remodel, Oakley, CA
- United Parcel Service: Distribution Center Site Development, San Francisco, CA
- Bio-Rad Laboratories: R&D Production lab Expansion, B5731 & B5667, Pleasanton
- Zygo Optics-KLA C100 Clean Room Lab, Richmond, CA
- East Bay Regional Park District: Dumbarton Quarry Service Center, Fremont, CA
- University of California, Berkeley: Tolman Hall Demolition, Berkeley, CA

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Paul Westermann, PE, SE
Principal Structural Engineer

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Evergreen Innovation Group
Mark Lahlouh
650.308.6249
markla@eigllc.com
Toby Lee, PE – Assoc. Principal Mechanical, Plumbing & Fire Protection Engineer

Toby Lee is a registered Mechanical engineer with more than 22 years of experience. At MHC Engineers, Inc., Toby is involved in various projects, including: schools, commercial, offices, restaurant, residential and airport projects. As an Associate Principal, it is Toby’s responsibility to organize and monitor project status, work assignments and communication with clients. He also assists the staff in the design process on HVAC, plumbing and fire protection projects including design, project specifications, team coordination, and construction administration for a thorough and successful end. Relevant project experience includes:

- City of San Bruno: Library Renovation, San Bruno, CA
- City of San Carlos: Youth Center Remodel, San Carlos, CA
- City of San Carlos: Burton Park Restrooms, San Carlos, CA
- Contra Costa County: Juvenile Hall ADA Upgrades, Martinez, CA
- Asian Health Services: MEP Upgrades, Oakland, CA
- City of Orinda: Community Center, Orinda, CA
- Contra Costa County: Employment & Human Service Department, Martinez, CA
- City of Alameda: City Hall, 2nd Floor Remodel, Alameda, CA
- City of Alameda: Fire Station 1 and 2 Mechanical Upgrades, Alameda, CA
- City of Alameda: Library MEP Upgrades, Alameda, CA
- Alameda Housing Authority: MEP Upgrades, Hayward, CA
- City of Novato: Facility Condition Assessment, Novato, CA
- City of Fairfield: Facilities Condition Assessment, Fairfield, CA
- Tongan Church MEP Upgrades, San Bruno, CA
- 533 San Mateo Avenue, San Bruno, CA
- 900 Cherry Avenue, San Bruno, CA
- 851 Traeger Avenue, San Bruno, CA
- City of Pinole: Faria House / Museum Historical Rehabilitation, Pinole, CA
- The Ferry Building Historical Rehabilitation, San Francisco, CA
- Rincon Center Historical Rehabilitation, San Francisco, CA
- Pier 1.5, 3, 5, San Francisco, CA
- Pier 40, San Francisco, CA
- Pier 29, San Francisco, CA
- 1 Kearny Historical Rehabilitation, San Francisco, CA
- 100 Pine Street, San Francisco, CA
- 1275 Market Street, San Francisco, CA
- 595 Market Street, San Francisco, CA
- 1076 Harrison Street Historical Rehabilitation, San Francisco, CA
- Mission Housing Development Corporation: Scattered Sites (10 buildings) Mechanical, Electrical Plumbing and Fire Protection Condition Assessment, San Francisco, CA
- East Bay Regional Park District:1232 McKay Avenue (Alameda Naval Air Station – Building 7) Facility Condition Assessment, Alameda, CA
- Presidio Thornburg Road, Facilities Condition Assessment, San Francisco, CA
- The Metropolitan: Facilities Condition Assessment, San Mateo, CA
- Chinese Hospital: MEP Upgrades, San Francisco, CA
- North East Medical Service: MEP Upgrades, San Francisco, CA
- BART: Oakland LMA Building, Oakland, CA
Tony Jakosalem, PE – Electrical Engineer

Tony Jakosalem has more than 30 years of experience in the field of electrical engineering. He has worked extensively in the conceptual design development, preparation of the construction documents and specifications, and construction of documents with architects and developers regarding new construction as well as rehabilitation of mid-rise low income housing and related projects.

As an electrical project manager, Tony focuses on client relation and the engineering and management of numerous projects. He provides the innovative and technical quality for the electrical discipline of the project and assures the accuracy of the project’s electrical system design, including its integration of the overall project requirements. Relevant project experience includes:

- City of San Carlos: Youth Center Remodel, San Carlos, CA
- City of San Carlos: Burton Park Restrooms, San Carlos, CA
- Alameda Housing Authority: Electrical Upgrades, Hayward, CA
- San Francisco Housing Authority: Electrical Upgrades, San Francisco, CA
- Alameda Aquatech: Electrical Upgrades, Alameda, CA
- Fremont Swim Center: Electrical Upgrades, Fremont, CA
- Milpitas Star Aquatics: Electrical Upgrades, Milpitas, CA
- Bayview Hunters Point: Electrical Upgrades, San Francisco, CA
- Westlake Christian Terrace: Electrical Upgrades, Oakland, CA
- Jackson Courtyard Condo: Electrical, Oakland, CA
- Downtown River Apartment: Electrical, Petaluma, CA
- Plaza and Ramona Apartment: Electrical, San Francisco, CA
- San Francisco Airport: Virgin America, Terminal 2, San Francisco, CA
- San Francisco International Airport: Building 575, San Francisco, CA
- San Francisco Airport: Business Data Center, San Francisco, CA
- Anchor and Hope: Electrical, San Francisco, CA
- Bistro Burger: Electrical, San Francisco, CA
- Orson Restaurant: Electrical, San Francisco, CA
- The Salt House: Electrical, San Francisco, CA
- San Francisco General Hospital: Electrical Upgrades, San Francisco, CA
- Foothill Family Community Clinic: Electrical Upgrades, San Jose, CA
- North East Medical Services: Electrical Upgrades:
  - San Bruno Ave., San Francisco
  - Noriega Street, San Francisco
  - Stockton Street, San Francisco
- 5th & Mission Street Garage: Electrical, San Francisco, CA
- Portsmouth Square Garage: Electrical, San Francisco, CA
- One Bush Street, San Francisco, CA
- One Front Street, San Francisco, CA
- One Kearny Street, San Francisco, CA
- 1275 Market Street, San Francisco, CA
- 595 Market Street, San Francisco, CA
- Pier 39, San Francisco, CA
- Pier 17, San Francisco, CA
- Pier 1-1/2, 3 and 5, San Francisco, CA
Spencer Wong – Mechanical Engineer

Spencer Wong has years of experience working on a wide variety of HVAC applications and job scales, from small tenant improvements retrofits to new construction multifamily buildings and residential high rise construction. The variety of projects. Spencer has worked on, as well as his commitment to continuing education for the latest developments in the HVAC community, have given him a depth of knowledge that make him an asset at every stage of the engineering process. At MHC, Spencer is responsible for HVAC and Plumbing system design from the schematic phase to final construction documents, and manages construction administration through job completion. He has worked on projects ranging from small and large scale residential developments, to commercial tenant improvements, as well as schools, restaurants and schools. Relevant project experience includes:

- Canopy Space, San Francisco, CA
- 259 Post Street, San Francisco, CA
- 170 Maiden Lane, 5th Floor, San Francisco, CA
- 1088 Sansome Street, San Francisco, CA
- 225 Bush Street, 2nd Floor, San Francisco, CA
- 535 Mission Street, San Francisco, CA
- 680 Folsom Street, San Francisco, CA
- Abbot Diabetes Care, Alameda, CA
- Kairos Power, Alameda, CA
- Safeway, San Leandro, CA
- Through the Hayes Optometry, San Francisco, CA
- Hairshaper Salon, San Francisco, CA
- Eyeworks, San Francisco, CA
- Emporium San Francisco, San Francisco, CA
- 765 Market Street, 26th Floor, San Francisco, CA
- 7907 Empire Grades, Santa Cruz, CA
- 660 North El Camino Real, San Mateo, CA
- California College of the arts, San Francisco, CA
- Stuart Hall High School, San Francisco, CA
- Pacific Rim International School, San Mateo, CA
- The Slanted Door, San Ramon, CA
- 694 Valencia Street, Palo Alto, CA
- Hard Water Annex, San Francisco, CA
- Nommo, San Francisco, CA
- San Francisco Food Park, San Francisco, CA
- Laguna Honda F Wing, San Francisco, CA
- Grant Hall, San Francisco, CA
- Andelin Studio, San Anselmo, CA
Robert Stevens, PE, TE, LEED AP – Principal Civil Engineer

Robert specializes in developing private and public infrastructure projects delivering more than $200 million in construction valuation over the last 10 years. Engaged throughout the life of the project, his experience ranges from conceptual design to detailed engineering culminating in final construction. Robert coordinates the design effort of the team, public agencies, community organizations, and private parties resulting in consensus based solutions delivered on schedule and budget. Relevant experience includes:

- City of Santa Clara: Downtown Specific Area Plan, Santa Clara, CA
- Alameda County: Santa Rita Jail Improvements, Dublin, CA
- Contra Costa County: East Contra Costa County Courthouse, Pittsburg, CA
- UC Berkeley: Art Museum and Pacific Film Center, Berkeley, CA
- City of Brentwood: Civic Center Modernization, Brentwood, CA
- Highland Hospital Acute Tower Replacement, Oakland, CA
- Port of Richmond: Contract Port Engineer, Richmond, CA
  Provided general infrastructure, building improvements, staff augmentation, and construction management services.
- City of Richmond On Call Support – 2008 to Current
  Provides planning, pavement improvement, sidewalk, general infrastructure support, and plan review coordination to the City on an on-call basis.
- County of Marin Project Management On-Call Support – 2018 to Current
  Provides planning support, staff augmentation support related to the management of capital improvement projects
- Alameda County On-Call – 2007 to 2017
  Provided planning and design for street improvement projects.
- City of El Cerrito On-Call Support – 2011 to 2018
  Coordinated staff augmentation support and planning, design, and construction management for paving and sidewalk projects including emergency support for landslides and sinkholes.
- City of Berkeley On-Call Support – 2017 to Current
  Provides planning and design support related to capital improvement projects
- City of Hercules On-Call Support
  Provided planning, design, and construction management services for various street and infrastructure projects.
- Path to Transit, Hercules
  Responsible for the planning, design, and implementation of new streets, bridge, utility systems, and restoration of Refugio Creek facilitating the development of a regional intermodal facility.
- Rule 20B Undergrounding
  Coordinated the Rule 20B undergrounding of Hesperian, Stanley, and Lewelling Boulevards as well as Moraga Road, Highway 29, and Macdonald Avenue.
- Plaza and Del Norte BART Stations
  Pedestrian and Bicycle Improvements and Placemaking –BART Station, El Cerrito, CA
Mike Vidra, PE, LEED AP, QSD/QSP, SUAS RP – Civil Engineer

Mike has over 16 years of civil engineering and design experience delivering public infrastructure projects throughout the Bay Area. He has designed and worked in all of the nine counties of the Bay Area. He develops a working relationship with the jurisdictions staff, discusses design considerations with the team and reviews the overall Master Plan with other consultants. Mike sticks with a team from the initial design stage, through approval and into construction. He understands the value in bid estimation/support and value engineering throughout the process. Mike’s daily drive and motivation is seeing a project that satisfies the client and the users and he brings a feeling of ownership to his field with every project. Project experience includes:

- City of Brentwood: Civic Center Modernization, Brentwood
- Plaza and Del Norte BART Stations: Pedestrian and Bicycle Improvements and Placemaking – BART Station, El Cerrito, CA
- Path to Transit, Hercules: Planning, Design and Implementation of New Streets, Bridge, Utility Systems, and Restoration of Refugio Creek Facilitating the Regional Intermodal facility Development, Hercules, CA
- Ohlone Community College District: Utility Infrastructure Master Plan, Fremont
- Emeryville Center for Community Life, Emeryville, CA
- Alameda County: Castro Shared Parking Facility, Castro Valley, CA
- Alameda County: Highland Hospital, Oakland, CA
- Port of Redwood City: Wharf Replacement, Redwood City, CA
- Alameda County: Hampton Road, Grove Way, San Miguel, Santa Maria, and Boston Road
- City of Dublin: On-Call Support – 2018 to Present
- Main Street Village Apartments, Fremont, CA
- PG&E: Vacaville Critical Operations Center, Vacaville, CA
- PG&E: Vacaville Grid Control Center, Vacaville, CA
- Castle Airport Parking Lot Improvements and Drainage Study, Atwater, CA
- CPMC Van Ness Hospital, San Francisco, CA
- Tesoro Golden Eagle Refinery Stormwater Treatment, Concord, CA
- PG&E: Office, Fresno, CA
- Carr America Corporate Parking Layout, Pleasanton, CA
- Comcast Regional Headquarters, Livermore, CA
- BART: Emergency Vehicle Access, Dublin, CA
- BART: Plaza & Del Norte Bart Stations Pedestrian & Bicycle Improvements, El Cerrito, CA
- Bay Area Headquarters Authority (BAHA), San Francisco, CA
- Macdonald Avenue, Richmond: Four phases - $25 million, $11 million completed to date.
- Nevin Avenue, Richmond: Two phases complete; $10 million.
- Castro Valley Streetscape, Alameda County: $9 million.
- Miller Avenue Streetscape, Mill Valley: $15 million.
- Central Avenue, El Cerrito: $1.2 million
- Contra Costa Boulevard, Pleasant Hill: Total construction value of $7 million.
- Hesperian Boulevard Streetscape, Alameda County: $30 million
- East 14th Streetscape, Alameda County: Project Study Report and preparation of PSE at several key intersections
Christopher Kent – Principal Landscape Architect

Christopher Kent is a Principal at PGA Design Inc, where he enjoys working on a wide range of projects serving public and private clients. His fresh, yet practical design approach to landscape design is augmented with exceptional graphic skills which makes him a highly effective visual communicator. Since joining PGA Chris has led many of the firm’s transportation projects for our engineer and public agency clients. These include a number of transit stations, streetscapes, and pedestrian and bicycle improvements. Chris integrates CPTED (Crime Prevention Through Environmental Design) strategies into his designs creating safe and attractive environments for users. Chris has a talent for engaging people in the design process. He uses graphics to capture ideas and is trained in meeting facilitation. Chris is well-versed in the full spectrum of design, exhibit preparation, detailing and executing projects during the construction phase.

Relevant experience includes:

- Napa Performing Arts Center, Napa, CA
- BART Station, San Bruno, CA
- BART Multi-modal Station, Millbrae, CA
- Vacaville Tertiary Treatment Laboratory Expansion, Vacaville, CA
- GSA: Frank Hagel Federal Building Plaza, Richmond, CA
- Alameda County Government Services Agency Plaza, Oakland, CA
- MacArthur BART Transit Village, Oakland, CA
- BART East Dublin Garage, Dublin, CA
- Homer Avenue Underpass, Palo Alto, CA
- Jean Hargrove Music Library, University of California Berkeley, CA
- West Oakland BART 7th Street Improvements, Oakland, CA
- Schapiro Reservoir, El Cerrito, CA
- Schoolhouse Creek, Berkeley, CA
- Zone 3 Reservoir, San Jose, CA
- El Cerrito Creek Greenway, El Cerrito, CA
- Ford Assembly Plant, Richmond, CA
- BART Seismic Reconstruction, Ohlone Greenway, Berkeley, Albany, & El Cerrito
- Oakland Memorial Park Bay Trail Sign, Oakland, CA
- Bay Bridge Toll Booth Plaza, Oakland, CA
- Kairos & Durand Student Housing, Palo Alto, CA
- Park Villa Housing, Palo Alto, CA
- Fox Courts Apartments, Oakland, CA
- Hunters Point Homes, San Francisco, CA
- Guadalupe River Oaks Trail, San Jose, CA
- Whisman Road Medians, Mountain View, CA
- San Francisco-Oakland Bay Bridge, Oakland, CA
- East-West Connector Trails, Fremont/Union City, CA
- Alameda County Corporation Yard LID Demonstration Garden, CA
- Hesperian Boulevard Streetscape, San Lorenzo, CA
- Hospice Garden, Vacaville, CA
- Highland Hospital, Alameda County Medical Center, CA
- Fairmont Hospital Critical Care Facility, Alameda County, CA
- Vallejo Hall of Justice, Vallejo, CA
With over 25 years of diverse experience and spearheading PGAdesign’s irrigation design and consulting services, Robert has accumulated a considerable foundation of qualifications across project types. He provides an invaluable benefit to clients with his comprehensive knowledge and understanding of irrigation guidelines and standards, such as the California Model Water Efficient Landscape Ordinance (MWELO), the Bay-Friendly Guidelines, EBMUD guidelines and the specific requirements of several Bay Area water purveyors. Committed to sustainability and best practices for the efficient use of water in the landscape, Robert’s array of skills include performance specifications, water audits, plan review, and irrigation water use analysis. A certified Irrigation Designer and Landscape Irrigation Auditor, he has been involved in several professional activities and presentations focused on water-efficient design, most recently at the annual WaterWise Symposium, and at a presentation on irrigation best practices and hydrozoning delivered to Bay-Friendly Landscape trainees. Relevant experience includes:

- Napa Performing Arts Center, Napa, CA
- CostCo Parking Lot, Newpark Mall, Newark, CA
- DePaul Health Center, Morgan Hill, CA
- Menlo Portal Office, Menlo Park, CA
- Pacific Plaza, Emeryville, CA
- Pruneyard Office, Campbell, CA
- Galindo House Historic Park, Concord, CA
- German Consulate, San Francisco, CA
- Berkeley Rose Garden Irrigation Rehabilitation, Berkeley, CA
- Lake Merritt Park Irrigation Renovation Plan, Oakland, CA
- Mission Creek and Gomes Park Trail Improvements, Fremont, CA
- Alameda County Corporation Yard LID Demonstration Garden, Hayward, CA
- Livermore Downtown Core Improvements, Livermore, CA
- Cerrito Creek Greenway, El Cerrito, CA
- Tidewater Aquatic Center, Oakland 1698 University, Berkeley, CA
- 2016 Telegraph Multifamily, Oakland, CA
- Vista Estero at Brooklyn Basin, Oakland, CA
- Paseo Estero at Brooklyn Basin, Oakland, CA
- Fruitvale Transit Village IIB, Oakland, CA
- Menlo Uptown, Menlo Park, CA
- 55 Ninth Street Multifamily, San Francisco, CA
Javier Silva, CPE – Cost Estimator

Javier has 27 years of estimating experience and a proven track record for preparing quality and accurate estimates for his clients. Javier has been involved in the estimating and management of $15 billion dollars in construction projects. These projects include a wide variety of types, including: K-12 Schools, Libraries, Rec Centers, community colleges, universities, correctional/judicial, medical, commercial, civic, and retail. Javier gained his experience by working for some of California’s largest construction management and general contracting firms. To further solidify his understanding of construction estimating, he spent time in the field in a project management role. It is Javier’s current responsibility to perform all estimating and marketing duties for Silva Cost Consulting, Inc. Javier has provided cost estimates on more than 120 projects with Interactive Resources. Relevant experience includes:

- City of Napa: Police Department Admin. Building HVAC Replacement, Napa, CA
- Corcoran Police Station Seismic Retrofit, Corcoran, CA
- Santa Clara County: Elmwood Correctional Facility Perimeter Fencing and Guard Towers Study, Milpitas, CA
- Santa Clara County: Probation Office Building Condition Assessment, San Jose, CA
- Santa Clara County: Communication Center Facility Condition Assessment, San Jose
- Santa Clara County: Elmwood Correctional Facility, West Gate Hardening, Milpitas
- City of Suisun: Suisun-Fairfield Train Depot Rehabilitation, Suisun City, CA
- Sacramento Fire Station 15, Sacramento, CA
- San Mateo Fire Station 25, San Mateo, CA
- South San Francisco Fire Station 64, South San Francisco, CA
- Rohnert Park Fire Station 3, Rohnert Park, CA
- Napa Performing Arts Center, Napa, CA
- Napa County Sheriffs Facility, Napa, CA
- Napa Valley Expo Master Plan, Napa, CA
- Napa Child Development Center, Napa, CA
- Delta Diablo: Roof Replacement, Antioch, CA
- City of Novato: Council Chambers Historical Rehabilitation, Novato, CA
- Town of Moraga: Council Chambers Remodel & Audiovisual Upgrades, Moraga, CA
- City of El Cerrito: Council Chambers, El Cerrito, CA
- City of Richmond: City Hall Remodel and Audiovisual Upgrades, Richmond, CA
- AC Transit: General Office Weatherization, Oakland, CA
- AC Transit: Training Education Center (Mack Facility) Reroof, Oakland, CA
- AC Transit: Customer Service Center Remodel, Oakland, CA
- City of Benicia: Historic Depot Freight Room Rehabilitation, Benicia, CA
- County of Tuolumne: Historic Westside Office Building Rehabilitation, Tuolumne
- Historic Rail Yard Depot, Sacramento, CA
- City of Riverbank: Del Rio Theater Structural Evaluation, Riverbank, CA
- City of Sacramento: Sacramento Valley Station Historical Remodel/Seismic Retrofit, Sacramento, CA
- Regional Transit Light Rail Stations, Sacramento, CA
- Greyhound Bus Depot, Sacramento, CA
- City of San Carlos: Burton Park Restroom Upgrades, San Carlos, CA
- City of San Carlos: Youth Center Remodel, San Carlos, CA
- City of Sacramento: Oak Park Community Center Gym, Sacramento, CA
- JCC: Wiley Manuel Courthouse Roof Assessment/Replacement, Oakland, CA
- JCC: Wakefield Taylor Courthouse Roof Assessment/Replacement, Martinez, CA
- Mendocino County: Reroofing Program, Ukiah, CA
Karin Schroeter, CIH, CMC, CHMM, CAC, CSP – Industrial Hygiene/HAZMAT

Karin has ensured health and safety for workers and occupants in the environmental consulting industry for her entire career. She manages Industrial hygiene and hazardous materials projects from Terracon’s Oakland office. Karin’s expertise includes regulated materials management, mold and moisture assessments, and indoor air quality investigations. She works for school districts, property managers, institutional facilities and government agencies. Karin has advanced knowledge of air sampling and instrumentation, chemical, physical, and biological hazards, ergonomics, noise, health risk analysis, hazard communication, and industrial hygiene program management. Karin has managed hundreds of projects for remediation, reconstruction, demolition, and maintenance projects for city, county, state, and federal agencies, and more. Relevant experience includes:

- **Industrial Hygiene/ Hazardous Materials Surveys I Hudson Pacific Properties – Ongoing**
  Karin has managed hundreds of surveys and investigations for HPP’s sizable portfolio since 1998. Typical projects include pre-renovation surveys, water intrusion investigations, indoor air quality studies, and subsurface investigations related to elevator decommissioning work. Karin also manages project oversight when hazardous materials are identified, from initial survey efforts, to management plans, to abatement specifications, to contractor oversight.

- **Industrial Hygiene/ Hazardous Materials Surveys – Ongoing**
  Karin has acted as Vornado’s program manager for all environmental work at each of their Northern California buildings. Karin coordinates sampling for indoor air quality, asbestos, lead, water intrusion and water loss. Karin provides emergency response and coordinates project oversight for all abatement projects. Karin also provides annual air quality testing for microbes, asbestos, and indoor air quality parameters such as carbon monoxide, carbon dioxide, temperature and humidity.

- **Vornado Realty Trust – 555 California Street and 315 Montgomery San Francisco, California – Indoor Air Quality Testing**
  Karin managed the air sampling designed to evaluate indoor air quality parameters defined for LEED certified building for commercial interiors. Sample sets were collected for every 25,000 square feet locations throughout the structure. Samples collected include, carbon monoxide in parts per million [ppm], carbon dioxide in ppm, particulate matter (PM) 10 in micrograms per cubic meter (ug/m3), PM 2.5 in ug/m3, total volatile organic compounds [TVOC] in ug/m3, temperature and relative humidity.

- **Sodexo/Chevron – Richmond RTC Glass Shop Indoor Air /Quality Investigation**
  Karin is the project manager overseeing the limited air sampling conducted to evaluate ambient conditions within the Chevron glass shop in Richmond, California. The scope of work includes a single shift of monitoring during general operations within the affected area and included eight (8) area samples and one (1) personal sample for general particulate distributions and copper.

- **Chevron Business Park – Limited Microbial Sampling**
  Karin managed and conducted the limited microbial sampling event within Building L of the Chevron Campus located in San Ramon, California. The purpose of the study was limited to the assessment of airborne mold spore concentrations within cubicicle L2269A1 in response to an employee health concern.

- **Water Intrusion Sampling | Hudson Pacific, Menlo Park, CA**
  Karen managed a survey of the 1st, 2nd, and 3rd floors of the office building at this location. Terracon was asked to limit the sampling to the materials that were impacted by a black water release originating in the 3rd floor men’s restroom. No other suspect materials in the 2nd and 3rd floors or elsewhere in the building were sampled. We identified four suspected asbestos-containing materials (ACMs) were identified in the 2nd and 3rd floors. Asbestos was detected in one of the samples, and we provided a report detailing the locations of these materials.
Suisun City Hall Water Damage Mitigation Roof Plan Notes

Orange line indicates connection area that is suspect.

Red line where city has indicated that water intrusion is likely occurring.
Suisun City Fire Station

This restroom must be unisex and accessible.

Two restrooms/showers must be converted into either 2 or three unisex restroom/shower units, preferably with urinals.

Demising wall must be revised to meet requirements of a fire separation wall.

Main electrical panels

Electrical meter, service must be increased.

Sewer lateral must be enlarged from 3” to 4” or 6”.

Notes on fire station restroom improvements under construction budget CIP
Suisun City Fence Project for PD, FD & Corp. Yard
Police Department

Site issues: drive access not wide enough, may be repositioned on Civic Center Blvd, so that a new curbs and drive provide a means of more immediate access. Gemma expressed that she would accept cutting into the median to provide a left turn access for the police.

If such an access driveway is created, please be aware that there is a pressure water line running along the planting area.
Suisun City Fence Project for PD, FD & Corp. Yard
Police Department

May need manual gate at existing and electrical gate for other entry. Address storm drainage.

Green: Openings, rolling gates for driveways and man gates, all with security keypad/card readers.

Orange, proposed fence enclosure. Red: move or rebuild storage, create new paved connection between parking areas.

Gray: new paving at entry (idea 1).

First PD parking lot scenario is most likely due to cost, but causes issues re. smooth access for PD and traffic blocks when vehicles are entering the lot and waiting for gate since there's no pull-in space. An alternate might be to have the fence three spaces north. Water tanks are to south, City Hall and PD are North of parking area.

Location of pressurized water line from tank.
There is an existing wood fence at this location and seems quite serviceable. Recommend simply improving gate and entry with steel frames. Alternate, full steel prefab frames. Is there a concern about the gate being torn down? This seems to be a low value security target area.

Gate entry at this location needs secure entry. Major traffic path.

Fence/security project notes. (Different budget)
Suisun City Corporation Yard
Entry

Aerial view of corporation yard.

Rolling gate only at this location.

Corp yard: keypad, card reader at next closest post. See red outline in entry image.

Power will be provided by pump station panel, located just to the left of the tank in the image below.
Issue Date: May 16, 2022

To: Building Exchanges and Plan Holders

Proposals Due: Thursday, June 16, 2022, at 2:00 pm

RE: Addendum No. 1 – Architectural Services for the City Hall Water Damage Remediation Project, Fire Station Bathroom Remodel & Building Updates Project, and Safety Facilities Security Gates Project

Total Pages: 3 (including this page and attachments)

This Addendum No. 1 is hereby incorporated into the project bid documents, plans and specifications.

Bidders must complete the acknowledgement form included with this Addendum No. 1 and attach it to their proposal. Bidders who do not include the acknowledgement form with their bid may be considered non-responsive. The completed acknowledgement form is also to be faxed to the City at (707) 429-3758.

Bidders are responsible for carefully reviewing the information contained in this addendum and incorporating into their bid.

Questions to the contents of the bid documents, plans, specifications, and addenda are no longer accepted as of 12:00 noon, Monday, June 13th at 12 PM.

Thank you,

Gemma Geluz
Administrative Assistant
ADDENDUM NO. 1

REQUEST FOR PROPOSALS
PROFESSIONAL ARCHITECT SERVICES
FOR THE
CITY HALL WATER DAMAGE REMEDIATION PROJECT FIRE
STATION BATHROOM REMODEL & BUILDING UPDATES
PROJECT
SAFETY FACILITIES SECURITY GATES PROJECT

The following changes and additions shall be made a part of the bid documents for the subject project.

1) Correction of Bid Proposal Date from June 1, 2022, to **June 16 at 2:00 PM**.

2) Clarification of Mandatory Prebid Meeting:

   a. The Prebid Meeting will start at 9:00 on June 19th at Suisun City Hall, 701 Civic Center Blvd., Suisun City 94585
ACKNOWLEDGEMENT FORM FOR

ADDENDUM NO. 1

REQUEST FOR PROPOSALS
PROFESSIONAL ARCHITECT SERVICES
FOR THE
CITY HALL WATER DAMAGE REMEDIATION PROJECT FIRE
STATION BATHROOM REMODEL & BUILDING UPDATES
PROJECT
SAFETY FACILITIES SECURITY GATES PROJECT

Please sign and fax this page back to confirm that you have received this Addendum No. 1.

Andrew Butt, AIA, LEED AP BD+C
Interactive Resources, Inc.

Name

Company

May 19, 2022

Date

Email to: ggeluz@suisun.com
Gemma Geluz, Public Works Administrative Assistant II
CITY OF SUISUN CITY

701 Civic Center Blvd.
Suisun City, California 94585

Incorporated October 9, 1868

Issue Date: May 26, 2022

To: Building Exchanges and Plan Holders

Proposals Due: Thursday, June 16, 2022, at 2:00 pm

RE: Addendum No. 2 – Architectural Services for the City Hall Water Damage Remediation Project, Fire Station Bathroom Remodel & Building Updates Project, and Safety Facilities Security Gates Project

Total Pages: 8 (including this page and attachments)

This Addendum No. 2 is hereby incorporated into the Request for Proposal.

Bidders must complete the acknowledgement form included with this Addendum No. 2 and attach it to their proposal. Bidders who do not include the acknowledgement form with their bid may be considered non-responsive. The completed acknowledgement form is also to be emailed to the City at ggeluz@suisun.com.

Bidders are responsible for carefully reviewing the information contained in this addendum and incorporating into their bid.

Thank you,

Gemma Geluz
Administrative Assistant
ADDENDUM NO. 2

REQUEST FOR PROPOSALS
PROFESSIONAL ARCHITECT SERVICES
FOR THE
CITY HALL WATER DAMAGE REMEDIATION PROJECT
FIRE STATION BATHROOM REMODEL & BUILDING UPDATES
PROJECT
SAFETY FACILITIES SECURITY GATES PROJECT

The following request for clarification was submitted to the City and answers shall be made a part of the RFP for the subject project.

1. Question: For the references projects that we show in our proposal, do they have to be completed, or can they be under construction?

Answer: The reference projects can be both completed and under construction. If the referenced project is under construction, provide the percent completed.

2. Question: We would like to request an opportunity to get back over to the City Hall in order to observe the roof since they were not ready for that during the bid walk. This is a needed critical observation. Is this possible before the proposal is due?

Answer: Yes, please contact me at ggeluz@suisun.com or 707-421-7340 to schedule this meeting. The City Hall plans will be available for viewing as well.

3. Question: Do we need to have a hazardous materials/Industrial Hygiene consultant on our team or is this something that the City will handle themselves?

Answer: Yes, this subconsultant should be part of your team.

4. Question: By stating that you would want us to use the simplest possible method of fastening our submittal, could you please be more specific? I typically use wire binding for our submittal and if requested, we can submit one copy unbound. Is this acceptable or do you prefer another method?

Answer: The City would like the document stapled or binder clipped.

5. Questions: In the RFP, it states to provide a minimum of three client references for the key technical personnel. Are the three references for the entire team, each subconsultant, or the Principal in charge, lead architect and structural engineer?

Answer: A minimum of three client references will be need for each subconsultant as well as for the prime consultant team.
6. Question: On page 12, A3, it states: The submittal is to list job classifications and anticipated task for each job classification, as well as anticipated hours for each task. Why would we list this under Project Team and also have to list in our Cost Proposal?

Answer: This is the City’s standard to have the information in both sections.

7. Question: On page 13, it states to provide references with emphasis on the completion of projects related to pedestrian improvements with similar challenges (please provide list). Why do you want us to show pedestrian improvement projects? The police department parking and fence rework may include a little bit of sidewalk scope, but it does not seem to be a driving consideration for the projects. Are there pedestrian and circulation improvements that were not mentioned at the bid walk?

Answer: Please disregard the statement relating to pedestrian improvements.

8. Question: On page 13, A5, it states that the Proposer may submit drawings of conceptual plans, layout, and details as part of demonstrating their understanding of the Project. Do we get extra points for doing so?

Answer: Yes, if your drawing demonstrates your understanding of the project.

9. Question: Please provide the current electrical service capacity for the Fire Department, we were unable to access the electrical meter during the pre-bid meeting.

Answer: Please see Attachment 1 (pictures) for your review.

10. Question: Do you have any preferred consultants that you would want us to have on our team?

Answer: The City does not have any preferred consultants for this kind of work. The laboratory that we have used in the past and which has provided the environmental testing & reports for City Hall is:

   Adam Labs
   3807 Pasadena Ave., #190
   Sacramento, CA 95821
   (916) 692-8355, info@adamlabs.com

11. Question: Under Work Plan, the RFP states to Identify all key team members, including subcontractors, in a work chart, including their name, title, hours per task, and percentage of work by task. This seems a bit redundant to me if we are to also include hours per task in the sealed cost proposal. Is this really necessary?

Answer: This is the City’s standard to have the information in both sections. (Addressed in Question #6)
12. Question: In the RFP under Detailed Work Plan, it states: Proposer is to provide a proposed work plan for development and implementation of the Project. Describe how the team will complete each task without simply repeating the listed tasks. But these are three separate projects, so are you looking for three separate Work Plans?

Answer: If the Proposer’s proposed work plan applies to all three projects, then one work plan would be needed. However, if the proposer’s intent is to have different work plans for each of the three projects, then three separate work plans would be needed.

13. Question: Also, is there going to be an adjustment to the submittal deadline? By the time the answers are posted, it is only a day away from the due date. It does not leave very much time to make any necessary adjustments.

Answer: The proposals are due on June 16th at 2 PM. There was a mistake on the front cover.
ACKNOWLEDGEMENT FORM FOR

ADDENDUM NO. 2

REQUEST FOR PROPOSALS
PROFESSIONAL ARCHITECT SERVICES
FOR THE
CITY HALL WATER DAMAGE REMEDIATION PROJECT
FIRE STATION BATHROOM REMODEL & BUILDING UPDATES PROJECT
SAFETY FACILITIES SECURITY GATES PROJECT

Please sign and email this page back to confirm that you have received this Addendum No. 2.

Andrew Butt, AIA, LEED AP BD+C
Interactive Resources, Inc.

Name

Company

June 6, 2022

Date

Email to: ggeluz@suisun.com
Gemma Geluz, Public Works Administrative Assistant II
Attachment 1
Pictures of Fire Station electrical panel and meter
Pictures of Fire Station electrical panel and meter
Pictures of Fire Station electrical panel and meter
AGENDA TRANSMITTAL

MEETING DATE: July 26, 2022

CITY AGENDA ITEM: Council Adoption of Resolution No. 2022-____: Second Amendment to the Suisun/Solano Implementation Agreement and Lease Agreement

FISCAL IMPACT: There would be no fiscal impact to the general fund. Project developer will pay the PT Fund cost of $1.5M identified in Section 3.2c.

STRATEGIC PLAN: Provide Good Governance.

BACKGROUND: There are numerous governing agreements between the Solano Irrigation District (SID) and the City of Suisun City (City). Chief among governing agreements is the 1976 Joint Exercise of Powers Authority, the 1982 Implementation of Agreement for Exercise of Certain Joint Powers Relating to the Cement Hill Water Treatment Plant, the 1988 Joint Exercise of Powers Agreement and the 1990 Suisun Solano Water Authority Implementation Agreement and Lease Agreement (herein 1990 Implementation Agreement). After the 1990 Implementation Agreement, numerous terms were either clarified or extended, however, key sections governing Adoption and Implementation of the Master Plan Prepared by Summers Engineering, Inclusion of New Lands, No Transfer of Water Entitlements, District Lease of Facilities to Authority, City Lease of Facilities to Authority, Payment to District for Detached Lands and Use of District Facilities, Establishment of Rates and Charges of Authority, etc. remained unchanged.

In 1988 SID, the Cities of Fairfield, Vacaville, Suisun City, Maine Prairie Water District, Vallejo, Benicia, and the Solano County Water Agency (under its previous name) joined together to form the “Solano Water Authority, Project Agreement No. 2, Noonan Reservoir” (SWA2). The purpose of the agreement was to purchase lands, perform engineering studies and potentially construct a “point of transfer” facility and pipeline between the State Water Project’s North Bay Aqueduct and SID’s agricultural irrigation canal system. Such a pipeline connection would enable the SWA members to exchange NBA water for Solano Project water during times of surplus thereby increasing all participating agencies water reliability of supply.

Based on the progress of the SWA2 “point of transfer” facility progress, SID and the City entered into the 1990 Implementation Agreement which explains how the lands within SSWA receive water. For example, the City’s annual Solano Project of 1,600 Acre Feet (AF) shall first be applied to the City Service Area. Second, any remainder shall be applied to the Joint Service Area. By 1990, the City’s Solano Project water was already fully subscribed to the City Service Area and the existing Joint Service Area. Nonetheless, Section 3 (a) of the 1990 Implementation Agreement clarifies the following:

City shall provide for the purpose of serving newly annexed lands within the Joint Service Area all entitlement to Solano Project water not used within the City Service Area.

SID is required to provide water to backfill the needs of the Joint Service Area. SID is not required to serve, however, new lands desiring to annex to the City and not already located in SID’s boundary.

PREPARED BY: Greg Folsom, City Manager
Section 3 and 4 of the 1990 Implementation Agreement requires a process for annexation of new lands to the Joint Service Area for City growth and development. The process requires water for newly annexed lands to be from the City’s exchanges with SID until said source is exhausted. This process states the following:

City shall provide for the purpose of serving newly annexed lands within the Joint Service Area any Solano Project water obtained under the exchange provisions of paragraph 4.7, below until such entitlement is exhausted.

Section 4.7 of the 1990 Implementation Agreement describes an exchange of SID’s Solano Project water for the City’s State Water Project water exchanged through a “point of transfer” facility. The “point of transfer” facility was required but expected to be completed in a separate agreement between SID and the City.

At the time the 1990 Implementation Agreement was approved, the SWA2 project “point of transfer” facility was already being studied by Fairfield, Vacaville, and SID. In fact, the SWA2 “point of transfer” facility, or the Noonan Reservoir project, spanned two (2) decades accumulating property and producing several engineering studies. In 2013 the efforts were abandoned after a Summers Engineering “Evaluation of Soils Foundation Treatment Alternatives – Review and Re-analysis of the Revised Noonan Reservoir Project” determined the project would be too costly to move forward. At the 2013 Board of Directors meeting, the Noonan Reservoir part of the project was found infeasible but a variation of it, the “Phase 2A – NBA-Highline Canal-Intertie Project” continued as a viable project but, on hold pending the State of California’s Department of Water Resources adoption of the NBA’s Alternate Intake Project.

The background above is germane to the current SID/City agreement negotiations because when the 1990 Implementation Agreement was negotiated and approved in 1990, up until 2013, a “point of transfer” facility was actively being planned and studied: including the accumulation of property and the continued fronting of water to SSWA by SID. In the 1990 Agreement, SID had expected to recover a large portion of water it advanced to the City through the point of transfer facility. As such, SID agreed to continued (and even increased) the amount of water advanced through the approval of continued City development. When the SWA2 project was abandoned in 2013, between 2014 and 2015 SID performed its own water risk assessment and determined it did not have unallocated water to continue fronting the City’s growth demand. SID and the City then entered in protracted negotiations regarding how to develop a water supply for the City’s buildout. These negotiations primarily focused on how to fund the “point of transfer” facility.

The “point of transfer” facility project changed when the City of Fairfield sold its part of the Noonan Reservoir property to a land developer who then obtained Fairfield’s approval to develop the land which blocked the “point of transfer” pipeline alignment. With the original “point of transfer” pipeline alignment blocked; SID staff presented a new alignment to City staff in 2018. However, the City was not in a position to move forward due to project cost and lack of developer interest.

In 2020, there was renewed interest in the two (2) large remaining undeveloped lands within the City’s sphere of influence. In late 2020 the City informed SID of an updated set of projects needing water. The 2021 Projects include:
a) A 93-acre development at the western side of the City and,

b) A 119.7-acre development at the eastern side of the City. Both developments are proposed to be zoned Commercial Services and Fabricating with certain limitations.

Based on the approved 2017 Water Supply Assessment, approved by the SSWA Board of Directors, the water demand for the projects has been calculated as 105 AF per year and 135 AF per year respectively. Or 240 AF per year in total.

During much of 2021, SID and City staff (either together or separately) analyzed different alternatives to serve the projects. Much focus was on SID’s then-ability to serve the project by increasing its groundwater usage in one part of its District and make more surface water available to the City. Under the State of California’s Governor’s Executive Order N-7-22, however, developing additional groundwater resources in the SID Groundwater Sustainability Agency (GSA) territory changed. This necessitates a re-assessment of how SID could supply water to the City.

**STAFF REPORT:** The purpose of this agreement is to provide the needed water to the City while also preserving SID’s long-standing position of the need to implement the “point of transfer” facility. The Suisun City Council and the Solano Irrigation District Board of Directors appointed two members each to meet and negotiate deal points that make up the attached Second Amendment to the Implementation Agreement. A summary of those deal points is as follows:

1. The amendment is conditioned upon the successful annexation of one or more of the projects by LAFCO, with twenty-four months to do so or the agreement is null and void.
2. SID will provide an additional 240 acre feet to City annually, conditioned on the City paying $1.5M to SSWA. Developer will commit to paying this cost through a development agreement.
3. Parties agree to advocate for and work cooperatively to facilitate the construction of a Point of Transfer (PT) Facility.
4. SSWA will create a restricted PT Fund to be used to offset costs associated with advancing the PT Facility.
5. City will exchange NBA water for SID Solano Project water as provided in the agreement.
6. SID will manage and market City’s surplus Table A water and proceeds will go to the PT Fund for the first 10 years.
7. SID will receive the PT Funds if the PT Facility is not built within 10 years. Parties agree to defer discussion of the City’s NBA water revenues if the PT Facility is not constructed.
8. The Raw Water Rate will be increased to the market rate on July 1, 2023.

**STAFF RECOMMENDATION:** It is recommended that the City Council Adopt Resolution No. 2022-____: Second Amendment to the Suisun/Solano Implementation Agreement and Lease Agreement

**ATTACHMENTS:**

**PREPARED BY:** Greg Folsom, City Manager
1. Resolution No. 2022-___: Second Amendment to the Suisun/Solano Implementation Agreement and Lease Agreement Amended Draft Council Norms and Procedures Manual (clean)
2. Second Amendment
3. Implementation Agreement
RESOLUTION NO. 2022-__
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
AUTORIZING THE SECOND AMENDMENT TO THE SUISUN/SOLANO IMPLEMENTATION AGREEMENT AND LEASE AGREEMENT

WHEREAS, in 1988, SID, the cities of Fairfield, Vacaville, Suisun City, Maine Prairie Water District, Vallejo, Benicia, and the-then Solano County Water Agency formed the “Solano Water Authority, Project Agreement No. 2, Noonan Reservoir” (“SWA2”). The purpose of the agreement was to purchase lands and perform engineering studies to construct a “point of transfer” facility and pipeline between the State Water Project’s North Bay Aqueduct and SID’s agricultural irrigation canal system. Such a pipeline connection would enable the SWA members to exchange North Bay Aqueduct (NBA) water for Solano Project water during times of surplus, thereby increasing all participating agencies’ water reliability of supply; and,

WHEREAS, based on the progress of the SWA2 “point of transfer” facility (the “PT Facility”) progress, SID and the City entered into the 1990 Implementation Agreement and Lease Agreement (the "Implementation Agreement") which explains how the lands within SSWA receive water. For example, the City’s annual Solano Project of 1,600 Acre Feet (“AF”) shall first be applied to the City Service Area. Second, any remainder shall be applied to the Joint Service Area. By 1990, the City’s Solano Project water was already fully utilized for the City Service Area and the existing Joint Service Area; and,

WHEREAS, between 1990 and the present, SID advanced water to City to meet its growth goals, with the expectation of recovering said water through an exchange of water through the SWA2 PT Facility. However, in around 2012 the SWA2 PT Facility became infeasible. For example, the City of Fairfield that was a member and holding about half the property for the SWA2 PT Facility, re-dedicated the land for permanent habitat conservation instead; and,
WHEREAS, in 2015 SID adopted a study entitled “Solano Irrigation District, Water Supply Shortage Risk Assessment” which essentially concluded that SID did not have surplus water which could be allocated to properties seeking to annex into SID. In accordance with the Implementation Agreement, City properties seeking to annex into the City and develop would need to have a water supply other than City or SID’s Solano Project supply; and,

WHEREAS, since the failed SWA2 PT Facility in 2012, and SID’s Water Supply Shortage Risk Assessment in 2015, City and SID have been working to identify a feasible alternative to the SWA2 PT Facility and also to identify a source of water for current City growth, and;

WHEREAS, the Implementation Agreement requires the City to provide all entitlement to Solano Project water not used within the City Service Area, to any annexed lands within the Joint Service Area after 1990; and,

WHEREAS, SID is required to provide water to backfill the needs of the Joint Service Area; however, SID is not required to serve new lands desiring to annex to the City and not already located in SID’s boundary (the “Growth Service Area” or "GSA"); and,

WHEREAS, the Implementation Agreement requires new land to be annexed into the Joint Service Area before water can be made available. The City’s Solano Project must be used for the GSA until it is exhausted, and then the City’s NBA water would be exchanged for SID’s Solano Project (SP) water, until that source is exhausted; and,

WHEREAS, the exchange of NBA water for SP water would be accomplished once the PT Facility was constructed but, to present date, the PT Facility has not been constructed by any party; and,

WHEREAS, the City has received an application to develop two parcels within its Sphere of Influence that are comprised of a 93-acre lot within the western side of the City (the “West Parcel”) and a 119.7-acre lot on the eastern edge of the City (the “East Parcel”) (collectively, the “Project”). The Project is outside of the SSWA “Joint Service Area” and considered to be within the GSA. Both lots are proposed to be zoned Commercial Services and Fabricating (See, depiction in Attachment 1); and,
WHEREAS, a Water Supply Assessment was conducted to analyze the water needs of the project and concluded that the Project will have a 240 AF annual demand; and,

WHEREAS, the Implementation Agreement was once amended on September 6, 2016 to extend the term of the Agreement (the "First Amendment"); and,

WHEREAS, the Parties wish to allow the City to annex the Project into the GSA and SID, under the terms and conditions set forth in this Amendment, deferring discussing of the City's NBA water revenues if a PT Facility is not constructed, to some point in the future.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Suisun City hereby authorizes the second amendment to the Suisun/Solano Implementation Agreement and Lease Agreement:

PASSED AND ADOPTED at a Regular Meeting of said City Council of the City of Suisun City duly held on Tuesday, the 26th day of July 2022, by the following vote:

AYES: Council Members: _______________________________

NOES: Council Members: _______________________________

ABSENT: Council Members: _______________________________

ABSTAIN: Council Members: _______________________________

WITNESS my hand and the seal of said City this 26th day of July 2022.

Anita Skinner
City Clerk
SECOND AMENDMENT TO THE SUISUN/SOLANO IMPLEMENTATION AGREEMENT AND LEASE AGREEMENT

THIS SECOND AMENDMENT TO THE SUISUN/SOLANO IMPLEMENTATION AGREEMENT AND LEASE AGREEMENT is dated as of __________, 2022 (the "Effective Date") and entered into by and among the CITY OF SUISUN CITY, a California municipal corporation and general law city organized and existing under the laws of the State of California (hereinafter "City"), the SOLANO IRRIGATION DISTRICT, an irrigation district organized and existing under the laws of the State of California (hereinafter "District" or "SID"), and the SUISUN/SOLANO WATER AUTHORITY, a joint powers authority organized and existing under the laws of the State of California (hereinafter "Authority" or "SSWA"), (collectively, the "Parties").

RECITALS

WHEREAS, in 1988, SID, the cities of Fairfield, Vacaville, Suisun City, Maine Prairie Water District, Vallejo, Benicia, and the-then Solano County Water Agency formed the “Solano Water Authority, Project Agreement No. 2, Noonan Reservoir” ("SWA2"). The purpose of the agreement was to purchase lands and perform engineering studies to construct a “point of transfer” facility and pipeline between the State Water Project’s North Bay Aqueduct and SID’s agricultural irrigation canal system. Such a pipeline connection would enable the SWA members to exchange North Bay Aqueduct (NBA) water for Solano Project water during times of surplus, thereby increasing all participating agencies' water reliability of supply; and,

WHEREAS, based on the progress of the SWA2 “point of transfer” facility (the “PT Facility”) progress, SID and the City entered into the 1990 Implementation Agreement and Lease Agreement (the "Implementation Agreement") which explains how the lands within SSWA receive water. For example, the City’s annual Solano Project of 1,600 Acre Feet (“AF”) shall first be applied to the City Service Area. Second, any remainder shall be applied to the Joint Service Area. By 1990, the City’s Solano Project water was already fully utilized for the City Service Area and the existing Joint Service Area; and,

WHEREAS, between 1990 and the present, SID advanced water to City to meet its growth goals, with the expectation of recovering said water through an exchange of water through the SWA2 PT Facility. However, in around 2012 the SWA2 PT Facility became infeasible. For example, the City of Fairfield that was a member and holding about half the property for the SWA2 PT Facility, re-dedicated the land for permanent habitat conservation instead; and,
WHEREAS, in 2015 SID adopted a study entitled “Solano Irrigation District, Water Supply Shortage Risk Assessment” which essentially concluded that SID did not have surplus water which could be allocated to properties seeking to annex into SID. In accordance with the Implementation Agreement, City properties seeking to annex into the City and develop would need to have a water supply other than City or SID’s Solano Project supply; and,

WHEREAS, since the failed SWA2 PT Facility in 2012, and SID’s Water Supply Shortage Risk Assessment in 2015, City and SID have been working to identify a feasible alternative to the SWA2 PT Facility and also to identify a source of water for current City growth, and;

WHEREAS, the Implementation Agreement requires the City to provide all entitlement to Solano Project water not used within the City Service Area, to any annexed lands within the Joint Service Area after 1990; and,

WHEREAS, SID is required to provide water to backfill the needs of the Joint Service Area; however, SID is not required to serve new lands desiring to annex to the City and not already located in SID’s boundary (the "Growth Service Area" or "GSA"); and,

WHEREAS, the Implementation Agreement requires new land to be annexed into the Joint Service Area before water can be made available. The City’s Solano Project must be used for the GSA until it is exhausted, and then the City’s NBA water would be exchanged for SID’s Solano Project (SP) water, until that source is exhausted; and,

WHEREAS, the exchange of NBA water for SP water would be accomplished once the PT Facility was constructed but, to present date, the PT Facility has not been constructed by any party; and,

WHEREAS, the City has received an application to develop two parcels within its Sphere of Influence that are comprised of a 93-acre lot within the western side of the City (the “West Parcel”) and a 119.7-acre lot on the eastern edge of the City (the “East Parcel”) (collectively, the “Project”). The Project is outside of the SSWA “Joint Service Area” and considered to be within the GSA. Both lots are proposed to be zoned Commercial Services and Fabricating (See, depiction in Attachment 1); and,

WHEREAS, a Water Supply Assessment was conducted to analyze the water needs of the project and concluded that the Project will have a 240 AF annual demand; and,

WHEREAS, the Implementation Agreement was once amended on September 6, 2016 to extend the term of the Agreement (the "First Amendment"); and,
WHEREAS, the Parties wish to allow the City to annex the Project into the GSA and SID, under the terms and conditions set forth in this Amendment, deferring discussing of the City's NBA water revenues if a PT Facility is not constructed, to some point in the future.

NOW, THEREFORE, in recognition of the premises set forth above, the Parties agree as follows:

1. **Recitals.** The above recitals are true and correct and incorporated as though fully set forth herein.

2. **Annexation by LAFCO.** The rights and obligations set forth in this Amendment are conditional upon the successful annexation of the West Parcel, East Parcel or the entire Project into the City, SSWA, and into the boundaries of SID by the Local Agency Formation Commission (LAFCO). If, for any reason, neither the East Parcel nor West Parcel are annexed into the City, SSWA, and SID within twenty-four (24) months of the Effective Date, this Amendment shall be null and void and have no further effect. If the Amendment is terminated or voided, the provisions of the 1990 Implementation Agreement will control. Any raw water rate increases shall be forward looking and only imposed following compliance with applicable laws.

3. **Amendments.** Any language conflicting with Section 3 and Section 4 of the Implementation Agreement shall be stricken and superseded with the following:

   3.1 **Additional Water to Growth Service Area.** Provided the annexation to SSWA, SID, and City is approved, SID agrees to advance up to 240 AF of water annually for the buildout of any portion of the Project. As a condition precedent to receiving water, the City must pay $1.5 million to SSWA, and in compliance with the terms and conditions set forth in this Amendment.

   3.2 **Point of Transfer Facility.** The Parties agree to work cooperatively to facilitate the construction of the PT Facility and/or the means of implementation of the Exchange by doing the following:

      a. Each Party shall use its best efforts to actively advocate that the Solano County Water Agency (SCWA) complete the feasibility study for the PT Facility (either at the formerly designated sites or at additional sites) to accomplish the purpose of the Exchanges, in the reasonable determination of SID.

      b. Each Party shall use its best efforts to research, apply for, and/or secure grant funding for the environmental analysis, design, property acquisition, and construction of the PT Facility.
c. SSWA will create an earmarked account called the "PT Fund", which shall be restricted so that any money placed in this fund is only used to offset costs to advance the PT Facility. In accordance with Section 3.1 and Section 3.4(b)(i), the City’s $1.5 million payment to SSWA and Table A revenues shall be remitted into the PT Facility Fund (collectively, the "PT Fund Proceeds"). Beyond the City's $1.5 million payment, neither the City nor SID have any independent obligation to expend City or SID funds on the PT Facility. Approvals for PT Fund expenditures (e.g., consultants, studies, construction) shall not be unreasonably withheld by the SSWA Board.

i. **PT Fund Closure.** The PT Fund will be created when SSWA receives the $1.5 million payment from the City, and will close when the PT Facility is constructed and operational, or when this Amendment is terminated, or ten (10) years after the Effective Date, unless extended by mutual agreement of the parties (the "PT Fund Closure").

   (1) If the PT Facility is not constructed and the PT Fund Closure occurs, all PT Fund Proceeds through the date of the closure, shall revert to SID to be expended for water enhancement projects, as determined by SID.

   (2) If the PT Fund Closure occurs, the Parties shall work cooperatively to determine how to expend further revenues collected from Table A water, and in accordance with Section 3.4.

3.3 **Exchange Ratio.** As long as the PT Facility is constructed and operational, the City shall exchange its NBA water with SID for its SP water as provided below. All water received by SSWA as a result of the Exchange between City and SID shall be used to serve the Joint Service Area (which includes the GSA once it is annexed into SSWA), in order to reduce the volume of water SSWA needs to purchase from SID, and as set forth in Section 3.5. In any year when SSWA’s Exchanged water exceeds its Joint Service Area water demand, provided any expenses of carryover are paid by City, said excess may be carried over into the next water year to the extent carryover is available for the NBA waters, made subject to Exchange. The carrying over of water must at all times comply with SCWA policies.

   a. During the years when the NBA has “Table A” water to allocate, the City’s allocation shall be exchanged with SID in a 1:1 ratio. “Table A” water shall mean the maximum amount of water each State Water Project (“SWP”) contractor can receive each year, excluding certain interruptible deliveries (the "Exchange"). “Table A” amounts are used by the Department of Water Resources for allocating NBA water and costs among the water contractors.
b. In years where the delta is in surplus, as declared by the State and upon written notice to SCWA, SID may make beneficial use of said surplus water as set forth by the State’s surplus declaration otherwise available under City’s SWP supply agreement during the timeframe during which the surplus exists. Under such conditions, the exchange ratio shall be 2:1 NBA water for SP water. These amounts shall be in addition to “Table A” water.

3.4 City’s NBA Water.

a. Provided that the PT Facility is constructed and placed into operation by any entity (e.g., SID, SSWA, SCWA, DWR, or other), the City shall allow SID to manage City’s annual NBA water; provided, however, the City shall continue to maintain all underlying water rights.

b. Up until the PT Fund Closure, as set forth in Section 3.3(c), the City will allow SID to actively manage and market City’s surplus “Table A” water; provided, however, the City will continue to retain all of the underlying water rights.

i. Though City shall retain all water rights, SID shall be allowed to market the City’s “Table A” allocation to other SWP users in accordance with existing SCWA policies for the purpose of selling the Table A surplus water. Proceeds of such sale shall go to the PT Fund to offset planning, feasibility, financing, and operation, maintenance, capital improvement, and construction costs.

3.5 Water Rate. Provided that the Project, or a portion thereof, is annexed into SSWA and SID and approved by the City, the raw water rate charged by SID to SSWA shall be increased from $15 per AF to the market price on July 1, 2023. The estimated market rate is $155 per AF, as may be increased from time to time, but in no event more than once a year, pursuant to the Consumer Price Index (CPI-U, San Francisco-Oakland, Hayward) utilizing that index on July 1 as the base (the “market water rate”). The market water rate may be passed through to SSWA rate-payers in accordance with applicable laws, including Proposition 218. Starting on July 1, 2023 and for as long as the market water rate is not adopted through the Proposition 218 process and passed through to rate payers, and provided that SSWA’s revenues maintain appropriate reserves as required by its bylaws and bond indebtedness obligations, SID shall draw on SSWA funds for the difference between the $15 per AF and the market water rate.

4. Other Terms. Except as expressly set forth herein, all terms and conditions of the Implementation Agreement and First Amendment remain in full force and effect. In the event of a conflict between this Amendment and the Implementation Agreement or First Amendment, the terms of this Amendment shall control.
5. **No Third Party Beneficiaries.** Nothing in this Second Amendment, express or implied, is intended to confer on any person other than the Parties hereto and the respective successors and assigns, any rights or remedies under by reason of this agreement.

6. **Counterparts.** This document may be executed in multiple counterparts, each of which shall be deemed an original, and all of which shall constitute one original, by each of the parties hereto on the dates respectively indicated in their signatures below, notwithstanding that all parties are not signatories to the original or the same counterpart.

IN WITNESS WHEREOF, the City has caused this Second Amendment to the Implementation Agreement and Lease Agreement to be executed and attested in its corporate name by its duly authorized officers and sealed with its corporate seal, the District has caused this Second Amendment to the Implementation Agreement and Lease Agreement to be executed and attested in its corporate name by its duly authorized officers and sealed with its corporate seal, and the Authority has caused this Second Amendment to the Implementation Agreement and Lease Agreement to be executed and attested in its corporate name by its duly authorized officers and sealed with its corporate seal, all as of the date hereinabove stated.

[Signatures on the Following Two Pages.]
CITY OF SUISUN CITY:

By: __________________________________________

Alma Hernandez, Vice Mayor

Attest:

___________________________________________

City Clerk

Approved as to Form:

By: __________________________________________

Elena Gerli, City Attorney

SOLANO IRRIGATION DISTRICT:

By: __________________________________________

John D. Kluge, President
Board of Directors

Attest:

___________________________________________

Cary Keaten, Secretary
Board of Directors

Approved as to Form:

By: __________________________________________

Paul R. Minasian, District Counsel
SUISUN/SOLANO WATER AUTHORITY:

By: __________________________________________
    John D. Kluge, President
    Board of Directors

Attest:

______________________________
Authority Secretary

Approved as to Form:

By: ____________________________
    Mona Ebrahimi, Authority Counsel
RESOLUTION NO. 90-08

A RESOLUTION AUTHORIZING EXECUTION OF THE SUISUN/SOLANO WATER AUTHORITY IMPLEMENTATION AGREEMENT AND LEASE AGREEMENT

WHEREAS, the City Council, at its January 2, 1990 meeting, adopted Resolution No. 90-03, Approving, Authorizing and Directing Execution of an Amendment to the Joint Exercise of Powers Agreement Between the Solano Irrigation District and the City Forming the Suisun/Solano Water Authority; Approving, Authorizing, and Directing Execution of an Implementation Agreement Among the City, the District and the Authority; and Directing Certain Actions with Respect Thereto; and

WHEREAS, since the adoption of Resolution No. 90-03, staff has found that several minor changes needed in the Implementation Agreement, generally correcting drafting errors and providing additional clarification; and

WHEREAS, the changes requested by staff do not appear to in anyway affect the City’s rights and liabilities under the contract nor in anyway materially alter the Agreement; and

WHEREAS, those changes have been incorporated into the Implementation Agreement and Lease Agreement dated January 30, 1990.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Suisun City does approve the requested changes to the Implementation Agreement and Lease Agreement and authorizes the Mayor to sign the Implementation Agreement and Lease Agreement dated January 30, 1990.

CERTIFICATION:

I, ARLYS HERBAUGH, City Clerk of the City of Suisun City, and ex-officio Clerk of the City Council of said City, do hereby certify that the above and foregoing is a full, true and correct copy of a resolution duly introduced, passed and adopted by the said City Council at a regular meeting thereof on Tuesday, the 30th day of January, 1990 by the following vote:

AYES: COUNCILMEMBERS Lotz, Rundlett, Day, Dodini, Spering

NOES: COUNCILMEMBERS None

ABSENT: COUNCILMEMBERS None

WITNESS my hand and the seal of the said City this 30th day of January, 1990.

City Clerk

(resJPA.AG1)
APPROVING, AUTHORIZING AND DIRECTING EXECUTION OF AN IMPLEMENTATION AGREEMENT AMONG THE DISTRICT, THE CITY AND THE AUTHORITY

At a meeting of the Solano Irrigation District held at the Solano Irrigation District Office on the 5th day of February, 1990, the following resolution was approved and adopted.

WHEREAS, the Solano Irrigation District (District) and the City of Suisun City (City) have heretofore entered into a Joint Exercise of Powers Agreement, dated December 31, 1988 (Agreement), creating the Suisun/Solano Water Authority (Authority);

WHEREAS, the Authority contemplates the issuance of its Revenue Bonds (as such term is defined in the Agreement) to finance the expansion and rehabilitation of water facilities, including treatment, storage and distribution facilities, for the benefit of the Members (as such term is defined in the Agreement);

WHEREAS, Section 21 of the Agreement provides that the Agreement may be made by supplemental agreement executed by the Members at any time prior to the issuance of Revenue Bonds; and

WHEREAS, the District desires to approve and authorize execution of an implementation agreement among the District, the City and the Authority;

BE AND IT IS HEREBY RESOLVED that the Solano Irrigation District Board of Directors approves and authorizes execution of the following:

1. An implementation agreement, in the form attached hereto as Exhibit A, is hereby approved, and the Board President and Secretary are hereby authorized and directed to execute said agreement.

2. The Board President and District Manager are hereby authorized and directed to execute such other agreements, documents and certificates as may be necessary to effect the purposes of this resolution.

PASSED AND ADOPTED at a meeting of the Solano Irrigation Board of Directors on the 5th day of February, 1990, by the following vote:

AYES: Maginnis, Wetzel, Alonzo, Hansen and Rogers

NOES: None

ABSENT: None

[Signature]
Brice Bledsoe, Secretary to the Board of Directors of the Solano Irrigation District
SUISUN/SOLANO WATER AUTHORITY
IMPLEMENTATION AGREEMENT
AND LEASE AGREEMENT

THIS AGREEMENT is entered into as of January 1, 1990 by and
between the CITY OF SUISUN CITY, a municipal corporation,
(hereinafter called "CITY"), the SOLANO IRRIGATION DISTRICT, a
state agency organized under the laws of the State of California,
(hereinafter called "DISTRICT"), and the SUISUN/SOLANO WATER
AUTHORITY, a joint powers authority organized under the laws of
the State of California (hereinafter called "AUTHORITY") with
reference to the following:

NOW THEREFORE, the undersigned parties agree, for full and
valuable consideration, the receipt of which is hereby
acknowledged as follows:

RECITALS

THIS AGREEMENT is made with reference to the following facts
and conditions which the parties agree are a true and accurate
description of the basis upon which the Agreement is made:

WHEREAS, in 1976 CITY and DISTRICT entered into a Joint
Exercise of Powers Agreement (hereinafter called "JEPA"),
DISTRICT through the issuance of general obligation bonds,
constructed a water treatment plant, storage tank and appurtenant
facilities, the design of which allowed for future expansion;

WHEREAS, water utilized by these facilities is provided by
DISTRICT, under entitlement from the Solano Project, treated and
delivered via DISTRICT facilities, to the Joint Service Area and
then sold and distributed through a water distribution system
owned jointly by CITY and DISTRICT under the JEPA;

WHEREAS, the lands served by these facilities are of two
types: (1) areas within the boundaries of both the CITY and the
DISTRICT, entitled Joint Service Area as shown on Exhibit "A" to
this Agreement and (2) areas within the boundaries of the
DISTRICT but outside the limits of CITY, and entitled District
Service Area as shown on Exhibit "A" to this Agreement;

WHEREAS, lands within the boundaries of CITY but not within
the boundaries of DISTRICT are currently provided with water by
CITY through a treatment facility, transmission pipeline and
distribution system owned and operated by CITY, which are
described as the City Service Area as shown on Exhibit "A" to
this Agreement;

WHEREAS, under an implementation agreement of the JEPA dated
July 1, 1982 titled Agreement No. 1, DISTRICT agreed to and is
responsible for operating and maintaining the water treatment
plant, storage tank, transmission facilities and appurtenant facilities which provide water to the Joint Service Area and District Service Area while CITY agreed to and is responsible for providing certain billing services and maintaining distribution mains and facilities within the limits of the Joint Service Area, the costs of which are reimbursed to CITY and DISTRICT from the JEPA;

WHEREAS, additional facilities are now necessary to provide water service to the Joint Service Area and the City Service Area which expansion and rehabilitation is described in the Master Plan prepared by Summers Engineering and attached hereto as Exhibit "B" to this Agreement;

WHEREAS, CITY and DISTRICT have agreed to provide for the integration of the facilities of CITY and DISTRICT, and to provide for the necessary expansion and rehabilitation of the facilities serving all areas of the CITY including those in common with the DISTRICT and have further agreed that the most practical and economical way to do so is by formation of the AUTHORITY which would finance the required expansion and rehabilitation of these facilities through the issuance of revenue bonds and operate all of these facilities;

WHEREAS, on December 31, 1988 CITY and DISTRICT entered into a written agreement which created the Suisun/Solano Water Authority for the purpose of accomplishing these goals; and

WHEREAS, CITY and DISTRICT recognize that in order to finance the necessary rehabilitation and expansion through revenue bonds, the AUTHORITY must exercise control over these facilities and, therefore CITY and DISTRICT have agreed to lease those facilities described in Exhibits "C" and "D" to this Agreement, to AUTHORITY.

AGREEMENT

Section 1

SUSPENSION OF JOINT EXERCISE OF POWERS

1.0 The Joint Exercise of Powers Agreement (JEPA) dated May 17, 1976, together with the Implementation Agreement thereto and any other related agreements, is suspended and superseded by the the AUTHORITY and this Agreement, except as to those provisions of that agreement which set standards and procedures for the day to day operation of the facilities contained in the JEPA and leased to AUTHORITY under this Agreement, and then only to the extent that said standards and procedures do not conflict with the terms of this Agreement. Said JEPA agreements shall not be terminated and shall be re-activated and re-implemented upon the termination of this AUTHORITY or the occurrence of other acts or events specified in this Agreement.
Section 2
ADOPTION AND IMPLEMENTATION OF THE MASTER PLAN PREPARED
BY SUMMERS ENGINEERING

2.0 The Master Plan prepared by Summers Engineering dated February, 1989 as revised in April, 1989, Exhibit B to this Agreement, is adopted by the AUTHORITY and made a part of this agreement. The facilities leased to AUTHORITY by CITY and DISTRICT may be added to, modified, remodeled, rehabilitated or reconstructed in accordance with said Master Plan which is hereby agreed to be the plan for construction and implementation by AUTHORITY. It is the goal and intent of the AUTHORITY to construct the repairs and improvements described and recommended in said Master Plan unless otherwise agreed to by the parties.

2.1 The AUTHORITY may construct or perform such additional repairs, improvements, or new facilities to serve the needs and requirements of the water users within the geographical limits of the Joint Service Area, District Service Area and City Service Area as CITY and DISTRICT may from time to time agree on, which agreement shall be in writing either as a separate instrument or as an amendment to this Agreement.

Section 3
INCLUSION OF NEW LANDS

3.0 CITY and DISTRICT may agree to add additional lands to the Joint Service Area covered by this Agreement. Such action shall be accomplished only by amendment to this Agreement or by a separate written agreement. The inclusion of any new land to the Joint Service Area shall be conditioned on the annexation of said lands to Suisun City and also to the Solano Irrigation District. The inclusion of such new lands to the Joint Service Area shall be further conditioned on a determination of the source of water and ownership of the water entitlement which will serve the new lands under the following conditions:

(a) CITY shall provide for the purpose of serving newly annexed lands within the Joint Service Area all entitlement to Solano Project Water not used within the City Service Area.

(b) CITY shall provide for the purpose of serving newly annexed lands within the Joint Service Area any Solano Project water obtained under the exchange provisions of paragraph 4.7, below until such entitlement is exhausted.

(c) If the amount of Solano Project water including that from sources described in subparagraphs "a" and "b", above, are not sufficient to serve the proposed annexed lands, DISTRICT shall provide sufficient Solano Project water from its entitlement to serve said new lands and if sufficient water is not available from its entitlement to Solano Project water, shall take all reasonable steps to acquire an entitlement from this
source for this purpose, subject to any limitations created by place of use restrictions established by the State Water Resources Control Board, and further subject to the limitation that DISTRICT shall not be required to deprive other lands within the Solano Irrigation District of Solano Project water service entitlement to meet the needs of the proposed lands to be annexed.

3.1 In the event the parties agree to annex new lands into the Joint Service Area, DISTRICT and CITY shall make appropriate application for and shall seek to have lands being annexed into the City simultaneously annexed into the Solano Irrigation District. DISTRICT shall thereafter provide water to said lands from District's entitlement from the Solano Project subject to the priorities in water sources and other limitations set out in paragraph 3.0 above.

3.2 CITY shall not annex new lands into the City Service Area without a written agreement between CITY and DISTRICT which among other things shall establish the source and method of providing water to such newly annexed lands.

Section 4

NO TRANSFER OF WATER ENTITLEMENTS

4.0 By this agreement, including any action which may be taken under it, neither CITY or DISTRICT grants, transfers, assigns, encumbers to the other any interest in its water entitlements, water contracts, rights to receive water, or any expectancy to said rights in regard to water or water supply held by or anticipated to be held by CITY or DISTRICT. Except as specifically provided in paragraphs 4.5 below, each party covenants that it shall take no action nor make any claim that it is directly or indirectly entitled to any amounts of water which are otherwise available to the other, nor shall any party object to the renewal of any contract with the Solano County Flood Control and Water Conservation District or any successor organization thereto, by either DISTRICT or CITY for any water right or entitlement held by that party on the effective date of this agreement.

4.1 Each party, by execution hereof, specifically waives and disclaims as to the other, the following:

(a) Any claim to additional waters from the Solano Water Project, the acquisition of which would reduce the water quantity available to the other party that existed on the effective date of this Agreement;

(b) Any right to exchange waters from the Solano Water Project or any other source with the other, except as is otherwise set out herein in paragraph 4.7 or as the parties may agree upon in writing specifically reforming or amending this provision;
(c) Any right to claim water as a result of municipal and industrial use in such a manner or fashion that the right, entitlement or capacity of the other shall be reduced, qualified or impaired below that which existed on the effective date of this agreement.

4.2 During the term of this agreement, and subject to the provisions of paragraphs 3.0(a) through 3.0(c), DISTRICT shall provide, from its water entitlement for delivery from the Putah South Canal to the Cement Hill Water Treatment Plant, a quantity of water sufficient to provide treated water service to the lands within the District Service Area and Joint Service Area and lying within the boundaries of the Solano Irrigation District. The cost of providing such water, both direct and indirect, shall be payable semi-annually to DISTRICT by AUTHORITY.

4.3 During the term of this agreement CITY shall provide, from its water entitlement for delivery from the Putah South Canal to the Cement Hill Water Treatment Plant or the Gregory Hills Water Treatment Plant, a quantity of water sufficient to provide treated water service to the lands within the boundaries of the City Service Area and the Joint Service Area as provided in Paragraphs 3.0(a) through 3.0(c). The cost of providing such water, both direct an indirect, shall be payable semi-annually to CITY by AUTHORITY.

4.4 The maximum amount payable by the AUTHORITY to either CITY or DISTRICT under paragraphs 4.2 and 4.3, above, shall be the price payable per acre foot for municipal and industrial water delivered from the Putah South Canal which water originates from the Solano Project, except that as to any water provided by DISTRICT or CITY pursuant to paragraphs 4.7, 3.0(a), 3.0(b) and 3.0(c), DISTRICT and/or CITY shall be reimbursed by AUTHORITY for all direct and indirect costs incurred by it.

4.5 In the event DISTRICT ever totally dissolves, ceases to exist and otherwise ceases to own its entitlement to Solano Project water, CITY shall have the right to acquire an entitlement for water from the Solano Project equal to that used by DISTRICT to serve the Joint Service Area at the time of dissolution. Also in such event, CITY shall have the right to acquire the Cement Hill Treatment Plant and the Potrero Hills storage facility together with the transmission lines connecting those facilities to the Authority water system. The Cement Hill Treatment Plant distribution and transmission facilities, shall be purchased from DISTRICT at their value, as defined in paragraph 9.1(a), below at the time of acquisition and the Potrero Hills Facilities distribution and transmission facilities shall be purchased for one-half of their value, value as defined in paragraph 9.1(a), below, at the time of acquisition. DISTRICT or its successor shall retain the right to serve the District Service Area via these facilities.

4.6 The amount of water delivered by each party from its
entitlement shall concur on a calendar-month basis with the use by CITY in the City Service Area and with the use by DISTRICT in the District Service Area and the Joint Service Area combined.

4.7 Subject to the creation of a point of transfer which shall be the subject of a separate agreement, and subject to the provisions established in Section 3, above, DISTRICT shall, upon request from CITY, exchange on a one-for-one basis, at no cost to DISTRICT any water entitlement of CITY from the North Bay Aqueduct for water from the Solano Project for use within the lands served by AUTHORITY and/or from the well owned by CITY located in Suisun Valley. This separate agreement shall address all issues of transfer including by not limited to the method of transfer, costs of transfer, compensation for the burden of transfer and each party’s obligation to bear a portion of these costs. This right to exchange shall terminate upon termination of the leases and termination of the JEPA as provided in Sections 7 and 10 herein.

Section 5

DISTRICT LEASE OF FACILITIES TO AUTHORITY

5.0 DISTRICT leases to AUTHORITY, and AUTHORITY leases from DISTRICT for the term set forth in Section 7 of this Agreement those facilities described in Exhibit D together with all right, title and interest (an undivided half interest) DISTRICT has, or may have in the distribution lines, valves and meters serving the Joint Service Area, and all DISTRICT’S interest (an undivided half interest) in the receivables, equipment and other tangible and intangible property held by DISTRICT and CITY pursuant to the JEPA.

5.1 The AUTHORITY’S right to the facilities described above shall be subject to DISTRICT’S continuing right to utilize the Cement Hill Treatment Plant, Storage Facility and associated transmission lines to provide water service to the District Service Area.

Section 6

CITY LEASE OF FACILITIES TO AUTHORITY

6.0 CITY leases to AUTHORITY and AUTHORITY leases from CITY for the term set forth in paragraph 7 of this agreement those facilities described in Exhibit C, together with all right, title and interest (an undivided half interest) CITY has, or may have in the distribution lines, valves and meters serving the City Service Area and Joint Service Area and all of CITY’S interest (an undivided half interest) in the receivables, equipment and other tangible and intangible property held by DISTRICT and CITY pursuant to the JEPA.
Section 7
TERM OF AGREEMENT AND LEASES

7.0 The term of this agreement and the leases hereunder shall be the term of the AUTHORITY as set forth in the Agreement forming the AUTHORITY, including any renewals or extensions thereof, except that no lease shall extend for a period of more than fifty years unless specifically renewed by the parties hereto. Either CITY or DISTRICT may terminate the lease of their facilities to AUTHORITY prior to the termination of this agreement (and termination of the AUTHORITY), providing all bond indebtedness or any other indebtedness secured by the stream of revenue generated by the leased premises have been satisfied. Termination of its lease by one party shall automatically terminate the lease of the other under the same terms and conditions unless otherwise agreed in writing by CITY and DISTRICT. Upon termination the improvements and additions to leased facilities shall be the property of the owner/lessor of the leased facilities.

7.1 Termination of the leases shall be accomplished by either party giving written notice to the other of its intent to terminate. The notice of termination shall specify an effective date of termination of the leases (hereafter called the "termination date") which shall be not less than two years, nor more than five years from the date the notice of termination is given. The giving of a notice of termination by a party shall constitute an election which may not be rescinded or withdrawn without the written consent of the other.

Section 8
PAYMENT TO DISTRICT FOR DETACHED LANDS AND USE OF DISTRICT FACILITIES

8.0 DISTRICT now receives ad valorem assessments upon the lands served by DISTRICT and lying within the boundaries of the Solano Irrigation District. Said assessments are made on a per acre basis on developed and undeveloped land and include a portion for debt service of DISTRICTS 1978 Water Bond Issue. So long as DISTRICT continues to receive assessments from the Joint Service Area in an amount proportional to the amounts presently received by DISTRICT on a yearly basis, as adjusted for changes in the indebtedness of DISTRICT and for the value of lands subject to assessment within the Solano Irrigation District, AUTHORITY shall make no additional payment to DISTRICT for use of the Cement Hill Water Treatment Plant and storage facilities other than as provided in Section 13.0 of this Agreement.

8.1 If during the term of this agreement, any lands within the Joint Service Area are detached from the Solano Irrigation District, without payment of detachment fees which are sufficient to reimburse DISTRICT for all amounts which would have been received during the term of the Authority for ad valorem
assessments upon such land, or if a change should occur in the law or assessment procedures applicable to ad valorem assessments which deprives DISTRICT of such income, in whole or in part, then the AUTHORITY shall pay annually to DISTRICT the amount of income lost, provided however, that the amount paid shall not, exceed the total revenues which DISTRICT would have received from said detached lands.

8.2 DISTRICT shall not voluntarily waive payment of such detachment fees or assessment payments or take any action to seek a waiver of such fees or payments.

8.3 DISTRICT shall have the right to restructure, refinance or prepay the outstanding balance of the 1978 Water Bond Issue. Any such restructure, refinance or prepayment shall not alter the obligation of AUTHORITY to pay DISTRICT any sum, described in paragraph 8.1. DISTRICT shall not be required to utilize any payment by AUTHORITY for the purpose of retirement or refinancing of such 1978 Water Bond Issue and each party hereto stipulates that such payment is not for the purpose of retiring or restructuring this debt.

8.4 Upon retirement of the 1978 Water Bond indebtedness or any refinance thereto, all facilities constructed with those bond proceeds, including later improvements or expansions to those facilities, shall remain the property of DISTRICT subject only to any leasehold interest of AUTHORITY established under this agreement including any amendment or modification thereof.

Section 9

PAYMENT OF VALUE UPON TERMINATION OF LEASES

9.0 Upon termination of the leases described herein, those facilities belonging to CITY shall return to CITY and those belonging to DISTRICT shall return to DISTRICT. Prior to the termination date of the leases, the AUTHORITY shall prepare and submit to both CITY and DISTRICT a statement setting forth the value of facilities constructed, repaired, expanded or modified by AUTHORITY as described in paragraph 9.1 below. The value of the facilities shall not include the value of any facilities, equipment, site improvements or other property leased to AUTHORITY by CITY or DISTRICT. Upon the termination date, the party having received the greater value attributable to the improvements, modifications, replacements or alterations of the leased facilities shall pay to the other one-half of the amount by which the value for the AUTHORITY Constructed facilities received by that party exceeds the value received by the other.

9.1 The term "value" shall mean and include:

(a) The value of the additions or improvement built by and/or paid for by the AUTHORITY as of the termination date of the leases of the facilities leased to the AUTHORITY by the CITY or DISTRICT. Value is defined as the actual cost of the
additions or improvements less the cost of all physical depreciation or deterioration as determined at the time of actual termination of the lease.

(b) The total of any unrecovered operation, maintenance, repair, management or other costs incurred by the AUTHORITY from the effective date of this agreement to the date of termination, plus the amount of any such expenses which were the obligation of the AUTHORITY but were paid by either CITY or DISTRICT which are attributable to the respective leased facilities of each party. The total of the value and costs described in sub-paragraphs (a) and (b), shall be allocated to the party owning the facilities to which said costs or value are allocated and shall constitute the value as used in paragraph 9.0, above.

9.2 The difference in values received by the parties upon termination of the leases as described in paragraph 9.0, above, shall be due and payable upon the date of termination. However, a party may choose to pay this obligation over a period of five years with equal annual installments of principal plus interest on the unpaid balance equal to the U.S. Treasury Bill five year notes interest rate in existence upon the date of termination. The party seeking such installment arrangements shall notify the other no later than six months prior to the termination date and shall execute an appropriate promissory note or other debt instrument evidencing this obligation.

9.3 Any dispute involving the the computation of value and costs or means of payment, or any other aspect of this section shall be resolved by the arbitration procedures set forth herein.

Section 10
RE-ACTIVATION OF JOINT EXERCISE OF POWERS UPON TERMINATION OF LEASE

10.0 Upon termination of the leases as provided in Section 7 of this Agreement, the JEPA shall be reactivated and all facilities previously operated under that agreement shall resume operation under that agreement, including the First Implementation Agreement thereof.

10.1 Upon termination of the lease, both CITY and DISTRICT shall re-establish the JEPA operating fund by each depositing Five Hundred Thousand Dollars ($500,000) into the operating fund of the JEPA. This amount shall be increased, or decreased, in accordance with a ratio based on the change in the Consumer Price Index for the Urban Wage Earners and Clerical Workers, All U.S. Index wherein the index as of January 1, 1989 shall be used as the denominator and the index as of first of January in the year of the date of termination shall be used as the numerator.

10.2 Upon termination of the leases, any moneys due DISTRICT by AUTHORITY under Section 8 of this Agreement shall
thereafter be paid to DISTRICT from JEPA operating revenues.

10.3 In accordance with the JEPA and its implementation agreement, DISTRICT shall provide for the management, operation, maintenance, repair and reconstruction of all facilities operated under the JEPA and CITY shall provide all billing services to customers within the Joint Service Area.

Section 11

DISPOSITION OF AUTHORITY OWNED FACILITIES UPON TERMINATION OF AUTHORITY

11.0 In the event the AUTHORITY terminates for any reason, any facilities which have been constructed by and/or are owned by the AUTHORITY other than leased facilities and improvements thereto shall be jointly owned one-half by CITY and one-half by DISTRICT and operated under the JEPA, unless otherwise agreed on in writing by the parties. All leased facilities including all improvements, modifications, and alterations thereto shall be returned to, and shall become the sole property and be owned by the respective lessors upon termination of the leases.

11.1 In the event the AUTHORITY terminates, and ownership of the Cement Hill Treatment Facility reverts to DISTRICT, DISTRICT agrees to provide to CITY and to assure that CITY continues to have the right to have Solano Project water from CITY'S entitlement thereto treated at and delivered to the City Service Area through the Cement Hill Treatment Facility in a quantity equal to that required to serve the needs of the City Service Area as of the date of termination of the AUTHORITY leases. This quantity and capacity shall be determined based upon operations utilizing the Gregory Hill storage and transmission facilities owned by CITY and the continued availability of all other facilities and operating practices previously available to produce the required quantity and capacity. The cost of treatment charged to CITY shall reflect a pro rata share of all costs of providing water treatment services including maintenance costs, replacement costs, capital depreciation and all other indirect costs associated with this service.

11.2 Upon termination of the leases, the facilities owned by CITY and serving the City Service Area shall be isolated by valves from the facilities serving Joint Service Area. The cost of such valves shall be borne one-half (1/2) by each party and shall be of a locking type. Unless otherwise agreed by CITY and AUTHORITY in writing, said valves shall be opened only in and for an emergency need to provide water service to either the City Service Area or the Joint Service Area from the other and in such case, only for the duration of the emergency circumstances and only with prior oral or written notice by the party declaring the emergency to the other. Nothing contained in the paragraph shall
limit CITY’S right to receive treated water through the Cement Hill Treatment Facility as described in paragraph 11.1 above.

11.3 Upon termination of the Authority, the storage facility at Potrero Hills, together with the line transmitting water to and from such facility, the twelve-inch line connecting the City Service Area to the Joint Service Area, if constructed as described in Exhibit "B" and any other improvements owned and constructed by the Authority shall continue to be owned in equal shares by CITY and DISTRICT. Upon termination of the Authority, these facilities shall be utilized, maintained and operated under the terms of the JEPA Agreements. The JEPA shall pay monthly for the costs of operation, maintenance, repair and reconstruction allocable to these facilities. If the JEPA is terminated these costs shall be shared equally by CITY and DISTRICT. DISTRICT shall provide for the operation, maintenance and repair of those facilities and the transmission pipelines shall be owned equally by CITY and DISTRICT as tenants in common and the benefits and costs thereof shall be enjoyed and borne in equal shares. DISTRICT shall be reimbursed monthly for its costs of maintaining, operating and repairing the facilities.

11.4 If there shall hereafter be constructed facilities other than additions or improvements to the leased facilities, or new facilities not described in the Summers Report, Exhibit "B", are constructed or acquired, a new agreement shall be entered into prior to that construction or acquisition, setting out disposition of said assets upon dissolution of the AUTHORITY, sharing of costs and other terms of use after termination of the leases, the AUTHORITY and the JEPA.

Section 12

ESTABLISHMENT OF RATES AND CHARGES OF AUTHORITY

12.0 The AUTHORITY shall from time to time establish, by Resolution, rates, charges and levies sufficient to provide for the cost of all operation, maintenance, repairs, water supplies or materials, reasonable reserves for operation and maintenance, accounts for depreciation and sinking funds, together with funds for rehabilitation or expansion of existing facilities and acquisition of further facilities as may be agreed on by the AUTHORITY. Any dispute over the setting of rates or charges which continues for at least 60 days shall entitle either party to declare an impasse, and the dispute shall be submitted to arbitration as provided for in Section 15 of this agreement.

12.1 Each party agrees to make all reasonable efforts to enforce the payment of those rates and charges established by the AUTHORITY. Each party shall condition the provision of any other services, including the granting of any approval to a customer or landowner by CITY or DISTRICT, upon the payment and collection of all fees and charges owed to the AUTHORITY by said customer or landowner. Neither party shall take any action which directly or indirectly impairs, reduces or delays the collection of such
fees, charges or levies by AUTHORITY.

12.2 DISTRICT shall set and collect all charges for service with the District Service Area and shall pay to AUTHORITY a pro rata share of all treatment costs for water delivered to the District Service Area. DISTRICT shall bear all costs of operating, maintaining, repairing and replacing the water distribution system within the District Service Area and all costs of water delivered to the Cement Hill Treatment Facility.

Section 13

OPERATION, MAINTENANCE, REPAIR AND RECONSTRUCTION OF FACILITIES
RESPONSIBILITIES OF CITY AND DISTRICT

13.0 Effective on the first day January, 1990, the effective date of this agreement, DISTRICT shall assume the responsibility for, and shall provide for the maintenance, operation, repair, reconstruction, and management of all water purification, storage, distribution, transmission and control facilities under the control of AUTHORITY, and otherwise described in Exhibits "C" & "D" to this Agreement. Subject to prior approval by AUTHORITY, AUTHORITY shall reimburse DISTRICT monthly for all its costs, both direct and indirect, incurred in providing these services, including overhead, expenses including a sum to repay DISTRICT for the time expended by the Secretary/Manager of of the DISTRICT on AUTHORITY affairs. The actual rates or amounts of compensation shall be determined by the AUTHORITY Board but the rate for both DISTRICT and CITY shall be equal.

13.1 Effective on the first day of the month following the effective date of this agreement, CITY shall assume the responsibility to provide all billing of water service on behalf of the AUTHORITY and for the collection, maintenance and investment of all moneys held by AUTHORITY. CITY shall provide periodic reports of the collection of delinquencies and the status of all funds. Subject to prior approval by AUTHORITY, AUTHORITY shall reimburse CITY monthly for all its costs, both direct and indirect, incurred in providing these services together with the cost to the CITY of any other efforts incurred by CITY for the water system, including overhead, and a sum to repay CITY for the time of the City Manager devoted to AUTHORITY affairs as a rate to be set by the AUTHORITY as described in paragraph 13.0, above.

13.2 In providing those services described in paragraph 13.0, above, the parties recognize and acknowledge that the portion of the water system serving the City Service Area is aged and in general disrepair which may require extraordinary maintenance efforts and costs until such time as the rehabilitation efforts contemplated under this Agreement can be accomplished. The parties agree that CITY shall bear the cost of all extraordinary maintenance costs incurred by AUTHORITY in the City Service Area, prior to the sale of revenue bonds, the
purpose of which is to provide funds to repair and rehabilitate this portion of the water system, which costs shall be paid or repaid to AUTHORITY by CITY. This obligation of CITY shall terminate upon the sale of any revenue bonds the purpose of which is to provide funds to repair and rehabilitate this portion of the water system.

13.3 The term "extraordinary maintenance costs" as used in paragraph 13.2, above, shall mean and include any cost or repair directly attributable to the extreme age, condition of disrepair or obsolescence of the water storage and distribution system serving the City Service Area and which is in excess of the repair and maintenance performed in the Joint Service Area. The term "extraordinary maintenance" specifically does not mean nor include any project of rehabilitation, repair, or construction contained in the Summers Engineering Report and Plan which is Exhibit B to this Agreement.

13.4 The payment by CITY to AUTHORITY for extraordinary maintenance costs incurred shall be made by City within the fiscal year the expense was incurred by AUTHORITY, but in no event sooner than four months from the date the cost was incurred. In the event that CITY is unwilling or unable to make such payment to AUTHORITY, AUTHORITY shall be entitled to recover said cost by imposing an increased service charge to the customers of the City Service Area.

Section 14

INDEMNIFICATION

14.0 AUTHORITY shall indemnify and hold harmless DISTRICT and/or CITY, its directors, officers, officials, employees, agents and independent contractors from any and all liability to any third party, arising directly or indirectly from any act or omission or alleged act or omission arising from the performance or failure to perform any duty or obligation to AUTHORITY or the other party under this Agreement including but not limited to all expenses, attorney's fees and other costs.

14.1 AUTHORITY shall indemnify and hold harmless DISTRICT and CITY for any and all damage or loss to DISTRICT or CITY arising from the performance of their duties and obligations under this Agreement. This indemnity shall apply to and include acts or omissions claimed to be negligently undertaken or omitted except that AUTHORITY shall assume no liability for any misappropriation, embezzlement or loss of funds by either party.

Section 15

ARBITRATION

15.0 In the event of a dispute between the parties as to any right, alleged right, obligation or alleged obligation under this agreement including any action, proposed action or other issue
requiring agreement between CITY and DISTRICT the parties shall make a good faith effort to resolve the dispute. In the event that a resolution of the dispute cannot be reached despite these efforts, either party may declare an impasse and its intent to submit the matter to arbitration as provided in this Section. Notice of such impasse shall be given in writing to the other and shall include a description of the disputed issue or issues, a description of the possible solutions or resolutions to the dispute and the course of action or solution advocated by the party declaring the impasse.

15.1 The party receiving the notice of impasse described in paragraph 15.0 shall respond in writing within 21 days. Said response shall contain that party’s response to the issues raised and the responding party’s proposed resolution to the impasse. The parties shall then meet within ten days and attempt to resolve the impasse.

15.2 In the event that the impasse is not resolved the parties shall jointly appoint a mutually agreeable arbitrator who is a licensed civil engineer with experience and expertise in the area in dispute. The arbitrator shall be selected upon within 30 days and in the event that the parties cannot do so, application may be made, by either or both parties, to the Superior Court of Solano County to appoint an arbitrator meeting these qualifications.

15.3 The arbitrator appointed pursuant to paragraph 15.2 shall set a date within 30 days of his appointment to meet with the parties and review all aspects of the issue in contention. The arbitrator shall receive and consider any documents or other written evidence submitted by the parties together with any oral presentation of information by either or both of the parties. The arbitrator shall be entitled to conduct his own inquiry in to the facts of the dispute or require further information of either or both of the parties. The arbitrator shall render his decision in writing within 10 days of receipt of all information he deems necessary to his decision.

15.4 The arbitrator’s determination may provide for mechanisms of enforcement and terms of compliance. The arbitrator may direct the preparation, execution, and recordation of any agreement, or conveyance resulting from his determination. The arbitrator may determine issues involving adjustment of contractual obligations based on changed circumstances and appropriate limits of insurance coverage, insurance. The arbitrator award to the prevailing party, as may be determined by the arbitrator, attorneys fees, expert and consultant fees and costs reasonably incurred in pursuing the arbitration to the prevailing party, or may divide such fees and cost between the parties. Unless appealed, as set forth in paragraph 15.4 below, the arbitrator decision shall be binding and enforceable against the parties.
15.5 If either party to the arbitration wishes to contest the decision of the arbitrator, that party may do so, only under the following conditions:

(a) The notice of intent to appeal the arbitration decision must be made within 30 days of receipt of that decision.

(b) The party seeking to appeal the decision shall pay for all cost of the appeal including any experts, consultants or other expenses deemed necessary by the appellate panel.

(c) The party seeking the appeal shall abide by the original arbitration decision including and payments required thereunder, unless doing so would create an irrevocable situation or condition making further arbitration moot. In this case the party seeking appeal shall pay any money awarded by the arbitrator and abide by as much of the decision as possible without creating an irrevocable condition.

15.6 The appeal of an arbitration decision shall be made to a panel consisting of three arbitrators. Each arbitrator shall be a civil engineer licensed in California. The arbitrator who made the decision being appealed shall not be a member of the panel. Each party to the dispute shall appoint one arbitrator to the panel who shall then appoint a third arbitrator mutually agreeable to them. Each party shall appoint its arbitrator within 30 days of initiation of the notice of appeal. The two arbitrators shall then make their appointment of the third arbitrator within 20 days of the date on which the last arbitrator was appointed by a party. If the two members of the arbitration panel are unable to agree on the selection of the third member the parties may apply to the Superior Court of Solano County to appoint that arbitrator.

b 15.7 The arbitration appeal panel shall have the right to consult with the original arbitrator, conduct its own inquiry into the facts of the dispute or require further information of either or both of the parties. The panel shall have the right to employ consultants or other experts to assist in rendering its determination. The panel shall render its decision in writing within 10 days of receipt of all information it deems necessary to its decision.

15.8 The decision of the arbitration panel shall be final and binding upon the parties and shall be implemented in accordance with any provisions contained in the arbitration determination. The parties waive the right to commence any court proceeding involving any issue which is subject to arbitration, except as may be necessary to enforce any final decision of arbitration. In the event court proceedings are necessary to enforce any decision of the arbitrator, the court may award reasonable attorneys fees and costs incurred in connection with said action upon a finding that said action was reasonably necessary to enforce or accomplish the arbitration determination.
Section 16

AMENDMENT

16.0 This agreement may be amended only in writing. Any amendment shall require the approval of the Board of Directors of the AUTHORITY which must include a concurring vote from at least three of the members from both CITY and DISTRICT.

Section 17

CONTINUATION OF AUTHORITY AGREEMENT UPON TERMINATION OF LEASES

17.1 Upon the termination of the lease agreements, the other terms of this implementation agreement shall continue in full force and effect and the covenants provided herein shall remain in full force and effect regardless of the termination of the lease, termination of the JEPA, dissolution of the AUTHORITY or any other event.

Section 18

NOTICES

17.0 All notices required under this Agreement shall be sent to the parties as shown below:

CITY:
City of Suisun City
701 Civic Center Boulevard
Suisun City, CA 94585

DISTRICT:
Solano Irrigation District
508 Elmira Road
Vacaville, CA 95688

AUTHORITY:
Suisun/Solano Water Authority
508 Elmira Road
Vacaville, CA 95688

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date for shown above.

CITY OF SUISUN CITY
Mayor

SOLANO IRRIGATION DISTRICT
President

Attest:
AGENDA TRANSMITTAL

MEETING DATE: July 26, 2022

AGENCY AGENDA ITEM: City Council Adoption of Ordinance No. 795: An Ordinance of the City Council of the City of Suisun City, California, Adding Section 15.04.400 (Electric Vehicle Charging Stations) To Chapter 15.04 (Permits – Uniform Codes) of Title 15 (Buildings and Construction) Setting Forth Procedures for Electric Vehicle Charging Systems and Finding of Exemption from the California Environmental Quality Act (CEQA). (Introduced and Reading Waived on July 19, 2022).

FISCAL IMPACT: There is no immediate financial impact or budget action necessary as a result of the recommended action.

STRATEGIC PLAN: Provide Good Government and Enhance Environment.

BACKGROUND: Assembly Bill No. 1236 (2015) amended Government Code Section 65850.7 to require jurisdictions with a population less than 200,000 residents to establish expedited, streamlined processes for permitting electric vehicle charging systems. The amendment to Section 65850.7 requires jurisdictions to adopt an ordinance allowing expedited and streamlining permitting processes when reviewing electrical vehicle charging systems. Subsequently, the State of California adopted Assembly Bill No. 970 (2021), which updated the requirements outlined in Government Code section 65850.7 by adding a new Government Code Section 65850.71 establishing application processing timelines when agencies consider electric vehicle charging systems. Assembly Bill 970 requirements will be operative for cities with less than 200,000 residents effective January 1, 2023.

The City Council voted 4-0 to introduce and waive reading of the ordinance during a public hearing held on Tuesday July 19, 2022. As part of the action, no changes were proposed to the ordinance.

STAFF REPORT: In order to comply with AB 970, staff is seeking the adoption of an ordinance that sets forth a checklist of requirements that will assist an applicant by expediting the permit approval process for electric vehicle charging stations. The checklist will contain objective conditions for installing an electric vehicle charging station while allowing for electronic submittal of permit applications. When submitting for a building permit, the applicant will be able to refer to the checklist to determine whether the existing electrical service has the necessary amperes rating, system voltage, connected or calculated load, spare capacity in amperes, voltage, and ampere rating of the electric vehicle supply equipment, circuit rating of the electric vehicle supply equipment, location of the electric vehicle supply equipment, if ventilation is/ or is not required, and clearances of the charging equipment to comply with all applicable building and fire safety laws. The checklist also assists the applicant in confirming that the location of the electric vehicle supply equipment will comply with any vehicle clearance requirements in the City’s Zoning Ordinance. Section 65850.7 requires that the City’s checklist conforms to the “Plug-In Electric Vehicle Infrastructure Permitting
California Environmental Quality Act (CEQA)

The City Council is recommended to find adoption of this ordinance as exempt from having to comply with the requirements of CEQA, pursuant to CEQA Guidelines Section 15061(b)(3) which states: “CEQA only applies to project which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.” There is no possibility the City’s activity in adopting this ordinance, as mandated by the State, will have a significant, adverse, effect on the environment.

**RECOMMENDATION:** It is recommended that the City Council Adopt Ordinance No. 795: An Ordinance of the City Council of the City of Suisun City, California, Adding Section 15.04.400 (Electric Vehicle Charging Stations) To Chapter 15.04 (Permits – Uniform Codes) of Title 15 (Buildings and Construction) Setting Forth Procedures for Electric Vehicle Charging Systems and Finding of Exemption from the California Environmental Quality Act (CEQA).

**ATTACHMENTS:**

ORDINANCE NO. 795

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY, CALIFORNIA, ADDING SECTION 15.04.400 (ELECTRIC VEHICLE CHARGING STATIONS) TO CHAPTER 15.04 (PERMITS – UNIFORM CODES) OF TITLE 15 (BUILDINGS AND CONSTRUCTION) SETTING FORTH PROCEDURES FOR ELECTRIC VEHICLE CHARGING SYSTEMS AND FINDING OF EXEMPTION FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

WHEREAS, the City of Suisun City has consistently promoted and encouraged the use of fuel-efficient electric vehicles; and

WHEREAS, the State of California adopted Assembly Bill No. 1236 (“AB 1326”), adding Section 65850.7 to the Government Code, which requires local agencies to adopt an ordinance that creates an expedited and streamlined permitting process for electric vehicle charging systems; and

WHEREAS, the State of California adopted Assembly Bill No. 970 (“AB 970”) in 2021, which updated the requirements set forth in Government Code Section 65850.7 and added a new Government Code Section 65850.71 pertaining to processing of electric vehicle charging system applications; and

WHEREAS, AB 970 requirements will be operative for cities with a population of less 200,000 residents effective January 1, 2023; and

WHEREAS, creation of an expedited, streamlined permitting process for electric vehicle charging stations would facilitate convenient charging of electric vehicles and help reduce the City’s reliance on fossil fuels; and

WHEREAS, the City Council of the City of Suisun City desires to adopt an ordinance to comply with the requirements of California Government Code Sections 65850.7 and 65850.71.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SUISUN CITY, CALIFORNIA DOES ORDAIN AS FOLLOWS:
SECTION 1. Section 15.04.400 (Electric Vehicle Charging Stations) of Chapter 15.04 (Permits – Uniform Codes) of Title 15 (Buildings and Constructions) of the Suisun City Municipal Code is added to read:

15.04.400 Electric Vehicle Charging Stations

A. Purpose and intent. The purpose of this section is to promote and encourage the use of electric vehicles by creating an expedited, streamlined permitting process for electric vehicle charging stations while promoting public health and safety and preventing specific adverse impacts in the installation and use of such charging stations. This section is also intended to comply with California Government Code Sections 65850.7 and 65850.71, including successor statutes and amendments thereto.

B. Definitions. The following words and terms as used in this section shall have the meanings hereinafter respectively set forth:

“Building official” shall mean the Building Official for the City of Suisun City and shall include their designee.

“Electronic submittal” shall include submittal of a document or application including but not limited to one of the following methods:

1. Electronic mail or email.
2. The internet.
3. Facsimile.

“Electric vehicle charging station” or “charging station” means any level of electric vehicle supply equipment station that is designed and built in compliance with Article 625 of the California Electrical Code, including any amendment or successor statutes thereto, and delivers electricity from a source outside an electric vehicle into a plug-in electric vehicle. Electric vehicle charging stations and electric vehicle charging supply equipment shall refer to equipment including, but not limited to, the following: conductors (including ungrounded, grounded, and equipment grounding conductors), electric vehicle connectors, attachment plugs, and all other fittings, devices, power outlets, or apparatus installed specifically for the purpose of transferring energy between the premises wiring and the electric vehicle.
A “feasible method to satisfactorily mitigate or avoid the specific, adverse impact” includes, but is not limited to, any cost-effective method, condition, or mitigation imposed by a city, county, or city and county on another similarly situated application in a prior successful application for a permit.

“Specific, adverse impact” means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.

B. Expedited electric vehicle charging station permitting. Electric Vehicle Charging Stations which qualify for expedited permit processing, pursuant to Government Code Section 65850.7, including any amendment or successor statute there to, shall be subject to the procedures set forth in this section.

C. Expedited Review Process. Consistent with Government Code Section 65850.7, including any amendment or successor statutes thereto, the building official shall implement an expedited permit review process for electric vehicle charging stations and adopt a checklist of all requirements with which electric vehicle charging stations shall comply with in order to be eligible for expedited review. The city’s adopted checklist will be published on the city’s publicly accessible website.

D. Electric Vehicle Charging Stations Permit Application and Processing.

1. All electric vehicle charging stations shall be subject to the following standards:
   a. An electric vehicle charging station shall meet all applicable safety and performance standards established by the California Electrical Code, the Society of Automotive Engineers, the National Electrical Manufacturers Association, and accredited testing laboratories such as Underwriters Laboratories and, where applicable, rules of the Public Utilities Commission regarding safety and reliability. Electric vehicle charging station systems and equipment shall also conform to all applicable provisions and requirements of the California Building Code.
   b. The installation of electric vehicle charging station systems and equipment shall be in accordance with the City’s adopted electric vehicle charging station checklist established by the building official.
c. All electric vehicle charging stations shall be installed only after approval by the building official and only after issuance of the necessary building permit and any and all other permits required by the City relating to the plumbing, electrical, and mechanical characteristics of the system.

2. Upon installation of an electric vehicle charging station, the applicant shall be responsible for obtaining authorization and approval to connect the electric vehicle charging station to the local utility provider’s electricity grid. In the event the city owns or operates an electric utility into which connection is proposed by the applicant, the application shall demonstrate compliance with the city’s utility interconnection policies prior to approval.

3. The building official shall condition the permit as they deem necessary in order to mitigate or avoid specific, adverse impacts of the charging station.

4. Consistent with Government Code Section 65850.7, including any amendments or successor statutes thereto, the building official shall not condition the approval for any electric vehicle charging station permit on the approval of such a system by an association, as that term is defined by Civil Code Section 4080.

E. Permit Denial. If the building official makes a written finding based on substantial evidence that the electric vehicle charging station could have a specific, adverse impact upon the public health or safety, and there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact, the application shall be denied and the City may require the applicant to apply for a conditional use permit pursuant to Chapter 18.73.

F. Appeal to the planning commission. Any permit determination by the building official shall be final and effective unless appealed to the planning commission pursuant to Chapter 18.84.

SECTION 2. The City Council finds that the adoption of this ordinance is exempt from having to comply with the requirements of CEQA, pursuant to CEQA Guidelines Section 15061(b)(3) which states: “CEQA only applies to project which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the
activity is not subject to CEQA.” There is no possibility the City’s activity in adopting this ordinance, as mandated by the State, will have a significant, adverse, effect on the environment.

SECTION 3. This Ordinance shall be in full force and effect thirty (30) days after its adoption following second reading.

SECTION 4. The City Clerk is hereby authorized and directed to certify as the passage of this Ordinance and to give notice thereof by causing copies of this Ordinance to be posted in three public places throughout the City, or published in a county newspaper that is circulated in the City, within 15 days after its passage, there being no newspaper of general circulation printed and published within the City.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Suisun City, California, on this 26th day of July 2022.

Alma Hernandez, Mayor Pro-Tem

ATTEST:

Anita Skinner, City Clerk

CERTIFICATION

I, Anita Skinner, City Clerk of the City of Suisun City and ex-officio Clerk of the City Council of said City, do hereby certify that the above and foregoing ordinance was introduced at a regular meeting of the said City Council held on Tuesday, July 19, 2022, and regularly passed and adopted at a regular meeting of said City Council held on Tuesday, July 26, 2022, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

WITNESS my hand and the seal of said City this 26th day of July 2022.

Anita Skinner, City Clerk
AGENDA TRANSMITTAL

MEETING DATE: July 26, 2022

CITY AGENDA ITEM: Council Adoption of Resolution No. 2022-___: Establishing a Citywide Beautification Community Advisory Committee.

FISCAL IMPACT: Provided the Committee will meet only quarterly and be autonomous requiring minimal support from staff or other commissions, the fiscal impact to the City will be less than $5,000 and can be absorbed into the existing budget.


BACKGROUND: On February 19, 2019, the City Council endorsed the creation of the following Citizen Advisory Committee: Public Safety and Emergency Management, Environment and Climate, and Landscaping & Lighting District.

On March 29, 2022, the City Council dissolved the Landscaping & Lighting District Advisory Committee (renamed Community Advisory Committee).

On May 31, 2022, the formation of a Citywide Beautification Community Advisory Committee was brought before Council for Discussion and Direction. Comments and suggestions were received from the public. Additional comments and suggestions were received via email.

STAFF REPORT: The adoption of the Committee by resolution is the first step in the formation process of the Citywide Beautification Community Advisory Committee. The next step would be for the City Council to appoint seven (7) members of the public to the Committee. Concurrently, Staff will provide a suggested work plan for the Committee.

The mission of the Committee is to enhance the quality of life in the Suisun City Community by focusing on the following functions:

- Identifying sites in need of beautification.
- Engaging and educating the public on how beautification strengthens our sense of community and pride.
- Coordinating public volunteer clean-up events.
- Working with civic groups and government agencies in rehabilitating public areas.
- Developing and implementing an annual Beautification Awards Program for property and business owners who beautify their properties.

PREPARED BY: Amanda Dum, Management Analyst
REVIEWED BY: Nouae Vue, Public Works Director
APPROVED BY: Greg Folsom, City Manager
STAFF RECOMMENDATION: It is recommended that the City Council adopt: Resolution 2022-__: Establishing a Citywide Beautification Advisory Committee.

ATTACHMENTS:

1. Resolution 2022-__: Establishing a Citywide Beautification Community Advisory Committee.
2. Exhibit A
3. PowerPoint
RESOLUTION NO. 2022-

A RESOLUTION OF THE CITY COUNCIL ESTABLISHING A CITYWIDE BEAUTIFICATION COMMUNITY ADVISORY COMMITTEE

WHEREAS, after the dissolution of the Landscaping & Lighting Committee the City Council expressed an interest in considering the formation of a new Citywide Beautification Community Advisory Committee; and

WHEREAS, upon further review the Council has determined the formation of a new Citywide Beautification Community Advisory Committee is in the best interest of the City and its residents; and

WHEREAS, the Council’s purposes in establishing the new Citywide Beautification Community Advisory Committee are their desire to foster a culture of civic engagement as part of Suisun City’s form of governance and their desire to improve the visual appearance of the City; and

WHEREAS, once established, Staff will provide a suggested work plan for the Committee.

NOW THEREFORE BE IT RESOLVED, that the formation and membership of the Citywide Beautification Community Advisory Committee shall be established as provided for in Exhibit A; and

BE IT FURTHER RESOLVED, that the City Council commences in forwarding the names of individuals for appointment to the Citywide Beautification Community Advisory Committee as provided for in Exhibit A.

PASSED AND ADOPTED at a Regular Meeting of said City Council of the City of Suisun City duly held on Tuesday, the 26th day of July 2022, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

WITNESS my hand and the seal of said City this 26th day of July 2022.

Anita Skinner
City Clerk
The structure of the Citywide Beautification Community Advisory Committee shall mirror one another in the following manner:

A. Each Committee shall be a “Standing Committee” as defined by the Brown Act as one which has “continuing subject matter jurisdiction.” Therefore, it is subject to the Brown Act’s notice and posting requirements. Standing Committees do not have to establish a “regular meeting time and place” but must meet in public and post notices of their meetings.

B. Each Committee shall hold regular meetings as needed but meet at a minimum once a Quarter on a calendar year basis. The meeting will take place at a City Building and at a time convenient for its members and allow for maximum community participation.

C. The Agenda shall be properly noticed and posted at City Hall and on Suisun.com.

D. Each Committee shall serve as a Community Advisory Committee to both the City Council and to City Commissions. Once a consensus of the Committee is reached, they will submit any findings, reports or comments to the City Council as needed, no less than bi-annually. All such reports and findings are to be solely advisory in nature. On occasion, the City Council or Commission may direct the Committee to review a particular item and may request a report with a specific date or time certain. In either case, the Committee would be subject to the same regular agenda process for appearing before the City Council or Commission.

E. Committee appointment shall be for two-year with the number of appointments being determined based on the specific Committee and confirmed by the City Council.

   a. Citywide Beautification Community Advisory Committee: Seven (7)-member committee with each member appointed by a member of the Council, with the Mayor having two appointments.

Purpose and Mission:

**Citywide Beautification Community Advisory Committee of Suisun City.** The Committee’s purpose shall enhance the quality of life in the community by focusing on the following functions:

- Identify sites in need of beautification.
- Engage and educate the public on how beautification strengthens our sense of community and pride.
- Coordinate public volunteer clean-up events.
- Work with civic groups and government agencies in rehabilitating public areas.
- Develop and implement annual Beautification Awards Program for property and business owners who beautify their properties.
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Formation of a Citywide Beautification Community Advisory Committee

Special Council Meeting - July 26, 2022

Background

- 2/19/19 - LLD Committee was formed
- 2021 - Decision to bring maintenance of LLD landscaping in-house
- 3/29/22 - LLD Committee was dissolved
- 3/29/22 - Council discussed formation of a Citywide Beautification Community Advisory Committee
Citywide Beautification Community Advisory Committee

- Seven (7) members
- Two-year term appointment
- Subject to Brown Act
- Meet quarterly and be autonomous, requiring little to no support from City staff and/or other commissions and/or Public Works Maintenance

Mission: Enhance Quality of Life

- Identify sites in need of beautification.
- Engage and educate the public on how beautification strengthens our sense of community and pride.
- Coordinate public volunteer clean-up events.
- Work with civic groups and government agencies in rehabilitating public areas.
- Develop and implement annual Beautification Awards Program for property and business owners who beautify their properties.
Questions?

Thank you
AGENDA TRANSMITTAL

MEETING DATE: July 26, 2022

CITY AGENDA ITEM: Housing Division Showcase

FISCAL IMPACT: There is no impact to the General Fund from the item.

STRATEGIC PLAN IMPACT: Provide Good Governance.

BACKGROUND: The Housing Division provides essential services to the City and to its residents which include the administration of the Housing Authority, Representation on the Community Action Partnership of Solano, Joint Powers Authority (CAP Solano, JPA), Oversite of the RDA loan funded affordable apartment communities and Oversite of the Successor Agency First Time Homebuyer Loans.

STAFF REPORT: To aid and assist in continued transparency, Housing staff will be presenting to Council an overview of the Division. The presentation will include information on the following: functions of the Division, workloads, accomplishments, and goals. It is hoped that this presentation will aid City Council and Suisun City residents in gaining a better understanding of the functions of the Housing Division and services it provides to the residents of the City.

RECOMMENDATION: This is a presentation only and no recommendation is associated with this item.

ATTACHMENTS:

1. PowerPoint Presentation
Suisun City
Housing Division
July 26, 2022

Housing Manager
Kathy Lawton-Caeser
28 years experience managing Affordable Housing Programs
Suisun City Housing Authority

Housing Specialist
Belza López

21 years experience managing a Section 8 caseload

- Determines initial program eligibility of applicants
- Issues vouchers
- Inspects properties to ensure that they are in compliance with HUD requirements
- Conducts/Processes the Annual & Interim Recertification
- Processes and approves landlord requested rent increases
Housing Specialist  
Charlynn Murray  
20 years experience managing a Section 8 caseload

- Determines initial program eligibility of applicants
- Issues vouchers
- Inspects properties to ensure that they are in compliance with HUD requirements
- Conducts/Processes the Annual & Interim Recertification
- Processes and approves landlord requested rent increases

Goals of the Housing Authority

- Improve the housing and quality of life for the people we serve.
- Continually increase efficiency, responsiveness, and accountability in the services we provide to our clients.
- Build upon our commitment to strong partnerships with program participants, apartment communities and housing developers.
Housing Authority

- **OVERVIEW**: Serves the citizens of Suisun City by providing HUD funded rental assistance to very low and low-income eligible households
- **VOUCHER PROGRAM**: 318 Vouchers
  - 198 vouchers currently in use
    - 77% of the locally assisted households served are elderly and/or disabled
  - 120 available vouchers
    - Reduction in voucher utilization was a negative impact of COVID-19 and the eviction moratoriums. Rental units that would normally have come online as available rentals did not as landlords were legally hampered from evicting tenants who were in violation of provisions of their lease agreements.

- Section 8 is a federal program that helps people pay their rent. If approved, participants of the program receive a voucher which lays out the obligations under the program of both the housing authority and program participants. The housing authority calculates the monthly amount of rental assistance which is paid directly to the landlord with the program participant being required to pay the difference to make up the full rent.

- To receive Section 8 in California, an applicant’s income must be at or below 50% of the area median income when pulled from the waitlist. The majority of housing vouchers go to families earning less than 30% of their area's median income.

- On average, each household pays between 30% and 40% of the household’s monthly income on rent and utilities.
Housing Authority
CY2021 Federal Funding

Federal Funding

- Administrative Funding: $41,212
- Housing Assistance Payments (HAP): $2,387,996

National Data on those receiving Housing Choice Vouchers

- Adults with children: 36%
- Disabled adults with children: 7%
- Elderly with children: 1%
- Disabled adults: 20%
- Elderly: 23%
- Childless adults: 13%
Affordable Housing Apartment Communities

Almond Gardens Apartments

- Located at 709 Almond Street
- 52-unit Affordable apartment community
- Owned by the Suisun City Housing Authority
- Consists of
  - 6 – 1 bedroom/1 bath single story apartments
  - 45 – 2 bedroom/1 bath single story apartments
  - 1 – 2 bedroom unit is used as the onsite office
Humphrey Place Apartments

- Located at 1450 Humphrey Drive
- 28-unit Affordable apartment community
- Owned by Bay Homes Development
- Low-Income Tax Credit community
- Consists of
  - 14 – 2 bedroom/1 bath single story apartments
  - 14 – 3 bedroom/ 2 bath townhouse apartments

Housing Manager’s Affordable Housing Responsibilities

**Almond Gardens Apartments**
- Annual budget review & approval
- Oversight of contracted management agreement
- Reviews and approves proposed rent increases
- Reviews and approves repair and/or renovation expenses
- Reviews and approves notices of termination of tenancy
- Conducts annual file reviews and community inspections

**Humphrey Place Apartments**
- Represents the City on the Bay Homes Board
- Submits required State reporting
- Annual budget review & approval
- Oversight of contracted management agreement
- Reviews and approves proposed rent increases
- Reviews and approves repair and/or renovation expenses
- Conducts annual file reviews and community inspections
Affording Housing Goals

- Support the construction and preservation of affordable rental housing by supporting efforts of affordable housing developers.
- Prevent the loss of committed affordable housing.
- Support efforts to reduce impact fees imposed on affordable housing developments.
Community Action Partnership of Solano, Joint Powers Authority (JPA)

Solano’s Safety Net = CAP Solano JPA

- Formed in 1999
- Combined governmental agency formed by Memorandum Of Understanding between the Cities of Benicia, Fairfield, Rio Vista, Suisun City, Vacaville, Vallejo, and County of Solano
- Seek, secure & administer federal, state and local grants for homeless/housing services on behalf of the county’s Continuum of Care (CoC) service providers
- Collaborative Applicant for Solano’s CoC
  - Homeless Management Information System (HMIS) administrator
  - Oversee Point-in-Time (PIT)/Housing Inventory Count (HIC)
  - Prepares & submits CoC consolidated application to HUD yearly after NOFA process

**JPA Vision**
CAP Solano JPA – providing a pathway to housing for everyone in Solano County.

**JPA Mission**
To strengthen agencies working to end poverty and homelessness. The objective is to provide services and resources in coordination with existing service providers, including but not limited to non-profit organizations and faith-based providers, to promote and encourage self-sufficiency for the most vulnerable members of the community.

“CAP Solano JPA – providing a pathway to housing for everyone in Solano County.”
CAP Solano JPA Budget & Milestones FY 2020/2021

2020/2021 Program / Services Funding

- Project Roomkey/ Emergency Shelter: $11,695,958
- Permanent Supportive Housing: $4,218,472
- Rapid Rehousing/ Rental Assistance: $3,714,996
- Coordinated Entry/ Other: $2,658,299
- Diversion/ Prevention: $1,104,697
- Youth Services: $780,099

Milestones Through 2020/21

- Created & Implemented 5-Year Regional Plan to Permanently Reduce Homelessness
- Now conduct comprehensive PIT/HIC Count & Reporting - report utilized by all jurisdictions
- Priority on securing and allocating funding to direct services based on regional need
- Administered the state-wide Project Roomkey on behalf of the County by securing & administering funding for 301 unduplicated homeless, ($11+ million)
- Approved funding & support for one (1) FTE staff – City of Fairfield to support position
- Avg. 10+ regional RFP/Funding allocations conducted by local jurisdiction staff per year
- Renewed 3-Year Multi-jurisdictional MOU for county-wide Coordinated Entry System expansion

Project Roomkey Vacaville

Operation Dates: May 7, 2020 – July 7, 2020

Allocation to Site: $85,853.63

### Household Type

- Persons in households without children: 12
- Persons in households with adults and children: 0
- Persons in households with only children: 1

### Gender

- Male: 8
- Female: 5
- Trans Female: 0

### Race

- American Indian or Alaska Native: 1
- Asian: 0
- Black or African American: 2
- Native Hawaiian or Other Pacific Islander: 0
- White: 10
- Multiple Races: 0
- Unknown: 0

### Ethnicity

- Hispanic/Latino: 1
- Non-Hispanic/Non-Latino: 12
- Unknown: 0

### Age

- Under 18: 1
- Age 18–24: 0
- Age 25+: 12

### City of Origin

- Benicia: 0
- Dixon: 0
- Fairfield: 1
- Rio Vista: 0
- Suisun City: 0
- Vacaville: 11
- Vallejo: 1
- Other area outside Solano County: 0
- Unknown: 0

### Total Persons

- Vacaville: 13
- All Sites: 129
### Project Roomkey Fairfield/Suisun

**Operation Dates:** May 1, 2020 – May 31, 2021

**Allocation to Site:** $3,289,396

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<th>Household Type</th>
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<td><strong>Total Persons</strong></td>
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### Project Roomkey Vallejo

**Operation Dates:** May 1, 2020 – Dec 2021

**Allocation to Site:** $5,692,208

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## CAP Solano JPA Project Roomkey Funding Sources

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<tr>
<th>Source</th>
<th>Amount</th>
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<tr>
<td>Business, Consumer Services and Housing Agency (BCSH) - JPA Emergency COVID-19 grant</td>
<td>$224,308</td>
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<td>BCSH - County allocation of Emergency COVID-19 funding</td>
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<td>Homeless Emergency Aid Program (HEAP) Grant (balance of funds - reprogrammed)</td>
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<td>Cities of FF, VV, VIO, &amp; Benicia Budget CARES allocation</td>
<td>$175,000</td>
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<td>Solano County Community Foundation Grant</td>
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<td>Solano County Health Plan Grant</td>
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<td>County Coronavirus Aid, Relief, and Economic Security (CARES) Coronavirus Relief Fund (CRF) Contribution</td>
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<td>Emergency Solutions Grant (ESG)-CV1 Grant</td>
<td>$715,000</td>
</tr>
<tr>
<td>Kaiser Grant</td>
<td>$150,000</td>
</tr>
<tr>
<td>Homeless Housing, Assistance, and Prevention Program (HHAP)1 Grant</td>
<td>$84,705</td>
</tr>
<tr>
<td>CSBG-CV Discretionary Grant</td>
<td>$40,370</td>
</tr>
<tr>
<td>ESG-CV2 Grant</td>
<td>$3,387,100</td>
</tr>
<tr>
<td>County DSS State allocation</td>
<td>$577,874</td>
</tr>
<tr>
<td>County DSS State allocation 2</td>
<td>$922,457</td>
</tr>
<tr>
<td>County H&amp;SS State allocation</td>
<td>$1,307,457</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$11,695,958</strong></td>
</tr>
</tbody>
</table>

- **County funds reallocated to CAP Solano for PRK**: $5,343,914
- **JPA acquired funding for PRK**: $6,352,044

## Successor Agency Outstanding Home Loans

**First Time HOME BUYER**

**Housing Manager**
Housing Manager’s Successor Agency Loan Responsibilities

• Monitor loans and verify homeowner occupancy of property
• Process loan subordinations
• Calculate loan payoff
• Prepare required loan documents for recordation at either loan payoff or loan subordination
• Respond to loan recipient questions regarding options available under loan terms

Successor Agency Home Loan Goals

• Create new First Time Homebuyer Loan Program
• Support first time home buyers’ participation in Homebuyer Education programs
AGENDA TRANSMITTAL

MEETING DATE: July 26, 2022

CITY AGENDA ITEM: Fire Department Showcase.

FISCAL IMPACT: There is no impact to the General Fund from the item.

STRATEGIC PLAN IMPACT: Provide Good Governance, Section 4.7 – Improve productivity, efficiency, effectiveness, customer service and citizen satisfaction in all areas of municipal organization.

BACKGROUND: To aid and assist in continued transparency, a Fire Department Annual Report is compiled and published each year. This report is provided to the Public Safety and Emergency Management Committee each year, and after discussion with the committee, the report is given to the Council. This specific report being presented on July 26, 2022, contains information related to personnel, operations & prevention statistics, technology, and department accomplishments for the 2021 calendar year. This report was provided to the Public Safety and Emergency Management Committee on July 7, 2022. The Committee unanimously agreed this report should be presented to Council.

STAFF REPORT: This year, in addition to the regular Annual Report, the Department is providing more in-depth information so that Council and the public can get a full picture how the Department operates and the improvements that have taken place in the Fire Department over the last few years.

RECOMMENDATION: This is a presentation only and no recommendation is associated with this item.

ATTACHMENTS:

1. PowerPoint Presentation

PREPARED BY: Greg Renucci, Acting Fire Chief
APPROVED BY: Greg Folsom, City Manager
Suisun City Fire Department Showcase

Organizational Chart

- Fire Chief
- Administrative Assistant II
- Fire Marshal
- Fire Inspector (Contractor)
- Volunteer Inspector
- Deputy Chief Operations
- Captain
- Captain
- Captain
- Engineer
- Engineer
- Engineer
- Captain
- Captain
- Engineer x2
- Engineer x2
- Firefighter x4
- Firefighter x3
- Recruit Firefighters x3
Major Functions

- Respond to:
  - Fires / EMS / Traffic Accidents / Haz-Mats / Public Assist / Technical Rescues / Mutual Aid
- Training
- Reports
- Maintaining:
  - Facility
  - Fleet
- Public Education

Chief Officers Responsibilities

- Fire Chief: Administration, Recruitment, Budget, Chaplain, Health and Wellness, Public Information Officer (PIO).
- Division Chief / Fire Marshal: Prevention, Community Emergency Response Team (CERT), Public Education, HazMat, Traffic Committee, Inspections and Enforcement.
- Division Chief of Training and Emergency Management: Training, Emergency Management, Public Education, Reporting and Standards
Fire Captain Responsibilities

- Shift assignment (A, B or C Shift Supervisor).
- Responds to incidents and provides incident management.
- May serve as the incident commander in the absence of the Battalion Chief.
- Provides incident management by supervising a crew or divisions while operating at an incident.
- Conducts inspection of EMS equipment, ensures the equipment is in proper working order, ensures the crew is notified of expiring County and State certifications and ensures the crew is up to date on their Continuing Education.
- Works with the Fire Engineer to ensure the preventative maintenance and emergency repairs for the Fire Department Fleet is completed.

Fire Captain Responsibilities cont.

- Ensures the assigned crew completes required and mandated training, provides the crew with the necessary tools to completes their required and mandated training.
- Ensures equipment is in proper working order (PPE, SCBA, Rescue Equipment, Radios, and or Special Operations), maintains equipment inventory and coordinates equipment repairs and or replacement of broken/damaged items in need of repair.
- Perform minor and general maintenance of Fire Department Facilities.
- Lead the work of and supervise Fire Engineers and Firefighters.
Fire Engineer Responsibilities

- Shift assignment (A, B or C Shift)
- Responds to incidents.
- Drives the fire apparatus to and from incidents.
- Operates the pump and equipment on the fire apparatus.
- May also help with fighting the fire.

- May assist in station projects:
  - Administration, EMS, Fleet, Training, Equipment (PPE, SCBA, Rescue Equipment, Radios, and or Special Operations.), Facilities.
  - Completing Annual Training.
  - Station cleaning and maintenance.

Reserve Fire Captain / Fire Engineer / Firefighter / Probationary Firefighter Responsibilities

- Respond to incidents.
- Fights fire (rank and file).
- Completes Annual Training.
- Station cleaning and maintenance.
- Flexible work schedule (4 12-hour shifts a month).
Scheduled Hours

- Chief Officers work a 40-hour work week
  - The Chiefs rotate working 12-hour nights and weekend day/night shifts providing a duty chief.

- Fire Captains / Fire Engineers work a 48/96 (2 days on – 4 days off)

- Reserve Fire Captains/Fire Engineers/Firefighters/Probationary Firefighters work (4) 12-hour shifts a month

---

Emergency Medical Services (EMS)

<table>
<thead>
<tr>
<th></th>
<th>BASIC LIFE SUPPORT (BLS)</th>
<th>ADVANCED LIFE SUPPORT (ALS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>HOURS OF TRAINING</td>
<td>Didactic Instruction (146 Hours) Supervised Clinical Experience (24 Hours) Total Hours 170</td>
<td>Didactic Instruction (454 hours) Supervised Clinical Experience (160 hours) Field Internship (480 hours) Total hours: 1094</td>
</tr>
<tr>
<td>REQUIRED CERTIFICATIONS</td>
<td>BLS/CPR</td>
<td>BLS/CPR, Advanced Cardiac Life Support, Pediatric Advanced Life Support, International Trauma Life Support Advanced/Pre-Hospital Trauma Life Support</td>
</tr>
</tbody>
</table>
# Emergency Medical Services (EMS)

<table>
<thead>
<tr>
<th>SCOPE OF PRACTICE</th>
<th>BASIC LIFE SUPPORT (BLS)</th>
<th>ADVANCED LIFE SUPPORT (ALS)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BASIC LIFE SUPPORT (BLS)</strong></td>
<td>The ability to obtain vital signs, perform CPR, use of AED, C-spine, bleeding control (bandaging) apply tourniquets, splinting, finger stick glucose readings, adjunctive airway and breathing aids (NPA and OPA), CPAP, Epi-Pen, and Narcan</td>
<td><strong>All Basic life support (BLS) Skills,</strong> Advanced Life Support (ALS) Skills Intravenous catheter/needle, Intraosseous, fluid therapy, Glucose finger stick, Valsalva maneuvers, Electrolyte therapy, Cardiac interpretation, Manual Defibrillator, Cardioversion, Cardiac pacing, end tidal CO₂ monitoring</td>
</tr>
<tr>
<td><strong>ADVANCED KNOWLEDGE</strong></td>
<td>N/A</td>
<td>Anatomy and Physiology, Neurology, Cardiology, Respiratory, Trauma, OB/GYN, Pediatrics</td>
</tr>
</tbody>
</table>

| MEDICATIONS | Oxygen, oral glucose, Naloxone, auto-injection EPI | Oxygen, oral glucose, Naloxone, auto-injection EPI, 23 medications available for use by Paramedics including; Sedatives, Narcotic Analgesics, Bronchodilators, Dextrose, Sympathomimetic drugs, Parasympathetic drugs, Anti-Nausea medicine, Electrolytes, Anti-Arrhythmic |
| RESPIRATORY | N/A | Laryngoscopy, Magill forceps, Capnography, Advanced Airway Adjuncts (LMA, King Tube, EET, i-gel), Nasal intubation, Needle chest decompression, Needle Cricothyroidotomy, CPAP, Bi-PAP |
FY 2021/2022 Major Accomplishments

• Light and Air Unit Purchased.
• Received Donated Light Rescue from Fairfield.

Ongoing Training

• Fire Ground Operations
  • Live Burns
  • Company Evolutions
• Wildland Training
• Drivers Training
• Technical Rescue
• Elevator Rescue
• Active Killer
• Hotel/Mid-Rise Operations
• Auto Extrication

• EMS
• Rescue Boat Operations
### Metrics

#### 2021 Incidents

<table>
<thead>
<tr>
<th>Incident Type</th>
<th># INCIDENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fires</td>
<td>227</td>
</tr>
<tr>
<td>Overpressure Rupture, Explosion, Overheat - no fire</td>
<td>53</td>
</tr>
<tr>
<td>Rescue &amp; Emergency Medical Service</td>
<td>2382</td>
</tr>
<tr>
<td>Hazardous Condition (No Fire)</td>
<td>66</td>
</tr>
<tr>
<td>Service Call</td>
<td>269</td>
</tr>
<tr>
<td>Good Intent Call</td>
<td>250</td>
</tr>
<tr>
<td>False Alarm &amp; False Call</td>
<td>122</td>
</tr>
<tr>
<td>Special Incident Type</td>
<td>8</td>
</tr>
</tbody>
</table>

### Fleet

- **2 - Type 1 Fire Engines**
- **1 - Type 3 Fire Engine**
- **1 - Type 5 Fire Engine**
  - 1 Type 5 Fire Engine – On Order
- **1 - Type 6 Fire Engine**
- **1 - Aerial Ladder Truck**
- **1 - Air and Light Apparatus – On Order**
- **2 - Inflatable Rescue Boats**

- **1 - Fire Prevention Vehicle**
- **2 - Utility Vehicle**
  - 1 New Utility Vehicle on order to replace an old 1998 Utility
- **3 Command Vehicles**
  - 1 New Command Vehicle on order
- **Urban Search and Rescue (USAR) Trailer**
Urban Search and Rescue (USAR)
Suisun City FD-USAR Team / Solano County USAR Team

**Training Required**
- LARRO – 40 hours
- Rope Rescue Technician – 40 hours
- Swiftwater Technician – 40 hours
- Rescue Boat Operator – 40 hours
- Rescue Systems 1– 40 hours
- Rescue Systems 2– 40 hours
- Rescue Systems 3– 24 hours
- Confined Space Technician – 40 hours
- Trench Rescue Technician – 24 hours
- Animal Rescue Technician – 24 hours

Total Training Hours: 352 hours

---

Water Rescue / Boat Program

- **Response:**
  - Boat 47 and Boat 48
  - All water rescue incidents in the local water ways
  - Medical emergencies
  - Boaters in distress
  - Swiftwater Rescue
    - Incidents in the local water ways
    - Flood Rescue incidents locally and regionally
    - Swiftwater Rescue incidents locally and regionally

- **Mutual Aid Partners:**
  - Suisun City Police Department
  - Solano County Sheriffs Department
  - United States Coast Guard
  - California Highway Patrol
FY 2022/2023 Major Goals

**Hiring Full-Time Staff:**
- 1 Fire Chief / Duty Chief
- 1 Division Chief – Training / Duty Chief
- 3 Fire Captain
- 3 Fire Engineers

**Improve:**
- Technical Rescue Equipment
- Add new set of vehicle extrication tools – Jaws of Life
- Purchase new Firefighting Turnouts – Personal Protective Equipment to meet NFPA 1851
  - Gives a 2nd set of PPE to each Member meeting NFPA 1851

FY 2022/2023 Major Goals cont.

**Annual Testing for the First Time:**
- All Personal Protective Equipment to meet NFPA 1851 Standards
- All fire hose to Meet NFPA Standards

**Upgrade all Automated External Defibrillators (AED):**
- Fire Engines/City Hall/Police Department
Upcoming Projects

- Upgrading/remodeling the Bathrooms
- Arrival of the new Light and Air Apparatus
- Arrival of the new Type 5
- Landscape around the fire station
- Completing the Tablet Command on boarding
- On boarding new staff

Community Events

- Easter Egg Hunt
- Birthday Drive –Byes
- Graduation Drive-Byes
- Halloween Parades
- Fire Station tours
- Toys for Kids
- September 11th Memorial
- Fire Prevention Week
Reserve Firefighter Opportunities

• Must be 18 years old
• Have a California State Fire Marshal Firefighter 1 certification
  • Or Completion of a Firefighter 1 Academy
• Possess a Valid CPR Card
• Possess a Valid California State:
  • Emergency Medical Technician (EMT) Card
  • Paramedic Card
• Possess a Valid California State Drivers License
• Complete a physical and a background.
Message From the Chief

On behalf of the Susan City Fire Department, I would like to thank you for taking the time to read our 2021 annual report. The annual report provides you with valuable information of the wide range of services our department offers, and the accomplishments of 2021. The Susan City Fire Department is honored to provide the citizens and visitors to our city with excellent customer service.

The Susan City Fire Department has been providing professional and dedicated service for over 135 years. We recognize the trust you place in us and the responsibility to provide our services every day. The goals of the fire department are to be transparent, provide superior services that are expected, and work with the community, striving to make Susan City a great place to live and work.

The fire department saw another record number of live and non-fire incidents in 2021. In addition to the increased call volume, the fire department has seen an increase in specialized capabilities and training to address the diverse call volume of the city.

As the Susan City Fire Department looks to the future, we will continue to strive to be an adaptable, mission-oriented organization that works to improve service delivery and efficiency while maintaining fiscal responsibility. As the Acting Fire Chief, I am proud and honored to be working side by side with the men and women of the Susan City Fire Department.

Respectfully,
Greg Hawkins
Acting Fire Chief
ABOUT US

Since 1981, the Susan City Fire Department (SCFD) has striven to serve the citizens to the highest standard. Quality of service is the backbone of the department through dedicated, hard-working personnel. The Fire Department is committed to providing the highest level of service to the community.

The Susan City Fire Department is an “all-risk” organization that provides fire fighting services, structural and wildland, advanced life support medical services, hazardous materials mitigation, fire prevention and investigative services, and technical rescue response that includes urban search and rescue, swift-water rescue, rescue boat operations, and vehicle extrication.

The Fire Department is a combination agency staffed with both full-time and volunteer fire personnel. The department currently operates (2) Type I Fire Engines, (1) Type II Fire Engine, (1) Ladder Truck, (2) Command Vehicles, (1) Type I Fire Engine, (2) Zodiac Rescue Boats, (1) dive rescue trailer, and (1) Type I Reserve Engine.

The Susan City Fire Department is an ALS (Paramedic) level department, supported by Medix Ambulance for medical transport services. Susan City Fire Station 97 is staffed 24 hours a day - 7 days a week. In 2021, the Susan Fire Protection District responded to 2,327 calls for an average of 0.6 calls a day.

Vision

Provide professional fire prevention and emergency resource services to protect the people, property, businesses, and facilities within the City of Susan City from the adverse effects of fire, injury, and illness, and all potentially hazardous conditions.

Mission

To reduce the risk of loss to life and property through effective and efficient delivery of professional firefighting, fire prevention, and emergency medical services to the community of Susan City.

Values

In order to accomplish its mission with the highest degree of professionalism, integrity, efficiency, and service to the city, the department has identified the following core values: Dedication, Teamwork, Integrity, Professionalism, Leadership, and Tradition.

FIREFIGHTER OF THE YEAR

Luis Rivera was selected as the 2021 Firefighter of the Year by his peers and command staff.

Luis Rivera was raised in Williams, California and joined the Susan City Fire Department in December of 2020. Luis has extensive experience in providing fire protection services around the world in support of military operations and working as a civilian contractor. Luis has a Bachelor’s degree in Fire Science and a Master’s degree in Emergency Management. In 2021, Luis showed a personal drive for excellence that did not go unnoticed.

Luis has been instrumental in developing and updating the fire department training library and is currently assisting with Personal Protective Equipment (PPE) inventory and equipment. He has received certifications from the California State Fire Marshal and is working alongside department members to become a part of the Solano County Urban Search and Rescue team. Luis is currently working to become a hazmat driver and is the main responder in becoming an engine driver for the department.

The Susan City Fire Department is proud to recognize and congratulate Luis Rivera as the 2021 Firefighter of the Year.

Community Events

With COVID-19 still on the forefront of everyone’s mind, the SCFD was determined to continue the traditions established in years past.

This year, the Fire Department delivered Easter Eggs to 120 families for a total of 250 children.

The Fire Department honored to provide toys for 36 families (122 children) through the holiday toy program.
2021 STATISTICS

2021 was another record-setting year for the ESFD. The overall number of incidents increased by 11% from 2020. 3,377 calls for services averaged 8.2 calls per day from one station and one first-arriving engine company.

<table>
<thead>
<tr>
<th>Incident Type</th>
<th>2020</th>
<th>2021</th>
<th>% Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>310 - Fires</td>
<td>120</td>
<td>145</td>
<td>20.8%</td>
</tr>
<tr>
<td>250 - Disasters, Rupture, Explosions, Overheat (No Fire)</td>
<td>50</td>
<td>55</td>
<td>10.0%</td>
</tr>
<tr>
<td>260 - Rescue and Evacuation (Wildfire)</td>
<td>300</td>
<td>390</td>
<td>30.0%</td>
</tr>
<tr>
<td>400 - Hazardous Materials/Blowout</td>
<td>25</td>
<td>30</td>
<td>20.0%</td>
</tr>
<tr>
<td>500 - Service Call</td>
<td>225</td>
<td>260</td>
<td>15.6%</td>
</tr>
<tr>
<td>600 - Good Heart Call</td>
<td>50</td>
<td>55</td>
<td>10.0%</td>
</tr>
<tr>
<td>700 - False Alarm and False Call</td>
<td>125</td>
<td>125</td>
<td>0.0%</td>
</tr>
<tr>
<td>800 - Severe Weather and National Disaster</td>
<td>5</td>
<td>5</td>
<td>0.0%</td>
</tr>
<tr>
<td>900 - Special Incident Type</td>
<td>6</td>
<td>6</td>
<td>0.0%</td>
</tr>
<tr>
<td>Total</td>
<td>1,828</td>
<td>2,137</td>
<td>16.8%</td>
</tr>
</tbody>
</table>

Hour

<table>
<thead>
<tr>
<th>Busiest Hour</th>
<th>1300-1400 (typ - 2pm)</th>
<th>210 Calls (12%)</th>
<th>Sunday, 210 Calls (12%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Busiest Days</td>
<td>Saturday</td>
<td>340 Calls (19%)</td>
<td>Tuesday, 448 Calls (25%)</td>
</tr>
<tr>
<td></td>
<td>Sunday</td>
<td>340 Calls (19%)</td>
<td>Friday, 210 Calls (12%)</td>
</tr>
<tr>
<td></td>
<td>Wednesday</td>
<td>448 Calls (25%)</td>
<td>Tuesday, 448 Calls (25%)</td>
</tr>
</tbody>
</table>

Month

| Busiest Month | July | 230 Calls (25%) | 210 Calls (22%) |
|              | February | 210 Calls (22%) | 230 Calls (22%) |

EMS & RESCUES

2,335 Emergency Medical Service
75 Motor Vehicle Accidents
17水上 Rescues
5 Other Rescues

FIRES

38 Residential Fires
10 Vehicle Fires
94 White Smoke Fires
69 Rubbish Fires
24 Other
The Susan City Fire Department Water Rescue Team is trained with river, canal, delta, and flood rescue in Susan City. The team staffs 24 hours a day with a minimum of two department members, trained and certified as swift water/flood rescue technicians and rescue boat operators. The crew also consists of at least one state and county certified paramedic. The rescue team is deployable to all parts of Susan City in less than 15 minutes.

The water rescue team is equipped with two inflatable rescue boats and Personal Protective Equipment to respond to all types of water rescue emergencies in Susan City waterways. The team is always ready to respond and provide mutual aid to all Solano County Fire Agencies, Susan City Police Department, Solano County OES, Solano County Sheriff's Office, and the United States Coast Guard.

The Susan City Fire Department Urban Search and Rescue (USAR) team is responsible for technical rescues in Susan City. The team responds to confined spaces, rope rescue (low and high angle), trench rescue, building collapse, and elevator rescue incidents. The team has a minimum of two members on shift who are trained and certified through California State Fire Training. The SCFD USAR team is currently the onlyUrban Search and Rescue team.
Prevention Division

Susan City Fire Department’s Prevention Division serves as the first step in providing safe living and working environments for the community.

The Prevention Division is responsible for protecting the public through coordinated efforts in fire prevention, code enforcement, and fire protection engineering. The Division is also responsible for fire protection engineering, reviewing plans for all construction projects and fire protection systems, as well as conducting the testing and inspections for those projects. This Division also manages the Susan City wood stakeback program and reviews, approves, and inspects special events, carnivals, fairs, and fireworks displays.

In 2021, the Prevention Division saw a significant increase in proposed new developments that included 7 apartment complexes, 3 housing developments, a live/work project, 2 cannabis dispensaries, a 3-story business office, a hotel, several small businesses, and a car-wash facility.

Susan City’s Council investment into the Fire Prevention Division has shown dividends by providing a more competent and responsive service of fire safety and fire inspections to the community and local businesses.

Total number of inspections completed 448

The Fire Investigation Division of the Susan City Fire Department is responsible for the investigation of the origin and cause of fires that occur within Susan City. The Division is conducted by Susan City ordinance and is governed by state law and the California State Fire Code. The Division is staffed by California State Fire Marshal certified and California POST certified fire department personnel. Personnel are trained in the most up-to-date techniques in fire investigation and are peace officers as defined by the California Penal Code. In cases where arson is suspected, fire investigators work with the Susan City Police Department and the Sutter County Fire Investigation Unit to actively pursue any individuals responsible for setting a fire.

Fire investigators have the authority to issue citations for California Fire Code violations, illegal burning, and illegal fireworks.

This year saw fireworks enforcement beginning three weeks prior to July 4th weekend. Heavy enforcement efforts began three days before the 4th of July and continued through the holiday weekend. The fire department issued 44 citations relating to illegal fireworks sale and possessed so/as vs with a $20,000 penalty for deposits written. As the fire prevention division asserts full return on all of the citations issued for 2021, this year’s fireworks enforcement can only be looked at as successful.

Several illegal fireworks were confiscated by investigators and will be turned over to the California State Fire Marshal for disposal and destruction.

2021 Firework Citation Totals

<table>
<thead>
<tr>
<th>Citations Issued</th>
<th>44</th>
</tr>
</thead>
<tbody>
<tr>
<td>In Person Citations</td>
<td>8</td>
</tr>
<tr>
<td>Social Media Citations</td>
<td>36</td>
</tr>
<tr>
<td>Total Citations Issued to one address</td>
<td>6</td>
</tr>
<tr>
<td>Total Citations Issued to more than one address</td>
<td>1</td>
</tr>
</tbody>
</table>
STRIKE TEAMS

The Susan City Fire Department responded to assist in the statewide mutual aid system throughout 2021. Members were deployed south to Los Angeles during the height of the Pandemic, southwest to the KNP Fire, and North to the Dixie Fire. Both paid and Volunteer members were positioned on the front lines, while the remaining members modified the apparatus to ensure the success of Susan City were possible.

KNP FIRE
Engine 347 was manned by fire personnel and provided 48 total 1,500 hours of fire suppression support for the incident.

COVID RELIEF
2 personnel were deployed to Olive View University Medical Center to provide care for the many staff overwhelmed by the COVID-19 Pandemic.

DIXIE FIRE
A Captain was assigned to the Dixie Fire as a Strike Team Leader to train for 400-500 hours.

TRAINING

In 2021, the fire department continued with monthly training to meet the standards set forth by the California State Fire Marshal (CSFM), National Fire Protection Association (NFPA), and Occupational Safety and Health (OSHA). The Susan City Fire Department continues to train and complete all EMS requirements set forth by Solano County EMS. All department personnel completed wildland training including RT-130, the standard training curriculum for wildland firefighting. This past year, the Susan City Fire Department, members received training on many topics such as CSFM Driver Operator, Company Officer, Chief Fire Officer, Fire Investigator, and Technical Rescue. The members advanced their skills in technical rescue training by registering for the following classes: CSFM Low Angle Rope Rescue Operations (LARRO), Rescue Systems I, Rope Rescue Technician, Swiftwater & Flooding Rescue Technician. Members continue to work to complete all required technical rescue classes required to be a member of the Solano County Urban Search and Rescue team.

Total Training Hours
4,118.25 hours

Specialized Training

LARRO
487.30 hours

CAMS
148 hours
BUDGET

Breakdown by Division

Breakdown by Activity

GOALS
- Hire a new Fire Chief
- Complete the First Responder Fee project and begin receiving the fees
- Apply for federal/county grants
- Necessitate Volunteers to “Reserves”
- Increase Reserve personnel staffing
- Complete All Urban Search and Rescue training
- Accomplish Annual Hose Testing and PPE Testing
- Purchase a new set of Deluxe Firefighter Exhaust Equipment (“lives of Life”)
- Receive ArcLight Unit
- Receive Type 5 Wildland Apparatus
- Lease a new Tahoe and Utility Pickup Truck via the Enterprise Leasing Program
- Refurbish E547 to extend operational life
Questions!