



CITY COUNCIL MEETING

COUNCIL CHAMBERS, 33 SOUTH MAIN STREET, COLFAX, CA

MAYOR STEVE HARVEY • MAYOR PRO TEM TONY HESCH
COUNCILMEMBERS KIM DOUGLASS • MARNIE MENDOZA • WILL STOCKWIN



REGULAR MEETING AGENDA

April 12, 2017

Regular Session 7:00 PM

1) OPEN SESSION

- 1A. **Call Open Session to Order**
- 1B. **Pledge of Allegiance**
- 1C. **Roll Call**
- 1D. **Approval of Agenda Order**

This is the time for changes to the agenda to be considered including removal, postponement, or change to the agenda sequence.

RECOMMENDED ACTION: By motion, accept the agenda as presented or amended.

2) PRESENTATION

- 2A. **Mosquito and Vector Awareness Week**

Joel Buettner, General Manager Placer Mosquito & Vector Control District

Recommendation: Adopt Resolution 10-2017 recognizing West Nile Virus and Mosquito and Vector Control Awareness Week 2017.

3) CONSENT CALENDAR

Matters on the Consent Agenda are routine in nature and will be approved by one blanket motion with a Council vote. No discussion of these items ensues unless specific items are pulled for discussion and separate action. If you wish to have an item pulled from the Consent Agenda for discussion, please notify the City staff.

RECOMMENDED ACTION: Approve Consent Calendar

- 3A. **Minutes - City Council Meeting March 22, 2017**

Recommendation: Approve the Minutes of the Regular Meeting of March 22, 2017.

- 3B. **Minutes – City Council Special Meeting March 22, 2017**

Recommendation: Approve the Minutes of the Regular Meeting of March 22, 2017.

- 3C. **North Main Street Bike Lane and Ped Improvement Project – Award of Contract**

Recommendation: Adopt Resolution No. 11-2017 authorizing the City Manager to

(1) Execute a construction contract agreement for the North Main Street Bike Lane and Ped Improvement Project No. 16-02 with B&M Builders, Inc in an amount not to exceed \$226,000.

(2) Approve Coastland Engineering Services for project management and inspection in an amount not to exceed \$23,000.

- 3D. **Supervisory Control and Data Acquisition (SCADA) Upgrade**

Recommendation: Adopt Resolution 12-2017 authorizing the City Manager to execute an agreement with Aqua Sierra Controls, Inc. for installation and programming of a new SCADA system at the wastewater treatment facility in the amount of \$23,076.00.

- 3E. **Council Committee Assignments Update**

Recommendation: Review and approve City Council Committee Assignments for 2017

- 3F. **Hesch Rescission Letter**

Recommendation: Receive notice from Mayor Pro Tem Hesch rescinding his previous resignation.



4) PUBLIC COMMENT

Members of the audience are permitted to address the Council on matters of concern to the public within the subject matter jurisdiction of the City Council that are not listed on this agenda. Please make your comments as brief as possible; not to exceed three (3) minutes in length. The Council cannot act on items not included on this agenda; however, if action is required it will be referred to staff.

5) COUNCIL, STAFF AND OTHER REPORTS

The purpose of these reports is to provide information to the Council and public on projects, programs, and issues discussed at committee meetings and other items of Colfax related information. No decisions will be made on these issues. If a member of the Council prefers formal action be taken on any committee reports or other information, the issue will be placed on a future Council meeting agenda.

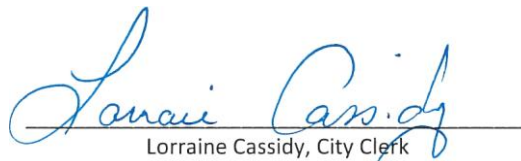
- 5A. **Committee Reports and Colfax Informational Items - All Councilmembers**
- 5B. **City Operations Update – City staff**
- 5C. **Additional Reports – Agency partners**

6) COUNCIL BUSINESS

- 6A. **Fire Equipment Grant Application**
STAFF PRESENTATION: Landon Haack, Colfax Fire Department Battalion Chief
RECOMMENDATION: Adopt Resolution 13-2017 authorizing an application for a matching funds grant.
- 6B. **City Facility Refurbishment**
STAFF PRESENTATION: Travis Berry, Technical Services Manager
RECOMMENDATION: Authorize the City Manager to continue utilizing the services of General Contractor John Stapleton as a refurbishment contractor to repair City facilities in an amount not to exceed \$20,000.
- 6C. **Adopt Council Goals**
Recommendation: Adopt Goals and Priorities selected by Council at the March 22, 2017 special meeting.
- 6D. **Community Concerns and Concepts:**
 - 1) **Electronic Message Board,**
 - 2) **I-80 Road Closures,**
 - 3) **Bull and Bear Structure****STAFF PRESENTATION:** John Schempf, City Manager
RECOMMENDATION: Discuss and direct staff as appropriate
- 6E. **ADA Transition Plan**
STAFF PRESENTATION: Wes Heathcock, Community Services Director
RECOMMENDATION: Adopt Resolution 14-2017 awarding the contract to Coastland to create a transition plan.

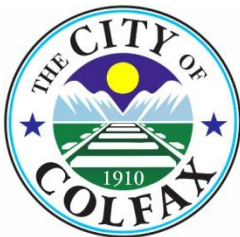
7) ADJOURNMENT

I, Lorraine Cassidy, City Clerk for the City of Colfax declare that this agenda was posted at Colfax City Hall and the Colfax Post Office. The agenda is also available on the City website at www.Colfax-ca.gov.


Lorraine Cassidy, City Clerk

Administrative Remedies must be exhausted prior to action being initiated in a court of law. If you challenge City Council action in court, you may be limited to raising only those issues you or someone else raised at a public hearing described in this notice/agenda, or in written correspondence delivered to the City Clerk of the City of Colfax at, or prior to, said public hearing.





STAFF REPORT TO THE COLFAX CITY COUNCIL

FOR THE APRIL 12, 2017 COUNCIL MEETING

FROM: John Schempf, City Manager
PREPARED BY: Staff
DATE: April 4, 2017
SUBJECT: Mosquito and Vector Control Awareness Week April 16-25, 2017

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RECOMMENDED ACTION: Adopt Resolution 10-2017 Recognizing West Nile Virus and Mosquito and Vector Control Awareness Week 2017

BACKGROUND AND SUMMARY:

The City of Colfax has potential mosquito breeding habitat which could lead to mosquito caused health issues. In 2016, West Nile virus resulted in 19 human deaths in California and over 426 individuals in 32 counties tested positive for the virus; and West Nile virus resulted in seven human cases of neuro-invasive disease and one human death in Placer County. The California Department of Public Health and the federal Centers for Disease Control and Prevention predict West Nile virus will again pose a public health threat in California in 2017.

Adequately funded mosquito and vector control, disease surveillance and public awareness programs are the best way to prevent outbreaks of diseases transmitted by mosquitoes and other vectors. As a means of increasing public awareness, the Placer Mosquito and Vector Control District has supported the Mosquito and Vector Control Association of California by designating the week of April 16 to April 22, 2017 as West Nile virus and Mosquito and Vector Control Awareness Week. In addition to increasing public awareness to the threat of diseases, West Nile virus and Mosquito and Vector Control Awareness Week will encourage the public to take action in preventing mosquito and vector-transmitted diseases, and will highlight the activities of various mosquito and vector research and control agencies working to reduce the health threat within California. Staff recommends that the City Council join the Placer County Mosquito and Vector Control District in declaring April 16-22, 2017 as West Nile Virus and Mosquito and Vector Control Awareness Week.

ATTACHMENTS:

Resolution 10-2017

City of Colfax

City Council

Resolution № 10-2017

RECOGNIZING WEST NILE VIRUS AND MOSQUITO AND VECTOR CONTROL AWARENESS WEEK 2017

WHEREAS, the Mosquito and Vector Control Association of California has designated the week of April 16 to April 22, 2017 as West Nile virus and Mosquito and Vector Control Awareness Week; and

WHEREAS, West Nile virus is a mosquito-borne disease that can result in debilitating cases of meningitis and encephalitis and death to humans, horses, avian species and other wildlife; and

WHEREAS, mosquitoes and other vectors, including, but not limited to, ticks, rats, fleas, and flies, continue to be a source of human suffering, illness, and death, and a public nuisance in California and around the world; and

WHEREAS, excess numbers of mosquitoes and other vectors spread diseases, reduce enjoyment of both public and private outdoor living spaces, reduce property values, hinder outdoor work, and reduce livestock productivity, and have a negative impact on the environment; and

WHEREAS, in 2016, West Nile virus resulted in 19 human deaths in California and 426 individual cases in 32 counties; and,

WHEREAS, in 2016, West Nile virus surveillance resulted in 103 West Nile virus-positive mosquito samples and 30 West Nile virus-positive dead birds, and no human cases in Placer County; and

WHEREAS, in 2016, West Nile virus resulted in 7 individual human cases and 1 death in Placer County; and

WHEREAS, two invasive mosquito species in California, *Aedes albopictus*, and *Aedes aegypti*, are posing new public health threats in central and southern California due to their capability to transmit potentially deadly or debilitating diseases, such as dengue, yellow fever, chikungunya, and Zika virus, diseases that are not currently transmitted in California but are at epidemic levels in the Americas and other continents; and

WHEREAS, professional mosquito and vector control based on scientific research has made great advances in safely reducing mosquito and vector populations and the diseases they transmit; and

WHEREAS, adequately funded mosquito and vector control, disease surveillance, and public awareness programs, coupled with best management practices emphasizing nonchemical approaches, are the best ways to prevent outbreaks of West Nile virus and other diseases borne by mosquitoes and other vectors; and

WHEREAS, the Placer Mosquito and Vector Control District, along with mosquito and vector control agencies throughout the State of California, works closely with local public and environmental health officials, the United States Environmental Protection Agency and the State Department of Public Health to reduce pesticide risks to humans, animals, and the environment while protecting human health from mosquito vectors; and

WHEREAS, the public's awareness of the health benefits associated with safe, professionally applied mosquito and vector control methods will support these efforts, as well as motivate the state and the public to eliminate mosquito and vector breeding sites on public and private property; and

WHEREAS, West Nile virus and Mosquito and Vector Control Awareness Week will increase the public's awareness of the threat of diseases and encourage the public to take action in preventing mosquito and vector-transmitted diseases, and will highlight the activities of various mosquito and vector research and control agencies working to reduce the health threat within California; and

WHEREAS, The Mosquito and Vector Control Association of California has designated the week of April 16 to April 22, 2017, inclusive, as West Nile Virus and Mosquito and Vector Control Awareness Week in the State of California;

NOW, THEREFORE, BE IT RESOLVED that the City Council of Colfax hereby recognizes April 16 to April 22, 2017 as West Nile virus and Mosquito and Vector Control Awareness Week.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the City Council of the City of Colfax on the 12th day of April, 2017 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Stephen Harvey, Mayor

ATTEST:

Lorraine Cassidy, City Clerk



City of Colfax
 City Council Minutes
 Regular Meeting of Wednesday, March 22, 2017
 City Hall Council Chambers
 33 S. Main Street, Colfax CA

1 OPEN SESSION

1A. Call to Order

Mayor Harvey called the meeting to order at 7:00PM.

1B. Pledge of Allegiance

Foxy McCleary, 127 Saunders Lane, led the Pledge of Allegiance.

1C. Roll Call

Council members present: Douglass, Harvey, Hesch, Mendoza, Stockwin

1D. Approval of Agenda Order

On a motion by Councilmember Stockwin, seconded by Mayor Pro Tem Hesch, the City Council approved the agenda.

AYES: Douglass, Harvey, Hesch, Mendoza, Stockwin

2 CONSENT CALENDAR

2A. Minutes - City Council Meeting March 8, 2017

Recommendation: Approve the Minutes of the Regular Meeting of March 8, 2017.

2B. Cash Summary Report - February 2017

Recommendation: Accept and File.

2C. Ordinance 533 - Authorizing the implementation of a Community Choice Aggregation Program

Recommendation: Waive the second reading and adopt Ordinance 533, an Ordinance of the City of Colfax authorizing the implementation of a Community Choice Aggregation Program to be effective in 30 days.

2D. Ball Park Bleacher Replacement Project - Previously identified in the Budget Review

Recommendation: Adopt Resolution 08-2017 authorizing the City Manager to enter into an agreement with First Service for the purchase of two bleacher stands for the ball park in an amount not to exceed \$22,215.

Councilmember Stockwin pulled item 2D for clarification.

On a motion by Mayor Pro Tem Hesch, seconded by Councilmember Douglass, Council approved the Consent Calendar items: 2A, 2B, and 2C.

AYES: Douglass, Harvey, Hesch, Mendoza, Stockwin

Councilmember Stockwin asked if the new bleachers will seat as many people as the current bleachers. Community Services Director Heathcock stated the replacement is as equivalent as possible with a required aisle for fire safety. Mayor Harvey enquired which fund will be used for the bleachers. Community Services Director Heathcock responded the City is using funds from the beverage grant. The bleachers will be made of aluminum which is 50% recycled materials.

On a motion by Councilmember Stockwin, seconded by Mayor Pro Tem Hesch, Council approved the Item 2D, the Ball Park Bleacher Replacement Project.

AYES: Douglass, Harvey, Hesch, Mendoza, Stockwin

3 PUBLIC COMMENT

Foxy McCleary, 127 Saunders Lane

- Ms. McCleary asked if the new electric car charging stations could be painted so that they are not as noticeable in the historic district. City Manager Schempf confirmed the chargers can be painted. Ms. McCleary is welcome to bring design ideas to staff for approval.
- She asked if there is water for the Garden Club in Roy Toms Plaza. Community Services Director Heathcock stated the water has been reconnected.
- Ms. McCleary announced the upcoming Chocolate, Wine and Art Indulgence set to be held on April 29, 2017 from 6:00PM-9:00PM at the Sierra Vista Community Center.

Jim Dion, Area Resident

- Mr. Dion asked the Council to allow him to reopen a Medical Marijuana Dispensary.

Jim Bowers, Colfax Resident

- Mr. Bowers stated he will submit a permit application to film a Feature Film in Colfax. He gave a brief description of the plot of his film which will be a humorous adventure sci-fi film. He would like Council's blessing on the project. Council enthusiastically voiced support for Mr. Bowers' proposed film.

4 COUNCIL, STAFF, AND OTHER REPORTS

4A. Committee Reports and Colfax Informational Items – All Councilmembers

Councilmember Mendoza

- Councilmember Mendoza reported she is helping with planning for an elementary school fundraiser, a community meeting, outreach for volunteers, and a youth enrichment center. She recently gave a tour of Colfax to the Public Affairs Officer for the League of California Cities.

Councilmember Stockwin

- Councilmember Stockwin reported from the Vector Control Board.
- He stated Marson's window is looking good and suggested the new façade painting at the Colfax Theater should be advertised on the electronic billboard.
- He stated the rainfall total for the season is 84.6". This is reported as the wettest year on record in California.

Councilmember Douglass

- Councilmember Douglass attended the monthly VFW pancake breakfast, a SACOG Board Meeting, a Project Go meeting and judged an art competition in Auburn.
- The Sierra Vista Community Center (SVCC) would like City input regarding the location of a new digital message board downtown.

Mayor Pro Tem Hesch

- Mayor Pro Tem Hesch stated the Council had a good goal setting workshop earlier today.
- He is now planning to stay in office to avoid the cost of a special election but will be stepping down from some of the committees on which he is serving.

- Placer County Transportation Planning Agency is closely watching Assembly Bill 1324 which will allow bonds for road improvements in Colfax.

Mayor Harvey

- Mayor Harvey attended the Green Machine Crab Feed.

4B. **City Operations – City Staff**

City Manager Schempf

- City Manager Schempf reported the Union Pacific engineering report states the California Fruit Growers Association (CFGAs) building is stable enough to allow Railroad Ave to reopen. On March 28, 2017 Union Pacific (UP) will have a pre-bid walk-through for contractors bidding on the demolition of the building.
- He handed out a calendar delineating the schedule for the Budget Review.
- He stated the afternoon goal setting workshop was productive. The list is ambitious but a good start. He will publish the list soon.

4C. **Additional Reports – Agency Partners**

Sergeant Conners, Placer County Sheriff's Office Colfax Substation Commander

- Sergeant Conners met with City Manager Schempf and the new lieutenant. Lieutenant Barnhart plans to attend the next meeting.
- The Placer County Sheriff's Office is working on their new budget – Colfax charges may increase as much as \$30,000.

Battalion Chief Landon Haack, CAL FIRE

- Chief Haack stated four volunteers will participate in the County Volunteer Academy.
- The City Volunteer Fire Department is meeting on Thursday nights to complete a nationally recognized training program.
- He is looking into possible grant funding for Volunteer Fire Department equipment purchases. Most of the grants are matching.

Frank Klein, president of the Colfax Chamber of Commerce

- Mr. Klein thanked staff for keeping in contact with Union Pacific to get Railroad Ave reopened and the buses running on their original route.
- The Chamber will honor the Chamber volunteers at a special dinner this week.

5 **COUNCIL BUSINESS**

5A. **I-80 Road Closures – Discuss impacts on Colfax**

STAFF PRESENTATION: John Schempf, City Manager

RECOMMENDED ACTION: Discussion; direct staff as appropriate

City Manager Schempf stated Council had directed staff to add this item to the agenda after concerns were expressed at the last meeting regarding the impacts on businesses in Colfax when the highway is closed during storms. He introduced Dave Wood, superintendent for Caltrans.

Mr. Wood explained road closures are put in place only for safety concerns. The Colfax exit is often the best location for the highway because there are limited routes around the exit and services available. Mr. Wood stated there are many more people travelling the road and causing more issues.

California Highway Patrol (CHP) Officer Nave stated the closures are for public safety. Problems multiply towards the summit. The main issues are caused by people who will not listen. Even

CHP officers are ignored. Caltrans and CHP really have no options for closures nor can they give more advanced notice.

Mayor Harvey opened the topic to public comment. Sue Carmichael, Meadow Vista resident, Jim Dion, area resident, Frank Klein, Chamber president, Foxey McCleary, Colfax resident, Karla Jameson, Colfax resident and Todd Saylor, Colfax business owner participated in the discussion. Council discussed the issue at length.

Although there is not a significant amount than can be done to improve the situation, Council directed staff to look into purchasing signage, posting road closure details on the digital billboard, and follow-up on upgrading the radio station.

Mayor Harvey called for a break at 9:05PM. The meeting reconvened at 9:11PM.

5B. New Event – Lion’s Club Car Show, August 19, 2017

STAFF PRESENTATION: John Schempf, City Manager

RECOMMENDED ACTION: Adopt Resolution 09-2017 authorizing the use of City streets and public facilities for the Colfax Lion’s Club Car Show.

City Manager Schempf introduced Ron Carmichael of the Colfax Lion’s Club who in turn introduced the proposed event. Council asked for clarification of the location of the first aid station and the type of generators expected for use. Foxey McCleary and Jim Dion also asked questions.

On a motion by Mayor Pro Tem Hesch and a second by Councilmember Douglass, City Council adopted Resolution 09-2017.

AYES: Douglass, Harvey, Hesch, Mendoza, Stockwin

5C. Centennial Reservoir Notice of Intent (NOI) Comment Period

STAFF PRESENTATION: Will Stockwin, Councilmember

RECOMMENDED ACTION: Review attached response letter, make recommendations for modification as necessary and authorize the City Manager to submit to the Army Corps of Engineers on behalf of the Council.

Councilmember Stockwin stated the letter included in the packet is purposely neutral. Filing the letter gives the City stakeholder status. As an official stakeholder, the City will receive notifications and updates as Nevada Irrigation District moves the Centennial Reservoir through the approval process.

Council approved the suggested letter and asked staff to prepare the letter for signatures and submittal.

5D. Community Development Block Grant (CDBG) – Next steps

STAFF PRESENTATION: John Schempf, City Manager

RECOMMENDED ACTION: Schedule Public Hearing for April 26, 2017.

City Manager Schempf confirmed Council had agreed to hold off on the City-wide survey for CDBG. Noticing requirements for a public hearing to determine a project for the existing CDBG funds are such that the soonest the hearing can be held is April 26, 2017.

5E. **Mitigation Fees Ad Hoc Committee**

STAFF PRESENTATION: John Schempf, City Manager

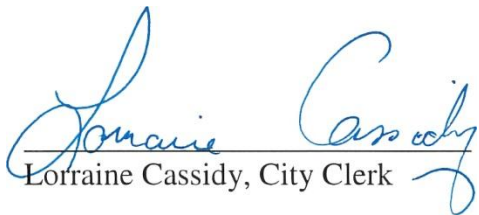
RECOMMENDED ACTION: Assign Council members to serve on new committee and make other adjustments to the committee list as necessary.

City Manager Schempf suggested the Council create a committee to evaluate mitigation fees and negotiate with potential developers on behalf of Council. Council agreed to change the title of the current General Plan/Circulation Element Update Committee to Land Use/New Development Strategies and continue with Steve Harvey and Tony Hesch as members.

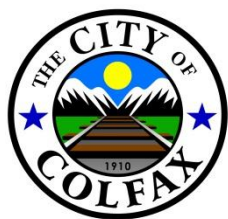
6 ADJOURNMENT

As there was no further business on the agenda, Mayor Harvey adjourned the meeting at 9:33PM.

Respectfully submitted to City Council this 12th day of April, 2017



Lorraine Cassidy, City Clerk



City of Colfax
 City Council Minutes
 Special Meeting of Wednesday, March 22, 2017
 City Hall Council Chambers
 33 S. Main Street, Colfax CA

1 OPEN SESSION

1A. **Call to Order**

Mayor Harvey called the open session to order at 1:00PM.

1B. **Roll Call**

Council members present: Douglass, Harvey, Hesch, Mendoza, Stockwin

2 PUBLIC COMMENT

There was no public comment at this time.

3 WORKSHOP

3A. **Municipal Code Update**

Council decided to divide the Municode into sections. Each section will be assigned to 2 Council members to evaluate. Staff will consult with City Attorney Cabral before Council invests time in evaluating each section.

3B. **Update on Goals and Objectives**

City Manager Schempf introduced a list of goals and projects compiled by staff with input from the previous Council workshop. Staff would like the Council to evaluate the goals based on priority and time required for completion.

Councilmember Mendoza asked to include the following items on the list as important projects to capture for future review:

- Routing for tour buses for the Chinese memorial
- Youth Center
- Volunteer Base and contact list
- Safety plan and evacuation route
- Community meetings to discuss homeless and other issues
- Creating a resource center for displaced citizens

Mayor Pro Tem Hesch emphasized the need for a paving plan and getting the roads in Colfax up to acceptable standards.

Council and staff discussed how best to proceed with a paving plan to prepare for discussions with the County regarding obtaining a short term loan to use for road improvements. Procuring a loan for road improvements would eliminate the need for Federal and State funding and therefore allow the City to make improvements to the roads without triggering ADA compliance requirements. The flexibility of a loan would allow the City to employ staff rather than consultants for preparation of surfaces before paving projects begin. Council agreed to spend up to \$70,000 for a feasibility study. Community Services Director Heathcock reminded Council of the line item in the budget for \$20,000 for a feasibility study. The consensus of Council is the budget can be amended if necessary to complete this study soon.

Several items will be addressed within in the next few months so were not ranked in the goal list. Employee handbook, Sewer Rate Study and Pavement plans/feasibility study/loan enquiries will be on the next few agendas.

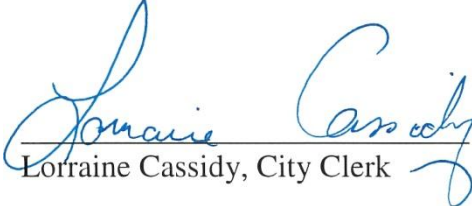
Council and staff discussed the other items on the project list and ranked each as follows:

1	ADA Transition Plan	July 1, 2017
2	Gateway Sign Installation	Pending Caltrans Permit
3	CDBG – Current funds	6 months
4	Hotel Process	Every 2 weeks
5	Gateway Sign #2	1 year
6	Municipal Code update	1.5 years
7	General Plan – Zoning	1 year
8	General Plan – Land Use	1 year
9	General Plan – Circulation	1 year
10	Sphere of Influence Expansion	1.5 years
11	National Historic District Designation	1 year
15	Downtown Revitalization	1.5 years

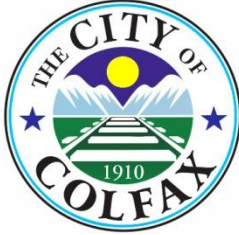
ADJOURNMENT

As there was no further business on the agenda, Mayor Harvey adjourned the meeting at 3:11PM.

Respectfully submitted to City Council this 12nd day of April, 2017



Lorraine Cassidy, City Clerk



STAFF REPORT TO THE COLFAX CITY COUNCIL

FOR THE APRIL 12, 2017 COUNCIL MEETING

FROM: John Schempf, City Manager
PREPARED BY: Wes Heathcock, Community Services Director
DATE: March 28, 2017
SUBJECT: North Main Street Bike Lane and Ped Improvement Project: Award of Contract

<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	FUNDED	<input type="checkbox"/>	UN-FUNDED	AMOUNT: \$249,000	FUNDS: ATPL (State Only) CIP 370 and Fund 100
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RECOMMENDED ACTION: Adopt Resolution No. 11-2017 authorizing the City Manager to
 (1) Execute a construction contract agreement for the North Main Street Bike Lane and Ped Improvement Project No. 16-02 with B&M Builders, Inc in an amount not to exceed \$226,000.
 (2) Approve Coastland Engineering Services for project management and inspection in an amount not to exceed \$23,000.

BACKGROUND AND ANALYSIS:

N. Main Street Bike Lanes and Ped Improvements Project No. 16-02 (ATPL-5187(008))

On May 8, 2014, City Council of the City of Colfax authorized the City Manager to apply for North Main Street Bike Lanes and Ped Improvement Project (Project) grant funding. Subsequently, the Active Transportation Program grant was awarded to the City. The Project consists of 1600 linear feet of street pavement improvements including widening of the roadway, adding bike lanes, route signage, and striping on N. Main Street from the Grass Valley Street Intersection to HWY 174. The project will result in a safer roadway for pedestrians, bicyclists and vehicles.

On April 13, 2016, City Council awarded the Plans, Specifications and Engineering (PS&E) contract to Bennett Engineering. City Council approved the PS&E final document and authorized the bidding process on July 13, 2016.

City staff administered the bidding process for the Project and received 2 responsive bids. The bid results are as follows:

Contractor	Base Bid	Alternative Bid
B&M Builders, Inc	\$173,560	\$27,000
Central Valley Engineering & Asphalt	\$174,731	\$25,200

Based on the aforementioned bid results, staff is recommending the City Council authorize the City Manager to execute a construction contract agreement for the North Main Street Bike Lane and Ped Improvement Project No. 16-02 with B&M Builders, Inc in an amount not to exceed \$226,000. Furthermore, staff is recommending City Council authorize the City Manager to approve Coastland Engineering services for project management and inspection in an amount not to exceed \$23,000 (Local funds match).

FINANCIAL AND/OR POLICY IMPLICATIONS:

The construction contract award is for the construction portion of the ATPL-5187(008) "State Only" funds in the amount of \$226,000 from the CIP 370 Fund. Additionally, the project management and inspection cost is the required local fund match from the General Fund (Fund 100) in the amount of \$23,000.

ATTACHMENTS:

1. Resolution 11-2017
2. Exhibit 22-C State-Only Finance Letter
3. Construction Contract
4. Coastland Engineering Cost Proposal

City of Colfax

City Council

Resolution № 11-2017

AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT AGREEMENT FOR THE NORTH MAIN STREET BIKE LANE AND PED IMPROVEMENT PROJECT NO. 16-02 WITH B&M BUILDERS, INC IN AN AMOUNT NOT TO EXCEED \$226,000 AND APPROVE COASTLAND ENGINEERING SERVICES FOR PROJECT MANAGEMENT AND INSPECTION IN AN AMOUNT NOT TO EXCEED \$23,000.

WHEREAS, the City Council of the City of Colfax authorized the City Manager to apply for the North Main Street Bike Lanes & Ped Improvement Project; and

WHEREAS, the Project includes widening of the roadway, adding bike lanes, route signage, and striping on N. Main Street from Grass Valley Intersection to HWY 174; and

WHEREAS, the City received two competitive bids and B&M Builders, Inc was the apparent lowest bidder,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Colfax authorizes the City Manager to

1. Execute a construction contract agreement for the North Main Street Bike Lane and Ped Improvement Project No. 16-02 with B&M Builders, Inc in an amount not to exceed \$226,000.
2. Approve Coastland Engineering Services for project management and inspection in an amount not to exceed \$23,000.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on the 12th day of April, 2017 by the following vote of the Council:

AYES:

NOES:

ABSTAIN:

ABSENT:

Stephen Harvey, Mayor

ATTEST:

Lorraine Cassidy, City Clerk

CITY OF COLFAX
AGREEMENT FOR THE CONSTRUCTION OF THE
N. Main Street Bike Lane and Pedestrian Improvement Project 16-02 (ATPL- 5187(008))

THIS AGREEMENT, made and entered into this **13th day of April, 2017**, by and between the CITY OF COLFAX, a municipal corporation, (hereinafter referred to as "City"), and **B&M Builders, Inc**, a [corporation duly organized and existing under the laws of the State of California, (hereinafter referred to as "Contractor").

RECITALS

WHEREAS, the City Council of the City of Colfax has awarded a contract to Contractor for performance of the work set forth herein.

AGREEMENTS

SECTION 1 - SCOPE OF WORK

Contractor agrees to furnish all tools, equipment, apparatus, facilities, labor and materials necessary to perform and complete in a good and workmanlike manner, and in strict accordance with the Contract Documents as defined in section 7 hereof, the work of: **Constructing bike lane and pedestrian improvements on N. Main Street between Grass Valley Street and Highway 174.**

City of Colfax, Placer County, California, as called for in the drawings and specifications adopted by the City, which drawings and specifications have been executed by the parties to this agreement. It is understood and agreed that said tools, equipment, apparatus, facilities, labor and materials shall be furnished, and said work performed and completed as required in the Contract Documents, under the direction and supervision of, and subject to the approval of the City and its duly authorized representatives.

SECTION 2 - TIME OF COMPLETION

The work shall be commenced on the date specified in the City's "Notice to Contractor to Proceed," and shall be fully completed no later than **30** days thereafter, or such additional time as may have been provided by change order, pursuant to the Contract Documents.

Time is of the essence of this agreement.

SECTION 3 - CONTRACT PRICE

City shall pay Contractor for the full and complete performance of this contract the sum of **two-hundred twenty six thousand DOLLARS (\$226,000)**, subject to adjustments as provided in the Contract Documents.

SECTION 4 - MONTHLY PROGRESS PAYMENTS

Monthly progress payments shall be made in accordance with Article 23 of the General Conditions of these Contract Documents.

SECTION 5 - FINAL PAYMENT

Final payment shall be made in accordance with Article 25 of the General Conditions of these Contract Documents.

SECTION 6 - ACCEPTANCE OF FINAL PAYMENT AS RELEASE

The acceptance by the Contractor of final payment shall be and shall operate as a release to the City of any and all claims and all liability to the Contractor for all things done or furnished in connection with this work and for every act and/or neglect of the City or others relating to or arising from the work. No payment, however, final or otherwise, shall operate to release the Contractor or his sureties from any obligations under this contract or the performance and payment bonds required by this contract.

SECTION 7 - CONTRACT DOCUMENTS

The complete contract between the parties hereto shall consist of the following documents herein referred to as the "Contract Documents":

- Notice and Information to Bidders
- Bid Form
- Designation of Subcontractors
- This Agreement
- Bidder's Bond
- Performance Bond
- Payment Bond
- General Conditions
- Special Provisions
- Contract Drawings and Plans
- Technical Specifications
- Duly Issued addenda
- Duly Issued interpretations
- Supplemental Drawings issued pursuant to Article 4 of the General Conditions
- Shop Drawings and Manufacturers' Instructions approved pursuant to Article 5 of the General Conditions
- Approved Change Orders
- Contractor's Guarantee and Warranty & Maintenance Bond

Such documents, collectively referred to herein as the Contract Documents, hereby are incorporated herein by this reference and made a part hereof.

SECTION 8 – CONTRACTOR REGISTERED AND QUALIFIED TO PERFORM PUBLIC WORK

A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter,

unless currently registered and qualified to perform public work pursuant to Section 1725.5 of the Labor Code. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 of the Labor Code at the time the contract is awarded.

IN WITNESS WHEREOF, the parties hereto executed this agreement the day and year first above written.

CITY OF COLFAX

CONTRACTOR

John Schempf, City Manager

Patrick Mullen, Owner

11330 Sunrise Park, Ste C
Rancho Cordova, CA 95742
(Address)

Approved as to form:

861848
(License Number)

Alfred Cabral, City Attorney

Attest:

Lorraine Cassidy, City Clerk

CORPORATE CERTIFICATE

I, _____, certify that I am the Secretary of the corporation named as Contractor in the foregoing agreement; that _____, who signed said agreement on behalf of said corporation is authorized to fully bind the corporation to this agreement; that said agreement was duly signed for and on behalf of said corporation by authority of its governing body and is within the scope of its corporate powers.

(Corporate Seal)

Secretary

LIMITED LIABILITY COMPANY

I, _____, certify that I am the Manager and/or member with management rights of the limited liability company named as Contractor in the foregoing bid; that _____, who signed said agreement on behalf of said limited liability company is authorized to fully bind the limited liability company to this bid; that said bid was duly signed for and on behalf of said limited liability company by authority of its membership and is within the scope of its company powers.

(Corporate Seal)

Manager or Managing Partner

PARTNERSHIP CERTIFICATE

I, _____, certify that I am the _____ of the partnership named as Contractor in the foregoing bid; that _____, who signed said bid on behalf of said partnership is authorized to fully bind the partnership to this agreement; that said bid was duly signed for and on behalf of said partnership by authority of its partners and is within the scope of its partnership powers.

(Seal – if any)

Title:



COASTLAND

CIVIL ENGINEERING - CONSTRUCTION MANAGEMENT - BUILDING DEPARTMENT SERVICES

April 3, 2017

Mr. Wes Heathcock, Community Services Director
City of Colfax
33 S. Main Street
Colfax, CA 95713

**Subject: North Main Street Bike Route
Proposal to Provide Construction Management and Inspection**

Dear Wes:

Coastland is pleased to present the following proposal to provide construction management and inspection for the North Main Street Bike Route project. Work on this project is expected to begin in April 2017 and last 30 working days.

Scope of Services

Coastland will assist the City of Colfax with part-time construction management and construction inspection.

Scope of Work Includes:

- Preparation of funding documents and construction setup prior to award
- Scheduling and attendance at the pre-construction meeting
- Pre-construction site visit and documentation
- Daily field inspections and documentation
- Attendance at weekly progress meetings either in person or by phone, as needed
- Preparation of change orders, pay estimates and all other common construction documents
- Project closeout assistance

Based on the information provided, we are proposing to provide part-time construction inspection at 4 hours a day and construction management at 8 hours a week. Travis Williams will act as construction manager and Johnny Wynn will be the inspector. The hourly breakdown is:

Construction Manager (8 hrs a week x 6 = 48 hours x \$140/hr)	\$ 6,720.00
Inspector (20 hrs a week x 6 = 120 hours x \$115/hr)	\$13,800.00
Vehicles/Equipment (150 hours x \$14/hr)	\$ 2,100.00

Not To Exceed Fee: \$22,620.00

Coastland is not to be held responsible for the quality control or completion of any work done while Coastland's inspector is not on-site or performed under the observation of a non-Coastland inspector. If you have any questions on the information provided please do not hesitate to call Travis. He can be reached at williams@coastlandcivil.com or by cell (530.718.0267). We thank you for this opportunity and look forward to hearing from you.

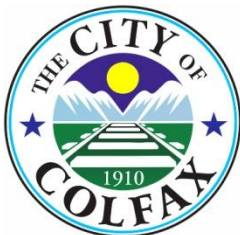
Sincerely,

John Wanger, PE
CEO

Travis Williams, PE
Construction Manager / Associate Principal

Santa Rosa
1400 Neotomas Avenue
Santa Rosa, CA 95403

Auburn
11865 Edgewood Road
Auburn, CA 95603
www.coastlandcivil.com



STAFF REPORT TO THE COLFAX CITY COUNCIL

FOR THE APRIL 12, 2017 COUNCIL MEETING

FROM: John Schempf, City Manager
PREPARED BY: Travis Berry, Technical Services Manager
DATE: April 5, 2017
SUBJECT: SCADA System Transition at Wastewater Treatment Plant

<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	FUNDED	<input type="checkbox"/>	UN-FUNDED	AMOUNT: \$23,076	FROM FUND: 560
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RECOMMENDED ACTION: Adopt Resolution No.12-2017 authorizing the City Manager to execute an agreement with Aqua Sierra Controls, Inc. for installation and programming of a new SCADA system at the wastewater treatment facility in the amount of \$23,076.00.

BACKGROUND AND ANALYSIS:

The City’s wastewater treatment facility is partially computer controlled. Computer systems that control processes are referred to in the industry as Supervisory Control and Data Acquisition (SCADA) systems. In addition to controlling processes, the City’s SCADA system continually records a large variety of data that is submitted to the State Water Quality Control Board on a regular basis. The City is not permitted to discharge treated water unless it is being continually monitored for optimum quality along with that data being recorded.

The wastewater treatment facility was originally constructed without a SCADA system. Due to California’s stringent wastewater treatment regulations, it became very apparent a SCADA system was needed to comply with permit regulations. A request for proposals was circulated, a company was hired, and they installed a SCADA system in the form of a consumer-grade desktop computer. It sits on a desk and has been running 24/7/365 since about 2010. It uses the Windows XP operating system and antiquated SCADA software known as Citect. When problems happen or changes need to be made to the system a technician was dispatched from San Ramon, CA at a cost of about \$1,600 per site visit. Locating a less-expensive and closer SCADA technician who knows even a little about Citect was a chore but I succeeded in finding one that costs \$1,000 per day, billed in one-day increments.

Even though the SCADA data is backed up every day, *when* the current SCADA computer hardware fails, rebuilding such an old system would be difficult, expensive, and a step in the wrong direction due to the limited availability of old hardware and software. Instead of waiting for imminent failure, I propose upgrading our SCADA hardware and software as soon as possible. Quotes have been received and the lowest bidder is Aqua Sierra Controls, Inc. of Auburn, CA who quoted Data Flow Systems (DFS) hardware and HT3 software. Aqua Sierra Controls also provides service for both the hardware and software. The hardware features easy to replace components mounted in a weather-proof box which attaches to a wall. The software features unlimited data points (a common limitation imposed by software developers to spur more expense than initially thought) and a highly customizable interface providing real-time information in an intuitive format along with easy control for the facility’s Operators.

Two quotes can be found as attachments to this report. The first is for moving the inputs and outputs from the old SCADA system to the existing lift station SCADA DFS HT3 system and programming it to operate the facility along with the lift stations. The second quote is for installation of a redundant DFS HT3 system with automatic switchover in the event of system failure or system maintenance. Having a redundant system will ensure the facility is always recording data and therefore always permitted to discharge treated water.

RECOMMENDATION

Staff recommends authorizing the City Manager to execute an agreement with Aqua Sierra Controls, Inc. for installation and programming of a new SCADA system at the wastewater treatment facility in the amount of \$23,076.00.

ATTACHMENTS:

1. Resolution 12-2017
2. Quote #QJ04844 from Aqua Sierra Controls, Inc.
3. Quote #QJ04852 from Aqua Sierra Controls, Inc.

City of Colfax

City Council

Resolution № 12-2017

AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH AQUA SIERRA CONTROLS, INC. FOR INSTALLATION AND PROGRAMMING OF A NEW SCADA SYSTEM AT THE WASTEWATER TREATMENT FACILITY IN THE AMOUNT OF \$23,076.00

WHEREAS, the City Wastewater Treatment Plant requires a Supervisory Control and Data Acquisition (SCADA) system to remain compliant with state regulations; and

WHEREAS, the current SCADA system has become obsolete and will not be feasible to replace in the event of an inevitable hardware failure; and

WHEREAS, the City has obtained quotes for an updated SCADA system with the most cost effective quote from Aqua Sierra Controls,

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Colfax authorizes the City Manager to execute an agreement with Aqua Sierra Controls for installation and programming of a new SCADA system at the Wastewater Treatment Facility in the amount of \$23,076.00

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on the 12th day of April, 2017 by the following vote of the Council:

AYES:

NOES:

ABSTAIN:

ABSENT:

Stephen Harvey, Mayor

ATTEST:

Lorraine Cassidy, City Clerk



Aqua Sierra Controls, Inc.

Engineering General and Electrical Contractor
Sales & Service (800) 649-4287



1650 Industrial Drive, Auburn, CA 95603
Cell (530) 305-3390 Fax (530) 823-3475
jlane@aquasierra.com www.aquasierra.com

SCADA – AUTOMATION – RADIO TELEMETRY – MOTOR CONTROLS
DESIGN BUILD PUMP STATIONS – UL508 PANEL SHOP – FLOW STUDIES
PUMP CONTROLLERS – RADIO STUDIES – CHEMICAL FEED EQUIPMENT

City of Colfax
33 S. Main Street
Colfax, CA 95713
Attention: Travis Berry

Subject: WWTP SCADA Programming
ASC Quote # QJ04844
August 18, 2016

Dear Mr. Berry,

The following is our proposal for the SCADA programming you requested to bring the WWTP PLCs into the new Data Flow Systems HT3 SCADA system.

Scope of Work

1. Bring the I/O from the two WWTP PLCs into the new Data Flow Systems HT3 SCADA system.
2. Create logic in the new SCADA system equivalent to the existing SCADA system.
3. Create custom screens in the new Data Flow Systems HT3 SCADA HMI similar in familiarity to the existing SCADA system.
4. Red Lion DSPLE programming to create database to poll the two plant PLCs.
5. Startup
6. Functional acceptance testing
7. Operator training

Quotation Total \$12,016.00

Items not included

1. Items not in our scope of work
2. Specialty insurance beyond our standard two million dollars coverage
3. Bonds
4. Permits
5. Sales tax
6. Confined space entry
7. Prevailing wage rates

If you have any questions please give me a call.

Thank you,

Josh Lane
Sales Manager
Aqua Sierra Controls, Inc.

TERMS AND CONDITIONS OF SALE

The Terms and Conditions of Sale set forth herein, and Supplements that may be attached hereto, constitute the full and final expression of the contract of equipment or services as described in the quotation between AQUA SIERRA CONTROLS, INC. (herein referred to as Seller) and the Buyer and supersedes all prior quotations, purchase orders, correspondence or communication whether written or oral between the seller, and the Buyer. Notwithstanding any contrary language in the Buyer's purchase order or other acceptance, Buyer shall be bound by these Terms and Conditions of Sale when it returns its purchase order or otherwise indicates acceptance of this contract, or when it accepts delivery from Seller of the Equipment or Service. ACCEPTANCE OF THE CONTRACT IS EXPRESSLY LIMITED TO ACCEPTANCE OF THESE TERMS AND CONDITIONS OF SALE STATED HEREIN AND ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY BUYER ARE REJECTED UNLESS EXPRESSLY AGREED TO IN WRITING BY THE OFFICER OF THE SELLER. No contract shall exist except as herein provided. No statement, representation or warranty not contained herein shall be binding on the Seller unless made in writing by an officer or other authorized representative of the Seller. Prior dealings, usage of the trade or a course of performance shall not be relevant to determine the meaning of this agreement even through the accepting or acquiescing party had knowledge of the nature of the performance and opportunity for objection. Whenever a term defined by the Uniform Commercial Code is used herein, the definition contained in the Code shall control.

ORDERS

All orders, where Equipment or Services are to be supplied for a specific order, are received subject to acceptance by an authorized representative of Seller. All orders must be firm commitments giving complete item description, including prices, quantity, installation, and shipping requirements. Typographical and clerical errors in quotations, orders and acknowledgments are subject to correction.

PRICES

Written quotations expire thirty (30) calendar days from the date of quotation unless withdrawn sooner. Verbal quotations expire twenty-four (24) hours after they are made. Prices on an Order requesting shipment or performance longer than three (3) months from date of order, and "Held" orders which are not released in time to be shipped or performed in three (3) months, may be revised at the option of Seller.

CREDIT

Buyers not having established credit ratings with Seller should send satisfactory credit information with first order or remit a certified check to avoid delay in filling orders.

MINIMUM BILLING

Orders for Service performed in Seller's Shop shall have a minimum billing time of two (2) hours. Orders for Service performed in the "field" or at the Buyer's place of business shall have a minimum billing time of four (4) hours. Billing time for Services performed away from Seller's Shop shall be determined on a "portal to portal" basis.

TERMS OF PAYMENT

Terms of payment to Buyers with satisfactory credit at ½% cash discount for payment within 15 days of the date of the invoice and net invoice amount for payment net 30. Invoices will be submitted as partial shipments of equipment are made. Seller reserves the right at any time to require full or partial payment before proceeding with a contract of sale if, in its judgment, the financial condition of the Buyer shall not justify the terms of payment specified. If Buyer defaults when payment is due, then the whole contract price shall become due and payable upon demand, or Seller, at its option, without prejudice to other lawful remedies, may defer delivery and/or performance or cancel the contract of sale.

ACCELERATED OR DELAYED PAYMENT

There will be no reduction in price for payments more favorable to Seller than the standard terms. If payments are not made in conformance with standard terms, the quoted price shall, without prejudice to the right of Seller to immediate payment, be increased by an amount of interest equal to the highest legal rate per month or fraction thereof on the unpaid balance. Seller reserves the right to refer for collection sums not paid by Buyer within the herein stated Terms of Payment. In the event Seller chooses to refer unpaid sums for collection of said sums, collection costs include but are not limited to collection agency fees, process fees, attorneys fees and costs, and court costs as well as such other costs, that are directly related to collection.

SHIPMENT AND RISK OF LOSS

All shipments are F.O.B. the place of shipment. Risk of loss or damage to the Equipment shall pass to Buyer at the F.O.B. point unless the Seller specifically agrees otherwise in writing.

PACKAGING

Seller's price does not include the cost of packaging for shipment. Charges for standard packaging will be imposed plus any additional special packaging or marking performed at Buyer's request and agreed to by Seller. The cost of such items are determinable only upon completion and will appear as a separate item on Seller's invoice.

GENERAL TRANSPORTATION

Seller will prepay and add the cost of common carrier transportation charges as a separate item on Seller's invoice. Seller, in the absence of direction before the date of shipment, will select method of shipment of goods. If Buyer prefers a certain method or forwarding agent to handle the shipments, complete written instructions must be given. All claims for loss, breakage and damage (obvious or concealed) should be made to carriers, but Seller will render Buyer reasonable assistance in securing satisfactory adjustment of such claims. Claims for shortages or other errors must be made in writing to Seller within thirty (30) days after receipt of shipment. Failure to give notice shall constitute unqualified acceptance and a waiver of all such claims by Buyer.

SHIPPING AND PERFORMANCE SCHEDULES

When requested, Seller will establish estimated shipping and Service performance schedules as closely as practical in accordance with the Buyer's needs and will exercise diligence in meeting such estimated schedules. However, Seller will not be responsible for deviations in meeting shipping or Service performance schedules nor for any losses or damages to Buyer (or any third persons) whether occasioned by the deviations in performance or the non-performance of any of Seller's obligations under this contract, or loss of or damage to goods when caused directly or indirectly by or in any manner arising from strikes, secondary boycott, riots, wars, accidents, fires, floods, explosions, vandalism, government embargoes, priorities or regulations, transportation delays, shortages of labor, fuel, supplies, power transportation facilities, tooling capacity or similar or dissimilar causes, beyond Seller's control. Under no circumstances shall Seller have any liability for penalties or other consequential damages of any kind resulting in whole or in part from Seller's delay in delivering or failure to deliver, any Equipment or Service to Buyer as agreed. Should shipment of goods be held beyond schedule date for the convenience of the Buyer, the Seller reserves the right to bill for said goods plus charges for warehousing, insurance, trucking and other expenses incident to such delay.

TERMINATION AND ALTERATION

Order may be terminated by the Buyer only upon payment of reasonable charges based upon expenses already incurred and commitments made by Seller. Termination charges on completed items will be 100% of the selling price. Buyer at any time, by timely written notice, may request alteration of any order in any one or more of the following which will be accepted by Seller where feasible: (1) Drawings, designs or specifications, where the order calls for items to be specifically manufactured for the Buyer; (2) method of shipment or packing; and (3) place of delivery. If any such alteration causes an increase or decrease in the cost of, or the time required for the performance of any of the work under this contract, whether altered or not altered by Buyer's notice, an equitable adjustment shall be made in the contract price or delivery schedule, or both, and the contract shall be modified in writing accordingly. Buyer will provide written documentation of all changes affecting contract order price in the form of change orders or additional purchase orders, prior to order shipment.

WARRANTIES

Equipment – The Seller warrants the Equipment covered by this agreement of Sale to be free from defects in material and workmanship under normal care and proper usage the shorter of: (1) one year from the date of shipment or installation whichever is earlier; or (2) the period of the warranty of the original equipment manufacturer, whichever is shorter. Warranty covers parts and the labor to repair the Equipment, but does not include the costs of travel, labor and expenses portal to portal to remove or replace the defective Equipment. This express warranty is in lieu of and excludes all other representations made by advertisements or by agents and all other warranties, both express and implied, except as specifically set forth herein. Seller warrants that the equipment sold is as described in the Agreement of Sale, but no promise, description, affirmation of fact, sample, model, or representation, oral or written, shall be deemed a part of the Agreement of Sale unless set forth therein or herein or are made in writing and signed by an authorized representative of Seller.

Seller, in connection with Equipment covered and sold pursuant to the Agreement of Sale, agrees to either (1) correct any defect in workmanship or material which may develop under proper care and normal usage during the period of warranty set forth herein; or (2) at the option of Seller, to replace or repair the defective part or parts F.O.B. the place of shipment; or (3) to repay upon return of the defective part or parts, the price paid for such Equipment by Buyer. Buyer's remedies with respect to any Equipment furnished by Seller under the Agreement of Sale shall be limited exclusively to the right of replacement and/or repair or repayment of the purchase price as provided herein.

Service Labor – Seller warrants that the Service Labor and workmanship covered by this Agreement of Sale to be free from defects for a period of thirty (30) days from the date of completion of such Service Labor, and that the term Service Labor includes travel and expenses on a portal to portal basis.

Construction Labor – Sell warrants that the Construction Labor and workmanship covered by this Agreement of Sale to be free from defects for a period of ninety (90) days from the date of completion of such Construction Labor, and that the term Construction Labor includes travel and expenses on a portal to portal basis.

THE REMEDIES PROVIDED HEREIN ARE EXCLUSIVE AND IN NO EVENT SHALL SELLER BE LIABLE FOR ANY DAMAGES, WHETHER DIRECT, INDIRECT OR IMMEDIATE, FORESEEABLE, CONSEQUENTIAL, OR SPECIAL ARISING OUT OF A BREACH OF ANY EXPRESS OR IMPLIED WARRANTY, OR NEGLIGENCE.

Seller shall not be liable for any expenses incurred by the Buyer or any other person by reason of the use, or misuse, sale or fabrication of the Equipment regardless of whether the Equipment conforms to the specifications. Any lawsuit or legal claim for breach of the contract must be brought within one year after the alleged breach occurs.

PENALTY OR LIQUIDATED DAMAGES

Contracts which include Penalty and Liquidated Damage clauses for failure to meet shipping or performance promises are not acceptable or binding on Seller, unless such clauses are specifically accepted in writing by an officer of Aqua Sierra Controls, Inc.

RETURNS

Full credit will be issued for all returned material, authorized in advance, which has been accepted under warranty or returned as a result of Sellers incorrect material or quantities. In the case of Seller's error, return must be requested within 30 days of the date of invoice covering the original shipment. Buyer shall not initiate the deduction from payment to Seller for product returned to Seller.

WAIVER

The failure of Seller to insist, in any one or more instances, upon the performance of any of terms or conditions of this contract or the failure of Seller to exercise any of its rights hereunder shall not be construed as a waiver or relinquishment of any such term, condition, or right thereunder and

shall not effect the Seller's right to insist on strict performance and compliance with regard to any unexecuted portions of this contract or future performance of these terms and conditions.

EQUAL OPPORTUNITY

Seller warrants that goods shipped to Buyer under this Purchase Order will be produced in compliance with the Fair Labor Standards Act. The nondiscrimination clauses contained in section 202, Executive Order 11246, as amended by Executive Order 11375, relating to equal employment opportunity for all persons without regard to race, color, sex, or national origin and the implementing rules and regulations prescribed by the Secretary of Labor (41 CFR, Chapter 60) are incorporated herein.

HIRING OF AQUA SIERRA CONTROLS' EMPLOYEES

From time to time a client will appreciate and enjoy working with one of Aqua Sierra Controls' employees so much that the client will offer our employee a job. Experienced and talented technicians represent the backbone of Aqua Sierra Controls' business. Aqua Sierra Control has made a substantial commitment in hiring and training talented technicians to serve our clients. Therefore, in the event client wishes to hire away one of aqua sierras' employees, client will agree to pay Aqua Sierra Controls a fee equal to six months' salary of the employee. The six months' salary will be the greater of the employee's salary with Aqua Sierra Controls or the new salary with the client. This fee is designed to fairly compensate Aqua Sierra Controls for its time and effort in training their employees.

Additionally, client shall not engage the services of an Aqua Sierra Controls technician in any type of independent work (i.e. after hours, weekends, 1099, etc.) Whether the technician is still under the employment of Aqua Sierra Controls or has subsequently terminated employment. In the event that this type of arrangement is entered into during current employment of within six months of termination of employment from Aqua Sierra Controls client agrees to pay a fee of \$10,000 to fairly compensate Aqua Sierra Controls for the referral.



Aqua Sierra Controls, Inc.

Engineering General and Electrical Contractor
Sales & Service (800) 649-4287



1650 Industrial Drive, Auburn, CA 95603
Cell (530) 305-3390 Fax (530) 823-3475
jlane@aquasierra.com www.aquasierra.com

SCADA – AUTOMATION – RADIO TELEMETRY – MOTOR CONTROLS
DESIGN BUILD PUMP STATIONS – UL508 PANEL SHOP – FLOW STUDIES
PUMP CONTROLLERS – RADIO STUDIES – CHEMICAL FEED EQUIPMENT

City of Colfax
33 S. Main Street
Colfax, CA 95713
Attention: Travis Berry

Subject: WWTP SCADA Redundancy
ASC Quote # QJ04852
August 19, 2016

Dear Mr. Berry,

The following is our proposal to add redundancy to the Data Flow Systems SCADA server that you requested. I have included the larger server panel with non-redundancy where we can utilize the modules from your existing server to make a complete set for redundancy. I have included a 10% discount off of list price for the new Data Flow Systems SCADA server panel.

SCADA Equipment & Software

Hyper SCADA Server (HSS002-1 Non-Redundant), includes:

- (1) 24"W x 30"H x 8"D Steel Enclosure
- (2) Modular Backplane
- (1) Hyper Server Module (HSM002)
- (1) Network Switch Module (NSM001)
- (1) Network Fiber Module (NFM001, connection to CTU)
- (1) Power Supply Module (PSM003)
- (1) 7.0 aH Backup Battery
- (1) Cat. 5 Surge Protector
- (1) Linux Operating System
- (1) HT3 SCADA Software
- (1) SQL Software

Scope of Work

1. Demo existing HSS001 SCADA server panel
2. Install new HSS002-1 SCADA server panel
3. Install existing SCADA server modules in new HSS002-1 server panel.
4. Sync servers
5. Test operation and switchover

Quotation Total \$11,060.00Items Included

1. Prevailing wage rates for installation
2. Sales tax
3. Shipping and handling

Items not included

1. Items not in our scope of work
2. Specialty insurance beyond our standard two million dollars coverage
3. Bonds
4. Permits
5. Confined space entry

If you have any questions please give me a call.

Thank you,

Josh Lane
Sales Manager
Aqua Sierra Controls, Inc.

TERMS AND CONDITIONS OF SALE

The Terms and Conditions of Sale set forth herein, and Supplements that may be attached hereto, constitute the full and final expression of the contract of equipment or services as described in the quotation between AQUA SIERRA CONTROLS, INC. (herein referred to as Seller) and the Buyer and supersedes all prior quotations, purchase orders, correspondence or communication whether written or oral between the seller, and the Buyer. Notwithstanding any contrary language in the Buyer's purchase order or other acceptance, Buyer shall be bound by these Terms and Conditions of Sale when it returns its purchase order or otherwise indicates acceptance of this contract, or when it accepts delivery from Seller of the Equipment or Service. ACCEPTANCE OF THE CONTRACT IS EXPRESSLY LIMITED TO ACCEPTANCE OF THESE TERMS AND CONDITIONS OF SALE STATED HEREIN AND ANY ADDITIONAL OR DIFFERENT TERMS PROPOSED BY BUYER ARE REJECTED UNLESS EXPRESSLY AGREED TO IN WRITING BY THE OFFICER OF THE SELLER. No contract shall exist except as herein provided. No statement, representation or warranty not contained herein shall be binding on the Seller unless made in writing by an officer or other authorized representative of the Seller. Prior dealings, usage of the trade or a course of performance shall not be relevant to determine the meaning of this agreement even through the accepting or acquiescing party had knowledge of the nature of the performance and opportunity for objection. Whenever a term defined by the Uniform Commercial Code is used herein, the definition contained in the Code shall control.

ORDERS

All orders, where Equipment or Services are to be supplied for a specific order, are received subject to acceptance by an authorized representative of Seller. All orders must be firm commitments giving complete item description, including prices, quantity, installation, and shipping requirements. Typographical and clerical errors in quotations, orders and acknowledgments are subject to correction.

PRICES

Written quotations expire thirty (30) calendar days from the date of quotation unless withdrawn sooner. Verbal quotations expire twenty-four (24) hours after they are made. Prices on an Order requesting shipment or performance longer than three (3) months from date of order, and "Held" orders which are not released in time to be shipped or performed in three (3) months, may be revised at the option of Seller.

CREDIT

Buyers not having established credit ratings with Seller should send satisfactory credit information with first order or remit a certified check to avoid delay in filling orders.

MINIMUM BILLING

Orders for Service performed in Seller's Shop shall have a minimum billing time of two (2) hours. Orders for Service performed in the "field" or at the Buyer's place of business shall have a minimum billing time of four (4) hours. Billing time for Services performed away from Seller's Shop shall be determined on a "portal to portal" basis.

TERMS OF PAYMENT

Terms of payment to Buyers with satisfactory credit at ½% cash discount for payment within 15 days of the date of the invoice and net invoice amount for payment net 30. Invoices will be submitted as partial shipments of equipment are made. Seller reserves the right at any time to require full or partial payment before proceeding with a contract of sale if, in its judgment, the financial condition of the Buyer shall not justify the terms of payment specified. If Buyer defaults when payment is due, then the whole contract price shall become due and payable upon demand, or Seller, at its option, without prejudice to other lawful remedies, may defer delivery and/or performance or cancel the contract of sale.

ACCELERATED OR DELAYED PAYMENT

There will be no reduction in price for payments more favorable to Seller than the standard terms. If payments are not made in conformance with standard terms, the quoted price shall, without prejudice to the right of Seller to immediate payment, be increased by an amount of interest equal to the highest legal rate per month or fraction thereof on the unpaid balance. Seller reserves the right to refer for collection sums not paid by Buyer within the herein stated Terms of Payment. In the event Seller chooses to refer unpaid sums for collection of said sums, collection costs include but are not limited to collection agency fees, process fees, attorneys fees and costs, and court costs as well as such other costs, that are directly related to collection.

SHIPMENT AND RISK OF LOSS

All shipments are F.O.B. the place of shipment. Risk of loss or damage to the Equipment shall pass to Buyer at the F.O.B. point unless the Seller specifically agrees otherwise in writing.

PACKAGING

Seller's price does not include the cost of packaging for shipment. Charges for standard packaging will be imposed plus any additional special packaging or marking performed at Buyer's request and agreed to by Seller. The cost of such items are determinable only upon completion and will appear as a separate item on Seller's invoice.

GENERAL TRANSPORTATION

Seller will prepay and add the cost of common carrier transportation charges as a separate item on Seller's invoice. Seller, in the absence of direction before the date of shipment, will select method of shipment of goods. If Buyer prefers a certain method or forwarding agent to handle the shipments, complete written instructions must be given. All claims for loss, breakage and damage (obvious or concealed) should be made to carriers, but Seller will render Buyer reasonable assistance in securing satisfactory adjustment of such claims. Claims for shortages or other errors must be made in writing to Seller within thirty (30) days after receipt of shipment. Failure to give notice shall constitute unqualified acceptance and a waiver of all such claims by Buyer.

SHIPPING AND PERFORMANCE SCHEDULES

When requested, Seller will establish estimated shipping and Service performance schedules as closely as practical in accordance with the Buyer's needs and will exercise diligence in meeting such estimated schedules. However, Seller will not be responsible for deviations in meeting shipping or Service performance schedules nor for any losses or damages to Buyer (or any third persons) whether occasioned by the deviations in performance or the non-performance of any of Seller's obligations under this contract, or loss of or damage to goods when caused directly or indirectly by or in any manner arising from strikes, secondary boycott, riots, wars, accidents, fires, floods, explosions, vandalism, government embargoes, priorities or regulations, transportation delays, shortages of labor, fuel, supplies, power transportation facilities, tooling capacity or similar or dissimilar causes, beyond Seller's control. Under no circumstances shall Seller have any liability for penalties or other consequential damages of any kind resulting in whole or in part from Seller's delay in delivering or failure to deliver, any Equipment or Service to Buyer as agreed. Should shipment of goods be held beyond schedule date for the convenience of the Buyer, the Seller reserves the right to bill for said goods plus charges for warehousing, insurance, trucking and other expenses incident to such delay.

TERMINATION AND ALTERATION

Order may be terminated by the Buyer only upon payment of reasonable charges based upon expenses already incurred and commitments made by Seller. Termination charges on completed items will be 100% of the selling price. Buyer at any time, by timely written notice, may request alteration of any order in any one or more of the following which will be accepted by Seller where feasible: (1) Drawings, designs or specifications, where the order calls for items to be specifically manufactured for the Buyer; (2) method of shipment or packing; and (3) place of delivery. If any such alteration causes an increase or decrease in the cost of, or the time required for the performance of any of the work under this contract, whether altered or not altered by Buyer's notice, an equitable adjustment shall be made in the contract price or delivery schedule, or both, and the contract shall be modified in writing accordingly. Buyer will provide written documentation of all changes affecting contract order price in the form of change orders or additional purchase orders, prior to order shipment.

WARRANTIES

Equipment – The Seller warrants the Equipment covered by this agreement of Sale to be free from defects in material and workmanship under normal care and proper usage the shorter of: (1) one year from the date of shipment or installation whichever is earlier; or (2) the period of the warranty of the original equipment manufacturer, whichever is shorter. Warranty covers parts and the labor to repair the Equipment, but does not include the costs of travel, labor and expenses portal to portal to remove or replace the defective Equipment. This express warranty is in lieu of and excludes all other representations made by advertisements or by agents and all other warranties, both express and implied, except as specifically set forth herein. Seller warrants that the equipment sold is as described in the Agreement of Sale, but no promise, description, affirmation of fact, sample, model, or representation, oral or written, shall be deemed a part of the Agreement of Sale unless set forth therein or herein or are made in writing and signed by an authorized representative of Seller.

Seller, in connection with Equipment covered and sold pursuant to the Agreement of Sale, agrees to either (1) correct any defect in workmanship or material which may develop under proper care and normal usage during the period of warranty set forth herein; or (2) at the option of Seller, to replace or repair the defective part or parts F.O.B. the place of shipment; or (3) to repay upon return of the defective part or parts, the price paid for such Equipment by Buyer. Buyer's remedies with respect to any Equipment furnished by Seller under the Agreement of Sale shall be limited exclusively to the right of replacement and/or repair or repayment of the purchase price as provided herein.

Service Labor – Seller warrants that the Service Labor and workmanship covered by this Agreement of Sale to be free from defects for a period of thirty (30) days from the date of completion of such Service Labor, and that the term Service Labor includes travel and expenses on a portal to portal basis.

Construction Labor – Sell warrants that the Construction Labor and workmanship covered by this Agreement of Sale to be free from defects for a period of ninety (90) days from the date of completion of such Construction Labor, and that the term Construction Labor includes travel and expenses on a portal to portal basis.

THE REMEDIES PROVIDED HEREIN ARE EXCLUSIVE AND IN NO EVENT SHALL SELLER BE LIABLE FOR ANY DAMAGES, WHETHER DIRECT, INDIRECT OR IMMEDIATE, FORESEEABLE, CONSEQUENTIAL, OR SPECIAL ARISING OUT OF A BREACH OF ANY EXPRESS OR IMPLIED WARRANTY, OR NEGLIGENCE.

Seller shall not be liable for any expenses incurred by the Buyer or any other person by reason of the use, or misuse, sale or fabrication of the Equipment regardless of whether the Equipment conforms to the specifications. Any lawsuit or legal claim for breach of the contract must be brought within one year after the alleged breach occurs.

PENALTY OR LIQUIDATED DAMAGES

Contracts which include Penalty and Liquidated Damage clauses for failure to meet shipping or performance promises are not acceptable or binding on Seller, unless such clauses are specifically accepted in writing by an officer of Aqua Sierra Controls, Inc.

RETURNS

Full credit will be issued for all returned material, authorized in advance, which has been accepted under warranty or returned as a result of Sellers incorrect material or quantities. In the case of Seller's error, return must be requested within 30 days of the date of invoice covering the original shipment. Buyer shall not initiate the deduction from payment to Seller for product returned to Seller.

WAIVER

The failure of Seller to insist, in any one or more instances, upon the performance of any of terms or conditions of this contract or the failure of Seller to exercise any of its rights hereunder shall not be construed as a waiver or relinquishment of any such term, condition, or right thereunder and shall not effect the Seller's right to insist on strict performance and compliance with regard to any unexecuted portions of this contract or future performance of these terms and conditions.

EQUAL OPPORTUNITY

Seller warrants that goods shipped to Buyer under this Purchase Order will be produced in compliance with the Fair Labor Standards Act. The nondiscrimination clauses contained in section 202, Executive Order 11246, as amended by Executive Order 11375, relating to equal employment opportunity for all persons without regard to race, color, sex, or national origin and the implementing rules and regulations prescribed by the Secretary of Labor (41 CFR, Chapter 60) are incorporated herein.

HIRING OF AQUA SIERRA CONTROLS' EMPLOYEES

From time to time a client will appreciate and enjoy working with one of Aqua Sierra Controls' employees so much that the client will offer our employee a job. Experienced and talented technicians represent the backbone of Aqua Sierra Controls' business. Aqua Sierra Control has made a substantial commitment in hiring and training talented technicians to serve our clients. Therefore, in the event client wishes to hire away one of aqua sierras' employees, client will agree to pay Aqua Sierra Controls a fee equal to six months' salary of the employee. The six months' salary will be the greater of the employee's salary with Aqua Sierra Controls or the new salary with the client. This fee is designed to fairly compensate Aqua Sierra Controls for its time and effort in training their employees.

Additionally, client shall not engage the services of an Aqua Sierra Controls technician in any type of independent work (i.e. after hours, weekends, 1099, etc.) Whether the technician is still under the employment of Aqua Sierra Controls or has subsequently terminated employment. In the event that this type of arrangement is entered into during current employment of within six months of termination of employment from Aqua Sierra Controls client agrees to pay a fee of \$10,000 to fairly compensate Aqua Sierra Controls for the referral.

2017 Committee Assignment List

Committee	Colfax Representative	Meeting Information	Reimbursement/ Stipend
Placer County Economic Development Board (PCEDB) Various Meeting Locations	Kim Douglass	3 rd Thursday 4X/year	Submit to City/ No Stipend
Weimar, Applegate, Colfax/Municipal Advisory Council (WAC/MAC) City of Colfax, Council Chambers	Will Stockwin	6:00 pm 3 rd Wednesday	No Stipend
Sierra Economic Development Corporation (SEDCorp) 560 Wall Street, Suite F, Auburn	Kim Douglass Alt: Marnie Mendoza	1:00 pm 1 st Wednesday	Submit to City No Stipend
Sacramento Area Council of Governments (SACOG) 1415 L. St. Sacramento	Kim Douglass Alt: Marnie Mendoza	9:30 am 3 rd Thursday	Submit to SACOG \$100 Stipend
Placer County Air Pollution Control District (PCAPCD) BOS Chambers 175 Fulweiler Ave. Auburn	Tony Hesch Alt: Steve Harvey	2:30 pm 2 nd Thursday 6X/year	Submit to PCAPCD \$100 Stipend
Placer Mosquito & Vector Control District (PMVCD) 2021 Opportunity Dr. Roseville	Will Stockwin No Alternate	4:30 pm 3 rd Monday	Submit to City \$100 Stipend
Project Go 801 Vernon St, Roseville	Kim Douglass	5:30 pm 3 rd Thursday	Submit to Project Go No Stipend
Placer County Transportation Planning Agency (PCTPA) BOS Chambers 175 Fulweiler Ave. Auburn	Tony Hesch Alt: Steve Harvey	9:00 am 4 th Wednesday	Submit to PCTPA \$100 Stipend
Local Agency Formation Commission (LAFCO) BOS Chambers 175 Fulweiler Ave. Auburn	Colfax is rotated out	4:00 pm 2 nd Wednesday	Submit to City \$100 Stipend
Solid Waste Task Force Auburn Veterans Hall 100 East St Auburn	Wes Heathcock	9:00am 1 st Thursday 4x/yr	Submit to City No Stipend
Placer Sierra Fire Safe Council City of Colfax Council Chambers	Will Stockwin Alt. Marnie Mendoza	6:00 pm 4 th Thursday	No Stipend
Placer County Selection Committee	Mayor	Yearly	Submit to City No Stipend
League of California Cities Sacramento Valley Division Liaison	Marnie Mendoza Alt: Steve Harvey	4X/year	Submit to City No Stipend
Bianchini Advisory Board	Tony Hesch Marnie Mendoza		No Stipend
Sierra Vista Community Center Liaison	Kim Douglass		No Stipend
Colfax Schools Liaison	Kim Douglass		No Stipend
Sierra Valley Energy Authority	Kim Douglas Alt: Will Stockwin		Submit to City No Stipend
Placer County Parks and Trails Master Plan	Will Stockwin		Submit to City No Stipend

2017 Committee Assignment List

Council Committees	
Grants Oversight (approves change orders over \$5,000)	Steve Harvey Kim Douglass
Risk Assessment	Steve Harvey Marnie Mendoza
Land Use/New Development Strategies	Steve Harvey Tony Hesch
Landfill Discussion Representative	Kim Douglass
Animal Control Alternatives	Kim Douglass Will Stockwin
Employee Handbook	Will Stockwin Kim Douglass
CDBG	Steve Harvey

April 5, 2017

Mayor Steve Harvey

I would like to rescind my previous resignation dated March 1, 2017 from the Colfax City Council.

I have made this decision after finding out that the City would be forced to spend significant time and funds to hold a special election as a result of my decision to resign early.

I have spent significant time and money in support of this wonderful community over the past fifteen years. To leave early would degrade so much of the time and energy already given to this community it would seem counterproductive to my efforts to date.

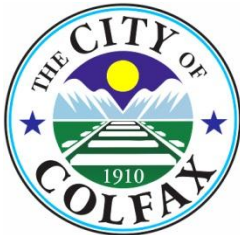
Regards

A handwritten signature in black ink, appearing to read "Tony Hesch", written in a cursive style.

Tony Hesch

CC: City Council

John Schempf



STAFF REPORT TO THE COLFAX CITY COUNCIL

FOR THE APRIL 12, 2017 COUNCIL MEETING

FROM: John Schempf, City Manager
PREPARED BY: Staff
SUBJECT: Fire Equipment Grant Application

<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	FUNDED	<input type="checkbox"/>	UN-FUNDED	AMOUNT: up to \$20,000	FUND: 292
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RECOMMENDED ACTION: Adopt Resolution 13-2017 authorizing application to CAL FIRE for the Volunteer Fire Assistance Grant Program for matching funds.

DISCUSSION AND SUMMARY:

The Volunteer Fire Assistance (VFA) Grant Program provides funding to organize, train, and equip fire departments in rural areas and rural communities to prevent and suppress fires. CAL FIRE is responsible for administering these grant funds and has been authorized to make awards on a matching basis to public entities such as cities, counties, special districts and volunteer fire departments. Awards will be limited to a minimum of \$500 and a projected maximum of \$20,000.

Awards are provided on a reimbursable basis. If the City is awarded a \$20,000 allocation, then the City will incur the upfront costs of \$40,000 until the grant funds are reimbursed. Recipients must complete the approved award project(s) using local funds and then bill CAL FIRE in accordance with the award agreement. The Cost-share funds will be awarded to local governments to provide assistance in rural areas to upgrade their training and equipment in several categories:

1. Communications – radios, pagers, alarm systems
2. Small Equipment – hand tools, fire hoses, nozzles
3. Safety Equipment – **HIGH Priority** – Nomex suits, hoods, goggles, Breathing Apparatus (SCBA)
4. Training – videos, books, training tuition

To be eligible for this grant series, Colfax must submit an application to CAL FIRE grants by May 22, 2017. Applicants will be notified of a grant award during the summer of 2017. If Colfax is awarded a grant, staff will bring the matter back to Council for approval and acceptance of the Grant Agreement package which is due back to the CAL FIRE before December 2017. The City will purchase the items for the fire department beginning February 2018 and submit all invoices by June 30, 2018. Reimbursement for grant funds (50% of expenditures) will be received up to eight weeks after invoices are submitted.

Staff has included three scenarios of items to be purchased based on the funding awarded. Staff recommends applying for the maximum grant amount and adjusting purchases according to the grant award.

ATTACHMENTS:

1. Expenditure proposals
2. Proposed items for purchase
3. Resolution 13-2017

Purchase List Proposals

\$40,000 Model (\$20,000 City Cost)

		Each	Total
20	Sets NFPA 1977 Wildland PPE	400	8,000
8	HT Radios	2400	19200
5	New Gen Fire Shelters	400	2000
24	1 1/2" wildland hose	116	2800
8	wildland hose packs	85	680
6	Timberline hose clamps	185	1110
24	1 1/2" hose tees	95	1520
1	chainsaws	1000	1000
			36,310

\$30,000 Model (\$15,000 City Cost)

		Each	Total
20	Sets NFPA 1977 Wildland PPE	400	8,000
8	HT Radios	2400	19200
5	New Gen Fire Shelters	400	2000
			29,200

\$20,000 Model (\$10,000 City Cost)

		Each	Total
20	Sets NFPA 1977 Wildland PPE	400	8,000
5	HT Radios	2400	12000
			20,000



NFPA 1977 Wildland PPE \$400 ea.



Handheld Radio \$2400 ea.



New Generation Fire Shelter \$400 ea.



Wildland Fire Hose \$116 ea.



Wildland Firefighting Hose Packs \$85 ea.



Wildland Hose Clamp \$185 ea.



1 1/2" Hose Tee \$95 ea.



Chainsaw \$1,000 ea.

City of Colfax

City Council

Resolution № 13-2017

AUTHORIZING APPLICATION TO CAL FIRE FOR THE VOLUNTEER FIRE ASSISTANCE GRANT PROGRAM FOR MATCHING FUNDS

WHEREAS, the Volunteer Fire Assistance (VFA) Grant Program provides funding to organize, train, and equip fire departments in rural areas and rural communities to prevent and suppress fires; and,

WHEREAS, CAL FIRE is responsible for administering grant funds allocated by the U.S. Department of Agriculture (USDA) Forest Service as authorized by the Cooperative Forestry Assistance Act of 1978, and has been authorized to make awards on a matching basis to public entities such as cities, counties, special districts and volunteer fire departments; and,

WHEREAS, Cost-share funds will be awarded to local governments to provide assistance to rural areas in upgrading their capability to organize, train, and equip local forces for fire protection. Awards will be limited to a minimum of \$500 and a projected maximum of \$20,000; and,

WHEREAS, the Colfax Volunteer Fire Department is in needed of several items of equipment to remain a viable firefighting resource for City safety; and

WHEREAS, staff recommends applying for \$20,000 of grant funding;

NOW THEREFORE, BE IT RESOLVED the City Council of the City of Colfax authorizes the application to CAL FIRE for the Volunteer Fire Assistance Grant Program for matching funds and agrees to encumber funds upon Council's acceptance of the funds awarded through the grant.

THE FOREGOING RESOLUTION was duly and regularly adopted this 12nd day of April, 2017 by the City Council of the City of Colfax, by the following vote of the Council:

AYES:

NOES:

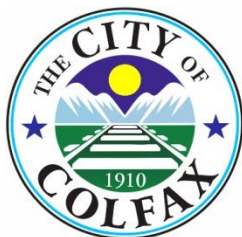
ABSENT:

ABSTAIN:

Stephen Harvey, Mayor

ATTEST:

Lorraine Cassidy, City Clerk



STAFF REPORT TO THE COLFAX CITY COUNCIL

FOR THE APRIL 12, 2017 COUNCIL MEETING

FROM: John Schempf, City Manager
PREPARED BY: Travis Berry, Technical Services Manager
DATE: April 5, 2017
SUBJECT: City Facility Refurbishment

<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	FUNDED	<input type="checkbox"/>	UN-FUNDED	AMOUNT: \$20,000	FUND: 100-500
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RECOMMENDED ACTION: Authorize the City Manager to continue utilizing the services of General Contractor John Stapleton as a refurbishment contractor to repair City facilities in an amount not to exceed \$20,000.

BACKGROUND AND ANALYSIS:

Some of the City’s facilities are in serious states of disrepair. The Public Works crew’s primary obligation is repairing and maintaining public infrastructure and unfortunately the City’s private infrastructure has been neglected for too long. Also, the Public Works crew does not have many of the qualifications or experience required to repair much of this infrastructure. In an effort to conduct the repairs needed, an experienced general contractor has been hired to begin repairing the facilities on what is commonly referred to as a “time and materials” (T&M) basis. However, the contractor will only be billing for labor and the City will procure the materials needed, ensuring no material markup cost.

Typically, a project is developed (with or without an engineer or architect), a Request for Proposal is circulated and posted in the newspaper at a cost to the City, and the lowest responsible bidder receives the project. But, if one does not know the entire scope of work or the project is too small, this process does not work. For example, a sizable water leak recently occurred at Volunteer Fire Station #1. Water was seeping into the garage from under the kitchen and bathroom floor. In this case, the project was to identify the source of the water and make a proposal to repair it. It was potentially groundwater and could have involved a lot of work to mitigate. The contractor discovered the water heater had sprung a leak in a location not easily visible. He was then hired to replace the water heater. In another example, the sheetrock ceiling in the paint room at the Corporation Yard had partially collapsed due a leak in the roof. Staff had “fixed” it with plastic sheeting, tape, and a bucket. The contractor was hired to remove the damaged sheetrock, identify and repair the leak in the roof, and then to replace the sheetrock in a professional manner.

There are numerous projects yet to be completed. By no means is the following list exhaustive: repair the rotten window frames and replace the windows on the east wall of the Corp Yard (one of the windows has fallen into the wall and rain and pests have been entering the wall and building for years); remove and replace the old workbench and shelving in the recently converted shop/garage at the wastewater treatment facility; replace the stall doors, find a solution to support door closers, and replace certain

fixtures in the Splash Park restrooms; complete the break area remodel at the Corp Yard (new cabinets, countertop, sink, and faucet – in progress); fix various sheetrock damage at the Corp Yard; replace the office lights at City Hall; complete the office remodel branching into the old Sheriff's Office at City Hall; replace the sheetrock ceiling at the Corp Yard that was removed to repair the roof trusses; replace the rotten beams supporting a garage bay door at the Volunteer Fire Station #1; identify and repair the roof leaks at Volunteer Fire Station #2; and more...

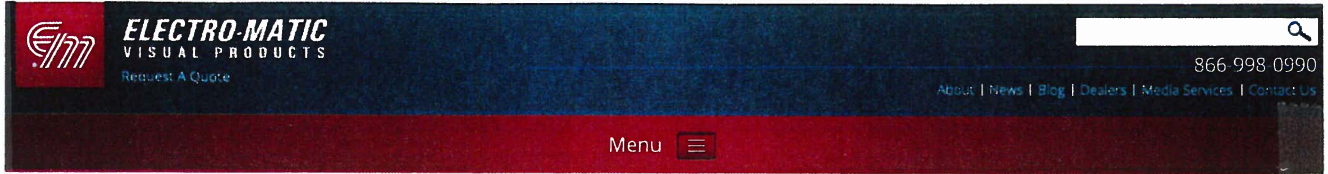
It was a very difficult task to locate an experienced and qualified local general contractor willing to work for T&M. Staff believes this arrangement is in the best interest of the City and has the utmost confidence in Mr. Stapleton as the work he has already completed has been conducted and delivered in a timely and professional manner.

The concern, and basis for this staff report, is that the aggregate cost of these smaller jobs has accumulated to an amount that will exceed the City Manager's spending authority if viewing these jobs as one contract. Staff requests Council offer formal approval to continue refurbishing the City's facilities with the help of Mr. Stapleton as staff has been conducting.

2017 Council Goals and Priority List

Priority Tier	Project	Required Time to Complete
I	ADA Transition Plan	July 1, 2017
I	Sewer Rate Study	6 months
I	CDBG - Current funds	6 months
I	Hotel Process	Every 2 weeks
I	Employee Handbook	June 2017
I	Streets/Roads Feasibility Study	6 months
II	Update Emergency Plan	1 year
II	Gateway Signs	1 year
II	General Plan - Zoning	1 year
II	General Plan - Land Use	1 year
II	General Plan - Circulation	1 year
II	National Historic Designation	1 year
II	Municipal Code update	1.5 years
III	Sphere of Influence Expansion	1.5 years
III	Downtown Revitalization	1.5 years

Electronic Message Board



Sign Builder



Company Name:

Colfax

Height:

4ft



Width:

10ft



DIMENSIONS

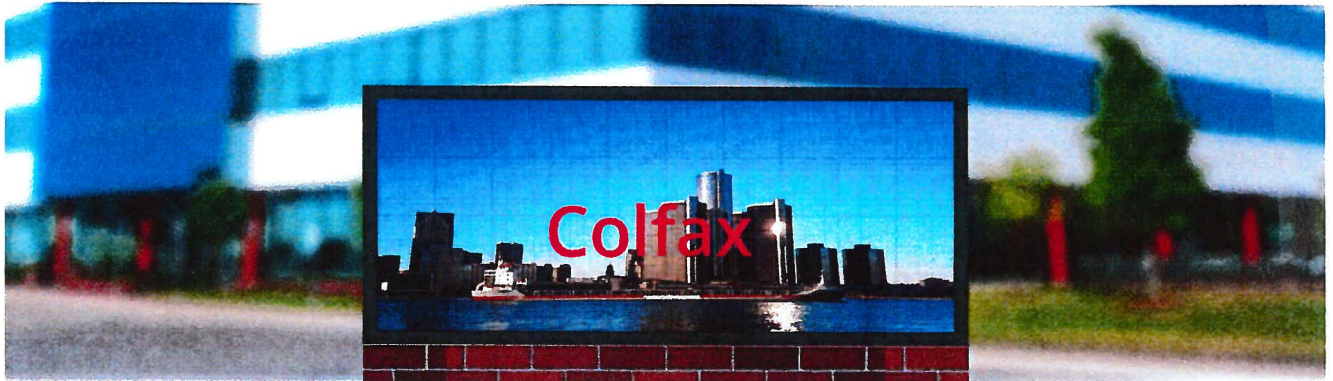
Pixel Pitch:

- Very High (10mm)
- High (16mm)
- Medium (20mm)
- Low (26mm)

PIXEL PITCH IS SIMULATED

Color:

- Full
- Amber
- Red



Request a quote

Upon submission an Electro-Matic representative will send you a couple of options based on your sign configuration.

First Name:*

Last Name*

Company/Organization:

Colfax

State:

California ▼

Phone:*

Email:*

Budget Information:

Sign Location:

- Outdoor
- Indoor
- In a Window Display
- Not Sure

Would you like to show videos or graphics?

- Yes
- No

Viewers' Distance from Sign

- Under 100 ft
- 100 - 300 ft
- 300 - 600 ft
- Over 600 ft
- Not Sure

Request Quote Now

* Required

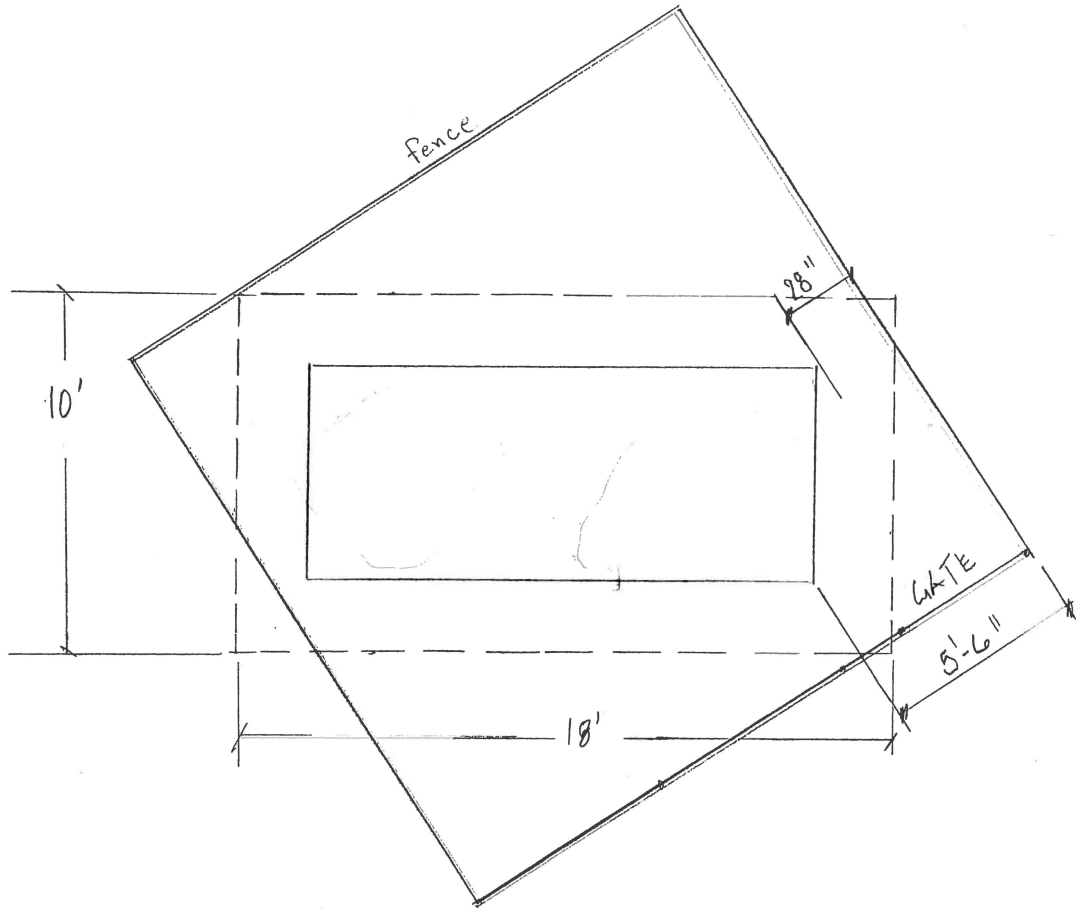
City Preparations for I-80 Road Closures

1. Red paint on curbs on Canyon Court
2. No Parking signs on North and South Canyon Way
3. Notification to/from Canyon View Apartments
4. Repair or replace Colfax AM 1670
5. Appropriate message on Electronic Billboard

Bull and Bear Structure

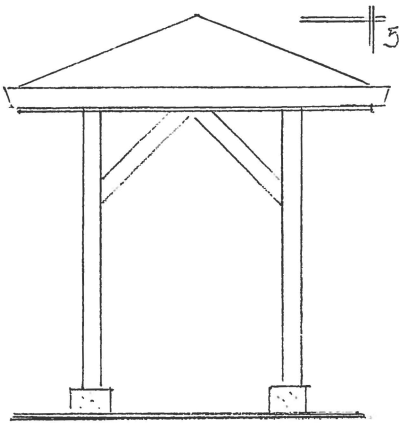
BUILDING SECTION

$3/8" = 1'$



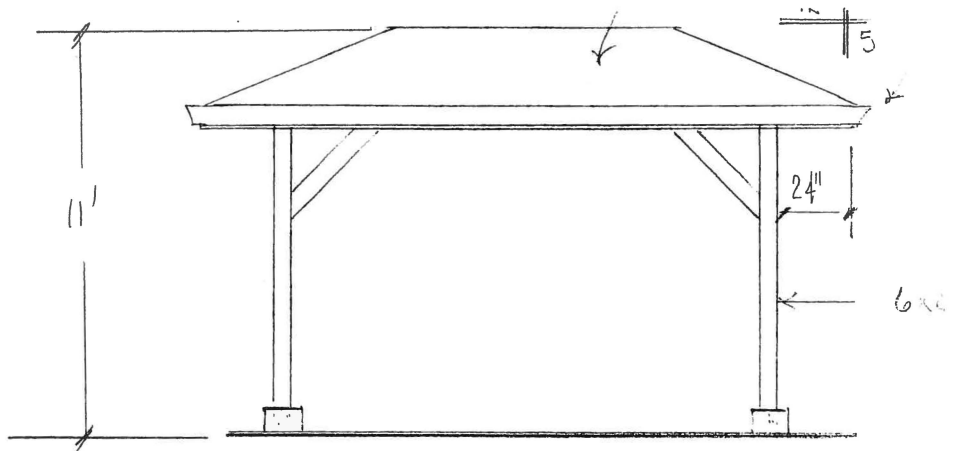
SITE PLAN (PARTIAL)

$1/4" = 1'$



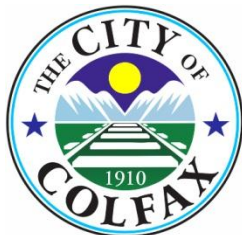
SHORT VIEW

$1/4" = 1'$



LONG VIEW

$1/4" = 1'$



STAFF REPORT TO THE COLFAX CITY COUNCIL

FOR THE APRIL 12, 2017 COUNCIL MEETING

FROM: John Schempf, City Manager
PREPARED BY: Wes Heathcock, Community Services Director
DATE: April 3, 2017
SUBJECT: ADA Transition Plan Project

<input type="checkbox"/>	N/A	<input type="checkbox"/>	FUNDED	<input checked="" type="checkbox"/>	UN-FUNDED	AMOUNT: \$39,400	FROM FUND: 250-5540
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RECOMMENDED ACTION: Adopt Resolution No. 14-2017 City Council approves:
 1. Amending the 2016/17 Budget Fund 250 by the approved amount for an ADA Transition Plan.
 2. Authorizing the City Manager to approve Coastland Engineering Services for ADA self-evaluation, transition plan, and staff training or Coastland Engineering Services for the Complete ADA Transition Plan

BACKGROUND AND ANALYSIS:

The City of Colfax is required by federal standards to have an active ADA Transition Plan adopted by City Council to qualify for future federal financial aid. The attached Exhibit 9-C Local Agency ADA Annual Certification Form stipulates the City will submit the necessary documentation by July 1, 2017.

At the March 22, 2017 Council Goals Workshop, City Council identified the ADA Transition Plan as the first priority in the coming months. Staff has solicited cost proposals from Coastland Engineering (City contracted engineering services) and Bureau Veritas (City contracted building inspection service) for assistance in compiling the necessary documentation for the ADA Transition Plan. As noted below, the Bureau Veritas estimate is significantly higher than the cost estimate from Coastland. Staff requested a second cost proposal from Coastland with staff administering the field surveying.

Consultant	Shared Administration	Consultant Administration
Coastland Engineering	\$24,540	\$35,780
Bureau Veritas	\$32,550	\$56,300

Staff recommends City Council increase the 2016/17 Budget Fund 250 by the approved amount for the ADA Transition Plan Project. With approval of the budget amendment, the monies will be transferred from the General Fund (Fund 100) to the Streets and Roads Fund (Fund 250).

Staff also recommends Council authorize the City Manager to approve Coastland Engineering Services administration of an ADA Transition Plan. The alternative option is for City Council to approve the proposal that is a hybrid of Coastland Engineering and City staff tasks. Staff is requesting a 10% contingency amount on the approved contracted amount.

ATTACHMENTS:

1. Resolution 14-2017a
2. Resolution 14-2017b
3. Exhibit 9-C Local Agency ADA Annual Certification Form
4. Coastland Engineering Cost Proposals
5. Bureau Veritas Cost Proposal

City of Colfax

City Council

Resolution No 14-2017(a)

AMENDING THE 2016/17 BUDGET FUND 250 BY \$39,400 FOR THE ADA TRANSITION PLAN PROJECT AND AUTHORIZING THE CITY MANAGER TO APPROVE COASTLAND ENGINEERING SERVICES FOR THE COMPLETE ADA TRANSITION PLAN IN AN AMOUNT NOT TO EXCEED \$39,400.

WHEREAS, the City of Colfax is required by federal standards to have an active ADA Transition Plan adopted by City Council to qualify for future federal financial aid.; and

WHEREAS, at the March 22, 2017 Council Goals Workshop, City Council identified the ADA Transition Plan as the number one project in the coming months; and

WHEREAS, staff solicited quotes from Coastland Engineering and Bureau Veritas with Coastland providing the most cost effective proposal; and,

WHEREAS, the City budget must be amended to fund the ADA Transition Project,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Colfax approves:

1. Amending the 2016/17 250 Fund budget in the amount of \$39,400 for the ADA Transition Plan Project.
2. Authorizing the City Manager to approve Coastland Engineering Services for the Complete ADA Transition Plan in an amount not to exceed \$39,400.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on the 12th day of April, 2017 by the following vote of the Council:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Stephen Harvey, Mayor

Lorraine Cassidy, City Clerk

City of Colfax

City Council

Resolution No 14-2017(b)

AMENDING THE 2016/17 BUDGET FUND 250 BY \$27,000 FOR THE ADA TRANSITION PLAN PROJECT AND AUTHORIZING THE CITY MANAGER TO APPROVE COASTLAND ENGINEERING SERVICES FOR ADA SELF-EVALUATION, TRANSITION PLAN, AND STAFF TRAINING IN AN AMOUNT NOT TO EXCEED \$27,000.

WHEREAS, the City of Colfax is required by federal standards to have an active ADA Transition Plan adopted by City Council to qualify for future federal financial aid.; and

WHEREAS, at the March 22, 2017 Council Goals Workshop, City Council identified the ADA Transition Plan as the number one project in the coming months; and

WHEREAS, staff solicited quotes from Coastland Engineering and Bureau Veritas with Coastland providing the most cost effective proposal; and,

WHEREAS, the City budget must be amended to fund the ADA Transition Project,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Colfax approves:

1. Amending the 2016/17 250 Fund budget in the amount of \$27,000 for the ADA Transition Plan Project.
2. Authorizing the City Manager to approve Coastland Engineering Services for ADA self-evaluation, transition plan, and staff training in an amount not to exceed \$27,000.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED at the Regular Meeting of the City Council of the City of Colfax held on the 12th day of April, 2017 by the following vote of the Council:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Stephen Harvey, Mayor

Lorraine Cassidy, City Clerk

EXHIBIT 9-C LOCAL AGENCY ADA ANNUAL CERTIFICATION FORM

Local Agency ADA Annual Certification Form
49 CFR 27: Nondiscrimination on the Basis of Disability in
Programs or Activities
Receiving Federal Financial Assistance

Local Agency: City of ColfaxProgram Year: 2016/2017Date Certification submitted: June 24, 2016I. Name of ADA Liaison Officer: Wes Heathcock, Community Services DirectorTelephone Number: 530-346-2313E-mail Address: wes.heathcock@colfax-ca.gov

II. ADA Complaint Procedure Adopted:

Yes: Date of Adoption: _____No: Planned Date of Adoption: July 1, 2017Final Completion Date: July 1, 2017

III. Self-evaluation completed:

Yes: Date of Completion: _____No: Planned Date of Completion: July 1, 2017Final Completion Date: July 1, 2017System established for periodically reviewing and updating the evaluation: July 1, 2017

IV. Transition Plan completed:

Yes: Date of Completion: _____

Date of Implementation: _____

No: Planned Date of Completion: July 1, 2017Final Completion Date: July 1, 2017

V. Policies, procedures, and criteria for implementing ADA compliance improvements in maintenance and capital improvement programs have been reviewed and the required revisions have been made:

Yes: No:

VI. Division of State Architect (DSA) Checklists are used to verify compliance of design packages, standard plans and field inspections to ensure compliance with both State and federal accessibility standards:

Yes: X No: _____

DSA website: http://www.dsa.dgs.ca.gov/Access/ud_accessmanual.htm

Reminder: State of California Government Code Section 4454 requires Division of State Architect (DSA) review and approval of the plans and specifications for local agency pedestrian projects using State funds.

VII. Standard Plans are reviewed and updated on an ongoing basis for full ADA and California Accessibility compliance:

Yes: X No: _____



Signature
(ADA Liaison Officer)

Date: 6/20/2016

Distribution: (1) Original - DLAF



COASTLAND

CIVIL ENGINEERING - CONSTRUCTION MANAGEMENT - BUILDING DEPARTMENT SERVICES

Wes Heathcock
Community Services Director
City of Colfax
33 S Main Street
PO Box 702
Colfax, 95713

Subject: Proposal to provide a Self-Evaluation & Transition Plan for Public Streets in the City of Colfax

Dear City of Colfax,

Coastland is pleased to provide the following proposal to assist the City of Colfax in preparing an ADA self-evaluation and transition plan for public streets in the City of Colfax. We look forward to assisting the City in developing this plan and recognize that time and budget are critical.

This proposal is based on the following assumptions:

- The City desires to adopt a Self-Evaluation and Transition Plan (SETP) for its public streets no later than July 2017.
- Elements to be addressed in this effort include sidewalks, pedestrian ramps, intersections, bus stops, and street furnishings within the street rights-of-way.
- Self-evaluation and transition plans for other City facilities will be prepared separately.
- The City desires to use its staff to complete the field work, compile data, and prepare cost estimates with assistance and guidance from Coastland.
- Coastland will prepare the Self Evaluation and Transition Plan documents based on the information provided by the City.
- Coastland will attend City-conducted public hearing and City Council meeting.

Based on the assumptions above, and our recent discussions, Coastland proposes to provide the following services as indicated in greater detail below:

Task 1 – Overall Strategy & Inspector Training

Given the age of the City's streets, the recommended strategy for inspection efforts will involve an initial broad survey by sampling the various areas of the City. The survey will be done with the understanding that older facilities are not very likely to meet the current ADA standards and, therefore, would require limited inspection efforts to ascertain compliance. Accordingly, more comprehensive inspections will be performed on recently constructed as they may, in fact, meet current regulations.

Coastland will meet with City staff to kick-off the effort, provide a project delivery schedule and customized ADA inspection forms for use by the City inspectors, and offer detailed training for inspectors before fieldwork begins. Training for inspectors will include current regulations for inspection of sidewalks, pedestrian ramps, signalized intersections, bus stops, and street

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1400 Neotomas Avenue
Santa Rosa, CA 95405

Auburn
11865 Edgewood Road
Auburn, CA 95603

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furnishings. We estimate that two (2) initial sessions and two (2) follow-up sessions will be needed, as well as on-going coordination during the inspection period. Coastland's estimated cost for preparing forms and providing inspector training is \$4,174.

Task 2 – Data Review & Cost Estimates

Coastland will assist City staff in organizing, compiling and review of all field data collected by City inspectors. Coastland will also assist in the preparation of cost estimates--with a focus on establishing appropriate, cost-effective remedies--and construction cost estimates for bringing non-compliant facilities up to current standards. Cost estimates will include costs for design, construction, inspection and City administration associated with replacement or modification of existing non-compliant facilities to meet current standards. The estimated cost for data review and assisting with cost estimates is \$3,670.

Task 3 – Prepare Self Evaluation Report

Using all information prepared in Tasks 1 & 2 Coastland will prepare a Self-Evaluation Report. The report will include an Executive Summary, legislative mandates, current regulatory requirements, City policy review, and status of City standards, self-evaluation methodology, inspection survey results, and field data. The self-evaluation report will be written in advance of the Transition Plan (Task 4) but will be structured so to be merged with the Plan into one SETP document. The estimated cost for this task is \$5,214.

Task 4 – Transition Plan

In close consultation with City staff, Coastland will prepare an ADA Transition Plan to methodically and systematically address non-compliant facilities. This effort will require interviews and meetings with management from the City's Community Services Department to establish priorities for barrier removal, opportunities for addressing ADA deficiencies with other public works projects, budgets for addressing deficiencies, phasing of improvements, anticipated timelines, as well as establishing or revising City policies and establishing guidelines for periodic review of the SETP. In addition, input from community groups and the disabled community will be addressed in the report. Coastland anticipates three (3) meetings with City staff and preparation of an initial draft transition plan, final draft (for public review) and the final document. The estimated cost for this task is \$8,762.

Task 5 – Public Comment

It is assumed that the City will take the lead on organizing the public comment efforts and that Coastland will assist the City by attending one (1) public information meeting, providing materials for the meeting, and addressing public comments and questions received during the process. Coastland will also document comments received, and incorporate any needed changes to the SETP. The estimated cost for this task is \$1,230.

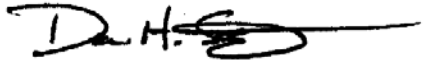
Task 6 – Presentation to City Council & Public Hearing

Coastland will assist City staff in preparing staff reports and exhibits, as well as attending one City Council meeting and one public hearing. The estimated cost for this task is \$1,190.



After you have a chance to review our proposal we would be happy to discuss any needed adjustments to the scope. Thank you for the opportunity to present this proposal. Our team looks forward to serving you and the City of Colfax.

Sincerely,

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Dane H. Schilling
Associate Principal Engineer





Work Estimate



City of Colfax

ADA Self Evaluation and Transition Plan for Public Streets (Inspections by City)

March 21, 2017

Task Information		Billing Classification					Hours		Comment
Task No.	Task Description	Principle	Senior Engineer	Junior Engineer	CAD Drafter	Clerical	Total Hours	Total Cost	
		\$175	\$130	\$110	\$95	\$72			
1 Overall Strategy & Inspector Training									
	Delivery Schedule	1					1	\$175	
	Inspection Checklists, Forms and Materials		6		4	2	12	\$1,304	
	Training and Follow-up	1	16	4			21	\$2,695	2 sessions + 2 follow-up
Task Subtotal		2	22	4	4	2	34	\$4,174	
2 Data Review & Cost Estimates									
	Data Review		6				6	\$780	
	Cost Estimates	2	6	16			24	\$2,890	
Task Subtotal		2	12	16	0	0	30	\$3,670	
3 Prepare Self Evaluation Report									
	Self Evaluation Report	2	30	4	4	2	42	\$5,214	
Task Subtotal		2	30	4	4	2	42	\$5,214	
4 Transition Plan									
	Interviews & Meeting with City Staff & Managers	1	14				15	\$1,995	3 meetings + follow up
	Initial Draft	2	30			2	34	\$4,394	
	Final Draft	2	8			2	12	\$1,534	
	Final Transition Plan	1	4			2	7	\$839	
Task Subtotal		6	56	0	0	6	68	\$8,762	
5 Public Comment									
	Public Information Meeting		6		2		8	\$970	1 public meeting + prep
	Address Comments		2				2	\$260	
Task Subtotal		0	8	0	2	0	10	\$1,230	
6 Presentations & Public Hearing									
	Present Transition Plan to City Council & Public Hearing	2	5		2		9	\$1,190	
Task Subtotal		2	5	0	2	0	9	\$1,190	
Miscellaneous Costs								\$300	Reproduction & Mileage
PROJECT TOTAL		14	133	24	12	10	193	\$ 24,540	



COASTLAND

CIVIL ENGINEERING - CONSTRUCTION MANAGEMENT - BUILDING DEPARTMENT SERVICES

Wes Heathcock
Community Services Director
City of Colfax
33 S Main Street
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Colfax, 95713

Subject: Proposal to provide a Self-Evaluation & Transition Plan for Public Streets in the City of Colfax

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Coastland will meet with City staff to kick-off the effort, provide a project delivery schedule and review customized ADA inspection forms to be used before fieldwork begins. Coastland's estimated cost for preparation and City-wide inspections is \$15,214.

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Santa Rosa, CA 95405

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Task 2 – Data Review & Cost Estimates

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Task 4 – Transition Plan

In close consultation with City staff, Coastland will prepare an ADA Transition Plan to methodically and systematically address non-compliant facilities. This effort will require interviews and meetings with management from the City's Community Services Department to establish priorities for barrier removal, opportunities for addressing ADA deficiencies with other public works projects, budgets for addressing deficiencies, phasing of improvements, anticipated timelines, as well as establishing or revising City policies and establishing guidelines for periodic review of the SETP. In addition, input from community groups and the disabled community will be addressed in the report. Coastland anticipates three (3) meetings with City staff and preparation of an initial draft transition plan, final draft (for public review) and the final document. The estimated cost for this task is \$8,762.

Task 5 – Public Comment

It is assumed that the City will take the lead on organizing the public comment efforts and that Coastland will assist the City by attending one (1) public information meeting, providing materials for the meeting, and addressing public comments and questions received during the process. Coastland will also document comments received, and incorporate any needed changes to the SETP. The estimated cost for this task is \$1,230.

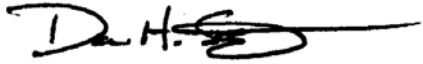
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After you have a chance to review our proposal we would be happy to discuss any needed adjustments to the scope. Thank you for the opportunity to present this proposal. Our team looks forward to serving you and the City of Colfax.

Sincerely,

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Dane H. Schilling
Associate Principal Engineer





Work Estimate



City of Colfax
March 21, 2017

ADA Self Evaluation and Transition Plan for Public Streets (Inspections by Coastland)

Task Information		Billing Classification					Hours		Comment
Task No.	Task Description	Principle \$175	Senior Engineer \$130	Junior Eng/ Inspector \$110	CAD Drafter \$95	Clerical \$72	Total Hours	Total Cost	
1 Overall Strategy & Inspections									
	Delivery Schedule	1					1	\$175	
	Inspection Checklists, Forms and Materials		2		4	2	8	\$784	
	Inspections	1	16	96		20	133	\$14,255	Assumes 80hrs field time + 16 office time
	Task Subtotal	2	18	96	4	22	142	\$15,214	
2 Data Review & Cost Estimates									
	Data Review		6				6	\$780	
	Cost Estimates	2	6	16			24	\$2,890	
	Task Subtotal	2	12	16	0	0	30	\$3,670	
3 Prepare Self Evaluation Report									
	Self Evaluation Report	2	30	4	4	2	42	\$5,214	
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	Final Draft	2	8			2	12	\$1,534	
	Final Transition Plan	1	4			2	7	\$839	
	Task Subtotal	6	56	0	0	6	68	\$8,762	
5 Public Comment									
	Public Information Meeting		6		2		8	\$970	1 public meeting + prep
	Address Comments		2				2	\$260	
	Task Subtotal	0	8	0	2	0	10	\$1,230	
6 Presentations & Public Hearing									
	Present Transition Plan to City Council & Public Hearing	2	5		2		9	\$1,190	
	Task Subtotal	2	5	0	2	0	9	\$1,190	
Miscellaneous Costs								\$500	Reproduction & Mileage
PROJECT TOTAL		14	129	116	12	30	301	\$ 35,780	



April 6, 2017

**Lorraine Cassidy, City Clerk
City of Colfax
P: 530.346.2313
F: 530.346.6214
E: city.clerk@colfax-ca.gov**

Re: Proposal to Provide ADA Transition Plan

Dear Ms. Cassidy,

Bureau Veritas North America, Inc. (BVNA) is pleased to submit our fee proposal for the City of Colfax to prepare an ADA transition plan. Our scope and fees are outlined below.

<u>Description</u>	<u>Fee</u>
Inspection - 12 miles of streets	\$23,750 (fixed fee)
Develop CASp inspection report on findings	\$10,500 (fixed fee)
Develop a transition plan and review with City	\$ 9,550 (fixed fee)
Meetings (5), pre-inspection, preliminary site visit	\$ 8,500 (not to exceed)
Miscellaneous costs, contingency	\$ 4,000 (not to exceed)

<u>Position</u>	<u>Hourly Rate</u>
CASp	\$125
CASp Assistant	\$ 90
Administrative Support	\$ 55
Mileage	IRS Rate Per Mile

We can provide additional information regarding our qualifications and previous experience should you request. BVNA looks forward to working with you.

Sincerely,

**Craig Baptista, MBA
Director of Operations
Bureau Veritas North America, Inc.
T. 916.725.4200
craig.baptista@us.bureauveritas.com**