

**REGULAR MEETING  
OF THE MADERA CITY COUNCIL**  
205 W. 4<sup>th</sup> Street, Madera, California 93637

**NOTICE AND AGENDA**

**Wednesday, October 4, 2017  
6:00 p.m.**

**Council Chambers  
City Hall**

**CALL TO ORDER**

**ROLL CALL:** Mayor Andrew J. Medellin  
Mayor Pro Tem Cece Foley Gallegos, District 1  
Council Member Jose Rodriguez, District 2  
Council Member Donald E. Holley, District 6  
Council Member Derek O. Robinson Sr., District 4  
Council Member William Oliver, District 3  
Council Member Charles F. Rigby, District 5

**INVOCATION:** Pastor David Votaw, Harvest Community Church

**PLEDGE OF ALLEGIANCE:**

**PUBLIC COMMENT:**

The first fifteen minutes of the meeting are reserved for members of the public to address the Council on items which are within the subject matter jurisdiction of the Council. Speakers shall be limited to three minutes. Speakers will be asked to identify themselves and state the subject of their comment. If the subject is an item on the Agenda, the Mayor has the option of asking the speaker to hold the comment until that item is called. Comments on items listed as a Public Hearing on the Agenda should be held until the hearing is opened. The Council is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Council does not respond to public comment at this time.

**PRESENTATIONS** Presentation by Dylan Miracle, Associated Student Body President Madera South High School

**A. WORKSHOP**

A-1 Madera Community College Center Progress & Accreditation Timeline (Dr. Sandra Caldwell, President Reedley College)

**B. CONSENT CALENDAR**

B-1 Minutes – There are no items for this section.

- B-2 Information Only – Warrant Disbursement Report
- B-3 Bi-Weekly Water Conservation Report for 9/11/17 – 9/24/17 (Report by Dave Randall)
- B-4 Consideration of a Resolution Approving an Agreement for Temporary Staffing Services, RFP No. 201718-02, with waterTalent, LLC, and Authorizing the Mayor or His Designee to Sign the Agreement and Related Documents (Report by Dave Randall)
- B-5 Consideration of a Resolution Approving an Agreement with Anderson Striping & Construction, Inc. for Construction Services for the Crack Seal and Reseal Joints in Airfield Pavements Project at Madera Municipal Airport in the Amount of \$295,469.00 and Authorizing Contingencies of up to Ten Percent (10%), as Approved by the City Engineer; and Authorizing the Mayor to Execute the Agreement on Behalf of the City (Report by Dave Randall)
- B-6 Consideration of a Minute Order Approving a Letter of Participation for the Madera County Public Health Department Emergency Preparedness Coalition and Authorizing the Mayor to Sign on Behalf of the City (Report by Wendy Silva)
- B-7 Consideration of a Resolution Approving Contract with Nor-Cal Pump & Well, Inc., in the Amount of \$169,743 for the Water Pollution Control Facility Replacement Water Supply Well, City Project No. WWTP 17-01, and Authorizing Construction Contingencies of Up to 20% as Approved by the City Engineer and Authorizing the Mayor to Execute the Contract on Behalf of the City (Report by Keith Helmuth)

**C. HEARINGS, PETITIONS, BIDS, RESOLUTIONS, ORDINANCES, AND AGREEMENTS**

- C-1 Public Hearing and Consideration of Introduction of an Ordinance Rezoning Approximately 1.4 Acres of Property Located at 733 and 743 Linden Street from the PD-1500 (Planned Development) Zone District to the PD-2000 (Planned Development) Zone District. (APNs: 006-360-013 and 014) (Report by Chris Boyle)
- C-2 Public Hearing and Consideration of Introduction of an Ordinance Prezoning Approximately 40 Acres of Land Located at the Southeast Corner of Tozer Street (Road 28) and Sunrise Avenue (Avenue 14½) to the PF (Public Facilities) Zone District; and  
  
Consideration of Adoption of a Resolution Amending the General Plan Land Use Designation on Approximately 40 Acres Located at the Southeast Corner of Tozer Street (Road 28) and Sunrise Avenue (Avenue 14½ from the LD (Low Density), MD (Medium Density) and NMU (Neighborhood Mixed Use) Land Use Designation to the P&SP (Public and Semi-Public) Land Use Designation (Report by Chris Boyle)
- C-3 Public Hearing and Consideration of a Resolution Establishing Fees and Charges for Functions in Accordance with the Madera Municipal Code, Modifying Miscellaneous Fees and Charges for Services in the Building, Planning and Engineering Departments and Superseding All Other Resolutions In Conflict Herewith (Report by David Merchen)
- C-4 Public Hearing and Consideration of Introduction of an Ordinance Amending Certain Sections of Chapter 1 of Title II of the Madera Municipal Code Pertaining to Council Meeting Agendas (Report by Sonia Alvarez)

**D. WRITTEN COMMUNICATIONS**

There are no items for this section.



**E. ADMINISTRATIVE REPORTS**

- E-1 Review of Proposed Conservation Easements Outside the City Limits and Request for Staff Direction Regarding the Submittal of Comments to Madera County (Report by David Merchen)

**F. COUNCIL REPORTS**

**G. CLOSED SESSION**

- G-1 Closed Session Announcement – City Attorney

- G-2 Conference with Legal Counsel – Existing Litigation. Subdivision (d)(1) of Government Code §54956.9

One case: MCA 1803, LLC, et al. v. City of Madera  
MCV073252

- G-3 Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to Government Code §54956.9(d)(2): 1 case

- G-4 CONFERENCE WITH LABOR NEGOTIATORS - Pursuant to California Government Code Section 54957.6

Agency Designated Representatives: David Tooley and Wendy Silva

Employee Organizations: Operating Engineers Local Union No. 3  
Madera Police Officers' Association  
Mid-Management Employee Group  
Law Enforcement Mid-Management Group

- G-5 Closed Session Report – City Attorney

**ADJOURNMENT** – Next regular meeting October 18, 2017

*[continued on next page]*

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- Please silence or turn off cell phones and electronic devices while the meeting is in session.
  - Regular meetings of the Madera City Council are held the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month at 6:00 p.m. in the Council Chambers at City Hall.
  - Any writing related to an agenda item for the open session of this meeting distributed to the City Council less than 72 hours before this meeting is available for inspection at the City of Madera Office of the City Clerk, 205 W. 4<sup>th</sup> Street, Madera, California 93637 during normal business hours.
  - The meeting room is accessible to the physically disabled, and the services of a translator can be made available. Request for additional accommodations for the disabled, signers, assistive listening devices, or translators needed to assist participation in this public meeting should be made at least seventy two (72) hours prior to the meeting. Please call the Human Resources Office at (559) 661-5401. Those who are hearing impaired may call 711 or 1-800-735-2929 for TTY Relay Service.
  - Questions regarding the meeting agenda or conduct of the meeting, please contact the City Clerk's office at (559) 661-5405.
  - Para asistencia en Español sobre este aviso, por favor llame al (559) 661-5405.
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I, Sonia Alvarez, City Clerk for the City of Madera, declare under penalty of perjury that I posted the above agenda for the regular meeting of the Madera City Council for October 4, 2017, near the front entrances of City Hall at 3:00 p.m. on September 29, 2017.

  
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Sonia Alvarez, City Clerk

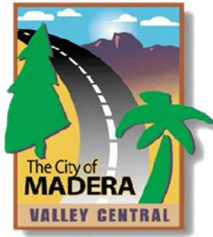


**Madera City Council Agenda 10/04/17  
Agenda Item A-1**

**Madera Community College Center  
Progress & Accreditation Timeline**

**Presentation only.  
There is no written report for this item.**





**Madera City Council Agenda 10/04/17  
Agenda Item B-1**

**There are no minutes for consideration.**

City of Madera

Council Meeting Of	October 4th, 2017
Agenda Item No.	B-2

Memorandum To: The Honorable Mayor,  
City Council and City Administrator

From: Office of the Director of Finance

Subject: Listing of Warrants Issued

Date: 10/04/2017

Attached, for your information, is the register of the warrants for the City of Madera covering obligations paid during the period of:

September 12th, 2017 to September 25th, 2017

Each demand has been audited and I hereby certify to their accuracy and that there were sufficient funds for their payment.

General Warrant:	14792-14988	\$	1,412,028.49
Wire Transfer	Union Bank Payroll and Taxes	\$	674,564.81
Wire Transfer	SDI	\$	2,148.94
Wire Transfer	Cal Pers	\$	0

Respectfully submitted,



Tim Przybyla  
Financial Services Director

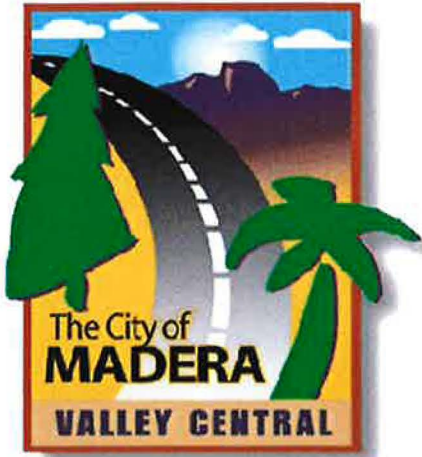
**CITY OF MADERA**  
**REGISTER OF AUDITED DEMANDS FOR BANK #1-UNION BANK GENERAL ACCOUNT**  
**September 25th, 2017**

CHECK	PAY DATE	ISSUED TO	DESCRIPTION	AMOUNT
14792	09/13/2017	ICU TECHNOLOGIES INC.	CITY HALL ADDITIONAL CAMERAS	30,969.41
14793	09/15/2017	ACRO SERVICE CORPORATION	TEMPORARY DRAFTSMAN: SHAWN GAR	4,544.64
14794	09/15/2017	ADMINISTRATIVE SOLUTIONS INC.	MONTHLY ADMINISTRATIVE FEE SEPTEMBER 2017	4,751.50
14795	09/15/2017	AMERICAN BUSINESS MACHINES	COPIER LEASE AGREEMENT JULY 2017	597.43
14796	09/15/2017	ARAMARK UNIFORM SERVICES	08/17 UNIFORM SERVICES	3,928.22
14797	09/15/2017	AT&T	08/17 CALNET 3 SVS 9391026399	1,944.51
14798	09/15/2017	AT&T	08/17 CALNET 3 SVS 9391026394	14,264.12
14799	09/15/2017	EXCEL SIGN COMPANY	REFUND OVERPAYMENT ON SIGN PERMIT	184.00
14800	09/15/2017	BSK ASSOCIATES	WWTP PERMIT COMPLIANCE LAB 07/21/17	306.50
14801	09/15/2017	CALIFORNIA DEPARTMENT OF JUSTICE	FINGERPRINT APPS	224.00
14802	09/15/2017	CANON FINANCIAL SERVICES	COPIER CHARGES	7,463.26
14803	09/15/2017	CITY OF MADERA	MISAPPLIED PMT ON 1/23/17 APPLY TO AR ACCT #50050	40.00
14804	09/15/2017	CITY OF MADERA	CLOTHES WASHER REBATE APPLY TO ACCT 9539002	75.00
14805	09/15/2017	CITY OF MADERA	CLOTHES WASHER REBATE APPLY TO ACCT 9921886	150.00
14806	09/15/2017	CONCENTRA MEDICAL CENTERS	PRE EMPLOYMENT PHYSICAL - IS VOLUNTEER	113.50
14807	09/15/2017	CORELOGIC INFORMATION SOLUTIONS INC	METRO SCAN 08/17	325.00
14808	09/15/2017	CUMMINS PACIFIC LLC	EQUIPMENT MAINTENANCE SERVICE	555.49
14809	09/15/2017	DATAPROSE, LLC	AUGUST 2017 STATEMENTS/ NEWLETTER/ 48HR NOTICE	9,606.35
14810	09/15/2017	DELL MARKETING LP	Cityhall Helpdesk-Backup Server	11,223.70
14811	09/15/2017	DELL MARKETING LP	Cityhall Virtual Server	50,014.87
14812	09/15/2017	DEPT OF HOUSING & COMMUNITY DEVELOPMENT	REIMBURSE HCD FOR NSP1 PROGRAM INCOME	61,302.00
14813	09/15/2017	DIAMOND COMMUNICATIONS	PAN AM FIRE ALARM	26.00
14814	09/15/2017	FERGUSON ENTERPRISES, INC.	Storm Drain Line	5,110.27
14815	09/15/2017	FRESNO BEE, THE	RECRUITMENT ADS	1,369.05
14816	09/15/2017	FRESNO REPROGRAPHICS	PRINT JOB	704.54
14817	09/15/2017	GOLDEN STATE OVERNIGHT	OVERNIGHT SHIPPING	49.60
14818	09/15/2017	HALE, DAVID P	PROFESSIONAL SERVICES - LEGAL FEES ON MARIJUANA	1,750.00
14819	09/15/2017	LARA, RENE	PER DIEM 33RD ANNUAL TRI STATE SEMINAR	224.00
14820	09/15/2017	MADERA CLEANERS AND LAUNDRY INC.	YOUTH CENTER MAT SERVICE	64.60
14821	09/15/2017	MADERA TRIBUNE	#4968 INDUSTRIAL PARK HEARING	56.70
14822	09/15/2017	MADERA TRIBUNE	#4957 PUBLIC HEARING	117.90
14823	09/15/2017	MADERA TRIBUNE	4867 YOSEMITE BIDS	605.02
14824	09/15/2017	MID VALLEY DISPOSAL INC.	WASTE DISPOSAL SERVICE JULY 2017	308,165.29
14825	09/15/2017	MUNISERVICES, LLC	STARS - Q1 - 2017	1,357.70
14826	09/15/2017	ARTIAGA, DEBBIE M	MULCH REBATE	46.02
14827	09/15/2017	MELTON, DEAN	CLOTHES WASHER REBATE	75.00
14828	09/15/2017	VIZCARRA, RICHARD	MULCH REBATE	50.00
14829	09/15/2017	PACIFIC GAS & ELECTRIC	08/17 SVS 3533032414-2	173,721.33
14830	09/15/2017	BARRIGA, JUAN	PARK DEPOSIT REFUND	50.00
14831	09/15/2017	CASTANON, MARIA	PARK DEPOSIT REFUND	50.00
14832	09/15/2017	CASTILLO, LOURDES	FACILITY DEPOSIT REFUND	100.00
14833	09/15/2017	COX, JEFF	PARK DEPOSIT REFUND	50.00
14834	09/15/2017	COX, JEFFEREY	PARK DEPOSIT REFUND	50.00
14835	09/15/2017	FERNANDEZ, VIOLET	PARK DEPOSIT REFUND	50.00
14836	09/15/2017	GARCIA, MARISSA	PARK DEPOSIT REFUND	50.00
14837	09/15/2017	GONZALEZ, CARINA	PARK DEPOSIT REFUND	100.00
14838	09/15/2017	IGLESIA JESUCRISTO ES EL CAMINO	PARK DEPOSIT REFUND	50.00
14839	09/15/2017	KELLY, LUZMARIA	PARK DEPOSIT REFUND	50.00
14840	09/15/2017	LAPLANT, KAYE	FACILITY DEPOSIT REFUND	100.00
14841	09/15/2017	LIPIRA, CORREENA	PARK DEPOSIT REFUND	100.00
14842	09/15/2017	MARTINEZ-DIAZ, JAVIER	PARK DEPOSIT REFUND	50.00
14843	09/15/2017	MENDOZA, MONICA	PARK DEPOSIT REFUND	50.00
14844	09/15/2017	MENDOZA-SANTOS, ISMAEL	PARK DEPOSIT REFUND	50.00
14845	09/15/2017	NEW LIFE ASSEMBLY MADERA	PARK DEPOSIT REFUND	50.00
14846	09/15/2017	PETERS ENGINEERING GROUP	Traffic Engineering Services	2,608.30
14847	09/15/2017	PITNEY BOWES GLOBAL FINANCIAL SERVICES	QUARTERLY EQUIP RENTAL 6/30/17-09/29/17	367.68
14848	09/15/2017	POLYDYNE INC.	SLUDGE DEWATERING POLYMER	4,132.99
14849	09/15/2017	PROVOST & PRITCHARD CONSULTING GROUP	PROFESSIONAL ENGINEERING DESIGN	9,188.40
14850	09/15/2017	RESERVE ACCOUNT	PREPAID POSTAGE METER USAGE 06/17	1,200.00
14851	09/15/2017	ROMERO, ARTURO	PER DIEM 33RD ANNUAL TRI-STATE SEMINAR	224.00
14852	09/15/2017	SAN RAMON MARRIOTT	PER DIEM 2017 CALBO TRAINING - MARK QUALLS	368.00
14853	09/15/2017	SAN RAMON MARRIOTT	PER DIEM 2017 CALBO TRAINING - DAN COOK	552.30
14854	09/15/2017	SEBASTIAN	INTERMODAL FACILITY EXACQVISION SERVER	480.99
14855	09/15/2017	SJVAPCD	17/18 PORTABLE EQUIPMENT REGISTRATION FEES	702.00
14856	09/15/2017	SOFTWAREONE INC	Office 365 Lic	1,389.15
14857	09/15/2017	SPARKLETTTS	LAB & DRINKING WATER	183.18



14858	09/15/2017	STANTEC CONSULTING SERVICES INC.	CONSULTING SERVICES	2,988.50
14859	09/15/2017	TESEI PETROLEUM INC.	FUEL CHARGES 08/21-08/31	29,681.55
14860	09/15/2017	TESEI PETROLEUM, INC.	FUEL	512.46
14861	09/15/2017	THE ARC FRESNO	CITY CAN ORDERS AUGUST 2017	1,578.41
14862	09/15/2017	THYSSENKRUPP ELEVATOR CORPORATION	YOUTH CENTER ELEVATOR SERVICE	250.32
14863	09/15/2017	TOTER INC.	760 Toter lids, hot stamp, and parts.	13,849.01
14864	09/15/2017	UNION PACIFIC RAILROAD	COST INCURRED FOR PLAN REVIEW OF NEW TRAIL	1,073.96
14865	09/15/2017	UNITED RENTALS, INC	LIGHT TOWERS FOR 4TH OF JULY EVENT	633.42
14866	09/15/2017	VERIZON WIRELESS	PW AIR CARDS JUN 11 - JUL 10	196.16
14867	09/15/2017	VILLA GARDENING SERVICE INC	JULY GARDENING SVS	275.00
14868	09/15/2017	WILLDAN FINANCIAL SERVICES	CFD FEES FOR SEPTEMBER 2017	807.99
14869	09/22/2017	ADMINISTRATIVE SOLUTIONS INC.	FUNDS ON DEPOSIT FOR MEDICAL CLAIMS 10/17	40,000.00
14870	09/22/2017	AECOM	Addl Contract Admin	2,993.48
14871	09/22/2017	ALVARADO, STEVE	REPAIR LEAK - 703 SHERWOOD WAY	1,000.00
14872	09/22/2017	AMERICAN REFUSE, INC.	SERVICE - 240 N 1ST ST	448.20
14873	09/22/2017	AT&T	08/17 CALNET 3 SVS 9391031566	554.73
14874	09/22/2017	AUTO USA INC DBA 365 AUTOS	REFUND OVERPAYMENT - CHARGED IN ERROR ACCT #53505	20.00
14875	09/22/2017	BUSHONG, JASON	MILEAGE REIMBURSEMENT TO WWTP 09/11/17	14.79
14876	09/22/2017	CALIFORNIA CLIMATE CONTROL, INC.	HVAC MAINTENANCE	1,469.47
14877	09/22/2017	CALIFORNIA DEPARTMENT OF JUSTICE	FINGERPRINT APPS	1,253.00
14878	09/22/2017	CEDAR VETERINARY HOSPITAL, INC	VETERINARY SERVICES	1,151.46
14879	09/22/2017	CITY OF MADERA	09/17 UTILITIES ACCT# 003040421-6	53.47
14880	09/22/2017	CITY OF MADERA	09/17 UTILITIES ACCT# 003040431-8	57.91
14881	09/22/2017	CITY OF MADERA	09/17 UTILITY SVS 322 W 6TH ST	169.72
14882	09/22/2017	CITY OF MADERA	09/17 UTILITIES ACCT# 003040441-0	327.38
14883	09/22/2017	COMCAST	09/17 SVS 8155500320340479	109.17
14884	09/22/2017	CONCENTRA MEDICAL CENTERS	PRE EMPLOYMENT PHYSICAL	174.50
14885	09/22/2017	DATAPROSE, LLC	ADDITIONAL INSERT - MYWATER APP	1,242.38
14886	09/22/2017	DER MANOUEL INSURANCE & FINANCIAL SVCS	ANNUAL CONSULTING FEE JAN- JUNE 2017	9,528.86
14887	09/22/2017	ECOFRESH CARPET CLEANING	CARPET & CHAIR CLEANING AT FAB	898.50
14888	09/22/2017	ENVIRO CLEAN	FLOOR MACHINE CHARGER REPAIR	45.83
14889	09/22/2017	FIRE SAFETY SOLUTIONS, LLC	FIRE PROTECTION ENG SVS 09/01/17-09/15/17	9,150.00
14890	09/22/2017	FRESNO COUNTY ECONOMIC OPPTY. COMMISSION	ADC MEALS AUGUST 2017	560.71
14891	09/22/2017	HERC RENTALS	Misc. equipment rental	1,586.95
14892	09/22/2017	KLEINFELDER, INC.	Consultant Testing Services	2,856.25
14893	09/22/2017	LANGUAGE LINE SERVICES, INC.	TRANSLATION SERVICES	93.63
14894	09/22/2017	LARON INCORPORATED	MACHINERY AND HARDWARE, INDUST	4,126.82
14895	09/22/2017	LARON INCORPORATED	MACHINERY AND HARDWARE, INDUST	5,459.98
14896	09/22/2017	LAW & ASSOCIATES	LAW ENFORCEMENT EMPLOYMENT BACKGROUND	700.00
14897	09/22/2017	LEE'S CONCRETE	CONCRETE POUR	999.76
14898	09/22/2017	LIEBERT CASSIDY WHITMORE	LEGAL FEES	105.00
14899	09/22/2017	LINCOLN AQUATICS INC.	CHLORINE FOR POOL	2,520.90
14900	09/22/2017	MADERA ANIMAL HOSPITAL	VETERINARY SVS	1,201.15
14901	09/22/2017	MADERA CLEANERS & LAUNDRY	YOUTH CENTER MAT SERVICE	32.30
14902	09/22/2017	MADERA COUNTY	AMTRAK 50% SHARE BILL APR - JUN 2017	902.07
14903	09/22/2017	MADERA HONDA SUZUKI	Accident Repairs to PD Motorcycle	18,360.48
14904	09/22/2017	MADERA RADIO DISPATCH, INC.	TOWER RENT	295.47
14905	09/22/2017	MADERA TRIBUNE	ANNUAL SUBSCRIPTION	49.00
14906	09/22/2017	MADERA TRIBUNE	CDBG CAPER NOTICE	720.00
14907	09/22/2017	MADERA UNIFIED SCHOOL DISTRICT	CNG FUEL CHARGES FOR JULY - AUGUST 2017	348.53
14908	09/22/2017	MEDINA, JOSE	DISTRIBUTION CERTIFICATE REIMBURSEMENT	80.00
14909	09/22/2017	MOY & ASSOCIATES	CONSULTING SERVICES - JUNE 2017	865.92
14910	09/22/2017	ROSARIO, ILUMINADA	TURF REPLACEMENT REBATE	719.80
14911	09/22/2017	WILLIAMS, JULIE	TURF REPLACEMENT REBATE	480.00
14912	09/22/2017	ALVAREZ, JOVANNA	PARK DEPOSIT REFUND	50.00
14913	09/22/2017	ARCIGA, LIZBETH	PARK DEPOSIT REFUND	50.00
14914	09/22/2017	BRAVO, MIGUEL	PARK DEPOSIT REFUND	50.00
14915	09/22/2017	CABRERA, LINDA	PARK DEPOSIT REFUND	150.00
14916	09/22/2017	CHAVIRA-MORENO, NATALIE	PARK DEPOSIT REFUND	50.00
14917	09/22/2017	CLARK, DENNIS	PARK DEPOSIT REFUND	50.00
14918	09/22/2017	GARCIA, OSCAR	PARK DEPOSIT REFUND	50.00
14919	09/22/2017	GONZALEZ, MARIA	PARK DEPOSIT REFUND	415.00
14920	09/22/2017	LEWIS, ANTOINE	PARK DEPOSIT REFUND	80.00
14921	09/22/2017	LORENZO, JOHNNY	PARK DEPOSIT REFUND	50.00
14922	09/22/2017	LUNA, LORENA	PARK DEPOSIT REFUND	325.00
14923	09/22/2017	MADERA GLASS PLANT C/O DIMAS SALINAS	PARK DEPOSIT REFUND	50.00
14924	09/22/2017	NASH, SICILY	PARK DEPOSIT REFUND	50.00
14925	09/22/2017	PALMA, MARIA	PARK DEPOSIT REFUND	50.00
14926	09/22/2017	RESENDEZ, JOSE	PARK DEPOSIT REFUND	50.00
14927	09/22/2017	YBARRA, ALAINA	PARK DEPOSIT REFUND	100.00
14928	09/22/2017	PECK'S PRINTERY	DOG LICENSE RECEIPTS	774.25

14929	09/22/2017	REGENCE BLUECROSSS BLUESHIELD OF UTAH	CITY PD RETIREE PRES BILL CHUMLEY OCTOBER 2017	186.00
14930	09/22/2017	FIDELITY NATIONAL TITLE COMPANY	RESOLUTION NO. 17 - ESCROW FOR NEW FIRE STATION	10,000.00
14931	09/22/2017	RON'S TOWING & ROAD SERVICE	TOW SVS	290.00
14932	09/22/2017	TERRAFORM POWER, LLC.	08/17 ELECTRIC UTILITIES SVS	49,329.37
14933	09/22/2017	SYNAGRO WEST, INC.	MISCELLANEOUS SERVICES, NO. 1	6,614.00
14934	09/22/2017	TAG/AMS, INC.	DOT TESTING	60.00
14935	09/22/2017	TESEI PETROLEUM INC.	DIGESTER HEATING	1,806.64
14936	09/22/2017	TESEI PETROLEUM, INC.	FUEL	389.87
14937	09/22/2017	UNITED STATES TREASURY	2017 PCORI LATE FEE	22.96
14938	09/22/2017	BROWN CORY	Utility Billing Credit Refund	234.06
14939	09/22/2017	CASTANEDA MARIA	Utility Billing Credit Refund	70.48
14940	09/22/2017	CEJA FLORINDA OR THE CITY OF MADERA	Utility Billing Credit Refund	151.46
14941	09/22/2017	CHENAULT SILVIA	Utility Billing Credit Refund	107.91
14942	09/22/2017	CHRISTL SANDRA	Utility Billing Deposit Refund	24.05
14943	09/22/2017	CITY OF MADERA OR AGUIRRE GLORIA	Utility Billing Credit Refund	14.57
14944	09/22/2017	CITY OF MADERA OR DADO FERNANDO AND HERLINDA	Utility Billing Deposit Refund	58.20
14945	09/22/2017	CITY OF MADERA OR GALICIA GRISEL	Utility Billing Credit Refund	151.82
14946	09/22/2017	CITY OF MADERA OR MARTEL BASORIA LOURDES	Utility Billing Credit Refund	150.82
14947	09/22/2017	CLANCY L E	Utility Billing Deposit Refund	35.15
14948	09/22/2017	CV HOUSING LLC	Utility Billing Credit Refund	133.06
14949	09/22/2017	FOLLOW UP LLC	Utility Billing Credit Refund	110.76
14950	09/22/2017	FOLLOW UP LLC	Utility Billing Credit Refund	140.46
14951	09/22/2017	FOXON JAMIE AND MARY MARGARET	Utility Billing Credit Refund	283.83
14952	09/22/2017	FULLER SHERRY	Utility Billing Credit Refund	145.22
14953	09/22/2017	GARCIA ANTONIO JR AND BRAVO OSIRIS J OR CITY OF MA	Utility Billing Credit Refund	150.84
14954	09/22/2017	GARCIA FRANCINE	Utility Billing Credit Refund	1.53
14955	09/22/2017	GARZA CARLOS AND GARCIA MAYRA	Utility Billing Credit Refund	157.59
14956	09/22/2017	GONZALEZ NOE	Utility Billing Credit Refund	208.00
14957	09/22/2017	HARRIS MARTHA	Utility Billing Credit Refund	54.08
14958	09/22/2017	HILDRETH ADRIANA OR CITY OF MADERA	Utility Billing Credit Refund	151.18
14959	09/22/2017	IBANEZ CANDELARIA AGUILAR OR THE CITY OF MADERA	Utility Billing Credit Refund	127.70
14960	09/22/2017	JOHNSON III LONNIE	Utility Billing Deposit Refund	68.34
14961	09/22/2017	KATO KEVIN	Utility Billing Credit Refund	219.57
14962	09/22/2017	KECHICHIAN MOURAD GEORGE	Utility Billing Credit Refund	135.54
14963	09/22/2017	MARTINEZ STEFANIE	Utility Billing Credit Refund	251.51
14964	09/22/2017	MOLINA MAYRA	Utility Billing Credit Refund	190.25
14965	09/22/2017	MORALES NICANDRO REYES	Utility Billing Credit Refund	55.12
14966	09/22/2017	ORNELAS TRACY	Utility Billing Credit Refund	99.24
14967	09/22/2017	PABLO VALENTIN	Utility Billing Credit Refund	134.19
14968	09/22/2017	RAMIREZ V TERESA C	Utility Billing Credit Refund	96.58
14969	09/22/2017	REED GINA	Utility Billing Credit Refund	243.02
14970	09/22/2017	RODARTE BERNADETTE M	Utility Billing Credit Refund	54.88
14971	09/22/2017	RODRIGUEZ RUTH	Utility Billing Credit Refund	149.69
14972	09/22/2017	SANCHEZ ELEAZAR	Utility Billing Deposit Refund	36.80
14973	09/22/2017	SANCHEZ JAIME	Utility Billing Deposit Refund	208.65
14974	09/22/2017	SINGH SATVIR	Utility Billing Deposit Refund	14.13
14975	09/22/2017	SINGH TARLOCHAN DBA YOSEMITE MOSTLY 99	Utility Billing Deposit Refund	30.44
14976	09/22/2017	SNAVELY SHELLEY	Utility Billing Credit Refund	139.31
14977	09/22/2017	ST ONGE NOLAN MICHAEL OR CITY OF MADERA	Utility Billing Credit Refund	150.78
14978	09/22/2017	TINDLE LOUIS	Utility Billing Deposit Refund	17.81
14979	09/22/2017	TORRES IGNACIO AND MARTINEZ ELIDA	Utility Billing Credit Refund	91.70
14980	09/22/2017	VALENZUELA MYRA AND DIAZ DAVID	Utility Billing Credit Refund	54.13
14981	09/22/2017	VILLEGAS ALEJANDRO	Utility Billing Credit Refund	68.71
14982	09/22/2017	WALKER CHAUNTREAS OR CITY OF MADERA	Utility Billing Credit Refund	151.53
14983	09/22/2017	YBARRA MISTY DAWN	Utility Billing Credit Refund	20.45
14984	09/22/2017	ZAMORA JAIME	Utility Billing Credit Refund	205.33
14985	09/22/2017	UNITED HEALTHCARE INSURANCE COMPANY	CITY PAID UNITED HEALTH CARE OCTOBER 2017	277,702.73
14986	09/22/2017	US BANK CORPORATE PAYMENT SYSTEMS	08/17 CAL-CARD CHARGES	167,012.84
14987	09/22/2017	VERIZON WIRELESS	PD AIR CARDS JUL 11 - AUG 10	6,585.07
14988	09/22/2017	ZEE MEDICAL SERVICE CO.	MEDICAL SUPPLIES	36.43
Bank # 1 - Union Bank General Account Total				1,412,028.49




## REPORT TO CITY COUNCIL

MEETING DATE: October 4, 2017

AGENDA ITEM NUMBER: B-3

Approved By:

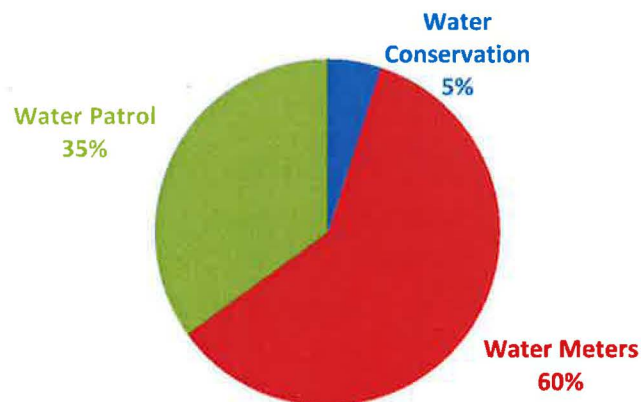
  
PUBLIC WORKS DIRECTOR

  
CITY ADMINISTRATOR

**SUBJECT:** Bi-Weekly Water Conservation Report for September 11<sup>th</sup> through September 24<sup>th</sup>

**RECOMMENDATION:** Staff recommends that the Council review the attached bi-weekly report of water conservation activities and progress in reducing residential water consumption.

**BACKGROUND:** The Water Conservation Unit is split between three different areas of focus: Water Conservation, Water Patrol and Water Meters. This varies throughout the year depending on weather and seasonal tasks. Below is the approximate distribution of efforts in the Unit during the bi-weekly reporting period.



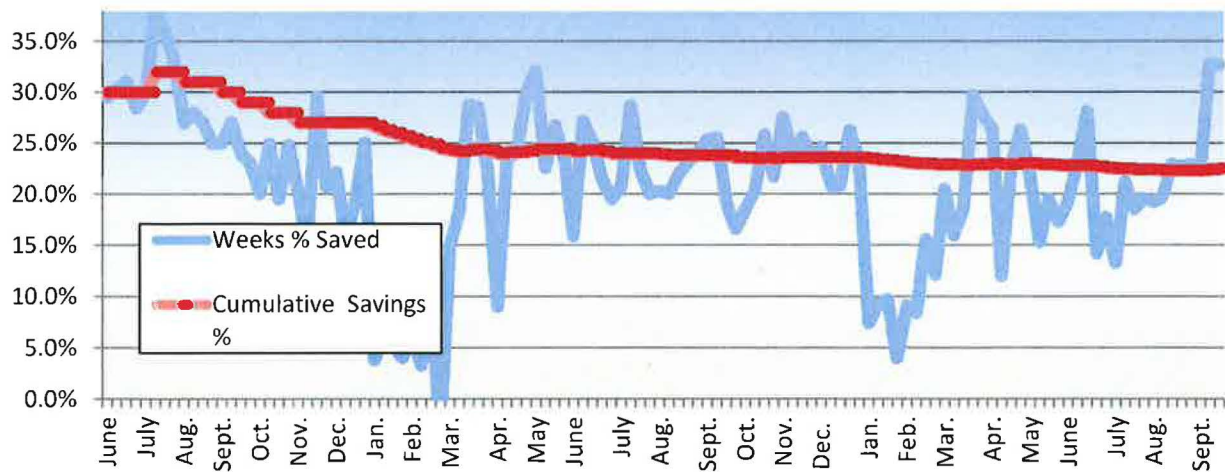
**WATER CONSERVATION:** As illustrated below, the City's water conservation rate increased from 23% last bi-weekly report 32% this reporting period. The monthly conservation rate for September is up from 24% in 2016 to 29% in 2017. Below is the most current water conservation data.

Bi-Weekly
Sept. 11 <sup>th</sup> -24 <sup>th</sup>
32%

Monthly
September 1 <sup>st</sup> - 24 <sup>th</sup>
29%

Cumulative
June 1 <sup>st</sup> , 2015 Sept. 24 <sup>th</sup> , 2017
22.5%





**WATER PATROL:** The water patrol staff made a total of 113 individual public contacts. Below is the most current enforcement data.

ENFORCEMENT			
Individual Contacts	113	1 <sup>st</sup> offenses (\$75)	31
Verbal Warnings	0	2 <sup>nd</sup> offenses (\$200)	6
Correction Notices	22	3 <sup>rd</sup> or more offense (\$500)	1

The water conservation and patrol staff is currently in the process of set up and training in the new MUNIS financial system module for water citation violation entries. The current schedule is to implement the new system in November.

**WATER METERS:** During this bi-weekly period, the water meter staff completed the process of meter reads on all manual read meters for the billing process and is currently in the process of performing service interruptions and restorations due to payment delinquencies.

Meter repairs and programming of several new meters to the automatic read system were performed at 26 properties.

The number of customer concerns totaled 21 this two week period. These investigations resulted in discovery of leaks at 10 properties and notifications of large usage due to irrigation issues at 8 properties. There were three properties that had no usage or leak issues and it was determined that the billing increase concern was due to rate increase.

**SYSTEM CAPACITY:** Attached is a table and chart which shows the daily quantity of water pumped and performance of the City's system of water wells and its ability to provide fire flow. The system has continued to produce adequate flows to meet our peak demand and maintain reserve fire flow capacity. It appears that the cooler weather is resulting in a decreasing trend for consumption/pumping.

**FINANCIAL IMPACT:** The expenses for implementing and administering these water conservation activities occur within the Water Fund and do not impact the General Fund.

**CONSISTENCY WITH THE VISION MADERA 2025 PLAN:** The report is consistent with the Madera Vision Plan, specifically Strategy 434: Water Quality and Usage: ensure continued water supplies to meet the demands of all Maderans through innovative reclamation, conservation and education on water use.

CITY OF MADERA  
DEPARTMENT OF PUBLIC WORKS  
WATER DIVISION

**STATUS REPORT SEPTEMBER 11th SEPTEMBER 24TH, 2017**  
**WATER PRODUCTION AND RESERVE FIRE FLOW CAPABILITY**

Dates	Day	Peak Temp	MG Pumped	Peak Hour	Lowest Pressure*	Lowest Tank Storage **	Wells Available	Wells On During Peak Hours	Wells in Reserve During Peak Hours	Reserve GPM at Peak	Reserves Meets Fire flow for			
											Residential 1,500 GPM	Commercial 2,500 GPM	Industrial 3,500 GPM	Hospital 4,500 GPM
9/11/2017	Mon	96	7.979	12am-1am	45	780,000	4	11	4	4241	Yes	Yes	Yes	Yes
9/12/2017	Tues	96	11.261	9pm-10pm	41	880,000	4	11	4	3650	Yes	Yes	Yes	Yes
9/13/2017	Wed	389	10.744	8pm-9pm	40	820,000	5	10	5	5200	Yes	Yes	Yes	Yes
9/14/2017	Thurs	383	7.751	10pm-11pm	41	820,000	9	6	9	9208	Yes	Yes	Yes	Yes
9/15/2017	Fri	84	6.698	10pm-11pm	42	700,000	9	6	9	10650	Yes	Yes	Yes	Yes
9/16/2017	Sat	88	10.009	10pm-11pm	38	780,000	5	10	5	5483	Yes	Yes	Yes	Yes
9/17/2017	Sun	92	10.471	10pm-11pm	36	680,000	6	9	6	7033	Yes	Yes	Yes	Yes
9/18/2017	Mon	88	6.678	12am-1am	38	680,000	7	8	7	8539	Yes	Yes	Yes	Yes
9/19/2017	Tues	81	9.872	8pm-9pm	36	820,000	4	11	4	3650	Yes	Yes	Yes	Yes
9/20/2017	Wed	83	9.935	9pm-10pm	43	880,000	5	10	5	5200	Yes	Yes	Yes	Yes
9/21/2017	Thurs	89	6.89	9pm-10pm	47	880,000	9	6	9	10458	Yes	Yes	Yes	Yes
9/22/2017	Fri	74	6.252	8pm-9pm	45	880,000	9	6	9	10458	Yes	Yes	Yes	Yes
9/23/2017	Sat	77	9.435	7pm-8pm	43	820,000	5	10	5	5200	Yes	Yes	Yes	Yes
9/24/2017	Sun	80	9.793	8pm-9pm	43	820,000	5	10	5	4800	Yes	Yes	Yes	Yes

\* Goal is to keep system above 30 psi., below 20 cause regulatory issue.

\*\* Elevated tank has a 1,000,000 gallon maximum capacity.

**19 Total Wells**

**4 Wells Not Available**

#33 VFD Drive Failed (6am 9/2/17), Being Replaced

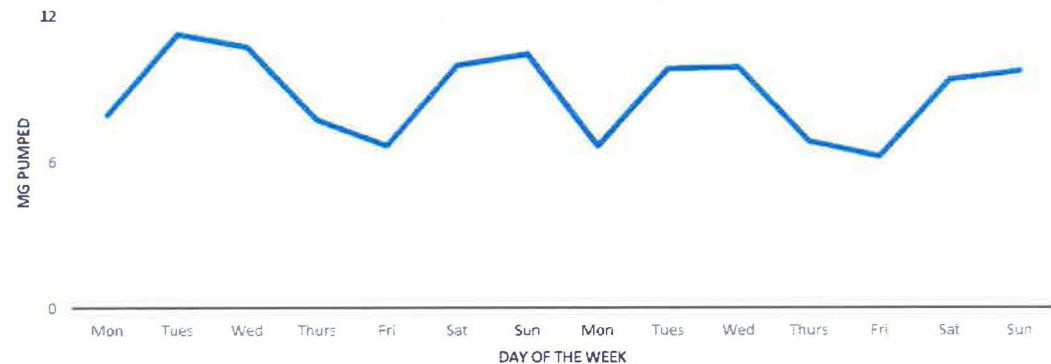
#16 Being Retrofitted for Submersible Pump to Gain 500 gpm

#20 Pump Pulled for Casing Rehabilitation and Bowl Adjustments

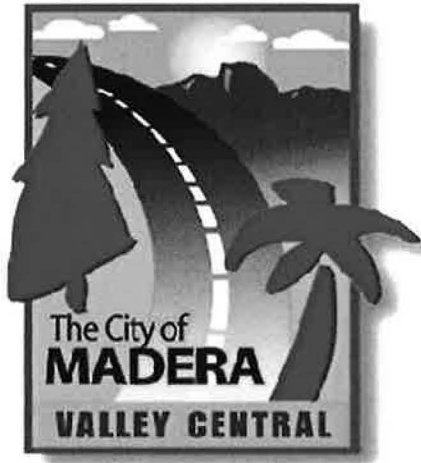
#27 Being Retrofitted for Nitrate Monitoring and Discharge Line

**15 Number of Wells Available**

**Daily Production**





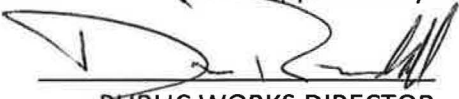


## REPORT TO CITY COUNCIL

MEETING DATE: October 4, 2017

AGENDA ITEM NUMBER: B-4

Approved By:

  
PUBLIC WORKS DIRECTOR

  
CITY ADMINISTRATOR

### SUBJECT:

Consideration of a Resolution Approving an Agreement for Temporary Staffing Services, RFP No. 201718-02, with waterTALENT, LLC, and Authorizing the Mayor to Sign the Agreement on Behalf of the City.

### RECOMMENDATION:

It is recommended that the Council adopt the resolution approving the agreement with waterTALENT, LLC, an employment agency, to provide temporary employees for the City in various water quality and wastewater treatment positions.

### SUMMARY:

This agreement will allow for utilization of temporary employees in key operational positions at the City's Wastewater Treatment Plant and within the Water Quality Control Division that are currently vacant or will be vacant within the next fiscal year. These positions may be filled by temporary staff during the recruitment process in order to maintain critical performance levels and comply with state regulations regarding daily operations. After circulation of a Request for Proposals (RFP), three bids were received. The bids were evaluated by a committee and scored based on their proposals, references, and cost effectiveness. waterTALENT, LLC (waterTALENT) was ranked second, with excellent references.

### DISCUSSION:

This process began in April 2017 when Council approved an agreement with waterTALENT for the provision of temporary employees for use at the City's Wastewater Treatment Plant. This agreement utilized a purchase order, which has a limit of \$50,000 that can be expended without a formal request for bid process. Because the needed temporary services were anticipated to exceed \$50,000, an RFP was prepared, advertised in July, and bids were opened on August 11. The selection process published in the RFP allowed the City to award to multiple bidders. With award to more than one bidder, the order of preference for selecting service providers will be based first on the lowest price, and then on availability of temporary staff.

The Water and Sewer Divisions are responsible for providing sufficient clean, fresh water and reliable sewer services to the City residents. Attracting qualified applicants with the necessary certifications and specialized skill sets has been a challenge, particularly for Water Quality Specialists (I and II) and Wastewater Treatment Plant Operators (I, II, III, and Lead), due to State certification requirements and

position compensation being at market median in a market that is short on supply. During the time it takes to complete a recruitment, the City must continue to provide residents with essential water and sewer services. For this reason, it is necessary to have a service provider with expertise in expeditiously sourcing, screening, and providing top quality, cost effective candidates to temporarily fill staffing needs. These services will only be used until permanent employees can be hired. Three bids were received and reviewed by the ranking committee. Based on these criteria, the companies were ranked as follows:

1. US IT Solutions, Inc.
2. waterTALENT, LLC
3. Perfecta, LLC

After a review of references, the City entered into an agreement with US IT Solutions, Inc. (US IT Solutions), on September 6, 2017. An agreement with waterTALENT was not taken to Council at that time because there was an existing agreement in place with waterTALENT under the Purchase Order. In order to execute the new agreement under the RFP, staff sent a Notice of Termination to waterTALENT to terminate the existing agreement effective September 20, 2017. Two agreements are being awarded under the RFP as service providers may not always be able to fill positions. Since waterTALENT's rates are higher than those provided by US IT Solutions, requests for temporary staff will be sent first to US IT Solutions. If US IT Solutions cannot fulfill the requests, the requests will then be sent to waterTALENT.

waterTALENT is a temporary staffing company that specializes in providing temporary employees in the water industry. They are based in Los Angeles and currently have a candidate pool of more than 400 certified operators. While performing under the Purchase Order for the past few months, they have been responsive with all of staff's requests and have demonstrated they can fulfill our need for certified candidates. Their references were impressed with services, and staff was pleased with their responsiveness when working with them under the Purchase Order.

#### **STATUS OF RECRUITMENT FOR PERMANENT CITY EMPLOYEES:**

Recruitment of a Water Quality Specialist II has been ongoing since May 2016. It was advertised on May 23, 2016; July 6, 2016; December 2, 2016; and January 3, 2017. These four recruitments have yielded no eligible candidates with appropriate certifications. As a result, the City recruited for a Water Quality Specialist-in-Training on July 24, 2017. Seven individuals are on the eligibility list certified by the Civil Service Commission. Consistent with the City's Personnel Rules, staff is interviewing the candidates in the top three ranks on the list. Departmental interviews and candidate background checks are forthcoming.

Recruitment for a WWTP Operator I/II/III has also been ongoing since May 2016. The Civil Service Commission has certified multiple Operator eligibility lists during 2016 and 2017. However, several candidates have declined employment due to compensation. The City was successful in hiring an Operator II who began employment on September 5, 2017. There are still three vacancies at the Operator I/II/III level and a new recruitment has been started since the existing Eligibility Lists have been exhausted. The recruitment for a WWTP Lead Operator was advertised and has closed. Results are pending the Civil Service process. Additionally, two candidates were recently hired for the two WWTP Operator-in-Training positions approved during the FY 17/18 budget.

#### **FINANCIAL IMPACT:**

The hourly rates for each position bid are:

Water Quality Specialist I	N/A
Water Quality Specialist II	\$ 110.00
WWTP Operator I	N/A
WWTP Operator II	N/A
WWTP Operator III	\$ 100.00
WWTP Lead Operator	\$ 130.00

If temporary services are utilized, the positions would be paid for out of the salary savings from the vacancies in the Water Fund and Sewer Fund. These expenses are already appropriated in the FY 17/18 budgets and do not impact the General Fund.

**CONSISTENCY WITH THE VISION MADERA 2025 PLAN:**

The proposed action is not specifically addressed as part of the Vision Plan, nor is it in conflict with the Plan.

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
MADERA, CALIFORNIA, APPROVING AN AGREEMENT  
WITH WATERTALENT, LLC, FOR THE PROVISION OF  
TEMPORARY EMPLOYEES AND AUTHORIZING THE  
MAYOR TO EXECUTE THE AGREEMENT ON BEHALF OF  
THE CITY**

WHEREAS, the City of Madera (City) is in need of temporary employees with unique technical abilities, specifically individuals with California Water Treatment certifications and Wastewater Treatment Plant Operator certifications; and

WHEREAS, the City Published Request for Proposals 201718-02 soliciting proposals for temporary staffing services to meet these temporary staffing needs; and

WHEREAS, waterTalent, LLC (waterTalent), submitted a responsive bid to City of Madera Request for Proposals 201718-02 to provide temporary employees with the appropriate Water Treatment and Wastewater Treatment Plant Operator certifications; and

WHEREAS, the City and waterTalent have prepared an agreement with terms satisfactory to both parties.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF MADERA hereby resolves, finds, determines and orders as follows:

1. The above recitals are true and correct.
2. The Agreement for Temporary Employee Services with waterTalent, a copy of which is on file in the office of the City Clerk and referred to for more particulars, is approved.

3. The Mayor is authorized to execute the Agreement on behalf of the City.
4. This resolution is effective immediately upon adoption.

\* \* \* \* \*

## **CITY OF MADERA**

### **TEMPORARY EMPLOYMENT SERVICES AGREEMENT**

THIS AGREEMENT made and entered into the 4th day of October, 2017, by and between the CITY OF MADERA, a municipal corporation of the State of California, hereinafter called "City" AND waterTalent, LLC, hereinafter called "Service Provider";

#### **RECITALS:**

- A. The City desires to utilize the services of Temporary Employment Service Provider(s).
- B. The Service Provider is a firm having the necessary experience and qualifications to provide temporary employment services to the City for specialized critical positions.

#### **AGREEMENT**

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and agreements herein contained, it is agreed by and between the City and the Service Provider as follows:

1. Services. The City hereby employs the Service Provider to provide temporary employment services herein set forth at the compensation and upon the terms and conditions herein expressed, and Service Provider hereby agrees to perform such services for said compensation, and upon said terms and conditions. City hereby authorizes Service Provider to commence work as specified by the written Assignment attached hereto and incorporated herein as Attachment B.

2. Obligations, duties and responsibilities of Service Provider. It shall be the duty, obligation and responsibility of the Service Provider, in a skilled and professional manner, to provide temporary employment services in accordance with the Scope of Work identified in the RFP attached hereto as Exhibit 1.

#### **3. Service Provider's Fees and Compensation**

- 3.1 The Service Provider agrees to provide Temporary Employment Services for the specified positions indicated in a fee schedule attached hereto and incorporated herein as Exhibit 2.
- 3.2 Each assignment shall be made on a Written Assignment Form executed by the City Administrator or designee.
- 3.3 The Service Provider will be responsible for payment of wages, applicable federal, state and local taxes, and the payment of any required insurance (FUTA, SDI, Unemployment Insurance). The Service Provider shall be



solely responsible for any insurance premium payments for Workers' Compensation, disability, or other insurance which is imposed upon the Service Provider and required as a consequences of the Services Provider's employment of the Temporary Employee under this Agreement. The Service Provider agrees to hold the City harmless from all applicable federal, state and local taxes relating to income tax withholding, unemployment taxes, FUTA, SDI, and state unemployment insurance imposed upon the Service Provider for wages paid by the Service Provider to the Temporary Employee.

- 3.4 Payment shall be made directly by the City to the Service Provider within thirty (30) days of receipt of billing.
- 3.5 The Service Provider shall invoice the City following the City approval of the Temporary Employee's approved hours and charges of work completed.
- 3.6 Billings to be made directly to the following address:

City of Madera Public Works Department  
Attn: Humberto Molina  
1030 S. Gateway Drive  
Madera, CA 93637

4. Term of agreement. This Agreement shall be in effect for a three-year period starting October 4, 2017, with the option to extend annually thereafter by written mutual consent, not to exceed a total of five (5) years.

5. Service Provider's Agreement to Hold Harmless and Insurance Requirements.

5.1 Independent Contractor. In the furnishing of the services provided herein, the Service Provider is acting as an independent contractor and not as an employee of the City.

5.2 Indemnification and Waivers. The Service Provider shall indemnify, save, protect, and hold harmless the City of Madera, the members of the City Council of said City and all other officers, volunteers and employees of said City against and from all claims, suits, actions, demands or liability whatsoever to any person or persons by reason of personal injuries or death or damage or destruction of property caused by or arising out of the Service Provider's operations under the terms of this Agreement, or extension thereof, or by the Service Provider's failure to comply with any of the terms or provisions of said Agreement. The Service Provider shall and does hereby waive any claim against the City of Madera, its officers, volunteers and employees, for any damage to equipment or other property connected with Service Providers operations under this Agreement arising from any cause.

5.3. Insurance. During the term of this Agreement, the Service Provider shall maintain, keep in force and pay all premiums required to maintain and keep in force commercial general liability, automobile liability, Workers' Compensation, and employer's liability insurance. The limits and coverages provided by such policies shall be as required in Attachment C to Exhibit 1 of this Agreement.

6. Attorney's fees/venue. In the event that any action is brought to enforce the terms of this Agreement, the party found by the court to be in default agrees to pay reasonable attorney's fees to the successful party in an amount to be fixed by the Court. The venue for any claim being brought for breach of this Agreement shall be in Madera County.

7. Governing Law. The laws of the State of California shall govern the rights and obligations of the parties under the Agreement, including the interpretation of the Agreement. If any part of the Agreement is adjudged to be invalid or unenforceable, such invalidity shall not affect the full force and effect of the remainder of the Agreement.

8. Termination. This agreement may be terminated by mutual agreement or it may be terminated by the City upon giving thirty (30) days written notice of intent to terminate the agreement.

Notice of termination shall be mailed to the City:

City of Madera  
Purchasing-Central Supply  
1030 South Gateway Drive  
Madera, CA 93637

To the Service Provider:

waterTalent, LLC  
10877 Wilshire Blvd., Suite 1650  
Los Angeles, CA 90024

In the event of such termination, the Service Provider shall be paid for work completed to date of termination, and any such work shall become the property of the City and the amount of final fee due and payable by City to Service Provider will be subject to negotiation but in no event less than the fees for service pursuant to this Agreement.

9. Assignment. Neither the City nor the Service Provider will assign its interest in this Agreement without the written consent of the other.

10. Notices. All notices and communications from the City shall be to the Service Provider's designated Manager. Verbal communications shall be confirmed in writing. All written notices shall be provided and addressed as indicated in Paragraph 8 hereof.

11. Included herein by reference is the Request for Proposal.


This agreement and the attachments incorporated herein by reference, represents the entire agreement and understanding between the parties. Any modifications to this Agreement shall be in writing and signed by authorized representatives of the parties. One or more waivers of any term, condition or covenant by either party shall not be construed as a waiver of any other term, condition or covenant.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement at Madera, California, the day and year first above written.

CITY OF MADERA

BY: \_\_\_\_\_  
Andrew J. Medellin, Mayor

WATERTALENT, LLC

BY:   
Peter Brooks, Vice President

ATTEST:

\_\_\_\_\_  
Sonia Alvarez, City Clerk

APPROVED AS TO FORM  
CITY ATTORNEY:

By: \_\_\_\_\_  
Joel Brent Richardson

**ASSIGNMENT FOR CITY OF MADERA****SERVICE PROVIDER INFORMATION**

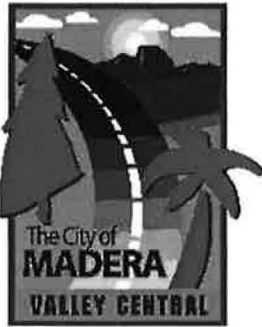
NAME: waterTalent, LLC  
 ADDRESS: 10877 Wilshire Blvd., Suite 1650, Los Angeles, CA 90024  
 CONTACT: Peter Brooks, Vice President  
 PHONE: (424) 832-7217  
 EMAIL: pbrooks@watertalent.net

THIS ASSIGNMENT is issued pursuant to the Temporary Employment Services Agreement between City of Madera ("City") and the Service Provider ("waterTalent, LLC") dated \_\_\_\_\_, 201\_\_.

1. Position Title to be Filled:
2. Job Description: Attached.
3. Premises: The City's business premises is located at \_\_\_\_\_, Madera, CA and shall be defined as the "Premises".
4. Reporting Supervisor Name/Role: City Employee Name and Title
5. Duration of Services:  
 Start Date/Time:  
 Anticipated Duration of Assignment:  
 Work Schedule: 40 hours per week, generally five 8-hour days or four 10-hour days. Scheduling is determined by an assigned City employee and may include working on weekends. Workweeks are defined as 5 days @ 8 hours per day. Overtime hours, according to the State of California, are defined as any work in excess of eight (8) hours in one normal workday and any work in excess of 40 hours in any one workweek and the first eight hours worked on the seventh day of work in any one workweek. These overtime hours shall be compensated at the rate of no less than one and one-half (1.5) times the regular rate of pay. If Operator works more than 12 hours in any workday, or works any time in excess of eight hours on the seventh consecutive day of work in a workweek, Operator must be paid two (2.0) times the regular rate.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first set forth above.

**Service Provider:****City of Madera:**\_\_\_\_\_  
Printed Name\_\_\_\_\_  
Printed Name\_\_\_\_\_  
Title\_\_\_\_\_  
Title\_\_\_\_\_  
Signature\_\_\_\_\_  
Signature\_\_\_\_\_  
Date\_\_\_\_\_  
Date



**REQUEST FOR PROPOSAL**

**TEMPORARY STAFFING SERVICES**

**RFP #201718-02**

**July 13, 2017**

**I. INSTRUCTIONS AND CONDITIONS**

- A. No bid proposal will be considered for award unless submitted in the bid format described in this Request for Proposal (RFP). The bid must be fully complete and executed. Bidders shall send four (4) copies of the completed proposals which will include; three (3) bound and one (1) unbound copies with a copy of this RFP attached to the front of each proposal, with appropriate responses included.

Format: Proposal should be 8 ½ x 11 inches, printed two-sided on recycled paper with removable bindings, bound in a single document and organized in sections.

Each bid proposal must be submitted in a sealed envelope addressed to Rosa Hernandez, Procurement Services Manager, City of Madera, Purchasing-Central Supply, 1030 South Gateway Drive, Madera, California 93637, and delivered prior to the time and date specified in this document. Each sealed envelope containing a bid proposal must have, on the outside, the name of the bidder, bidder's address and the statement "DO NOT OPEN UNTIL THE TIME OF BID OPENING" and in addition, must be plainly marked on the outside as follows:

**Bid: TEMPORARY STAFFING SERVICES**

**RFP # 201718-02**

**Filing Deadline: Friday, August 11, 2017 - 3:00 PM**

- B. Attention of bidders is especially directed to the specifications which, in addition to the bid proposal and these instructions, are basis for evaluation and will be part of any contract with the successful bidder. Any deviations from the specifications in this notice shall be proper reason for rejection of all or any part of the bid proposal.

- C. The City of Madera recognizes its policy of providing equal opportunity to all qualified persons and reaffirms its commitment that there shall be no discrimination against qualified applicants, or employees on the basis of race, gender, color, national origin, religion, age, disability, sexual orientation or marital status.
- D. The City reserves the right to reject or accept any or all BIDS or parts thereof, and to accept or reject the alternatives individually or jointly, for any reason.
- E. The City reserves the right to consider any minor deviations from the specifications and determine the acceptance or rejection of such deviation.
- F. The City reserves the right to modify this Request for Proposal (RFP) at any time. In the event it becomes necessary to modify or revise the RFP, a written amendment or addenda issued by City's Purchasing-Central Supply Division is the only method which should be relied on with respect to changes to the RFP. Bidder is responsible to contact City's Purchasing-Central Supply Division prior to submitting a bid to determine if any amendments were made to the RFP. Documents, amendments, addenda, etc. will be posted to the City website at [www.cityofmadera.ca.gov](http://www.cityofmadera.ca.gov) on the Purchasing Department page, the Bid Announcement and Results tab.

**Questions and suggestions concerning the RFP must be submitted in writing no later than 3:00 P.M. Monday July 31, 2017.** Written questions or inquires should be e-mailed, mailed or faxed to:

Rosa Hernandez  
Procurement Services Manager  
City of Madera  
Purchasing-Central Supply  
1030 South Gateway Drive  
Madera, CA 93637

[rhernandez@cityofmadera.com](mailto:rhernandez@cityofmadera.com)

FAX: (559) 661-0760

**No questions or inquiries should be directed to any individual(s) at the locations detailed in this document. All inquiries should be submitted in writing per the process described in this document.**

- G. Proposals will be evaluated by the City. If a bid proposal is found to be incomplete or not in compliance with the format required, it will not be



submitted for evaluation. During the evaluation process, the City may find it beneficial to request additional information.

- H. Any proposal may be withdrawn at any time prior to the hour fixed for the opening, provided that a request in writing executed by the proposer, or his/her duly authorized representative, for the withdrawal of such proposal is filed with Purchasing-Central Supply. The withdrawal of a proposal shall not prejudice the right of a proposer to file a new proposal prior to the time and date set for the opening. After the expiration of the time and date for receipt of proposals, a proposal may not be withdrawn or altered.
- I. The City reserves the right to seek supplementary information from any proposer at any time after official proposal opening and before the award. Such information will be limited to clarification or amplification of information asked in the original proposal.
- J. Issuance of the RFP and receipt of proposals does not commit the City to award an agreement. The City reserves the right to postpone the RFP process for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with other than the selected company should negotiations with the selected company be terminated, or to cancel any section of this RFP. The City also reserves the right to apportion the award among more than one company.
- K. Multiple awards may be made under this RFP to ensure availability of critical staff. Successful proposals will be competitively priced and provide for adequate service to meet the City's needs.
- L. A committee will review and evaluate all qualified proposals. The committee may request an interview with the top candidates. A reference check may also be conducted.
- M. A three-year award will be made between the top rated Service Providers and the City. The City may elect to extend the contract for additional one (1) year periods on a year to year basis, for a maximum of two (2) extension years, on the same terms and conditions, upon providing written notice to Service Provider not less than thirty (30) days prior to expiration of the contract.
- N. The City may, at its sole option, terminate any contract that may be awarded as a result of this RFP at any time and for any reason. In such event, the City will give Service Provider at least thirty (30) days written notice of termination.

- O. Prior to beginning any work under this proposal, the bidder shall secure the appropriate Business License from the City of Madera. Business license information may be obtained by calling (559) 661-5454. Should the bidder already have his license, please indicate the license number and expiration date below:

City License No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

Any Federal or State of California License/Certification required to provide the services will be required. A Certificate of Insurance in accordance with the Insurance Requirements for Service Providers document included in this RFP as Attachment C will also be required.

- P. Bidder's Proprietary Information: Upon award, all documents provided by the successful bidder shall become public record. All documents provided by any bidders, other than the successful bidder, shall become public record in their entirety and subject to disclosure, unless said documents are retrieved by the bidder within ten (10) business days of the award. This shall also include, but is not limited to documents for projects for which all proposals are rejected and projects for which an award is not made for any reason. In the event that one or more proposals are returned to the bidding parties, it is the intent of the City that such documents shall not become public records of the City unless required by the California Public Records Act or other provisions of law.

- Q. It is the City's policy to encourage the purchase of supplies, services and equipment from vendors located within the boundaries of the City. Local vendors are sellers, vendors, suppliers and contractors who maintain places of business located within the limits of the City and who have a current City of Madera business license. The local vendor outreach policy shall not apply to those Agreements where State or Federal law, or other laws or regulations preclude such a preference.

Contractors will, to the greatest extent feasible, attempt to incorporate local area businesses as subcontractors and suppliers. Contractors will, upon request, provide records showing the outreach efforts made to local businesses to demonstrate that they have made a reasonable effort to inform local businesses of the opportunity.

- R. The City intends that other public agencies (county, special district, public authority, public agency, school district or other political subdivision of the state of California) shall have the option to participate in any agreement created because of this Request for Proposal. The City of Madera shall incur no financial responsibility in connection with a purchase order from another

public entity. Vendor's agreement or failure to agree to the "piggyback" agreement will not be a factor in the award. This piggyback will remain available for one year from the date of the Bid award.

Check one of the following:

- i. ☐ Agree to extend all prices, terms, and conditions of my proposal to any other public agency located in the State of California with no exceptions.
- ii. ☐ Agree to extend all prices, terms, and conditions of my proposal to any other public agency located in the State of California with the following exceptions noted, as attached.
- iii. ☐ The Vendor does not agree to extend pricing, terms and conditions in our Bid to any other agency.

## II. **BACKGROUND**

The Public Works Department's Water and Sewer Divisions are responsible for providing sufficient clean fresh water and reliable sewer services to the City's residents. The Water, Sewer, and Water Quality divisions are located at 1030 S. Gateway Drive. The Water Division provides the maintenance and operation of the City's water system, managing 19 groundwater wells, over 200 miles of water distribution pipelines and a one million gallon water storage tower. The Sewer Division provides maintenance and operation of the City's sanitary sewer collection system. Staff ensures the sewer infrastructure can effectively collect and deliver waste water to the Waste Water Treatment Plant, maintaining approximately 140 miles of sanitary sewer mains with five sewer lift pump stations and main pipelines ranging from 6 inches to 48 inches in diameter. The City's Waste Water Treatment Plant has a capacity of 10.1 million gallons per day (mgd). It is located at the southwest edge of the City, approximately six miles west of Central Madera at the intersection of Avenue 13 and Road 21 ½. The daily flow into the plant currently averages approximately 5.6 mgd. In addition to waste water generated within the City limits, the City's plant also processes small quantities of waste water from the adjacent unincorporated communities of Parksdale and Parkwood, and accepts waste from septic haulers operating in the County. The City's waste water collection system includes 175 miles of gravity trunks and force mains and four sewer lift stations.

## III. **OBJECTIVE**

The City seeks the services of a Temporary Staffing Service Provider (Service Provider) with expertise in expeditiously sourcing, screening, and

providing top quality, cost effective candidates to fill temporary staffing needs for the following positions:

1. **Water Quality Specialist I:** Performs routine and less complex, semi-skilled tasks in the Water division. Must possess a State Department of Health Water Treatment Operator Grade I Certificate, an American Water Works Association Backflow Prevention Device General Testers Certificate and an American Cross-Connection Control Program Specialist Certificate.
2. **Water Quality Specialist II:** Performs routine and complex, skilled tasks in the Water division and provides functional direction to subordinate staff. Must possess a State Department of Health Services Water Treatment Operator Grade II Certificate, an American Water Works Association Backflow Prevention Device General Testers Certificate and an American Cross-Connection Control Program Specialist Certificate.
3. **Waste Water Treatment Plant Operator I:** Performs operations, controls and maintenance work in the Waste Water Treatment Plant. Must possess a Grade I Certificate as a Wastewater Plant Operator from the California State Water Quality Control Board.
4. **Waste Water Treatment Plant Operator II:** Performs operations, controls and maintenance work in the Waste Water Treatment Plant. Occasionally assists in the training of lower level operators. Must possess a Grade II Certificate as a Wastewater Plant Operator from the California State Water Quality Control Board.
5. **Waste Water Treatment Plant Operator III:** Performs operations, controls and maintenance work in the Waste Water Treatment Plant. Must possess a Grade III Certificate as a Wastewater Plant Operator from the California State Water Quality Control Board.
6. **Waste Water Treatment Plant Lead Operator:** Leads, oversees, reviews and performs operations, controls and maintenance work in the Waste Water Treatment Plant. Assists in the training of lower level operators. Must possess a Grade III Certification as a Wastewater Plant Operator from the California State Water Quality Control Board.

Under supervision, temporary employees are expected to perform the full range of duties listed in the respective job descriptions found in Attachment A. Temporary employees will generally work 40 hours per week, five 8-hour days or four 10-hour days, which may include weekends. Temporary Employees will report to one of two locations:

- Public Works Department, 1030 South Gateway Drive, Madera, CA 93637
- Wastewater Treatment Plant, 13048 Road 21½, Madera, CA 93637

The City intends to award multiple contracts under this RFP. When the need for service arises, the City will contact the contracted Service Providers with a Written Assignment Form, provided as Attachment B. They will be given three (3) working days to respond.

The City will attempt to give approximately one week's notice prior to the beginning of assignment. However, it is possible that situations may arise requiring staffing with less than one week's notice.

#### **IV. SCOPE OF SERVICES**

- A. The Service Provider will provide the City with fully qualified candidates for temporary positions, often under tight deadlines. Work will be authorized via the Written Assignment form issued under an agreed upon fee schedule.
- B. The selected Service Provider will be expected to conduct all stages of candidate identification. The Service Provider will be expected to furnish complete, detailed references and background checks for each successful candidate.
- C. The Service Provider shall complete the following for all temporary employees recommended to the City: I-9 verification; confirmation of specified professional certifications; confirmation of professional references; background check to include employment verification for at least the previous 10 years, 5 panel urine drug test with Medical Review Officer Services (testing for marijuana, cocaine, amphetamines, opiates and PCP) and review of the temporary employee's driving record through obtaining a record print out from the applicable department of motor vehicles. Any recommended applicants must have positive employment and personal references, must have a NEGATIVE result on the drug test, must have a valid driver's license, and must not have any criminal convictions which would preclude the individual from working for the City of Madera. The City has the right to refuse assignment.
- D. The Service Provider shall be responsible for the compensation of its temporary employees. The City shall not pay temporary employees other than through its payments to the Service Provider under this Agreement.
- E. If the temporary employee proves unsatisfactory, the Service Provider



shall attempt to identify a similarly-qualified candidate as a substitute temporary employee at no additional charge to the City.

**V. FORMAT AND CONTENT OF PROPOSAL**

- A. In order for City staff to adequately and fairly evaluate proposals, each submittal must clearly and completely provide the following information.
- a) Completed and signed Bid Proposal Authorization Form.
  - b) Completed Bid Proposal Form. Bidders may choose to bid on only certain positions if they cannot provide certain temporary services. Fees for positions listed in this RFP should reflect hourly rates for each position. Hourly rates must reflect all costs including but not limited to travel expense, lodging, per diem, benefits, or other miscellaneous expenses. These rates should not include temp-to-hire fees since permanent placement is only an option if the individuals compete in an open, public civil service recruitment.
  - c) Describe in detail your agency's experience and capability in providing clients with the types of deliverables listed in Section III of this RFP. Related work experience should be completely identified. Address the overall expertise and resources that your agency will bring in performing the work, if selected.
  - d) Business references: Three business references, including the company name, address, contact person, email address, and telephone number. Provide a description of the services provided to these clients, dates of service, and how these services relate to the requirements of this RFP.
  - e) Please review the Proposed Agreement for Services provided in Attachment D and identify any changes or modifications that your organization would require prior to entering into an agreement for services with the City.
  - f) Review the Insurance Requirements as provided in Attachment C and provide your current policy information. It is not necessary for bidders to obtain additional insured status for the City to submit a proposal, however the successful bidder will have to comply with the additional insured requirements before an Agreement for Services can be fully executed.

- g) Provide a copy of the agency's EEO/Non-Discriminatory policy. If no written policy exists, the Service Provider is required to submit a statement certifying that they comply with all federal, state and local Equal Employment Opportunity/Non-discriminatory policies.

**VI. Selection Process**

- A. The City will award to a maximum of three (3) Service Providers based upon best overall proposal to meet the needs of the City.
- B. Order of preference for selecting which contracted Service Provider to use for which position will be based first on the lowest price. Second criteria will be availability. If the lowest priced Service Provider cannot provide staffing in the time frame allowed in the RFP, the City will move on to the second lowest bidder and potentially on to the third lowest bidder until the position has been filled.

\* \* \* \* \*

**CITY OF MADERA**  
**BID PROPOSAL AUTHORIZATION**  
**TEMPORARY STAFFING SERVICES**  
**RFP #201718-02**

DATE \_\_\_\_\_

COMPANY NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY / STATE / ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

EMAIL \_\_\_\_\_

PERSON PREPARING BID \_\_\_\_\_

POSITION \_\_\_\_\_

SIGNATURE \_\_\_\_\_

MADERA BUS. LIC. NO. \_\_\_\_\_

CALIF STATE CERT. NO. \_\_\_\_\_

BID PROPOSAL FORM  
TEMPORARY STAFFING SERVICES

RFP #201718-02

PLEASE PROVIDE HOURLY RATES FOR THE FOLLOWING:

WATER QUALITY SPECIALIST I                      \$ \_\_\_\_\_ PER HOUR

WATER QUALITY SPECIALIST II                      \$ \_\_\_\_\_ PER HOUR

WWTP OPERATOR I                                      \$ \_\_\_\_\_ PER HOUR

WWTP OPERATOR II                                    \$ \_\_\_\_\_ PER HOUR

WWTP OPERATOR III                                  \$ \_\_\_\_\_ PER HOUR

WWTP LEAD OPERATOR                              \$ \_\_\_\_\_ PER HOUR

**CITY OF MADERA**  
**WATER QUALITY SPECIALIST I**

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

**DEFINITION:**

Under immediate supervision, performs routine and less complex, unskilled and semi-skilled tasks and duties assigned to classes within the Water Quality Specialist series; learns policies, procedures and work methods associated with assigned duties in the Water division; performs other related duties as required.

**DISTINGUISHING CHARACTERISTICS:**

The **Water Quality Specialist I** is the entry level classification within the Water Quality Specialist series, and incumbents are expected to perform the full scope of assigned duties. This classification is distinguished from the next higher classification of Water Quality Specialist II by the performance of less complex, unskilled and semi-skilled tasks.

**SUPERVISION RECEIVED/EXERCISED:**

Receives immediate supervision from a Public Works Operations Manager. Incumbents of this class do not routinely exercise supervision.

**ESSENTIAL FUNCTIONS:** *(include but are not limited to the following)*

- Performs domestic water system quality assurance and operation functions; inspects, installs, services and repairs backflow, cross-connection and other water delivery controls; performs backflow prevention, cross-connection control assurance and testing.
- Constructs, maintains, repairs and inspects water production wells and facilities, water mains and lines; operates water systems quality assurance and operations equipment and other tools; inspects and tests water, controls and water system tools and equipment for safety and mechanical defects; assists in installation and repair of water service connections and meters.
- Collects data; operates a computer to enter data, manage files, prepare, maintain and update records, logs and reports; recognizes occupational hazards and follows safety precaution procedures; insures quality assurance programs, testing and analysis is conducted within safety standards established by Federal, State and local laws, ordinances and regulations.
- Follows instructions, reads and interprets technical drawings and literature; responds to questions and concerns from the general public; provides information as is appropriate.
- Establishes positive working relationships with representatives of community organizations, state/local agencies, City management and staff, and the public; respond to questions and concerns from the public, representatives of community groups, state/local agencies, and City management.



WATER QUALITY SPECIALIST I  
Page 2

**WORKING CONDITIONS:**

Position requires prolonged sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, squatting, stooping crouching, grasping and making repetitive hand movement in the performance of daily duties. The position also requires near and far vision when inspecting work and operating assigned equipment. The need to lift, carry and push tools, equipment and supplies weighing 25 pounds or more is also required. Additionally, the incumbent in this outdoor position works in all weather conditions including wet, hot and cold. The incumbent may use cleaning and lubricating chemicals, which may expose the employee to fumes, dust and air contaminants. The nature of the work also requires the incumbent to climb ladders, use power and noise producing tools and equipment, drive motorized vehicles and heavy equipment, work in heavy vehicle traffic conditions and often work with constant interruptions.

**QUALIFICATIONS:** *(The following are minimal qualifications necessary for entry into the classification)*

**Education and/or Experience:**

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for an **Water Quality Specialist I**. A typical way of obtaining the required qualifications is to possess the equivalent of two years of experience in water systems construction, maintenance, including backflow prevention device general testing and cross-connection controls, or related work; possession of a high school diploma or equivalent supplemented with appropriate coursework in environmental health, public health and biological science, or a related field.

**License/Certificate:**

Possession of, or the ability to obtain, a valid class C California driver's license at time of appointment. Possession of a State Department of Health Services Water Treatment Operator Grade I Certificate, an American Water Works Association Backflow Prevention Device General Testers Certificate and an American Cross-Connection Control Program Specialist Certificate.

**KNOWLEDGE/ABILITIES/SKILLS** *(The following are a representative sample of the KAS's necessary to perform essential duties of the position)*

**Knowledge of:**

Modern principles, practices and techniques of water system quality assurance and operation functions; testing methods, and procedures, including qualitative and quantitative analysis; applicable federal, state and local laws governing domestic water quality monitoring and control; principles and practices of water supply and distribution; occupational hazards and standard safety practices; cost, time and material estimating; characteristics and problems involved with back-flow prevention and cross-connection control programs; principles and practices of bacteriological and sampling techniques and mathematical analysis; laboratory safety standards and programs; occupational hazards and standard safety practices; methods and techniques for basic report preparation and writing; methods and techniques for record keeping.

**Ability to:**

**WATER QUALITY SPECIALIST I**

Page 3

Plan, organize and coordinate a variety of water quality laboratory testing and analysis, including chemical and bacteriological laboratory tests; analyze laboratory tests and make recommendations regarding plant operations, corrective and preventive measures; read and interpret plant operations equipment; perform on-site laboratory tests; maintain accurate and updated logs, records and reports; prepare and submit comprehensive and mandated reports; perform plant operation and maintenance assignments; represent the City's water functions with other government agencies and community groups; establish and maintain cooperative working relationships.

**Skill to:**

Safely and effectively operate and calibrate a variety of maintenance and water quality testing equipment, tools and materials.

**CITY OF MADERA**  
**WATER QUALITY SPECIALIST II**

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

**DEFINITION:**

Under general supervision, performs routine and complex, skilled tasks and duties assigned to classes within the Water Quality Specialist series; demonstrates a full understanding of all applicable policies, procedures and work methods associated with assigned duties in the Water division; provides functional direction to subordinate staff; performs other related duties as required.

**DISTINGUISHING CHARACTERISTICS:**

The **Water Quality Specialist II** is the journey level class within the Water Quality Specialist series, and incumbents are expected to perform the full scope of assigned duties. This classification is distinguished from the next lower classification of Water Quality Specialist I by providing direction and training to subordinate staff and temporary employees.

**SUPERVISION RECEIVED/EXERCISED:**

Receives immediate supervision from a Public Works Operations Manager. Exercises functional and technical supervision over assigned staff.

**ESSENTIAL FUNCTIONS:** *(include but are not limited to the following)*

- Performs domestic water system quality assurance and operation functions; inspects, installs, services and repairs backflow, cross-connection and other water delivery controls; performs backflow prevention, cross-connection control assurance and testing; oversees the City Cross-Connection Program.
- Operates water systems, equipment and other tools; provides quality assurance; orders backflow devices and other equipment; inspects and tests water, controls and water system tools and equipment for safety and mechanical defects; installs and repairs water service connections and meters.
- Collects data; operates a computer to enter data; prepare, maintain and update records, logs and reports; recognizes occupational hazards and follows safety precaution procedures; insures quality assurance programs, testing and analysis is conducted within safety standards established by Federal, State and local laws, ordinances and regulations.
- Follows instructions; reads, interprets and provides direction from technical drawings and federal, state, local and municipal laws and regulations; responds to questions and concerns from the general public; provides information as is appropriate.
- Provides direction and training to subordinate staff and temporary employees; and conducts safety meetings.

WATER QUALITY SPECIALIST II  
Page 2

- Performs surveys for the cross-connection program.
- Adjusts and performs water production analysis.
- Coordinates adjustments and repairs of S.C.A.D.A. with the manufacturer.
- Establishes positive working relationships with representatives of community organizations, state/local agencies, City management and staff, and the public; reviews and processes applications and business licenses; responds to questions and concerns from the public, representatives of community groups, state/local agencies, and City management.

**WORKING CONDITIONS:**

Position requires prolonged sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, squatting, stooping crouching, grasping and making repetitive hand movement in the performance of daily duties. The position also requires near and far vision when inspecting work and operating assigned equipment. The need to lift, carry and push tools, equipment and supplies weighing 25 pounds or more is also required. Additionally, the incumbent in this outdoor position works in all weather conditions including wet, hot and cold. The incumbent may use cleaning and lubricating chemicals, which may expose the employee to fumes, dust and air contaminants. The nature of the work also requires the incumbent to climb ladders, use power and noise producing tools and equipment, drive motorized vehicles and heavy equipment, work in heavy vehicle traffic conditions and often work with constant interruptions.

**QUALIFICATIONS:** *(The following are minimal qualifications necessary for entry into the classification)*

**Education and/or Experience:**

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for an **Water Quality Specialist II**. A typical way of obtaining the required qualifications is to possess the equivalent of four years of experience in water systems construction, maintenance, including backflow prevention device general testing and cross-connection controls, or related work; possession of an AA degree supplemented with appropriate coursework in environmental health, public health and biological science, or a related field.

**License/Certificate:**

Possession of, or the ability to obtain, a valid class C California driver's license at time of appointment. Possession of a State Department of Health Services Water Treatment Operator Grade II Certificate, an American Water Works Association Backflow Prevention Device General Testers Certificate and an American Cross-Connection Control Program Specialist Certificate.

**KNOWLEDGE/ABILITIES/SKILLS** *(The following are a representative sample of the KAS's necessary to perform essential duties of the position)*

**Knowledge of:**

Modern principles, practices and techniques of water system quality assurance and operation

WATER QUALITY SPECIALIST II  
Page 3

functions; S.C.A.D.A. operating systems; testing methods, and procedures, including qualitative and quantitative analysis; applicable federal, state and local laws governing domestic water quality monitoring and control; principles and practices of water supply and distribution; occupational hazards and standard safety practices; design, cost, time and material estimating; characteristics and problems involved with back-flow prevention and cross-connection control programs; principles and practices of bacteriological and sampling techniques and mathematical analysis; laboratory safety standards and programs; occupational hazards and standard safety practices; methods and techniques for basic report preparation and writing; methods and techniques for record keeping.

**Ability to:**

Plan, organize and coordinate a variety of water quality laboratory testing and analysis, including chemical and bacteriological laboratory tests; analyze laboratory tests and make recommendations regarding plant operations, corrective and preventive measures; read and interpret plant operations equipment; perform on-site laboratory tests; maintain accurate and updated logs, records and reports; prepare and submit comprehensive and mandated reports; perform plant operation and maintenance assignments; represent the City's water treatment functions with other government agencies and community groups; establish and maintain cooperative working relationships.

**Skill to:**

Safely and effectively operate and calibrate a variety of maintenance and water quality testing equipment, tools and materials.

**CITY OF MADERA**  
**WASTEWATER TREATMENT PLANT OPERATOR I**

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

**DEFINITION:**

Under immediate supervision, performs and learns to perform the full array of duties assigned to classes in the Wastewater Treatment Plant Operator series including operations, controls and maintenance work in one or more Public Works wastewater treatment plant facilities; demonstrates a full understanding of all applicable policies, procedures and work methods associated with assigned duties; performs other related duties as required.

**DISTINGUISHING CHARACTERISTICS:**

The **Wastewater Treatment Plant Operator I** is the entry level class responsible for a wide variety of plant operations and maintenance of the wastewater treatment plants, and incumbents are expected to perform the full scope of assigned duties. This classification is distinguished from the Wastewater Treatment Plant Operator II in that the latter occasionally assists in the training of lower level Public Works Wastewater Treatment Plant Operator I positions.

**SUPERVISION RECEIVED/EXERCISED:**

Receives general supervision from the Wastewater Treatment Plant Manager. Incumbents in this class do not routinely exercise supervision.

**ESSENTIAL FUNCTIONS:** *(include but are not limited to the following)*

- Performs basic skilled water pollution control laboratory testing and analysis; monitors the operation of industrial wastes instrumentation for proper monitoring; adheres to quality assurance programs for laboratory analysis and instrumentation.
- Operates, inspects, cleans, repairs, replaces and maintains pumps, motors, filters and related equipment; performs general, grounds and preventive maintenance and repairs in and around plant facilities; operates vehicles and other equipment.
- Conducts on-site inspections of plant operations, insuring that operational problems are identified and corrected; insures that plants are operating within safety standards established by Federal, State and local laws, ordinances and regulations.
- Prepares and updates reports including records and logs.
- Establishes positive working relationships with representatives of community organizations, state/local agencies and associations, City management and staff, and the public.

**WASTEWATER TREATMENT PLANT OPERATOR I**

Page 2

**WORKING CONDITIONS:**

Position requires sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping and making repetitive hand movement in the performance of daily duties. The position also requires both near and far vision when inspecting work and performing maintenance on assigned equipment. The need to lift, carry and push tools, equipment and supplies weighing 25 pounds or more is also required. Additionally, the incumbent in this position works in all conditions including wet, hot and cold. The incumbent may use cleaning and lubricating chemicals which may expose the employee to fumes, dust and air contaminants. The nature of the work also requires the incumbent to climb ladders and work in confined space.

**QUALIFICATIONS:** *(The following are minimal qualifications necessary for entry into the classification)*

**Education and/or Experience:**

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for a **Wastewater Treatment Plant Operator I**. A typical way of obtaining the required qualifications is to possess the equivalent of one year of experience in the operation and maintenance of a wastewater treatment laboratory or the performance of related work, and a high school diploma or equivalent supplemented with appropriate coursework in laboratory testing and analysis.

**License/Certificate:**

Possession of, or the ability to obtain, a valid class C California driver's license. Possession of a Grade I Certificate as a Wastewater Plant Operator from the California State Water Quality Control Board and obtain a Grade II Certificate within 18 months of hire.

**KNOWLEDGE/ABILITIES/SKILLS:** *(The following are a representative sample of the KAS's necessary to perform essential duties of the position)*

**Knowledge of:**

Principles and practices of wastewater treatment plant operations; repair, maintenance and adjustment procedures for wastewater treatment plant equipment; Basic principles, practices and methods of basic laboratory testing methods and procedures; Federal, State and local laws governing wastewater and industrial waste monitoring and control; characteristics and problems involved with wastewater and industrial water analysis; general maintenance and repair work; laboratory safety standards and programs; occupational hazards and standard safety practices; methods and techniques for basic report preparation and writing; methods and techniques for record keeping; methods and techniques of training personnel.

**Ability to:**

Learn to carry out maintenance and operations of a water plant; basic wastewater testing; collect a variety of samples for laboratory tests; maintain accurate records and prepare comprehensive reports; perform plant operation and maintenance assignments; establish and maintain cooperative working relationships.



WASTEWATER TREATMENT PLANT OPERATOR I  
Page 3

**Skill to:**

Safely and effectively operate the tools and equipment used in wastewater plant maintenance and laboratory.

**CITY OF MADERA**  
**WASTEWATER TREATMENT PLANT OPERATOR II**

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

**DEFINITION:**

Under general supervisor, performs the full array of duties assigned to classes in the Wastewater Treatment Plant Operator series including operations, controls and maintenance work in one or more Public Works wastewater treatment plant facilities; demonstrates a full understanding of all applicable policies, procedures and work methods associated with assigned duties; performs other related duties as required.

**DISTINGUISHING CHARACTERISTICS:**

The **Wastewater Treatment Plant Operator II** is the journey level class responsible for a wide variety of plant operations and maintenance of the wastewater treatment plants, and incumbents are expected to perform the full scope of assigned duties. This classification is distinguished from the Wastewater Treatment Plant Operator I in that the former occasionally assists in the training of lower level Public Works Wastewater Treatment Plant Operator I positions and by performing the full range of duties allowed by possess of a Grade II Certificate as a Wastewater Operator.

**SUPERVISION RECEIVED/EXERCISED:**

Receives general supervision from the Wastewater Treatment Plant Manager. May exercise functional and technical supervision over assigned operators.

**ESSENTIAL FUNCTIONS:** *(include but are not limited to the following)*

- Operates, inspects, cleans, repairs, replaces and maintains pumps, motors, filters, and related equipment; and performs general, grounds and preventive maintenance and repairs in and around plant facilities; operates vehicles and other equipment.
- Conducts on-site inspections of plant operations, insuring that operational problems are identified and corrected; insures that plants are operating within safety standards established by Federal, State and local laws, ordinances and regulations; provides training for less experienced personnel.
- Performs basic skilled water pollution control laboratory testing and analysis; monitors the operation of industrial wastes instrumentation for proper monitoring; adheres to quality assurance programs for laboratory analysis and instrumentation.
- May assist in the training of lower level personnel.
- Prepares and updates reports including records and logs.

**WASTEWATER TREATMENT PLANT OPERATOR II**

Page 2

- Establishes positive working relationships with representatives of community organizations, state/local agencies and associations, City management and staff and the public.

**WORKING CONDITIONS:**

Position requires sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping and making repetitive hand movement in the performance of daily duties. The position also requires both near and far vision when inspecting work and performing maintenance on assigned equipment. The need to lift, carry and push tools, equipment and supplies weighing 25 pounds or more is also required. Additionally, the incumbent in this position works in all conditions including wet, hot and cold. The incumbent may use cleaning and lubricating chemicals which may expose the employee to fumes, dust and air contaminants. The nature of the work also requires the incumbent to climb ladders and work in confined space.

**QUALIFICATIONS:** *(The following are minimal qualifications necessary for entry into the classification)*

**Education and/or Experience:**

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for a **Wastewater Treatment Plant Operator II**. A typical way of obtaining the required qualifications is to possess the equivalent of one year of experience in the operation and maintenance of a wastewater treatment laboratory or the performance of related work, and a high school diploma or equivalent supplemented with appropriate coursework in laboratory testing and analysis.

**License/Certificate:**

Possession of, or the ability to obtain, a valid class C California driver's license. Possession of a Grade II Certificate as a Wastewater Plant Operator from the California State Water Quality Control Board.

**KNOWLEDGE/ABILITIES/SKILLS:** *(The following are a representative sample of the KAS's necessary to perform essential duties of the position)*

**Knowledge of:**

Principles and practices of wastewater treatment plant operations; repair, maintenance and adjustment procedures for wastewater treatment plant equipment; Basic principles, practices and methods of basic laboratory testing methods and procedures; Federal, State and local laws governing wastewater and industrial waste monitoring and control; characteristics and problems involved with wastewater and industrial water analysis; general maintenance and repair work; laboratory safety standards and programs; occupational hazards and standard safety practices; methods and techniques for basic report preparation and writing; methods and techniques for record keeping; methods and techniques of training personnel.

**Ability to:**

## WASTEWATER TREATMENT PLANT OPERATOR II

Page 3

Plan, organize and carry out maintenance and operations of a water plant; basic wastewater testing; collect a variety of samples for laboratory tests; maintain accurate records and prepare comprehensive reports; perform plant operation and maintenance assignments; establish and maintain cooperative working relationships.

**Skill to:**

Safely and effectively operate the tools and equipment used in wastewater plant maintenance and laboratory.

## CITY OF MADERA

### WASTEWATER TREATMENT PLANT OPERATOR III

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

#### **DEFINITION:**

Under general supervisor, performs the full array of duties assigned to classes in the Wastewater Treatment Plant Operator series including operations, controls and maintenance work in one or more Public Works wastewater treatment plant facilities; demonstrates a full understanding of all applicable policies, procedures and work methods associated with assigned duties; performs other related duties as required.

#### **DISTINGUISHING CHARACTERISTICS:**

The **Wastewater Treatment Plant Operator III** is the journey level class responsible for a wide variety of plant operations and maintenance of the wastewater treatment plants, and incumbents are expected to perform the full scope of assigned duties. This classification is distinguished from the Wastewater Treatment Plant Operator II by performing the full range of duties allowed by possess of a Grade III Certificate as a Wastewater Operator.

#### **SUPERVISION RECEIVED/EXERCISED:**

Receives general supervision from the Wastewater Treatment Plant Manager. May exercise functional and technical supervision over assigned operators.

#### **ESSENTIAL FUNCTIONS:** *(include but are not limited to the following)*

- Operates, inspects, cleans, repairs, replaces and maintains pumps, motors, filters, and related equipment; and performs general, grounds and preventive maintenance and repairs in and around plant facilities; operates vehicles and other equipment.
- Conducts on-site inspections of plant operations, insuring that operational problems are identified and corrected; insures that plants are operating within safety standards established by Federal, State and local laws, ordinances and regulations; provides training for less experienced personnel.
- Performs basic skilled water pollution control laboratory testing and analysis; monitors the operation of industrial wastes instrumentation for proper monitoring; adheres to quality assurance programs for laboratory analysis and instrumentation.
- May assist in the training of lower level personnel.
- Prepares and updates reports including records and logs.

**WASTEWATER TREATMENT PLANT OPERATOR III**

Page 2

- Establishes positive working relationships with representatives of community organizations, state/local agencies and associations, City management and staff and the public.

**WORKING CONDITIONS:**

Position requires sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping and making repetitive hand movement in the performance of daily duties. The position also requires both near and far vision when inspecting work and performing maintenance on assigned equipment. The need to lift, carry and push tools, equipment and supplies weighing 25 pounds or more is also required. Additionally, the incumbent in this position works in all conditions including wet, hot and cold. The incumbent may use cleaning and lubricating chemicals which may expose the employee to fumes, dust and air contaminants. The nature of the work also requires the incumbent to climb ladders and work in confined space.

**QUALIFICATIONS:** *(The following are minimal qualifications necessary for entry into the classification)*

**Education and/or Experience:**

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for a **Wastewater Treatment Plant Operator III**. A typical way of obtaining the required qualifications is to possess the equivalent of two year of experience in the operation and maintenance of a wastewater treatment laboratory or the performance of related work, and a high school diploma or equivalent supplemented with appropriate coursework in laboratory testing and analysis.

**License/Certificate:**

Possession of, or the ability to obtain, a valid class C California driver's license. Possession of a Grade III Certificate as a Wastewater Plant Operator from the California State Water Quality Control Board.

**KNOWLEDGE/ABILITIES/SKILLS:** *(The following are a representative sample of the KAS's necessary to perform essential duties of the position)*

**Knowledge of:**

Principles and practices of wastewater treatment plant operations; repair, maintenance and adjustment procedures for wastewater treatment plant equipment; Basic principles, practices and methods of basic laboratory testing methods and procedures; Federal, State and local laws governing wastewater and industrial waste monitoring and control; characteristics and problems involved with wastewater and industrial water analysis; general maintenance and repair work; laboratory safety standards and programs; occupational hazards and standard safety practices; methods and techniques for basic report preparation and writing; methods and techniques for record keeping; methods and techniques of training personnel.

**Ability to:**

## WASTEWATER TREATMENT PLANT OPERATOR III

Page 3

Plan, organize and carry out maintenance and operations of a water plant; basic wastewater testing; collect a variety of samples for laboratory tests; maintain accurate records and prepare comprehensive reports; perform plant operation and maintenance assignments; establish and maintain cooperative working relationships.

### **Skill to:**

Safely and effectively operate the tools and equipment used in wastewater plant maintenance and laboratory.



## CITY OF MADERA

### WASTEWATER TREATMENT PLANT LEAD OPERATOR

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

#### DEFINITION:

Under direction, leads, oversees, reviews and performs the full array Wastewater Treatment Plant Operator duties including operations, controls and maintenance work in one or more Public Works wastewater treatment plant facilities; demonstrates a full understanding of all applicable policies, procedures and work methods associated with assigned duties; performs other related duties as required.

#### DISTINGUISHING CHARACTERISTICS:

The **Wastewater Treatment Plant Lead Operator** is the lead level class responsible for a wide variety of plant operations and maintenance of the wastewater treatment plants, and incumbents are expected to perform the full scope of assigned duties. This classification is distinguished from the Wastewater Treatment Plant Operator III in that the former occasionally assists in the training of lower level Public Works Wastewater Treatment Plant Operator I positions.

#### SUPERVISION RECEIVED/EXERCISED:

Receives general supervision from the Wastewater Treatment Plant Manager. May exercise functional and technical supervision over assigned operators.

#### ESSENTIAL FUNCTIONS: *(include but are not limited to the following)*

- Leads, oversees, reviews the work of assigned operators and operates, inspects, cleans, repairs, replaces and maintains pumps, motors, filters, and related equipment; and performs general, grounds and preventive maintenance and repairs in and around plant facilities; and operates vehicles and other equipment.
- Supervises and conducts on-site inspections of plant operations, insuring that operational problems are identified and corrected; insures that plants are operating within safety standards established by Federal, State and local laws, ordinances and regulations; provides training for less experienced personnel.
- Oversees and performs basic skilled water pollution control laboratory testing and analysis; monitors the operation of industrial wastes instrumentation for proper monitoring; adheres to quality assurance programs for laboratory analysis and instrumentation.
- May assist in the training of lower level personnel.
- Prepares and updates reports including records and logs.

**WASTEWATER TREATMENT PLANT LEAD OPERATOR**

Page 2

- Establishes positive working relationships with representatives of community organizations, state/local agencies and associations, City management and staff, and the public.

**WORKING CONDITIONS:**

Position requires sitting, standing, walking on level and slippery surfaces, reaching, twisting, turning, kneeling, bending, stooping, squatting, crouching, grasping and making repetitive hand movement in the performance of daily duties. The position also requires both near and far vision when inspecting work and performing maintenance on assigned equipment. The need to lift, carry and push tools, equipment and supplies weighing 25 pounds or more is also required. Additionally, the incumbent in this position works in all conditions including wet, hot and cold. The incumbent may use cleaning and lubricating chemicals which may expose the employee to fumes, dust and air contaminants. The nature of the work also requires the incumbent to climb ladders and work in confined space.

**QUALIFICATIONS:** *(The following are minimal qualifications necessary for entry into the classification)*

**Education and/or Experience:**

Any combination of education and experience that has provided the knowledge, skills and abilities necessary for a **Wastewater Treatment Plant Lead Operator**. A typical way of obtaining the required qualifications is to possess the equivalent of three years of experience in the operation and maintenance of a wastewater treatment laboratory or the performance of related work, and a high school diploma supplemented with appropriate coursework in laboratory testing and analysis.

**License/Certificate:**

Possession of, or the ability to obtain, a valid class C California driver's license. Possession of a Grade III Certificate as a Wastewater Plant Operator from the California State Water Quality Control Board.

**KNOWLEDGE/ABILITIES/SKILLS:** *(The following are a representative sample of the KAS's necessary to perform essential duties of the position)*

**Knowledge of:**

Principles and practices of wastewater treatment plant operations; repair, maintenance and adjustment procedures for wastewater treatment plant equipment; Basic principles, practices and methods of basic laboratory testing methods and procedures; Federal, State and local laws governing wastewater and industrial waste monitoring and control; characteristics and problems involved with wastewater and industrial water analysis; general maintenance and repair work; laboratory safety standards and programs; occupational hazards and standard safety practices; methods and techniques for basic report preparation and writing; methods and techniques for record keeping; basic principles of supervision; methods and techniques of training personnel.

**Ability to:**

## WASTEWATER TREATMENT PLANT LEAD OPERATOR

Page 3

Lead and train subordinate staff; plan, organize and carry out maintenance and operations of a water plant; basic wastewater testing; collect a variety of samples for laboratory tests; maintain accurate records and prepare comprehensive reports; perform plant operation and maintenance assignments; establish and maintain cooperative working relationships.

### **Skill to:**

Safely and effectively operate the tools and equipment used in wastewater plant maintenance and laboratory.

**ASSIGNMENT FOR CITY OF MADERA****SERVICE PROVIDER INFORMATION**

NAME:  
 ADDRESS:  
 CONTACT:  
 PHONE:  
 EMAIL:

THIS ASSIGNMENT is issued pursuant to the Temporary Employment Services Agreement between City of Madera ("City") and the Service Provider ("Name") dated \_\_\_\_\_, 201\_\_.

1. Position Title to be Filled:
2. Job Description: Attached.
3. Premises: The City's business premises is located at \_\_\_\_\_, Madera, CA and shall be defined as the "Premises".
4. Reporting Supervisor Name/Role: City Employee Name and Title
5. Duration of Services:  
 Start Date/Time  
 Anticipated Duration of Assignment:  
 Work Schedule: 40 hours per week, generally five 8-hour days or four 10-hour days.  
 Scheduling is determined by an assigned City employee and may include working on weekends.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first set forth above.

**Service Provider:****City of Madera:**

\_\_\_\_\_  
 Printed Name

\_\_\_\_\_  
 Printed Name

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date

## **Insurance Requirements for Consultants**

Without limiting Consultant's indemnification of City, and prior to commencement of Work, Consultant shall obtain, provide, and continuously maintain at its own expense during the term of the Agreement, and shall require any and all Subcontractors and Subconsultants of every Tier to obtain and maintain, policies of insurance of the type and amounts described below and in form satisfactory to the City.

### *Minimum Scope and Limits of Insurance*

Consultant shall maintain limits no less than:

- **\$2,000,000 General Liability** (including operations, products and completed operations) per occurrence, \$4,000,000 general aggregate, for bodily injury, personal injury and property damage, including without limitation, blanket contractual liability. Coverage shall be at least as broad as Insurance Services Office (ISO) Commercial General Liability coverage form CG 00 01. General liability policies shall be endorsed to provide that the City and its officers, officials, employees and agents shall be additional insureds under such policies.
- **\$1,000,000 Automobile Liability** combined single limit per accident for bodily injury or property damage at least as broad as ISO Form CA 00 01 for all activities of Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles. Automobile Liability policies shall be endorsed to provide that the City and its officers, officials, employees and agents shall be additional insureds under such policies.
- **Worker's Compensation** as required by the State of California and **\$1,000,000 Employer's Liability** per accident for bodily injury or disease. Consultant shall submit to the City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of the City, its officers, agents, employees, and volunteers.
- **\$1,000,000 Professional Liability (Errors & Omissions)** per claim and in the aggregate. Consultant shall maintain professional liability insurance that insures against professional errors and omission that may be made in performing the Services to be rendered in connection with this Agreement. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement, and Consultant agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this Agreement. The cost of such insurance shall be included in Consultant's bid.

### *Maintenance of Coverage*

Consultant shall procure and maintain, for the duration of the contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by Consultant, its agents, representatives, employees, subcontractors or subconsultants as specified in this Agreement.

*Proof of Insurance*

Consultant shall provide to the City certificates of insurance and endorsements, as required, as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by the City prior to commencement of performance. Current evidence of insurance shall be kept on file with the City at all times during the term of this Agreement. Agency reserves the right to require complete, certified copies of all required insurance policies, at any time.

*Acceptable Insurers*

All insurance policies shall be issued by an insurance company currently authorized by the Insurance commissioner to transact business of insurance in the State of California, with an assigned policyholders' Rating of A- (or higher) and a Financial Size Category Class VII (or larger), in accordance with the latest edition of Best's Key Rating Guide.

*Waiver of Subrogation*

All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against the City, its elected or appointed officers, agents, officials, employees, and volunteers, or shall specifically allow Consultant, or others providing insurance evidence in compliance with these specifications, to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against the City and shall require similar written express waivers and insurance clauses from each of its subconsultants or subcontractors.

*Enforcement of Contract Provisions (non estoppel)*

Consultant acknowledges and agrees that any actual or alleged failure on the part of the Agency to inform Consultant of non-compliance with any requirement imposes no additional obligations on the City, nor does it waive any rights hereunder.

*Specifications not Limiting*

Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If Consultant maintains higher limits than the minimums required above, the entity shall be entitled to coverage at the higher limits maintained by Consultant.

*Notice of Cancellation*

Consultant agrees to oblige its insurance agent or broker and insurers to provide to the City with thirty (30) calendar days notice of cancellation (except for nonpayment for which ten (10) calendar days notice is required) or nonrenewal of coverage for each required coverage.

*Self-insured Retentions*

Any self-insured retentions must be declared to and approved by the City. The City reserves the right to require that self-insured retentions be eliminated, lowered or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by the City's Risk Manager.

*Timely Notice of Claims*

Consultant shall give the City prompt and timely notice of claims made or suits instituted that arise out of or result from Consultant's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

*Additional Insurance*

Consultant shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgement may be necessary for its proper protection and prosecution of the Work.



**CITY OF MADERA**

**TEMPORARY EMPLOYMENT SERVICES AGREEMENT**

THIS AGREEMENT made and entered into the [DAY] day of [MONTH], [YEAR], by and between the CITY OF MADERA, a municipal corporation of the State of California, hereinafter called "City" AND [SERVICE PROVIDER], hereinafter called "Service Provider";

**RECITALS:**

- A. The City desires to utilize the services of Temporary Employment Service Provider(s).
- B. The Service Provider is a firm having the necessary experience and qualifications to provide temporary employment services to the City for specialized critical positions.

**AGREEMENT**

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and agreements herein contained, it is agreed by and between the City and the Service Provider as follows:

1. Services. The City hereby employs the Service Provider to provide temporary employment services herein set forth at the compensation and upon the terms and conditions herein expressed, and Service Provider hereby agrees to perform such services for said compensation, and upon said terms and conditions. City hereby authorizes Service Provider to commence work as specified by the written Assignment.

2. Obligations, duties and responsibilities of Service Provider. It shall be the duty, obligation and responsibility of the Service Provider, in a skilled and professional manner, to provide temporary employment services in accordance with the Scope of Work identified in the RFP attached hereto as Exhibit 1.

3. Service Provider's Fees and Compensation

- 3.1 The Service Provider agrees to provide Temporary Employment Services for the specified positions indicated in a fee schedule.
- 3.2 Each assignment shall be made on a Written Assignment Form executed by the City Administrator or designee.
- 3.3 The Service Provider will be responsible for payment of wages, applicable federal, state and local taxes, and the payment of any required insurance (FUTA, SDI, Unemployment Insurance). The Service Provider shall be solely responsible for any insurance premium payments for Workers' Compensation, disability, or other insurance which is imposed upon the Service Provider and

required as a consequences of the Services Provider's employment of the Temporary Employee under this Agreement. The Service Provider agrees to hold the City harmless from all applicable federal, state and local taxes relating to income tax withholding, unemployment taxes, FUTA, SDI, and state unemployment insurance imposed upon the Service Provider for wages paid by the Service Provider to the Temporary Employee.

- 3.4 Payment shall be made directly by the City to the Service Provider within thirty (30) days of receipt of billing.
- 3.5 The Service Provider shall invoice the City following the City approval of the Temporary Employee's approved hours and charges of work completed.
- 3.6 Billings to be made directly to the following address:

City of Madera Public Works Department  
Attn: Humberto Molina  
1030 S. Gateway Drive  
Madera, CA 93637

4. Term of agreement. This Agreement shall be in effect for a three-year period starting [AGREEMENT START DATE] with the option to extend annually thereafter by written mutual consent, not to exceed a total of five (5) years.

5. Service Provider's Agreement to Hold Harmless and Insurance Requirements.

5.1 Independent Contractor. In the furnishing of the services provided herein, the Service Provider is acting as an independent contractor and not as an employee of the City.

5.2 Indemnification and Waivers. The Service Provider shall indemnify, save, protect, and hold harmless the City of Madera, the members of the City Council of said City and all other officers, volunteers and employees of said City against and from all claims, suits, actions, demands or liability whatsoever to any person or persons by reason of personal injuries or death or damage or destruction of property caused by or arising out of the Service Provider's operations under the terms of this Agreement, or extension thereof, or by the Service Provider's failure to comply with any of the terms or provisions of said Agreement. The Service Provider shall and does hereby waive any claim against the City of Madera, its officers, volunteers and employees, for any damage to equipment or other property connected with Service Providers operations under this Agreement arising from any cause.

5.3. Insurance. During the term of this Agreement, the Service Provider shall maintain, keep in force and pay all premiums required to maintain and keep in force commercial general liability, automobile liability, workers' compensation, and employer's liability insurance. The limits and coverages provided by such policies shall be as required in Attachment C to Exhibit 1 of this Agreement.

6. Attorney's fees/venue. In the event that any action is brought to enforce the terms of this Agreement, the party found by the court to be in default agrees to pay reasonable attorney's fees to the successful party in an amount to be fixed by the Court. The venue for any claim being brought for breach of this Agreement shall be in Madera County.

7. Governing Law. The laws of the State of California shall govern the rights and obligations of the parties under the Agreement, including the interpretation of the Agreement. If any part of the Agreement is adjudged to be invalid or unenforceable, such invalidity shall not affect the full force and effect of the remainder of the Agreement.

8. Termination. This agreement may be terminated by mutual agreement or it may be terminated by the City upon giving thirty (30) days written notice of intent to terminate the agreement.

Notice of termination shall be mailed to the City:

City of Madera  
Purchasing-Central Supply  
1030 South Gateway Drive  
Madera, CA 93637

To the Service Provider: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In the event of such termination, the Service Provider shall be paid for work completed to date of termination, and any such work shall become the property of the City and the amount of final fee due and payable by City to Service Provider will be subject to negotiation but in no event less than the fees for service pursuant to this Agreement.

9. Assignment. Neither the City nor the Service Provider will assign its interest in this Agreement without the written consent of the other.

10. Notices. All notices and communications from the City shall be to the Service Provider's designated Manager. Verbal communications shall be confirmed in writing. All written notices shall be provided and addressed as indicated in Paragraph 8 hereof.

11. Included herein by reference is the Request for Proposal.

This agreement and the attachments incorporated herein by reference, represents the entire agreement and understanding between the parties. Any modifications to this Agreement shall be in writing and signed by authorized representatives of the parties. One or more waivers of any term, condition or covenant by either party shall not be construed as a waiver of any other term, condition or covenant.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement at Madera, California, the day and year first above written.

CITY OF MADERA

BY: \_\_\_\_\_  
[PRINTED NAME, TITLE]

[SERVICE PROVIDER]

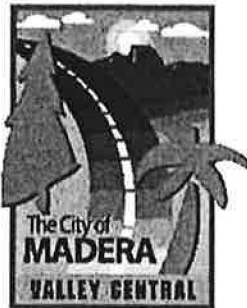
BY: \_\_\_\_\_  
[PRINTED NAME, TITLE]

ATTEST:

\_\_\_\_\_  
Sonia Alvarez, City Clerk

APPROVED AS TO FORM  
CITY ATTORNEY:

By: \_\_\_\_\_  
Joel Brent Richardson



**REQUEST FOR PROPOSAL**  
**TEMPORARY STAFFING SERVICES**  
**RFP #201718-02**  
**July 13, 2017**

**I. INSTRUCTIONS AND CONDITIONS**

- A. No bid proposal will be considered for award unless submitted in the bid format described in this Request for Proposal (RFP). The bid must be fully complete and executed. Bidders shall send four (4) copies of the completed proposals which will include; three (3) bound and one (1) unbound copies with a copy of this RFP attached to the front of each proposal, with appropriate responses included.

Format: Proposal should be 8 ½ x 11 inches, printed two-sided on recycled paper with removable bindings, bound in a single document and organized in sections.

Each bid proposal must be submitted in a sealed envelope addressed to Rosa Hernandez, Procurement Services Manager, City of Madera, Purchasing-Central Supply, 1030 South Gateway Drive, Madera, California 93637, and delivered prior to the time and date specified in this document. Each sealed envelope containing a bid proposal must have, on the outside, the name of the bidder, bidder's address and the statement "DO NOT OPEN UNTIL THE TIME OF BID OPENING" and in addition, must be plainly marked on the outside as follows:

**Bid: TEMPORARY STAFFING SERVICES**

**RFP # 201718-02**

**Filing Deadline: Friday, August 11, 2017 - 3:00 PM**

- B. Attention of bidders is especially directed to the specifications which, in addition to the bid proposal and these instructions, are basis for evaluation and will be part of any contract with the successful bidder. Any deviations

from the specifications in this notice shall be proper reason for rejection of all or any part of the bid proposal.

- C. The City of Madera recognizes its policy of providing equal opportunity to all qualified persons and reaffirms its commitment that there shall be no discrimination against qualified applicants, or employees on the basis of race, gender, color, national origin, religion, age, disability, sexual orientation or marital status.
- D. The City reserves the right to reject or accept any or all BIDS or parts thereof, and to accept or reject the alternatives individually or jointly, for any reason.
- E. The City reserves the right to consider any minor deviations from the specifications and determine the acceptance or rejection of such deviation.
- F. The City reserves the right to modify this Request for Proposal (RFP) at any time. In the event it becomes necessary to modify or revise the RFP, a written amendment or addenda issued by City's Purchasing-Central Supply Division is the only method which should be relied on with respect to changes to the RFP. Bidder is responsible to contact City's Purchasing Central Supply Division prior to submitting a bid to determine if any amendments were made to the RFP. Documents, amendments, addenda, etc. will be posted to the City website at [www.cityofmadera.ca.gov](http://www.cityofmadera.ca.gov) on the Purchasing Department page, the Bid Announcement and Results tab.

**Questions and suggestions concerning the RFP must be submitted in writing no later than 3:00 P.M. Monday July 31, 2017.** Written questions or inquiries should be e-mailed, mailed or faxed to:

Rosa Hernandez  
Procurement Services Manager  
City of Madera  
Purchasing-Central Supply  
1030 South Gateway Drive  
Madera, CA 93637

[rhernandez@cityofmadera.com](mailto:rhernandez@cityofmadera.com)

FAX: (559) 661-0760

**No questions or inquiries should be directed to any individual(s) at the locations detailed in this document. All inquiries should be submitted in writing per the process described in this document.**

- G. Proposals will be evaluated by the City. If a bid proposal is found to be incomplete or not in compliance with the format required, it will not be submitted for evaluation. During the evaluation process, the City may find it beneficial to request additional information.
- H. Any proposal may be withdrawn at any time prior to the hour fixed for the opening, provided that a request in writing executed by the proposer, or his/her duly authorized representative, for the withdrawal of such proposal is filed with Purchasing-Central Supply. The withdrawal of a proposal shall not prejudice the right of a proposer to file a new proposal prior to the time and date set for the opening. After the expiration of the time and date for receipt of proposals, a proposal may not be withdrawn or altered.
- I. The City reserves the right to seek supplementary information from any proposer at any time after official proposal opening and before the award. Such information will be limited to clarification or amplification of information asked in the original proposal.
- J. Issuance of the RFP and receipt of proposals does not commit the City to award an agreement. The City reserves the right to postpone the RFP process for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with other than the selected company should negotiations with the selected company be terminated, or to cancel any section of this RFP. The City also reserves the right to apportion the award among more than one company.
- K. Multiple awards may be made under this RFP to ensure availability of critical staff. Successful proposals will be competitively priced and provide for adequate service to meet the City's needs.
- L. A committee will review and evaluate all qualified proposals. The committee may request an interview with the top candidates. A reference check may also be conducted.
- M. A three-year award will be made between the top-rated Service Providers and the City. The City may elect to extend the contract for additional one (1) year periods on a year to year basis, for a maximum of two (2) extension years, on the same terms and conditions, upon providing written notice to Service Provider not less than thirty (30) days prior to expiration of the contract.



- N. The City may, at its sole option, terminate any contract that may be awarded as a result of this RFP at any time and for any reason. In such event, the City will give Service Provider at least thirty (30) days written notice of termination.
- O. Prior to beginning any work under this proposal, the bidder shall secure the appropriate Business License from the City of Madera. Business license information may be obtained by calling (559) 661-5454. Should the bidder already have his license, please indicate the license number and expiration date below:

City License No. 53612 Expiration Date 7/1/2017 – 6/30/18

Any Federal or State of California License/Certification required to provide the services will be required. A Certificate of Insurance in accordance with the Insurance Requirements for Service Providers document included in this RFP as Attachment C will also be required.

- P. Bidder's Proprietary Information: Upon award, all documents provided by the successful bidder shall become public record. All documents provided by any bidders, other than the successful bidder, shall become public record in their entirety and subject to disclosure, unless said documents are retrieved by the bidder within ten (10) business days of the award. This shall also include, but is not limited to documents for projects for which all proposals are rejected and projects for which an award is not made for any reason. In the event that one or more proposals are returned to the bidding parties, it is the intent of the City that such documents shall not become public records of the City unless required by the California Public Records Act or other provisions of law.
- Q. It is the City's policy to encourage the purchase of supplies, services and equipment from vendors located within the boundaries of the City. Local vendors are sellers, vendors, suppliers and contractors who maintain places of business located within the limits of the City and who have a current City of Madera business license. The local vendor outreach policy shall not apply to those Agreements where State or Federal law, or other laws or regulations preclude such a preference.

Contractors will, to the greatest extent feasible, attempt to incorporate local area businesses as subcontractors and suppliers. Contractors will, upon request, provide records showing the outreach efforts made to local businesses to demonstrate that they have made a reasonable effort to inform local businesses of the opportunity.

- R. The City intends that other public agencies (county, special district, public authority, public agency, school district or other political subdivision of the state of California) shall have the option to participate in any agreement created because of this Request for Proposal. The City of Madera shall incur no financial responsibility in connection with a purchase order from another public entity. Vendor's agreement or failure to agree to the "piggyback" agreement will not be a factor in the award. This piggyback will remain available for one year from the date of the Bid award.

Check one of the following:

- i. ☐ Agree to extend all prices, terms, and conditions of my proposal to any other public agency located in the State of California with no exceptions.
- ii. ☐ Agree to extend all prices, terms, and conditions of my proposal to any other public agency located in the State of California with the following exceptions noted, as attached.
- iii. ☒ The Vendor does not agree to extend pricing, terms and conditions in our Bid to any other agency.

## **II. BACKGROUND**

The Public Works Department's Water and Sewer Divisions are responsible for providing sufficient clean fresh water and reliable sewer services to the City's residents. The Water, Sewer, and Water Quality divisions are located at 1030 S. Gateway Drive. The Water Division provides the maintenance and operation of the City's water system, managing 19 groundwater wells, over 200 miles of water distribution pipelines and a one-million-gallon water storage tower. The Sewer Division provides maintenance and operation of the City's sanitary sewer collection system. Staff ensures the sewer infrastructure can effectively collect and deliver waste water to the Waste Water Treatment Plant, maintaining approximately 140 miles of sanitary sewer mains with five sewer lift pump stations and main pipelines ranging from 6 inches to 48 inches in diameter. The City's Waste Water Treatment Plant has a capacity of 10.1 million gallons per day (mgd). It is located at the southwest edge of the City, approximately six miles west of Central Madera at the intersection of Avenue 13 and Road 21 ½. The daily flow into the plant currently averages approximately 5.6 mgd. In addition to waste water generated within the City limits, the City's plant also processes small quantities of waste water from the adjacent unincorporated communities of Parksdale and Parkwood, and accepts waste from septic haulers operating

in the County. The City's waste water collection system includes 175 miles of gravity trunks and force mains and four sewer lift stations.

### III. **OBJECTIVE**

The City seeks the services of a Temporary Staffing Service Provider (Service Provider) with expertise in expeditiously sourcing, screening, and providing top quality, cost effective candidates to fill temporary staffing needs for the following positions:

1. **Water Quality Specialist I:** Performs routine and less complex, semiskilled tasks in the Water division. Must possess a State Department of Health Water Treatment Operator Grade I Certificate, an American Water Works Association Backflow Prevention Device General Testers Certificate and an American Cross-Connection Control Program Specialist Certificate.
2. **Water Quality Specialist II:** Performs routine and complex, skilled tasks in the Water division and provides functional direction to subordinate staff. Must possess a State Department of Health Services Water Treatment Operator Grade II Certificate, an American Water Works Association Backflow Prevention Device General Testers Certificate and an American Cross-Connection Control Program Specialist Certificate.
3. **Waste Water Treatment Plant Operator I:** Performs operations, controls and maintenance work in the Waste Water Treatment Plant. Must possess a Grade I Certificate as a Wastewater Plant Operator from the California State Water Quality Control Board.
4. **Waste Water Treatment Plant Operator II:** Performs operations, controls and maintenance work in the Waste Water Treatment Plant. Occasionally assists in the training of lower level operators. Must possess a Grade II Certificate as a Wastewater Plant Operator from the California State Water Quality Control Board.
5. **Waste Water Treatment Plant Operator III:** Performs operations, controls and maintenance work in the Waste Water Treatment Plant. Must possess a Grade III Certificate as a Wastewater Plant Operator from the California State Water Quality Control Board.
6. **Waste Water Treatment Plant Lead Operator:** Leads, oversees, reviews and performs operations, controls and maintenance work in the

Waste Water Treatment Plant. Assists in the training of lower level operators. Must possess a Grade III Certification as a Wastewater Plant Operator from the California State Water Quality Control Board.

Under supervision, temporary employees are expected to perform the full range of duties listed in the respective job descriptions found in Attachment A. Temporary employees will generally work 40 hours per week, five 8-hour days or four 10-hour days, which may include weekends. Temporary Employees will report to one of two locations:

- Public Works Department, 1030 South Gateway Drive, Madera, CA 93637
- Wastewater Treatment Plant, 13048 Road 21½, Madera, CA 93637

The City intends to award multiple contracts under this RFP. When the need for service arises, the City will contact the contracted Service Providers with a Written Assignment Form, provided as Attachment B. They will be given three (3) working days to respond.

The City will attempt to give approximately one week's notice prior to the beginning of assignment. However, it is possible that situations may arise requiring staffing with less than one week's notice.

#### **IV. SCOPE OF SERVICES**

- A. The Service Provider will provide the City with fully qualified candidates for temporary positions, often under tight deadlines. Work will be authorized via the Written Assignment form issued under an agreed upon fee schedule.
- B. The selected Service Provider will be expected to conduct all stages of candidate identification. The Service Provider will be expected to furnish complete, detailed references and background checks for each successful candidate.
- C. The Service Provider shall complete the following for all temporary employees recommended to the City: I-9 verification; confirmation of specified professional certifications; confirmation of professional references; background check to include employment verification for at least the previous 10 years, 5 panel urine drug test with Medical Review Officer Services (testing for marijuana, cocaine, amphetamines, opiates and PCP) and review of the temporary employee's driving record through obtaining a record print out from the applicable department of motor

vehicles. Any recommended applicants must have positive employment and personal references, must have a NEGATIVE result on the drug test, must have a valid driver's license, and must not have any criminal convictions which would preclude the individual from working for the City of Madera. The City has the right to refuse assignment.

- D. The Service Provider shall be responsible for the compensation of its temporary employees. The City shall not pay temporary employees other than through its payments to the Service Provider under this Agreement.
- E. If the temporary employee proves unsatisfactory, the Service Provider shall attempt to identify a similarly-qualified candidate as a substitute temporary employee at no additional charge to the City.

**V. FORMAT AND CONTENT OF PROPOSAL**

- A. In order for City staff to adequately and fairly evaluate proposals, each submittal must clearly and completely provide the following information.
  - a) Completed and signed Bid Proposal Authorization Form.
  - b) Completed Bid Proposal Form. Bidders may choose to bid on only certain positions if they cannot provide certain temporary services. Fees for positions listed in this RFP should reflect hourly rates for each position. Hourly rates must reflect all costs including but not limited to travel expense, lodging, per diem, benefits, or other miscellaneous expenses. These rates should not include temp-to-hire fees since permanent placement is only an option if the individuals compete in an open, public civil service recruitment.
  - c) Describe in detail your agency's experience and capability in providing clients with the types of deliverables listed in Section III of this RFP. Related work experience should be completely identified. Address the overall expertise and resources that your agency will bring in performing the work, if selected.
  - d) Business references: Three business references, including the company name, address, contact person, email address, and telephone number. Provide a description of the services provided to these clients, dates of service, and how these services relate to the requirements of this RFP.

- e) Please review the Proposed Agreement for Services provided in Attachment D and identify any changes or modifications that your organization would require prior to entering into an agreement for services with the City.
- f) Review the Insurance Requirements as provided in Attachment C and provide your current policy information. It is not necessary for bidders to obtain additional insured status for the City to submit a proposal, however the successful bidder will have to comply with the additional insured requirements before an Agreement for Services can be fully executed.
- g) Provide a copy of the agency's EEO/Non-Discriminatory policy. If no written policy exists, the Service Provider is required to submit a statement certifying that they comply with all federal, state and local Equal Employment Opportunity/Nondiscriminatory policies.

**VI. Selection Process**

- A. The City will award to a maximum of three (3) Service Providers based upon best overall proposal to meet the needs of the City.
- B. Order of preference for selecting which contracted Service Provider to use for which position will be based first on the lowest price. Second criteria will be availability. If the lowest priced Service Provider cannot provide staffing in the time frame allowed in the RFP, the City will move on to the second lowest bidder and potentially on to the third lowest bidder until the position has been filled.

\* \* \* \* \*

**CITY OF MADERA**  
**BID PROPOSAL AUTHORIZATION**  
**TEMPORARY STAFFING SERVICES**  
**RFP #201718-02**

DATE August 10, 2017

COMPANY NAME waterTALENT LLC

STREET ADDRESS 10877 Wilshire Blvd., Suite 1650

CITY / STATE / ZIP Los Angeles, CA 90024

PHONE NUMBER (424) 832-7217

EMAIL dsibelman@watertalent.net

PERSON PREPARING BID David Sibelman

POSITION Operations Manager

SIGNATURE 

MADERA BUS. LIC. NO. 53612

CALIF STATE CERT. NO. - certified California State Water Resources Control Board  
Wastewater Contract Operator (CO# 0239)  
- California Public Works Contractor (Lic #: 1000042658),

**BID PROPOSAL FORM**  
**TEMPORARY STAFFING SERVICES**

**RFP #201718-02**

PLEASE PROVIDE HOURLY RATES FOR THE FOLLOWING:

WATER QUALITY SPECIALIST I	\$ <u>N/A</u> PER HOUR
WATER QUALITY SPECIALIST II	\$ <u>110</u> PER HOUR
WWTP OPERATOR I	\$ <u>N/A</u> PER HOUR
WWTP OPERATOR II	\$ <u>N/A</u> PER HOUR
WWTP OPERATOR III	\$ <u>100</u> PER HOUR
WWTP LEAD OPERATOR	\$ <u>130</u> PER HOUR





## **Proposal for Temporary Staffing Services**

Prepared for:

**City of Madera**

**RFP # 201718-02**

**Filing Deadline: Friday, August 11, 2017 - 3:00 p.m.**

Prepared by: David Sibelman, Operations Manager

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### **Introduction**

waterTALENT is a Limited Liability Corporation (LLC) (EIN: 30-0941596) located in the state of California, the sole shareholder of which is aquaTECTURE, also a California LLC. waterTALENT was born out of a recognition that the water industry is suffering from a high rate of highly qualified and licensed operators retiring from the industry. Using the expertise and industry knowledge of current water executives who have experience in municipal water utility operations and management, as well as that of experienced staffing and employment professionals, waterTALENT developed the sophisticated, proprietary back-office database software customized to match professionals with water industry needs on a temporary, full-time, or permanent basis.

waterTALENT's core focus is on offering highly experienced operators that have certifications Levels 3 and above. Because of the unique qualities of our company and its core focus, it is with great confidence we will meet the City's needs with respect to a Water Quality Specialist II, Wastewater Treatment Plant Operator II, Wastewater Treatment Plant Operator III, and a Wastewater Treatment Plant Lead Operator. Additionally, waterTALENT acknowledges and accepts the terms outlined in IV Scope of Services contained in the Request for Proposal.

### **Experience**

waterTALENT provides specialty technical staffing services to accommodate utilities and industries with temporary certified operators experienced in wastewater, water treatment and water distribution. Our operators respond to a wide range of service needs including compliance, on-going operations, consultation, facility start-up and commissioning, and training. On average, our operators have approximately fifteen years of experience in their fields of expertise. Currently, our candidate pool has more than 400 operators and that number is growing every day as we continuously work to maintain a strong and available workforce with the experience to meet the diverse needs of clients for experienced operators.

All of our operators are waterTALENT W2 employees, (not 1099 contractors), who have gone through a rigorous background check and vetting process, and who are covered by the highest insurance coverage in the industry, including workers' compensation. Our background process includes: 1) confirmation of specified professional certifications and professional references; 2) third party verifications which will include a criminal background check from all counties, states and federal territories where the applicant has lived in the past 7 years and will also include a search of all names the applicant has identified to waterTALENT; 3) a review of driving records in the states where the applicant has indicated a license has been issued for the 7 past years; and 4) a full 10-panel drug test.

waterTALENT is a licensed Public Works Contractor in the State of California (Lic #: 1000042658), a certified California State Water Resources Control Board Wastewater Contract Operator (CO# 0239) and a certified Small Business Enterprise (ID#: 2004652). We are also on the forefront of the development and accreditation of the Advanced Water Treatment (AWT) operator certification. waterTALENT is engaged with certification leaders for both the California Water Environment Association (CWEA) and the CA-NV section of AWWA, who together are developing the basis for the future requirements of the AWT facilities and the operators who will manage these complex, multi-barrier treatment trains.

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waterTALENT is uniquely positioned to respond to this RFP because of our overall experience in deploying the strongest and best candidates based on specific client needs. Our related work experience demonstrates our ability to respond.

Below we have listed 3 examples of our work experience one of which is currently with the City of Madera. We chose these case studies as they highlight the range of services waterTALENT provides for multiple end-user needs surrounding both water and wastewater licensed operator support services:

**1) City of Madera: Wastewater Operator Grade 3**

**May 2017 to current**

waterTALENT's Operator was deployed to operate the city's wastewater facility. Duties include maintenance, inspections, calibrations, sampling, testing, measurements, mathematical calculations and other process control related duties. Operator has demonstrated professionalism, desire and willingness to learn and has met expectations of the duties assigned.

**2) City of Menlo Park: Water Supervisor, Distribution Operator 5 (D5)**

**October 2016 to February 2017**

waterTALENT's Operator was deployed to support the supervision, maintenance, training, and operations of a crew of distribution operators. waterTALENT's Operator further supported the reorganization of the operator team task organization and supported the transition to a full-time permanent placement. Results of this deployment to be documented in forthcoming issue of Treatment Plant Operator (TPO) Magazine.

**3) City of Folsom: Water Treatment Plant Operator (T3)**

**January 2017 to present**

waterTALENT's T5 Operator is currently deployed to the City of Folsom to support the smooth and uninterrupted operation of the City's 50 million gallon per day water treatment plant. Operator monitors Supervisory Control and Data Acquisition (SCADA) computer control system and inspect treatment plant facilities to ensure proper operation in addition to monitoring the water distribution or treatment system in accordance to water works standards. Complete and maintain the proper documentation and records pertaining to flows and chemical levels. Operator contract was recently extended.

In addition to the experience our operators have, our management team also is highly experienced and actively involved in our daily operations.

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## waterTALENT Management Team

<b>Peter Brocks, Vice President</b> <ul style="list-style-type: none"><li>• 10 years in water/wastewater sector.</li><li>• Former business development leader at NLine Energy, Xylem Inc. Fulbright Scholar in India working on water projects</li><li>• Former Marine Corps Infantry Captain</li></ul>	<b>David Silberman, Operations Manager</b> <ul style="list-style-type: none"><li>• 8 years of recruiting and staffing experience across the United States, recruiting for the Fortune 500 companies Robert Half International and AppleOne Employment Services</li></ul>	<b>Thomas Truchman, Business Development Manager</b> <ul style="list-style-type: none"><li>• 43 years experience in the water/wastewater industry.</li><li>• Former Water/Wastewater Supt. for City of Chandler, AZ.</li><li>• Former Arizona Water Operator of the Year</li></ul>	<b>Grace Kaul, Business Development Manager</b> <ul style="list-style-type: none"><li>• 30 years in the industry</li><li>• Executive Officer.</li><li>• Gateway Water Management Authority</li><li>• Former Executive Director, San Gabriel Basin Water Quality Authority.</li><li>• Spouse of a Water Operator</li></ul>	<b>Tyler Reffert, Operations Analyst</b> <ul style="list-style-type: none"><li>• Background in education management, entertainment industries.</li><li>• B.S. (Magna cum Laude) Cal State Northridge.</li></ul>
<b>waterTALENT Founder</b>				
<b>Devin Blonke, Founder &amp; General Manager waterTALENT, aquaTECTURE, CEO</b> <ul style="list-style-type: none"><li>• Founder and CEO of aquaTECTURE, waterTALENT's parent company</li><li>• Former CEO of major oil &amp; gas industry equipment supplier</li><li>• Devin began his career installing sewer mains and later built the world's largest indoor carwash.</li></ul>				

### Business References

waterTALENT has extensive experience working with municipalities across water and wastewater systems. We proudly offer the following three business references:

- 1) Mr. Jim Kime, Water Treatment Plant Chief Operator  
City of Folsom  
194 Randall Drive  
Folsom, CA 95630  
[jkime@folsom.ca.us](mailto:jkime@folsom.ca.us)  
(916) 351-3445

waterTALENT supports the City's with a full-time Water Treatment Grade 5 Operator (with additional on-call). We met their specific technical and experience water treatment needs. waterTALENT was also able to meet their need in terms of deployment duration. This agreement has since been renewed and expanded for additional operator needs.

- 2) Mr. Humberto Molina, Wastewater Treatment Plant Supervisor  
City of Madera  
1030 S Gateway Drive  
Madera, CA 93637  
[hmolina@cityofmadera.com](mailto:hmolina@cityofmadera.com)  
(559) 662-4961

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waterTALENT supports the City's wastewater needs with a Grade 3 Operator who has worked full-time since May of this year. Our Operator has been described by supervisor as professional, respectful, and willing to learn and has met the expectations of the duties required.

- 3) Mr. Brian Henry, Public Works Superintendent  
City of Menlo Park  
701 Laurel Street  
Menlo Park, CA 94025  
[bphenry@menlopark.org](mailto:bphenry@menlopark.org)  
(650) 330-6799

waterTALENT supported the City with a Water Distribution Grade 5, full-time Operator who served as their interim Water Supervisor. Duties includes supervision, training and ensuring Best Management Practices were employed.

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**Requested Modification to Attachment B and Acknowledgement of Section III of RFP**

waterTALENT is requesting the following modification:

**Attachment B – Assignment for City of Madera (please add underlined language)**

**Item 5. Duration of Services:**

Start Date/Time Anticipated Duration of Assignment:

Work Schedule: 40 hours per week, generally five 8-hour days or four 10-hour days. Scheduling is determined by an assigned City employee and may include working on weekends. Workweeks are defined as 5 days @ 8 hours per day. Overtime hours, according to the State of California, are defined as any work in excess of eight (8) hours in one normal workday and any work in excess of 40 hours in any one workweek and the first eight hours worked on the seventh day of work in any one workweek. These overtime hours shall be compensated at the rate of no less than one and one-half (1.5) times the regular rate of pay. If Operator works more than 12 hours in any workday, or works any time in excess of eight hours on the seventh consecutive day of work in a workweek, Operator must be paid two (2.0) times the regular rate.

**Acknowledgement – Section III, page 6 of RFP**

“Under supervision, temporary employees are expected to perform the full range of duties listed in the respective job descriptions found in Attachment A. Temporary employees will generally work 40 hours per week, five 8-hour days or four 10-hour days, which may include weekends.”

waterTALENT acknowledges overtime may be required and wants to ensure that if needed, Temporary Employees who work overtime must follow California rules regarding Temporary Employee compensation as follows:

*Workweeks are defined as 5 days @ 8 hours per day. Overtime hours, according to the State of California, are defined as any work in excess of eight (8) hours in one normal workday and any work in excess of 40 hours in any one workweek and the first eight hours worked on the seventh day of work in any one workweek. These overtime hours shall be compensated at the rate of no less than one and one-half (1.5) times the regular rate of pay. If Operator works more than 12 hours in any workday, or works any time in excess of eight hours on the seventh consecutive day of work in a workweek, Operator must be paid two (2.0) times the regular rate.*

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Insurance Requirements

As part of the current deployment with the City of Madera, waterTALENT has in place the required insurance. The current policy (attached herein) ends August 17, 2017, at which point our scheduled annual policy renewal will take place.

Accord Form on following pages.

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## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
8/9/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Wood Gutmann & Bogart 15901 Red Hill Ave., Suite 100 Tustin CA 92780		<b>CONTACT NAME:</b> Dawn Stephens-Wright <b>PHONE (A/C, No, Ext):</b> 714-824-8348 <b>E-MAIL ADDRESS:</b> dawn@wgbib.com <b>FAX (A/C, No):</b> 714-573-1770	
<b>INSURED</b> WaterTalent, LLC 10877 Wilshire Blvd, Ste 1650 Los Angeles CA 90024		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> NAUTILUS INS CO <b>INSURER B:</b> State Compensation Ins Fund <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
<b>AQUAT-2</b>		<b>NAIC #</b> 17370 35076	

### COVERAGES

CERTIFICATE NUMBER: 261580800

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractors Poll <input checked="" type="checkbox"/> E&O GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			ECP201912510	8/17/2016	8/17/2017	EACH OCCURRENCE \$5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$5,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS - COMP/OP AGG \$5,000,000 \$
A	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			ECP201712510	8/17/2016	8/17/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	<input type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	916464816	8/17/2016	8/17/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E L EACH ACCIDENT \$1,000,000 E L DISEASE - EA EMPLOYEE \$INCLUDED E L DISEASE - POLICY LIMIT \$INCLUDED

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Madera, its officers, officials, employees and agents are named as additional insured on the General Liability per attached CG20100413 as required by written contract subject to the terms and conditions of the policy. General Liability insurance waiver of subrogation applies per attached ENV2004

### CERTIFICATE HOLDER

City of Madera  
205 W. Fourth Street  
Madera CA 93637

### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Ralph Mader*

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## ENDORSEMENT

This endorsement forms a part of the policy to which it is attached. Please read it carefully.

### WAIVER OF SUBROGATION

It is agreed that the Company, in the event of any payment under this policy, waives its right of recovery against any Principal, but only at the specific written request of the Named Insured either before or after loss, wherein such waiver has been included before loss as part of a contractual undertaking by the Named Insured.

This waiver shall apply only with respect to losses occurring due to operations undertaken as per the specific contract existing between the Named Insured and such Principal and shall not be construed to be a waiver with respect to other operations of such Principal in which the Named Insured has no contractual interest.

No waiver of subrogation shall directly or indirectly apply to any employee, employees or agents of either the Named Insured or of the Principal, and the Company reserves its right or lien to be reimbursed from any recovery funds obtained by any injured employee.

This waiver does not apply in any jurisdiction or situation where such waiver is held to be illegal or against public policy or in any situation wherein the Principal against whom subrogation is to be waived is found to be solely negligent.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR  
CONTRACTORS – SCHEDULED PERSON OR  
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

<b>Name Of Additional Insured Person(s) Or Organization(s)</b>	<b>Location(s) Of Covered Operations</b>
City of Madera, its officers, officials, employees and agents  City of Madera 205 W. Fourth Street Madera CA 93637	Any location when this coverage is required in a written contract or written agreement.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

**C.** With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.



**waterTALENT's Equal Employment Opportunity/Non-Discriminatory Policy**

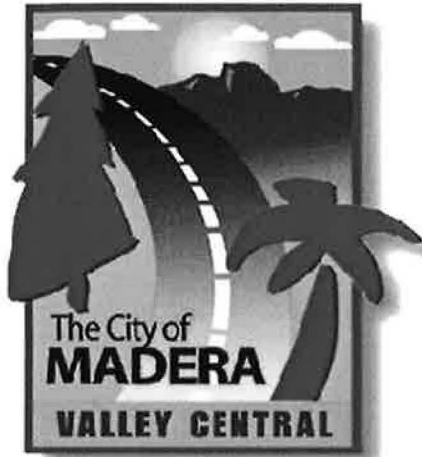
waterTALENT is committed to equal employment opportunity for all qualified persons, without regard to race, color, national origin, ancestry, sex, religion, creed, age, gender, mental or physical disability, military and veteran status, medical condition (including pregnancy, childbirth and related medical conditions), marital status, sexual orientation, genetic characteristics or any other consideration based on applicable law. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics, or is associated with a person who has or is perceived as having any of those characteristics. This applies to all employment practices, including recruitment, hiring, compensation, leaves of absence, recall, lay off, placement, waterTALENT benefits, promotions, demotions, transfers, training, disciplinary action, and termination. waterTALENT complies with the requirements of the California Fair Employment and Housing Act ("FEHA") and with the Americans with Disabilities Act ("ADA") and will reasonably accommodate an employee with a physical or mental disability, as defined by applicable law, when possible.

In most cases, we will neither require nor wish to receive any specific information on the employee's medical or mental condition. However, waterTALENT may require a statement from a qualified health professional regarding the type of accommodation required. waterTALENT also reserves the right to require an independent medical or psychiatric/psychology evaluation of the employee. We will attempt to work with you in order to provide reasonable accommodations. In this regard, you should carefully consider what type of accommodation would be suitable and attempt to provide us with suggestions. In considering requests for accommodation, we will look at a number of factors, including the impact on other employees, the cost involved, the health and safety of the employee and others, and other business necessities.

We expect all employees to show respect and sensitivity towards each other and to demonstrate a commitment to waterTALENT's equal opportunity objectives. If you observe a violation of this policy, you should report it immediately to human resources or management. We will immediately investigate any complaint and take appropriate preventative and/or corrective action, if necessary. Violation of this policy may result in disciplinary action, up to and including possible termination.

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## REPORT TO CITY COUNCIL

MEETING DATE: October 4, 2017

AGENDA ITEM NUMBER: B-5

Approved By:

  
PUBLIC WORKS OPERATIONS DIRECTOR

  
CITY ADMINISTRATOR

**SUBJECT:** Consideration of a Resolution Approving an Agreement with Anderson Striping & Construction, Inc. for Construction Services for the Crack Seal and Reseal Joints in Airfield Pavements Project at Madera Municipal Airport in the Amount of \$295,469.00 and Authorizing Contingencies of up to Ten Percent (10%), as Approved by the City Engineer; and Authorizing the Mayor to Execute the Agreement on Behalf of the City.

**RECOMMENDATION:** Staff recommends that the City Council approve the award of the construction contract for the Crack Seal and Reseal Joints in Airfield Pavements Project at the Madera Municipal Airport to Anderson Striping & Construction, Inc. in the amount of \$295,469.00 and authorize contingencies of up to ten percent (10%), as approved by the City Engineer.

**DISCUSSION:** City of Madera will utilize grant funds from the Federal Airport Improvement Program (AIP) for the purpose of sealing approximately 79,000 linear feet of cracks on the apron, taxiways, and runway, as well as resealing approximately 5,800 linear feet of joints. FAA has approved the Plans and Specifications for the work and dollar amounts for the proposed construction contract and issued an Authorization to Award Contract to Anderson Striping & Construction, Inc.

The construction project was duly advertised. On August 3, 2017, three (3) bids were received, opened, and read as required. Bid results:

	<i>Engineer's Estimate</i>	
1.	Anderson Striping & Construction, Inc.	\$377,800.00
2.	Maxwell Asphalt, Inc.	\$295,469.00
3.	Q & D Construction, Inc.	\$352,015.00
		\$368,998.00

The bid proposals were reviewed for correctness and conformance with the Bid Documents and contractor licensing and Federal Disadvantage Business Enterprise (DBE) requirements. Initially, the two lowest bidders were disqualified as nonresponsive for insufficient bid bond documents. However, upon appeal by both Anderson Striping & Construction, Inc. and Maxwell Asphalt, Inc.,

it was determined that both bid bonds supplied provided an equivalent level of protection to the City. Therefore, the irregularities were waived and all three bids were considered responsive and evaluated on their merits.

Anderson Striping & Construction, Inc. is located in Kingsburg, California. They are a women-owned business enterprise that has 27 years of experience in pavement markings, seal coatings, and asphalt/concrete repairs.

**FINANCIAL IMPACT:** The total cost of the project is \$397,569.00, plus 10% for contingencies (\$39,756.00), and is broken down as follows:

Construction Cost	\$295,469.00
Consulting Engineer	\$ 70,100.00
Administrative Costs	<u>\$ 32,000.00</u>
Total Project Budget	\$397,569.00

FAA has made \$357,812.00 available via FAA AIP Grant No. 3-06-0144-28-2017 to pay 90% of all eligible design engineering, contract administration, construction, testing, and inspection costs for the Project. Additionally, the City has submitted an application to CalTrans Division of Aeronautics for matching funds in the amount of \$17,891.00. If approved, the Airport Operations Fund will cover the remaining \$21,866.00 for the City's share.

Sufficient funds are available in the Airport Fund for the City's share of the project. There is no impact to any General Fund account.

**CONSISTENCY WITH THE VISION MADERA 2025 PLAN:** While the proposed actions are not specifically addressed as part of the Plan, they are not in conflict with it and are sympathetic of the underlying principles of the 2025 Plan.

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA, CALIFORNIA, APPROVING AN AGREEMENT WITH ANDERSON STRIPING & CONSTRUCTION, INC. FOR CONSTRUCTION SERVICES FOR THE CRACK SEAL AND RESEAL JOINTS IN AIRFIELD PAVEMENTS PROJECT AT MADERA MUNICIPAL AIRPORT IN THE AMOUNT OF \$295,469.00 AND AUTHORIZING CONTINGENCIES OF UP TO TEN PERCENT (10%), AS APPROVED BY THE CITY ENGINEER; AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT ON BEHALF OF THE CITY OF MADERA**

WHEREAS, the City of Madera (the "City") has advertised for bids for construction of the Crack Seal and Reseal Joints in Airfield Pavement Project (the "Project"); and

WHEREAS, bids were duly received, processed and opened by the City Engineering Department and the Airport Division and checked for compliance with the Bid Documents; and

WHEREAS, Anderson Striping & Construction, Inc. complied with the Bid Documents and was the lowest responsible bidder on the Project.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MADERA finds, orders and determines as follows:

1. The above recitals are true and correct.
2. The low bid submitted by Anderson Striping & Construction, Inc. is responsive.
3. The Agreement with Anderson Striping and Construction, Inc. for Madera Airport Crack Seal and Reseal Joints in Airfield Pavement Project, a copy of which is on file in the office of the City Clerk and referred to for

particulars, is hereby approved in the amount of \$295,469.00 and contingencies of up to ten percent (10%), as approved by the City Engineer, are authorized.

4. The Mayor is authorized to execute the contract on behalf of the City of Madera.

5. This Resolution is effective immediately upon adoption.

\* \* \* \* \*



## AGREEMENT

**THIS AGREEMENT**, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2017, by and between the CITY OF MADERA, a municipal corporation, (hereinafter referred to as "Owner"), and ANDERSON STRIPING & CONSTRUCTION, INC., a corporation duly organized and existing under the laws of the State of California, (hereinafter referred to as "Contractor"), and will expire as of the completion of the terms of the Agreement,

WITNESSETH: That for and consideration of the payments and agreements hereinafter mentioned:

1. The CONTRACTOR shall commence and complete all WORK required to complete **Project 217-1; Crack Seal and Reseal Joints in Airfield Pavements; Madera Municipal Airport.**

2. The CONTRACTOR shall furnish all of the material, supplies, tools, equipment, labor and other services necessary for the construction and completion of the WORK described herein.

3. The CONTRACTOR shall commence the WORK required by the CONTRACT DOCUMENTS within ten (10) calendar days after the date of the NOTICE TO PROCEED and will complete the same within the time period set forth in the CONTRACT DOCUMENTS. The CONTRACTOR shall submit a Payment Bond and Performance Bond in the amount of \$295,469.00, each and Insurance Certificates as specified in the CONTRACT DOCUMENTS prior to commencing any WORK.

4. The CONTRACTOR agrees to perform all of the WORK described in the DOCUMENTS for the unit and lump sum prices set forth in Exhibit "A".

5. The term 'CONTRACT DOCUMENTS' means and includes the following:

- (a) Advertisement for Bids
- (b) Information for Bidders
- (c) Bid
- (d) Bid Bond
- (e) Agreement
- (f) Payment Bond
- (g) Performance Bond
- (h) Insurance Requirements for Contractors
- (i) NOTICE OF AWARD
- (j) NOTICE TO PROCEED
- (k) CHANGE ORDER
- (l) Federal Provisions
- (m) State and Local General Provisions
- (n) Special Conditions
- (o) SPECIFICATIONS prepared or issued by the City of Madera, Engineering Department, entitled, "**MADERA MUNICIPAL AIRPORT, MADERA,**

**CALIFORNIA, CRACK SEAL AND RESEAL JOINTS IN AIRFIELD PAVEMENTS, AIP NO. 3-06-0144-28-2017, PROJECT 217-1,"** dated June 2017.

- (p) DRAWINGS prepared or issued by the City of Madera, Engineering Department numbered Sheets 1 through 32.
- (q) Appendix A - Construction Safety and Phasing Plan
- (r) Appendix B – Construction Management Plan
- (s) ADDENDA
  - No. 1, dated July 28, 2017
  - No. \_\_\_\_\_, dated \_\_\_\_\_, 2017
  - No. \_\_\_\_\_, dated \_\_\_\_\_, 2017
  - No. \_\_\_\_\_, dated \_\_\_\_\_, 2017
  - No. \_\_\_\_\_, dated \_\_\_\_\_, 2017
  - No. \_\_\_\_\_, dated \_\_\_\_\_, 2017
- (t) Shop Drawings and Manufacturers' Instructions approved

6. In the event the CONTRACTOR does not complete the WORK within the time limit specified herein or within such further time as authorized, the CONTRACTOR shall pay to the OWNER liquidated damages in the amount of Two Thousand Dollars (\$2,000.00) per day for each and every calendar day's delay in finishing the WORK beyond the completion date so specified.

7. The OWNER will pay to the CONTRACTOR in the manner and at such times as set forth in the General Conditions such amounts as required by the CONTRACT DOCUMENTS. For any moneys earned by the CONTRACTOR and withheld by the OWNER to ensure the performance of the Contract, the CONTRACTOR may, at his request and expense, substitute securities equivalent to the amount withheld in the form and manner and subject to the conditions provided in Division 2, Part 5, Section 22300 of the Public Contract Code of the State of California.

8. In the event of a dispute between the OWNER and the CONTRACTOR as to an interpretation of any of the specifications or as to the quality or sufficiency of material or workmanship, the decision of the OWNER shall for the time being prevail and the CONTRACTOR, without delaying the job, shall proceed as directed by the OWNER without prejudice to a final determination by negotiation, arbitration by mutual consent or litigation, and should the CONTRACTOR be finally determined to be either wholly or partially correct, the OWNER shall reimburse him for any added costs he may have incurred by reason of work done or material supplied beyond the terms of the contract as a result of complying with the OWNER'S directions as aforesaid. In the event the CONTRACTOR shall neglect to prosecute the work properly or fail to perform any provisions of the CONTRACT, the OWNER, after three days' written notice to the CONTRACTOR, may, without prejudice to any other remedy it may have, make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due to the CONTRACTOR, subject to final settlement between the parties as in this paragraph herein above provided.

9. Attention is directed to Section 1735 of the Labor Code, which reads as follows:

“No discrimination shall be made in the employment of persons upon public works because of the race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical conditions, marital status, or sex of such persons except as provided in Section 12940 of the Government Code, and every contractor for public works violating this section is subject to all the penalties imposed for a violation of this chapter.”

10. In accordance with the provisions of Article 5, Chapter I, Part 7, Division 2 (commencing with Section 1860) and Chapter 4, Part I, Division 4 (commencing with Section 3700) of the Labor Code of the State of California, the CONTRACTOR is required to secure the payment of compensation to his employees and shall for that purpose obtain and keep in effect adequate Workers' Compensation Insurance.

The CONTRACTOR is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions before commencing the performance of the WORK of this Agreement.

11. The CONTRACTOR shall comply with Part 7, Chapter I, Article 2, Section 1773.8 of the Labor Code of the State of California. The CONTRACTOR shall make travel and subsistence payments to each workman needed to execute the work, as such travel and subsistence payments are defined in the applicable collective bargaining agreements.

12. The CONTRACTOR shall comply with Part 7, Chapter I, Article 2, Section 1775 of the Labor Code of the State of California. The CONTRACTOR shall, as a penalty to the OWNER, forfeit fifty dollars (\$50.00) for each calendar day, or portion thereof, for each workman paid less than the prevailing rates as determined by the director for such work or craft in which such workman is employed for any public work done under the Contract by him or by any SUBCONTRACTOR under him. The difference between such prevailing wage rates and the amount paid to each workman for each calendar day or portion thereof for which each workman was paid less than a prevailing wage rate, shall be paid to each workman by the CONTRACTOR.

13. The CONTRACTOR shall comply with Part 7, Chapter I, Article 2, Section 1776 of the Labor Code of the State of California. The CONTRACTOR shall keep and require that all SUBCONTRACTORS keep accurate payroll records showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice worker or other employee employed by him or her in connection with public work. Such payroll records shall be certified and shall be available for inspection at all reasonable hours at the principal office of the CONTRACTOR by the OWNER, its officers and agents and to the representatives of the Division of Labor Law Enforcement of the State Department of Industrial Relations. In the event of non-compliance with the requirements of Section 1776, the CONTRACTOR shall have 10 days in which to comply subsequent to receipt of written notice specifying in what respects the CONTRACTOR must comply. Should non-compliance still be evident after the ten (10) day period, the CONTRACTOR shall, as a penalty forfeit to the

OWNER twenty-five dollars (\$25.00) for each calendar day, or portion thereof, for each worker until strict compliance is effectuated. Upon the request of the Division of Apprenticeship Standards of the Division of Labor Standards Enforcement, these penalties shall be withheld from progress payments then due.

14. Attention is directed to the provisions of Sections 1777.5 and 1777.6 of the Labor Code concerning the employment of apprentices by the CONTRACTOR or any SUBCONTRACTOR under him. It is the CONTRACTOR'S responsibility to ensure compliance by both himself and all SUBCONTRACTORS.

Section 1777.5 reads, in part, as follows:

"The CONTRACTOR or SUBCONTRACTOR, if he/she is covered by this section, upon the issuance of the approval certificate, or if he/she has been previously approved in the craft or trade, shall employ the number of apprentices or the ratio of apprentices to journeyman stipulated in the apprenticeship standards. Upon proper showing by the CONTRACTOR that he/she employs apprentices in the craft or trade in the State on all of his/her contracts on an annual average of not less than one hour of apprentice work for every five hours of labor performed by a journeyman, or in the land surveyor classification, one apprentice for each five journeymen, the Division of Apprenticeship Standards may grant a certification exempting the CONTRACTOR from the 1 to 5 hourly ratio as set forth in this section. This section shall not apply to contracts of general CONTRACTORS or to contracts of specialty contractors not bidding for work through a general or prime CONTRACTOR, when the contracts of general CONTRACTORS, or those specialty CONTRACTORS involve less than thirty thousand dollars (\$30,000) or 20 working days. Any work performed by a journeyman in excess of eight hours per day or 40 hours per week shall not be used to calculate the hourly ratio required by this section.

"Apprenticeable craft or trade,' as used in this section, shall mean a craft or trade determined as an apprenticeable occupation in accordance with rules and regulations prescribed by the Apprenticeship Council. The joint apprenticeship committee shall have the discretion to grant a certificate, which shall be subject to the approval of the Administrator or Apprenticeship, exempting a CONTRACTOR from the 1 to 5 ratio set forth in this section when it finds that any one of the following conditions is met:

- (a) In the event unemployment for the previous three month period in such area exceeds an average of 15 percent, or
- (b) In the event the number of apprentices in training in such area exceeds a ratio of 1 to 5, or
- (c) If there is a showing that the apprenticeable craft or trade is replacing at least one-thirtieth of its journeymen annually through apprenticeship training, either (1) on a statewide basis, or (2) on a local basis.

(d) If assignment of an apprentice to any work performed under a public works contract would create a condition which should jeopardize his life or the life, safety, or property of fellow employees, or the public at large or if the specific task to which the apprentice is to be assigned is of a nature that training cannot be provided by a journeyman.

“When such exemptions are granted to an organization which represents CONTRACTORS in a specific trade from the 1 to 5 ratio on a local or statewide basis the member CONTRACTORS will not be required to submit individual applications for approval to local joint apprenticeship committees, provided they are already covered by the local apprenticeship standards.”

The CONTRACTOR is required to make contributions to funds established for the administration of apprenticeship programs if he employs registered apprentices or journeymen in apprenticeable trade on such contracts and if other CONTRACTORS on the public work site are making such contributions. The CONTRACTOR, and any SUBCONTRACTOR under him, shall comply with the requirements of Sections 1777.5 and 1777.6 of the Labor Code in the employment of apprentices. Information relative to number of apprentices, identifications, wages, hours of employment and standards of working conditions shall be obtained from the Division of Apprenticeship Standards. Consult the white pages of your telephone directory under California, State of, Industrial Relations, Apprenticeship Standards, for the telephone number and address of the nearest office.

Willful failure by the CONTRACTOR to comply with the provisions of 1777.5 will subject the CONTRACTOR to the penalties set forth in Section 1777.7 of the Labor Code.

15. In accordance with the provisions of Article 3, Chapter 1, Part 7, Division 2, Sections 1810 and 1817 inclusive of the Labor Code of the State of California, eight (8) hours labor shall constitute a day's work and no laborer, worker, or mechanic in the employ of said CONTRACTOR or any SUBCONTRACTOR doing or contracting to do any part of the work contemplated by this contract shall be required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week except as provided in Section 1815.

The CONTRACTOR and each SUBCONTRACTOR shall keep an accurate record showing the name of and actual hours worked each calendar day and each calendar week by each workman employed by him in connection with the public work. The record shall be kept open at all reasonable hours to the inspection of the OWNER or its officers or agents and to the Division of Labor Law Enforcement of the Department of Industrial Relations.

The CONTRACTOR shall, as a penalty to the State of political subdivision on whose behalf the contract is made or awarded, forfeit twenty-five dollars (\$25) for each workman employed in the execution of the contract by the CONTRACTOR or by any SUBCONTRACTOR for each calendar day during which such workman is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week in violation of the provisions of Article 3, Chapter 1, Part 7, Division 2 of the Labor Code.

16. The CONTRACTOR shall comply with Division 2, Chapter 4, Part 1 of the Public Contract Code relating to subletting and subcontracting, specifically included but not limited to Sections 4104, 4106, and 4110, which by this reference are incorporated into this Agreement as though fully set forth herein.

17. This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

18. The work to be done under this agreement is being financed in whole or in part by means of a grant made by the United States acting through the Federal Aviation Administration of the Department of Transportation. The Contractor must adhere to the Required Contract Provisions for Airport Improvement Program and for Obligated Sponsors, included in Part B of Division III of the specifications. The Contractor shall insert these contract provisions in each contract and subcontract, and further require that the clauses be included in all subcontracts. The Contractor shall further incorporate applicable requirements of these contract provisions by reference for work done under any purchase orders, rental agreements, and other agreements for supplies or services. The Contractor is responsible for compliance with these contract provisions by any subcontractor, lower-tier subcontractor or service provider. These provisions shall not be modified.

All mechanics and laborers on the project shall be paid no less than the minimum wage rate established by the U.S. Secretary of Labor. A copy of the Department of Labor Wage Rate Determination applicable to this contract is included in Part C of Division III of the specifications.

**IN WITNESS WHEREOF** the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in four copies, each of which shall be deemed an original on the date first above written.


**City of Madera, a Municipal Corporation**  
Herein Called OWNER

By \_\_\_\_\_  
Andrew J. Medellin, Mayor

ATTEST:

\_\_\_\_\_  
Sonia Alvarez, City Clerk

**Anderson Striping & Construction, Inc.**  
Herein Called CONTRACTOR

BY:   
Kelly Anderson, CEO/President

### Acknowledgment

State of California )

County of Fresno )

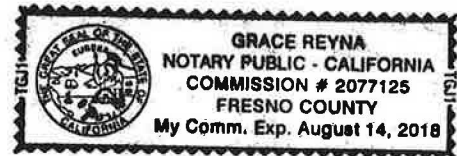
On September 26, 2017 2017 before me, Grace Reyna - Notary Public  
(insert name and title of officer)  
personally appeared Kelly Anderson

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

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

WITNESS my hand and official seal.

Signature Grace Reyna (Seal)





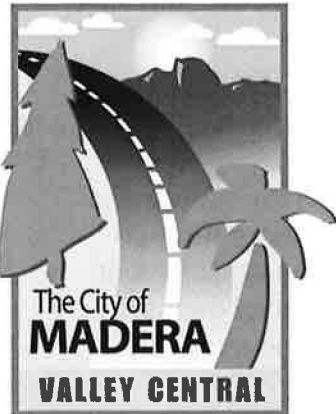
**CONTRACTOR'S BID AND BID PRICE SCHEDULE**

**MADERA MUNICIPAL AIRPORT, MADERA, CALIFORNIA**  
**CRACK SEAL AND RESEAL JOINTS IN AIRFIELD PAVEMENTS**  
**AIP NO. 3-06-0144-28-2017**  
**PROJECT NO. 217-1**

Item No.	Item Description	Unit of Measure	Approximate Quantity	Unit Price (In Figures)	Amount (In Figures)
1	Mobilization (GP-105)	L.S.	L.S.	LUMP SUM	\$30,000.00
2	Marking and Lighting of Closed Airport Facilities (ST-02)	L.S.	L.S.	LUMP SUM	\$35,000.00
3	Joint Sealing Filler (P-605)	Ln. Ft.	5,500.0	\$2.70	\$14,850.00
4	Crack Seal Type A - Existing Sealed Crack (ST-03)	Ln. Ft.	13,500.0	\$1.73	\$23,355.00
5	Crack Seal Type B – Existing Sealed Crack with Crack or Debonded Seal (ST-03)	Ln. Ft.	4,000.0	\$3.06	\$12,240.00
6	Crack Seal Type C – New Cracks with No Existing Sealant (ST-03)	Ln. Ft.	44,000.0	\$1.99	\$87,560.00
7	Remove Existing Airfield Marking, No Seal Coat (ST-04)	Sq. Ft.	2,800	\$3.74	\$10,472.00
8	Remove Existing Airfield Marking, With Seal Coat (ST-04)	Sq. Ft.	4,200	\$4.15	\$17,430.00
9	Runway and Taxiway Marking (P-620)	Sq. Ft.	95,000.0	\$0.40	\$38,000.00
10	Reflective Media (P-620)	LB	5,700.0	\$4.66	\$25,562.00
	<b><i>TOTAL BID</i></b>				<b><u>\$ 295,469.00</u></b>



## REPORT TO CITY COUNCIL




Council Meeting of October 4, 2017

Agenda Item Number B-6

Approved by:

  
\_\_\_\_\_  
Department Director

  
\_\_\_\_\_  
City Administrator

### **Consideration of a Minute Order Approving a Letter of Participation for the Madera County Public Health Department Emergency Preparedness Coalition and Authorizing the Mayor to Sign on Behalf of the City**

#### **RECOMMENDATION**

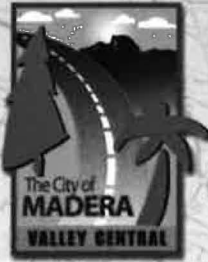
It is recommended Council approve the letter of participation for the Madera County Public Health Department Emergency Preparedness Coalition and authorize the Mayor to sign on behalf of the City.

#### **HISTORY**

The Madera County Public Health Department Emergency Preparedness Coalition is a voluntary multidisciplinary, multi-agency body, to partner and collaborate with the Madera County Hospital Preparedness Program (HPP) to coordinate healthcare preparedness for all-hazard emergencies through mitigation, planning, response and recovery.

#### **SITUATION**

The City of Madera has been an active participant of the Madera County Public Health Department Emergency Preparedness Coalition since its inception in 2004. The City attends and participates in the quarterly meetings held by the coalition as well as participates in emergency preparedness exercises and emergency preparedness trainings as they are made available. The Public Health Department is seeking letters of continued commitment as they move into a new grant cycle. Typically, Risk Management and Police Department staff attend on behalf of the City. Other participating agencies include the school district, City of Chowchilla, all area hospitals, nursing homes, ambulance service and many other community partners. Staff recommends and seeks Council's concurrence to continue as an active member of the coalition, continuing our partnership with the health community as it relates to emergency preparedness.



**Madera County Public Health Department  
Emergency Preparedness Coalition  
Letter of Participation  
Hospital Preparedness Program  
Grant Year 2017-2022**

With this letter the City of Madera joins the Madera County Emergency Preparedness Coalition, a voluntary multidisciplinary, multi-agency body, to partner and collaborate with the Madera County Hospital Preparedness Program (HPP) to coordinate healthcare preparedness for all-hazard emergencies through mitigation, planning, response and recovery.

**The Partner's Role:**

1. Designate a representative to actively participate in the Madera County Emergency Preparedness Coalition.
2. Participate and assist in defining role and responsibilities for healthcare facilities regarding the top three hazards identified in the Medical Health Hazard Vulnerability Assessments (MHHVAs) and identify gaps in meeting capabilities needed to perform participant roles and responsibilities.
3. Attend as many Madera County Emergency Preparedness Coalition Committee meetings per fiscal year as feasible.
4. Participate in all aspects of the Statewide Medical Health Exercise.
5. Participate in appropriate Hospital Preparedness Program/emergency preparedness trainings and exercises as they are made available.

**Madera County HPP Entity's Role:**

1. Promote communication, collaboration, and resource sharing in accordance with the California Public Health and Medical Emergency Operations (CA-EOM) during a disaster among the Madera County Emergency Preparedness Coalition.

**Human Resources**

205 W. Fourth Street • Madera, CA 93637 • TEL (559) 661-5400 Opt. 8 • FAX (559) 673-1655

**[www.cityofmadera.ca.gov](http://www.cityofmadera.ca.gov)**

2. Assume a leadership role in the Madera County Emergency Preparedness Coalition by:
  - a. Presiding over Coalition meetings
  - b. Creating and distributing meeting announcements and agendas
  - c. Recording and distributing meeting minutes
  - d. Maintaining permanent archives of meeting minutes
3. Promote outreach to identify new Madera County Emergency Preparedness Coalition partners, including but not limited to, public and private medical, health, or skilled nursing service providers; community based organizations; and governmental bodies with an interest in the provision of healthcare in Madera County during disasters or other states of emergency.
4. Facilitate training and equipment resources to Madera County Emergency Preparedness Coalition partners through the Hospital Preparedness Program grant.

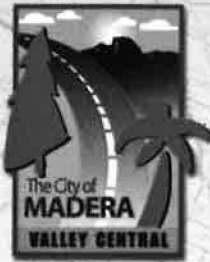
Coalition's Role:

1. The role of this Coalition is to provide recommendations regarding healthcare preparedness for all-hazards emergencies in Madera County. As such, the Coalition is not a policy making entity.
2. Such an advisory role does not obligate this Coalition, or any member, to perform any specific administrative, fiscal, or disciplinary function.
3. This Coalition, in keeping with its purpose, shall not encumber itself with any binding contract or fiduciary role.
4. Other than potential loss of eligibility for HPP grant funding, any member of this Coalition can withdraw participation, at any time, for any reason, without prejudice or penalties.

By participating in the Madera County Preparedness Coalition through the provisions listed above, HPP qualified healthcare entities (hospital, clinic, LEMSA, skilled nursing facilities) may be eligible to receive Hospital Preparedness Program grant funding.

\_\_\_\_\_  
Andrew J. Medellin, Mayor


\_\_\_\_\_  
Date



## REPORT TO CITY COUNCIL

Approved By:

  
Department Director

  
City Administrator

Council Meeting of: October 4, 2017  
Agenda Item Number B-7

**SUBJECT:** CONSIDERATION OF A RESOLUTION APPROVING CONTRACT WITH NOR-CAL PUMP & WELL DRILLING, INC., IN THE AMOUNT OF \$169,743 FOR THE WATER POLLUTION CONTROL FACILITY REPLACEMENT WATER SUPPLY WELL, CITY PROJECT NO. WWTP 17-01, AND AUTHORIZING CONSTRUCTION CONTINGENCIES OF UP TO 20% AS APPROVED BY THE CITY ENGINEER AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT ON BEHALF OF THE CITY

### **RECOMMENDATION:**

1. That the City Council approves Resolution No. 17-\_\_ approving:
  - a. The award of the contract for Water Pollution Control Facility Replacement Water Supply Well, City Project No. WWTP 17-01 to Nor-Cal Pump & Well Drilling, Inc. in the amount of \$169,743.
  - b. Authorization of construction contingencies of up to 20% as approved by the City Engineer.
  - c. Authorization the Mayor to execute the contract on behalf of the City.

### **SUMMARY:**

As part of the City's requirement for maintaining a potable water supply for the waste water treatment plant (WWTP) a new water supply well has been sited and is scheduled for construction. As highlighted by Staff during the budget process, a series of capital projects have been recommended to maintain essential functions and/or enhance operations at the treatment plant. The water well is included amongst these projects and its costs were programed in the adopted FY 17/18 budget.

The proposed project will provide the installation and setup of the 12.75 inch stainless steel well casing as required for the new production well. In order to properly design the final production well, a test well is needed. Test pumping shall be performed by the contractor so that the

### **Engineering**

205 W. Fourth Street • Madera, CA 93637 • TEL (559) 661-5418 • FAX (559) 675-6605

**[www.cityofmadera.ca.gov](http://www.cityofmadera.ca.gov)**



Engineer may evaluate well efficiency and the hydrologic properties of the aquifer in order to assess the probable performance of the subsequent production well.

The work shall include construction of a test well in accordance with the Madera County Water Well requirements and the California Water Well Standards. The contractor shall obtain a well drilling permit from the County of Madera to drill the test well to an approximate depth of 330 feet.

The drilling shall be under the coordination of a hydrogeologist that will collect evidence of the subsurface geology, water production and water quality. All work shall be performed in accordance with the project specifications and plans, and subject to the terms and conditions of the contract.

#### **SITUATION:**

The "Notice Inviting Bids" was duly noticed and plans and specifications were distributed to local building exchanges for contractor and sub-contractors bidding information. On September 26, 2017 the City received six bids as follows:

<u>Name of Bidder</u>	<u>Bid Amount</u>
Nor-Cal Pump & Well Drilling, Inc.	\$169,743.00
Maggiora Bros Drilling, Inc.	\$174,783.00
Arthur & Orum Well Drilling, Inc.	\$179,364.00
Well Industries, Inc.	\$183,840.00
Pacifica Coast Well Drilling, Inc.	\$265,610.00
Anthony J. Prieto Water Well Drilling, Inc.	\$270,863.00
Engineers Opinion of Cost	\$367,000.00

Nor-Cal Pump & Well Drilling, Inc., submitted the lowest bid in the amount of \$169,743. The bid is under the estimated cost of the project. The bid was checked for accuracy with the bidding requirements of the specifications, and validity of contractor's license and bid security. Nor-Cal Pump & Well Drilling, Inc. submitted the lowest responsive and responsible bid that meets all the contract requirements.

It is recommended that the project be awarded to Nor-Cal Pump & Well Drilling, Inc.

#### **CONSISTENCY WITH THE VISION MADERA 2025 PLAN:**

**Strategy 434** – Ensure continued water supplies to meet the demands of the City at the Waste Water Treatment Plant (WWTP) facility.

**Strategy 434.1** – Increase and maintain water usage as required to operate the WWTP facility.

#### **FINANCIAL IMPACT:**

Funding is appropriated in the FY 2017/18 Water System Utility Fund - Account No. 2040-82-300-3420-00-00-7030.

The construction of this project will not have a financial impact on the City's General Fund.

## **RESOLUTION NO. 17-\_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA, CALIFORNIA, APPROVING CONTRACT WITH NOR-CAL PUMP & WELL DRILLING, INC., IN THE AMOUNT OF \$169,743 FOR THE WATER POLLUTION CONTROL FACILITY REPLACEMENT WATER SUPPLY WELL, CITY PROJECT NO. WWTP 17-01, AUTHORIZING CONSTRUCTION CONTINGENCIES OF UP TO 20% AS APPROVED BY THE CITY ENGINEER, AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT ON BEHALF OF THE CITY**

**WHEREAS**, The Engineering Division advertised for bid proposals for the Water Pollution Control Facility Replacement Water Supply Well, City Project No. WWTP 17-01 and received the lowest bid from Nor-Cal Pump & Well Drilling, Inc.; and

**WHEREAS**, A mitigated negative declaration and mitigation monitoring and reporting program were previously adopted for the project.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MADERA HEREBY finds, orders and resolves as follows:**

1. The above recitals are true and correct.
2. The City Council has reviewed and considered all of the information presented including the report to the City Council from the Engineering Department.
3. The City Council in its independent judgement based on the entire record in this matter finds that the project has no possibility of causing significant impact on the environment.
4. The City finds that Nor-Cal Pump & Well Drilling, Inc. is the lowest responsive and responsible bidder.
5. The contract for the Water Pollution Control Facility Replacement Water Supply Well, City Project No. WWTP 17-01 with Nor-Cal Pump & Well Drilling, Inc. in the amount of \$169,743.00 and construction contingencies in the amount of no more than 20% of the contract amount are authorized by the City Council subject to the review and approval by the City Engineer is approved.
6. The Mayor is authorized to execute the contract on behalf of the City.
7. This Resolution is effective immediately upon adoption.

## AGREEMENT

**THIS AGREEMENT**, made this 4th day of October, 2017, between the City of Madera, hereinafter called "**OWNER**", and Nor-Cal Pump & Well Drilling, Inc., doing business as (an individual), or (a partnership), or (a corporation), hereinafter called "**CONTRACTOR**".

**WITNESSETH:** That for and in consideration of the payments and agreements hereinafter mentioned:

1. The **CONTRACTOR** shall commence and complete all **WORK** required for the "**Water Pollution Control Facility Replacement Water Supply Well, City Project No. WWTP 17-01**"
2. The **CONTRACTOR** shall furnish all of the material, supplies, tools, equipment, labor and other services necessary for the construction and completion of the **WORK** described herein.
3. The **CONTRACTOR** shall commence the **WORK** required by the **CONTRACT DOCUMENTS** within 10 calendar days after the date of the **NOTICE TO PROCEED** and will complete the same within the time period set forth in the **CONTRACT DOCUMENTS**. The **CONTRACTOR** shall submit a Payment Bond and Performance Bond in the amount of \$169,743.00, each and Insurance Certificates as specified in the **CONTRACT DOCUMENTS** prior to commencing any **WORK**.
4. The **CONTRACTOR** agrees to perform all of the **WORK** described in the **DOCUMENTS** for the unit and lump sum prices set forth in the Bid Schedule.
5. The term "**CONTRACT DOCUMENTS**" means and includes the following:
  - (A) Advertisement for Bids
  - (B) Information for Bidders
  - (C) Bid Proposal
  - (D) Bid Bond
  - (E) Agreement
  - (F) Payment Bond
  - (G) Performance Bond
  - (H) Insurance Requirements for Contractors
  - (I) General Conditions
  - (J) Special Conditions
  - (K) State Standard Plans and Specifications ISSUE MAY 2015
  - (L) PLANS and SPECIFICATIONS prepared or issued by CITY OF MADERA, entitled "**Water Pollution Control Facility Replacement Water Supply Well, City Project No. WWTP 17-01**". Project Plans prepared or issued by the City of Madera Engineering Department, Explanation of Bid Items, Technical Specifications, City of Madera Standard Specifications and Drawings

Addenda Nos. \_\_\_\_\_, dated \_\_\_\_\_  
Addenda Nos. \_\_\_\_\_, dated \_\_\_\_\_  
Addenda Nos. \_\_\_\_\_, dated \_\_\_\_\_

6. In the event the **CONTRACTOR** does not complete the **WORK** within the time limit specified herein or within such further time as authorized, the **CONTRACTOR** shall pay to the **OWNER** liquidated damages in the amount of **Four Hundred Dollars (\$400.00)** per day for each and every calendar day delay in finishing the **WORK** beyond the completion date so specified.

7. The **OWNER** will pay to the **CONTRACTOR** in the manner and at such times as set forth in the General Conditions such amounts as required by the **CONTRACT DOCUMENTS**. For any moneys earned by the **CONTRACTOR** and withheld by the **OWNER** to ensure the performance of the Contract, the **CONTRACTOR** may, at his request and expense, substitute securities equivalent to the amount withheld in the form and manner and subject to the conditions provided in Division 2, Part 5, Section 22300 of the Public Contract Code of the State of California.

8. In the event of a dispute between the **OWNER** and the **CONTRACTOR** as to an interpretation of any of the specifications or as to the quality or sufficiency of material or workmanship, the decision of the **OWNER** shall for the time being prevail and the **CONTRACTOR**, without delaying the job, shall proceed as directed by the **OWNER** without prejudice to a final determination by negotiation, arbitration by mutual consent or litigation, and should the **CONTRACTOR** be finally determined to be either wholly or partially correct, the **OWNER** shall reimburse him for any added costs he may have incurred by reason of work done or material supplied beyond the terms of the contract as a result of complying with the **OWNER'S** directions as aforesaid. In the event the **CONTRACTOR** shall neglect to prosecute the work properly or fail to perform any provisions of the **CONTRACT**, the **OWNER**, after three days written notice to the **CONTRACTOR**, may, without prejudice to any other remedy it may have, make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due to the **CONTRACTOR**, subject to final settlement between the parties as in this paragraph herein above provided.

9. Attention is directed to Section 1735 of the Labor Code, which reads as follows:

"No discrimination shall be made in the employment of persons upon public works because of the race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical conditions, marital status, or sex of such persons except as provided in Section 12940 of the Government Code, and every contractor for public works violating this section is subject to all the penalties imposed for by violation of this chapter".

10. In accordance with the provisions of Article 5, Chapter I, Part 7, Division 2 (commencing with Section 1860) and Chapter 4, Part I, Division 4 (commencing with Section 3700) of the Labor Code of the State of California, the **CONTRACTOR** is required to secure the payment of compensation to his employees and shall for that purpose obtain and keep in effect adequate Worker's Compensation Insurance.

The undersigned **CONTRACTOR** is aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against Liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions before commencing the performance of the **WORK** of this Agreement.

11. The **CONTRACTOR** shall comply with Part 7, Chapter I, Article 2, Section 1775 of the Labor Code of the State of California. The **CONTRACTOR** shall, as a penalty to the **OWNER**, forfeit fifty dollars (\$50.00) for each calendar day, or portion thereof, for each workman paid less than the prevailing rates for such work or craft in which such workman is employed for any public work done under the Contract by him or by any **SUBCONTRACTOR** under him. The difference



between such prevailing wage rates and the amount paid to each workman for each calendar day or portion thereof for which each workman was paid less than a prevailing wage rate, shall be paid to each workman by the **CONTRACTOR**.

12. The **CONTRACTOR** shall comply with Part 7, Chapter 1, Article 2, Section 1776 of the Labor Code of the State of California. The **CONTRACTOR** shall keep and require that all **SUBCONTRACTORS** keep accurate payroll records showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice worker or other employee employed by him in connection with public work. Such payroll records shall be certified and shall be available for inspection at all reasonable hours at the principal office of the **CONTRACTOR** by the **OWNER**, its officers and agents and to the representatives of the Division of Labor Law Enforcement of the State Department of Industrial Relations. In the event of non-compliance with the requirements of Section 1776, the **CONTRACTOR** shall have 10 days in which to comply subsequent to receipt of written notice specifying in what respects the **CONTRACTOR** must comply. Should non-compliance still be evident after the ten (10) day period, the **CONTRACTOR** shall, as a penalty to the **OWNER** forfeit twenty-five dollars (\$25.00) for each calendar day, or portion thereof, for each worker until strict compliance is effectuated. Upon the request of the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement, these penalties shall be withheld from progress payments then due.

13. Attention is directed to the provisions in Sections 1777.5 and 1777.6 of the Labor Code concerning the employment of apprentices by the **CONTRACTOR** or any **SUBCONTRACTOR** under him. It is the **CONTRACTOR'S** responsibility to ensure compliance by both itself and all **SUBCONTRACTORS**.

Section 1777.5 provides, in part, as follows:

The **CONTRACTOR** or **SUBCONTRACTOR**, if he is covered by this section, upon the issuance of the approval certificate, or if he has been previously approved in the craft or trade, shall employ the number of apprentices or the ratio of apprentices to journeyman stipulated in the apprenticeship standards. Upon proper showing by the **CONTRACTOR** that he employs apprentices in the craft or trade in the State on all of his/her contracts on an annual average of not less than one hour of apprentice work for every five hours of labor performed by a journeyman, or in the land surveyor classification, one apprentice for each five journeyman, the Division of Apprenticeship Standards may grant a certification exempting the **CONTRACTOR** from the one (1) to five (5) hourly ratio as set forth in this section. This section shall not apply to contracts of general **CONTRACTORS** or to contracts of specialty contractors not bidding for work through a general or prime **CONTRACTOR**, when the contracts of general **CONTRACTORS**, or those specialty **CONTRACTORS** involve less than thirty thousand dollars (\$30,000). Any work performed by a journeyman in excess of eight hours per day or forty (40) hours per week shall not be used to calculate the hourly ratio required by this section.

Apprenticeable craft or trade, as used in this section, shall mean a craft or trade determined as an apprenticeable occupation in accordance with rules and regulations prescribed by the Apprenticeship Council. The joint apprenticeship committee shall have the discretion to grant a certificate, which shall be subject to the approval of the Administrator of Apprenticeship, exempting a **CONTRACTOR** from the 1 to 5 ratio set forth in this section when it finds that any one of the following conditions is met:

- (a) In the event unemployment for the previous three month period in such area exceeds

an average of 15 percent, or

- (b) In the event the number of apprentices in training in such area exceeds a ratio of 1 to 5, or
- (c) If there is a showing that the apprenticeable craft or trade is replacing at least one-thirtieth of its journeymen annually through apprenticeship training, either (1) on a statewide basis, or (2) on a local basis, or
- (d) If assignment of an apprentice to any work performed under a public works contract would create a condition which should jeopardize his life or the life, safety, or property of fellow employees, or the public at large or if the specific task to which the apprentice is to be assigned is of a nature that training cannot be provided by a journeyman.

When such exemptions are granted to an organization which represents **CONTRACTORS** in a specific trade from the 1 to 5 ratio on a local or statewide basis the member **CONTRACTORS** will not be required to submit individual applications for approval to local joint apprenticeship committees, provided they are already covered by the local apprenticeship standards.

The **CONTRACTOR** is required to make contributions to funds established for the administration of apprenticeship programs if he employs registered apprentices or journeymen in apprenticeable trade on such contracts and if other **CONTRACTORS** on the public work site are making such contributions. The **CONTRACTOR**, and any **SUBCONTRACTOR** under him, shall comply with the requirements of Sections 1777.5 and 1777.6 of the Labor Code in the employment of apprentices. Information relative to number of apprentices, identifications, wages, hours of employment and standards of working conditions shall be obtained from the Division of Apprenticeship Standards. Consult the white pages of your telephone directory under California, State of, Industrial Relations, Apprenticeship Standards, for the telephone number and address of the nearest office. Willful failure by the **CONTRACTOR** to comply with the provisions of Sections 1777.5 will subject the **CONTRACTOR** to the penalties set forth in Section 1777.7 of the Labor Code.

14. Pursuant to California Labor Code Section 1813, eight hours in any one calendar day and forty (40) hours in any calendar week shall be the maximum hours any workman is required or permitted to work, except in cases of extraordinary emergency caused by fires, flood, or danger to life and property. The **CONTRACTOR** doing the work, or his duly authorized agent, shall file with **OWNER** a report, verified by his oath, setting forth the nature of the said emergency, which report shall contain the name of said worker and the hours worked by him on the said day, and the **CONTRACTOR** and each **SUBCONTRACTOR** shall also keep an accurate record showing the names and actual hours worked of all workers employed by him in connection with the work contemplated by this Agreement, which record shall be open at all reasonable hours to the inspection of the **OWNER**, or its officer or agents and to the Chief of all Division of Labor Statistics and Law Enforcement of the Department of Industrial Relations, his deputies or agents; and it is hereby further agreed that said **CONTRACTOR** shall forfeit as a penalty to the **OWNER** the sum of Twenty-Five Dollars (\$25.00) for each laborer, workman or any **SUBCONTRACTOR** under him for each calendar day during which such laborer, workman or mechanic is required or permitted to labor more than eight (8) hours in violation of this stipulation.

Overtime and shift work may be established as a regular procedure by the **CONTRACTOR** with reasonable notice and written permission of the **OWNER**. No work other

than overtime and shift work established as a regular procedure shall be performed between the hours of 6:00 P.M. and 7:00 A.M. nor on Saturdays, Sundays or holidays except such work as is necessary for the proper care and protection of the work already performed or in case of an emergency.

**CONTRACTOR** agrees to pay the costs of overtime inspection except those occurring as a result of overtime and shift work established as a regular procedure. Overtime inspection shall include inspection required during holidays, Saturdays, Sundays and weekdays. Costs of overtime inspection will cover engineering, inspection, general supervision and overhead expenses which are directly chargeable to the overtime work. **CONTRACTOR** agrees that **OWNER** shall deduct such charges from payments due the **CONTRACTOR**.

15. The **CONTRACTOR** shall comply with Division 2, Chapter 4, Part 1 of the Public Contract Code relating to subletting and subcontracting, specifically included but not limited to Sections 4104, 4106, and 4110, which by this reference are incorporated into this Agreement as though fully set forth herein.

16. The **CONTRACTOR** and the **OWNER** agree that changes in this Agreement or in the work to be done under this Agreement shall become effective only when written in the form of a supplemental agreement or change order and approved and signed by the **OWNER** and the **CONTRACTOR**. It is specifically agreed that the **OWNER** shall have the right to request any alterations, deviations, reductions or additions to the contract or the plans and specifications or any of them, and the amount of the cost thereof shall be added to or deducted from the amount of the contract price aforesaid by fair and reasonable valuations thereof.

This contract shall be held to be completed when the work is finished in accordance with the original plans and specifications as amended by such changes. No such change or modification shall release or exonerate any surety upon any guaranty or bond given in connection with this contract.

17. **Contractor** shall indemnify, defend with legal counsel approved by City, and hold harmless City, its officers, officials, employees, and volunteers from and against all liability, loss, damage, expense, and cost (including without limitation reasonable legal counsel fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with **Contractor's** negligence, recklessness, or willful misconduct in the performance of work hereunder, or its failure to comply with any of its obligations contained in this AGREEMENT, except such loss or damage caused by the sole active negligence or willful misconduct of the City. Should conflict of interest principles preclude a single legal counsel from representing both City and **Contractor**, or should City otherwise find **Contractor's** legal counsel unacceptable, then **Contractor** shall reimburse the City its costs of defense, including without limitation, reasonable legal counsel fees, expert fees, and all other costs and fees of litigation. The **Contractor** shall promptly pay any final judgment rendered against the City (and its officers, officials, employees and volunteers) with respect to claims determined by a trier of fact to have been the result of the **Contractor's** negligent, reckless, or wrongful performance. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

**Contractor** obligations under this section apply regardless of whether or not such claim, charge, damage, demand, action, proceeding, loss, stop notice, cost, expense, judgment, civil fine or penalty, or liability was caused in part or contributed to by an Indemnatee. However, without

affecting the rights of City under any provision of this agreement, **Contractor** shall not be required to indemnify and hold harmless City for liability attributable to the active negligence of City, provided such active negligence is determined by agreement between the parties or by the findings of a court of competent jurisdiction. In instances where City is shown to have been actively negligent and where City's active negligence accounts for only a percentage of the liability involved, the obligation of **Contractor** will be for that entire portion or percentage of liability not attributable to the active negligence of City.

**Contractor** agrees to obtain or cause to be obtained executed defense and indemnity agreements with provisions identical to those set forth in this Section from each and every Subcontractor and Sub-consultant, of every Tier. In the event the **Contractor** fails to do so, **Contractor** agrees to be fully responsible to provide such defense and indemnification according to the terms of this Section .

18. Contractor must comply with the insurance requirements as described in the section called "INSURANCE REQUIREMENTS FOR **CONTRACTOR**", pages 37-38 of the Contract Documents.

19. Amendments- Any changes to this Agreement requested by either City or Nor-Cal Pump & Well Drilling, Inc. may only be effected if mutually agreed upon in writing by duly authorized representatives of the parties hereto. This Agreement shall not be modified or amended or any rights of a party to it waived except by such writing.

20. Termination.

A. This Agreement may be terminated at any time by either party upon fifteen (15) calendar days written notice. In the event the Agreement is terminated by either party, Nor-Cal Pump & Well Drilling, Inc. shall be compensated for services performed to the date of termination based upon the compensation rates and subject to the maximum amounts payable agreed to together with such additional services performed after termination which are authorized in writing by the City representative to wind up the work performed to date of termination.

B. City may immediately suspend or terminate this Agreement in whole or in part by written notice where, if in the determination of City, there is:

1. An illegal use of funds by Nor-Cal Pump & Well Drilling, Inc.;
2. A failure by Nor-Cal Pump & Well Drilling, Inc. to comply with any material term of this Agreement;
3. A substantially incorrect or incomplete report submitted by Nor-Cal Pump & Well Drilling, Inc. to City.

In no event shall any payment by City or acceptance by Nor-Cal Pump & Well Drilling, Inc. constitute a waiver by such party of any breach of this Agreement or any default which may then exist on the part of either party. Neither shall such payment impair or prejudice any remedy available to either party with respect to such breach or default. City shall have the right to demand of Nor-Cal Pump & Well Drilling, Inc. the repayment to City of any funds disbursed to Nor-Cal Pump & Well Drilling, Inc. under this Agreement which, as determined by the appropriate court or arbitrator, were not expended in accordance with the terms of this Agreement.

Notice of termination shall be mailed to the City:

City of Madera  
205 W. 4<sup>th</sup> Street  
Madera, Ca 93637

To the Contractor: Nor-Cal Pump & Well Drilling, Inc.  
1325 Barry Road  
Yuba City, CA 95993

Notices. All notices and communications from the Nor-Cal Pump & Well Drilling, Inc. shall be mailed to the City's designated Project Manager or Principal-In-Charge. Verbal communications shall be confirmed in writing. All written notices shall be provided and addressed as soon as possible, but not later than thirty (30) days after termination.

21. Compliance With Laws- City shall comply with all Federal, State and local laws, ordinances, regulations and provisions applicable in the performance of City's services.

Wherever reference is made in this Agreement to standards or codes in accordance with which work is to be performed or tested, the edition or revision of the standards or codes current on the effective date of this Agreement shall apply, unless otherwise expressly stated.

22. Attorneys' Fees/Venue- In the event that any action is brought to enforce the terms of this Agreement, the party found by the court to be in default agrees to pay reasonable attorneys' fees to the successful party in an amount to be fixed by the Court. The venue for any claim being brought for breach of this Agreement shall be in Madera County or as appropriate in the U.S. District Court for the Eastern District of California, located in the City of Madera.

23. Governing Law- The laws of the State of California shall govern the rights and obligations of the parties under the Agreement, including the interpretation of the Agreement. If any part of the Agreement is adjudged to be invalid or unenforceable, such invalidity shall not affect the full force and effect of the remainder of the Agreement.

24. City's Authority- Each individual executing or attesting to this Agreement on behalf of the City hereby covenants and represents: (i) that he or she is duly authorized to execute or attest and deliver this Agreement on behalf of such corporation in accordance with a duly adopted resolution of the corporation's articles of incorporation or charter and bylaws; (ii) that this Agreement is binding upon such corporation; and (iii) that Contractor is a duly organized and legally existing municipal corporation in good standing in the State of California.

25. Contractor's Legal Authority - Each individual executing or attesting this Agreement on behalf of Nor-Cal Pump & Well Drilling, Inc. hereby covenants and represents: (i) that he or she is duly authorized to execute or attest and deliver this Agreement on behalf of such corporation in accordance with such corporation's articles of incorporation or charter and by-laws; (ii) that this Agreement is binding upon such corporation; and (iii) that Nor-Cal Pump & Well Drilling, Inc. is a duly organized and legally existing corporation in good standing in the State of California.

26. Remedies for Default. Failure by a party to perform any term, condition or covenant required of the party under this Agreement shall constitute a "default" of the offending party under this Agreement. In the event that a default remains uncured for more than ten (10) days following receipt of written notice of default from the other party, a "breach" shall be deemed to have occurred. Any failure or delay by a party in asserting any of its rights and remedies as to any default shall not operate as a waiver of any default or of any rights or remedies associated with a default.

27. Independent Contractor. In performance of the work, duties, and obligations assumed by the Contractor under this Agreement, it is mutually understood and agreed that the



City, including any and all of City's officers, agents and employees will, at all times, be acting and performing as an independent contractor, and shall act in an independent capacity and not as an officer, agent, servant, employee, joint venturer, partner, or associate of **City**. Furthermore, **City** shall have no right to control or supervise or direct the manner or method by which City shall perform its work and functions. The City shall comply with all applicable provisions of law and the rules and regulations, if any, of governmental authorities having jurisdiction over the subject matter hereof.

Because of its status as an independent contractor, City shall have absolutely no right to employment rights and benefits available to **City** employees. City shall be solely liable and responsible for providing to, or on behalf of, its employees all legally required employee benefits. In addition, City shall be solely responsible and hold **City** harmless from all matters relating to payment of City's employees, including compliance with Social Security, withholding and all other regulations governing such matters. It is acknowledged that during the term of this Agreement, City may be providing services to others unrelated to **City** or to this Agreement.

28. Sole Agreement- This instrument constitutes the sole and only Agreement between City and Nor-Cal Pump & Well Drilling, Inc. in connection to the Project and correctly sets forth the obligations of the City and Nor-Cal Pump & Well Drilling, Inc. to each other as of its date. Any Agreements or representations in connection with the Project, not expressly set forth in this instrument are null and void.

29. Assignment-Neither the Nor-Cal Pump & Well Drilling, Inc. nor City will assign its interest in this Agreement without the written consent of the other.

30. During the performance of this Agreement, the Contractor assures that no otherwise qualified person shall be excluded from participation or employment, denied program benefits, or be subjected to discrimination based on race, color, national origin, sex, age, or handicap, under any program or activity funded by this contract, as required by Title VI of the Civil Rights Act of 1964, Title I of the Housing and Community Development Act of 1974, as amended, and the Age Discrimination Act of 1975, and all implementing regulations.

31. This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

**IN WITNESS WHEREOF** the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in THREE copies, each of which shall be deemed an original on the date first above written.

**City of Madera**  
Herein Called OWNER

By: \_\_\_\_\_  
Andrew J. Medellin, Mayor

APPROVE AS TO FORM:

\_\_\_\_\_  
J. Brent Richardson, City Attorney

ATTEST:

\_\_\_\_\_  
Sonia Alvarez, City Clerk

BY: \_\_\_\_\_  
Herein Called CONTRACTOR

BY: \_\_\_\_\_

\_\_\_\_\_  
Federal Tax I.D. No.

\_\_\_\_\_  
Contractor License Number

\_\_\_\_\_  
DIR Registration Number

NOTE: This Notary Acknowledgment on the following page is required for verification of Contractor's signature.

## ACKNOWLEDGMENT

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

State of California )

County of \_\_\_\_\_ )

On \_\_\_\_\_, 2017 before me, \_\_\_\_\_  
(insert name and title of officer)

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

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

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)



## INSURANCE REQUIREMENTS FOR CONTRACTORS

Without limiting Contractor's indemnification of City, and prior to commencement of Work, Contractor shall obtain, provide, and continuously maintain at its own expense during the term of the Agreement, and shall require any and all Subcontractors and Subconsultants of every Tier to obtain and maintain, policies of insurance of the type and amounts described below and in form satisfactory to the City.

### Minimum Scope and Limits of Insurance

Contractor shall maintain limits no less than:

- **\$2,000,000 General Liability** (including operations, products and completed operations) per occurrence, \$4,000,000 general aggregate, for bodily injury, personal injury and property damage, including without limitation, blanket contractual liability. Coverage shall be at least as broad as Insurance Services Office (ISO) Commercial General Liability coverage form CG 00 01. General liability policies shall be endorsed using ISO forms CG 20 10 and CG 20 37 to provide that the City and its officers, officials, employees and agents shall be additional insureds under such policies.
- **\$1,000,000 Automobile Liability** combined single limit per accident for bodily injury or property damage at least as broad as ISO Form CA 00 01 for all activities of Contractor arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles. Automobile Liability policies shall be endorsed to provide that the City and its officers, officials, employees and agents shall be additional insureds under such policies.
- **Worker's Compensation** as required by the State of California and **\$1,000,000 Employer's Liability** per accident for bodily injury or disease. Contractor shall submit to the City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of the City, its officers, agents, employees, and volunteers.

### Maintenance of Coverage

Contractor shall procure and maintain, for the duration of the contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by Contractor, his agents, representatives, employees, subcontractors or subconsultants as specified in this Agreement.

### Proof of Insurance

Contractor shall provide to the City certificates of insurance and endorsements, as required, as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by the City prior to commencement of performance. Current evidence of insurance shall be kept on file with the City at all times during the term of this Agreement. Agency reserves the right to require complete, certified copies of all required insurance policies, at any time.

### Acceptable Insurers

All insurance policies shall be issued by an insurance company currently authorized by the Insurance commissioner to transact business of insurance in the State of California, with an assigned policyholders' Rating of A- (or higher) and a Financial Size Category Class VII (or larger), in accordance with the latest edition of Best's Key Rating Guide.

### Waiver of Subrogation

All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against the City, its elected or appointed officers, agents, officials, employees, and volunteers, or shall specifically allow Contractor, or others providing insurance evidence in compliance with these specifications, to waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against the City and shall require similar written express waivers and insurance clauses from each of its subconsultants or subcontractors.

#### Enforcement of Contract Provisions (non estoppel)

Contractor acknowledges and agrees that any actual or alleged failure on the part of the Agency to inform Contractor of non-compliance with any requirement imposes no additional obligations on the City, nor does it waive any rights hereunder.

#### Specifications not Limiting

Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If Contractor maintains higher limits than the minimums required above, the entity shall be entitled to coverage at the higher limits maintained by Contractor.

#### Notice of Cancellation

Contractor agrees to oblige its insurance agent or broker and insurers to provide to the City with thirty (30) calendar days notice of cancellation (except for nonpayment for which ten (10) calendar days notice is required) or nonrenewal of coverage for each required coverage.

#### Self-insured Retentions

Any self-insured retentions must be declared to and approved by the City. The City reserves the right to require that self-insured retentions be eliminated, lowered or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by the City's Risk Manager.

#### Timely Notice of Claims

Contractor shall give the City prompt and timely notice of claims made or suits instituted that arise out of or result from Contractor's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

#### Additional Insurance

Contractor shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgement may be necessary for its proper protection and prosecution of the Work.

COUNCIL MEETING OF:  
October 4, 2017

AGENDA ITEM NUMBER:  
C-1

# REPORT TO THE CITY COUNCIL

Approved By:

  
\_\_\_\_\_  
PLANNING MANAGER

  
\_\_\_\_\_  
CITY ADMINISTRATOR

## SUBJECT:

A Noticed Public Hearing and Consideration of Introduction of an Ordinance Rezoning Approximately 1.4 Acres of Property Located at 733 and 743 Linden Street from the PD-1500 (Planned Development) Zone District to the PD-2000 (Planned Development) Zone District.

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## RECOMMENDATION:

The Planning Commission and staff recommend that the Council, after considering public testimony, introduce the ordinance rezoning the subject properties.

## DISCUSSION:

The applicant proposes to rezone two parcels located on Linden Street from the PD-1500 (Planned Development) Zone District to the PD-2000 (Planned Development) Zone District in order to provide for the development of a twenty-two (22) unit residential complex. The two parcels currently are developed with one single-family residential home. The project site is located within the HD (High Density Residential) General Plan land use designation, which allows for a range of residential development density between a minimum of 15.1 units per acre to a maximum of fifty (50) units per acre. The project site is also within the Groves Neighborhood Plan, which envisioned the development of a mixed density residential neighborhood wherein single-family and multi-family development with varying densities would ultimately evolve from what had/has been an island of rural residential homes.

The project site is currently within the PD-1500 (Planned Development) Zone District. Although the PD-1500 Zone District is consistent with the HD General Plan land use designation, it is not consistent with the number of units proposed to be developed on the project site. Optimally, the project site should provide no less than forty (40) residential units in order to satisfy the densities intended by the PD-1500 Zone District. The requested change to the PD-2000 Zone District provides a more refined consistency with the proposed project while maintaining consistency with the General Plan. The PD-2000 Zone District provides for between twenty (20) and thirty (30) units on the project site. With twenty-two (22) units proposed for development, the PD-2000 Zone District is most appropriate.

The rezone implements the purpose and intent of the Groves Neighborhood Plan, the General Plan and the Zoning Ordinance.

**CONSISTENCY WITH THE VISION MADERA 2025 PLAN:**

The first of the four core vision statements in the Vision Plan is "a well-planned city". The Council, by considering how this proposal relates to surrounding development, is actively implementing Strategy 201 of the Vision Plan which encourages the redevelopment of property.

**FISCAL IMPACT:**

None.

**REFERENCE MATERIALS:**

Planning Commission Resolution No. 1820  
Ordinance

**RESOLUTION NO. 1820**

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MADERA RECOMMENDING TO THE CITY COUNCIL OF THE CITY OF MADERA ADOPTION OF AN ORDINANCE REZONING APPROXIMATELY 1.4 ACRES OF PROPERTY LOCATED ON THE EAST SIDE OF LINDEN STREET (733 AND 743 LINDEN STREET), APPROXIMATELY 650 FEET NORTH OF THE INTERSECTION OF LINDEN STREET AND SUNSET AVENUE, FROM THE PD-1500 (PLANNED DEVELOPMENT) ZONE DISTRICT TO THE PD-2000 (PLANNED DEVELOPMENT) ZONE DISTRICT.

WHEREAS, State Law requires that local agencies adopt General Plans containing specific mandatory elements; and

WHEREAS, The City of Madera has adopted a Comprehensive General Plan Update and Environmental Impact Report, and the City of Madera is currently in compliance with State mandates relative to Elements of the General Plan; and

WHEREAS, State law also provides for periodic review, updates, and amendments of its various Plans; and

WHEREAS, a proposal has been made to rezone approximately 1.4 acres of property located on the east side of Linden Street (733 and 743 Linden Street), approximately 650 feet north of the intersection of Linden Street and Sunset Avenue, resulting in a change from the PD-1500 (Planned Development) Zone District to the PD-2000 (Planned Development) Zone District, as shown in the attached Exhibit A; and

WHEREAS, the proposed rezone will provide the required consistency between the General Plan and Zoning Ordinance; and

WHEREAS, the Rezone is compatible with the neighborhood and is not expected to be detrimental to the health, safety, peace, comfort or general welfare of the neighborhood or the City; and

WHEREAS, the City of Madera, acting as the Lead Agency, prepared an initial study and negative declaration for the project in compliance with the California Environmental Quality Act; and

WHEREAS, the negative declaration and rezoning were distributed for public review and comment to various local agencies and groups, and public notice of this public hearing was given by mailed and published notice, in accordance with the applicable State and Municipal Codes and standard practices; and

WHEREAS, the Planning Commission has completed its review of the Staff Report and documents submitted for the proposed project, evaluated the information contained in the negative declaration, and considered testimony received as a part of the public hearing process.

NOW THEREFORE BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF MADERA AS FOLLOWS:

1. The above recitals are true and correct.
2. Based upon the testimony and information presented at the hearing, including the initial study and negative declaration and all evidence in the whole record pertaining to this matter, the Commission finds that the negative declaration has been prepared pursuant to the California Environmental Quality Act, that there is no substantial evidence that the project will have a significant effect on the environment, and that the document reflects the independent judgment of the City of Madera, and has hereby been adopted in accordance with the California Environmental Quality Act.
3. The Planning Commission hereby recommends that proposed rezoning, as shown in Exhibit A, is consistent with the General Plan and is compatible with adjacent zoning and uses.
4. The Planning Commission hereby recommends the City Council adopt an ordinance rezoning property as indicated on the attached Exhibit A.
5. This resolution is effective immediately.

\* \* \* \* \*

Passed and adopted by the Planning Commission of the City of Madera this 12<sup>th</sup> day of September, 2017, by the following vote:

AYES: Jim DaSilva, Kenneth Hutchings, Bruce Norton, Pam Tyler,  
Israel Cortes, Richard Broadhead

NOES: None

ABSTENTIONS: None

ABSENT: Robert Gran Jr.

  
Kenneth Hutchings  
Planning Commission Chairperson

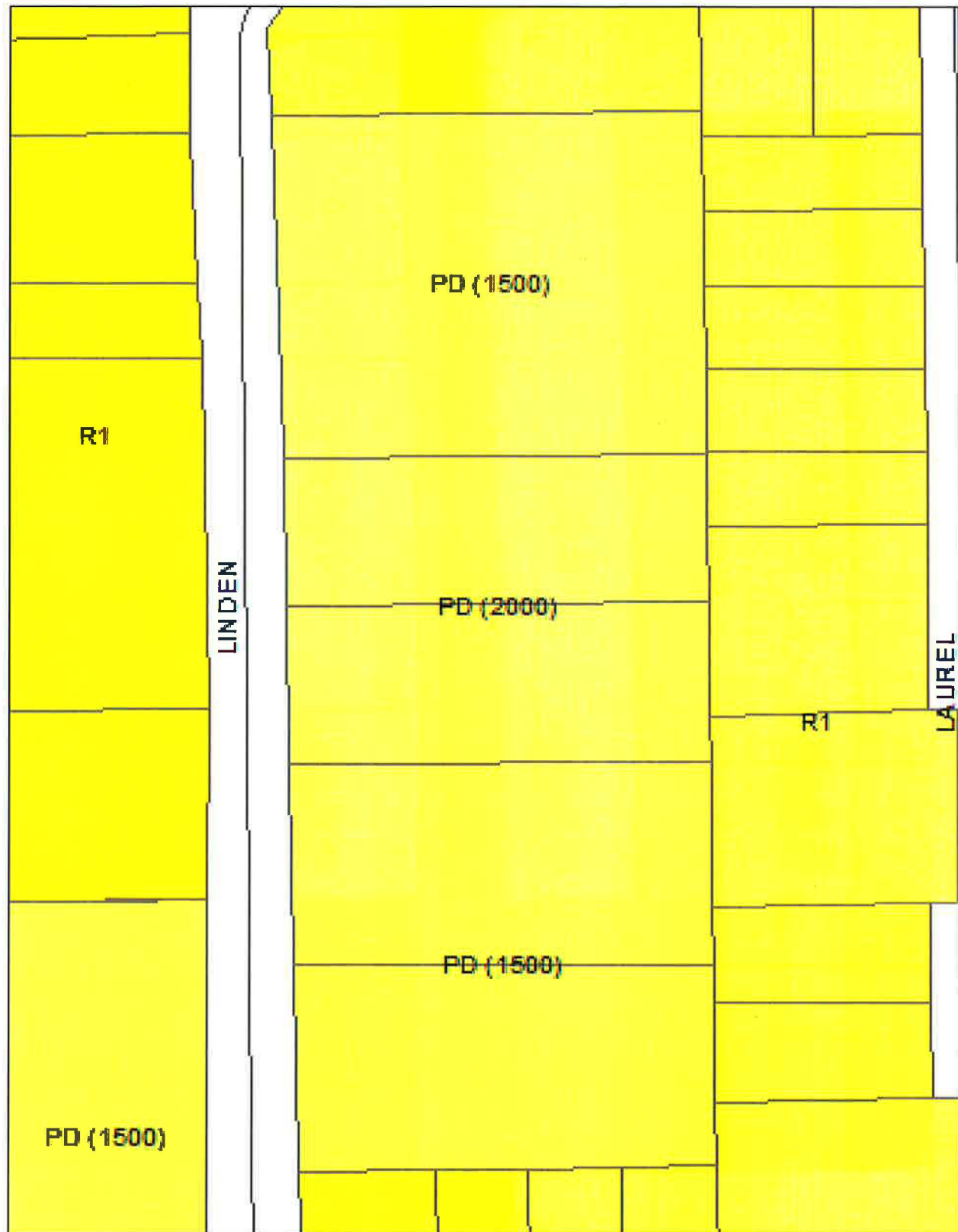
Attest:

  
Christopher F. Boyle  
Planning Manager



**PLANNING COMMISSION RESOLUTION NO. 1820**

**EXHIBIT 'A'**





**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MADERA AMENDING THE OFFICIAL CITY OF MADERA ZONING MAP TO REZONE APPROXIMATELY 1.4 ACRES OF PROPERTY LOCATED ON THE EAST SIDE OF LINDEN STREET (733 AND 743 LINDEN STREET), APPROXIMATELY 650 FEET NORTH OF THE INTERSECTION OF LINDEN STREET AND SUNSET AVENUE, FROM THE PD-1500 (PLANNED DEVELOPMENT) ZONE DISTRICT TO THE PD-2000 (PLANNED DEVELOPMENT) ZONE DISTRICT.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MADERA AS FOLLOWS:

**SECTION 1.** The Planning Commission of the City of Madera and this Council have held public hearings upon the rezoning of this property and have determined that the proposed rezoning is consistent with the General Plan as amended and subsequent development will be in conformance with all standards and regulations of the Municipal Code.

**SECTION 2.** The City of Madera Zoning Map as provided for in Section 10-3.302, Chapter 3 of Title X of the Madera Municipal Code is hereby amended as illustrated in the hereto attached Exhibit "A" which indicates the segment of the City of Madera Zoning Map to be amended. Unless the adoption of this amendment to the Zoning Map is lawfully stayed, thirty-one (31) days after adoption of this amendment, the Planning Director and City Clerk shall cause these revisions to be made to the City of Madera Zoning Map which shall also indicate the date of adoption of this revision and be signed by the Planning Director and City Clerk.

**SECTION 3.** Based upon the testimony and information presented at the hearing, the adoption of the proposed rezoning is in the best interest of the City of Madera, and the Council hereby approves the rezoning based on the following findings:

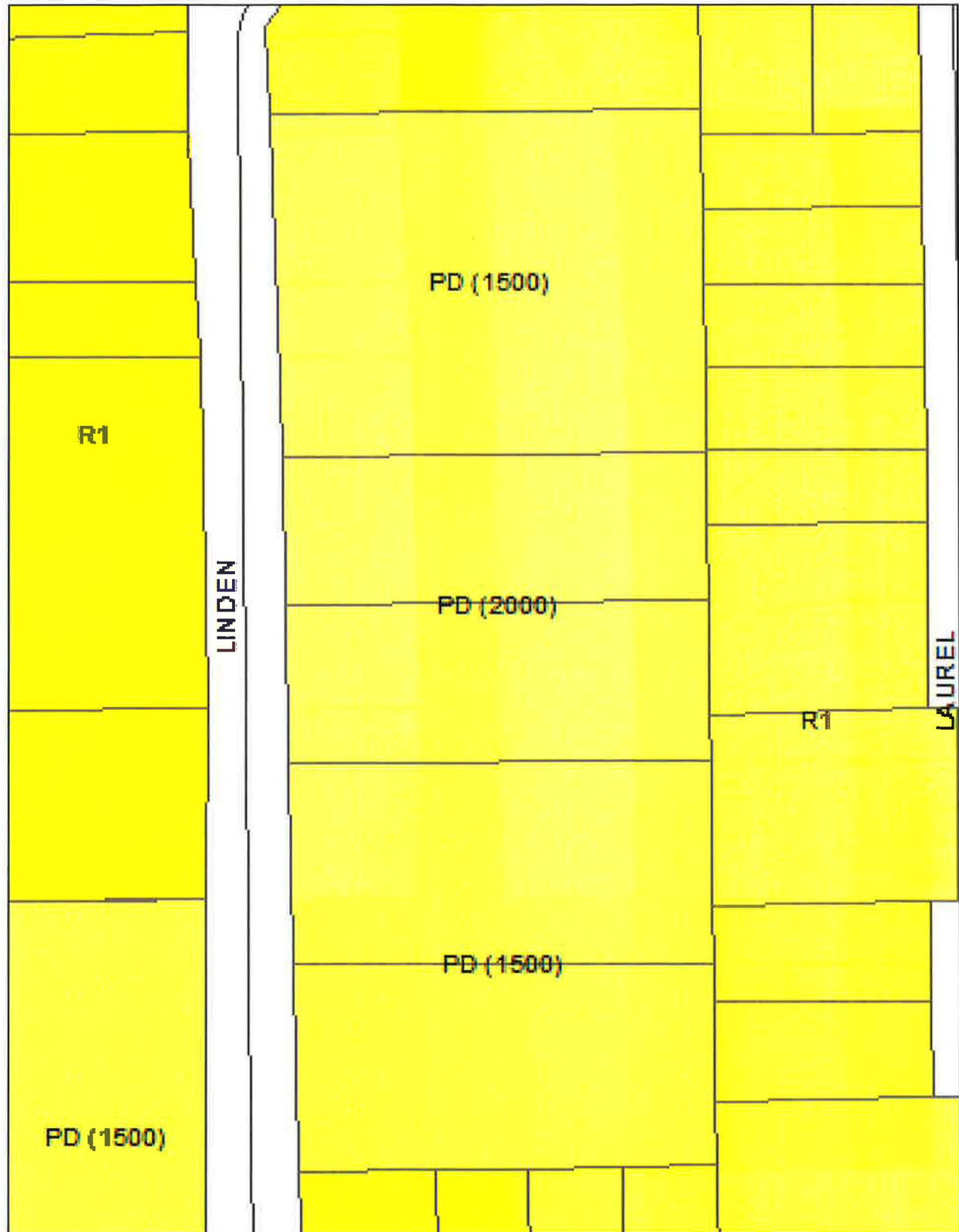
**FINDINGS:**

1. THE PROPOSED REZONE WILL PROVIDE THE REQUIRED CONSISTENCY BETWEEN THE GENERAL PLAN AMENDMENT AND ZONING.
2. THE REZONE IS NOT EXPECTED TO BE DETRIMENTAL TO THE HEALTH, SAFETY, PEACE, COMFORT OR GENERAL WELFARE OF THE NEIGHBORHOOD OR THE CITY.
3. CITY SERVICES AND UTILITIES ARE AVAILABLE OR CAN BE EXTENDED TO SERVE THE AREA.

**SECTION 4.** This Ordinance shall be effective and of full force and effect at 12:01 a.m. on the thirty-first day after its passage.

\* \* \* \* \*

EXHIBIT A



COUNCIL MEETING OF:  
October 4, 2017

AGENDA ITEM NUMBER:  
C-2

# REPORT TO THE CITY COUNCIL

Approved By:

  
\_\_\_\_\_  
PLANNING MANAGER

  
\_\_\_\_\_  
CITY ADMINISTRATOR

## SUBJECT:

A noticed public hearing and consideration of introduction of an ordinance rezoning approximately 40 acres of land located at the southeast corner of Tozer Street (Road 28) and Sunrise Avenue (Avenue 14½) to the PF (Public Facilities) Zone District, and consideration of adoption of a resolution amending the General Plan land use designation on approximately 40 acres located at the southeast corner of Tozer Street (Road 28) and Sunrise Avenue (Avenue 14½) from the LD (Low Density), MD (Medium Density) and NMU (Neighborhood Mixed Use) land use designation to the P&SP (Public and Semi-Public) land use designation.

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## RECOMMENDATION:

The Planning Commission and staff recommend that the Council, after considering public testimony, adopt a resolution approving the General Plan amendment and introduce an ordinance rezoning the subject property.

## DISCUSSION:

### Background

The County of Madera proposes to develop an expansion of the existing County government services campus on the project area under consideration for General Plan amendment and rezoning. In order to fully develop the property, the County wishes to annex into the City in order to connect to City services. The proposed expansion would be developed consistent with the development standards and the goals and policies of the General Plan. Rezoning is required to be completed in advance of formal application for annexation into the City.

### General Plan Amendment

The General Plan currently designates the project site as LD (Low Density), MD (Medium Density) and NMU (Neighborhood Mixed Use). The LD and MD designation provides for low and medium density residential development, including large and small-lot single family residential and lower density multifamily apartments. The applicant has requested a change in General Plan land use designation to the P&SP (Public and Semi-Public) land use designation. The P&SP land use designation would provide consistency between the proposed PF (Public Facility) Zone District and the expected development of a government services campus.

### Prezoning

The project site is proposed to be prezoned into the PF (Public Facility) Zone District. The PF Zone District is designed to provide land for the development of offices and/or facilities owned and operated by city, county, state, or federal governmental agencies, and public school districts. Examples of development found in the PF (Public Facilities) Zone District include civic centers, fire and police stations, libraries and post offices, and schools. The PF Zone District is the correct zone for the development of the proposed government services campus.

### Public Infrastructure

Public infrastructure and utilities required by Madera Municipal Code and the Madera General Plan will be constructed in support of the government services campus. Required infrastructure includes sewer, water, and storm drainage infrastructure consistent with the City's master plans. Street improvements include the widening of Tozer Street and Sunrise Avenue to complete the City's half-street cross section for an arterial street. The applicant should anticipate that the completion of all improvements will be required as a part of any agreement to obtain City water and sewer for the project.

### CEQA

The General Plan amendment and prezoning currently under review act as first steps in the eventual development of the project site and are subject to compliance with the California Environmental Quality Act (CEQA). Madera County, acting as the lead agency per CEQA, has prepared a mitigated negative declaration in support of the development of the expanded government service campus. Madera County adopted the mitigated negative declaration on April 10, 2014. No further CEQA documentation is required as a component of this General Plan amendment and prezoning request.

### **CONSISTENCY WITH THE VISION MADERA 2025 PLAN:**

The project supports one of the four core vision statements in the Vision Plan, "A Well-Planned City," which envisions "providing efficient services" as a "significant concern for a rapidly growing community," and "open communications between the community and City/County government and within those governments [as] vital to a healthy city." Prezoning and General Plan conformance in advance of the development of the governmental campus directly supports this core vision statement.

### **FISCAL IMPACT:**

None.

### **REFERENCE MATERIALS:**

Planning Commission Resolution No. 1819  
City Council Resolution  
Ordinance

**RESOLUTION NO. 1819**

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MADERA RECOMMENDING TO THE CITY COUNCIL OF THE CITY OF MADERA APPROVAL OF AN AMENDMENT OF THE GENERAL PLAN CHANGING THE LAND USE DESIGNATION OF APPROXIMATELY FORTY ACRES LOCATED ON THE SOUTHEAST CORNER OF TOZER STREET AND SUNRISE AVENUE FROM THE LD (LOW DENSITY), MD (MEDIUM DENSITY) AND NMU (NEIGHBORHOOD MIXED USE) TO P&SP (PUBLIC AND SEMI-PUBLIC) GENERAL PLAN LAND USE DESIGNATION AND THE PREZONING OF THE PROPERTY TO THE PF (PUBLIC FACILITY) ZONE DISTRICT

WHEREAS, State Law requires that local agencies adopt General Plans containing specific mandatory elements; and

WHEREAS, the City of Madera has adopted a Comprehensive General Plan Update and Environmental Impact Report, and the City of Madera is currently in compliance with State mandates relative to Elements of the General Plan; and

WHEREAS, State law also provides for periodic review, updates, and amendments of its various plans; and

WHEREAS, the planning area for the General Plan includes the City limits, the City's sphere of influence, and an area outside the sphere of influence; and

WHEREAS, the City has initiated an amendment to the Madera General Plan amending the land use designations for approximately forty acres of property immediately adjacent to the City limits to ensure that the general plan designation is consistent with the anticipated utilization of the land as a county government campus; and

WHEREAS, the City has initiated a prezoning of the property to the PF (Public Facility) Zone District to provide consistency with the proposed General Plan land use designation and the proposed utilization of the land as a county government campus; and

WHEREAS, the prezoning of the subject property will allow the submittal of an annexation application for the approximately forty acres to the Madera Local Agency Formation Commission; and



WHEREAS, the County of Madera, acting as a lead agency, has adopted a mitigated negative declaration which addressed the future development of additional county office facilities on the project site, in compliance with the California Environmental Quality Act; and

WHEREAS, the City agrees that no subsequent change may be made to the general plan for the annexed territory or zoning that is not in conformance to the prezoning designations for a period of two years after the completion of the annexation, unless the legislative body for the city finds at a public hearing that a substantial change has occurred in circumstances that necessitates a departure from the pre-zoning in the application to the commission.

WHEREAS, public notice of this public hearing was given by mailed and published notice in accordance with the applicable State and Municipal Codes and standard practices; and

WHEREAS, the Planning Commission has completed its review of the staff report and documents submitted for the proposed project, evaluated the information and considered testimony received as a part of the public hearing process.

NOW THEREFORE BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF MADERA AS FOLLOWS:

1. The above recitals are true and correct.
2. The Planning Commission hereby recommends that the Madera General Plan land use map be amended as specified in attached Exhibit "A".
3. The proposed amendment to the Land Use Map is hereby found consistent with all elements of the Madera General Plan.
4. The proposed prezoning is hereby found to be consistent with all elements of the General Plan, including the land use map as amended by this application.
5. The Planning Commission hereby recommends the City Council adopt an ordinance rezoning property as specified within the attached Exhibit "B".
6. This resolution is effective immediately.

Passed and adopted by the Planning Commission of the City of Madera this 12<sup>th</sup> day of September, 2017, by the following vote:

AYES: Kenneth Hutchings, Jim DaSilva, Bruce Norton, Pam Tyler,  
Israel Cortes, Richard Broadhead

NOES: None

ABSTENTIONS: None

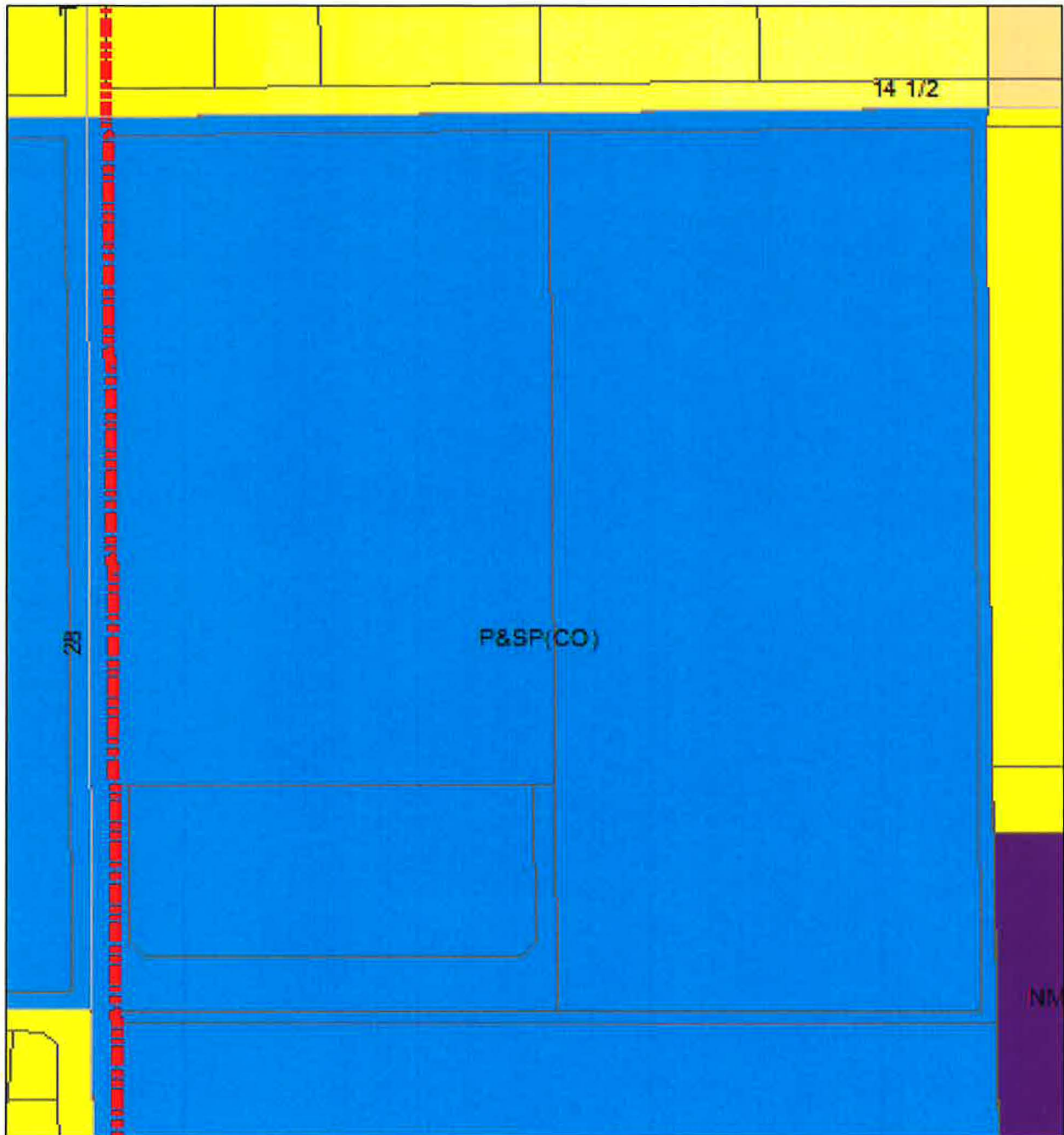
ABSENT: Robert Gran Jr.

  
Kenneth Hutchings  
Planning Commission Chairperson

Attest:

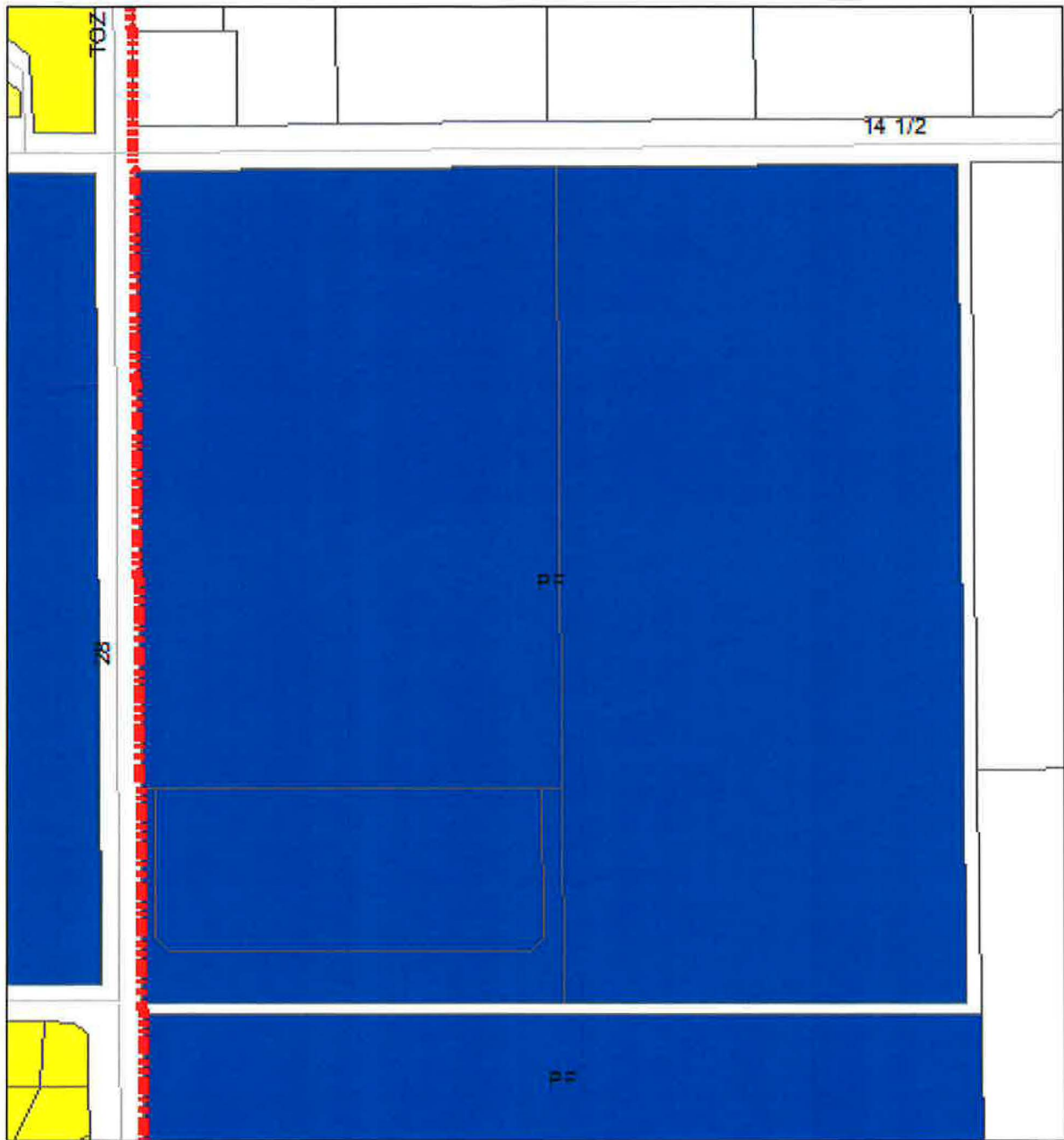
  
Christopher F. Boyle  
Planning Manager

PLANNING COMMISSION RESOLUTION NO. 1819  
EXHIBIT 'A'





PLANNING COMMISSION RESOLUTION NO. 1819  
EXHIBIT 'B'



**RESOLUTION NO. \_\_\_\_**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA APPROVING AN AMENDMENT OF THE GENERAL PLAN CHANGING THE LAND USE DESIGNATION OF APPROXIMATELY FORTY ACRES LOCATED ON THE SOUTHEAST CORNER OF TOZER STREET (ROAD 28) AND SUNRISE AVENUE (AVENUE 14 ½) FROM THE LD (LOW DENSITY), MD (MEDIUM DENSITY) AND NMU (NEIGHBORHOOD MIXED USE) TO P&SP (PUBLIC AND SEMI-PUBLIC) GENERAL PLAN LAND USE DESIGNATION AND THE PREZONING OF THE PROPERTY TO THE PF (PUBLIC FACILITY) ZONE DISTRICT

WHEREAS, State Law requires that local agencies adopt General Plans containing specific mandatory elements; and

WHEREAS, the City of Madera has adopted a Comprehensive General Plan Update and Environmental Impact Report, and the City of Madera is currently in compliance with State mandates relative to Elements of the General Plan; and

WHEREAS, State law also provides for periodic review, updates, and amendments of its various plans; and

WHEREAS, the planning area for the General Plan includes the City limits, the City's sphere of influence, and an area outside the sphere of influence; and

WHEREAS, the City has initiated an amendment to the Madera General Plan amending the land use designations for approximately forty acres of property immediately adjacent to the City limits to ensure that the general plan designation is consistent with the anticipated utilization of the land as a county government campus; and

WHEREAS, the City has initiated a prezoning of the property to the PF (Public Facility) Zone District to provide consistency with the proposed General Plan land use designation and the proposed utilization of the land as a county government campus; and

WHEREAS, the prezoning of the subject property will allow the submittal of an annexation application for the approximately forty acres to the Madera Local Agency Formation Commission; and

WHEREAS, the County of Madera, acting as a lead agency, has adopted a mitigated negative declaration which addressed the future development of additional county office facilities on the project site, in compliance with the California Environmental Quality Act; and

WHEREAS, the City agrees that no subsequent change may be made to the general plan for the annexed territory or zoning that is not in conformance to the prezoning designations for a period of two years after the completion of the annexation, unless the legislative body for the city finds at a public hearing that a substantial change has occurred in circumstances that necessitates a departure from the pre-zoning in the application to the commission.

WHEREAS, the Planning Commission of the City of Madera held a public hearing on September 12, 2017, and adopted a resolution recommending to the City Council approval of the General Plan amendment; and

WHEREAS public notice of this public hearing was given by mailed and published notice in accordance with the applicable State and Municipal Codes and standard practices; and

WHEREAS, the City Council has completed its review of the staff report and documents submitted for the proposed project, evaluated the information and considered testimony received as a part of the public hearing process.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADERA AS FOLLOWS:

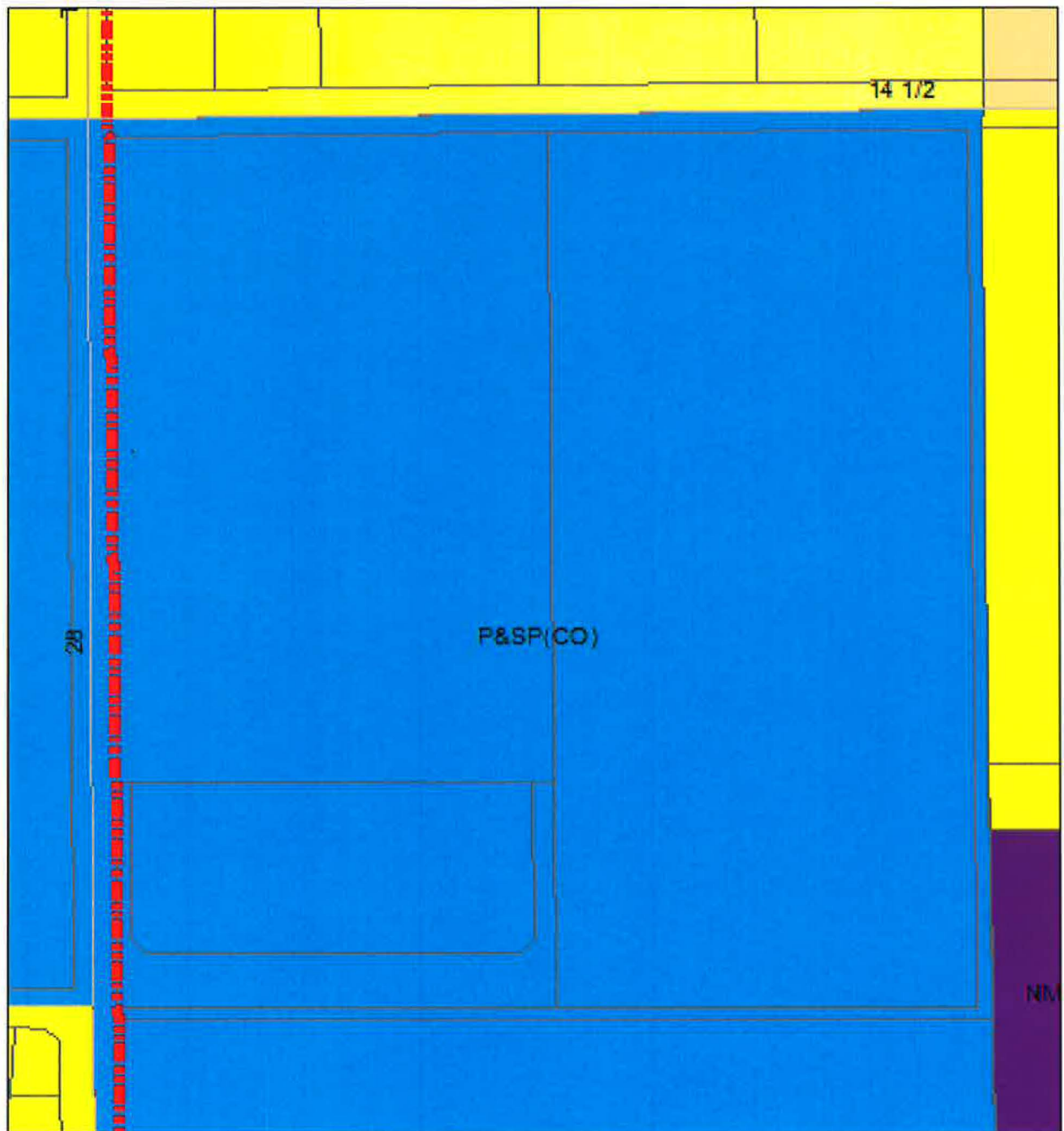
1. The above recitals are true and correct.
2. Based on the testimony and information presented at the hearing, and all of the evidence in the whole of the record pertaining to this matter, the City Council hereby finds that the Madera General Plan land use map be amended as specified in attached Exhibit "A".
3. Based on the testimony and information presented at the hearing, and all of the evidence in the whole of the record pertaining to this matter, the City Council hereby finds that the proposed amendment to the Land Use Map is hereby found consistent with all elements of the Madera General Plan.

4. Based on the testimony and information presented at the hearing, and all of the evidence in the whole of the record pertaining to this matter, the City Council hereby finds that the proposed rezoning is consistent with all elements of the General Plan, including the amended Land Use Map, and is hereby approved as specified in Exhibit B.

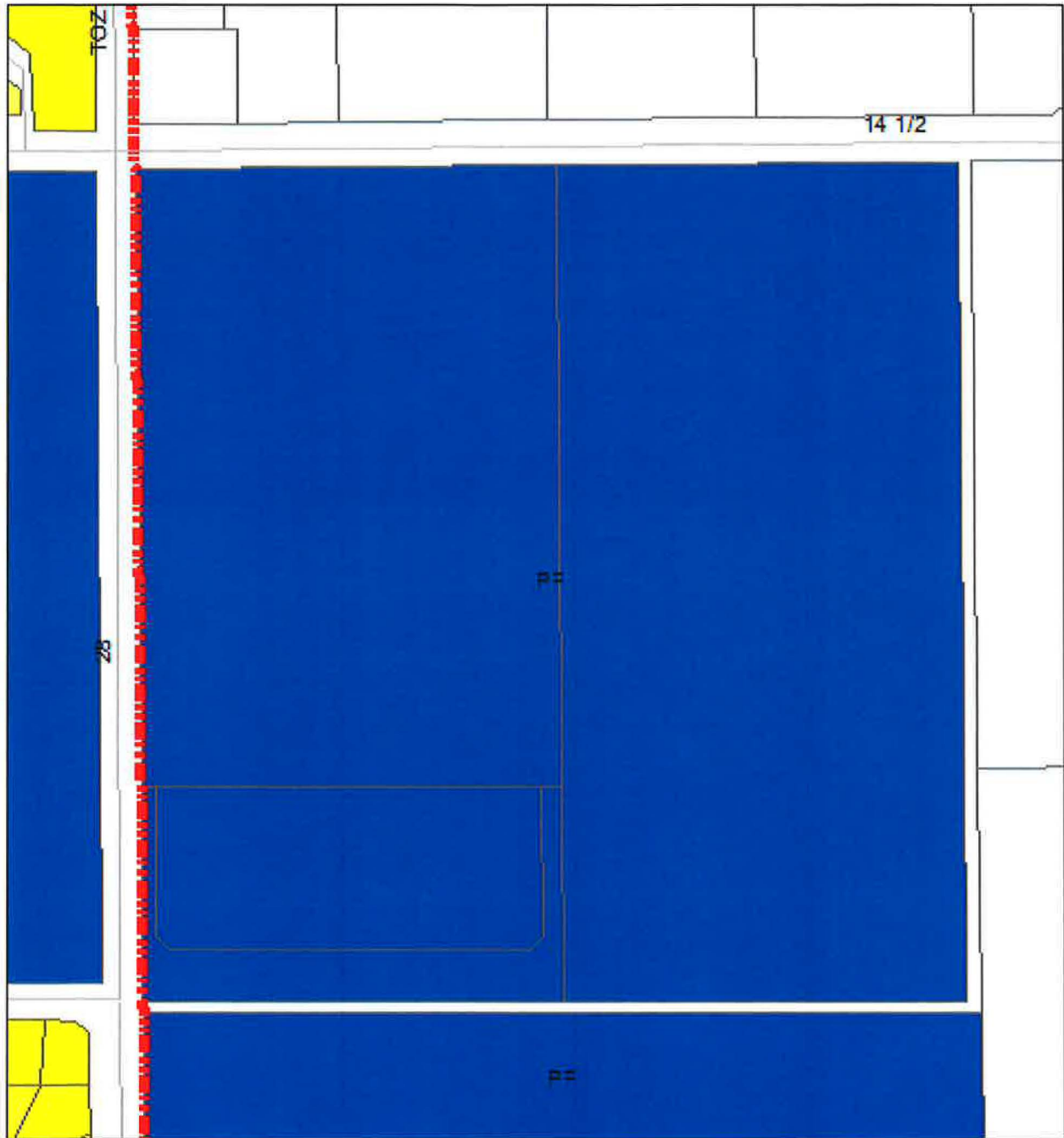
5. This resolution is effective immediately.

\* \* \* \* \*

RESOLUTION NO. \_\_\_\_\_  
EXHIBIT 'A'



RESOLUTION NO. \_\_\_\_\_  
EXHIBIT 'B'



**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MADERA AMENDING THE OFFICIAL CITY OF MADERA ZONING MAP PREZONING APPROXIMATELY FORTY ACRES LOCATED AT THE SOUTHEAST CORNER OF TOZER STREET AND SUNRISE AVENUE TO THE PF (PUBLIC FACILITY) ZONE DISTRICT AS IDENTIFIED WITHIN EXHIBIT "A"

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MADERA AS FOLLOWS:

**SECTION 1.** The Planning Commission of the City of Madera and this Council have held public hearings upon the prezoning of this property and have determined that the proposed prezoning is consistent with the General Plan as amended and subsequent development will be in conformance with all standards and regulations of the Municipal Code.

**SECTION 2.** The City of Madera Zoning Map as provided for in Section 10-3.302, Chapter 3 of Title X of the Madera Municipal Code is hereby amended as illustrated in the hereto attached Exhibit "A" which indicates the segment of the City of Madera Zoning Map to be amended. Unless the adoption of this amendment to the Zoning Map is lawfully stayed, thirty-one (31) days after adoption of this amendment, the Planning Director and City Clerk shall cause these revisions to be made to the City of Madera Zoning Map which shall also indicate the date of adoption of this revision and be signed by the Planning Director and City Clerk.

**SECTION 3.** Based upon the testimony and information presented at the hearing, the adoption of the proposed prezoning is in the best interest of the City of Madera, and the Council hereby approves the prezoning based on the following findings:

**FINDINGS:**

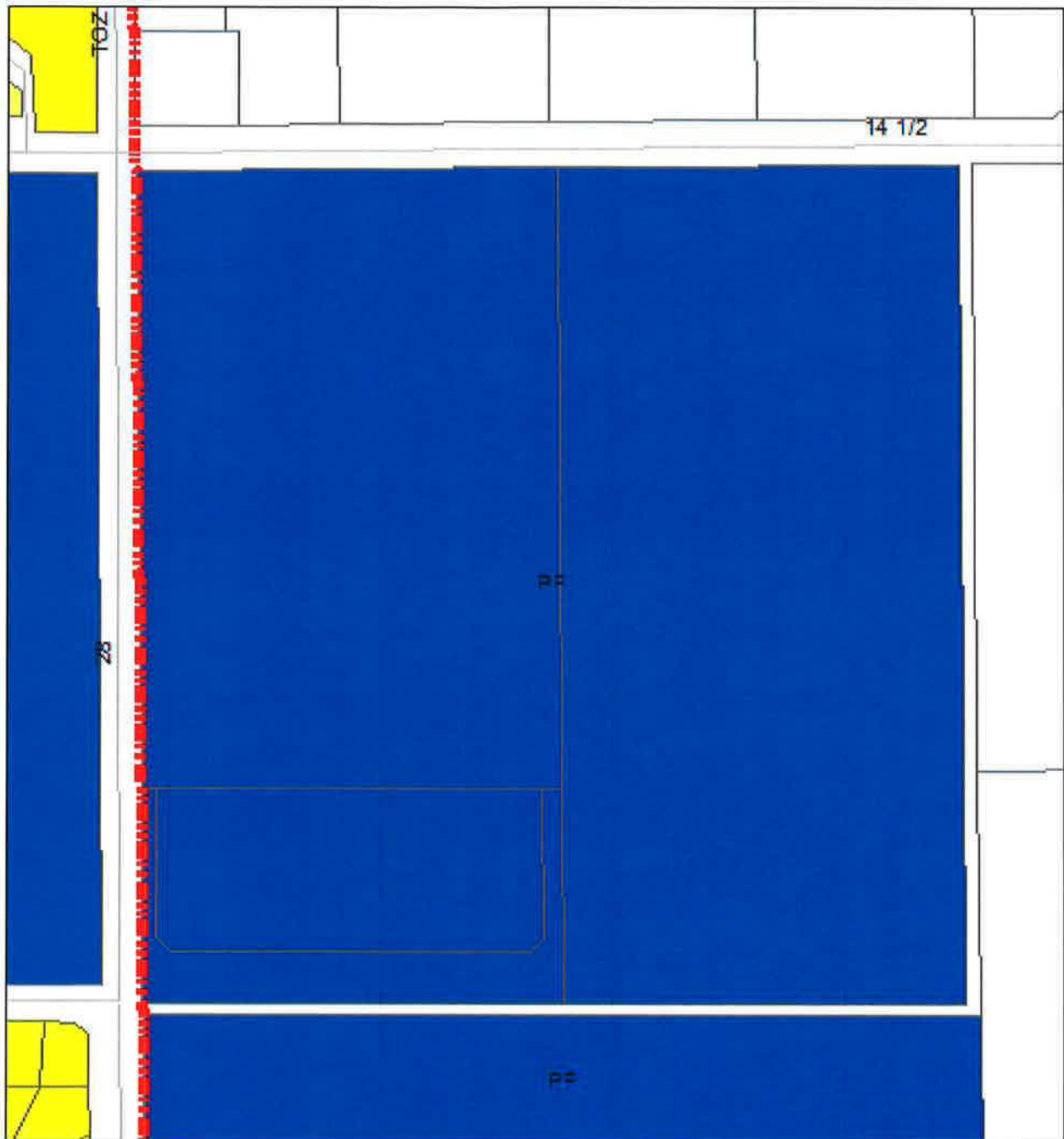
1. THE PROPOSED PREZONE WILL PROVIDE THE REQUIRED CONSISTENCY BETWEEN THE GENERAL PLAN AND ZONING ORDINANCE.
2. THE PREZONE IS NOT EXPECTED TO BE DETRIMENTAL TO THE HEALTH, SAFETY, PEACE, COMFORT OR GENERAL WELFARE OF THE NEIGHBORHOOD OR THE CITY.
3. THE CITY AGREES THAT NO SUBSEQUENT CHANGE MAY BE MADE TO THE GENERAL PLAN FOR THE ANNEXED TERRITORY OR ZONING THAT IS NOT IN CONFORMANCE TO THE PREZONING DESIGNATIONS FOR A PERIOD OF TWO YEARS AFTER THE COMPLETION OF THE ANNEXATION, UNLESS THE LEGISLATIVE BODY FOR THE CITY FINDS AT A PUBLIC HEARING THAT A SUBSTANTIAL CHANGE HAS OCCURRED IN CIRCUMSTANCES THAT NECESSITATES A DEPARTURE FROM THE PRE-ZONING IN THE APPLICATION TO THE COMMISSION.

**SECTION 4.** This Ordinance shall be effective and of full force and effect at 12:01 a.m. on the thirty-first day after its passage.

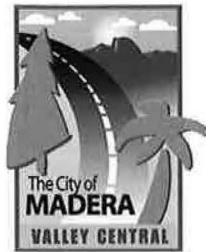
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EXHIBIT A



# REPORT TO THE CITY COUNCIL

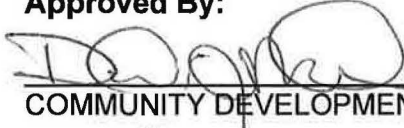



**Return to Agenda**

COUNCIL MEETING OF:  
October 4, 2017

AGENDA ITEM NUMBER:  
C-3

**Approved By:**

  
\_\_\_\_\_  
COMMUNITY DEVELOPMENT DIRECTOR

  
\_\_\_\_\_  
CITY ADMINISTRATOR

**SUBJECT:**      **Public Hearing and Consideration of a Resolution Establishing Fees and Charges for Functions in Accordance with the Madera Municipal Code, Modifying Miscellaneous Fees and Charges for Services in the Building, Planning and Engineering Departments and Superseding All Other Resolutions In Conflict Herewith**

## **RECOMMENDATION:**

It is recommended that the City Council adopt the attached resolution establishing fees and charges in accordance with the Madera Municipal Code, modifying miscellaneous fees and charges for services in the Community Development Department, and superseding all other resolutions in conflict herewith.

## **SUMMARY:**

The resolution under consideration would adjust the fee schedules for the Community Development Department, including the Engineering, Building, and Planning Divisions. The last major update of these fees occurred in 2014. The City Council discussed potential alternatives for a fee update at the August 16<sup>th</sup> and September 20<sup>th</sup> meetings. The Council directed staff to prepare an updated fee schedule for its consideration based on current costs and a fee recovery of 90% in the Building and Engineering Departments and a general recovery target of 75% in the Planning Department.

## **DISCUSSION:**

### Calculation of Full Costs

Development user fees, sometimes referred to as permit and processing fees, are established by calculating the full cost of providing each service and then applying a cost recovery factor. In 2014, a fee study was completed by Matrix Consulting Group to identify the full cost of providing each type of service. The study accomplished this by developing time estimates for each activity, and then applying costs to that time, including both direct and indirect costs. Using the same methodology and spreadsheets that Matrix Consulting used in 2014, the full cost of permits and services in the affected departments was recalculated using current budget information.

### Fee Recovery Targets

The Council can set each fee in the fee schedule at any level up to the full cost of providing the service. Multiple policy considerations affect fee recovery targets, including but not limited to the agency's desire to encourage people to engage in permitting and other services, removing barriers to receiving services, and the general recognition that in some instances the benefit of a service may extend beyond the individual receiving the service to the community at large.

In 2014, the City Council established fees based on fee recovery targets of 90% in the Building and Engineering Departments and a general target of 60% in the Planning Department. In reviewing various options for a 2017 update to the fee schedule, the Council provided direction to maintain the 90% target for Building and Engineering, and to make a modest increase in the Planning Department's fee recovery target up to 75%. The fees recommended in the attached fee schedules reflect these recovery targets.

### **CONSISTENCY WITH THE VISION MADERA 2025 PLAN:**

Action 112.1 calls for a review of all fees as often as necessary, but not less than once every three years.

### **FINANCIAL IMPACT:**

Projected fee revenues in the affected departments total approximately \$1.37 Million in the FY 17/18 budget. Fees in the Planning and Engineering Departments were projected to be updated, with updates effective for approximately 9 months of the fiscal year. After a new or updated fee schedule is approved, State law specifies that it cannot become effective for 60 days. Therefore, if a fee schedule is adopted on October 4th, it would become effective during first week of December. Updated fees would be in place for approximately 7 months of the fiscal year.

Approximately 73% of \$1.37 Million total revenue estimate (\$996,000) is from fees related to building permits. Fees set at full cost recovery might generate an annual increase of up to \$250,000 (approximately) in comparison to amounts shown in the adopted budget.

The remaining 27% in budgeted fee revenue (\$375,000) is related to permits and services provided in the Planning and Engineering Departments. The budget projections for the Engineering Department assume that cost factors will be updated, but the percentage of costs recovered will stay at 90%. The projections for the Planning Department assume that cost factors will be updated, and that the percentage of cost recovery will increase from a 60% average target to a 75% average target. If fees are set to achieve full cost recovery, with all discounts removed, fee revenue would result in an annual increase of up to \$125,000 in comparison to budgeted amounts.

If fee updates are effective for 7 months of the fiscal year, a little less than 60% of the potential revenue increases described above could be expected.

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA, CALIFORNIA,  
ESTABLISHING FEES AND CHARGES FOR FUNCTIONS IN ACCORDANCE WITH THE  
MADERA MUNICIPAL CODE, MODIFYING MISCELLANEOUS FEES AND CHARGES FOR  
SERVICES IN THE COMMUNITY DEVELOPMENT DEPARTMENT AND SUPERSEDING  
ALL OTHER RESOLUTIONS IN CONFLICT HEREWITH.**

WHEREAS, various sections of the Madera Municipal Code provide that certain fees for services, applications for permits and other miscellaneous matters shall be established by Resolution of the City Council; and

WHEREAS, the City Council has heretofore, by adoption of Resolution 14-137, on August 6, 2014 adopted an update to the development user fee schedule; and

WHEREAS, the City Council now desires to provide for adjustments and modifications to the existing fees, together with the imposition of new fees and additional charges.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MADERA AS FOLLOWS:

1. The above recitals are true and correct.
2. Pursuant to the Madera Municipal Code relating to specific subjects for which fees are to be charged and to establish fees and charges for miscellaneous activities and services by the City, fees for functions as specified in the Madera Municipal Code, and for miscellaneous services or activities, are hereby modified, fixed and established as set forth in the columns labeled "Recommended Fee Oct 2017" as shown in Exhibit 'A' – Development User Fees, attached hereto and incorporated herein by reference. The fees and charges herein shall be reviewed by the City Council on a periodic basis to determine the necessity for increases, changes, or imposition of additional fees, if necessary, to reflect increases in costs of labor or materials that may be involved in the processes for which a fee is charged or service rendered. The City Council hereby finds and

determines that the fees and charges imposed hereunder do not exceed a reasonable estimate of the cost of providing the service for which the fees are charged.

3. Any judicial action or proceeding to attach, review, set aside, void or annul this Resolution shall be brought in accordance with Government Code Section 66022.

4. The fees adopted herewith shall be effective 60 days from the date of the adoption of this Resolution.

5. The City of Madera Master Fee Schedule is hereby amended to incorporate the updated development user fees as shown in Exhibit A.

6. All prior resolutions or portions thereof which are in conflict herewith are hereby superseded.

7. This resolution is effective immediately

\* \* \* \* \*

# **DEVELOPMENT USER FEES**

Planning Department

Engineering Department

Building Department

## ***Planning Department Fee Schedule***



# Planning Department Fee Schedule Update

October 4, 2017

FEE NO.		2014 Adopted Fee	Recommended Fee Oct 2017
	<b>AMENDMENTS &amp; REZONING</b>		
1	Rezoning/Prezoning - under 10 acres	\$4,200	\$6,225
2	Rezoning/Prezoning- greater than 10 acres	\$6,251	\$7,470
3	Code Amendments	\$4,205	\$6,225
4	General Plan Amendments	\$4,243	\$6,225
4.1	Major General Plan Amendments - 10 Acres+	\$6,364	\$7,470
5	Specific Plan Amendments	\$4,268	\$6,113
5.1	Major Specific Plan Amendments - 10 Acres +	\$6,403	\$7,335
5.2	Specific Plan Preparation	@Cost	\$12,450
	<b>APPEALS</b>		
6	Administrative	\$1,204	\$1,325
7	Project Approvals	\$605	\$605
	<b>ENVIRONMENTAL ASSESSMENTS</b>		
8	Negative Declaration	\$360	\$488
9	Mitigated Negative Declaration	\$425	\$563
10	Environmental Impact Report	At Cost	At Cost
10.1	Environmental Impact Report - Administration	10% of Cost	10% of Cost
11	Supplemental EIR	At Cost	At Cost
11.1	Supplemental EIR EIR - Administration	10% of Cost	10% of Cost
	<b>SUBDIVISION</b>		
12	Lot Line Adjustment	\$342	\$405
13	Tentative Parcel Maps	\$962	\$1,069
13.1	Tentative Parcel Map Modification/Time Extension	\$442	\$534
14	Tentative Subdivision Maps - Less than 40 acres	\$3,550	\$4,538
14.1	Tentative Subdivision Maps - More than 40 Acres	\$5,325	\$5,445
15	Tentative Subdivision Map Modifications	\$1,628	\$2,250
16	Tentative Subdivision Map Time Extensions	\$1,120	\$1,594
	<b>SITE PLAN REVIEW APPLICATIONS</b>		
17	Minor Projects and new construction < 1,200 s.f.	\$882	\$950
18	New Projects of up to 10,000 s.f. & < 25 units	\$1,355	\$1,355
19	Major Projects > 10,000 s.f. & 25+ units	\$2,387	\$3,244
20	Large Projects (NEW) > 100,000 s.f. & 150 Units	\$4,137	\$4,883
21	Modifications to approved site plans	50% Orig. Fee	75% Orig. Fee
	<b>SIGN PERMITS &amp; APPLICATIONS</b>		
22	Sign Permit - Single	\$108	\$150
23	Sign Permit - Multiple	\$146	\$188
24	Sign Use Permit	\$1,602	\$2,231
25	Sign Variance	\$1,874	\$2,588
26	Minor Adjustment (New)	\$317	\$431
27	Master Sign Program (New)	\$260	\$338

FEE NO.		2014 Adopted Fee	Recommended Fee Oct 2017
	<b>USE PERMIT, PRECISE PLANS, AND VARIANCES</b>		
28	Use permits with no new construction, or new construction of less than 3,000 s.f.	\$1,327	\$1,650
29	Use permits for new projects of 3,000 - 10,000 s.f. with 25 units or less	\$2,404	\$3,263
30	Use permits for more than 10,000 s.f. or more than 25 units	\$2,829	\$3,694
30.1	Use permits for more than 100 s.f. or more than 150 units	\$4,243	\$4,433
31	Precise plan for less than 10,000 s.f. or 25 units or less	\$2,460	\$3,356
32	Precise plan for more than 10,000 s.f. or more than 25 units	\$3,407	\$4,613
32.2	Precise plan for more than 100,000 s.f. or more than 150 units	\$5,110	\$5,535
33	Variances	\$2,208	\$2,963
34	Temporary Use Permit (New)	\$149	\$206
35	Modifications	50% Full Fee	75% Full Fee
36	Extensions	\$1,158	\$1,650
	<b>MISCELLANEOUS</b>		
37	Home Occupational Permit	\$150	\$166
38	Request for Findings / Determinations	\$2,165	\$3,263
39	Request for Continued Hearing	-	-
39.1	Prior to Packet Distribution	\$75	\$95
39.2	After Packet Distribution	\$129	\$150
40	Right-of-way Abandonment	\$2,165	\$3,263
41	Summary Vacations	\$2,165	\$3,263
42	Zoning Administrator Permits	\$441	\$630
<p><u>Multiple Permit Projects:</u> Where a project requires multiple Planning Department permits that are processed simultaneously, the permit with the highest fee is charged at 100% of the fee. All additional permits are charged at 75% of the fee.</p>			
43	Development Agreement Application Fee	-	\$7,470
	Note: If a development agreement is approved, City Council may choose to reimburse the application the cost of the application fee as part of the agreement.		
	<b>COMMUNITY FACILITY DISTRICT ANNEXATION/FORMATION</b>		
44.1	City Administrative Fee	\$500	\$1,355
44.2	Consultant Cost	Variable	@ Cost
<p>Note: A 2006 consultant agreement identified variable costs for CFD Annexation Services based on the number of projects being annexed into a CFD at any one time. Based on the age of the contract, the specific costs identified in the prior fee schedule can no longer be relied on. Applicant will pay actual consultant cost for any CFD Annexation or Formation.</p>			

## ***Engineering Department Fee Schedule***

**Engineering Department Fee Schedule Update**  
**October 4, 2017**

FEE NO.	Fee Name	2014 Adopted Fee Schedule	Recommended Fee Oct. 2017
	<b>BASIC ENGINEERING SERVICES</b>		
1	Civil Plan Review (Subdivision, Parcel Map Improvements, and Encroachment Permits)		
1.1	First \$100,000 of Improvement Cost	2.0% of Proj Cost	2.0% of Proj Cost
1.2	Improvement Cost Between \$100,001 and \$250,000	1.2% of Proj Cost	1.2% of Proj Cost
1.3	Improvement Cost Between \$250,001 and \$1,000,000	0.5% of Proj Cost	0.5% of Proj Cost
1.4	Improvement Cost over \$1,000,000	0.15% of Proj Cost	0.15% of Proj Cost
1.5	On-site Plan Review	50% of Civ Pln Fee	50% of Civ Pln Fee
2	Traffic Study Review	-	
2.1	0-5 acres	\$294	\$353
2.2	5-40 acres	\$439	\$527
2.3	40+ acres	\$584	\$700
3	Plan Revisions - Minimum Fee	\$125	\$149
4	Traffic Control Plan (Waived for Subdivisions)	\$61	\$75
5	Grant or Easement Deed Acceptance	\$405	\$452
6	Deed Preparation and Acceptance (Time & Materials) - Minimum Fee	\$686	\$733
7	Parcel or Lot Merger	\$331	\$388
8	Abandon / Vacation of Right-of-Way Summary	\$887	\$935
9	Abandon / Vacation of Right-of-Way Petition	\$1,580	\$1,650
10	Lot Line Adjustment	\$675	\$676
11	Inspections (Subdivision, Parcel Map Improvements & Encroachment Permits)		
11.1	First \$100,000 of Improvement Cost	3.0% of Proj Cost	3.0% of Proj Cost
11.2	Improvement Cost Between \$100,001 and \$250,000	2.25% of Proj Cost	2.25% of Proj Cost
11.3	Improvement Cost Between \$250,001 and \$1,000,000	1.5% of Proj Cost	1.5% of Proj Cost
11.4	Improvement Cost over \$1,000,000	1% of Proj Cost	1% of Proj Cost
12	Additional Punchlists - Minimum Fee	\$114	\$139
13	Parcel Map (Final)	\$2,100	\$2,285
14	Subdivision Map (Final) and Agreement	\$5,894	\$6,625
15	Special Event Permit Fee - Business/Commercial	\$78	\$98
15.1	Special Event Permit Fee - Residential/Homeowner	\$25	\$30
16	Oversize Load Permit (Fee Set by State)	\$25	\$16
16.1	Oversize Load - Annual Permit (Fee Set by State)	\$90	\$90
17	Partial Acceptance - Subdivision	\$477	\$553
18	Deferral Agreement	\$325	\$368
19	Covenant	\$325	\$368
20	Subdivision Agreement Amendment	\$381	\$435
21	Special Agreement (At Cost, Minimum Fee)	\$450	\$525
22	Outside of City Service Connection	\$523	\$598
23	Landscape (or other benefit) District Formation	\$517	\$582
24	Certificate of Correction	\$188	\$221
	<b>BLUE LINE PRINTS</b>		
25	Research to locate materials / prepare special reports (non-city related)		
25.1	City Engineer (per hour)	\$125	\$134
25.2	Engineering Staff (per hour)	\$73	\$77
26	Printing (Copy) Charges		
26.1	8 1/2" x 11" or 14" (per page)	\$0.30	\$0.30
26.2	11" x 17" (per page)	\$0.36	\$0.36
26.3	Blueprints (s.f)	\$0.36	\$0.36
	<b>BASIC INSPECTION SERVICES</b>		
27	Permit Processing Fee	\$69	\$82
28	Encroachment Permit Inspection Fee (minimum)	\$95	\$115
29	Re-Inspection Fee	\$41	\$49
30	Curb (lineal feet)	\$0.99	\$1.10

<b>FEE NO.</b>	<b>Fee Name</b>	<b>2014 Adopted Fee Schedule</b>	<b>Recommended Fee Oct. 2017</b>
31	Curb and Gutter and "V" Alley (lineal feet)	\$1.85	\$2.39
32	Sidewalk (lineal feet)	\$0.99	\$1.10
33	Driveway Approach	\$43	\$52
34	Asphalt Paving (per s.f.)	\$0.14	\$0.18
35	Sewer or Drain Pipe (lineal feet) (\$100 minimum)	\$0.71	\$0.92
36	Manholes, Catch Basins, or Vaults	\$95	\$115
37	Water Pipe (lineal feet)		
37.1	0-18 ft (w / o Hot Tap)	\$50	\$61
37.2	0-18 ft (w / Hot Tap)	\$91	\$111
37.3	18+ feet (\$275 minimum)	\$0.43	\$0.55
38	Street Light plus conduit (each light)	\$47	\$52
39	Utilities - Out of Roadway (lineal feet)	\$94	\$115
40	Utilities - in Roadway (lineal feet)	\$0.25	\$0.36
41	Cross Valley Gutter (each)	\$38	\$46
42	Handicap Ramps	\$28	\$35
43	Water and Sewer Service Laterals (each)	\$52	\$64
44	Fire Hydrant Assembly (each)	\$76	\$92
45	Under sidewalk drain (each)	\$14	\$17
46	Backflow Devices and Vacuum Breakers	\$43	\$52
47	Concrete Alley Centerline Trough (lineal feet)	\$1.85	\$2.39
48	Electrical Services in ROW 600V 200Amp	\$19	\$23
49	Inspections performed outside normal business hours	\$85	\$104

## ***Building Department – Building Permit Plan Check***

**Building Department Fee Schedule Update - Building Permit Plan Check Fees**  
**October 4, 2017**

Recommended Plan Check Fees - October 4, 2017								
IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
A-1	Assembly—Fixed Seating	1,500	\$3,351	\$11.0366	\$2,793	\$9.1972	\$2,234	\$7.3577
-	Theater, Concert Hall	7,500	\$4,013	\$7.7215	\$3,344	\$6.4346	\$2,675	\$5.1477
-	-	15,000	\$4,592	\$10.4754	\$3,827	\$8.7295	\$3,062	\$6.9836
-	-	30,000	\$6,164	\$8.8196	\$5,136	\$7.3497	\$4,109	\$5.8797
-	-	75,000	\$10,132	\$2.8267	\$8,444	\$2.3556	\$6,755	\$1.8845
-	-	150,000	\$12,253	\$8.1683	\$10,210	\$6.8070	\$8,168	\$5.4456
A-2	Assembly—Food & Drink	700	\$3,295	\$23.2463	\$2,746	\$19.3719	\$2,197	\$15.4975
-	Restaurant, Night Club, Bar	3,500	\$3,946	\$16.2743	\$3,288	\$13.5620	\$2,630	\$10.8496
-	-	7,000	\$4,515	\$22.0732	\$3,763	\$18.3944	\$3,010	\$14.7155
-	-	14,000	\$6,060	\$18.6074	\$5,050	\$15.5062	\$4,040	\$12.4049
-	-	35,000	\$9,968	\$5.9080	\$8,307	\$4.9234	\$6,645	\$3.9387
-	-	70,000	\$12,036	\$17.1941	\$10,030	\$14.3284	\$8,024	\$11.4627
A-3	Assembly—Worship, Amusement	1,020	\$3,223	\$15.5923	\$2,686	\$12.9936	\$2,149	\$10.3949
-	Arcade, Church, Community Hall	5,100	\$3,859	\$10.9431	\$3,216	\$9.1192	\$2,573	\$7.2954
-	-	10,200	\$4,417	\$14.8090	\$3,681	\$12.3409	\$2,945	\$9.8727
-	-	20,400	\$5,928	\$12.4812	\$4,940	\$10.4010	\$3,952	\$8.3208
-	-	51,000	\$9,747	\$3.9906	\$8,122	\$3.3255	\$6,498	\$2.6604
-	-	102,000	\$11,782	\$11.5510	\$9,818	\$9.6259	\$7,855	\$7.7007
A-4	Assembly—Indoor Sport Viewing	500	\$2,694	\$26.6126	\$2,245	\$22.1772	\$1,796	\$17.7417
-	Arena, Skating Rink, Tennis Court	2,500	\$3,226	\$18.6188	\$2,688	\$15.5157	\$2,151	\$12.4126
-	-	5,000	\$3,691	\$25.2658	\$3,076	\$21.0548	\$2,461	\$16.8438
-	-	10,000	\$4,955	\$21.2793	\$4,129	\$17.7327	\$3,303	\$14.1862
-	-	25,000	\$8,147	\$6.7966	\$6,789	\$5.6638	\$5,431	\$4.5310
-	-	50,000	\$9,846	\$19.6913	\$8,205	\$16.4094	\$6,564	\$13.1276
A-5	Assembly—Outdoor Activities	1,500	\$4,329	\$14.2478	\$3,608	\$11.8732	\$2,886	\$9.4986
-	Amusement Park, Bleacher, Stadium	7,500	\$5,184	\$9.9766	\$4,320	\$8.3138	\$3,456	\$6.6511
-	-	15,000	\$5,932	\$13.5464	\$4,943	\$11.2886	\$3,955	\$9.0309
-	-	30,000	\$7,964	\$11.4004	\$6,637	\$9.5003	\$5,309	\$7.6002



**Recommended Plan Check Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	75,000	\$13,094	\$3.6477	\$10,912	\$3.0397	\$8,730	\$2.4318
-	-	150,000	\$15,830	\$10.5534	\$13,192	\$8.7945	\$10,553	\$7.0356
A	A Occupancy Tenant Improvements	300	\$1,539	\$25.3351	\$1,283	\$21.1126	\$1,026	\$16.8901
-	-	1,500	\$1,843	\$17.7241	\$1,536	\$14.7701	\$1,229	\$11.8160
-	-	3,000	\$2,109	\$24.0686	\$1,758	\$20.0571	\$1,406	\$16.0457
-	-	6,000	\$2,831	\$20.2702	\$2,359	\$16.8918	\$1,887	\$13.5135
-	-	15,000	\$4,655	\$6.4692	\$3,880	\$5.3910	\$3,104	\$4.3128
-	-	30,000	\$5,626	\$18.7529	\$4,688	\$15.6274	\$3,751	\$12.5019
B	Business—Animal Hospital	420	\$2,068	\$24.3141	\$1,724	\$20.2617	\$1,379	\$16.2094
-	-	2,100	\$2,477	\$17.0226	\$2,064	\$14.1855	\$1,651	\$11.3484
-	-	4,200	\$2,834	\$23.1177	\$2,362	\$19.2647	\$1,890	\$15.4118
-	-	8,400	\$3,805	\$19.4492	\$3,171	\$16.2077	\$2,537	\$12.9661
-	-	21,000	\$6,256	\$6.1886	\$5,213	\$5.1572	\$4,171	\$4.1257
-	-	42,000	\$7,555	\$17.9891	\$6,296	\$14.9909	\$5,037	\$11.9927
B	Business—Bank	400	\$1,587	\$19.5947	\$1,323	\$16.3289	\$1,058	\$13.0631
-	-	2,000	\$1,901	\$13.7334	\$1,584	\$11.4445	\$1,267	\$9.1556
-	-	4,000	\$2,176	\$18.5970	\$1,813	\$15.4975	\$1,450	\$12.3980
-	-	8,000	\$2,919	\$15.6820	\$2,433	\$13.0683	\$1,946	\$10.4547
-	-	20,000	\$4,801	\$4.9883	\$4,001	\$4.1569	\$3,201	\$3.3255
-	-	40,000	\$5,799	\$14.4973	\$4,832	\$12.0810	\$3,866	\$9.6648
B	Business—Barber Shop/Beauty Shop	200	\$1,203	\$29.6921	\$1,002	\$24.7434	\$802	\$19.7947
-	-	1,000	\$1,440	\$20.7950	\$1,200	\$17.3292	\$960	\$13.8633
-	-	2,000	\$1,648	\$28.2151	\$1,373	\$23.5126	\$1,099	\$18.8101
-	-	4,000	\$2,212	\$23.7412	\$1,844	\$19.7843	\$1,475	\$15.8275
-	-	10,000	\$3,637	\$7.5916	\$3,031	\$6.3263	\$2,425	\$5.0611
-	-	20,000	\$4,396	\$21.9797	\$3,663	\$18.3164	\$2,931	\$14.6531
B	Business—Car Wash	200	\$962	\$23.7537	\$802	\$19.7947	\$641	\$15.8358
-	-	1,000	\$1,152	\$16.6360	\$960	\$13.8633	\$768	\$11.0907
-	-	2,000	\$1,318	\$22.5721	\$1,099	\$18.8101	\$879	\$15.0481
-	-	4,000	\$1,770	\$18.9930	\$1,475	\$15.8275	\$1,180	\$12.6620
-	-	10,000	\$2,909	\$6.0733	\$2,425	\$5.0611	\$1,940	\$4.0488
-	-	20,000	\$3,517	\$17.5838	\$2,931	\$14.6531	\$2,345	\$11.7225

**Recommended Plan Check Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
B	Business—Clinic, Outpatient	700	\$2,429	\$17.1434	\$2,024	\$14.2862	\$1,619	\$11.4289
-	-	3,500	\$2,909	\$12.0031	\$2,424	\$10.0026	\$1,939	\$8.0021
-	-	7,000	\$3,329	\$16.2588	\$2,774	\$13.5490	\$2,219	\$10.8392
-	-	14,000	\$4,467	\$13.7230	\$3,723	\$11.4359	\$2,978	\$9.1487
-	-	35,000	\$7,349	\$4.3492	\$6,124	\$3.6243	\$4,899	\$2.8995
-	-	70,000	\$8,871	\$12.6734	\$7,393	\$10.5612	\$5,914	\$8.4489
B	Business—Dry Cleaning	200	\$1,299	\$32.0654	\$1,082	\$26.7212	\$866	\$21.3770
-	-	1,000	\$1,555	\$22.4318	\$1,296	\$18.6931	\$1,037	\$14.9545
-	-	2,000	\$1,780	\$30.4598	\$1,483	\$25.3832	\$1,186	\$20.3066
-	-	4,000	\$2,389	\$25.6586	\$1,991	\$21.3822	\$1,593	\$17.1057
-	-	10,000	\$3,928	\$8.1683	\$3,274	\$6.8070	\$2,619	\$5.4456
-	-	20,000	\$4,745	\$23.7256	\$3,954	\$19.7714	\$3,163	\$15.8171
B	Business—Laboratory	500	\$1,347	\$13.2969	\$1,122	\$11.0808	\$898	\$8.8646
-	-	2,500	\$1,613	\$9.3157	\$1,344	\$7.7630	\$1,075	\$6.2104
-	-	5,000	\$1,846	\$12.6454	\$1,538	\$10.5378	\$1,230	\$8.4302
-	-	10,000	\$2,478	\$10.6459	\$2,065	\$8.8716	\$1,652	\$7.0972
-	-	25,000	\$4,075	\$3.3796	\$3,396	\$2.8163	\$2,717	\$2.2531
-	-	50,000	\$4,920	\$9.8394	\$4,100	\$8.1995	\$3,280	\$6.5596
B	Business—Motor Vehicle Showroom	500	\$1,563	\$15.4443	\$1,303	\$12.8702	\$1,042	\$10.2962
-	-	2,500	\$1,872	\$10.8184	\$1,560	\$9.0153	\$1,248	\$7.2123
-	-	5,000	\$2,143	\$14.6687	\$1,786	\$12.2239	\$1,428	\$9.7792
-	-	10,000	\$2,876	\$12.3409	\$2,397	\$10.2840	\$1,917	\$8.2272
-	-	25,000	\$4,727	\$3.9439	\$3,939	\$3.2866	\$3,151	\$2.6293
-	-	50,000	\$5,713	\$11.4263	\$4,761	\$9.5219	\$3,809	\$7.6176
B	Business—Professional Office	1,000	\$2,670	\$13.1917	\$2,225	\$10.9931	\$1,780	\$8.7945
-	-	5,000	\$3,197	\$9.2284	\$2,664	\$7.6903	\$2,131	\$6.1522
-	-	10,000	\$3,659	\$12.5175	\$3,049	\$10.4313	\$2,439	\$8.3450
-	-	20,000	\$4,910	\$10.5482	\$4,092	\$8.7902	\$3,274	\$7.0321
-	-	50,000	\$8,075	\$3.3671	\$6,729	\$2.8059	\$5,383	\$2.2447
-	-	100,000	\$9,758	\$9.7584	\$8,132	\$8.1320	\$6,506	\$6.5056
B	Business—High Rise Office	20,000	\$6,227	\$0.8937	\$5,189	\$0.7448	\$4,151	\$0.5958
-	-	100,000	\$6,942	\$1.1639	\$5,785	\$0.9699	\$4,628	\$0.7760

**Recommended Plan Check Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	200,000	\$8,106	\$0.5820	\$6,755	\$0.4850	\$5,404	\$0.3880
-	-	400,000	\$9,270	\$0.5162	\$7,725	\$0.4301	\$6,180	\$0.3441
-	-	1,000,000	\$12,367	\$0.2598	\$10,306	\$0.2165	\$8,245	\$0.1732
-	-	2,000,000	\$14,965	\$0.7482	\$12,471	\$0.6235	\$9,977	\$0.4988
B	B Occupancy Tenant Improvements	200	\$1,082	\$26.7186	\$902	\$22.2655	\$722	\$17.8124
-	-	1,000	\$1,296	\$18.7061	\$1,080	\$15.5885	\$864	\$12.4708
-	-	2,000	\$1,483	\$25.3936	\$1,236	\$21.1613	\$989	\$16.9291
-	-	4,000	\$1,991	\$21.3770	\$1,659	\$17.8141	\$1,327	\$14.2513
-	-	10,000	\$3,274	\$6.8277	\$2,728	\$5.6898	\$2,182	\$4.5518
-	-	20,000	\$3,956	\$19.7817	\$3,297	\$16.4848	\$2,638	\$13.1878
E	Educational—Group Occupancy	1,000	\$2,092	\$10.3351	\$1,744	\$8.6126	\$1,395	\$6.8901
-	6+ persons, up to the 12th Grade	5,000	\$2,506	\$7.2175	\$2,088	\$6.0145	\$1,671	\$4.8116
-	-	10,000	\$2,867	\$9.8363	\$2,389	\$8.1969	\$1,911	\$6.5575
-	-	20,000	\$3,850	\$8.2619	\$3,209	\$6.8849	\$2,567	\$5.5079
-	-	50,000	\$6,329	\$2.6500	\$5,274	\$2.2084	\$4,219	\$1.7667
-	-	100,000	\$7,654	\$7.6539	\$6,378	\$6.3783	\$5,103	\$5.1026
E	Educational—Day Care	500	\$1,635	\$16.1418	\$1,363	\$13.4515	\$1,090	\$10.7612
-	5+ children, older than 2 1/2 yrs	2,500	\$1,958	\$11.3016	\$1,632	\$9.4180	\$1,306	\$7.5344
-	-	5,000	\$2,241	\$15.3546	\$1,867	\$12.7955	\$1,494	\$10.2364
-	-	10,000	\$3,009	\$12.9124	\$2,507	\$10.7604	\$2,006	\$8.6083
-	-	25,000	\$4,945	\$4.1309	\$4,121	\$3.4424	\$3,297	\$2.7540
-	-	50,000	\$5,978	\$11.9563	\$4,982	\$9.9636	\$3,985	\$7.9709
E	E Occupancy Tenant Improvements	1,000	\$1,082	\$5.3468	\$902	\$4.4557	\$722	\$3.5646
-	-	5,000	\$1,296	\$3.7256	\$1,080	\$3.1047	\$864	\$2.4838
-	-	10,000	\$1,482	\$5.0974	\$1,235	\$4.2479	\$988	\$3.3983
-	-	20,000	\$1,992	\$4.2712	\$1,660	\$3.5594	\$1,328	\$2.8475
-	-	50,000	\$3,274	\$1.3718	\$2,728	\$1.1432	\$2,182	\$0.9145
-	-	100,000	\$3,959	\$3.9595	\$3,300	\$3.2996	\$2,640	\$2.6396
F-1	Factory Industrial—Moderate Hazard	4,000	\$2,531	\$1.8114	\$2,109	\$1.5095	\$1,687	\$1.2076
-	-	20,000	\$2,821	\$2.3819	\$2,351	\$1.9849	\$1,881	\$1.5879
-	-	40,000	\$3,297	\$1.1847	\$2,748	\$0.9873	\$2,198	\$0.7898
-	-	80,000	\$3,771	\$1.0351	\$3,143	\$0.8626	\$2,514	\$0.6900

**Recommended Plan Check Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	200,000	\$5,013	\$0.5362	\$4,178	\$0.4469	\$3,342	\$0.3575
		400,000	\$6,086	\$1.5214	\$5,071	\$1.2679	\$4,057	\$1.0143
F-2	Factory Industrial—Low Hazard	3,000	\$2,189	\$3.6048	\$1,824	\$3.0040	\$1,459	\$2.4032
-	-	15,000	\$2,621	\$2.5097	\$2,184	\$2.0915	\$1,747	\$1.6732
-	-	30,000	\$2,998	\$3.4139	\$2,498	\$2.8449	\$1,998	\$2.2759
-	-	60,000	\$4,022	\$2.8839	\$3,352	\$2.4032	\$2,681	\$1.9226
-	-	150,000	\$6,617	\$0.9197	\$5,514	\$0.7664	\$4,412	\$0.6131
-	-	300,000	\$7,997	\$2.6656	\$6,664	\$2.2214	\$5,331	\$1.7771
F	F Occupancy Tenant Improvements	2,000	\$1,039	\$2.5690	\$866	\$2.1408	\$693	\$1.7127
-	-	10,000	\$1,245	\$1.7958	\$1,037	\$1.4965	\$830	\$1.1972
-	-	20,000	\$1,424	\$2.4318	\$1,187	\$2.0265	\$949	\$1.6212
-	-	40,000	\$1,911	\$2.0535	\$1,592	\$1.7113	\$1,274	\$1.3690
-	-	100,000	\$3,143	\$0.6485	\$2,619	\$0.5404	\$2,095	\$0.4323
-	-	200,000	\$3,791	\$1.8956	\$3,159	\$1.5796	\$2,527	\$1.2637
H-1	High Hazard Group H-1	1,000	\$2,181	\$10.7612	\$1,817	\$8.9677	\$1,454	\$7.1742
-	Pose a detonation hazard	5,000	\$2,611	\$7.5344	\$2,176	\$6.2787	\$1,741	\$5.0229
-	-	10,000	\$2,988	\$10.2364	\$2,490	\$8.5303	\$1,992	\$6.8243
-	-	20,000	\$4,011	\$8.6083	\$3,343	\$7.1736	\$2,674	\$5.7389
-	-	50,000	\$6,594	\$2.7540	\$5,495	\$2.2950	\$4,396	\$1.8360
-	-	100,000	\$7,971	\$7.9709	\$6,642	\$6.6424	\$5,314	\$5.3139
H-2	High Hazard Group H-2	2,000	\$2,309	\$5.6991	\$1,924	\$4.7493	\$1,539	\$3.7994
-	Pose a deflagration hazard	10,000	\$2,765	\$4.0031	\$2,304	\$3.3359	\$1,843	\$2.6687
-	-	20,000	\$3,165	\$5.3998	\$2,638	\$4.4999	\$2,110	\$3.5999
-	-	40,000	\$4,245	\$4.5643	\$3,538	\$3.8036	\$2,830	\$3.0429
-	-	100,000	\$6,984	\$1.4466	\$5,820	\$1.2055	\$4,656	\$0.9644
-	-	200,000	\$8,430	\$4.2151	\$7,025	\$3.5126	\$5,620	\$2.8101
H-3	High Hazard Group H-3	800	\$2,357	\$14.5557	\$1,964	\$12.1298	\$1,571	\$9.7038
-	Readily support combustion	4,000	\$2,823	\$10.1793	\$2,352	\$8.4827	\$1,882	\$6.7862
-	-	8,000	\$3,230	\$13.8114	\$2,692	\$11.5095	\$2,153	\$9.2076
-	-	16,000	\$4,335	\$11.6342	\$3,612	\$9.6951	\$2,890	\$7.7561
-	-	40,000	\$7,127	\$3.7256	\$5,939	\$3.1047	\$4,751	\$2.4838
-	-	80,000	\$8,617	\$10.7716	\$7,181	\$8.9763	\$5,745	\$7.1811

**Recommended Plan Check Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
H-4	High Hazard Group H-4	1,000	\$2,617	\$12.9135	\$2,181	\$10.7612	\$1,744	\$8.6090
-	Pose health hazards	5,000	\$3,133	\$9.0413	\$2,611	\$7.5344	\$2,089	\$6.0275
-	-	10,000	\$3,585	\$12.2837	\$2,988	\$10.2364	\$2,390	\$8.1891
-	-	20,000	\$4,814	\$10.3299	\$4,011	\$8.6083	\$3,209	\$6.8866
-	-	50,000	\$7,913	\$3.3048	\$6,594	\$2.7540	\$5,275	\$2.2032
-	-	100,000	\$9,565	\$9.5651	\$7,971	\$7.9709	\$6,377	\$6.3767
H-5	High Hazard Group H-5	1,000	\$2,617	\$12.9135	\$2,181	\$10.7612	\$1,744	\$8.6090
-	Semiconductor Fabrication, R&D	5,000	\$3,133	\$9.0413	\$2,611	\$7.5344	\$2,089	\$6.0275
-	-	10,000	\$3,585	\$12.2837	\$2,988	\$10.2364	\$2,390	\$8.1891
-	-	20,000	\$4,814	\$10.3299	\$4,011	\$8.6083	\$3,209	\$6.8866
-	-	50,000	\$7,913	\$3.3048	\$6,594	\$2.7540	\$5,275	\$2.2032
-	-	100,000	\$9,565	\$9.5651	\$7,971	\$7.9709	\$6,377	\$6.3767
H	H Occupancy Tenant Improvements	1,000	\$1,193	\$5.8893	\$994	\$4.9078	\$795	\$3.9262
-	-	5,000	\$1,429	\$4.1278	\$1,190	\$3.4399	\$952	\$2.7519
-	-	10,000	\$1,635	\$5.5994	\$1,362	\$4.6661	\$1,090	\$3.7329
-	-	20,000	\$2,195	\$4.7181	\$1,829	\$3.9318	\$1,463	\$3.1454
-	-	50,000	\$3,610	\$1.5090	\$3,009	\$1.2575	\$2,407	\$1.0060
-	-	100,000	\$4,365	\$4.3648	\$3,637	\$3.6373	\$2,910	\$2.9098
I-1	Institutional—7+ persons, ambulatory	2,000	\$3,194	\$7.8846	\$2,662	\$6.5705	\$2,129	\$5.2564
-	-	10,000	\$3,825	\$5.5245	\$3,187	\$4.6038	\$2,550	\$3.6830
-	-	20,000	\$4,377	\$7.4949	\$3,648	\$6.2458	\$2,918	\$4.9966
-	-	40,000	\$5,876	\$6.3144	\$4,897	\$5.2620	\$3,917	\$4.2096
-	-	100,000	\$9,665	\$2.0078	\$8,054	\$1.6732	\$6,443	\$1.3385
-	-	200,000	\$11,673	\$5.8363	\$9,727	\$4.8636	\$7,782	\$3.8909
I-2	Institutional—6+ persons, non-ambulatory	2,000	\$3,993	\$9.8558	\$3,327	\$8.2132	\$2,662	\$6.5705
-	-	10,000	\$4,781	\$6.9057	\$3,984	\$5.7547	\$3,187	\$4.6038
-	-	20,000	\$5,472	\$9.3687	\$4,560	\$7.8072	\$3,648	\$6.2458
-	-	40,000	\$7,345	\$7.8930	\$6,121	\$6.5775	\$4,897	\$5.2620
-	-	100,000	\$12,081	\$2.5097	\$10,068	\$2.0915	\$8,054	\$1.6732
-	-	200,000	\$14,591	\$7.2954	\$12,159	\$6.0795	\$9,727	\$4.8636
I-3	Institutional—6+ persons, restrained	2,000	\$3,896	\$9.6181	\$3,247	\$8.0151	\$2,597	\$6.4120
-	-	10,000	\$4,666	\$6.7498	\$3,888	\$5.6248	\$3,110	\$4.4999

**Recommended Plan Check Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	20,000	\$5,341	\$9.1192	\$4,451	\$7.5994	\$3,560	\$6.0795
-	-	40,000	\$7,164	\$7.7007	\$5,970	\$6.4172	\$4,776	\$5.1338
-	-	100,000	\$11,785	\$2.4630	\$9,821	\$2.0525	\$7,857	\$1.6420
		200,000	\$14,248	\$7.1239	\$11,873	\$5.9366	\$9,499	\$4.7493
I-4	Institutional—6+ persons, day care	1,000	\$2,934	\$14.4856	\$2,445	\$12.0713	\$1,956	\$9.6570
-	-	5,000	\$3,514	\$10.1325	\$2,928	\$8.4437	\$2,342	\$6.7550
-	-	10,000	\$4,020	\$13.7646	\$3,350	\$11.4705	\$2,680	\$9.1764
-	-	20,000	\$5,397	\$11.6030	\$4,497	\$9.6692	\$3,598	\$7.7353
-	-	50,000	\$8,878	\$3.6945	\$7,398	\$3.0787	\$5,918	\$2.4630
		100,000	\$10,725	\$10.7249	\$8,937	\$8.9374	\$7,150	\$7.1499
I	I Occupancy Tenant Improvements	1,000	\$1,193	\$5.8893	\$994	\$4.9078	\$795	\$3.9262
-	-	5,000	\$1,429	\$4.1278	\$1,190	\$3.4399	\$952	\$2.7519
-	-	10,000	\$1,635	\$5.5994	\$1,362	\$4.6661	\$1,090	\$3.7329
-	-	20,000	\$2,195	\$4.7181	\$1,829	\$3.9318	\$1,463	\$3.1454
-	-	50,000	\$3,610	\$1.5090	\$3,009	\$1.2575	\$2,407	\$1.0060
		100,000	\$4,365	\$4.3648	\$3,637	\$3.6373	\$2,910	\$2.9098
L	Labs (California ONLY)	2,000	\$3,463	\$8.5549	\$2,886	\$7.1291	\$2,309	\$5.7033
-	-	10,000	\$4,148	\$5.9860	\$3,456	\$4.9883	\$2,765	\$3.9906
-	-	20,000	\$4,746	\$8.1185	\$3,955	\$6.7654	\$3,164	\$5.4123
-	-	40,000	\$6,370	\$6.8423	\$5,308	\$5.7019	\$4,247	\$4.5615
-	-	100,000	\$10,475	\$2.1699	\$8,730	\$1.8083	\$6,984	\$1.4466
		200,000	\$12,645	\$6.3227	\$10,538	\$5.2689	\$8,430	\$4.2151
M	Mercantile—Department & Drug Store	1,650	\$3,054	\$9.1387	\$2,545	\$7.6156	\$2,036	\$6.0925
-	-	8,250	\$3,658	\$6.3913	\$3,048	\$5.3261	\$2,438	\$4.2608
-	-	16,500	\$4,185	\$8.6828	\$3,487	\$7.2356	\$2,790	\$5.7885
-	-	33,000	\$5,617	\$7.3058	\$4,681	\$6.0882	\$3,745	\$4.8705
-	-	82,500	\$9,234	\$2.3383	\$7,695	\$1.9486	\$6,156	\$1.5588
-	-	165,000	\$11,163	\$6.7654	\$9,302	\$5.6378	\$7,442	\$4.5103
M	Mercantile—Market	2,000	\$2,790	\$6.8862	\$2,325	\$5.7385	\$1,860	\$4.5908
-	-	10,000	\$3,341	\$4.8168	\$2,784	\$4.0140	\$2,227	\$3.2112
-	-	20,000	\$3,822	\$6.5471	\$3,185	\$5.4560	\$2,548	\$4.3648
-	-	40,000	\$5,132	\$5.5027	\$4,276	\$4.5856	\$3,421	\$3.6685

**Recommended Plan Check Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	100,000	\$8,433	\$1.7615	\$7,028	\$1.4679	\$5,622	\$1.1743
-	-	200,000	\$10,195	\$5.0974	\$8,496	\$4.2479	\$6,797	\$3.3983
M	Mercantile—Motor fuel-dispensing	400	\$2,140	\$26.4302	\$1,784	\$22.0252	\$1,427	\$17.6201
-	-	2,000	\$2,563	\$18.4879	\$2,136	\$15.4066	\$1,709	\$12.3253
-	-	4,000	\$2,933	\$25.0974	\$2,444	\$20.9145	\$1,955	\$16.7316
-	-	8,000	\$3,937	\$21.1535	\$3,281	\$17.6279	\$2,625	\$14.1024
-	-	20,000	\$6,475	\$6.7186	\$5,396	\$5.5989	\$4,317	\$4.4791
-	-	40,000	\$7,819	\$19.5479	\$6,516	\$16.2899	\$5,213	\$13.0319
M	Mercantile—Retail or wholesale store	1,000	\$5,459	\$26.9602	\$4,549	\$22.4669	\$3,640	\$17.9735
-	-	5,000	\$6,538	\$18.8620	\$5,448	\$15.7184	\$4,359	\$12.5747
-	-	10,000	\$7,481	\$25.6118	\$6,234	\$21.3432	\$4,987	\$17.0745
-	-	20,000	\$10,042	\$21.5796	\$8,368	\$17.9830	\$6,695	\$14.3864
-	-	50,000	\$16,516	\$6.8745	\$13,763	\$5.7288	\$11,011	\$4.5830
-	-	100,000	\$19,953	\$19.9532	\$16,628	\$16.6277	\$13,302	\$13.3021
M	M Occupancy Tenant Improvements	300	\$1,443	\$23.7451	\$1,203	\$19.7876	\$962	\$15.8301
-	-	1,500	\$1,728	\$16.6485	\$1,440	\$13.8737	\$1,152	\$11.0990
-	-	3,000	\$1,978	\$22.5565	\$1,648	\$18.7971	\$1,318	\$15.0377
-	-	6,000	\$2,654	\$19.0127	\$2,212	\$15.8439	\$1,770	\$12.6751
-	-	15,000	\$4,366	\$6.0639	\$3,638	\$5.0533	\$2,910	\$4.0426
-	-	30,000	\$5,275	\$17.5838	\$4,396	\$14.6531	\$3,517	\$11.7225
R-1	Residential—Transient	2,000	\$3,704	\$9.1387	\$3,087	\$7.6156	\$2,469	\$6.0925
-	Boarding Houses, Hotels, Motels	10,000	\$4,435	\$6.4069	\$3,696	\$5.3390	\$2,957	\$4.2712
-	-	20,000	\$5,076	\$8.6984	\$4,230	\$7.2486	\$3,384	\$5.7989
-	-	40,000	\$6,815	\$7.3214	\$5,679	\$6.1011	\$4,544	\$4.8809
-	-	100,000	\$11,208	\$2.3227	\$9,340	\$1.9356	\$7,472	\$1.5485
-	-	200,000	\$13,531	\$6.7654	\$11,276	\$5.6378	\$9,021	\$4.5103
R-2	Residential—Permanent, 2+ Dwellings	1,250	\$2,573	\$10.1637	\$2,145	\$8.4697	\$1,716	\$6.7758
-	Apartment, Dormitory, Timeshare	6,250	\$3,082	\$7.1239	\$2,568	\$5.9366	\$2,054	\$4.7493
-	-	12,500	\$3,527	\$9.6648	\$2,939	\$8.0540	\$2,351	\$6.4432
-	-	25,000	\$4,735	\$8.1320	\$3,946	\$6.7766	\$3,157	\$5.4213
-	-	62,500	\$7,784	\$2.6033	\$6,487	\$2.1694	\$5,190	\$1.7355
-	-	125,000	\$9,412	\$7.5292	\$7,843	\$6.2744	\$6,274	\$5.0195

**Recommended Plan Check Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
R-3	Dwellings—Custom Homes	1,500	\$1,384	\$26.3835	\$1,154	\$21.9862	\$923	\$17.5890
-	-	2,500	\$1,648	\$26.3679	\$1,373	\$21.9732	\$1,099	\$17.5786
-	-	3,500	\$1,912	\$26.3523	\$1,593	\$21.9602	\$1,275	\$17.5682
-	-	4,500	\$2,175	\$13.1800	\$1,813	\$10.9834	\$1,450	\$8.7867
-	-	6,500	\$2,439	\$11.2883	\$2,032	\$9.4069	\$1,626	\$7.5255
-	-	10,000	\$2,834	\$28.3398	\$2,362	\$23.6165	\$1,889	\$18.8932
R-3	Dwellings—Models, First Master Plan	1,000	\$1,301	\$41.3250	\$1,084	\$34.4375	\$867	\$27.5500
-	-	1,600	\$1,549	\$27.5379	\$1,291	\$22.9482	\$1,033	\$18.3586
-	-	2,500	\$1,797	\$49.5245	\$1,497	\$41.2704	\$1,198	\$33.0163
-	-	3,000	\$2,045	\$24.8168	\$1,704	\$20.6807	\$1,363	\$16.5445
-	-	4,000	\$2,293	\$14.8433	\$1,911	\$12.3694	\$1,528	\$9.8955
-	-	6,500	\$2,664	\$40.9820	\$2,220	\$34.1517	\$1,776	\$27.3214
R-3	Dwellings—Production Phase	1,000	\$443	\$14.0400	\$369	\$11.7000	\$295	\$9.3600
-	of Master Plan (repeats)	1,600	\$527	\$9.3981	\$439	\$7.8318	\$352	\$6.2654
-	-	2,500	\$612	\$16.8043	\$510	\$14.0036	\$408	\$11.2029
-	-	3,000	\$696	\$8.4801	\$580	\$7.0668	\$464	\$5.6534
-	-	4,000	\$781	\$5.0475	\$651	\$4.2063	\$520	\$3.3650
-	-	6,500	\$907	\$13.9517	\$756	\$11.6264	\$605	\$9.3011
R-3	Dwellings—Alternate Materials	1,500	\$1,827	\$34.8246	\$1,523	\$29.0205	\$1,218	\$23.2164
-	-	2,500	\$2,175	\$34.8012	\$1,813	\$29.0010	\$1,450	\$23.2008
-	-	3,500	\$2,523	\$34.7778	\$2,103	\$28.9815	\$1,682	\$23.1852
-	-	4,500	\$2,871	\$17.3967	\$2,393	\$14.4973	\$1,914	\$11.5978
-	-	6,500	\$3,219	\$14.9181	\$2,683	\$12.4318	\$2,146	\$9.9454
-	-	10,000	\$3,741	\$37.4123	\$3,118	\$31.1769	\$2,494	\$24.9415
R-3	Dwellings—Hillside - Custom Homes	1,500	\$1,671	\$31.8004	\$1,392	\$26.5004	\$1,114	\$21.2003
-	-	2,500	\$1,989	\$31.8628	\$1,657	\$26.5523	\$1,326	\$21.2419
-	-	3,500	\$2,307	\$31.7615	\$1,923	\$26.4679	\$1,538	\$21.1743
-	-	4,500	\$2,625	\$15.9275	\$2,187	\$13.2729	\$1,750	\$10.6183
-	-	6,500	\$2,943	\$13.6176	\$2,453	\$11.3480	\$1,962	\$9.0784
-	-	10,000	\$3,420	\$34.2011	\$2,850	\$28.5009	\$2,280	\$22.8007
R-3	Dwellings—Hillside - Models, First Master	1,500	\$1,671	\$31.8004	\$1,392	\$26.5004	\$1,114	\$21.2003
-	Plan	2,500	\$1,989	\$31.8628	\$1,657	\$26.5523	\$1,326	\$21.2419



**Recommended Plan Check Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	3,500	\$2,307	\$31.7615	\$1,923	\$26.4679	\$1,538	\$21.1743
-	-	4,500	\$2,625	\$15.9275	\$2,187	\$13.2729	\$1,750	\$10.6183
-	-	6,500	\$2,943	\$13.6176	\$2,453	\$11.3480	\$1,962	\$9.0784
-	-	10,000	\$3,420	\$34.2011	\$2,850	\$28.5009	\$2,280	\$22.8007
R-3	Dwellings—Hillside - Production Phase	1,500	\$573	\$10.9119	\$477	\$9.0933	\$382	\$7.2746
-	of Master Plan (repeats)	2,500	\$682	\$10.9119	\$568	\$9.0933	\$455	\$7.2746
-	-	3,500	\$791	\$10.8885	\$659	\$9.0738	\$527	\$7.2590
-	-	4,500	\$900	\$5.4599	\$750	\$4.5499	\$600	\$3.6399
-	-	6,500	\$1,009	\$4.6587	\$841	\$3.8823	\$673	\$3.1058
-	-	10,000	\$1,172	\$11.7225	\$977	\$9.7688	\$782	\$7.8150
R-3	Dwellings—Hillside - Alternate Materials	1,500	\$1,480	\$28.1839	\$1,233	\$23.4866	\$986	\$18.7893
-	-	2,500	\$1,761	\$28.1761	\$1,468	\$23.4801	\$1,174	\$18.7841
-	-	3,500	\$2,043	\$28.2151	\$1,703	\$23.5126	\$1,362	\$18.8101
-	-	4,500	\$2,325	\$14.0842	\$1,938	\$11.7368	\$1,550	\$9.3894
-	-	6,500	\$2,607	\$12.0944	\$2,173	\$10.0787	\$1,738	\$8.0629
-	-	10,000	\$3,030	\$30.3039	\$2,525	\$25.2533	\$2,020	\$20.2026
R-4	Residential—Assisted Living (6-16 persons)	1,500	\$2,934	\$9.6531	\$2,445	\$8.0443	\$1,956	\$6.4354
-	-	7,500	\$3,513	\$6.7810	\$2,928	\$5.6508	\$2,342	\$4.5207
-	-	15,000	\$4,022	\$9.1660	\$3,352	\$7.6383	\$2,681	\$6.1107
-	-	30,000	\$5,397	\$7.7267	\$4,497	\$6.4389	\$3,598	\$5.1511
-	-	75,000	\$8,874	\$2.4786	\$7,395	\$2.0655	\$5,916	\$1.6524
-	-	150,000	\$10,733	\$7.1551	\$8,944	\$5.9626	\$7,155	\$4.7701
R	R Occupancy Tenant Improvements	1,000	\$1,106	\$5.4676	\$922	\$4.5564	\$738	\$3.6451
-	-	5,000	\$1,325	\$3.8348	\$1,104	\$3.1956	\$883	\$2.5565
-	-	10,000	\$1,517	\$5.1910	\$1,264	\$4.3258	\$1,011	\$3.4606
-	-	20,000	\$2,036	\$4.3596	\$1,697	\$3.6330	\$1,357	\$2.9064
-	-	50,000	\$3,344	\$1.3874	\$2,786	\$1.1561	\$2,229	\$0.9249
-	-	100,000	\$4,037	\$4.0374	\$3,365	\$3.3645	\$2,692	\$2.6916
S-1	Storage—Moderate Hazard	1,000	\$981	\$4.8542	\$818	\$4.0452	\$654	\$3.2362
-	-	5,000	\$1,175	\$3.3796	\$979	\$2.8163	\$784	\$2.2531
-	-	10,000	\$1,344	\$4.6142	\$1,120	\$3.8452	\$896	\$3.0761
-	-	20,000	\$1,806	\$3.8742	\$1,505	\$3.2285	\$1,204	\$2.5828

**Recommended Plan Check Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	50,000	\$2,968	\$1.2471	\$2,473	\$1.0392	\$1,979	\$0.8314
-	-	100,000	\$3,592	\$3.5916	\$2,993	\$2.9930	\$2,394	\$2.3944
S-1	Storage—Moderate Hazard, Repair Garage	500	\$1,039	\$10.2634	\$866	\$8.5529	\$693	\$6.8423
-	Motor Vehicles (not High Hazard)	2,500	\$1,244	\$7.1707	\$1,037	\$5.9756	\$830	\$4.7805
-	-	5,000	\$1,424	\$9.7646	\$1,186	\$8.1372	\$949	\$6.5097
-	-	10,000	\$1,912	\$8.2058	\$1,593	\$6.8381	\$1,275	\$5.4705
-	-	25,000	\$3,143	\$2.6189	\$2,619	\$2.1824	\$2,095	\$1.7459
-	-	50,000	\$3,797	\$7.5947	\$3,164	\$6.3289	\$2,532	\$5.0631
S-2	Storage—Low Hazard	500	\$1,780	\$17.5799	\$1,483	\$14.6499	\$1,186	\$11.7199
-	-	2,500	\$2,131	\$12.2993	\$1,776	\$10.2494	\$1,421	\$8.1995
-	-	5,000	\$2,439	\$16.6952	\$2,032	\$13.9127	\$1,626	\$11.1302
-	-	10,000	\$3,274	\$14.0556	\$2,728	\$11.7130	\$2,182	\$9.3704
-	-	25,000	\$5,382	\$4.4739	\$4,485	\$3.7282	\$3,588	\$2.9826
-	-	50,000	\$6,500	\$13.0008	\$5,417	\$10.8340	\$4,334	\$8.6672
S-2	Storage—Low Hazard, Aircraft Hangar	1,000	\$1,780	\$8.7802	\$1,483	\$7.3168	\$1,186	\$5.8535
-	-	5,000	\$2,131	\$6.1730	\$1,776	\$5.1442	\$1,421	\$4.1154
-	-	10,000	\$2,440	\$8.3398	\$2,033	\$6.9499	\$1,626	\$5.5599
-	-	20,000	\$3,274	\$7.0408	\$2,728	\$5.8673	\$2,182	\$4.6939
-	-	50,000	\$5,386	\$2.2291	\$4,488	\$1.8576	\$3,591	\$1.4861
-	-	100,000	\$6,500	\$6.5004	\$5,417	\$5.4170	\$4,334	\$4.3336
S-2	Storage—Low Hazard, Parking Garages	1,000	\$1,424	\$7.0242	\$1,186	\$5.8535	\$949	\$4.6828
-	Open or Enclosed	5,000	\$1,705	\$4.9384	\$1,421	\$4.1154	\$1,137	\$3.2923
-	-	10,000	\$1,952	\$6.6719	\$1,626	\$5.5599	\$1,301	\$4.4479
-	-	20,000	\$2,619	\$5.6326	\$2,182	\$4.6939	\$1,746	\$3.7551
-	-	50,000	\$4,309	\$1.7833	\$3,591	\$1.4861	\$2,872	\$1.1889
-	-	100,000	\$5,200	\$5.2003	\$4,334	\$4.3336	\$3,467	\$3.4669
S	S Occupancy Tenant Improvements	1,000	\$914	\$4.5090	\$762	\$3.7575	\$609	\$3.0060
-	-	5,000	\$1,094	\$3.1489	\$912	\$2.6241	\$730	\$2.0992
-	-	10,000	\$1,252	\$4.2868	\$1,043	\$3.5724	\$835	\$2.8579
-	-	20,000	\$1,680	\$3.6217	\$1,400	\$3.0181	\$1,120	\$2.4145
-	-	50,000	\$2,767	\$1.1380	\$2,306	\$0.9483	\$1,845	\$0.7586
		100,000	\$3,336	\$3.3359	\$2,780	\$2.7799	\$2,224	\$2.2240

**Recommended Plan Check Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
U	Accessory—Agricultural Building	600	\$1,106	\$9.1076	\$922	\$7.5896	\$738	\$6.0717
-	-	3,000	\$1,325	\$6.3757	\$1,104	\$5.3131	\$883	\$4.2505
-	-	6,000	\$1,516	\$8.6516	\$1,263	\$7.2097	\$1,011	\$5.7677
-	-	12,000	\$2,035	\$7.2954	\$1,696	\$6.0795	\$1,357	\$4.8636
-	-	30,000	\$3,348	\$2.3071	\$2,790	\$1.9226	\$2,232	\$1.5381
-	-	60,000	\$4,041	\$6.7342	\$3,367	\$5.6118	\$2,694	\$4.4895
U	Accessory—Barn or Shed	200	\$722	\$17.8176	\$601	\$14.8480	\$481	\$11.8784
-	-	1,000	\$864	\$12.4552	\$720	\$10.3793	\$576	\$8.3034
-	-	2,000	\$989	\$16.9446	\$824	\$14.1205	\$659	\$11.2964
-	-	4,000	\$1,328	\$14.2478	\$1,106	\$11.8732	\$885	\$9.4986
-	-	10,000	\$2,182	\$4.5518	\$1,819	\$3.7932	\$1,455	\$3.0346
-	-	20,000	\$2,638	\$13.1878	\$2,198	\$10.9899	\$1,758	\$8.7919
U	Accessory—Private Garage	200	\$433	\$10.6937	\$361	\$8.9114	\$289	\$7.1291
-	-	1,000	\$518	\$7.4825	\$432	\$6.2354	\$346	\$4.9883
-	-	2,000	\$593	\$10.1481	\$494	\$8.4567	\$396	\$6.7654
-	-	4,000	\$796	\$8.5529	\$664	\$7.1274	\$531	\$5.7019
-	-	10,000	\$1,309	\$2.7124	\$1,091	\$2.2603	\$873	\$1.8083
-	-	20,000	\$1,581	\$7.9033	\$1,317	\$6.5861	\$1,054	\$5.2689
U	Accessory—Other	1,000	\$914	\$4.5090	\$762	\$3.7575	\$609	\$3.0060
-	-	5,000	\$1,094	\$3.1489	\$912	\$2.6241	\$730	\$2.0992
-	-	10,000	\$1,252	\$4.2868	\$1,043	\$3.5724	\$835	\$2.8579
-	-	20,000	\$1,680	\$3.6217	\$1,400	\$3.0181	\$1,120	\$2.4145
-	-	50,000	\$2,767	\$1.1380	\$2,306	\$0.9483	\$1,845	\$0.7586
-	-	100,000	\$3,336	\$3.3359	\$2,780	\$2.7799	\$2,224	\$2.2240
-	Other Tenant Improvements	1,000	\$1,202	\$5.9470	\$1,002	\$4.9558	\$802	\$3.9647
-	-	5,000	\$1,440	\$4.1465	\$1,200	\$3.4554	\$960	\$2.7644
-	-	10,000	\$1,648	\$5.6586	\$1,373	\$4.7155	\$1,098	\$3.7724
-	-	20,000	\$2,214	\$4.7545	\$1,845	\$3.9621	\$1,476	\$3.1697
-	-	50,000	\$3,640	\$1.5121	\$3,033	\$1.2601	\$2,427	\$1.0081
-	-	100,000	\$4,396	\$4.3959	\$3,663	\$3.6633	\$2,931	\$2.9306
R-3	Residential Room Addition	50	\$962	\$95.0038	\$802	\$79.1698	\$641	\$63.3359
-	-	250	\$1,152	\$66.5159	\$960	\$55.4299	\$768	\$44.3439

**Recommended Plan Check Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	500	\$1,318	\$90.2571	\$1,099	\$75.2143	\$879	\$60.1714
-	-	1,000	\$1,770	\$76.0249	\$1,475	\$63.3541	\$1,180	\$50.6832
-	-	2,500	\$2,910	\$24.2089	\$2,425	\$20.1741	\$1,940	\$16.1392
-	-	5,000	\$3,515	\$70.3039	\$2,929	\$58.5866	\$2,343	\$46.8693
<b>SHELL BUILDINGS</b>			\$0	\$0.0000	\$0	\$0.0000	\$0	\$0.0000
			\$0	\$0.0000	\$0	\$0.0000	\$0	\$0.0000
-	All Shell Buildings	1,000	\$1,116	\$5.5090	\$930	\$4.5908	\$744	\$3.6726
-	-	5,000	\$1,336	\$3.8535	\$1,114	\$3.2112	\$891	\$2.5690
-	-	10,000	\$1,529	\$5.2377	\$1,274	\$4.3648	\$1,019	\$3.4918
-	-	20,000	\$2,053	\$4.4022	\$1,711	\$3.6685	\$1,368	\$2.9348
-	-	50,000	\$3,373	\$1.4092	\$2,811	\$1.1743	\$2,249	\$0.9395
-	-	100,000	\$4,078	\$4.0779	\$3,398	\$3.3983	\$2,719	\$2.7186
A-2	Shell: Assembly—Food & Drink	1,000	\$1,424	\$7.0242	\$1,186	\$5.8535	\$949	\$4.6828
-	-	5,000	\$1,705	\$4.9384	\$1,421	\$4.1154	\$1,137	\$3.2923
-	-	10,000	\$1,952	\$6.6719	\$1,626	\$5.5599	\$1,301	\$4.4479
-	-	20,000	\$2,619	\$5.6326	\$2,182	\$4.6939	\$1,746	\$3.7551
-	-	50,000	\$4,309	\$1.7833	\$3,591	\$1.4861	\$2,872	\$1.1889
-	-	100,000	\$5,200	\$5.2003	\$4,334	\$4.3336	\$3,467	\$3.4669
B	Shell: Business—Clinic, Outpatient	1,000	\$1,780	\$8.7802	\$1,483	\$7.3168	\$1,186	\$5.8535
-	-	5,000	\$2,131	\$6.1730	\$1,776	\$5.1442	\$1,421	\$4.1154
-	-	10,000	\$2,440	\$8.3398	\$2,033	\$6.9499	\$1,626	\$5.5599
-	-	20,000	\$3,274	\$7.0408	\$2,728	\$5.8673	\$2,182	\$4.6939
-	-	50,000	\$5,386	\$2.2291	\$4,488	\$1.8576	\$3,591	\$1.4861
-	-	100,000	\$6,500	\$6.5004	\$5,417	\$5.4170	\$4,334	\$4.3336
B	Shell: Business—Professional Office	1,000	\$1,780	\$8.7802	\$1,483	\$7.3168	\$1,186	\$5.8535
-	-	5,000	\$2,131	\$6.1730	\$1,776	\$5.1442	\$1,421	\$4.1154
-	-	10,000	\$2,440	\$8.3398	\$2,033	\$6.9499	\$1,626	\$5.5599
-	-	20,000	\$3,274	\$7.0408	\$2,728	\$5.8673	\$2,182	\$4.6939
-	-	50,000	\$5,386	\$2.2291	\$4,488	\$1.8576	\$3,591	\$1.4861
-	-	100,000	\$6,500	\$6.5004	\$5,417	\$5.4170	\$4,334	\$4.3336
M	Shell: Mercantile—Department & Drug Store	1,000	\$1,780	\$8.7802	\$1,483	\$7.3168	\$1,186	\$5.8535
-	-	5,000	\$2,131	\$6.1730	\$1,776	\$5.1442	\$1,421	\$4.1154

**Recommended Plan Check Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	10,000	\$2,440	\$8.3398	\$2,033	\$6.9499	\$1,626	\$5.5599
-	-	20,000	\$3,274	\$7.0408	\$2,728	\$5.8673	\$2,182	\$4.6939
-	-	50,000	\$5,386	\$2.2291	\$4,488	\$1.8576	\$3,591	\$1.4861
-	-	100,000	\$6,500	\$6.5004	\$5,417	\$5.4170	\$4,334	\$4.3336
-	Other Shell Building	1,000	\$1,780	\$8.7802	\$1,483	\$7.3168	\$1,186	\$5.8535
-	-	5,000	\$2,131	\$6.1730	\$1,776	\$5.1442	\$1,421	\$4.1154
-	-	10,000	\$2,440	\$8.3398	\$2,033	\$6.9499	\$1,626	\$5.5599
-	-	20,000	\$3,274	\$7.0408	\$2,728	\$5.8673	\$2,182	\$4.6939
-	-	50,000	\$5,386	\$2.2291	\$4,488	\$1.8576	\$3,591	\$1.4861
-	-	100,000	\$6,500	\$6.5004	\$5,417	\$5.4170	\$4,334	\$4.3336
* Each additional 100 square feet, or portion thereof, up to the next highest project size threshold.								

## ***Building Department – Building Permit Inspection***

# Building Department Fee Schedule Update - Building Permit Inspection Fees

October 4, 2107

## Recommended Inspection Fees - October 4, 2017

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
A-1	Assembly—Fixed Seating	1,500	\$1,808	\$9.3401	\$1,507	\$7.7834	\$1,206	\$6.2267
-	Theater, Concert Hall	7,500	\$2,369	\$13.0423	\$1,974	\$10.8686	\$1,579	\$8.6949
-	-	15,000	\$3,347	\$8.5529	\$2,789	\$7.1274	\$2,231	\$5.7019
-	-	30,000	\$4,630	\$3.8798	\$3,858	\$3.2332	\$3,087	\$2.5865
-	-	75,000	\$6,376	\$2.7851	\$5,313	\$2.3209	\$4,250	\$1.8568
-	-	150,000	\$8,465	\$5.6430	\$7,054	\$4.7025	\$5,643	\$3.7620
A-2	Assembly—Food & Drink	700	\$1,965	\$21.7303	\$1,637	\$18.1086	\$1,310	\$14.4869
-	Restaurant, Night Club, Bar	3,500	\$2,573	\$30.3663	\$2,144	\$25.3053	\$1,715	\$20.2442
-	-	7,000	\$3,636	\$19.9220	\$3,030	\$16.6017	\$2,424	\$13.2814
-	-	14,000	\$5,030	\$9.0413	\$4,192	\$7.5344	\$3,354	\$6.0275
-	-	35,000	\$6,929	\$6.4848	\$5,774	\$5.4040	\$4,619	\$4.3232
-	-	70,000	\$9,199	\$13.1411	\$7,666	\$10.9509	\$6,132	\$8.7607
A-3	Assembly—Worship, Amusement	1,020	\$2,000	\$15.1793	\$1,667	\$12.6494	\$1,333	\$10.1195
-	Arcade, Church, Community Hall	5,100	\$2,620	\$21.2159	\$2,183	\$17.6799	\$1,746	\$14.1439
-	-	10,200	\$3,702	\$13.9049	\$3,085	\$11.5874	\$2,468	\$9.2699
-	-	20,400	\$5,120	\$6.3393	\$4,267	\$5.2828	\$3,413	\$4.2262
-	-	51,000	\$7,060	\$4.5207	\$5,883	\$3.7672	\$4,706	\$3.0138
-	-	102,000	\$9,365	\$9.1816	\$7,804	\$7.6513	\$6,243	\$6.1211
A-4	Assembly—Indoor Sport Viewing	500	\$1,914	\$29.6243	\$1,595	\$24.6869	\$1,276	\$19.7495
-	Arena, Skating Rink, Tennis Court	2,500	\$2,506	\$41.4279	\$2,088	\$34.5232	\$1,671	\$27.6186
-	-	5,000	\$3,542	\$27.1613	\$2,951	\$22.6344	\$2,361	\$18.1075
-	-	10,000	\$4,900	\$12.3336	\$4,083	\$10.2780	\$3,267	\$8.2224
-	-	25,000	\$6,750	\$8.8418	\$5,625	\$7.3681	\$4,500	\$5.8945
-	-	50,000	\$8,960	\$17.9205	\$7,467	\$14.9337	\$5,973	\$11.9470
A-5	Assembly—Outdoor Activities	1,500	\$1,863	\$9.6103	\$1,553	\$8.0086	\$1,242	\$6.4069
-	Amusement Park, Bleacher, Stadium	7,500	\$2,440	\$13.4528	\$2,033	\$11.2107	\$1,627	\$8.9686
-	-	15,000	\$3,449	\$8.8075	\$2,874	\$7.3396	\$2,299	\$5.8716

Recommended Inspection Fees - October 4, 2017

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	30,000	\$4,770	\$4.0010	\$3,975	\$3.3342	\$3,180	\$2.6674
-	-	75,000	\$6,571	\$2.8683	\$5,475	\$2.3902	\$4,380	\$1.9122
-	-	150,000	\$8,722	\$5.8145	\$7,268	\$4.8454	\$5,814	\$3.8763
A	A Occupancy Tenant Improvements	300	\$1,050	\$27.1083	\$875	\$22.5903	\$700	\$18.0722
-	-	1,500	\$1,376	\$37.8955	\$1,146	\$31.5796	\$917	\$25.2637
-	-	3,000	\$1,944	\$24.8324	\$1,620	\$20.6937	\$1,296	\$16.5549
-	-	6,000	\$2,689	\$11.3016	\$2,241	\$9.4180	\$1,793	\$7.5344
-	-	15,000	\$3,706	\$8.0904	\$3,088	\$6.7420	\$2,471	\$5.3936
-	-	30,000	\$4,920	\$16.3990	\$4,100	\$13.6659	\$3,280	\$10.9327
B	Business—Animal Hospital	420	\$1,751	\$32.2759	\$1,459	\$26.8966	\$1,167	\$21.5173
-	-	2,100	\$2,293	\$45.1286	\$1,911	\$37.6071	\$1,529	\$30.0857
-	-	4,200	\$3,241	\$29.5869	\$2,701	\$24.6557	\$2,161	\$19.7246
-	-	8,400	\$4,483	\$13.4424	\$3,736	\$11.2020	\$2,989	\$8.9616
-	-	21,000	\$6,177	\$9.6181	\$5,148	\$8.0151	\$4,118	\$6.4120
-	-	42,000	\$8,197	\$19.5167	\$6,831	\$16.2639	\$5,465	\$13.0112
B	Business—Bank	400	\$1,537	\$29.7584	\$1,281	\$24.7986	\$1,025	\$19.8389
-	-	2,000	\$2,013	\$41.5900	\$1,678	\$34.6583	\$1,342	\$27.7267
-	-	4,000	\$2,845	\$27.2642	\$2,371	\$22.7202	\$1,897	\$18.1761
-	-	8,000	\$3,936	\$12.4084	\$3,280	\$10.3403	\$2,624	\$8.2723
-	-	20,000	\$5,425	\$8.8854	\$4,521	\$7.4045	\$3,617	\$5.9236
-	-	40,000	\$7,202	\$18.0047	\$6,002	\$15.0039	\$4,801	\$12.0031
B	Business—Barber Shop/Beauty Shop	200	\$1,306	\$50.5572	\$1,088	\$42.1310	\$871	\$33.7048
-	-	1,000	\$1,710	\$70.6624	\$1,425	\$58.8854	\$1,140	\$47.1083
-	-	2,000	\$2,417	\$46.3289	\$2,014	\$38.6074	\$1,611	\$30.8859
-	-	4,000	\$3,343	\$21.0496	\$2,786	\$17.5413	\$2,229	\$14.0331
-	-	10,000	\$4,606	\$15.0740	\$3,839	\$12.5617	\$3,071	\$10.0494
-	-	20,000	\$6,114	\$30.5690	\$5,095	\$25.4741	\$4,076	\$20.3793
B	Business—Car Wash	200	\$1,410	\$54.5939	\$1,175	\$45.4949	\$940	\$36.3959
-	-	1,000	\$1,847	\$76.3460	\$1,539	\$63.6217	\$1,231	\$50.8973
-	-	2,000	\$2,611	\$50.0202	\$2,176	\$41.6835	\$1,740	\$33.3468
-	-	4,000	\$3,611	\$22.7467	\$3,009	\$18.9556	\$2,407	\$15.1644



Recommended Inspection Fees - October 4, 2017

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	10,000	\$4,976	\$16.2868	\$4,147	\$13.5723	\$3,317	\$10.8579
-	-	20,000	\$6,605	\$33.0226	\$5,504	\$27.5188	\$4,403	\$22.0150
B	Business—Clinic, Outpatient	700	\$1,893	\$20.9431	\$1,578	\$17.4526	\$1,262	\$13.9621
-	-	3,500	\$2,480	\$29.2907	\$2,066	\$24.4089	\$1,653	\$19.5271
-	-	7,000	\$3,505	\$19.1738	\$2,921	\$15.9782	\$2,337	\$12.7825
-	-	14,000	\$4,847	\$8.7191	\$4,039	\$7.2659	\$3,231	\$5.8128
-	-	35,000	\$6,678	\$6.2666	\$5,565	\$5.2221	\$4,452	\$4.1777
-	-	70,000	\$8,871	\$12.6734	\$7,393	\$10.5612	\$5,914	\$8.4489
B	Business—Dry Cleaning	200	\$1,199	\$46.4107	\$999	\$38.6756	\$799	\$30.9405
-	-	1,000	\$1,570	\$64.8947	\$1,309	\$54.0789	\$1,047	\$43.2631
-	-	2,000	\$2,219	\$42.5253	\$1,849	\$35.4377	\$1,479	\$28.3502
-	-	4,000	\$3,070	\$19.3245	\$2,558	\$16.1037	\$2,046	\$12.8830
-	-	10,000	\$4,229	\$13.8581	\$3,524	\$11.5484	\$2,819	\$9.2388
-	-	20,000	\$5,615	\$28.0748	\$4,679	\$23.3957	\$3,743	\$18.7165
B	Business—Laboratory	500	\$1,244	\$19.2642	\$1,037	\$16.0535	\$829	\$12.8428
-	-	2,500	\$1,629	\$26.9368	\$1,358	\$22.4474	\$1,086	\$17.9579
-	-	5,000	\$2,303	\$17.6461	\$1,919	\$14.7051	\$1,535	\$11.7641
-	-	10,000	\$3,185	\$8.0312	\$2,654	\$6.6926	\$2,123	\$5.3541
-	-	25,000	\$4,390	\$5.7365	\$3,658	\$4.7805	\$2,926	\$3.8244
-	-	50,000	\$5,824	\$11.6477	\$4,853	\$9.7064	\$3,883	\$7.7651
B	Business—Motor Vehicle Showroom	500	\$1,626	\$25.1753	\$1,355	\$20.9795	\$1,084	\$16.7836
-	-	2,500	\$2,130	\$35.2143	\$1,775	\$29.3453	\$1,420	\$23.4762
-	-	5,000	\$3,010	\$23.0709	\$2,508	\$19.2258	\$2,007	\$15.3806
-	-	10,000	\$4,164	\$10.4858	\$3,470	\$8.7382	\$2,776	\$6.9906
-	-	25,000	\$5,737	\$7.5136	\$4,780	\$6.2614	\$3,824	\$5.0091
-	-	50,000	\$7,615	\$15.2299	\$6,346	\$12.6916	\$5,077	\$10.1533
B	Business—Professional Office	1,000	\$2,273	\$17.6033	\$1,894	\$14.6694	\$1,516	\$11.7355
-	-	5,000	\$2,977	\$24.5986	\$2,481	\$20.4988	\$1,985	\$16.3990
-	-	10,000	\$4,207	\$16.1340	\$3,506	\$13.4450	\$2,805	\$10.7560
-	-	20,000	\$5,821	\$7.3318	\$4,851	\$6.1098	\$3,880	\$4.8878
-	-	50,000	\$8,020	\$5.2533	\$6,684	\$4.3778	\$5,347	\$3.5022

Recommended Inspection Fees - October 4, 2017

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	100,000	\$10,647	\$10.6469	\$8,872	\$8.8724	\$7,098	\$7.0979
B	Business—High Rise Office	20,000	\$6,603	\$2.5409	\$5,503	\$2.1174	\$4,402	\$1.6939
-	-	100,000	\$8,636	\$2.1928	\$7,197	\$1.8273	\$5,757	\$1.4619
-	-	200,000	\$10,829	\$1.6939	\$9,024	\$1.4116	\$7,219	\$1.1293
-	-	400,000	\$14,217	\$0.4018	\$11,847	\$0.3349	\$9,478	\$0.2679
-	-	1,000,000	\$16,628	\$0.5196	\$13,856	\$0.4330	\$11,085	\$0.3464
-	-	2,000,000	\$21,824	\$1.0912	\$18,187	\$0.9093	\$14,549	\$0.7275
B	B Occupancy Tenant Improvements	200	\$854	\$33.0709	\$712	\$27.5591	\$569	\$22.0473
-	-	1,000	\$1,119	\$46.2198	\$932	\$38.5165	\$746	\$30.8132
-	-	2,000	\$1,581	\$30.3195	\$1,317	\$25.2663	\$1,054	\$20.2130
-	-	4,000	\$2,187	\$13.7646	\$1,823	\$11.4705	\$1,458	\$9.1764
-	-	10,000	\$3,013	\$9.8675	\$2,511	\$8.2229	\$2,009	\$6.5783
-	-	20,000	\$4,000	\$20.0000	\$3,333	\$16.6667	\$2,667	\$13.3333
E	Educational—Group Occupancy	1,000	\$2,113	\$16.3484	\$1,761	\$13.6237	\$1,409	\$10.8989
-	6+ persons, up to the 12th Grade	5,000	\$2,767	\$22.8838	\$2,306	\$19.0699	\$1,845	\$15.2559
-	-	10,000	\$3,911	\$14.9805	\$3,259	\$12.4838	\$2,607	\$9.9870
-	-	20,000	\$5,409	\$6.8070	\$4,508	\$5.6725	\$3,606	\$4.5380
-	-	50,000	\$7,451	\$4.8948	\$6,209	\$4.0790	\$4,968	\$3.2632
-	-	100,000	\$9,899	\$9.8987	\$8,249	\$8.2489	\$6,599	\$6.5991
E	Educational—Day Care	500	\$1,281	\$19.8324	\$1,068	\$16.5270	\$854	\$13.2216
-	5+ children, older than 2 1/2 yrs	2,500	\$1,678	\$27.7319	\$1,398	\$23.1099	\$1,118	\$18.4879
-	-	5,000	\$2,371	\$18.1761	\$1,976	\$15.1468	\$1,581	\$12.1174
-	-	10,000	\$3,280	\$8.2723	\$2,733	\$6.8936	\$2,187	\$5.5148
-	-	25,000	\$4,521	\$5.9236	\$3,767	\$4.9363	\$3,014	\$3.9491
-	-	50,000	\$6,002	\$12.0031	\$5,001	\$10.0026	\$4,001	\$8.0021
E	E Occupancy Tenant Improvements	1,000	\$955	\$7.3889	\$796	\$6.1574	\$636	\$4.9260
-	-	5,000	\$1,250	\$10.3507	\$1,042	\$8.6256	\$833	\$6.9005
-	-	10,000	\$1,768	\$6.7654	\$1,473	\$5.6378	\$1,178	\$4.5103
-	-	20,000	\$2,444	\$3.0761	\$2,037	\$2.5634	\$1,630	\$2.0507
-	-	50,000	\$3,367	\$2.2136	\$2,806	\$1.8446	\$2,245	\$1.4757
-	-	100,000	\$4,474	\$4.4739	\$3,728	\$3.7282	\$2,983	\$2.9826

Recommended Inspection Fees - October 4, 2017

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
F-1	Factory Industrial—Moderate Hazard	4,000	\$2,680	\$5.1660	\$2,234	\$4.3050	\$1,787	\$3.4440
-	-	20,000	\$3,507	\$4.4396	\$2,922	\$3.6997	\$2,338	\$2.9597
-	-	40,000	\$4,395	\$3.4544	\$3,662	\$2.8787	\$2,930	\$2.3029
-	-	80,000	\$5,776	\$0.8189	\$4,814	\$0.6824	\$3,851	\$0.5459
-	-	200,000	\$6,759	\$1.0351	\$5,633	\$0.8626	\$4,506	\$0.6900
-	-	400,000	\$8,829	\$2.2073	\$7,358	\$1.8394	\$5,886	\$1.4715
F-2	Factory Industrial—Low Hazard	3,000	\$1,834	\$4.7272	\$1,528	\$3.9393	\$1,223	\$3.1515
-	-	15,000	\$2,401	\$6.6251	\$2,001	\$5.5209	\$1,601	\$4.4167
-	-	30,000	\$3,395	\$4.3336	\$2,829	\$3.6113	\$2,263	\$2.8891
-	-	60,000	\$4,695	\$1.9797	\$3,913	\$1.6498	\$3,130	\$1.3198
-	-	150,000	\$6,477	\$1.4185	\$5,398	\$1.1821	\$4,318	\$0.9457
-	-	300,000	\$8,605	\$2.8683	\$7,171	\$2.3902	\$5,737	\$1.9122
F	F Occupancy Tenant Improvements	2,000	\$954	\$3.6945	\$795	\$3.0787	\$636	\$2.4630
-	-	10,000	\$1,250	\$5.1629	\$1,041	\$4.3024	\$833	\$3.4419
-	-	20,000	\$1,766	\$3.3920	\$1,472	\$2.8267	\$1,177	\$2.2614
-	-	40,000	\$2,444	\$1.5381	\$2,037	\$1.2817	\$1,630	\$1.0254
-	-	100,000	\$3,367	\$1.0974	\$2,806	\$0.9145	\$2,245	\$0.7316
-	-	200,000	\$4,465	\$2.2323	\$3,720	\$1.8602	\$2,976	\$1.4882
H-1	High Hazard Group H-1	1,000	\$1,152	\$8.9218	\$960	\$7.4348	\$768	\$5.9479
-	Pose a detonation hazard	5,000	\$1,508	\$12.4604	\$1,257	\$10.3836	\$1,006	\$8.3069
-	-	10,000	\$2,131	\$8.1787	\$1,776	\$6.8156	\$1,421	\$5.4525
-	-	20,000	\$2,949	\$3.7135	\$2,458	\$3.0946	\$1,966	\$2.4757
-	-	50,000	\$4,063	\$2.6604	\$3,386	\$2.2170	\$2,709	\$1.7736
-	-	100,000	\$5,394	\$5.3936	\$4,495	\$4.4947	\$3,596	\$3.5957
H-2	High Hazard Group H-2	2,000	\$1,382	\$5.3437	\$1,152	\$4.4531	\$921	\$3.5625
-	Pose a deflagration hazard	10,000	\$1,810	\$7.4949	\$1,508	\$6.2458	\$1,206	\$4.9966
-	-	20,000	\$2,559	\$4.8885	\$2,132	\$4.0738	\$1,706	\$3.2590
-	-	40,000	\$3,537	\$2.2323	\$2,947	\$1.8602	\$2,358	\$1.4882
-	-	100,000	\$4,876	\$1.5838	\$4,063	\$1.3198	\$3,251	\$1.0559
-	-	200,000	\$6,460	\$3.2299	\$5,383	\$2.6916	\$4,307	\$2.1533
H-3	High Hazard Group H-3	800	\$1,656	\$16.0327	\$1,380	\$13.3606	\$1,104	\$10.6885

**Recommended Inspection Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	Readily support combustion	4,000	\$2,169	\$22.4006	\$1,808	\$18.6672	\$1,446	\$14.9337
-	-	8,000	\$3,065	\$14.6843	\$2,554	\$12.2369	\$2,044	\$9.7895
-	-	16,000	\$4,240	\$6.6771	\$3,533	\$5.5642	\$2,827	\$4.4514
-	-	40,000	\$5,843	\$4.7857	\$4,869	\$3.9880	\$3,895	\$3.1904
-	-	80,000	\$7,757	\$9.6960	\$6,464	\$8.0800	\$5,171	\$6.4640
H-4	High Hazard Group H-4	1,000	\$1,382	\$10.7061	\$1,152	\$8.9218	\$921	\$7.1374
-	Pose health hazards	5,000	\$1,810	\$14.9524	\$1,508	\$12.4604	\$1,207	\$9.9683
-	-	10,000	\$2,558	\$9.8145	\$2,131	\$8.1787	\$1,705	\$6.5430
-	-	20,000	\$3,539	\$4.4562	\$2,949	\$3.7135	\$2,359	\$2.9708
-	-	50,000	\$4,876	\$3.1925	\$4,063	\$2.6604	\$3,251	\$2.1283
-	-	100,000	\$6,472	\$6.4723	\$5,394	\$5.3936	\$4,315	\$4.3149
H-5	High Hazard Group H-5	1,000	\$1,382	\$10.7061	\$1,152	\$8.9218	\$921	\$7.1374
-	Semiconductor Fabrication, R&D	5,000	\$1,810	\$14.9524	\$1,508	\$12.4604	\$1,207	\$9.9683
-	-	10,000	\$2,558	\$9.8145	\$2,131	\$8.1787	\$1,705	\$6.5430
-	-	20,000	\$3,539	\$4.4562	\$2,949	\$3.7135	\$2,359	\$2.9708
-	-	50,000	\$4,876	\$3.1925	\$4,063	\$2.6604	\$3,251	\$2.1283
-	-	100,000	\$6,472	\$6.4723	\$5,394	\$5.3936	\$4,315	\$4.3149
H	H Occupancy Tenant Improvements	1,000	\$864	\$6.6874	\$720	\$5.5729	\$576	\$4.4583
-	-	5,000	\$1,132	\$9.3655	\$943	\$7.8046	\$754	\$6.2437
-	-	10,000	\$1,600	\$6.1231	\$1,333	\$5.1026	\$1,067	\$4.0821
-	-	20,000	\$2,212	\$2.7893	\$1,844	\$2.3244	\$1,475	\$1.8595
-	-	50,000	\$3,049	\$2.0078	\$2,541	\$1.6732	\$2,033	\$1.3385
-	-	100,000	\$4,053	\$4.0530	\$3,377	\$3.3775	\$2,702	\$2.7020
I-1	Institutional—7+ persons, ambulatory	2,000	\$1,477	\$5.7178	\$1,231	\$4.7649	\$985	\$3.8119
-	-	10,000	\$1,934	\$7.9938	\$1,612	\$6.6615	\$1,289	\$5.3292
-	-	20,000	\$2,734	\$5.2377	\$2,278	\$4.3648	\$1,822	\$3.4918
-	-	40,000	\$3,781	\$2.3861	\$3,151	\$1.9884	\$2,521	\$1.5907
-	-	100,000	\$5,213	\$1.6960	\$4,344	\$1.4134	\$3,475	\$1.1307
-	-	200,000	\$6,909	\$3.4544	\$5,757	\$2.8787	\$4,606	\$2.3029
I-2	Institutional—6+ persons, non-ambulatory	2,000	\$1,846	\$7.1473	\$1,538	\$5.9561	\$1,231	\$4.7649
-	-	10,000	\$2,418	\$9.9922	\$2,015	\$8.3268	\$1,612	\$6.6615

**Recommended Inspection Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	20,000	\$3,417	\$6.5471	\$2,847	\$5.4560	\$2,278	\$4.3648
-	-	40,000	\$4,726	\$2.9826	\$3,939	\$2.4855	\$3,151	\$1.9884
-	-	100,000	\$6,516	\$2.1200	\$5,430	\$1.7667	\$4,344	\$1.4134
-	-	200,000	\$8,636	\$4.3180	\$7,197	\$3.5983	\$5,757	\$2.8787
I-3	Institutional—6+ persons, restrained	2,000	\$1,846	\$7.1473	\$1,538	\$5.9561	\$1,231	\$4.7649
-	-	10,000	\$2,418	\$9.9922	\$2,015	\$8.3268	\$1,612	\$6.6615
-	-	20,000	\$3,417	\$6.5471	\$2,847	\$5.4560	\$2,278	\$4.3648
-	-	40,000	\$4,726	\$2.9826	\$3,939	\$2.4855	\$3,151	\$1.9884
-	-	100,000	\$6,516	\$2.1200	\$5,430	\$1.7667	\$4,344	\$1.4134
-	-	200,000	\$8,636	\$4.3180	\$7,197	\$3.5983	\$5,757	\$2.8787
I-4	Institutional—6+ persons, day care	1,000	\$1,490	\$11.5277	\$1,241	\$9.6064	\$993	\$7.6851
-	-	5,000	\$1,951	\$16.1340	\$1,626	\$13.4450	\$1,301	\$10.7560
-	-	10,000	\$2,758	\$10.5534	\$2,298	\$8.7945	\$1,838	\$7.0356
-	-	20,000	\$3,813	\$4.8012	\$3,177	\$4.0010	\$2,542	\$3.2008
-	-	50,000	\$5,253	\$3.4606	\$4,378	\$2.8839	\$3,502	\$2.3071
-	-	100,000	\$6,984	\$6.9836	\$5,820	\$5.8197	\$4,656	\$4.6558
I	I Occupancy Tenant Improvements	1,000	\$835	\$6.4599	\$696	\$5.3832	\$557	\$4.3066
-	-	5,000	\$1,094	\$9.0538	\$911	\$7.5448	\$729	\$6.0358
-	-	10,000	\$1,546	\$5.9361	\$1,289	\$4.9467	\$1,031	\$3.9574
-	-	20,000	\$2,140	\$2.6978	\$1,783	\$2.2482	\$1,427	\$1.7986
-	-	50,000	\$2,949	\$1.9330	\$2,458	\$1.6108	\$1,966	\$1.2886
-	-	100,000	\$3,916	\$3.9158	\$3,263	\$3.2632	\$2,611	\$2.6105
L	Labs (California ONLY)	2,000	\$1,448	\$5.6087	\$1,207	\$4.6739	\$965	\$3.7391
-	-	10,000	\$1,897	\$7.8441	\$1,581	\$6.5368	\$1,265	\$5.2294
-	-	20,000	\$2,681	\$5.1255	\$2,234	\$4.2712	\$1,787	\$3.4170
-	-	40,000	\$3,706	\$2.3445	\$3,089	\$1.9538	\$2,471	\$1.5630
-	-	100,000	\$5,113	\$1.6711	\$4,261	\$1.3926	\$3,409	\$1.1141
-	-	200,000	\$6,784	\$3.3920	\$5,653	\$2.8267	\$4,523	\$2.2614
M	Mercantile—Department & Drug Store	1,650	\$1,899	\$8.9088	\$1,583	\$7.4240	\$1,266	\$5.9392
-	-	8,250	\$2,487	\$12.4708	\$2,073	\$10.3923	\$1,658	\$8.3138
-	-	16,500	\$3,516	\$8.1528	\$2,930	\$6.7940	\$2,344	\$5.4352

Recommended Inspection Fees - October 4, 2017

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	33,000	\$4,861	\$3.7152	\$4,051	\$3.0960	\$3,241	\$2.4768
-	-	82,500	\$6,700	\$2.6656	\$5,584	\$2.2214	\$4,467	\$1.7771
-	-	165,000	\$8,899	\$5.3936	\$7,416	\$4.4947	\$5,933	\$3.5957
M	Mercantile—Market	2,000	\$1,561	\$6.0327	\$1,301	\$5.0273	\$1,041	\$4.0218
-	-	10,000	\$2,044	\$8.4645	\$1,703	\$7.0538	\$1,362	\$5.6430
-	-	20,000	\$2,890	\$5.5339	\$2,408	\$4.6116	\$1,927	\$3.6893
-	-	40,000	\$3,997	\$2.5097	\$3,331	\$2.0915	\$2,665	\$1.6732
-	-	100,000	\$5,503	\$1.7927	\$4,586	\$1.4939	\$3,668	\$1.1951
-	-	200,000	\$7,295	\$3.6477	\$6,079	\$3.0397	\$4,864	\$2.4318
M	Mercantile—Motor fuel-dispensing	400	\$1,555	\$30.0896	\$1,296	\$25.0747	\$1,037	\$20.0597
-	-	2,000	\$2,036	\$42.0888	\$1,697	\$35.0740	\$1,358	\$28.0592
-	-	4,000	\$2,878	\$27.5916	\$2,399	\$22.9930	\$1,919	\$18.3944
-	-	8,000	\$3,982	\$12.5435	\$3,318	\$10.4529	\$2,655	\$8.3623
-	-	20,000	\$5,487	\$8.9789	\$4,573	\$7.4825	\$3,658	\$5.9860
-	-	40,000	\$7,283	\$18.2073	\$6,069	\$15.1728	\$4,855	\$12.1382
M	Mercantile—Retail or wholesale store	1,000	\$2,730	\$21.1379	\$2,275	\$17.6149	\$1,820	\$14.0920
-	-	5,000	\$3,576	\$29.5557	\$2,980	\$24.6298	\$2,384	\$19.7038
-	-	10,000	\$5,054	\$19.3609	\$4,211	\$16.1340	\$3,369	\$12.9072
-	-	20,000	\$6,990	\$8.8127	\$5,825	\$7.3439	\$4,660	\$5.8751
-	-	50,000	\$9,634	\$6.2977	\$8,028	\$5.2481	\$6,422	\$4.1985
-	-	100,000	\$12,783	\$12.7825	\$10,652	\$10.6521	\$8,522	\$8.5217
M	M Occupancy Tenant Improvements	300	\$991	\$25.5651	\$826	\$21.3042	\$661	\$17.0434
-	-	1,500	\$1,298	\$35.7599	\$1,081	\$29.7999	\$865	\$23.8399
-	-	3,000	\$1,834	\$23.4450	\$1,528	\$19.5375	\$1,223	\$15.6300
-	-	6,000	\$2,537	\$10.6469	\$2,115	\$8.8724	\$1,692	\$7.0979
-	-	15,000	\$3,496	\$7.6228	\$2,913	\$6.3523	\$2,330	\$5.0818
-	-	30,000	\$4,639	\$15.4637	\$3,866	\$12.8865	\$3,093	\$10.3092
R-1	Residential—Transient	2,000	\$1,442	\$5.5924	\$1,202	\$4.6603	\$961	\$3.7282
-	Boarding Houses, Hotels, Motels	10,000	\$1,889	\$7.7942	\$1,574	\$6.4952	\$1,260	\$5.1962
-	-	20,000	\$2,669	\$5.1130	\$2,224	\$4.2608	\$1,779	\$3.4087
-	-	40,000	\$3,691	\$2.3175	\$3,076	\$1.9312	\$2,461	\$1.5450

**Recommended Inspection Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	100,000	\$5,082	\$1.6836	\$4,235	\$1.4030	\$3,388	\$1.1224
-	-	200,000	\$6,765	\$3.3827	\$5,638	\$2.8189	\$4,510	\$2.2551
R-2	Residential—Permanent, 2+ Dwellings	1,250	\$1,525	\$9.4427	\$1,271	\$7.8689	\$1,017	\$6.2951
-	Apartment, Dormitory, Timeshare	6,250	\$1,997	\$13.2190	\$1,664	\$11.0158	\$1,332	\$8.8127
-	-	12,500	\$2,823	\$8.6516	\$2,353	\$7.2097	\$1,882	\$5.7677
-	-	25,000	\$3,905	\$3.9283	\$3,254	\$3.2736	\$2,603	\$2.6189
-	-	62,500	\$5,378	\$2.8371	\$4,482	\$2.3642	\$3,585	\$1.8914
-	-	125,000	\$7,151	\$5.7210	\$5,959	\$4.7675	\$4,767	\$3.8140
R-3	Dwellings—Custom Homes	1,500	\$1,779	\$3.5542	\$1,482	\$2.9618	\$1,186	\$2.3694
-	-	2,500	\$1,814	\$17.4201	\$1,512	\$14.5167	\$1,210	\$11.6134
-	-	3,500	\$1,989	\$18.4489	\$1,657	\$15.3741	\$1,326	\$12.2993
-	-	4,500	\$2,173	\$13.3866	\$1,811	\$11.1555	\$1,449	\$8.9244
-	-	6,500	\$2,441	\$6.1975	\$2,034	\$5.1646	\$1,627	\$4.1317
-	-	10,000	\$2,658	\$26.5783	\$2,215	\$22.1486	\$1,772	\$17.7189
R-3	Dwellings—Models, First Master Plan	1,000	\$2,105	\$4.3076	\$1,754	\$3.5897	\$1,403	\$2.8717
-	-	1,600	\$2,131	\$18.5537	\$1,776	\$15.4614	\$1,421	\$12.3691
-	-	2,500	\$2,298	\$27.9345	\$1,915	\$23.2788	\$1,532	\$18.6230
-	-	3,000	\$2,437	\$30.9898	\$2,031	\$25.8249	\$1,625	\$20.6599
-	-	4,000	\$2,747	\$6.9961	\$2,289	\$5.8301	\$1,832	\$4.6641
-	-	6,500	\$2,922	\$44.9571	\$2,435	\$37.4642	\$1,948	\$29.9714
R-3	Dwellings—Production Phase	1,000	\$2,105	\$4.3076	\$1,754	\$3.5897	\$1,403	\$2.8717
-	of Master Plan (repeats)	1,600	\$2,131	\$18.5537	\$1,776	\$15.4614	\$1,421	\$12.3691
-	-	2,500	\$2,298	\$27.9345	\$1,915	\$23.2788	\$1,532	\$18.6230
-	-	3,000	\$2,437	\$30.9898	\$2,031	\$25.8249	\$1,625	\$20.6599
-	-	4,000	\$2,747	\$6.9961	\$2,289	\$5.8301	\$1,832	\$4.6641
-	-	6,500	\$2,922	\$44.9571	\$2,435	\$37.4642	\$1,948	\$29.9714
R-3	Dwellings—Alternate Materials	1,500	\$1,858	\$2.2837	\$1,548	\$1.9031	\$1,238	\$1.5225
-	-	2,500	\$1,880	\$14.7077	\$1,567	\$12.2564	\$1,254	\$9.8051
-	-	3,500	\$2,027	\$12.3305	\$1,690	\$10.2754	\$1,352	\$8.2203
-	-	4,500	\$2,151	\$13.6984	\$1,792	\$11.4153	\$1,434	\$9.1322
-	-	6,500	\$2,425	\$4.3893	\$2,021	\$3.6577	\$1,616	\$2.9262

**Recommended Inspection Fees - October 4, 2017**

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	10,000	\$2,578	\$25.7833	\$2,149	\$21.4861	\$1,719	\$17.1889
R-3	Dwellings—Hillside - Custom Homes	1,500	\$1,779	\$3.5542	\$1,482	\$2.9618	\$1,186	\$2.3694
-	-	2,500	\$1,814	\$17.4201	\$1,512	\$14.5167	\$1,210	\$11.6134
-	-	3,500	\$1,989	\$18.4489	\$1,657	\$15.3741	\$1,326	\$12.2993
-	-	4,500	\$2,173	\$13.3866	\$1,811	\$11.1555	\$1,449	\$8.9244
-	-	6,500	\$2,441	\$6.1975	\$2,034	\$5.1646	\$1,627	\$4.1317
-	-	10,000	\$2,658	\$26.5783	\$2,215	\$22.1486	\$1,772	\$17.7189
R-3	Dwellings—Hillside - Models, First Master Plan	1,500	\$1,779	\$3.5542	\$1,482	\$2.9618	\$1,186	\$2.3694
-	-	2,500	\$1,814	\$17.4201	\$1,512	\$14.5167	\$1,210	\$11.6134
-	-	3,500	\$1,989	\$18.4489	\$1,657	\$15.3741	\$1,326	\$12.2993
-	-	4,500	\$2,173	\$13.3866	\$1,811	\$11.1555	\$1,449	\$8.9244
-	-	6,500	\$2,441	\$6.1975	\$2,034	\$5.1646	\$1,627	\$4.1317
-	-	10,000	\$2,658	\$26.5783	\$2,215	\$22.1486	\$1,772	\$17.7189
R-3	Dwellings—Hillside - Production Phase of Master Plan (repeats)	1,500	\$1,779	\$3.5542	\$1,482	\$2.9618	\$1,186	\$2.3694
-	-	2,500	\$1,814	\$17.4201	\$1,512	\$14.5167	\$1,210	\$11.6134
-	-	3,500	\$1,989	\$18.4489	\$1,657	\$15.3741	\$1,326	\$12.2993
-	-	4,500	\$2,173	\$13.3866	\$1,811	\$11.1555	\$1,449	\$8.9244
-	-	6,500	\$2,441	\$6.1975	\$2,034	\$5.1646	\$1,627	\$4.1317
-	-	10,000	\$2,658	\$26.5783	\$2,215	\$22.1486	\$1,772	\$17.7189
R-3	Dwellings—Hillside - Alternate Materials	1,500	\$1,838	\$3.6633	\$1,532	\$3.0527	\$1,225	\$2.4422
-	-	2,500	\$1,875	\$17.9657	\$1,562	\$14.9714	\$1,250	\$11.9771
-	-	3,500	\$2,054	\$19.0569	\$1,712	\$15.8807	\$1,369	\$12.7046
-	-	4,500	\$2,245	\$13.8620	\$1,871	\$11.5517	\$1,496	\$9.2414
-	-	6,500	\$2,522	\$6.4202	\$2,102	\$5.3502	\$1,681	\$4.2801
-	-	10,000	\$2,747	\$27.4668	\$2,289	\$22.8890	\$1,831	\$18.3112
R-4	Residential—Assisted Living (6-16 persons)	1,500	\$1,460	\$7.5448	\$1,217	\$6.2873	\$973	\$5.0299
-	-	7,500	\$1,913	\$10.5378	\$1,594	\$8.7815	\$1,275	\$7.0252
-	-	15,000	\$2,703	\$6.8901	\$2,253	\$5.7417	\$1,802	\$4.5934
-	-	30,000	\$3,737	\$3.1541	\$3,114	\$2.6284	\$2,491	\$2.1027
-	-	75,000	\$5,156	\$2.2291	\$4,297	\$1.8576	\$3,437	\$1.4861
-	-	150,000	\$6,828	\$4.5518	\$5,690	\$3.7932	\$4,552	\$3.0346



Recommended Inspection Fees - October 4, 2017

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
R	R Occupancy Tenant Improvements	1,000	\$1,152	\$8.9127	\$960	\$7.4272	\$768	\$5.9418
-	-	5,000	\$1,508	\$12.4863	\$1,257	\$10.4053	\$1,005	\$8.3242
-	-	10,000	\$2,132	\$8.1683	\$1,777	\$6.8070	\$1,422	\$5.4456
-	-	20,000	\$2,949	\$3.7049	\$2,458	\$3.0874	\$1,966	\$2.4699
-	-	50,000	\$4,061	\$2.6656	\$3,384	\$2.2214	\$2,707	\$1.7771
-	-	100,000	\$5,394	\$5.3936	\$4,495	\$4.4947	\$3,596	\$3.5957
S-1	Storage—Moderate Hazard	1,000	\$650	\$5.0320	\$542	\$4.1933	\$434	\$3.3546
-	-	5,000	\$852	\$7.0585	\$710	\$5.8820	\$568	\$4.7056
-	-	10,000	\$1,205	\$4.6142	\$1,004	\$3.8452	\$803	\$3.0761
-	-	20,000	\$1,666	\$2.0951	\$1,388	\$1.7459	\$1,111	\$1.3967
-	-	50,000	\$2,295	\$1.4965	\$1,912	\$1.2471	\$1,530	\$0.9977
-	-	100,000	\$3,043	\$3.0429	\$2,536	\$2.5357	\$2,029	\$2.0286
S-1	Storage—Moderate Hazard, Repair Garage	500	\$707	\$10.9337	\$589	\$9.1114	\$471	\$7.2892
-	Motor Vehicles (not High Hazard)	2,500	\$925	\$15.3141	\$771	\$12.7617	\$617	\$10.2094
-	-	5,000	\$1,308	\$10.0265	\$1,090	\$8.3554	\$872	\$6.6843
-	-	10,000	\$1,810	\$4.5643	\$1,508	\$3.8036	\$1,206	\$3.0429
-	-	25,000	\$2,494	\$3.2673	\$2,078	\$2.7228	\$1,663	\$2.1782
-	-	50,000	\$3,311	\$6.6220	\$2,759	\$5.5183	\$2,207	\$4.4146
S-2	Storage—Low Hazard	500	\$901	\$13.9478	\$751	\$11.6231	\$601	\$9.2985
-	-	2,500	\$1,180	\$19.5323	\$984	\$16.2769	\$787	\$13.0216
-	-	5,000	\$1,669	\$12.7981	\$1,391	\$10.6651	\$1,112	\$8.5321
-	-	10,000	\$2,309	\$5.8093	\$1,924	\$4.8411	\$1,539	\$3.8729
-	-	25,000	\$3,180	\$4.1777	\$2,650	\$3.4814	\$2,120	\$2.7851
-	-	50,000	\$4,224	\$8.4489	\$3,520	\$7.0408	\$2,816	\$5.6326
S-2	Storage—Low Hazard, Aircraft Hangar	1,000	\$901	\$6.9836	\$751	\$5.8197	\$601	\$4.6558
-	-	5,000	\$1,181	\$9.7428	\$984	\$8.1190	\$787	\$6.4952
-	-	10,000	\$1,668	\$6.3913	\$1,390	\$5.3261	\$1,112	\$4.2608
-	-	20,000	\$2,307	\$2.9098	\$1,923	\$2.4249	\$1,538	\$1.9399
-	-	50,000	\$3,180	\$2.0889	\$2,650	\$1.7407	\$2,120	\$1.3926
-	-	100,000	\$4,224	\$4.2245	\$3,520	\$3.5204	\$2,816	\$2.8163
S-2	Storage—Low Hazard, Parking Garages	1,000	\$854	\$6.6189	\$712	\$5.5157	\$569	\$4.4126

Recommended Inspection Fees - October 4, 2017

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	Open or Enclosed	5,000	\$1,119	\$9.2284	\$932	\$7.6903	\$746	\$6.1522
-	-	10,000	\$1,580	\$6.0733	\$1,317	\$5.0611	\$1,053	\$4.0488
-	-	20,000	\$2,187	\$2.7477	\$1,823	\$2.2898	\$1,458	\$1.8318
-	-	50,000	\$3,012	\$1.9829	\$2,510	\$1.6524	\$2,008	\$1.3219
-	-	100,000	\$4,003	\$4.0031	\$3,336	\$3.3359	\$2,669	\$2.6687
S	S Occupancy Tenant Improvements	1,000	\$628	\$4.8597	\$523	\$4.0497	\$419	\$3.2398
-	-	5,000	\$822	\$6.8122	\$685	\$5.6768	\$548	\$4.5414
-	-	10,000	\$1,163	\$4.4583	\$969	\$3.7152	\$775	\$2.9722
-	-	20,000	\$1,609	\$2.0161	\$1,341	\$1.6801	\$1,072	\$1.3441
-	-	50,000	\$2,214	\$1.4653	\$1,845	\$1.2211	\$1,476	\$0.9769
-	-	100,000	\$2,946	\$2.9462	\$2,455	\$2.4552	\$1,964	\$1.9641
U	Accessory—Agricultural Building	600	\$943	\$12.1785	\$786	\$10.1487	\$629	\$8.1190
-	-	3,000	\$1,236	\$17.0226	\$1,030	\$14.1855	\$824	\$11.3484
-	-	6,000	\$1,746	\$11.1457	\$1,455	\$9.2881	\$1,164	\$7.4305
-	-	12,000	\$2,415	\$5.0818	\$2,012	\$4.2349	\$1,610	\$3.3879
-	-	30,000	\$3,330	\$3.6165	\$2,775	\$3.0138	\$2,220	\$2.4110
-	-	60,000	\$4,415	\$7.3577	\$3,679	\$6.1315	\$2,943	\$4.9052
U	Accessory—Barn or Shed	200	\$694	\$26.8550	\$578	\$22.3792	\$463	\$17.9033
-	-	1,000	\$909	\$37.5682	\$757	\$31.3068	\$606	\$25.0454
-	-	2,000	\$1,284	\$24.6298	\$1,070	\$20.5248	\$856	\$16.4198
-	-	4,000	\$1,777	\$11.1977	\$1,481	\$9.3314	\$1,185	\$7.4651
-	-	10,000	\$2,449	\$7.9969	\$2,041	\$6.6641	\$1,633	\$5.3312
-	-	20,000	\$3,249	\$16.2432	\$2,707	\$13.5360	\$2,166	\$10.8288
U	Accessory—Private Garage	200	\$759	\$29.4037	\$633	\$24.5031	\$506	\$19.6025
-	-	1,000	\$995	\$41.1067	\$829	\$34.2556	\$663	\$27.4045
-	-	2,000	\$1,406	\$26.9524	\$1,171	\$22.4604	\$937	\$17.9683
-	-	4,000	\$1,945	\$12.2473	\$1,621	\$10.2061	\$1,297	\$8.1649
-	-	10,000	\$2,680	\$8.7763	\$2,233	\$7.3136	\$1,786	\$5.8509
-	-	20,000	\$3,557	\$17.7864	\$2,964	\$14.8220	\$2,372	\$11.8576
U	Accessory—Other	1,000	\$1,258	\$9.7428	\$1,048	\$8.1190	\$839	\$6.4952
-	-	5,000	\$1,648	\$13.6243	\$1,373	\$11.3536	\$1,098	\$9.0829

Recommended Inspection Fees - October 4, 2017

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	10,000	\$2,329	\$8.9166	\$1,941	\$7.4305	\$1,553	\$5.9444
-	-	20,000	\$3,221	\$4.0478	\$2,684	\$3.3732	\$2,147	\$2.6985
-	-	50,000	\$4,435	\$2.9150	\$3,696	\$2.4292	\$2,957	\$1.9434
-	-	100,000	\$5,892	\$5.8924	\$4,910	\$4.9104	\$3,928	\$3.9283
-	Other Tenant Improvements	1,000	\$1,009	\$7.8137	\$840	\$6.5114	\$672	\$5.2091
-	-	5,000	\$1,321	\$10.9275	\$1,101	\$9.1063	\$881	\$7.2850
-	-	10,000	\$1,867	\$7.1395	\$1,556	\$5.9496	\$1,245	\$4.7597
-	-	20,000	\$2,581	\$3.2424	\$2,151	\$2.7020	\$1,721	\$2.1616
-	-	50,000	\$3,554	\$2.3383	\$2,962	\$1.9486	\$2,369	\$1.5588
-	-	100,000	\$4,723	\$4.7233	\$3,936	\$3.9361	\$3,149	\$3.1489
R-3	Residential Room Addition	50	\$467	\$72.2369	\$389	\$60.1974	\$311	\$48.1579
-	-	250	\$611	\$101.0132	\$509	\$84.1776	\$407	\$67.3421
-	-	500	\$864	\$66.2041	\$720	\$55.1701	\$576	\$44.1361
-	-	1,000	\$1,195	\$30.0805	\$995	\$25.0671	\$796	\$20.0537
-	-	2,500	\$1,646	\$21.5588	\$1,371	\$17.9657	\$1,097	\$14.3726
-	-	5,000	\$2,185	\$43.6944	\$1,821	\$36.4120	\$1,456	\$29.1296
<b>SHELL BUILDINGS</b>								
-	All Shell Buildings	1,000	\$698	\$5.3967	\$581	\$4.4973	\$465	\$3.5978
-	-	5,000	\$913	\$7.5448	\$761	\$6.2873	\$609	\$5.0299
-	-	10,000	\$1,291	\$4.9509	\$1,076	\$4.1257	\$860	\$3.3006
-	-	20,000	\$1,786	\$2.2572	\$1,488	\$1.8810	\$1,191	\$1.5048
-	-	50,000	\$2,463	\$1.6087	\$2,052	\$1.3406	\$1,642	\$1.0725
-	-	100,000	\$3,267	\$3.2673	\$2,723	\$2.7228	\$2,178	\$2.1782
A-2	Shell: Assembly—Food & Drink	1,000	\$698	\$5.3967	\$581	\$4.4973	\$465	\$3.5978
-	-	5,000	\$913	\$7.5448	\$761	\$6.2873	\$609	\$5.0299
-	-	10,000	\$1,291	\$4.9509	\$1,076	\$4.1257	\$860	\$3.3006
-	-	20,000	\$1,786	\$2.2572	\$1,488	\$1.8810	\$1,191	\$1.5048
-	-	50,000	\$2,463	\$1.6087	\$2,052	\$1.3406	\$1,642	\$1.0725
-	-	100,000	\$3,267	\$3.2673	\$2,723	\$2.7228	\$2,178	\$2.1782
B	Shell: Business—Clinic, Outpatient	1,000	\$872	\$6.7459	\$727	\$5.6216	\$581	\$4.4973

Recommended Inspection Fees - October 4, 2017

IBC Class	IBC Occupancy Type	Project Size Threshold	Construction Type IA, IB		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
-	-	5,000	\$1,142	\$9.4310	\$952	\$7.8592	\$761	\$6.2873
-	-	10,000	\$1,613	\$6.1886	\$1,345	\$5.1572	\$1,076	\$4.1257
-	-	20,000	\$2,232	\$2.8215	\$1,860	\$2.3513	\$1,488	\$1.8810
-	-	50,000	\$3,079	\$2.0109	\$2,566	\$1.6758	\$2,052	\$1.3406
-	-	100,000	\$4,084	\$4.0842	\$3,403	\$3.4035	\$2,723	\$2.7228
B	Shell: Business—Professional Office	1,000	\$872	\$6.7459	\$727	\$5.6216	\$581	\$4.4973
-	-	5,000	\$1,142	\$9.4310	\$952	\$7.8592	\$761	\$6.2873
-	-	10,000	\$1,613	\$6.1886	\$1,345	\$5.1572	\$1,076	\$4.1257
-	-	20,000	\$2,232	\$2.8215	\$1,860	\$2.3513	\$1,488	\$1.8810
-	-	50,000	\$3,079	\$2.0109	\$2,566	\$1.6758	\$2,052	\$1.3406
-	-	100,000	\$4,084	\$4.0842	\$3,403	\$3.4035	\$2,723	\$2.7228
M	Shell: Mercantile—Department & Drug Store	1,000	\$872	\$6.7459	\$727	\$5.6216	\$581	\$4.4973
-	-	5,000	\$1,142	\$9.4310	\$952	\$7.8592	\$761	\$6.2873
-	-	10,000	\$1,613	\$6.1886	\$1,345	\$5.1572	\$1,076	\$4.1257
-	-	20,000	\$2,232	\$2.8215	\$1,860	\$2.3513	\$1,488	\$1.8810
-	-	50,000	\$3,079	\$2.0109	\$2,566	\$1.6758	\$2,052	\$1.3406
-	-	100,000	\$4,084	\$4.0842	\$3,403	\$3.4035	\$2,723	\$2.7228
-	Other Shell Building	1,000	\$872	\$6.7459	\$727	\$5.6216	\$581	\$4.4973
-	-	5,000	\$1,142	\$9.4310	\$952	\$7.8592	\$761	\$6.2873
-	-	10,000	\$1,613	\$6.1886	\$1,345	\$5.1572	\$1,076	\$4.1257
-	-	20,000	\$2,232	\$2.8215	\$1,860	\$2.3513	\$1,488	\$1.8810
-	-	50,000	\$3,079	\$2.0109	\$2,566	\$1.6758	\$2,052	\$1.3406
-	-	100,000	\$4,084	\$4.0842	\$3,403	\$3.4035	\$2,723	\$2.7228
* Each additional 100 square feet, or portion thereof, up to the next highest project size threshold.								

***Building Department – Mechanical Electrical and  
Plumbing Permits***

**Building Department Fee Schule Update - Mechanical, Electrical, Plumbing**  
**October 4, 2017**

FEE TYPES	FEE DESCRIPTIONS	2014 Adopted Fee	Recommended Fee Oct 2017
<b>ADMINISTRATIVE AND MISC. FEES</b>			
Travel and Documentation Fees:			
Simple Project (1 trip)		\$ 12.69	\$ 14.65
Moderate Project (2 trips)		\$ 25.37	\$ 29.30
Complex Project (3 trips)		\$ 38.06	\$ 43.94
		\$ -	\$ -
Permit Issuance		\$ 19.03	\$ 21.97
Supplemental Permit Issuance		\$ 19.03	\$ 21.97
			\$ -
<b>MECHANICAL PERMIT FEES</b>			\$ -
			\$ -
Stand Alone Mechanical Plan Check (hourly rate)		\$ 76.11	\$ 87.89
		\$ -	\$ -
<b>UNIT FEES:</b>		\$ -	\$ -
		\$ -	\$ -
A/C, Residential (each)	Install / Relocate Residential A/C unit	\$ 87.64	\$ 58.59
Swamp Cooler (each)	Install / Relocate Swamp Cooler	\$ 76.11	\$ 87.89
Furnace (F.A.U., Floor)	Install/Relocate floor furnace, including vent (each)	\$ 44.40	\$ 51.27
Heater (Wall)	Install/Relocate suspended heater, recessed wall heater, or floor-mounted unit heater (each)	\$ 44.40	\$ 51.27
Appliance Vent/Chimney (only)	Install/Relocate/Replace appliance vent installed and not included in an appliance permit (each)	\$ 19.03	\$ 21.97
Refrigeration Compressor	Repair/Alter/Add heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including installation of controls (each)	\$ 62.27	\$ 29.30
Boiler	Install/Relocate boiler or compressor	\$ 50.74	\$ 58.59
Chiller		\$ 50.74	\$ 58.59
Heat Pump (Package Unit)		\$ 74.96	\$ 43.94
Heater (Unit, Radiant, etc.)		\$ 25.37	\$ 29.30

FEE TYPES	FEE DESCRIPTIONS	2014 Adopted Fee	Recommended Fee Oct 2017
Air Handler	Air-handling unit, including attached ducts. (Note: this fee shall not apply to an air-handling unit that is a portion of a factory-assembled appliance, cooling unit, evaporative cooler, or absorption unit for which a permit is required elsewhere) (each)	\$ 87.64	\$ 58.59
Duct Work (only)		\$ 38.06	\$ 43.94
Evaporative Cooler	Evaporative cooler other than portable type (each)	\$ 62.27	\$ 29.30
Make-up Air System		\$ 38.06	\$ 43.94
Moisture Exhaust Duct (Clothes Dryer)		\$ 19.03	\$ 21.97
Vent Fan, Single Duct (each)	Ventilation fan connected to a single duct (each)	\$ 19.03	\$ 21.97
Vent System	Ventilation system that is not a portion of any heating or air-conditioning system authorized by a permit (each)	\$ 38.06	\$ 43.94
Exhaust Hood and Duct (Residential)	Hood installation that is served by mechanical exhaust, including the ducts for such hood (each)	\$ 19.03	\$ 21.97
Exhaust Hood, Type I (Commercial Grease Hood)		\$ 138.38	\$ 117.18
Exhaust Hood, Type II (Commercial Steam Hood)		\$ 113.01	\$ 87.89
Non-Residential Incinerator	Install/Relocate commercial or industrial-type incinerator (each)	\$ 74.96	\$ 43.94
Refrigerator Condenser Remote		\$ 38.06	\$ 43.94
Walk-in Box/Refrigerator Coil		\$ 19.03	\$ 21.97
		\$ -	\$ -
<b>OTHER FEES:</b>		\$ -	\$ -
		\$ -	\$ -
Other Mechanical Inspections (per half hour)	Appliance or piece of equipment not classed in other appliance categories, or for which no other fee is listed (each)	\$ 38.06	\$ 43.94
		\$ -	\$ -
<b>PLUMBING/GAS PERMIT FEES</b>			\$ -
			\$ -
Stand Alone Plumbing Plan Check (hourly rate)	Stand Alone Plumbing Plan Check (hourly rate)	\$ 76.11	\$ 87.89
		\$ -	\$ -
<b>UNIT FEES:</b>		\$ -	\$ -
		\$ -	\$ -
Fixtures (each)	Plumbing fixture or trap or set of fixtures on one trap, including water, drainage piping, and backflow protection (each)	\$ 19.03	\$ 21.97

FEE TYPES	FEE DESCRIPTIONS	2014 Adopted Fee	Recommended Fee Oct 2017
Gas System		\$ -	\$ -
First Outlet		\$ 19.03	\$ 21.97
Each Additional Outlet		\$ 19.03	\$ 21.97
Building Sewer	Building or trailer park sewer (each)	\$ 63.43	\$ 73.24
Grease Trap	Industrial waste pretreatment interceptor, including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps (each)	\$ 25.37	\$ 29.30
Backflow Preventer	Backflow devices not included in other fee services	\$ -	\$ -
First 5		\$ 25.37	\$ 29.30
Each after the First 5		\$ 6.34	\$ 7.32
Roof Drain—Rainwater System	Rainwater system inside building (per drain)	\$ 38.06	\$ 43.94
Water Heater		\$ -	\$ -
First Heater	Water Heater and/or vent (each)	\$ 31.71	\$ 36.62
Each Additional Heater	Additional Water Heater and / or vent (each)	\$ 31.71	\$ 36.62
Water Pipe Repair/Replacement (ea. Outlet)	Install/Alter/Repair water piping and/or water treating equipment (each)	\$ 25.37	\$ 29.30
Drain-Vent Repair/Alterations	Repair/Alter drainage or vent piping (each fixture)	\$ 19.03	\$ 21.97
Drinking Fountain		\$ 25.37	\$ 29.30
Solar Water System Fixtures (solar panels, tanks, water treatment equipment)		\$ 151.07	\$ 131.83
Graywater Systems (per hour)		\$ 113.01	\$ 87.89
Medical Gas System (Each Outlet)		\$ 38.06	\$ 43.94
Water Softener		\$ 76.11	\$ 87.89
Shower Pan Installation		\$ 76.11	\$ 87.89
<b>OTHER FEES:</b>		\$ -	\$ -
		\$ -	\$ -
Other Plumbing and Gas Inspections (per half hour)		\$ 38.06	\$ 43.94
		\$ -	\$ -
<b>ELECTRICAL PERMIT FEES</b>			\$ -
			\$ -
Stand Alone Electrical Plan Check (hourly rate)		\$ 100.22	\$ 115.72



FEE TYPES	FEE DESCRIPTIONS	2014 Adopted Fee	Recommended Fee Oct 2017
		\$ -	\$ -
<b>SYSTEM FEES:</b>		\$ -	\$ -
Whole House Rewire		\$ 152.22	\$ 175.77
Private, Residential, In-ground Swimming Pools (each new)		\$ 38.06	\$ 43.94
Single Phase Service (per 100 amps)		\$ 25.37	\$ 29.30
Three Phase Service (per 100 amps)		\$ 25.37	\$ 29.30
		\$ -	\$ -
Outdoor Events	Carnivals, circuses, or other traveling shows or exhibitions utilizing transportable-type rides, booths, displays, and attractions	\$ -	\$ -
Electric generator and electrically-driven rides (each)		\$ 6.34	\$ 7.32
Mechanically-driven rides and walk-through attractions or displays having electric lighting (each)		\$ 6.34	\$ 7.32
System of area and booth lighting (each)		\$ 6.34	\$ 7.32
For permanently installed rides, booths, displays, and attractions, use the UNIT FEE schedule		\$ 6.34	\$ 7.32
			\$ -
			\$ -
Temporary Power Service			\$ -
Temporary Service (each)	Temporary distribution system and temporary lighting and receptacle outlets for constructions sites, decorative light, Christmas tree sales lots, firework stands, etc.	\$ 25.37	\$ 14.65
Temporary Pole (each)	Temporary Service power pole or pedestal, including all pole or pedestal-mounted receptacle outlets and appurtenances	\$ 49.59	\$ 29.30
		\$ -	\$ -
<b>UNIT FEES:</b>		\$ -	\$ -
Pre-Inspection (per half hour)		\$ 38.06	\$ 43.94
Generator Installation (per kW)		\$ 55.93	\$ -
Receptacle, Switch, and Lighting Outlets	Receptacle, switch, lighting, or other outlets at which current is used or controlled, except services, feeders, and meters	\$ -	\$ -
First 10 (or portion thereof)	(For multi-outlet assemblies, each 5 feet or fraction thereof may be considered as one outlet)	\$ 38.06	\$ 43.94
Each Additional 10 (or portion thereof)		\$ 38.06	\$ 43.94

FEE TYPES	FEE DESCRIPTIONS	2014 Adopted Fee	Recommended Fee Oct 2017
		\$ -	\$ -
Lighting Fixtures	Lighting Fixtures, sockets, or other lamp-holding devices	\$ -	\$ -
First 10		\$ 50.74	\$ 58.59
Each additional 10		\$ 50.74	\$ 58.59
Pole or platform-mounted lighting fixtures (each)		\$ 38.06	\$ 43.94
Theatrical-type lighting fixtures or assemblies (each)		\$ 82.46	\$ 95.21
			\$ -
Residential Appliances	Fixed residential appliances or receptacle outlets for same, including wall mounted electric ovens; counter mounted cooking tops; electric ranges; self-contained room console or through-wall air conditioners; space heaters; food waste grinders; dishwashers; washing machines; water heaters; clothes dryers; or other motor-operated appliances (each) not exceeding one horsepower (HP) in rating (each)	\$ 31.71	\$ 36.62
	(For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus)	\$ 31.71	\$ -
		\$ -	\$ -
Nonresidential Appliances		\$ -	\$ -
Self-contained factory-wired, nonresidential appliances, including medical and dental devices; food, beverage, and ice cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines; or other similar types of equipment (each)		\$ 38.06	\$ 43.94
Self-contained factory-wired, nonresidential appliances not exceeding one horsepower (HP), kilowatt (kW), or kilovolt-ampere (kVA) in rating, including medical and dental devices; food, beverage, and ice cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines; or other similar types of equipment (each)		\$ 38.06	\$ 43.94

FEE TYPES	FEE DESCRIPTIONS	2014 Adopted Fee	Recommended Fee Oct 2017
	(For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus)	\$ 38.06	\$ -
		\$ -	\$ -
Power Apparatus	Motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment, and other apparatus. Rating in horsepower (HP), kilowatts (kW), or kilovolt-amperes (kVA), or kilovolt-amperes-reactive (kVAR)	\$ -	\$ -
		\$ -	\$ -
Up to and including 1 (each)		\$ 38.06	\$ 43.94
Over 1 and not over 10 (each)		\$ 44.40	\$ 51.27
Over 10 and not over 50 (each)		\$ 63.43	\$ 73.24
Over 50 and not over 100 (each)		\$ 69.77	\$ 80.56
Over 100 (each)		\$ 76.11	\$ 87.89
	(For equipment or appliances having more than one motor, transformer, heater, etc., the sum of the combined ratings may be used. These fees include all switches, circuit breakers, contactors, thermostats, relays, and other directly related control equipment.)	\$ -	\$ -
		\$ -	\$ -
Busways		\$ -	\$ -
Trolley and plug-in-type busways - each 100 feet or fraction thereof		\$ 31.71	\$ 36.62
	(An additional fee will be required for lighting fixtures, motors, and other appliances that are connected to trolley and plug-in-type busways. No fee is required for portable tools.)	\$ 31.71	\$ -
		\$ -	\$ -
Signs, Outline Lighting, and Marquees		\$ -	\$ -
Signs, Outline Lighting, or Marquees supplied from one branch circuit (each)		\$ 50.74	\$ 58.59
Additional branch circuits within the same sign, outline lighting system, or marquee (each)		\$ 19.03	\$ 21.97
		\$ -	\$ -
Services		\$ -	\$ -
Services of 600 volts or less, up to 200 amperes in rating (each)		\$ 95.14	\$ 109.86

FEE TYPES	FEE DESCRIPTIONS	2014 Adopted Fee	Recommended Fee Oct 2017
Services of 600 volts or less, 201 to 1000 amperes in rating (each)		\$ 145.88	\$ 168.45
Services over 600 volts or over 1000 amperes in rating (each)		\$ 196.63	\$ 227.04
		\$ -	\$ -
Miscellaneous Apparatus, Conduits, and Conductors		\$ -	\$ -
Electrical apparatus, conduits, and conductors for which a permit is required, but for which no fee is herein set forth		\$ 25.37	\$ 29.30
	(This fee is not applicable when a fee is paid for one or more services, outlets, fixtures, appliances, power apparatus, busways, signs, or other equipment)	\$ -	\$ -
		\$ -	\$ -
Photovoltaic Systems (each)		\$ 380.57	\$ 439.43
		\$ -	\$ -
<b>OTHER FEES:</b>		\$ -	\$ -
		\$ -	\$ -
Other Electrical Inspections (per half hour)		\$ 38.06	\$ 43.94
		\$ -	\$ -
<b>OTHER INSPECTIONS AND FEES</b>			\$ -
			\$ -
Inspections outside of normal business hours, 0-2 hours (minimum charge)		\$ 228.34	\$ 263.66
Each additional hour or portion thereof		\$ 76.11	\$ 87.89
Reinspection Fee (per hour)		\$ 76.11	\$ 87.89
Inspections for which no fee is specifically indicated, per hour (minimum charge = 1 hour)		\$ 76.11	\$ 87.89
Additional Plan Review required by changes, additions, or revisions to approved plans, per hour (minimum charge = 1 hour)		\$ 76.11	\$ 87.89

## ***Building Department – Miscellaneous Permits***

**Building Department Fee Schedule Update - Miscellaneous Permit Items**  
**October 4, 2017**

		Recommended Miscellaneous Permit Fees			
Work Item	Unit	Adopted 2014 Fee	Recommended Plan Check Fee	Recommended Inspection Fee	Recommended Total Fee
Antenna—Telecom Facility					
Radio	each	\$ 240.88	\$ 161.26	\$ 116.89	\$ 278.15
Cellular/Mobile Phone, free-standing	each	\$ 329.94	\$ 161.26	\$ 219.72	\$ 380.98
Cellular/Mobile Phone, attached to building	each	\$ 297.97	\$ 183.23	\$ 160.83	\$ 344.06
Application Meeting					
First Hour	hourly rate				
Each additional hour	hourly rate				
Arbor/Trellis	each	\$ 325.36	\$ 258.80	\$ 116.89	\$ 375.69
Awning/Canopy (supported by building)	each	\$ 258.76	\$ 225.84	\$ 72.95	\$ 298.79
Balcony addition	each	\$ 420.50	\$ 302.74	\$ 182.81	\$ 485.55
Carport	each	\$ 487.10	\$ 335.70	\$ 226.75	\$ 562.45
Certifications					
Chimney Repair	each	\$ 146.90	\$ 74.70	\$ 94.92	\$ 169.62
Close Existing Openings					
Interior wall	each	\$ 102.75	\$ 63.72	\$ 54.93	\$ 118.65
Exterior wall	each	\$ 108.84	\$ 63.72	\$ 61.96	\$ 125.68
Commercial Coach (per unit)	each unit	\$ 242.04	\$ 140.62	\$ 138.86	\$ 279.48
Covered Porch	each	\$ 344.38	\$ 280.77	\$ 116.89	\$ 397.66
Deck (wood)	each	\$ 382.44	\$ 280.77	\$ 160.83	\$ 441.60
Deck Railing		\$ 101.23	\$ 43.94	\$ 72.95	\$ 116.89
Demolition (up to 3,000 sf)					
Commercial	each	\$ 202.83	\$ 117.31	\$ 116.89	\$ 234.20
Residential	each	\$ 202.83	\$ 117.31	\$ 116.89	\$ 234.20
Disabled Access Compliance Inspection	per hour	\$ 261.07	\$ 118.65	\$ 182.81	\$ 301.46
Door					

**Recommended Miscellaneous Permit Fees**

<b>Work Item</b>	<b>Unit</b>	<b>Adopted 2014 Fee</b>	<b>Recommended Plan Check Fee</b>	<b>Recommended Inspection Fee</b>	<b>Recommended Total Fee</b>
New door (non structural)	each	\$ 99.33	\$ 52.73	\$ 61.96	\$ 114.69
New door (structural shear wall/masonry)	each	\$ 127.87	\$ 74.70	\$ 72.95	\$ 147.65
Duplicate/Replacement Job Card	each	\$ 64.70	\$ 30.76	\$ 43.94	\$ 74.70
Fence					
Non-masonry, over 6 feet in height	per sq. ft.	\$ 258.76	\$ 225.84	\$ 72.95	\$ 298.79
Non-masonry, each additional 100 lf	each 100 lf	\$ 9.51	\$ -	\$ 10.99	\$ 10.99
Masonry, over 6 feet in height	up to 100 lf	\$ 391.95	\$ 280.77	\$ 171.82	\$ 452.59
Masonry, each additional 100 lf	each 100 lf	\$ 85.63	\$ 10.99	\$ 87.89	\$ 98.87
Fireplace					
Masonry	each	\$ 203.98	\$ 63.72	\$ 171.82	\$ 235.54
Pre-Fabricated/Metal	each	\$ 156.41	\$ 63.72	\$ 116.89	\$ 180.61
Flag pole (over 20 feet in height)	each	\$ 183.80	\$ 95.34	\$ 116.89	\$ 212.23
Foundation Repair	each	\$ 220.73	\$ 79.10	\$ 175.78	\$ 254.87
Garage (detached)					
Wood frame up to 1,000 sf	each	\$ 318.15	\$ 140.62	\$ 226.75	\$ 367.37
Masonry up to 1,000 sf	each	\$ 384.75	\$ 162.59	\$ 281.68	\$ 444.27
Life Safety Report	each				
Lighting pole	each	\$ 108.84	\$ 63.72	\$ 61.96	\$ 125.68
each add'l pole	each	\$ 28.54	\$ 10.99	\$ 21.97	\$ 32.96
Landscaping Plan Review - WELO Compliance					
Single Family Residential	each	-	\$ 65.92	\$ 43.95	\$ 109.87
Multi-Family/Commercial/Industrial - (first 5,000 sf)	each	-	\$ 87.89	\$ 43.95	\$ 131.84
Multi-Family/Commercial/Industrial - (each additional 3000 sf)	each	-	\$ 21.97	\$ 14.65	\$ 36.62
Modular Structures					
Partition—Commercial, Interior (up to 30 lf)	up to 30 lf	\$ 95.14	\$ 54.93	\$ 54.93	\$ 109.86
Additional partition	each 30 lf	\$ 28.54	\$ 10.99	\$ 21.97	\$ 32.96
Partition—Residential, Interior (up to 30 lf)	up to 30 lf	\$ 95.14	\$ 54.93	\$ 54.93	\$ 109.86
Additional partition	each 30 lf	\$ 28.54	\$ 10.99	\$ 21.97	\$ 32.96

**Recommended Miscellaneous Permit Fees**

<b>Work Item</b>	<b>Unit</b>	<b>Adopted 2014 Fee</b>	<b>Recommended Plan Check Fee</b>	<b>Recommended Inspection Fee</b>	<b>Recommended Total Fee</b>
<b>Patio Cover</b>					
Wood frame	up to 300 sf	\$ 344.38	\$ 236.82	\$ 160.83	\$ 397.66
Metal frame	up to 300 sf	\$ 382.44	\$ 258.80	\$ 182.81	\$ 441.60
Other frame	up to 300 sf	\$ 382.44	\$ 258.80	\$ 182.81	\$ 441.60
Additional patio	each 300 sf	\$ 76.11	\$ 21.97	\$ 65.92	\$ 87.89
Enclosed, wood frame	up to 300 sf	\$ 444.85	\$ 293.95	\$ 219.72	\$ 513.67
Enclosed, metal frame	up to 300 sf	\$ 520.97	\$ 337.90	\$ 263.66	\$ 601.56
Enclosed, other frame	up to 300 sf	\$ 520.97	\$ 337.90	\$ 263.66	\$ 601.56
Additional enclosed patio	each 300 sf	\$ 76.11	\$ 21.97	\$ 65.92	\$ 87.89
<b>Photovoltaic System</b>					
Residential	each	\$ 395.38	\$ 317.68	\$ 138.86	\$ 456.54
Commercial, up to 4 kilowatts	up to 4 kW	\$ 534.67	\$ 390.63	\$ 226.75	\$ 617.38
Commercial, each additional 1 kilowatt	each 1 kW	\$ 19.03	\$ 8.79	\$ 13.18	\$ 21.97
<b>Pile Foundation</b>					
Cast in Place Concrete (first 10 piles)	up to 10	\$ 380.57	\$ 219.72	\$ 219.72	\$ 439.44
Additional Piles (increments of 10)	each 10	\$ 380.57	\$ 219.72	\$ 219.72	\$ 439.44
Driven (steel, pre-stressed concrete)	up to 10	\$ 380.57	\$ 219.72	\$ 219.72	\$ 439.44
Additional Piles (increments of 10)	each 10	\$ 380.57	\$ 219.72	\$ 219.72	\$ 439.44
Product Review	per hour	\$ 76.11	\$ 87.89	\$ -	\$ 87.89
<b>Remodel—Residential</b>					
Less than 300 sf	up to 300 sf	\$ 336.02	\$ 161.26	\$ 226.75	\$ 388.01
Kitchen	up to 300 sf	\$ 383.60	\$ 161.26	\$ 281.68	\$ 442.94
Bath	up to 300 sf	\$ 383.60	\$ 161.26	\$ 281.68	\$ 442.94
Additional remodel	each 300 sf	\$ 95.14	\$ 54.93	\$ 54.93	\$ 109.86
<b>Re-roof</b>					
Residential		\$ 183.80	\$ 73.37	\$ 138.86	\$ 212.23
Multi-Family Dwelling	up to 500 sf	\$ 193.31	\$ 106.33	\$ 116.89	\$ 223.22
Commercial	up to 500 sf	\$ 193.31	\$ 106.33	\$ 116.89	\$ 223.22



**Recommended Miscellaneous Permit Fees**

<b>Work Item</b>	<b>Unit</b>	<b>Adopted 2014 Fee</b>	<b>Recommended Plan Check Fee</b>	<b>Recommended Inspection Fee</b>	<b>Recommended Total Fee</b>
Commercial Addition	each 500 sf	\$ 99.33	\$ 19.77	\$ 94.92	\$ 114.69
Retaining Wall (concrete or masonry)					
Standard (up to 50 lf)	up to 50 lf	\$ 391.95	\$ 280.77	\$ 171.82	\$ 452.59
Additional retaining wall	each 50 lf	\$ 38.06	\$ 21.97	\$ 21.97	\$ 43.94
Special Design, 3-10' high (up to 50 lf)	up to 50 lf	\$ 416.31	\$ 293.95	\$ 186.76	\$ 480.71
Additional retaining wall	each 50 lf	\$ 38.06	\$ 21.97	\$ 21.97	\$ 43.94
Special Design, over 10' high (up to 50 lf)	up to 50 lf	\$ 425.82	\$ 326.91	\$ 164.79	\$ 491.70
Additional retaining wall	each 50 lf	\$ 38.06	\$ 21.97	\$ 21.97	\$ 43.94
Gravity/Crib Wall, 0-10' high (up to 50 lf)	up to 50 lf	\$ 268.27	\$ 214.85	\$ 94.92	\$ 309.77
Additional Gravity/Crib Wall	each 50 lf	\$ 36.53	\$ 21.97	\$ 20.21	\$ 42.19
Gravity/Crib Wall, over 10' high (up to 50 lf)	up to 50 lf	\$ 344.38	\$ 258.80	\$ 138.86	\$ 397.66
Additional Gravity/Crib Wall	each 50 lf	\$ 36.53	\$ 21.97	\$ 20.21	\$ 42.19
Roof Structure Replacement	up to 100 sf	\$ 151.07	\$ 86.55	\$ 87.89	\$ 174.44
Additional roof structure replacement	each 100 sf	\$ 34.63	\$ 10.99	\$ 29.00	\$ 39.99
Sauna—steam	each	\$ 171.25	\$ 65.92	\$ 131.83	\$ 197.75
Siding					
Stone and Brick Veneer (interior or exterior)	up to 400 sf	\$ 101.23	\$ 43.94	\$ 72.95	\$ 116.89
All Other	up to 400 sf	\$ 114.17	\$ 58.88	\$ 72.95	\$ 131.83
Additional siding	each 400 sf	\$ 32.73	\$ 8.79	\$ 29.00	\$ 37.79
Signs					
Directional	each	\$ 137.38	\$ 63.72	\$ 94.92	\$ 158.64
Each additional Directional Sign	each		\$ -	\$ -	\$ -
Ground/Roof/Projecting Signs	each	\$ 127.87	\$ 52.73	\$ 94.92	\$ 147.65
Master Plan Sign Check	each				
Rework of any existing Ground Sign	each	\$ 76.87	\$ 37.79	\$ 50.97	\$ 88.77
Other Sign	each	\$ 76.87	\$ 37.79	\$ 50.97	\$ 88.77
Reinspection Fee	each	\$ 76.11	\$ -	\$ 87.89	\$ 87.89
Wall/Awning Sign, Non-Electric	each	\$ 133.20	\$ 58.88	\$ 94.92	\$ 153.80

**Recommended Miscellaneous Permit Fees**

<b>Work Item</b>	<b>Unit</b>	<b>Adopted 2014 Fee</b>	<b>Recommended Plan Check Fee</b>	<b>Recommended Inspection Fee</b>	<b>Recommended Total Fee</b>
Wall, Electric	each	\$ 133.20	\$ 58.88	\$ 94.92	\$ 153.80
Skylight					
Less than 10 sf	each	\$ 66.98	\$ 26.37	\$ 50.97	\$ 77.34
Greater than 10 sf or structural	each	\$ 105.04	\$ 52.73	\$ 68.55	\$ 121.29
Stairs—First Flight	first flight	\$ 114.17	\$ 43.94	\$ 87.89	\$ 131.83
Each additional flight	per flight	\$ 22.83	\$ 8.79	\$ 17.58	\$ 26.37
Storage Racks					
0-8' high (up to 100 lf)	first 100 lf	\$ 114.17	\$ 43.94	\$ 87.89	\$ 131.83
each additional 100 lf	each 100 lf	\$ 30.45	\$ 17.58	\$ 17.58	\$ 35.16
over 8' high (up to 100 lf)	first 100 lf	\$ 76.11	\$ 43.94	\$ 43.94	\$ 87.89
each additional 100 lf	each 100 lf	\$ 30.45	\$ 17.58	\$ 17.58	\$ 35.16
Stucco Applications	up to 400 sf	\$ 51.76	\$ 30.76	\$ 29.00	\$ 59.76
Additional Stucco Application	each 400 sf	\$ 25.12	\$ -	\$ 29.00	\$ 29.00
Supplemental Plan Check Fee (after 3rd review)					
First hour	each	\$ 83.72	\$ 96.68	\$ -	\$ 96.68
Each Additional hour	per hour	\$ 83.72	\$ 96.68	\$ -	\$ 96.68
Supplemental Inspection Fee					
First hour	each	\$ 82.20	\$ -	\$ 94.92	\$ 94.92
Each Additional hour	per hour		\$ -	\$ 94.92	\$ 94.92
Swimming Pool/Spa		\$ -			
Vinyl-lined (up to 800 sf)	each	\$ 635.14	\$ 293.95	\$ 439.44	\$ 733.39
Fiberglass	each	\$ 648.84	\$ 302.74	\$ 446.47	\$ 749.21
Gunit (up to 800 sf)	each	\$ 686.89	\$ 346.68	\$ 446.47	\$ 793.15
Additional pool (over 800 sf)	each 100 sf	\$ 159.84	\$ 96.68	\$ 87.89	\$ 184.56
Commercial pool (up to 800 sf)	each	\$ 528.58	\$ 346.68	\$ 263.66	\$ 610.35
Commercial pool (over 800 sf)	each	\$ 604.69	\$ 434.57	\$ 263.66	\$ 698.24
Spa or Hot Tub (Pre-fabricated)	each	\$ 291.10	\$ 197.28	\$ 138.86	\$ 336.14
Trash Enclosure					

**Recommended Miscellaneous Permit Fees**

<b>Work Item</b>	<b>Unit</b>	<b>Adopted 2014 Fee</b>	<b>Recommended Plan Check Fee</b>	<b>Recommended Inspection Fee</b>	<b>Recommended Total Fee</b>
Single Bay Trash Enclosure			-	\$ 268.91	\$ 268.91
Double Bay Enclosure			-	\$ 472.16	\$ 472.16
Window or Sliding Glass Door					
Replacement	each	\$ 70.79	\$ 30.76	\$ 50.97	\$ 81.74
New Window (non structural)	each	\$ 86.01	\$ 30.76	\$ 68.55	\$ 99.31
New window (structural shear wall/masonry)	each	\$ 203.98	\$ 96.68	\$ 138.86	\$ 235.54
Bay Window (structural)	each	\$ 203.98	\$ 96.68	\$ 138.86	\$ 235.54
Each Additional Window/Door After the First	each	\$ 15.22	-	\$ 15.82	\$ 15.82

## ***Building Department - Fire Items***

**Building Department Fee Schedule Update - Fire Items**  
**October 4, 2017**

		Recommended Fire Permit Items			
Work Item	Unit	Adopted 2014 Fee	Recommended Plan Check Fee	Recommended Inspection Fee	Recommended Total Fee
Fire Sprinkler Systems					
1-20 Heads	per floor or system	\$ 396.00	\$ 249.42	\$ 207.85	\$ 457.26
21-100 Heads	per floor or system	\$ 540.00	\$ 332.55	\$ 290.98	\$ 623.54
101-200 Heads	per floor or system	\$ 720.00	\$ 415.69	\$ 415.69	\$ 831.38
201-350 Heads	per floor or system	\$ 864.00	\$ 498.83	\$ 498.83	\$ 997.66
351+	per floor or system	\$ 1,080.00	\$ 665.11	\$ 581.97	\$ 1,247.08
			\$ -	\$ -	\$ -
Fire Sprinkler —Tenant Improvements			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
1-19 Heads	per floor or system	\$ 180.00	\$ 83.14	\$ 124.71	\$ 207.85
20-100 Heads	per floor or system	\$ 324.00	\$ 166.28	\$ 207.85	\$ 374.12
101-200 Heads	per floor or system	\$ 486.00	\$ 270.20	\$ 290.98	\$ 561.18
201-350 Heads	per floor or system	\$ 684.00	\$ 374.12	\$ 415.69	\$ 789.81
351+	per floor or system	\$ 864.00	\$ 498.83	\$ 498.83	\$ 997.66
Additional Fire Sprinkler Review Items					
Hydraulic Calculation	per remote area	\$ 108.00	\$ 124.71	\$ -	\$ 124.71
Antifreeze System	per system				
Dry Pipe Valve	per valve	\$ 180.00	\$ 124.71	\$ 83.14	\$ 207.85
Deluge/Preaction	per valve	\$ 180.00	\$ 124.71	\$ 83.14	\$ 207.85
Pressure Reducing Station	per valve	\$ -			
Annual Sprinkler Test		\$ -			
Fire Pump	per pump	\$ 360.00	\$ 166.28	\$ 249.42	\$ 415.69
New Knox Box Installation		\$ 72.00	\$ 41.57	\$ 41.57	\$ 83.14
Trenching/Confined Space Permits	Inspection	\$ -			
Fire Standpipe System					
Class I, II, III & Article 81	per outlet	\$ 90.00	\$ 41.57	\$ 62.35	\$ 103.92
Fire Alarm System					

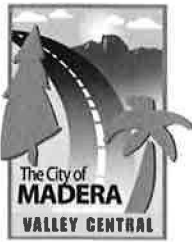
Work Item	Unit	Recommended Fire Permit Items			
		Adopted 2014 Fee	Recommended Plan Check Fee	Recommended Inspection Fee	Recommended Total Fee
0-15 Devices*	per system	\$ 216.00	\$ 124.71	\$ 124.71	\$ 249.42
16-50 Devices	per system	\$ 324.00	\$ 166.28	\$ 207.85	\$ 374.12
51-100 Devices	per system	\$ 432.00	\$ 207.85	\$ 290.98	\$ 498.83
101-500 Devices	per system	\$ 648.00	\$ 332.55	\$ 415.69	\$ 748.25
Each additional 25 devices up to 1,000	per system	\$ 126.00	\$ 62.35	\$ 83.14	\$ 145.49
1001+	per system	\$ 558.00	\$ 228.63	\$ 415.69	\$ 644.32
Each additional 100 devices	per system	\$ 216.00	\$ 124.71	\$ 124.71	\$ 249.42
*Devices=All Initiating and indicating appliances					
Additional Fire Alarm Review Items					
Dampers	each	\$ 90.00	\$ 20.78	\$ 83.14	\$ 103.92
Hi/Lo Alarms	each	\$ 72.00	\$ 41.57	\$ 41.57	\$ 83.14
Low Air/Temp Alarms	each	\$ 72.00	\$ 41.57	\$ 41.57	\$ 83.14
Graphic Annunciator Review	each	\$ 54.00	\$ 20.78	\$ 41.57	\$ 62.35
Hazardous Activities or Uses					
Installation Permits					
Clean Agent Gas Systems	each	\$ 252.00	\$ 124.71	\$ 166.28	\$ 290.98
Dry Chemical Systems	each	\$ 198.00	\$ 124.71	\$ 103.92	\$ 228.63
Wet Chemical/Kitchen Hood	each	\$ 180.00	\$ 124.71	\$ 83.14	\$ 207.85
Foam Systems	each	\$ 144.00	\$ 83.14	\$ 83.14	\$ 166.28
Paint Spray Booth	each	\$ 198.00	\$ 124.71	\$ 103.92	\$ 228.63
Vehicle Access Gate	each	\$ 54.00	\$ 20.78	\$ 41.57	\$ 62.35
Monitoring	each	\$ 108.00	\$ 41.57	\$ 83.14	\$ 124.71
Propane Tank (LPG)	each	\$ 180.00	\$ 83.14	\$ 124.71	\$ 207.85
Aboveground—Flammable/Combustible Liquid Tank and/or Pipe	per site	\$ 216.00	\$ 83.14	\$ 166.28	\$ 249.42
Underground—Flammable/Combustible Liquid Tank and/or Pipe	per site	\$ 216.00	\$ 83.14	\$ 166.28	\$ 249.42
Fuel Dispensing System Complete	per site	\$ 396.00	\$ 166.28	\$ 290.98	\$ 457.26
High Piled/Rack/Shelf Storage	each	\$ 144.00	\$ 83.14	\$ 83.14	\$ 166.28
Smoke Control IFC Chpter 9	each	\$ 468.00	\$ 207.85	\$ 332.55	\$ 540.40
Nurse Call	each	\$ -	\$ -	\$ -	\$ -

Work Item	Unit	Recommended Fire Permit Items			
		Adopted 2014 Fee	Recommended Plan Check Fee	Recommended Inspection Fee	Recommended Total Fee
Medical Gas Alarms	each	\$ 180.00	\$ 124.71	\$ 83.14	\$ 207.85
Medical Gas Level 1 (Hospital)		\$ -	\$ -	\$ -	\$ -
1-36 outlets	group	\$ 144.00	\$ 83.14	\$ 83.14	\$ 166.28
each additional 36 outlets	group	\$ 144.00	\$ 83.14	\$ 83.14	\$ 166.28
Medical Gas Level 2 (Dental w/oxygen)		\$ -			
1-36 outlets	group	\$ 252.00	\$ 124.71	\$ 166.28	\$ 290.98
each additional 36 outlets	group	\$ 180.00	\$ 83.14	\$ 124.71	\$ 207.85
Medical Gas Level 3 (Dental)	per system	\$ 180.00	\$ 83.14	\$ 124.71	\$ 207.85
Refrigerant System	each	\$ 252.00	\$ 124.71	\$ 166.28	\$ 290.98
Refrigerant Monitoring System	each	\$ 162.00	\$ 83.14	\$ 103.92	\$ 187.06
Annual Permits					
Aerosol Products (a.1)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Aircraft Refueling Vehicles (a.2)	per permit	\$ -	\$ -	\$ -	\$ -
Aircraft Repair Hanger (a.3)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Automobile Wrecking Yard (a.5)	per permit	\$ -	\$ -	\$ -	\$ -
Battery System (b.1)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Candles and Open Flames in Assembly Areas (c.1)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Cellulose Nitrate Film (c.3)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Cellulose Nitrate Storage (c.4)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Cellulose Fiber Storage (c.5)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Combustible Material Storage (c.6)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Compressed Gases (c.7)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Commercial Rubbish-Handling Operation (c.8)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Cryogenics (c.9)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Dry Cleaning Plants (d.1)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Dust-Producing Operations (d.2)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Explosives or Blasting Agents, Use or Transportation (e.1)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Fire; Manufacture, Compound, Store, Sale (f.2)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Flammable or Combustible Liquids; Pipelines; Store, Handle, Use (f.3)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Fruit Ripening (f.4)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Fumigation or Thermal Insecticide Fogging (f.5)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14

Work Item	Unit	Recommended Fire Permit Items			
		Adopted 2014 Fee	Recommended Plan Check Fee	Recommended Inspection Fee	Recommended Total Fee
Hazardous Materials; Store, Transport on Site, Dispense, Use, Handle (h.1)	per permit	\$ 144.00	\$ -	\$ 166.28	\$ 166.28
High-Piled Combustible Storage (h.2)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Hot-Works Operations (h.3)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Liquefied Petroleum Gases, Store, Use, Handle, Dispense (l.1)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Lumber Yards (l.3)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Magnesium Working (m.1)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Motor Vehicle Fuel-Dispensing Stations (m.3)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Organic Coatings (o.2)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Places of Assembly (p.2)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Radioactive Materials (r.1)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Refrigeration Equipment; Operate (r.2)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Repair Garages (r.3)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Spraying or Dipping (s.1)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Tire Storage (t.2)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Wood Products (w.1)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Knox Box Inspection	Per inpection	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Activity Permits (Single Event/One-Time)					
Bowling Pin or Alley Refinishing (b.2)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Candles and Open Flames in Assembly Areas (b.2)	per permit	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Carnivals and Fairs (c.2)	per permit	\$ 216.00	\$ 83.14	\$ 166.28	\$ 249.42
Explosive or Blasting Agents; Use, Dispose (e.1)	per permit	\$ 108.00	\$ -	\$ 124.71	\$ 124.71
Fireworks; Displays (f.2)	per permit	\$ 432.00	\$ 83.14	\$ 415.69	\$ 498.83
Hot Work Operations (h.3)	per permit	\$ 216.00	\$ 83.14	\$ 166.28	\$ 249.42
Liquefied Petroleum Gasses; install Containers (l.1)	per permit	\$ 144.00	\$ -	\$ 166.28	\$ 166.28
Liquid- or Gas-Fueled Vehicles or Equipment in Assembly Buildings (l.2)	per permit	\$ 144.00	\$ -	\$ 166.28	\$ 166.28
Temporary Membrane Structures, Tents, and Canopies (t.1)	per permit	\$ 90.00	\$ 20.78	\$ 83.14	\$ 103.92
Reports					
Life Safety Report	per hour	\$ 144.00	\$ 166.28	\$ -	\$ 166.28
Hazardous Material Inventory Statement	per hour	\$ 144.00	\$ 166.28	\$ -	\$ 166.28
Hazardous Material Management Plan	per hour	\$ 216.00	\$ 249.42	\$ -	\$ 249.42



		Recommended Fire Permit Items			
Work Item	Unit	Adopted 2014 Fee	Recommended Plan Check Fee	Recommended Inspection Fee	Recommended Total Fee
Hazardous Material Spill Verification Letter	per request	\$ 36.00	\$ -	\$ 41.57	\$ 41.57
Other Fire Fees					
Hydrants/Underground Fire Service Plan Check	each	\$ 288.00	\$ 124.71	\$ 207.85	\$ 332.55
Hydrant Flow Test (existing Hydrants)	each	\$ 144.00	\$ -	\$ 166.28	\$ 166.28
Fire Special Plan Review	each	\$ 72.00	\$ 83.14	\$ -	\$ 83.14
Reinspection Fee	per hour	\$ 144.00	\$ 83.14	\$ 83.14	\$ 166.28
Hot Work Permit (Roofing)	per inspection	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
Res or Comm Fumigation Inspection	per inspection	\$ 144.00	\$ -	\$ 166.28	\$ 166.28
Response/Recovery/Insp Services	per hour	\$ -			
Annual State-Mandated Inspections (Permitted)					
24-Hour Care Facilities					
6 or less	per facility	\$ 144.00	\$ -	\$ 166.28	\$ 166.28
more than 6	per facility	\$ 144.00	\$ -	\$ 166.28	\$ 166.28
Day Care Centers					
7-12	per facility	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
12+	per facility	\$ 72.00	\$ -	\$ 83.14	\$ 83.14
High Rise Building	per facility	\$ -			
Homes for the Mentally Impaired, 6+	per facility	\$ 216.00	\$ -	\$ 249.42	\$ 249.42
Hospital and Jail	per facility	\$ 288.00	\$ -	\$ 332.55	\$ 332.55
Nursery School	per facility	\$ 144.00	\$ -	\$ 166.28	\$ 166.28
Private School	per facility	\$ 720.00	\$ -	\$ 831.38	\$ 831.38
Annual State-Mandated Inspections (No Charge)			\$ -	\$ -	\$ -



## REPORT TO CITY COUNCIL

Approved by:

*Sonia Alvarez*

Department Director

*[Signature]*

City Administrator

Council Meeting of: October 4, 2017

Agenda Number: C-4

**SUBJECT:** Public Hearing and Consideration of Introduction of an Ordinance Amending Portions of Chapter 1 of Title II of the Madera Municipal Code Pertaining to Council Meeting Agendas

**RECOMMENDATION:** Staff recommends that the Council consider the information presented, hold a public hearing, and introduce the ordinance amending portions of Chapter 1 of Title II of the Madera Municipal Code pertaining to council meeting agendas.

**SUMMARY:** This item is presented as a follow up to the direction given by Council to receive agenda meeting packets at least six (6) days prior to the scheduled meeting. Changes to the Municipal Code are necessary to incorporate the requested change by reference and to update language which is either outdated or obsolete.

**DISCUSSION:** At the 9/20/17 council meeting, the Council took action to change the agenda distribution date from five to six days before the scheduled meeting. As a result of this direction, staff is presenting a revised ordinance to update language which is either outdated or obsolete. For example, the agenda and reports are now distributed electronically as opposed to being delivered (§ 2-1.02). The revised ordinance also includes a reference to the City Council Meeting Agenda Policy (draft attached) which is the document that will specify the distribution date.

If introduced, staff will bring back the ordinance at a subsequent meeting for adoption along with a request to adopt a revised City Council Meeting Agenda Policy.

**FINANCIAL IMPACT:** There is no impact to the General Fund.

**CONSISTENCY WITH THE VISION MADERA 2025 PLAN:** The requested action is not specifically addressed in the Vision Plan however, it supports the statement of A Well Planned City by reinforcing transparency and open communication between the community and City government.

ORDINANCE NO. \_\_\_\_ C.S.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MADERA,  
CALIFORNIA, AMENDING PORTIONS OF CHAPTER 1 OF TITLE II OF THE  
MADERA MUNICIPAL CODE PERTAINING TO COUNCIL MEETING AGENDAS

THE CITY COUNCIL OF THE CITY OF MADERA DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 2-1.02 of Chapter 1 of Title II of the Madera Municipal Code is hereby amended to read as follows:

**§ 2-1.02 AGENDA.**

Except as otherwise may be provided in this chapter, the Council shall consider at each meeting only those matters which are designated on the agenda for each meeting. The agenda shall be prepared by the City Clerk, under the direction of the City Administrator, and shall be arranged in accordance with the Council's order of business as set forth in § 2-1.04 of this chapter. Matters which are desired to be included on the agenda shall be submitted to the City Clerk [in accordance with guidelines established by the City Clerk.] ~~not later than 9:00 a.m. of the Wednesday, or the fifth day, prior to the meeting for which the agenda is prepared, whichever is earlier, except when such Wednesday or fifth day is a holiday, in which case such matters shall be submitted no later than 9:00 a.m. on the last working day preceding such holiday.~~ The City Clerk shall deliver a copy of the agenda for each meeting to each council member as far in advance of the meeting as time will permit. [The agenda and reports shall be distributed electronically to the City Council and posted to the City website as set forth in the City Council Meeting Agenda Policy (AP-4), as amended from time to time, but in no event later than 72 hours before the scheduled meeting as required by state law.]

SECTION 2. Subsection (A) of Section 2-1.04 of Chapter 1 of Title II of the Madera Municipal Code is hereby amended to read as follows:

**§ 2-1.04 ORDER OF BUSINESS.**

(A) Promptly at the hour prescribed on the day of each regular meeting the members of the Council, the City Clerk, City Attorney, and City Administrator shall take their regular stations in the Council Chambers. The business of the Council shall be taken up for consideration and disposition in substantially [in] the following order [as set forth in the City Council Meeting Agenda Policy (AP-4) as amended from time to time.] ~~:- roll call, opportunity for public comment, approval of minutes of previous meetings, consent calendar, approval of payroll, appropriations, claims, hearings, reports on bids, introduction and adoption of resolutions and ordinances, consideration of approval of agreements, written communications, administrative and council reports, unfinished business, such other business within the subject jurisdiction of the Council as may be brought before it, and adjournment.~~

SECTION 3. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, or phrases be declared unconstitutional or void for any other reason.

SECTION 4. This Ordinance shall be effective and of full force and effect at 12:01 a.m. o the thirty-first day after its passage.

\* \* \* \* \*

<b>CITY OF MADERA ADMINISTRATIVE POLICY</b>	<b>Policy No:</b> AP-4
	<b>Date:</b> 01/27/92
	<b>Revised Date:</b>
	<b>Res. No.:</b>
<b>SUBJECT: CITY COUNCIL MEETING AGENDA POLICY</b>	

**PURPOSE**

To outline the procedure used to prepare and distribute reports for City Council meetings.

**MEETINGS****A. REGULAR MEETINGS**

Regular meetings of the Madera City Council, as established by ordinance, are held in the Council Chambers at City Hall on the first and third Wednesday of each month at 6:00 p.m. (MMC 2-1.01).

A.1. Final agendas for regular meetings shall be posted at City Hall at least 72 hours before the regular meeting date in accordance with the Ralph M. Brown Act.

A.2. Meeting packets shall be distributed electronically to the City Council and posted to the City website at least six (6) days before the regular meeting date.

**B. SPECIAL MEETINGS**

Special meetings may be called by the Mayor, by a majority of the Council, or by the City Administrator provided that sufficient notice is given to meet the posting requirements as outlined below.

B.1. Final agendas for special meetings shall be posted at City Hall at least 24 hours before the special meeting date in accordance with the Ralph M. Brown Act.

B.2. Meeting packets for special meetings shall be distributed to the City Council and posted to the City website at least 24 hours before the special meeting date.

**C. ADJOURNED MEETINGS**

Any meeting of the Council may be adjourned to a time, place and date certain, but not beyond the next regular meeting. The City Clerk shall post a notice of adjournment within 24 hours of the notice of adjournment.

**D. ORDER OF BUSINESS**

The following outlines the order of business for council meeting agendas.

Call to Order

Roll Call

Invocation

Pledge of Allegiance

Public Comment

Presentations

Introductions

Section A - Workshops

Section B – Consent Calendar

Section C – Hearings, Petitions, Bids, Resolutions, Ordinances, and Agreements

Section D – Written Communications

Section E – Administrative Reports

Section F – Council Reports

Section G – Closed Session

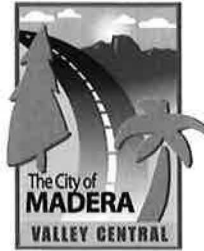
Adjournment

**DEPARTMENT RESPONSIBILITIES**

- A. The council meeting agenda is prepared under the direction of the City Administrator.
- B. The City Clerk is responsible for the coordination and distribution of the council meeting agenda. The council meeting agenda shall be posted and distributed in accordance with this policy and state law.
- C. Department heads, and or their designees, are responsible for submitting agenda reports to the City Clerk. The City Clerk shall establish guidelines to include due dates for submittal of agenda titles and agenda reports to ensure timely distribution of the final agenda.
- D. Upon formal adoption by the City Council, the City Clerk is responsible for coordinating execution and distribution of the adopted items.



# REPORT TO THE CITY COUNCIL



COUNCIL MEETING OF:

October 4, 2017

AGENDA ITEM NUMBER:

E-1

Approved By:

  
COMMUNITY DEVELOPMENT DIRECTOR

\_\_\_\_\_  
CITY ADMINISTRATOR

**SUBJECT: Review of Proposed Conservation Easements Outside the City Limits and Request for Staff Direction Regarding the Submittal of Comments to Madera County**

## **RECOMMENDATION:**

Staff recommends that the City Council discuss the proposed conservation easements and provide direction to staff regarding the submittal of a comment letter addressing the proposed easements. A draft comment letter is attached for consideration. The letter states that the City supports the proposal to establish easements on one set of properties, and discourages the establishment of permanent conservation easements on a second set of properties because they are within the City's potential long term growth pattern.

## **SUMMARY:**

The Central Valley Farmland Trust is proposing to place two groups of parcels into permanent conservation easements. The County of Madera has requested that the City provide comment prior to the Board of Supervisors considering resolutions in support of the proposals. One group of properties is located outside the City's future growth pattern. The second group of properties is located within an area that could logically become part of the urban footprint many years in the future. For these reasons, staff's recommendation is to provide a comment letter indicating support of one of the two proposals, and discouraging the use of a permanent conservation mechanism as part of the second proposal.

## **DISCUSSION:**

Two groups of parcels owned by the Meisner family are proposed to be placed into permanent conservation easements. The easements would permanently remove the properties' development potential, except for defined agricultural uses. Issues related to each of the two easement locations is described below.

Bini Ranch and Fred Ranch. The Bini Ranch and Fred Ranch properties are located outside the western boundary of the City's current urban growth boundary, and west of a band of existing conservation easements which generally define the western edge of urban City growth. The City's endorsement of growth policies and patterns which limit growth at the south-western edge of the City is well established. For these reasons, there is no objection to the proposal to establish conservation easements on the Bini Ranch and Fred Ranch properties.

Pollas (Home) Ranch. The Pollas (Home) Ranch properties are located south of the City's urban growth boundary and are designated by the City General Plan as RC (Resource Conservation/Agriculture). Though this area is within the "green belt" envisioned by the current City General Plan, the City has not endorsed policies which would limit expansion further to the south over time. To the extent that the proposed conservation easements would permanently preclude the incorporation of this property into the urban footprint, the City's long term interest would be to discourage the County from supporting this part of the proposal.

Though it might be many decades before land utilization practices create demand for City expansion as far south as the Pollas (Home Ranch) properties, it is unlikely that the City will ever stop growing. The separation between the Pollas (Home) Ranch and the Avenue 12 interchange is very similar to common freeway interchange spacing, such as the distance between the Shaw and Herndon Avenue interchanges on Freeway 99 in Fresno. The freeway frontage represented on the subject properties will represent an important community asset when the urban footprint eventually extends this far to the south. Of note, the establishment of a long-term, but not necessarily permanent conservation mechanism, would not trigger the same concerns and might be a reasonable alternative.

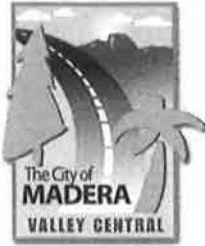
#### **CONSISTENCY WITH THE VISION MADERA 2025 PLAN**

The Vision Madera 2025 Statement for a Well Planned City states ...."Sound planning helps Madera celebrate its past, balance its present with available resources and infrastructure and anticipate its future with coordinated planning and interagency cooperation guided by a shared vision."

#### **FISCAL IMPACT:**

No immediate fiscal impact associated with the proposed conservation easements has been identified. A potential long term impact could occur if the City's urban footprint was prevented from encompassing the subject properties in the future. That impact is speculative, though, and not quantifiable.





October 4, 2017

DRAFT

Jaime Bax  
Madera County  
Community and Economic Development Department  
200 W. 4<sup>th</sup> Street Ste 3100  
Madera, CA 93637

RE: Conservation Easement Proposals by the Central Valley Farmland Trust

Dear Ms. Bax,

Thank you for the opportunity to review and provide comments on the proposal by the Central Valley Farmland Trust to establish conservation easements west and south of the City limits. At its October 4, 2017 meeting, the City Council reviewed the proposal and authorized the submittal of the following comments on behalf of the City.

Bini Ranch and Fred Ranch. The Bini Ranch and Fred Ranch properties are located outside the western boundary of the City's current urban growth boundary, and west of a band of existing conservation easements which generally define the western edge of urban City growth. The City's endorsement of growth policies and patterns which limit growth at the south-western edge of the City is well established. For these reasons, the City has no objection to the proposal to establish conservation easements on the Bini Ranch and Fred Ranch properties.

Pollas (Home) Ranch. The Pollas (Home) Ranch properties are located south of the City's urban growth boundary and are designated by the City General Plan as RC (Resource Conservation/Agriculture). Though this area is within the "green belt" envisioned by the current City General Plan, the City has not endorsed policies which would limit expansion further to the south over time. To the extent that the proposed conservation easements would permanently preclude the incorporation of this property into the urban footprint, the City would discourage the County from supporting this part of the proposal.

Though it might be many decades before land utilization practices create demand for City expansion as far south as the Pollas (Home Ranch) properties, it is unlikely that the City will ever stop growing. The separation between the Pollas (Home) Ranch and the Avenue 12 interchange is very similar to common freeway interchange spacing, such as the distance between the Shaw and Herndon Avenue interchanges on Freeway 99 in Fresno. The freeway frontage represented on the subject properties will represent an important community asset when the urban footprint eventually extends this far to the south. Of note, the establishment of a long-term, but not necessarily permanent conservation mechanism, would not trigger the same concerns and might be a reasonable alternative.

Please contact me if there are questions.

Sincerely,

David J. Merchen  
Director of Community Development

DRAFT



## Community and Economic Development

Matt Treber  
Director

- 200 W. 4<sup>th</sup> Street
- Suite 3100
- Madera, CA 93637
- (559) 675-7821
- FAX (559) 675-6573
- TDD (559) 675-8970

September 19, 2017

David Merchen  
City of Madera  
Community Development  
205 W 4<sup>th</sup> Street  
Madera, CA 93637

RE: Conservation Easements Proposals by the  
Central Valley Farmland Trust

Dear Mr. Merchen:

The Madera County Planning Division has received a request to prepare resolutions in support of proposals by the Central Valley Farmland Trust to place parcels of land into permanent conservation easements (see attached requests). The easements will prohibit development of the parcels and will preserve them for agricultural use in perpetuity.

The Madera County Board of Supervisors has given direction to Staff to request comments from both the City of Madera and City of Chowchilla on the requests. Please provide comments at your earliest convenience, but not later than **October 9, 2017**. If we do not receive comments from your Agency prior to this date, we will assume that your Agency has no comments to offer.

If you have any questions, please contact me.

Very Respectfully,



Jamie Bax  
Senior Planner



# CENTRAL VALLEY FARMLAND TRUST

PROTECTING FARMS THAT FEED YOUR FAMILY

May 16, 2017

## Board Officers

Barbara Smith, Courtland  
*President*

Ron Freitas, Modesto  
*Vice President*

Maxwell Norton, Merced  
*Secretary*

Ken Oneto, Elk Grove  
*Treasurer*

## Directors

Tim Byrd, Modesto  
Mike Darnell, Sacramento  
Ron Dolinsek, Rocklin  
Larry Ruhstaller, Stockton

## Trustee Council

George Gomes, Carmichael  
Ed Nishio, Roseville  
Paul Wenger, Modesto

Norm Allinder, Director  
Community and Economic Development Department  
County of Madera  
200 W. 4<sup>th</sup> Street  
Madera, CA 93637

**Re: Request for Resolution of Support for Acquisition of  
Agricultural Conservation Easement on Dennis A. Meisner Jr.  
Living Trust/Pollas Ranch in Madera County, California.**

Dear Mr. Allinder:

The Central Valley Farmland Trust (CVFT) is working with Dennis A. Meisner Jr. Living Trust/Pollas Ranch to permanently protect his land with an agricultural conservation easement (ACE). The ACE will be partially funded through the California Department of Conservation and High Speed Rail Authority's Agricultural Mitigation Lands Program. As part of the acquisition grant process the California Department of Conservation requires a resolution of support be passed by Madera County.

The following summarizes the property and inherent features:

### **Dennis A. Meisner Jr. Living Trust/Pollas Ranch**

Ownership: Dennis A. Meisner Jr. Living Trust

1. Acres: 64

Location: 30166 Ave. 11 Madera CA 93636, South side of Ave. 11, quarter mile east of hwy. 99 overpass.

2. APN(s): 047-230-003 , 047-230-005

3. Soil quality: Prime

4. Current use: Grape vineyards

5. Surrounding area description: Vineyards and orchards

6. Threat of Conversion: Initially the property is threatened by development of two smaller (e.g. "Ranchette") parcels which can render the property unproductive from an agricultural perspective and over time from urban expansion by the City of Madera.



Acquisition of Agricultural Conservation Easement in Madera County

May 16, 2017

Page 2 of 2

**Fiscal Impact**

Madera County is not expected to contribute to this easement acquisition and therefore should not realize a direct fiscal impact from the project.

A number of studies have shown that agricultural lands demand less in public service costs than the property tax revenues they generate, while urban development often costs more than it demands in services. To the extent this property remains in agricultural production there may be a long-term savings to the county.

**Requested Action**

In order for the California Department of Conservation and the High Speed Rail Authority to fund the easement acquisition, a resolution in the sample format attached hereto, by the County Board of Supervisors is required. The resolution supports the easement and affirms that the project is consistent with the County's long-term land use plans. The requested action does not appear to be in conflict with current county policies. We recognize the county has its own format for board resolutions. However, the state requires the wording highlighted in yellow on the attached Sample Resolution be included.

We respectfully request the Board of Supervisors review and approve the above listed agricultural conservation easement at a Board of Supervisors meeting in late July or early August. Due to neighbor notification requirements, it is important that this approval occur no earlier than late July. If a date in late July or early August is not convenient, we would request a date in late August. I would be happy to answer any questions you or the board may have.

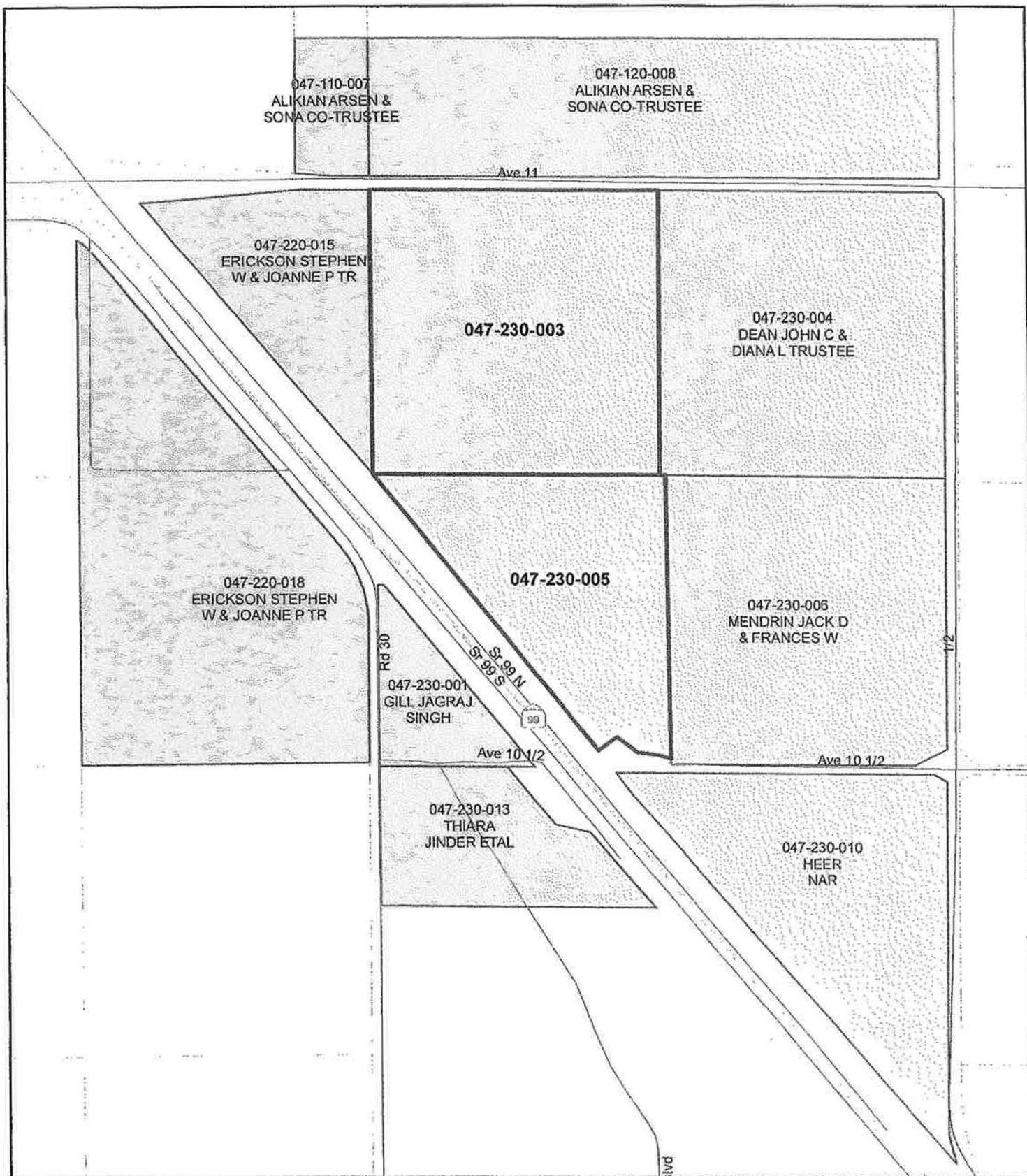
Thank you in advance.

Sincerely,






Charlotte Mitchell  
Executive Director

cc. Tom Scharffenberger, Scharffenberger Land Planning and Design



## Dennis A. Meisner Jr. Living Trust / Pollas Ranch

-  Dennis A. Meisner Jr. Living Trust/ Pollas Ranch Assessors Parcels
-  Adjacent Parcels
-  Madera Parcels

1 inch = 583 feet

0 0.045 0.09 0.18 Miles



Prepared by:  
Tom Scharffenberger;  
GIS by GreenInfo Network,  
5/10/2017



# California Department of Conservation

## Agricultural Conservation Easement

### Sample Local Government Resolution of Support

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Before an application for an easement acquisition grant can be approved, the applicant must provide public notice to parties reasonably likely to be interested in the property. This includes written notice to adjacent property owners, a more generalized public notice, and a notice to the local government indicating the applicant's intent to apply for an agricultural conservation easement.

The governing body of the county or city in which the property is located must certify that the proposed easement meets the eligibility criteria set forth in Public Resources Code Section 10251, and that the easement proposal has been approved by the governing body. A sample resolution is shown on the next page of this document. Resolutions for ACEs funded under this program should substantially conform to the sample form.

If the property lies within the Sphere of Influence of an incorporated city, both the city and county must pass resolutions of support.

The required resolution(s) must be provided before grant disbursement.

The timing of public and neighboring landowner notice is important. Written notice to adjacent landowners must occur no less than 30 days prior to the expected date of the local government's consideration of the resolution of support. Notice to the county or city shall occur no less than 30 days before the applicant submits a grant application (Public Resources Code Section 10254). Because of the importance of notification timelines, applicants are encouraged to work with Department of Conservation staff to ensure that the process is completed in the correct order.

A sample of a local government resolution of support is found  
on the next page of this document.

**Please note:** the sample form must be modified to reflect the specific agricultural easement program administered by DOC. Current options include the Sustainable Agricultural Lands Conservation Program (SALCP) and the California Farmland Conservancy Program (CFCP). Applicants for the High Speed Rail Agricultural Land Mitigation Program, please use CFCP as the program name.



**SAMPLE RESOLUTION OF SUPPORT**

Resolution No. \_\_\_\_\_

RESOLUTION OF THE \_\_\_\_\_

(Governing Body, City Council/Board of Supervisors)

OF \_\_\_\_\_ APPROVING THE EASEMENT PROPOSAL

(City or County)

TO THE CALIFORNIA DEPARTMENT OF CONSERVATION'S

CALIFORNIA FARMLAND CONSERVANCY PROGRAM\* FOR THE

\_\_\_\_\_

(Title of Project)

WHEREAS, the Legislature has established the California Farmland Conservancy Program\* within the Department of Conservation, and through a grant program is providing assistance to conserve important agricultural land resources that are subject to conversion pressures; and

WHEREAS, the \_\_\_\_\_ intends to

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Brief Description of Project and Project Location)

for the purpose of conserving priority agricultural land resources; and

WHEREAS, the \_\_\_\_\_ approves the

(Governing Body, City Council/Board of Supervisors)

easement proposal and certifies that the easement proposal meets the eligibility criteria set forth in Public Resources Code Section 10251, to wit:

\*Please use applicable program name as described on page 1 of this document.



(a) The parcel proposed for conservation is expected to continue to be used for, and is large enough to sustain, commercial agricultural production. The land is also in an area that possesses the necessary market, infrastructure, and agricultural support services, and the surrounding parcel sizes and land uses will support long-term commercial agricultural production.

(b) \_\_\_\_\_ (city or county) has a general plan which demonstrates a long-term commitment to agricultural land conservation. This commitment is reflected in the goals, objectives, policies, and implementation measures of the plan, as they relate to the area of \_\_\_\_\_ (county or city) where the easement acquisition is proposed.

(c) Without conservation, the land proposed for protection is likely to be converted to nonagricultural use in the foreseeable future.

NOW, THEREFORE, BE IT RESOLVED THAT THE GOVERNING BODY OF

THE \_\_\_\_\_ HEREBY:

(Name of Governing Body)

approves the filing of an application for funding from the California Farmland Conservancy Program\*.

\*Please use applicable program name as described on page 1 of this document.



# CENTRAL VALLEY FARMLAND TRUST

PROTECTING FARMS THAT FEED YOUR FAMILY

May 16, 2017

## Board Officers

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*Treasurer*

Norm Allinder, Director  
Community and Economic Development Department  
County of Madera  
200 W. 4<sup>th</sup> Street  
Madera, CA 93637

## **Re: Request for Resolution of Support for Acquisition of Agricultural Conservation Easement on Meisner Trust of 2013/Fred Ranch in Madera County, California.**

Dear Mr. Allinder:

The Central Valley Farmland Trust (CVFT) is working with Meisner Trust of 2013/Fred Ranch to permanently protect the land with an agricultural conservation easement (ACE). The ACE will be partially funded through the California Department of Conservation and High Speed Rail Authority's Agricultural Mitigation Lands Program. As part of the acquisition grant process the California Department of Conservation requires a resolution of support be passed by Madera County.

The following summarizes the property and inherent features:

### **Meisner Trust of 2013/Fred Ranch**

Ownership: Meisner Trust of 2013

1. Acres: 39

Location: 23326 Ave 13, Madera CA 93637, ¼ mile East of Road 23 on South side of Ave 13 Madera, CA 93637

2. APN(s): 045-190-002

3. Soil quality: Prime

4. Current use: Grape vineyards

5. Surrounding area description: Vineyards and orchards

6. Threat of Conversion: Initially the property is threatened by development of a "Ranchette" residence, which can render the property unproductive from an agricultural perspective, and over time from urban expansion by the City of Madera.

## Trustee Council

George Gomes, Carmichael  
Ed Nishio, Roseville  
Paul Wenger, Modesto



Acquisition of Agricultural Conservation Easement in Madera County  
May 16, 2017  
Page 2 of 2

### **Fiscal Impact**

Madera County is not expected to contribute to this easement acquisition and therefore should not realize a direct fiscal impact from the project.

A number of studies have shown that agricultural lands demand less in public service costs than the property tax revenues they generate, while urban development often costs more than it demands in services. To the extent this property remains in agricultural production there may be a long-term savings to the county.

### **Requested Action**

In order for the California Department of Conservation and the High Speed Rail Authority to fund the easement acquisition, a resolution in the sample format attached hereto, by the County Board of Supervisors is required. The resolution supports the easement and affirms that the project is consistent with the County's long-term land use plans. The requested action does not appear to be in conflict with current county policies. We recognize the county has its own format for board resolutions. However, the state requires the wording highlighted in yellow on the attached Sample Resolution be included.

We respectfully request the Board of Supervisors review and approve the above listed agricultural conservation easement at a Board of Supervisors meeting in late July or early August. Due to neighbor notification requirements, it is important that this approval occur no earlier than late July. If a date in late July or early August is not convenient, we would request a date in late August. I would be happy to answer any questions you or the board may have.

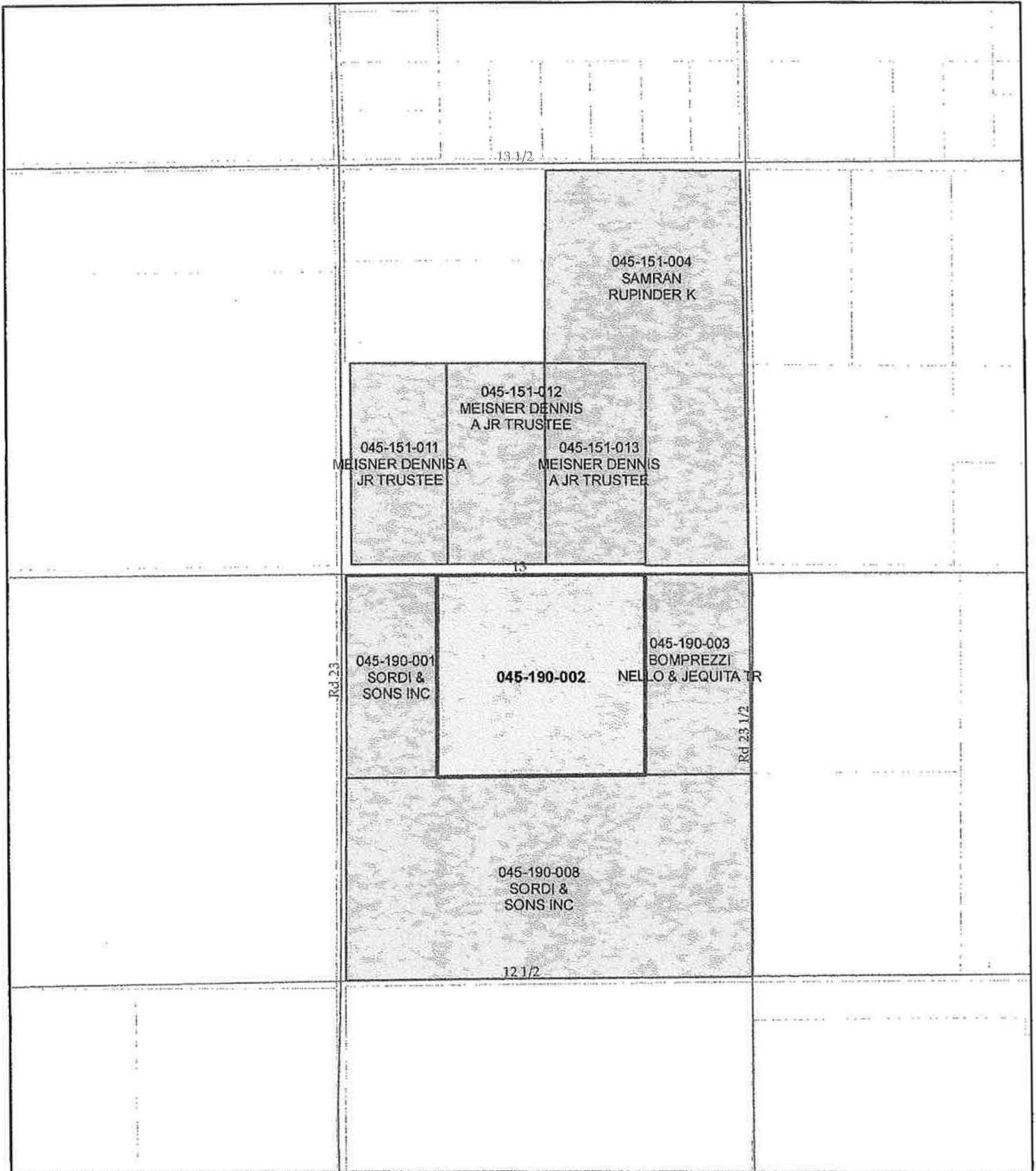
Thank you in advance.

Sincerely,






Charlotte Mitchell  
Executive Director

cc. Tom Scharffenberger, Scharffenberger Land Planning and Design




## Meisner Trust of 2013 / Fred Ranch

-  Meisner Trust of 2013 / Fred Ranch Assessors Parcels
-  Adjacent Parcels
-  Madera Parcels

1 inch = 833 feet

0 0.05 0.1 0.2 Miles

Prepared by:  
Tom Scharffenberger;  
GIS by GreenInfo Network.  
5/10/2017



## California Department of Conservation Agricultural Conservation Easement Sample Local Government Resolution of Support

---

Before an application for an easement acquisition grant can be approved, the applicant must provide public notice to parties reasonably likely to be interested in the property. This includes written notice to adjacent property owners, a more generalized public notice, and a notice to the local government indicating the applicant's intent to apply for an agricultural conservation easement.

The governing body of the county or city in which the property is located must certify that the proposed easement meets the eligibility criteria set forth in Public Resources Code Section 10251, and that the easement proposal has been approved by the governing body. A sample resolution is shown on the next page of this document. Resolutions for ACEs funded under this program should substantially conform to the sample form.

If the property lies within the Sphere of Influence of an incorporated city, both the city and county must pass resolutions of support.

The required resolution(s) must be provided before grant disbursement.

The timing of public and neighboring landowner notice is important. Written notice to adjacent landowners must occur no less than 30 days prior to the expected date of the local government's consideration of the resolution of support. Notice to the county or city shall occur no less than 30 days before the applicant submits a grant application (Public Resources Code Section 10254). Because of the importance of notification timelines, applicants are encouraged to work with Department of Conservation staff to ensure that the process is completed in the correct order.

A sample of a local government resolution of support is found  
on the next page of this document.

**Please note:** the sample form must be modified to reflect the specific agricultural easement program administered by DOC. Current options include the Sustainable Agricultural Lands Conservation Program (SALCP) and the California Farmland Conservancy Program (CFCP). Applicants for the High Speed Rail Agricultural Land Mitigation Program, please use CFCP as the program name.

**SAMPLE RESOLUTION OF SUPPORT**

Resolution No. \_\_\_\_\_

RESOLUTION OF THE \_\_\_\_\_

(Governing Body, City Council/Board of Supervisors)

OF \_\_\_\_\_ APPROVING THE EASEMENT PROPOSAL

(City or County)

TO THE CALIFORNIA DEPARTMENT OF CONSERVATION'S

CALIFORNIA FARMLAND CONSERVANCY PROGRAM\* FOR THE

\_\_\_\_\_

(Title of Project)

WHEREAS, the Legislature has established the California Farmland Conservancy Program\* within the Department of Conservation, and through a grant program is providing assistance to conserve important agricultural land resources that are subject to conversion pressures; and

WHEREAS, the \_\_\_\_\_ intends to

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Brief Description of Project and Project Location)

for the purpose of conserving priority agricultural land resources; and

WHEREAS, the \_\_\_\_\_ approves the

(Governing Body, City Council/Board of Supervisors)

easement proposal and certifies that the easement proposal meets the eligibility criteria set forth in Public Resources Code Section 10251, to wit:

\*Please use applicable program name as described on page 1 of this document.

(a) The parcel proposed for conservation is expected to continue to be used for, and is large enough to sustain, commercial agricultural production. The land is also in an area that possesses the necessary market, infrastructure, and agricultural support services, and the surrounding parcel sizes and land uses will support long-term commercial agricultural production.

(b) \_\_\_\_\_ (city or county) has a general plan which demonstrates a long-term commitment to agricultural land conservation. This commitment is reflected in the goals, objectives, policies, and implementation measures of the plan, as they relate to the area of \_\_\_\_\_ (county or city) where the easement acquisition is proposed.

(c) Without conservation, the land proposed for protection is likely to be converted to nonagricultural use in the foreseeable future.

NOW, THEREFORE, BE IT RESOLVED THAT THE GOVERNING BODY OF

THE \_\_\_\_\_ HEREBY:

(Name of Governing Body)

approves the filing of an application for funding from the California Farmland Conservancy Program\*.

\*Please use applicable program name as described on page 1 of this document.



# CENTRAL VALLEY FARMLAND TRUST

PROTECTING FARMS THAT FEED YOUR FAMILY

May 16, 2017

## Board Officers

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*Vice President*

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Ed Nishio, Roseville  
Paul Wenger, Modesto

Norm Allinder, Director  
Community and Economic Development Department  
County of Madera  
200 W. 4th Street  
Madera, CA 93637

**Re: Request for Resolution of Support for Acquisition of  
Agricultural Conservation Easement on Dennis A. Meisner Jr.  
Living Trust/Bini Ranch in Madera County, California.**

Dear Mr. Allinder:

The Central Valley Farmland Trust (CVFT) is working with Dennis A. Meisner Jr. Living Trust/Bini Ranch to permanently protect this land with an agricultural conservation easement (ACE). The ACE will be partially funded through the California Department of Conservation and High Speed Rail Authority's Agricultural Mitigation Lands Program. As part of the acquisition grant process the California Department of Conservation requires a resolution of support be passed by Madera County.

The following summarizes the property and inherent features:

**Dennis A. Meisner Jr. Living Trust/Bini Ranch**

Ownership: Dennis A. Meisner Jr. Living Trust

1. Acres: 59

Location: 23371 Ave. 13, Madera CA 93637, North East corner of Ave.13 and Road 23 intersection Madera County.

2. APN(s): 045-151-011, 045-151-012, 045-151-013

3. Soil quality: Prime

4. Current use: Grape vineyards

5. Surrounding area description: Vineyards and orchards

6. Threat of Conversion: Initially the property is threatened by development of three small (e.g. "Ranchettes") parcels which can render the property unproductive from an agricultural perspective, and over time from urban expansion by the City of Madera.



8788 ELK GROVE BLVD. BLDG 1, STE 1 ELK GROVE, CA 95624  
916-687-3178 PHONE | 916-685-1041 FAX  
WWW.VALLEYFARMLAND.ORG

RECEIVED

MAY 18 2017

MADERA COUNTY  
PLANNING DEPARTMENT



### **Fiscal Impact**

Madera County is not expected to contribute to this easement acquisition and therefore should not realize a direct fiscal impact from the project.

A number of studies have shown that agricultural lands demand less in public service costs than the property tax revenues they generate, while urban development often costs more than it demands in services. To the extent this property remains in agricultural production there may be a long-term savings to the county.

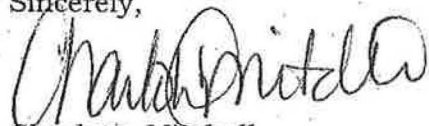
### **Requested Action**

In order for the California Department of Conservation and the High Speed Rail Authority to fund the easement acquisition, a resolution in the sample format attached hereto, by the County Board of Supervisors, is required. The resolution supports the easement and affirms that the project is consistent with the County's long-term land use plans. The requested action does not appear to be in conflict with current county policies. We recognize the county has its own format for board resolutions. However, the state requires the wording highlighted in yellow on the attached Sample Resolution be included.

We respectfully request the Board of Supervisors review and approve the above listed agricultural conservation easement at a Board of Supervisors meeting in late July or early August. Due to neighbor notification requirements, it is important that this approval occur no earlier than Late July. If a date in late July or early August is not convenient, we would request a date in late August. I would be happy to answer any questions you or the board may have.

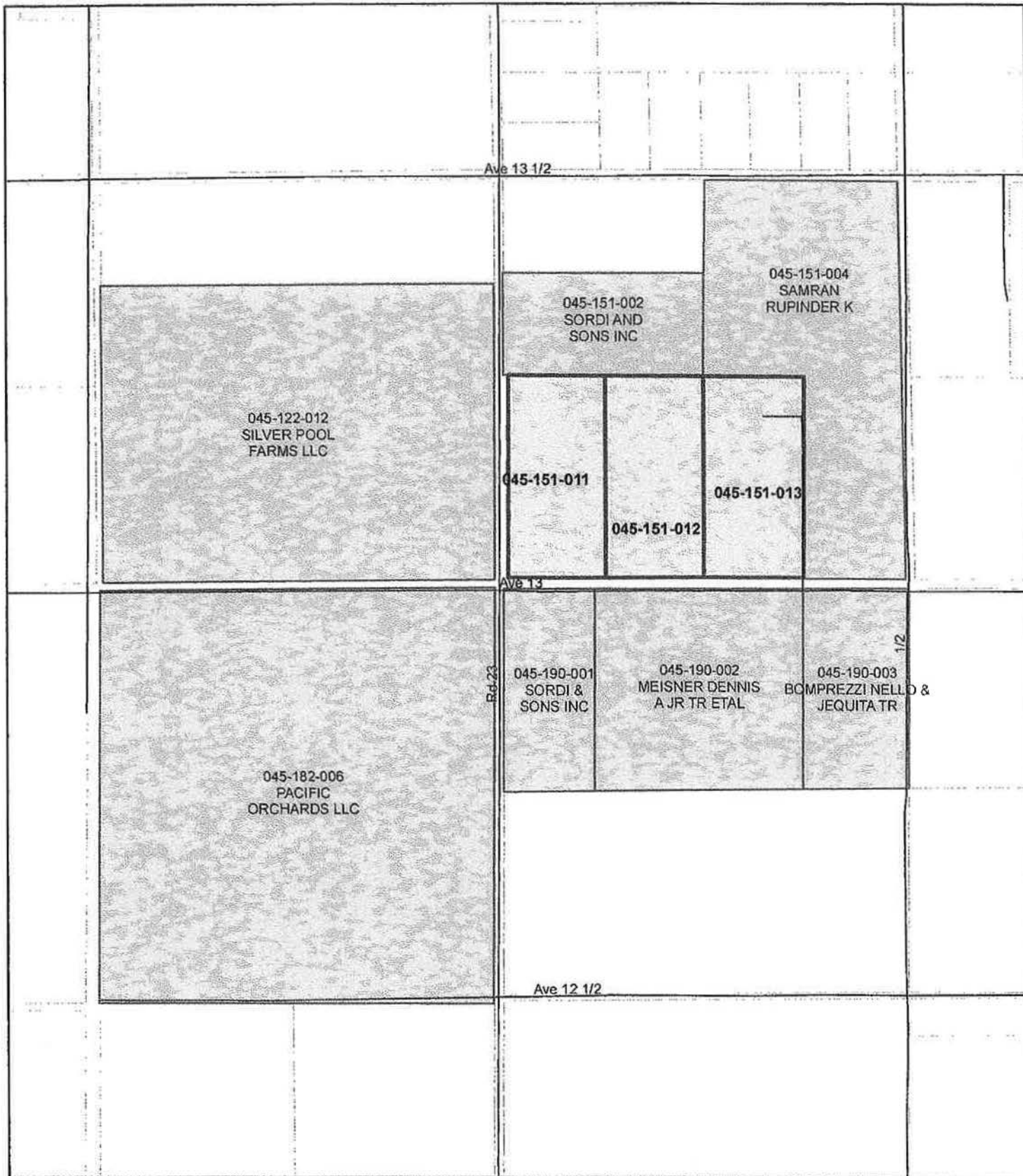
Thank you in advance.

Sincerely,






Charlotte Mitchell  
Executive Director

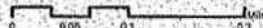
cc. Tom Scharffenberger, Scharffenberger Land Planning and Design



## Dennis A. Meisner Jr. Living Trust / Bini Ranch

-  Dennis A. Meisner Jr. Living Trust / Bini Ranch Assessors Parcels
-  Adjacent Parcels
-  Madera Parcels

1 inch = 833 feet



Prepared by:  
Tom Scharffenberger  
GIS by GreenInfo Network  
5/10/2017



# California Department of Conservation

## Agricultural Conservation Easement

### Sample Local Government Resolution of Support

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Before an application for an easement acquisition grant can be approved, the applicant must provide public notice to parties reasonably likely to be interested in the property. This includes written notice to adjacent property owners, a more generalized public notice, and a notice to the local government indicating the applicant's intent to apply for an agricultural conservation easement.

The governing body of the county or city in which the property is located must certify that the proposed easement meets the eligibility criteria set forth in Public Resources Code Section 10251, and that the easement proposal has been approved by the governing body. A sample resolution is shown on the next page of this document. Resolutions for ACEs funded under this program should substantially conform to the sample form.

If the property lies within the Sphere of Influence of an incorporated city, both the city and county must pass resolutions of support.

The required resolution(s) must be provided before grant disbursement.

The timing of public and neighboring landowner notice is important. Written notice to adjacent landowners must occur no less than 30 days prior to the expected date of the local government's consideration of the resolution of support. Notice to the county or city shall occur no less than 30 days before the applicant submits a grant application (Public Resources Code Section 10254). Because of the importance of notification timelines, applicants are encouraged to work with Department of Conservation staff to ensure that the process is completed in the correct order.

A sample of a local government resolution of support is found on the next page of this document.

**Please note:** the sample form must be modified to reflect the specific agricultural easement program administered by DOC. Current options include the Sustainable Agricultural Lands Conservation Program (SALCP) and the California Farmland Conservancy Program (CFCP). Applicants for the High Speed Rail Agricultural Land Mitigation Program, please use CFCP as the program name.

**SAMPLE RESOLUTION OF SUPPORT**

Resolution No. \_\_\_\_\_

RESOLUTION OF THE \_\_\_\_\_

(Governing Body, City Council/Board of Supervisors)

OF \_\_\_\_\_ APPROVING THE EASEMENT PROPOSAL

(City or County)

TO THE CALIFORNIA DEPARTMENT OF CONSERVATION'S

CALIFORNIA FARMLAND CONSERVANCY PROGRAM\* FOR THE

\_\_\_\_\_

(Title of Project)

WHEREAS, the Legislature has established the California Farmland Conservancy Program\* within the Department of Conservation, and through a grant program is providing assistance to conserve important agricultural land resources that are subject to conversion pressures; and

WHEREAS, the \_\_\_\_\_ intends to

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Brief Description of Project and Project Location)

for the purpose of conserving priority agricultural land resources; and

WHEREAS, the \_\_\_\_\_ approves the

(Governing Body, City Council/Board of Supervisors)

easement proposal and certifies that the easement proposal meets the eligibility criteria set forth in Public Resources Code Section 10251, to wit:

\*Please use applicable program name as described on page 1 of this document.

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NOW, THEREFORE, BE IT RESOLVED THAT THE GOVERNING BODY OF

THE \_\_\_\_\_ HEREBY:

(Name of Governing Body)

approves the filing of an application for funding from the California Farmland Conservancy Program\*.

\*Please use applicable program name as described on page 1 of this document.