



**Brawley City Council &
Successor Agency to
Brawley Community Redevelopment Agency
Agenda Regular Meeting
Tuesday, December 2, 2014 @ 6:00 PM
City Council Chambers
383 Main Street
Brawley, California 92227**

George A. Nava, Mayor
Donald L. Wharton, Mayor Pro-Tempore
Sam Couchman, Council Member
Helen M. Noriega, Council Member
Don C. Campbell, Council Member

Alma Benavides, City Clerk
Jim Hamilton, City Treasurer
William S. Smerdon, City Attorney
Rosanna Bayon Moore, City Manager/
Executive Director

CALL TO ORDER

ROLL CALL

INVOCATION Pastor Tony Romano, Gateway Church

PLEDGE OF ALLEGIANCE

1. APPROVAL OF AGENDA

2. PUBLIC APPEARANCES/COMMENTS (Not to exceed 4 minutes) *this is the time for the public to address the Council on any item not appearing on the agenda that is within the subject matter jurisdiction of the City Council. The Mayor will recognize you and when you come to the microphone, please state your name for the record. You are not allowed to make personal attacks on individuals or make comments which are slanderous or which may invade an individual's personal privacy. Please **direct your questions and comments to the City Council.***

a. Introduction of Brawley Police Officer Michael Sandoval.

5. DEPARTMENTAL REPORTS

- a. Pat Dorsey, Parks & Recreation Director, re: Trees of the Community and Tree Lighting Ceremony.
- b. Shirley Bonillas, Personnel & Risk Administrator, re: Personnel Summary for December, 2014 *Pp 126*
- c. Yazmin Arellano, Public Works Director, re: Water Valve Replacement Project

6. INFORMATIONAL REPORTS

- a. Record of Building Permits October, 2014 – Francisco Soto, Building Official
Pp 127-128

7. CITY COUNCIL MEMBER REPORTS

8. CITY MANAGER'S REPORT

9. TREASURER'S REPORT

- a. Investment Summary Report as of September 30, 2014. *Pp 129-130*

10. CITY ATTORNEY'S REPORT

11. CITY CLERK'S REPORT

12. CLOSED SESSION

ANTICIPATED LITIGATION

- a. Conference with Legal Counsel – Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code §54956.9. There are three (3) potential cases.

ADJOURNMENT Next Regular Meeting, ***December 16, 2014 @ 6:00 PM***, City Council Chambers, 383 Main Street, Brawley, California. Supporting Documents are available for public review in the Office of the City Clerk, 383 Main Street, Brawley, California 92227 - Monday through Friday during Regular Business Hours; Individuals who require special accommodations are requested to give 48 hours prior notice. Contact: Office of the City Clerk @ 760-351-3080.

Alma Benavides, City Clerk

CITY OF BRAWLEY
October 21, 2014

The City Council of the City of Brawley, California met in a regular session @ 6:00 PM, Council Chambers, 383 Main Street, Brawley, California, the date, time and place duly established for the holding of said meeting. The City Clerk attests to the posting of the agenda pursuant to G.C. §54954.2.

The meeting was called to order by **Mayor Campbell @ 6:00 PM**

PRESENT: Campbell, Couchman, Noriega, Wharton
ABSENT: Nava

The invocation was offered by **Pastor Mike Necuik, El Redentor Church**

The pledge of allegiance was led by **CM Couchman**

1. APPROVAL OF AGENDA

The agenda was **approved** as amended. m/s/c Wharton/Noriega 4-0 Nava absent

Item 4 (c): Review and Potential Action re: Purchase of a Backhoe through Intergovernmental Purchasing Alliance Company (National IPA) utilizing City of Tucson, AZ Contract #20377 in an Amount Not to Exceed \$117,023 and Authorize the City Manager to Execute All Documentation in Relation to this Project was **tabled to a later date**.

2. PUBLIC APPEARANCES

- a. **Mark Gran**, Strictly Business, introduced newly appointed Division Manager for Republic Services Mr. Michael Howell.
- b. **Pat Vela** commented on the unsightly fence at the Brawley Mobile Home Park at the entrance of the City at Highway 86 and Malan Street.
- c. **Jason Zara**, Executive Director of the Brawley Chamber of Commerce, updated City Council on the upcoming Cattle Call Activities and also mentioned about the bleacher tickets for sale at the Chamber for \$5.00 each.
- d. **Mike Crankshaw**, Police Chief, introduced newly hired City of Brawley Police Officer Jeremy Schaffer.
- e. **Yazmin Arellano**, Public Works Director, introduced newly hired City of Brawley Chief Water Treatment Plant Operator Rodolfo Nunez.

3. CONSENT AGENDA

The consent agenda was **approved** as submitted. m/s/c Couchman/Noriega 4-0 Nava absent

AYES: Campbell, Couchman, Noriega, Wharton

NAYES: None
ABSENT: None
ABSTAIN: Nava

- a. Approve Accounts Payable: October 3, 2014
October 9, 2014
- b. 2nd Reading and Adoption of Ordinance No. 2014-05: Ordinance of the City Council of the City of Brawley, California Establishing Four-Way Stop Intersections at Western Avenue and Jones Street and at 2nd and C Street.
- c. 2nd Reading and Adoption of Ordinance No. 2014-06: Ordinance of the City Council of the City of Brawley, California Amending Ordinance No. 98.03 Article XII Of Chapter 17 of the Brawley Municipal Code Relating to Speed Limits on City Streets.
- d. Authorize Contract Change Order No. 1 to Contract 2013-02 Lift Station No. 2 & Emergency Power for Lift Station No. 1 to A&R Construction, Inc. in an amount not to exceed \$4,950 and authorize the City Manager to execute all documentation in relation to this project.
- e. Authorize Amendment No. 2 to the Agreement with AE Consulting, Inc. for Design Services and Construction Management Services for the Brawley Municipal Airport Hangar Area Asphalt Rehabilitation and Drainage Improvements in an amount not to exceed \$7,295 and authorize the City Manager to execute all documentation in relation to this project.
- f. Authorize Contract Change Order No. 1 to Contract 2013-13 West A Street Asphalt Rehabilitation Project in the Amount of \$32,564 to Aggregate Products, Inc. and authorize the City Manager to execute all documentation in relation to this project.
- g. Authorize City Staff to Negotiate a Fee for Professional Services Associated with Psomas for the Preparation of Bidding Documents (Plans, Specifications, and Cost Estimates) for the Sewer Manhole Rehabilitation Project, with second ranked firm, the Holt Group, as an alternative.

4. REGULAR BUSINESS

- a. Review and Potential Action re: City of Brawley's response to the Affordable Care Act Affordability Requirement as it pertains to the City's Health Insurance Allowance.

PowerPoint Presentation* Presented by Shirley Bonillas, Personnel & Risk Administrator and Rosa Ramirez, Assistant Finance Director

* PowerPoint slides are on file and available upon request at the Office of the City Clerk.

The City Council **approved** the increase in the City of Brawley Health Insurance Allowance to meet ACA affordability threshold, effective January 2015. m/s/c Wharton/Noriega 4-0 Nava absent

- b. Review and Potential Action re: Approval of Housing Owner-Occupied Rehabilitation Program Loan #H7664-444 funded by 11-HOME-7664 in an amount not to exceed \$72,160.

The City Council **approved** Loan #H7664-443 funded by 11-HOME-7664 in an amount not to exceed \$72,160. m/s/c Campbell/Noriega 4-0 Nava absent

- c. Review and Potential Action re: Authorization of Required Payment of the LTA 2012 Bond Series for the City of Brawley in the amount of \$78,328 and approval of City Council Resolution No. 2014-49: Resolution of the City Council of the City of Brawley, California amending the FY 2014/15 City of Brawley Budget in the amount of \$73,328.

The City Council **approved** the authorization of Required Payment of the LTA 2012 Bond Series for the City of Brawley in the amount of \$78,328 and approval of City Council Resolution No. 2014-49: Resolution of the City Council of the City of Brawley, California amending the FY 2014/15 City of Brawley Budget in the amount of \$73,328. m/s/c Wharton/Couchman 4-0 Nava absent

- e. Review and Potential Authorization of Contract Change Order No. 1 to Contract 2013-09A Re-Advertisement of Streets Rehabilitation Phase 9 in the Amount of \$125,236 to Aggregate Products, Inc. and Authorize the City Manager to Execute All Documentation in Relation to this Project.

The City Council **approved** authorization of Contract Change Order No. 1 to Contract 2013-09A Re-Advertisement of Streets Rehabilitation Phase 9 in the Amount of \$125,236 to Aggregate Products, Inc. and Authorize the City Manager to Execute All Documentation in Relation to this Project. m/s/c Noriega/Couchman 4-0 Nava absent

- f. Review and Potential Authorization of Contract Change Order No. 3 to Contract 2013-07 Eastern Avenue Rehabilitation Project in the amount of \$60,441 to Aggregate Products, Inc. and Authorize the City Manager to Execute All Documentation in Relation to this Project.

The City Council **approved** authorization of Contract Change Order No. 3 to Contract 2013-07 Eastern Avenue Rehabilitation Project in the amount of \$60,441 to Aggregate Products, Inc. and Authorize the City Manager to Execute All Documentation in Relation to this Project. m/s/c Wharton/Noriega 4-0 Nava absent

- g. Discussion and Potential Action regarding the 1st Reading of Ordinance No. 2014- : Ordinance of the City Council of the City of Brawley, California Establishing a Parking Zone Restricted for Handicap and No Parking Zones in the Vicinity of the United States Post Office, Waive Reading and Adopt by Title Only.

The City Council **approved** the 1st Reading of Ordinance No. 2014- : Ordinance of the City Council of the City of Brawley, California Establishing a Parking Zone Restricted for Handicap and No Parking Zones in the Vicinity of the United States Post Office, Waive Reading and Adopt by Title Only. m/s/c Noriega/Wharton 4-0 Nava absent

AYES: Campbell, Couchman, Noriega, Wharton
NAYES: None
ABSTAIN: None
ABSENT: None

5. DEPARTMENTAL REPORTS

- a. Yazmin Arellano, Public Works Director re: Main Street Closure for Cattle Call 2014 Preparation

6. INFORMATIONAL REPORTS

- a. Investment Summary Report as of June 30, 2014 – Ruby Walla, Finance Director
- b. City of Brawley Eye Protection Policy – Shirley Bonillas, Personnel & Risk Administrator
- c. Record of Building Permits, September, 2014 - Francisco Soto, Building Official

7. CITY COUNCIL MEMBER REPORTS

Noriega: Attended the book signing event where Mr. Leon Lesicka was present to autograph his new book and the Swearing in of Brawley Police Officer Jeremy Schaffer. Met with CM Wharton and Tom Dubose of DD&E regarding Wildcat Drive.

Wharton: Attended Brawley Public Library Board Meeting. Noted LAMBS Bell Award honor. Attended Pioneers Memorial Hospital Gala Event and participated in Fire Prevention Week. Spectrum is progressing With City website. Looking forward to the Open House at the Brawley Municipal Airport and the upcoming Business Advisory Committee Meeting.

Couchman: Attended the Open House at Fire Station No. 2 and the Walk to School Event. Presented a City Update to the Class of 1959 at Mary Miller’s request that was held at the Elks Lodge. Attended the Pioneers Memorial Hospital Gala Event, the Motel 6 Grand Opening and Cattle Call Queen Coronation. Looking forward to the upcoming Cattle Call Events.

Campbell: Attended Mana’s Las Primeras Gala, Grand Opening for Motel 6, Pioneers Memorial Hospital Gala Event, dinner with Assemblyman Manuel Perez at Club Lohoo, the Walk to School Event and Brawley Pop Warner 5K/Run. Recognized and thanked Detective Daniel Schleyer for all of his help at the Pop Warner event which included Brawley PD Explorers. Presented to a group of Brawley Union High School Civics students. Looking forward to the upcoming Cattle Call Events and thanked staff for their hard work.

8. CITY MANAGER’S REPORT

- a. Airport Open House this Saturday, October 25, 2014 from 9am – 12pm.
- b. Benches, bike racks, and trash cans have arrived and are scheduled for installation by City staff. Planters will arrive at a later time.
- c. IT is in the midst of a significant project at the Finance Department.
- d. Continuing to collect donations for the white lights.

e. Armed Forces Banner Series will be installed before the end of the month.

9. TREASURER'S REPORT None

10. CITY ATTORNEY'S REPORT

a. Provided update re: Tangerine Gardens and three way split of arson reward.

11. CITY CLERK'S REPORT None

12. ADJOURNED TO CLOSED SESSION

ADJOURNMENT @ 7.50 PM

Next adjourned regular meeting Tuesday, November 4, 2014 12:00 pm, City Council Chambers, 383 Main Street, Brawley, California.

Alma Benavides, City Clerk

CITY OF BRAWLEY
November 4, 2014

The City Council of the City of Brawley, California met in an adjourned regular session @ 12:00 PM, Council Chambers, 383 Main Street, Brawley, California, the date, time and place duly established for the holding of said meeting. The City Clerk attests to the posting of the agenda pursuant to G.C. §54954.2.

The meeting was called to order by **Mayor Campbell @ 12:00 PM**

PRESENT: Campbell, Couchman, Nava, Noriega, Wharton
ABSENT: None

Mayor Campbell left at 12:53 pm

The invocation was offered by **Pastor Ramon Arroyo, Overcomers in Christ**

The pledge of allegiance was led by **CM Couchman**

1. APPROVAL OF AGENDA

The agenda was **approved** as amended. m/s/c Nava/Wharton 5-0

Item No. 4 (c) Discussion and Staff Direction regarding the assessment of City of Brawley Industrial Impact Fees was moved as Item No. 4 (a) in regular business.

2. PUBLIC APPEARANCES

- a. **Daniel Schleyer**, President of Brawley Public Safety Employees Association, announced the Fill the SWAT TRUCK Toy Drive on Saturday, November 22, 2014 at the Walmart Parking Lot and on Saturday, December 6, 2014 at the Vons Parking Lot. All toys collected will be distributed the House of Bread Ministries on December 20, 2014 at the Lion's Center.
- b. **Jason Zara**, Executive Director of the Brawley Chamber of Commerce, thanked City Council and City staff for their hard support of Cattle Call Events.
- c. **Tim Kelley**, Imperial Valley Economic Development Commission CEO/President, reported that Graffiti Abatement personnel are doing a great job and Aviation Day Open House was a success.

3. CONSENT AGENDA

The consent agenda was **approved** as submitted. m/s/c Noriega/Wharton 5-0

AYES: Campbell, Couchman, Nava, Noriega, Wharton
NAYES: None
ABSENT: None
ABSTAIN: None

- a. Approve Accounts Payable: October 16, 2014
October 24, 2014
- b. Approve City Council Minutes: October 7, 2014
- c. 2nd Reading and Adoption of Ordinance No. 2014-07: Ordinance of the City Council of the City of Brawley, California Establishing a Parking Zone Restricted for Handicap and No Parking Zones in the Vicinity of the United States Post Office.
- d. Authorize City Staff to Negotiate a Fee for Professional Services with The Holt Group, Inc., for the Preparation of Bidding Documents (Plans, Specifications, and Cost Estimates) for the 2014/15 City of Brawley Water and Sewer Pipeline Replacement Project with second ranked firm, Psomas, as an alternative.
- e. Approve Request for Travel Greater than 500 Miles for Marjo Mello, Library Director, to Attend the California School Library Board Association Luncheon in San Francisco, California on December 16, 2014 to Accept the Golden Bell Award for LAMBS.
- f. Approve Request for Travel Greater than 500 Miles for Alma Benavides, City Clerk, to Attend the 2014 Annual League of Cities City Clerks New Law & Elections Seminar in Monterey, California from December 3-5, 2014.

4. REGULAR BUSINESS

- a. Discussion and Staff Direction regarding the Assessment of City of Brawley Industrial Impact Fees.

Ruby Walla, Finance Director, provided a PowerPoint presentation* re: development impact fees for industrial users. The City Council **reviewed and discussed**. Consensus was that there is no intent to waive fees but a preference to work closely with developers on a payment arrangement to encourage development rather than discourage development within the City of Brawley.

* PowerPoint presentation slides are on file and available upon request at the Office of the City Clerk.

- b. Discussion and Potential Action to Approve Request by Brawley Chamber of Commerce to Sell and Consume Alcohol on City Streets Associated with the Farmers Market Series from 10AM to 2PM on Saturday, December 13, 2014, Saturday, January 10, 2015, Saturday, February 14, 2015, Saturday, March 14, 2015 and Saturday, April 11, 2015.

The City Council **approved** Request by Brawley Chamber of Commerce to sell and consume alcohol on City Streets Associated with the Farmers Market Series from 10AM to 2PM on Saturday, December 13, 2014, Saturday, January 10, 2015, Saturday, February 14, 2015, Saturday, March 14, 2015 and Saturday, April 11, 2015. m/s/c Nava/Campbell 5-0

- c. Discussion and Potential Action to Approve the Purchase of a Backhoe in the Amount of \$95,236.08 from Empire Machinery, Utilizing Imperial Irrigation District Request for Proposal No. 1046, Dated July 10, 2014, and Authorize the City Manager to Execute all Documentation in Relation to this Project.

The City Council **approved** the Purchase of a Backhoe in the amount of \$95,236.08 from Empire Machinery, utilizing Imperial Irrigation District Request for Proposal No. 1046, Dated July 10, 2014, and Authorize the City Manager to Execute all Documentation in Relation to this Project. m/s/c Nava/Couchman 5-0

- d. Discussion and Potential Action re: Amendment of Ordinance No. 94-04: City of Brawley Utility Deposits – Section 26.8 Payment of Charges for Water Services; 1st Reading of Ordinance No. 2014- : Ordinance of the City Council of the City of Brawley, California Amending the Rates for Water Service and Conditions for Delivery, Providing Penalties for Non-Payment for Water, Service Fees for Miscellaneous Services and Discount for Automatic Payment Authorization Waive Reading and Adopt by Title Only.

The City Council **approved** 1st Reading of Ordinance No. 2014- : Ordinance of the City Council of the City of Brawley, California Amending the Rates for Water Service and Conditions for Delivery, Providing Penalties for Non-Payment for Water, Service Fees for Miscellaneous Services and Discount for Automatic Payment Authorization. m/s/c Nava/Couchman 5-0

AYES: Campbell, Couchman, Noriega, Wharton
NAYES: None
ABSTAIN: None
ABSENT: None

- e. Discussion and Direction re: Legislative Proposal Request Process for Senator Ben Hueso.

The City Council **directed** staff to continue pursuit of Senator Ben Hueso’s support for the demolition of South 8th & G Street Project and bridge funding for the Alyce Gereaux Park Renovation Project.

5. DEPARTMENTAL REPORTS

- a. **Marjo Mello**, Library Director, re: Imperial County Air Pollution Control District grant award for LAMBS Vehicle Maintenance and Repair in the amount of \$17,607.79.
- b. **Patricia Dorsey**, Parks & Recreation Director, re: the theft of copper wiring from the Senior Center and enrollment levels for the City’s Soccer Program.
- c. **Shirley Bonillas**, Personnel & Risk Administrator, re: Monthly Staffing Report for November, 2014.

7. CITY COUNCIL MEMBER REPORTS

Noriega: Attended the Chili Cook Off, Cattle Call Chamber Mixer at the Inferno 800 and the Farmers Market. Commented on the beauty of the former A-Plus Plus Furniture site.

Wharton: Attended Aviation Day, 1st meeting of the Brawley Business Advisory Committee, Chili Cook-Off and the Cattle Call Chamber Mixer at the Inferno 800.

Couchman: Attended the Chili Cook Off, Cattle Call Chamber Mixer at the Inferno 800, Grand Opening at Togo's, Chamber Board Meeting and Farmers Market.

Nava: Attended Open House for the Detention Center in Calexico, STEM Lab Open House @ Barbara Worth Junior High. Reported on completion of 1st feature by Spectrum at the Inferno 800 Chamber Mixer featuring the downtown. Reminded everyone about the upcoming Toy Drive. Applauded efforts of graffiti personnel and thanked staff.

8. CITY MANAGER'S REPORT

- a. Reporting on acquisition of 2,000 feet of white lights for City trees in Plaza Park.
- b. Thanked the Brawley Chamber of Commerce for their leadership re: the use of Downtown Merchants Fund to acquire benches, bike racks, and planters.

9. TREASURER'S REPORT None

10. CITY ATTORNEY'S REPORT

- a. Update re: Tangerine Gardens
- b. Update re: 279 J Street
- c. DS Arts will be locating in the Brawley Downtown Arts District

11. CITY CLERK'S REPORT None

12. ADJOURNED TO CLOSED SESSION

ADJOURNMENT @ 1:28 PM

Next adjourned regular meeting Tuesday, November 18, 2014 6:00 pm, City Council Chambers, 383 Main Street, Brawley, California.

Alma Benavides, City Clerk

Check Register Report

Date: 11/13/2014

Time: 4:24 PM

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City of Brawley

Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
32566	11/13/2014	Printed	A480	A & R CONSTRUCTION	Lift Station #2, Emergency	230,728.96
32567	11/13/2014	Printed	A414	AIRWAVE COMMUNICATIONS ENT INC	Radio Batteries	723.75
32568	11/13/2014	Printed	A204	ALCO TARGET CO. INC.	Cardboard Targets	414.20
32569	11/13/2014	Void	11/13/2014		Void Check	0.00
32570	11/13/2014	Printed	A126	ALSCO AMERICAN LINEN DIV.	Cleaning Services	758.87
32571	11/13/2014	Printed	A915	AM COPIERS, INC.	Copier Maintenance/WTP	32.81
32572	11/13/2014	Printed	S727	AMERICAN SOCCER CO., INC.	Soccer Uniform	65.08
32573	11/13/2014	Printed	A544	GARY ANSIEL	Snap Ring Pliers	108.54
32574	11/13/2014	Printed	A134	ARAMARK UNIFORM SERVICES, INC.	Cleaning Services	44.70
32575	11/13/2014	Printed	A673	CARLOS AND DENISE ARMENTA	Refund Deposit/440 W Magnolia	60.81
32576	11/13/2014	Printed	A140	ASSOCIATED DESERT NEWSPAPER	Ad/PH Mitigated Negative	4,438.02
32577	11/13/2014	Printed	A785	AT&T	U Verse Internet 10/24-11/23	81.00
32578	11/13/2014	Printed	A688	AT&T LONG DISTANCE	Telephone Services 9/25-10/24	25.51
32579	11/13/2014	Printed	A592	AUTO ZONE, INC. #2804	Battery/#107 WTP	187.06
32580	11/13/2014	Printed	B232	BIOMETRICS4ALL, INC.	Livescan Fees	37.50
32581	11/13/2014	Printed	B390	BRAWLEY AUTO BODY	Repair Rear Window/Unit #922	175.00
32582	11/13/2014	Printed	B190	BRAWLEY PRINTING	P.D. Counter Receipts	593.64
32583	11/13/2014	Printed	B269	BRAWLEY TRACTOR PARTS	Jack, Gloves	144.58
32584	11/13/2014	Printed	B192	THOMAS BRUFF, MD	Drug Screens for Temps	350.00
32585	11/13/2014	Printed	C803	CAL-TEST	Nov. Maint Fee, DOT Testing	178.95
32586	11/13/2014	Printed	C745	CALIFORNIA CONTRACTORS	Headwear Set	152.49
32587	11/13/2014	Printed	C245	SERGIO CAMPAS, JR	Soccer Referee 11/4, 11/6	58.00
32588	11/13/2014	Printed	C251	SERGIO CAMPAS	Soccer Referee 11/4, 11/6	60.00
32589	11/13/2014	Printed	C544	CANON FINANCIAL SERVICES, INC	Copier Lease- Admin	858.24
32590	11/13/2014	Printed	C208	CASTANEDA & ASSOCIATES	Sustainable Planning Grant	4,870.50
32591	11/13/2014	Printed	C176	GONZALO CASTILLO	Refund Deposit/643 De Anza	127.95
32592	11/13/2014	Printed	C477	OMAR CELIS	Soccer Referee 11/4, 11/6	20.00
32593	11/13/2014	Printed	C476	ALONDRA CORTEZ	Soccer Referee 11/4, 11/6	20.00
32594	11/13/2014	Printed	C129	CREDIT BUREAU OF IMP. COUNT	Pre-Employment Credit Report	57.00
32595	11/13/2014	Printed	C683	TRINI CURNOLES	Refund Deposit/130 E Street	114.30
32596	11/13/2014	Printed	C596	CURTIS ROADRUNNER LOCK & SAFE	Combination Changes/WTP	210.80
32597	11/13/2014	Printed	D576	D & H WATER SYSTEMS, INC	Pressure Tubes	339.00
32598	11/13/2014	Printed	D144	DANIELS TIRE SERVICE	Tires/#85, #89 Parks Dept	297.93
32599	11/13/2014	Printed	D103	DELTA DENTAL	Nov. Dental Insurance Premium	8,392.03
32600	11/13/2014	Printed	D961	DRISCOLLS	COB Shirts for Recreation Dept	280.00
32601	11/13/2014	Printed	E145	ELMS EQUIPMENT	Paint	20.27
32602	11/13/2014	Printed	E101	EMPLOYMENT DEVELOPMENT	2014 3rd Qtr Unemployment	11,340.00
32603	11/13/2014	Printed	F358	THE FAIR STORE	Safety Boots/J Velasquez	750.00
32604	11/13/2014	Printed	F105	FEDERAL EXPRESS CORP.	Package Sent to AE	6.02
32605	11/13/2014	Printed	F542	FERGUSON ENTERPRISES, INC.	Unions	983.23
32606	11/13/2014	Printed	F967	FULL THROTTLE ENTERPRISES	Refund Dept/Ovpmt 1355 Rubio	202.22
32607	11/13/2014	Printed	G826	GCR TIRE CENTER, INC.	Install Tires/Backhoe #22 Strs	220.65
32608	11/13/2014	Printed	G894	CARLOS GONZALEZ	Soccer Referr 11/4, 11/6	40.00
32609	11/13/2014	Printed	G536	GRAFFIK INDUSTRIES, INC.	Cattle Call Shirts	212.01
32610	11/13/2014	Printed	G108	W.W. GRAINGER, INC.	Battery Load Testing Tool/Shop	176.18
32611	11/13/2014	Printed	G654	MIKE GUTIERREZ III	Refund Deposit/1111 Peach St	91.92
32612	11/13/2014	Printed	H182	HACH COMPANY, INC.	Repair Sonatax Sensor	896.79
32613	11/13/2014	Printed	H512	HARRINGTON INDUSTRIAL PLASTICS	Pump Strainers	197.16
32614	11/13/2014	Printed	H158	HD SUPPLY WATERWORKS, LTD.	Flange Bolts	3,109.70
32615	11/13/2014	Printed	H386	JOANNE HUELSEN	Refund Deposit/447 W Magnolia	82.66
32616	11/13/2014	Void	11/13/2014		Void Check	0.00
32617	11/13/2014	Printed	I301	IMPERIAL HARDWARE CO., INC.	Primer	484.69
32618	11/13/2014	Printed	I103	IMPERIAL IRRIGATION DISTRICT	Street Lights 10/8/14-11/4/14	31,060.12

Check Register Report

Date: 11/13/2014

Time: 4:24 PM

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City of Brawley

Check Number	Check Date		Vendor Number	Vendor Name	Check Description	Amount
32619	11/13/2014	Printed	I443	IMPERIAL PRINTERS	Copy Paper	421.80
32620	11/13/2014	Printed	I608	IMPERIAL TRUSS & LUMBER CO	Lumber for Bleachers	209.61
32621	11/13/2014	Printed	K543	KNORR SYSTEMS, INC.	Annual Pool Maintenance	1,200.25
32622	11/13/2014	Printed	L425	THE LIGHTHOUSE, INC.	Trailer Sockets/Shop Stock	32.84
32623	11/13/2014	Printed	M752	ERIKA MACKEPFRANG	Refund Soccer Fees	40.00
32624	11/13/2014	Printed	M753	ROSA MARIA MADRIGAL	Refund Deposit/723 Milka Ct	196.10
32625	11/13/2014	Printed	M997	MAIN STREET SIGNS	Stop Signs	553.08
32626	11/13/2014	Printed	M349	MARLIN BUSINESS BANK	Investigations Copier Lease	64.68
32627	11/13/2014	Printed	M812	LAWRENCE MARTINEZ	Refund Deposit/563 Willard	96.45
32628	11/13/2014	Printed	M004	MCNEECE BROS OIL COMPANY	Fuel/Parks Dept.	106.56
32629	11/13/2014	Printed	M513	MEDTOX LABORATORIES, INC	Evidentiary Drug Analysis	43.40
32630	11/13/2014	Printed	M347	CARLOS MONTES	Soccer Referee - Nov. 4 & 6	20.00
32631	11/13/2014	Printed	M275	MSC INDUSTRIAL SUPPLY CO. INC.	Hose Reel	3,829.15
32632	11/13/2014	Printed	N045	NORTHEND AUTOPARTS, INC.	Spark Plug Repair Kit/PD #900	31.31
32633	11/13/2014	Printed	0567	JIM O'MALLEY PLUMBING	Vise Grip	41.15
32634	11/13/2014	Printed	O125	OFFICE SUPPLY CO.	Staples, Post-Its, Envelopes	247.95
32635	11/13/2014	Printed	O113	OK RUBBER TIRES	Tires/WTP #107	399.51
32636	11/13/2014	Printed	O901	ORANGE COMMERCIAL CREDIT	Microbiology Analysis/WTP	2,931.00
32637	11/13/2014	Printed	P707	EDEN JANE PADILLA	Soccer Referee - Nov. 4-6	20.00
32638	11/13/2014	Printed	P169	AMPARO PANTOJA	Soccer Referee - Nov. 4-6	20.00
32639	11/13/2014	Printed	P997	MARIA ELENA PARAMO	Refund Deposit/1337 Rubio St.	97.48
32640	11/13/2014	Printed	P017	MARTIN PENUELAS	Soccer Referee - November 4	10.00
32641	11/13/2014	Printed	P136	EDITH PEREZ	Refund Dep./Sr Center Rental	100.00
32642	11/13/2014	Printed	P110	PESTMASTER SERVICES	Pest Control - Police Dept.	35.00
32643	11/13/2014	Printed	P113	PETTY CASH -CITY CLERK	Petty Cash - City Clerk	86.17
32644	11/13/2014	Printed	P255	PITNEY BOWES PURCHASE POWER	Late Fee	37.97
32645	11/13/2014	Printed	P927	POLLARDWATER.COM	Lockout/Tagout Station Kit	104.30
32646	11/13/2014	Printed	P294	POSITIVE PROMOTIONS	Red Ribbon Week Kits	96.45
32647	11/13/2014	Printed	P780	PRINCE & ASSOCIATES	Refund Over Pmt/236 I Street	302.24
32648	11/13/2014	Printed	P903	PRINCIPAL FINANCIAL GROUP	Life Insurance - November 2014	4,099.74
32649	11/13/2014	Printed	P558	PRO RECORD STORAGE, INC.	Document Storage-October 2014	250.80
32650	11/13/2014	Printed	P839	PYRAMID CONSTRUCTION	Tack Oil	423.50
32651	11/13/2014	Printed	R225	R. HOMES LLC	Refund Deposit/1049 Alamo St.	103.06
32652	11/13/2014	Printed	R651	R.J. SAFETY SUPPLY CO., INC	Gloves, Ratchet, Vests, Masks	613.73
32653	11/13/2014	Printed	R177	RDO WATER	Coupling, Epoxy	238.25
32654	11/13/2014	Printed	R541	ROGER REDD	Reimb. Travel/Underground Pipe	164.55
32655	11/13/2014	Printed	R462	REDDY ICE, CORPORATION	Ice - Parks Crew	484.38
32656	11/13/2014	Printed	R943	CINDY REYES	Refund Deposit/1337 Rubio St.	41.09
32657	11/13/2014	Printed	R984	IRENE REYNA	Refund Deposit/899 Shelbie	118.46
32658	11/13/2014	Printed	R517	ROCKWOOD CHEMICAL	Superchlorine-WTP	169.56
32659	11/13/2014	Printed	R664	JOSE VICENTE RODRIGUEZ	Refund Deposit/653 S Rio Vista	91.52
32660	11/13/2014	Printed	R807	IMELDA RUELAS	Refund Overpmt/1015 Mendibles	2.67
32661	11/13/2014	Printed	S815	SAL'S TREE SERVICE	Tree Trimming/Richard & Panno	800.00
32662	11/13/2014	Printed	S382	LESSLEY ANN G. SALDANA	Soccer Referee/Nov. 6	10.00
32663	11/13/2014	Printed	S155	SAN DIEGO COUNTY	P.W, Radio System Fees/Oct	2,093.50
32664	11/13/2014	Printed	S574	SHARP ELECTRONICS CORPORATI	Copier Maintenance Sept 2014	135.70
32665	11/13/2014	Printed	S556	SHERWIN-WILLIAMS COMPANY, INC.	Traffic Paint, Supplies/Main	301.44
32666	11/13/2014	Printed	S566	SPARKLETTS	Water, Cooler Rentals Oct 2014	715.51
32667	11/13/2014	Printed	S750	STAPLES, INC	Foam Board/Street Signs	64.69
32668	11/13/2014	Printed	S709	STATE WA RESOURCES CONTROL BD	Grade V WWTP Operator Cert.	340.00
32669	11/13/2014	Printed	S450	SUPERIOR READY MIX CONCRETE LP	Concrete Dye, Supplies/Main St	79.43
32670	11/13/2014	Printed	T764	TOPS N BARRICADES, INC.	Signs Rental/Parade	1,639.50
32671	11/13/2014	Printed	U167	UNDERGROUND SERVICE ALERT, INC	Dig Alert Tickets Aug. 2014	36.00
32672	11/13/2014	Printed	U505	URBAN AMERICAN PROPERTIES	Refund Deposit/331 West Trail	133.84

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Check Number	Check Date	Vendor Number	Vendor Name	Check Description	Amount
32673	11/13/2014	Printed V916	MELBA VALDEVIESO	Refund Deposit/470 W C Street	67.33
32674	11/13/2014	Printed V161	PRISCILLA VALDEZ	Refund Deposit/855 Hickory	117.10
32675	11/13/2014	Printed V079	VERIZON WIRELESS SERVICES L	MDC Network Connection Air	1,694.49
32676	11/13/2014	Printed V452	VISION SERVICE PLAN (CA), I	November Vision Insurance	2,261.57
32677	11/13/2014	Printed W221	WAL-MART STORES, INC. #01-1555	Gift Cards/Senior Ctr Seniors	387.00
32678	11/13/2014	Printed W180	WEST 80 ELECTRIC	Repair DC Electric Motor/WTP	193.11
32679	11/13/2014	Printed W100	WILKINSON REAL ESTATE	Refund Deposit/850 Panno	137.42
32680	11/13/2014	Printed W450	WYMORE, INC.	Adjustable Wrenchs	145.70
32681	11/13/2014	Printed Y827	PHILLIP YESCAS	Refund Deposit/657 Gilmour	121.79
32682	11/13/2014	Printed Z167	JESUS ZAVALA	Soccer Referee - Nov. 4-6	40.00
117				Checks Total (excluding void checks):	334,571.72

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Fund: 101 General Fund							
Dept: 000.000							
101-000.000-201.511	Retention - C CASTANEDA & ASSOCIATES	21	Sustainable Planning Grant	32590	10/31/2014	11/13/2014	-859.50
							-859.50
101-000.000-205.308	Sr. Center Fi WAL-MART STORES, INC. #C	07929	Cake Mixes, Coffee, Snacks	32677	10/30/2014	11/13/2014	163.11
	WAL-MART STORES, INC. #C	07931	Gift Cards/Senior Ctr Seniors	32677	10/30/2014	11/13/2014	0.68
							163.79
Total Dept. 000000:							-695.71
Dept: 110.000 General Revenues							
101-110.000-410.910	Utility users 1 FULL THROTTLE ENTERPRI		Refund Dept/Ovpmt 1355 Rubio	32606	11/12/2014	11/13/2014	2.68
							2.68
Total Dept. General Revenues:							2.68
Dept: 111.000 City Council							
101-111.000-721.110	Food and grc PETTY CASH -CITY CLERK//		Petty Cash - City Clerk	32643	11/04/2014	11/13/2014	86.17
							86.17
101-111.000-721.200	Other operat SPARKLETTS///	9689234 110114	Water, Cooler Rentals Oct 2014	32666	11/01/2014	11/13/2014	33.84
							33.84
Total Dept. City Council:							120.01
Dept: 112.000 City Clerk							
101-112.000-730.200	Technical se PRO RECORD STORAGE, IN	0014502	Document Storage-October 2014	32649	11/03/2014	11/13/2014	0.45
							0.45
101-112.000-740.400	Rent PRO RECORD STORAGE, IN	0014502	Document Storage-October 2014	32649	11/03/2014	11/13/2014	92.00
							92.00
101-112.000-750.300	Advertising & ASSOCIATED DESERT NEW	10739435	Ad/Request for SOI	32576	10/01/2014	11/13/2014	664.61
	ASSOCIATED DESERT NEW	10743582	Ad/Notice Bidders La Paloma	32576	10/14/2014	11/13/2014	1,169.70
	ASSOCIATED DESERT NEW	10748572	Ad/Request for Janitorial	32576	10/27/2014	11/13/2014	638.02
	ASSOCIATED DESERT NEW	10750438	Ad/Notice Public Hearing	32576	11/12/2014	11/13/2014	207.64
	ASSOCIATED DESERT NEW	10751252	Ad/Ord. No. 2014-05 Four Way	32576	11/12/2014	11/13/2014	553.72
	ASSOCIATED DESERT NEW	10751265	Ad/Ord. No. 2014-06 Amend	32576	10/27/2014	11/13/2014	927.47
	ASSOCIATED DESERT NEW	10751243	Ad/PH Mitigated Negative	32576	10/31/2014	11/13/2014	276.86
	FEDERAL EXPRESS CORP./	2-831-20554	Package Sent to AE	32604	10/31/2014	11/13/2014	6.02
							4,444.04
Total Dept. City Clerk:							4,536.49
Dept: 151.000 Finance							
101-151.000-720.100	Office suppli OFFICE SUPPLY CO.///	479215-2	Correction Tape	32634	10/23/2014	11/13/2014	11.07
	OFFICE SUPPLY CO.///	479215-1	Envelopes	32634	10/23/2014	11/13/2014	9.18
	OFFICE SUPPLY CO.///	479215-0	Staples, Post-Its, Envelopes	32634	10/22/2014	11/13/2014	16.19
							36.44
101-151.000-730.200	Technical se PRO RECORD STORAGE, IN	0014574	Docs Storage, Shred Oct. 2014	32649	11/03/2014	11/13/2014	9.95
							9.95

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101-151.000-740.100	Repair & ma SHARP ELECTRONICS CORP	10156205	Copier Maintenance Sept 2014	32664	10/31/2014	11/13/2014	67.85
							67.85
101-151.000-740.400	Rent PRO RECORD STORAGE, INC	0014574	Docs Storage, Shred Oct. 2014	32649	11/03/2014	11/13/2014	148.40
							148.40
						Total Dept. Finance:	262.64
Dept: 152.000 Utility Billing							
101-152.000-720.100	Office suppli IMPERIAL PRINTERS///	80652	Copy Paper	32619	10/23/2014	11/13/2014	35.16
	OFFICE SUPPLY CO.///	479215-2	Correction Tape	32634	10/23/2014	11/13/2014	11.06
	OFFICE SUPPLY CO.///	479215-1	Envelopes	32634	10/23/2014	11/13/2014	9.17
	OFFICE SUPPLY CO.///	479215-0	Staples, Post-Its, Envelopes	32634	10/22/2014	11/13/2014	16.18
							71.57
101-152.000-740.100	Repair & ma SHARP ELECTRONICS CORP	10156205	Copier Maintenance Sept 2014	32664	10/31/2014	11/13/2014	67.85
							67.85
						Total Dept. Utility Billing:	139.42
Dept: 153.000 Personnel							
101-153.000-730.200	Technical se BIOMETRICS4ALL, INC.///	BRAWL0005	Livescan Fees	32580	11/01/2014	11/13/2014	37.50
	BRUFF, MD/THOMAS///	000622	Drug Screens for Temps	32584	10/28/2014	11/13/2014	350.00
	CAL-TEST///	2014-17797	Nov. Maint Fee, DOT Testing	32585	11/04/2014	11/13/2014	178.95
							566.45
						Total Dept. Personnel:	566.45
Dept: 171.000 Planning							
101-171.000-720.100	Office suppli IMPERIAL PRINTERS///	80624	Business Cards/G. Gaste	32619	10/23/2014	11/13/2014	49.68
							49.68
101-171.000-730.100	Professional CASTANEDA & ASSOCIATES	21	Sustainable Planning Grant	32590	10/31/2014	11/13/2014	5,730.00
							5,730.00
						Total Dept. Planning:	5,779.68
Dept: 191.000 Non-departmental							
101-191.000-720.100	Office suppli OFFICE SUPPLY CO.///	479509-0	Copy Paper, Ink Cartridge	32634	11/03/2014	11/13/2014	122.55
							122.55
101-191.000-721.200	Other operat SPARKLETTS///	9689234 110114	Water, Cooler Rentals Oct 2014	32666	11/01/2014	11/13/2014	118.38
							118.38
101-191.000-740.200	Cleaning ser ALSCO AMERICAN LINEN DI	LYUM906734	Cleaning Services	32570	10/31/2014	11/13/2014	15.00
	ALSCO AMERICAN LINEN DI	LYUM906730	Cleaning Services	32570	10/31/2014	11/13/2014	12.70
							27.70
101-191.000-740.400	Rent CANON FINANCIAL SERVICE	14309912	Copier Lease 11/01-11/30/14	32589	11/01/2014	11/13/2014	306.24
	CANON FINANCIAL SERVICE	14127907	Copier Lease- Admin	32589	09/01/2014	11/13/2014	302.94
	SPARKLETTS///	9689234 110114	Water, Cooler Rentals Oct 2014	32666	11/01/2014	11/13/2014	26.75
							635.93

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Total Dept. Fire Station #2:							9.00
Dept: 231.000 Building Inspection							
101-231.000-720.100	Office suppli OFFICE SUPPLY CO.///	479197-0	Batteries, Ink Cartridges, CDs	32634	10/23/2014	11/13/2014	34.22
							34.22
101-231.000-721.200	Other operat OFFICE SUPPLY CO.///	479197-0	Batteries, Ink Cartridges, CDs	32634	10/23/2014	11/13/2014	15.27
							15.27
101-231.000-730.200	Technical se REDD/ROGER//		Reimb. Car Wash/Truck #178	32654	11/03/2014	11/13/2014	9.00
							9.00
101-231.000-740.100	Repair & ma SAN DIEGO COUNTY///	15BRAWPWN04	P.W. Radio System Fees/Oct	32663	11/01/2014	11/13/2014	53.00
							53.00
101-231.000-750.400	Travel REDD/ROGER//		Reimb. Travel/Underground Pipe	32654	11/13/2014	11/13/2014	155.55
							155.55
Total Dept. Building Inspection:							267.04
Dept: 241.000 Animal Control							
101-241.000-720.100	Office suppli IMPERIAL PRINTERS///	80637	Business Cards/PW Various	32619	10/23/2014	11/13/2014	25.20
							25.20
101-241.000-720.800	Janitorial sup IMPERIAL HARDWARE CO.,	375712/2	Key, Bleach, Batteries	32617	11/04/2014	11/13/2014	13.00
							13.00
101-241.000-721.200	Other operat IMPERIAL HARDWARE CO.,	375712/2	Key, Bleach, Batteries	32617	11/04/2014	11/13/2014	46.57
							46.57
Total Dept. Animal Control:							84.77
Dept: 311.000 Engineering							
101-311.000-720.100	Office suppli IMPERIAL PRINTERS///	80637	Business Cards/PW Various	32619	10/23/2014	11/13/2014	25.20
101-311.000-720.100	Office suppli IMPERIAL PRINTERS///	80656	Business Cards/G. Sillas	32619	10/23/2014	11/13/2014	49.68
							74.88
101-311.000-721.200	Other operat SPARKLETTS///	9689234 110114	Water, Cooler Rentals Oct 2014	32666	11/01/2014	11/13/2014	245.92
							245.92
101-311.000-740.200	Cleaning ser ALSCO AMERICAN LINEN DI	LYUM907141	Cleaning Services	32570	11/03/2014	11/13/2014	26.02
							26.02
101-311.000-740.400	Rent SPARKLETTS///	9689234 110114	Water, Cooler Rentals Oct 2014	32666	11/01/2014	11/13/2014	19.50
							19.50
101-311.000-750.200	Communicat AT&T LONG DISTANCE///		Telephone Services 9/25-10/24	32578	10/26/2014	11/13/2014	25.51
101-311.000-750.200	Communicat SAN DIEGO COUNTY///	15BRAWPWN04	P.W. Radio System Fees/Oct	32663	11/01/2014	11/13/2014	26.50
							52.01
Total Dept. Engineering:							418.33

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Dept: 411.000 Community Develo							
101-411.000-720.100	Office suppli OFFICE SUPPLY CO.///	479197-0	Batteries, Ink Cartridges, CDs	32634	10/23/2014	11/13/2014	34.22
							34.22
101-411.000-721.200	Other operat OFFICE SUPPLY CO.///	479197-0	Batteries, Ink Cartridges, CDs	32634	10/23/2014	11/13/2014	15.27
							15.27
101-411.000-750.600	Contributions CREDIT BUREAU OF IMP. CO	3045	Monthly Bulletin Dues	32594	11/03/2014	11/13/2014	22.00
							22.00
Total Dept. Community Development:							71.49
Dept: 511.000 Parks							
101-511.000-720.600	Plumbing sup O'MALLEY PLUMBING/JIM// RDO WATER	86556 A04024	Pipe, Glue, Fittings Coupling Slip, Teflon Tape	32633 32653	10/31/2014 10/31/2014	11/13/2014 11/13/2014	20.09 2.22
							22.31
101-511.000-720.700	Construction IMPERIAL TRUSS & LUMBEF	B2044	Lumber for Bleachers	32620	11/03/2014	11/13/2014	209.61
							209.61
101-511.000-721.100	Uniforms FAIR STORE/THE//	3806	Safety Boots/J Velasquez	32603	10/31/2014	11/13/2014	150.00
							150.00
101-511.000-721.200	Other operat ELMS EQUIPMENT/// IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., MCNEECE BROS OIL COMP, R.J. SAFETY SUPPLY CO., IN R.J. SAFETY SUPPLY CO., IN REDDY ICE, CORPORATION SPARKLETTS///	1067096-0001 375596/2 375641/2 375642/2 375787/2 244443 330528-0002 330425-0002 5650457889 9689234 110114	Paint Restroom Sign/Cattle Call Cleaning Supplies/Cattle Call Duct Tape, Sharpies/Parade Duct Tape, Staples/Plaza Light Safety Glasses/Parks Dept Safety Vests/Cattle Call Gloves, Ratchet, Vests, Masks Ice - Parks Crew Water, Cooler Rentals Oct 2014	32601 32617 32617 32617 32617 32628 32652 32652 32655 32666	10/31/2014 11/03/2014 11/04/2014 11/04/2014 11/05/2014 10/28/2014 10/27/2014 10/27/2014 10/29/2014 11/01/2014	11/13/2014 11/13/2014 11/13/2014 11/13/2014 11/13/2014 11/13/2014 11/13/2014 11/13/2014 11/13/2014 11/13/2014	20.27 41.29 34.53 26.30 34.32 5.66 66.97 156.18 136.89 32.78
							555.19
101-511.000-721.900	Small tools & IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., O'MALLEY PLUMBING/JIM// R.J. SAFETY SUPPLY CO., IN	375641/2 375787/2 86574 330425-0002	Cleaning Supplies/Cattle Call Duct Tape, Staples/Plaza Light Vise Grip Gloves, Ratchet, Vests, Masks	32617 32617 32633 32652	11/04/2014 11/05/2014 11/03/2014 10/27/2014	11/13/2014 11/13/2014 11/13/2014 11/13/2014	38.13 51.38 21.06 22.23
							132.80
101-511.000-725.400	Fuel MCNEECE BROS OIL COMP,	250182	Fuel/Parks Dept.	32628	11/03/2014	11/13/2014	68.78
							68.78
Total Dept. Parks:							1,138.69
Dept: 521.000 Recreation & Lions							
101-521.000-720.800	Janitorial sup WAL-MART STORES, INC. #C	08924	Dishwashing Soap, Plates	32677	10/30/2014	11/13/2014	58.13
							58.13
101-521.000-721.100	Uniforms GRAFFIK INDUSTRIES, INC./	2477	Cattle Call Shirts	32609	11/03/2014	11/13/2014	212.01
							212.01

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101-521.000-721.110	Food and grc WAL-MART STORES, INC. #C	08924	Dishwashing Soap, Plates	32677	10/30/2014	11/13/2014	10.94
							10.94
101-521.000-721.200	Other operat IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., SPARKLETTS///	375734/2 375662/2 9689234 110114	Poly Tarps, Stretch Cords Hooks Water, Cooler Rentals Oct 2014	32617 32617 32666	11/04/2014 11/04/2014 11/01/2014	11/13/2014 11/13/2014 11/13/2014	127.58 11.73 18.22
							157.53
101-521.000-740.100	Repair & ma KNORR SYSTEMS, INC./// KNORR SYSTEMS, INC.///	SI162597 SI162565	Annual Pool Maintenance Annual Pool Maintenance	32621 32621	10/23/2014 10/23/2014	11/13/2014 11/13/2014	848.09 352.16
							1,200.25
101-521.000-740.200	Cleaning ser ALSCO AMERICAN LINEN DI ARAMARK UNIFORM SERVIK	LYUM907144 588-6913121	Cleaning Services Cleaning Services	32570 32574	11/03/2014 10/30/2014	11/13/2014 11/13/2014	32.28 44.70
							76.98
							total Dept. Recreation & Lions Center: 1,715.84
Dept: 521.100 Recreation League							
101-521.100-440.430	Recreation le MACKEPRANG/ERIKA//	698044	Refund Soccer Fees	32623	09/03/2014	11/13/2014	40.00
							40.00
101-521.100-721.100	Uniforms AMERICAN SOCCER CO., IN DRISCOLLS///	6326185 36620	Soccer Uniform COB Shirts for Recreation Dept	32572 32600	10/28/2014 11/03/2014	11/13/2014 11/13/2014	65.08 280.00
							345.08
101-521.100-730.200	Technical se CAMPAS, JR/SERGIO// CAMPAS/SERGIO// CELIS/OMAR// CORTEZ/ALONDRA// GONZALEZ/CARLOS// MONTES/CARLOS// PADILLA/EDEN JANE// PANTOJA/AMPARO// PENUELAS/MARTIN// SALDANA/LESSLEY ANN G./ ZAVALA/JESUS//		Soccer Referee 11/4, 11/6 Soccer Referee 11/4, 11/6 Soccer Referee 11/4, 11/6 Soccer Referee 11/4, 11/6 Soccer Referr 11/4, 11/6 Soccer Referee - Nov. 4 & 6 Soccer Referee - Nov. 4-6 Soccer Referee - Nov. 4-6 Soccer Referee - November 4 Soccer Referee/Nov. 6 Soccer Referee - Nov. 4-6	32587 32588 32592 32593 32608 32630 32637 32638 32640 32662 32682	11/06/2014 11/06/2014 11/06/2014 11/06/2014 11/12/2014 11/07/2014 11/07/2014 11/07/2014 11/07/2014 11/07/2014 11/07/2014	11/13/2014 11/13/2014 11/13/2014 11/13/2014 11/13/2014 11/13/2014 11/13/2014 11/13/2014 11/13/2014 11/13/2014 11/13/2014	58.00 60.00 20.00 20.00 40.00 20.00 20.00 20.00 10.00 10.00 40.00
							318.00
							Total Dept. Recreation Leagues: 703.08
Dept: 522.000 Senior Citizens Cer							
101-522.000-470.110	Rents and ro PEREZ/EDITH//	075070	Refund Dep./Sr Center Rental	32641	10/24/2014	11/13/2014	100.00
							100.00
101-522.000-721.200	Other operat WAL-MART STORES, INC. #C	07931	Gift Cards/Senior Ctr Seniors	32677	10/30/2014	11/13/2014	34.32
							34.32
101-522.000-750.200	Communicat AT&T		U Verse Internet 10/24-11/23	32577	10/23/2014	11/13/2014	72.00
							72.00
							Total Dept. Senior Citizens Center: 208.32

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
101-551.000-721.200	Other operat SPARKLETTS///	9689234 110114	Water, Cooler Rentals Oct 2014	32666	11/01/2014	11/13/2014	33.40
							33.40
101-551.000-740.400	Rent SPARKLETTS///	9689234 110114	Water, Cooler Rentals Oct 2014	32666	11/01/2014	11/13/2014	14.75
							14.75
						Total Dept. Library:	48.15
Dept: 551.100 Library Grant - LAM							
101-551.100-740.400	Rent SPARKLETTS///	9689234 110114	Water, Cooler Rentals Oct 2014	32666	11/01/2014	11/13/2014	8.50
							8.50
						Total Dept. Library Grant - LAMBS:	8.50
						Total Fund General Fund:	22,782.04
Fund: 211 Gas Tax							
Dept: 312.000 Street Maintenance							
211-312.000-721.200	Other operat PYRAMID CONSTRUCTION//	11228	Tack Oil	32650	10/10/2014	11/13/2014	423.50
	SHERWIN-WILLIAMS COMP//	9765-5	Traffic Paint, Supplies/Main	32665	10/24/2014	11/13/2014	301.44
	STAPLES, INC///	02704	Foam Board/Street Signs	32667	10/31/2014	11/13/2014	64.69
	SUPERIOR READY MIX CON	665720	Concrete Dye, Supplies/Main St	32669	10/15/2014	11/13/2014	79.43
	TOPS N BARRICADES, INC./.	1042759	Epoxy, Delineators/2nd & Main	32670	10/20/2014	11/13/2014	160.33
							1,029.39
211-312.000-721.900	Small tools & MAIN STREET SIGNS///	19444	Stop Signs	32625	11/13/2014	11/13/2014	553.08
	TOPS N BARRICADES, INC./.	1042759	Epoxy, Delineators/2nd & Main	32670	10/20/2014	11/13/2014	425.95
							979.03
211-312.000-725.200	Electricity IMPERIAL IRRIGATION DIST		Street Lights 10/8/14-11/4/14	32618	11/05/2014	11/13/2014	8,767.89
							8,767.89
211-312.000-730.200	Technical se SAL'S TREE SERVICE///	002115	Tree Trimming/Richard & Panno	32661	10/09/2014	11/13/2014	800.00
							800.00
211-312.000-740.400	Rent TOPS N BARRICADES, INC./.	1043109	Signs Rentals/Parade	32670	10/31/2014	11/13/2014	199.75
	TOPS N BARRICADES, INC./.	1043136	Signs Rental/Parade	32670	10/31/2014	11/13/2014	853.47
							1,053.22
						Dept. Street Maintenance & Improve.:	12,629.53
						Total Fund Gas Tax:	12,629.53
Fund: 241 Bernardo Padilla Land							
Dept: 511.100 Parks, Landscape							
241-511.100-725.200	Electricity IMPERIAL IRRIGATION DIST		Street Lights 10/8/14-11/4/14	32618	11/05/2014	11/13/2014	104.83
							104.83
						Dept. Parks, Landscape & Lighting:	104.83
						 Bernardo Padilla Land/Light:	104.83

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
243-195.000-725.200	Electricity IMPERIAL IRRIGATION DIST		Street Lights 10/8/14-11/4/14	32618	11/05/2014	11/13/2014	80.55
							<u>80.55</u>
Total Dept. Comm Fac Dist:							80.55
nd CFD 05-1 Victoria Park:							80.55
Fund: 244 CFD 05-4 Latigo Ranch							
Dept: 195.000 Comm Fac Dist							
244-195.000-725.200	Electricity IMPERIAL IRRIGATION DIST		Street Lights 10/8/14-11/4/14	32618	11/05/2014	11/13/2014	85.92
							<u>85.92</u>
Total Dept. Comm Fac Dist:							85.92
nd CFD 05-4 Latigo Ranch:							85.92
Fund: 245 CFD 05-3 La Paloma							
Dept: 195.000 Comm Fac Dist							
245-195.000-725.200	Electricity IMPERIAL IRRIGATION DIST		Street Lights 10/8/14-11/4/14	32618	11/05/2014	11/13/2014	209.43
							<u>209.43</u>
Total Dept. Comm Fac Dist:							209.43
Fund CFD 05-3 La Paloma:							209.43
Fund: 246 CFD 06-1 Malan Park							
Dept: 195.000 Comm Fac Dist							
246-195.000-725.200	Electricity IMPERIAL IRRIGATION DIST		Street Lights 10/8/14-11/4/14	32618	11/05/2014	11/13/2014	69.81
							<u>69.81</u>
Total Dept. Comm Fac Dist:							69.81
und CFD 06-1 Malan Park:							69.81
Fund: 247 CFD 07-1 Luckey Ranch							
Dept: 195.000 Comm Fac Dist							
247-195.000-725.200	Electricity IMPERIAL IRRIGATION DIST		Street Lights 10/8/14-11/4/14	32618	11/05/2014	11/13/2014	85.92
							<u>85.92</u>
Total Dept. Comm Fac Dist:							85.92
nd CFD 07-1 Luckey Ranch:							85.92
Fund: 248 CFD 07-2 Springhouse							
Dept: 195.000 Comm Fac Dist							
248-195.000-725.200	Electricity IMPERIAL IRRIGATION DIST		Street Lights 10/8/14-11/4/14	32618	11/05/2014	11/13/2014	5.37
							<u>5.37</u>
Total Dept. Comm Fac Dist:							5.37
nd CFD 07-2 Springhouse:							5.37

Fund: 501 Water
Dept: 000.000
 501-000.000-030.100 Accts rec - p

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	PRINCE & ASSOCIATES///		Refund Over Pmt/236 I Street	32647	11/05/2014	11/13/2014	4.05
							4.05
501-000.000-205.200	Water depos						
	ARMENTA/CARLOS AND DEI		Refund Deposit/440 W Magnolia	32575	11/12/2014	11/13/2014	60.81
	CASTILLO/GONZALO//		Refund Deposit/643 De Anza	32591	11/12/2014	11/13/2014	127.95
	CURNOLES/TRIN///		Refund Deposit/130 E Street	32595	11/12/2014	11/13/2014	114.30
	FULL THROTTLE ENTERPRI		Refund Dept/Ovpmt 1355 Rubio	32606	11/12/2014	11/13/2014	132.33
	GUTIERREZ III/MIKE//		Refund Deposit/1111 Peach St	32611	11/12/2014	11/13/2014	91.92
	HUELSEN/JOANNE//		Refund Deposit/447 W Magnolia	32615	11/12/2014	11/13/2014	82.66
	MADRIGAL/ROSA MARIA//		Refund Deposit/723 Mika Ct	32624	11/05/2014	11/13/2014	196.10
	MARTINEZ/LAWRENCE//		Refund Deposit/563 Willard	32627	11/07/2014	11/13/2014	96.45
	PARAMO/MARIA ELENA//		Refund Deposit/1337 Rubio St.	32639	11/06/2014	11/13/2014	97.48
	PRINCE & ASSOCIATES///		Refund Deposit/236 I Street	32647	11/05/2014	11/13/2014	196.96
	R. HOMES LLC///		Refund Deposit/1049 Alamo St.	32651	11/06/2014	11/13/2014	103.06
	REYES/CINDY//		Refund Deposit/1337 Rubio St.	32656	11/05/2014	11/13/2014	41.09
	REYNA/IRENE//		Refund Deposit/899 Shelbie	32657	11/07/2014	11/13/2014	118.46
	RÓDRIGUEZ/JOSE VICENTE		Refund Deposit/653 S Rio Vista	32659	11/07/2014	11/13/2014	91.52
	URBAN AMERICAN PROPER		Refund Deposit/331 West Trail	32672	11/07/2014	11/13/2014	133.84
	VALDEVIESO/MELBA//		Refund Deposit/470 W C Street	32673	11/07/2014	11/13/2014	67.33
	VALDEZ/PRISCILLA//		Refund Deposit/855 Hickory	32674	11/07/2014	11/13/2014	117.10
	WILKINSON REAL ESTATE//		Refund Deposit/850 Panno	32679	11/07/2014	11/13/2014	137.42
	YESCAS/PHILLIP//		Refund Deposit/657 Gilmour	32681	11/04/2014	11/13/2014	121.79
							2,128.57
						Total Dept. 000000:	2,132.62
Dept: 321.000	Water Treatment						
501-321.000-440.710	Water sales						
	FULL THROTTLE ENTERPRI		Refund Dept/Ovpmt 1355 Rubio	32606	11/12/2014	11/13/2014	22.36
	RUELAS/IMELDA//		Refund Overpmt/1015 Mendibles	32660	11/06/2014	11/13/2014	2.67
							25.03
501-321.000-720.100	Office suppli						
	OFFICE SUPPLY CO.///	479163-2	Ink Cartridges	32634	10/23/2014	11/13/2014	44.28
							44.28
501-321.000-720.300	Chemicals						
	ROCKWOOD CHEMICAL///	309198	Superchlorine-WTP	32658	10/21/2014	11/13/2014	169.56
							169.56
501-321.000-720.600	Plumbing sup						
	D & H WATER SYSTEMS, INC	2014-489	Pressure Tubes	32597	10/24/2014	11/13/2014	339.00
	HARRINGTON INDUSTRIAL f	004F0712	Pump Strainers	32613	10/28/2014	11/13/2014	197.16
	MSC INDUSTRIAL SUPPLY C	81069094	Hose Reel	32631	10/20/2014	11/13/2014	813.15
	MSC INDUSTRIAL SUPPLY C	81955411	Hose Reel	32631	10/22/2014	11/13/2014	813.15
	RDO WATER	A03931	Hacksaw, PVC Fittings	32653	10/29/2014	11/13/2014	20.68
	RDO WATER	A04069	Sprinklers	32653	11/03/2014	11/13/2014	70.20
	RDO WATER	A03592	Coupling, Epoxy	32653	10/20/2014	11/13/2014	138.52
							2,391.86
501-321.000-721.100	Uniforms						
	FAIR STORE/THE//	3805	Safety Boots/R Nunez	32603	10/24/2014	11/13/2014	150.00
	FAIR STORE/THE//	3804	Safety Boots/M Valenzuela	32603	10/24/2014	11/13/2014	150.00
	FAIR STORE/THE//	3807	Safety Boots/R Bernal	32603	11/01/2014	11/13/2014	150.00
							450.00
501-321.000-721.200	Other operat						
	SPARKLETTS///	9689234 110114	Water, Cooler Rentals Oct 2014	32666	11/01/2014	11/13/2014	25.07
							25.07
501-321.000-721.900	Small tools &						

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
	MSC INDUSTRIAL SUPPLY C	C79816794	Stools, Fluke Meter Kit	32631	10/15/2014	11/13/2014	833.25
	MSC INDUSTRIAL SUPPLY C	C77916964	Socket Set, Wrench, Tools	32631	10/09/2014	11/13/2014	828.74
	MSC INDUSTRIAL SUPPLY C	C80679044	Tool Set, Fluorescent Light	32631	10/17/2014	11/13/2014	540.86
	RDO WATER	A03931	Hacksaw, PVC Fittings	32653	10/29/2014	11/13/2014	6.63
							2,209.48
501-321.000-730.200	Technical se						
	CURTIS ROADRUNNER LOC	14926	Combination Changes/WTP	32596	10/29/2014	11/13/2014	210.80
	ORANGE COMMERCIAL CRE	7100	Microbiology Analysis/WTP	32636	10/20/2014	11/13/2014	555.00
	ORANGE COMMERCIAL CRE	7101	Microbiology Analysis/WTP	32636	10/20/2014	11/13/2014	78.00
	ORANGE COMMERCIAL CRE	7038	Microbiology Analysis/WTP	32636	09/15/2014	11/13/2014	555.00
	ORANGE COMMERCIAL CRE	7113	Microbiology Analysis/WTP	32636	10/27/2014	11/13/2014	555.00
							1,953.80
501-321.000-740.100	Repair & ma						
	AM COPIERS, INC.///	30084	Copier Maintenance/WTP	32571	10/30/2014	11/13/2014	32.81
	WEST 80 ELECTRIC	21458	Repair DC Electric Motor/WTP	32678	10/29/2014	11/13/2014	193.11
							225.92
501-321.000-740.200	Cleaning ser						
	ALSCO AMERICAN LINEN DI	LYUM902340	Cleaning Services	32570	10/17/2014	11/13/2014	52.77
	ALSCO AMERICAN LINEN DI	LUYM906721	Cleaning Services	32570	10/31/2014	11/13/2014	66.12
							118.89
501-321.000-750.200	Communicat						
	SAN DIEGO COUNTY///	15BRAWPWN04	P.W. Radio System Fees/Oct	32663	11/01/2014	11/13/2014	26.50
							26.50
							Total Dept. Water Treatment: 7,640.39
Dept: 322.000 Water Distribution							
501-322.000-720.300	Chemicals						
	HD SUPPLY WATERWORKS	D152395	Probe, Fittings	32614	10/24/2014	11/13/2014	35.97
							35.97
501-322.000-720.600	Plumbing sup						
	FERGUSON ENTERPRISES,	0491693	Unions	32605	10/17/2014	11/13/2014	983.23
	HD SUPPLY WATERWORKS	D138096	Hydrant, Bolts, Nuts, Gaskets	32614	10/22/2014	11/13/2014	2,975.13
	HD SUPPLY WATERWORKS	D121111	Flange Bolts	32614	10/17/2014	11/13/2014	13.61
							3,971.97
501-322.000-721.200	Other operat						
	BRAWLEY TRACTOR PARTS	52057	Jack, Gloves	32583	10/23/2014	11/13/2014	20.77
	R.J. SAFETY SUPPLY CO., II	328955-0002	Gloves, Signs	32652	09/10/2014	11/13/2014	249.66
	REDDY ICE, CORPORATION	2944202	Ice - WTP	32655	01/09/2014	11/13/2014	84.24
	REDDY ICE, CORPORATION	2914309	Ice - WTP	32655	11/27/2013	11/13/2014	263.25
							617.92
501-322.000-721.900	Small tools &						
	BRAWLEY TRACTOR PARTS	52148	Tow Hitch	32583	10/27/2014	11/13/2014	43.15
	BRAWLEY TRACTOR PARTS	52057	Jack, Gloves	32583	10/23/2014	11/13/2014	80.66
	HD SUPPLY WATERWORKS	D152395	Probe, Fittings	32614	10/24/2014	11/13/2014	84.99
							208.80
501-322.000-750.200	Communicat						
	SAN DIEGO COUNTY///	15BRAWPWN04	P.W. Radio System Fees/Oct	32663	11/01/2014	11/13/2014	26.50
	UNDERGROUND SERVICE A	820140065	Dig Alert Tickets Aug. 2014	32671	09/01/2014	11/13/2014	36.00
							62.50
							Total Dept. Water Distribution: 4,897.16

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Dept: 331.000 Wastewater Collec							
511-331.000-440.730	Sewer servic						
	FULL THROTTLE ENTERPRI		Refund Dept/Ovpmt 1355 Rubio	32606	11/12/2014	11/13/2014	31.38
	PRINCE & ASSOCIATES///		Refund Over Pm/236 I Street	32647	11/05/2014	11/13/2014	70.82
							102.20
511-331.000-720.100	Office suppli						
	IMPERIAL PRINTERS///	80637	Business Cards/PW Various	32619	10/23/2014	11/13/2014	25.20
							25.20
511-331.000-721.100	Uniforms						
	FAIR STORE/THE//	3808	Safety Boots/D Arvizu	32603	11/04/2014	11/13/2014	150.00
							150.00
511-331.000-750.200	Communicat						
	SAN DIEGO COUNTY///	15BRAWPWN04	P.W. Radio System Fees/Oct	32663	11/01/2014	11/13/2014	26.50
							26.50
							Total Dept. Wastewater Collection: 303.90
Dept: 332.000 Wastewater treatm							
511-332.000-720.100	Office suppli						
	OFFICE SUPPLY CO.///	C477028-0	Return Toner	32634	08/11/2014	11/13/2014	-90.71
							-90.71
511-332.000-721.200	Other operat						
	CALIFORNIA CONTRACTOR:	PP 34838	Headwear Set	32586	07/14/2014	11/13/2014	152.49
	IMPERIAL HARDWARE CO.,	374916/2	Return Grill, Keys	32617	10/29/2014	11/13/2014	35.49
	IMPERIAL HARDWARE CO.,	353974/2	Primer	32617	05/05/2014	11/13/2014	3.93
	POLLARDWATER.COM	I391945-IN	Lockout/Tagout Station Kit	32645	09/30/2014	11/13/2014	104.30
	SPARKLETTS///	9689234 110114	Water, Cooler Rentals Oct 2014	32666	11/01/2014	11/13/2014	122.65
							418.86
511-332.000-721.900	Small tools &						
	WYMORE, INC.///	1170790	Adjustable Wrenches	32680	09/18/2014	11/13/2014	145.70
							145.70
511-332.000-725.200	Electricity						
	IMPERIAL IRRIGATION DIST		Power Bills 10/03/14-10/30/14	32618	11/04/2014	11/13/2014	21,650.40
							21,650.40
511-332.000-725.400	Fuel						
	MCNEECE BROS OIL COMP,	245323	Fuel/WWTP	32628	10/29/2014	11/13/2014	32.12
							32.12
511-332.000-730.200	Technical se						
	ORANGE COMMERCIAL CRE	7099	Microbiology Analysis/WWTP	32636	10/20/2014	11/13/2014	1,188.00
							1,188.00
511-332.000-740.100	Repair & ma						
	HACH COMPANY, INC.///	9097469	Repair Sonatax Sensor	32612	10/30/2014	11/13/2014	896.79
							896.79
511-332.000-740.200	Cleaning ser						
	ALSCO AMERICAN LINEN DI	LYUM896750	Cleaning Services	32570	10/01/2014	11/13/2014	97.78
	ALSCO AMERICAN LINEN DI	LYUM904905	Cleaning Services	32570	10/27/2014	11/13/2014	97.78
	ALSCO AMERICAN LINEN DI	LYUM902760	Cleaning Services	32570	10/20/2014	11/13/2014	97.78
							293.34
511-332.000-740.400	Rent						
	SPARKLETTS///	9689234 110114	Water, Cooler Rentals Oct 2014	32666	11/01/2014	11/13/2014	15.75
							15.75
511-332.000-750.200	Communicat						
	SAN DIEGO COUNTY///	15BRAWPWN04	P.W. Radio System Fees/Oct	32663	11/01/2014	11/13/2014	26.50

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							26.50
511-332.000-750.650	Taxes, Fees. STATE WA RESOURCES CO		Grade V WWTP Operator Cert.	32668	11/13/2014	11/13/2014	340.00
							340.00
Total Dept. Wastewater treatment:							24,916.75
Total Fund Wastewater:							25,220.65
Fund: 512 Wastewater Projects							
Dept: 000.000							
512-000.000-201.550	Contract rete A & R CONSTRUCTION///		1594 Lift Station #2, Emergency	32566	11/03/2014	11/13/2014	-12,143.64
							-12,143.64
Total Dept. 000000:							-12,143.64
Dept: 331.000 Wastewater Collec							
512-331.000-800.300	Improvemen A & R CONSTRUCTION///		1594 Lift Station #2, Emergency	32566	11/03/2014	11/13/2014	242,872.60
							242,872.60
Total Dept. Wastewater Collection:							242,872.60
Fund Wastewater Projects:							230,728.96
Fund: 521 Solid Waste							
Dept: 341.000 Solid Waste Collec							
521-341.000-440.740	Solid waste c FULL THROTTLE ENTERPRI PRINCE & ASSOCIATES///		Refund Dept/Ovrpmt 1355 Rubio	32606	11/12/2014	11/13/2014	13.47
			Refund Over Pmt/236 I Street	32647	11/05/2014	11/13/2014	30.41
							43.88
Total Dept. Solid Waste Collection:							43.88
Total Fund Solid Waste:							43.88
Fund: 531 Airport							
Dept: 351.000 Airport							
531-351.000-740.400	Rent ALSCO AMERICAN LINEN DI	LYUM904630	Linen Rental/Airport	32570	10/24/2014	11/13/2014	68.85
							68.85
Total Dept. Airport:							68.85
Total Fund Airport:							68.85
Fund: 601 Maintenance							
Dept: 801.000 Vehicle Maintenance							
601-801.000-720.400	Automotive s AUTO ZONE, INC. #2804///	2804258035	Belt, Pulley/#206 AC	32579	11/04/2014	11/13/2014	50.16
	AUTO ZONE, INC. #2804///	2804258087	Tensioner/#206 Animal Control	32579	11/04/2014	11/13/2014	18.65
	LIGHTHOUSE, INC./THE//	0091592	Trailer Sockets/Shop Stock	32622	10/30/2014	11/13/2014	32.84
	NORTHEND AUTOPARTS, IN	514142	Spark Plug Repair Kit/PS #900	32632	11/05/2014	11/13/2014	31.31
							132.96
601-801.000-720.410	Tires DANIELS TIRE SERVICE///	226025474	Tires/#85, #89 Parks Dept	32598	11/03/2014	11/13/2014	297.93
	OK RUBBER TIRES///	41297	Tires/WSP #107	32635	11/03/2014	11/13/2014	399.51
							697.44

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601-801.000-720.500	Electrical sup AUTO ZONE, INC. #2804///	2804257385	Battery/#107 WTP	32579	11/03/2014	11/13/2014	118.25
							118.25
601-801.000-721.900	Small tools & ANSIEL/GARY//	1031142611	Snap Ring Pliers	32573	10/31/2014	11/13/2014	108.54
	GRAINGER, INC./W.W.//	9538225773	Battery Load Testing Tool/Shop	32610	09/09/2014	11/13/2014	176.18
							284.72
601-801.000-730.200	Technical se GCR TIRE CENTER, INC.	832-32412	Install Tires/Backhoe #22 Strs	32607	10/17/2014	11/13/2014	220.65
							220.65
601-801.000-740.100	Repair & ma BRAWLEY AUTO BODY///	14628	Repair Rear Window/Unit #922	32581	08/22/2014	11/13/2014	175.00
							175.00
601-801.000-740.200	Cleaning ser ALSCO AMERICAN LINEN DI	LYUM907140	Uniform Cleaning Services	32570	11/03/2014	11/13/2014	34.08
	ALSCO AMERICAN LINEN DI	LYUM907142	Cleaning Services	32570	11/03/2014	11/13/2014	29.37
							63.45
							Total Dept. Vehicle Maintenance Shop: 1,692.47
							Total Fund Maintenance: 1,692.47
Fund: 602 Risk Management							
Dept: 000.000							
602-000.000-200.034	Health insur DELTA DENTAL///	BE000956030	Nov. Dental Insurance Premium	32599	11/01/2014	11/13/2014	8,392.03
	PRINCIPAL FINANCIAL GRO		Life Insurance - November 2014	32648	10/18/2014	11/13/2014	4,099.74
	VISION SERVICE PLAN (CA)		November Vision Insurance	32676	10/21/2014	11/13/2014	2,261.57
							14,753.34
							Total Dept. 000000: 14,753.34
Dept: 812.000 Unemployment							
602-812.000-750.110	Claims EMPLOYMENT DEVELOPME	L1292995904	2014 3rd Qtr Unemployment	32602	09/30/2014	11/13/2014	11,340.00
							11,340.00
							Total Dept. Unemployment: 11,340.00
							Total Fund Risk Management: 26,093.34
							Grand Total: 334,571.72

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Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
32683	11/14/2014	Printed	A368	AFLAC INC.	Cancer, ICU, Disability	2,840.68
32684	11/14/2014	Printed	C889	CALIFORNIA STATE DISBURSEME	Deductions	2,784.07
32685	11/14/2014	Printed	C110	COLUMBUS BANK & TRUST COMPA	Unreimb. Medical & Dependent	432.28
32686	11/14/2014	Printed	F689	FRANCHISE TAX BOARD	Deductions	382.65
32687	11/14/2014	Printed	F689	FRANCHISE TAX BOARD	BPIC Form Filing Fee	10.00
32688	11/14/2014	Printed	G387	KRISTINA D. GREEN(BAILEY)	Deductions	175.00
32689	11/14/2014	Printed	N944	NATIONAL PLAN COORDINATORS	Deferred Compensation 34023301	7,325.44
32690	11/14/2014	Printed	N187	NATIONWIDE RETIREMENT	Deferred Compensation #05270	470.00
32691	11/14/2014	Printed	S325	SUN COMMUNITY FED. CREDIT UNIO	Credit Union Deductions	1,771.00
32692	11/14/2014	Printed	U660	UNITED STATES TREASURY	Deductions	100.00
32693	11/14/2014	Printed	U761	UNITED STATES TREASURY	Deductions	200.00
32694	11/14/2014	Printed	U110	UNITED WAY OF IMPERIAL COUNTY	United Way Deductions	17.00

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Checks Total (excluding void checks):

16,508.12



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Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
32695	11/20/2014	Void	11/20/2014		Void	0.00
32696	11/20/2014	Void	11/20/2014		Void	0.00
32697	11/20/2014	Void	11/20/2014		Void	0.00
32698	11/20/2014	Void	11/20/2014		Void	0.00
32699	11/20/2014	Void	11/20/2014		Void	0.00
32700	11/20/2014	Void	11/20/2014		Void	0.00
32701	11/20/2014	Void	11/20/2014		Void	0.00
32702	11/20/2014	Printed	A242	A T & T	Telephone Services 11/7-12/6	36.86
32703	11/20/2014	Printed	A343	ACME SAFETY & SUPPLY CORP.	Barricades/Catfle Call Parade	1,124.66
32704	11/20/2014	Printed	A187	ALL-VALLEY FENCE & SUPPLY	Install Gate Motor Photo Eye	794.35
32705	11/20/2014	Printed	A554	ALLIED WASTE SERVICES #467	Solid Waste Services/Oct 2014	88,495.92
32706	11/20/2014	Printed	A554	ALLIED WASTE SERVICES #467	Street Sweeping 10/01-10/31/14	17,000.00
32707	11/20/2014	Printed	A175	ALLWAYS TOWING & STORAGE	Towing Service/P.D. #919	120.00
32708	11/20/2014	Printed	A126	ALSCO AMERICAN LINEN DIV.	Cleaning Services/City Hall	156.36
32709	11/20/2014	Printed	A802	AMERICAN PUBLIC WORKS ASSOC	ASCE/APWA Meeting 11/25/14	15.00
32710	11/20/2014	Printed	A813	AMERINATIONAL COMMUNITY SERVIC	Disbursement Fee/Serrano	210.00
32711	11/20/2014	Printed	A001	YAZMIN ARELLANO	Reimb. ASCE Awards Luncheon	184.13
32712	11/20/2014	Printed	A461	AT&T-CALNET 2	Telephone Services 09/20-10/19	3,689.01
32713	11/20/2014	Printed	A592	AUTO ZONE, INC. #2804	Alternator/P.D. #904	491.11
32714	11/20/2014	Printed	A177	MARTHA AYALA	Refund Deposit/696 N. Eastern	195.26
32715	11/20/2014	Printed	B684	LAURA P. BLAKE	Zumba Instructor Evenings Oct	828.75
32716	11/20/2014	Printed	B897	BOARD OF EQUALIZATION	Sales Tax Prepayment Oct 2014	975.00
32717	11/20/2014	Printed	B411	BSN SPORTS	Stopwatches/Rec. Leagues	68.84
32718	11/20/2014	Printed	D209	BURKE, WILLIAMS & SORENSEN,LLP	Labor Relations, Emp Law Svcs	2,821.50
32719	11/20/2014	Printed	C245	SERGIO CAMPAS, JR	Soccer Referee, SetUp Nov 13	29.00
32720	11/20/2014	Printed	C251	SERGIO CAMPAS	Soccer Referee Nov. 13	30.00
32721	11/20/2014	Printed	C549	CANON SOLUTIONS AMERICA, INC	Copier Maint 10/1-10/31 Admin.	371.18
32722	11/20/2014	Printed	C477	OMAR CELIS	Soccer Referee Nov. 13	10.00
32723	11/20/2014	Printed	C902	CHEVRON & TEXACO CARD SERVICES	Fuel - Police Department	45.61
32724	11/20/2014	Printed	C476	ALONDRA CORTEZ	Soccer Referee Nov. 13	10.00
32725	11/20/2014	Printed	C994	CWEA	Lab. Analyst Grad I Membership	79.00
32726	11/20/2014	Printed	D402	DAPPER TIRE CO., INC.	Tires/Police Cars Shop Stock	708.85
32727	11/20/2014	Printed	B211	BERNADETH DIAZ	Refund Deposit/210 K Street	108.26
32728	11/20/2014	Printed	E398	EMPIRE SOUTHWEST LLC	Starter Relay/Streets #21	29.76
32729	11/20/2014	Printed	F358	THE FAIR STORE	Safety Boots/J J Galvan	150.00
32730	11/20/2014	Printed	F542	FERGUSON ENTERPRISES, INC.	Brass Fittings	1,998.96
32731	11/20/2014	Printed	F410	FRED PRYOR SEMINARS	Payroll Law 2015 Seminar	149.00
32732	11/20/2014	Printed	G711	GAMETIME	Replacement Parts for Slides	882.96
32733	11/20/2014	Printed	G894	CARLOS GONZALEZ	Soccer Referee Nov. 13	20.00
32734	11/20/2014	Printed	G774	GROSSMAN PSYCHOLOGICAL ASSOC I	Pre Employment Psych Exam	250.00
32735	11/20/2014	Printed	H158	HD SUPPLY WATERWORKS, LTD.	Copper Tubing	331.57
32736	11/20/2014	Printed	H100	GEORGE HEREDIA	Tennis Instructor 10/10-11/14	803.25
32737	11/20/2014	Printed	H191	HOWARD ANIMAL HOSPITAL	Vet Services 10/16/14	316.00
32738	11/20/2014	Printed	H377	HYDRAULICS & BEARING SUPPLY IN	O'Rings	7.95
32739	11/20/2014	Void	11/20/2014		Void Check	0.00
32740	11/20/2014	Void	11/20/2014		Void Check	0.00
32741	11/20/2014	Void	11/20/2014		Void Check	0.00
32742	11/20/2014	Void	11/20/2014		Void Check	0.00
32743	11/20/2014	Printed	I301	IMPERIAL HARDWARE CO., INC.	Brass Nipple, Ball Valve	2,076.90
32744	11/20/2014	Printed	I103	IMPERIAL IRRIGATION DISTRIC	Power Bills 9/30/14-10/27/14	41,035.03
32745	11/20/2014	Printed	I412	IMPERIAL LANDFILL, INC.	Animal Dumping Fees	53.96
32746	11/20/2014	Printed	I443	IMPERIAL PRINTERS	Letterhead/Admin Offices	168.63
32747	11/20/2014	Printed	I608	IMPERIAL TRUSS & LUMBER CO	Boards/Bleachers	69.87

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32748	11/20/2014	Printed	I975	IMPERIAL VALLEY HUMANE SOCIETY	Animal Control - November 2014	4,500.00
32749	11/20/2014	Printed	J380	JADE SECURITY SYSTEMS, INC.	Alarm Monitoring Dec-Feb	71.85
32750	11/20/2014	Printed	J490	JOHNNY'S NEIGHBORHOOD MARKE	Burritos/Downtown Detail Crew	196.08
32751	11/20/2014	Printed	L172	MATT LEAVITT	Travel Adv/POST Background	920.50
32752	11/20/2014	Printed	M997	MAIN STREET SIGNS	Traffic Signs	444.88
32753	11/20/2014	Printed	D166	MARK DOWDEN WELDING	Fabricate Stencils	211.25
32754	11/20/2014	Printed	M004	MCNEECE BROS OIL COMPANY	Fuel/Shop	10,688.72
32755	11/20/2014	Printed	M347	CARLOS MONTES	Soccer Referee Nov. 13	10.00
32756	11/20/2014	Printed	M275	MSC INDUSTRIAL SUPPLY CO. INC.	Pipe/WTP Generator	168.38
32757	11/20/2014	Printed	N045	NORTHEND AUTOPARTS, INC.	Ballards/Cattle Call	20.61
32758	11/20/2014	Printed	0567	JIM O'MALLEY PLUMBING	Couplings, PVC Pipe, PVC Glue	263.47
32759	11/20/2014	Printed	O880	OFFICE DEPOT, INC.	Daily Planner	53.99
32760	11/20/2014	Printed	O125	OFFICE SUPPLY CO.	Staples, Pens, Flash Drive	649.04
32761	11/20/2014	Printed	P707	EDEN JANE PADILLA	Soccer Referee Nov. 13	10.00
32762	11/20/2014	Printed	P169	AMPARO PANTOJA	Soccer Referee Nov. 13	10.00
32763	11/20/2014	Printed	P110	PESTMASTER SERVICES	Pest Control/City Hall	255.00
32764	11/20/2014	Printed	P521	PETTY CASH-RECREATION DEPARTME	Petty Cash - Recreation Dept.	91.39
32765	11/20/2014	Printed	P300	PROFORCE MARKETING, INC.	Rifles	4,469.63
32766	11/20/2014	Printed	P340	PROTECTION ONE ALARM	Alarm Monitoring 11/1-11/30/14	80.20
32767	11/20/2014	Printed	R651	R.J. SAFETY SUPPLY CO., INC	Safety Glasses	940.26
32768	11/20/2014	Printed	R370	RADCO, INC.	Piano Key Crosswalk	4,200.00
32769	11/20/2014	Printed	R702	RADIO SHACK	Memory Disk, Digital Camera	145.78
32770	11/20/2014	Printed	M841	MIKE RAMIREZ	Refund Deposit/834 W Ronald	196.10
32771	11/20/2014	Printed	R163	RDO EQUIPMENT CO.	Cutting Blades/Parks #85 & #89	181.76
32772	11/20/2014	Printed	R511	RIVERSIDE COUNTY SHERIFF'S OFF	Background Investigator's	201.00
32773	11/20/2014	Printed	R168	ROTO ROOTER	Unclog Restrooms/Admin. Bldg.	170.00
32774	11/20/2014	Printed	S382	LESSLEY ANN G. SALDANA	Soccer Referee Nov. 13	10.00
32775	11/20/2014	Printed	S155	SAN DIEGO COUNTY	Fire Radio System Fees Oct.	636.00
32776	11/20/2014	Printed	S283	SAN DIEGO POLICE EQUIPMENT, IN	Ammunition	2,353.13
32777	11/20/2014	Printed	S504	PEDRO SANCHEZ	Reimb. Meals/Cal-OSHA	18.63
32778	11/20/2014	Printed	S285	SHARP SANITATION	Portable Restroom Rental	225.00
32779	11/20/2014	Printed	S495	SOUTHERN CALIFORNIA GAS CO.	187 425 2700 7 10/7/14-11/4/14	82.50
32780	11/20/2014	Printed	S750	STAPLES, INC	Foam Boards, Pens	73.76
32781	11/20/2014	Printed	S408	SWRCB FEES	Storm Water Permit Fee	14,566.00
32782	11/20/2014	Printed	T122	TEAM VIEWER INC	Team Viewer Upgrade	441.00
32783	11/20/2014	Printed	U167	UNDERGROUND SERVICE ALERT, INC	Dig Alerts/October 2014	61.50
32784	11/20/2014	Printed	U630	UNITED PARCEL SERVICE, INC	Mailings/Engineering	129.45
32785	11/20/2014	Printed	U901	UNITED STATES POSTAL SERVIC	City Hall Postage Refill	482.54
32786	11/20/2014	Printed	W135	WAXIE SANITARY SUPPLY	Janitorial Supplies Quote 7J3K	2,933.50
32787	11/20/2014	Printed	W250	WESTAIR GASES & EQUIPMENT INC	Oxygen, Acetylene Tanks/Shop	264.56
32788	11/20/2014	Printed	Z167	JESUS ZAVALA	Soccer Referee Nov. 13	20.00

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Checks Total (excluding void checks): 218,387.95



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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
	UNITED STATES POSTAL SE		City Hall Postage Refill	32785	11/19/2014	11/20/2014	42.52
							42.52
						Total Dept. Planning:	197.72
Dept: 181.000 Information technc							
101-181.000-730.200 Technical se	TEAM VIEWER INC	805688299	Team Viewer Upgrade	32782	11/13/2014	11/20/2014	441.00
							441.00
						Total Dept. Information technology:	441.00
Dept: 191.000 Non-departmental							
101-191.000-720.100 Office suppli	OFFICE SUPPLY CO.///	479818-0	Toner, Calendar Refills, Paper	32760	11/17/2014	11/20/2014	200.82
							200.82
101-191.000-725.200 Electricity	IMPERIAL IRRIGATION DIST		Power Bills 9/30/14-10/27/14	32744	10/28/2014	11/20/2014	1,319.53
							1,319.53
101-191.000-730.200 Technical se	PESTMASTER SERVICES///	1362176	Pest Control//Admin. Offices	32763	11/10/2014	11/20/2014	35.00
	PESTMASTER SERVICES///	1362178	Pest Control//Building Dept.	32763	11/10/2014	11/20/2014	30.00
	PESTMASTER SERVICES///	1362180	Rodent Control/City Hall	32763	11/10/2014	11/20/2014	85.00
	PESTMASTER SERVICES///	1362179	Pest Control/City Hall	32763	11/10/2014	11/20/2014	35.00
	PROTECTION ONE ALARM///		Alarm Monitoring 11/1-11/30/14	32766	11/05/2014	11/20/2014	42.50
	ROTO ROOTER///	122618	Unclog Restrooms/Admin. Bldg.	32773	11/13/2014	11/20/2014	170.00
							397.50
101-191.000-740.100 Repair & ma	CANON SOLUTIONS AMERIC	4014329276	Copier Maint 10/1-10/31 Admin.	32721	11/01/2014	11/20/2014	360.18
							360.18
101-191.000-740.200 Cleaning ser	ALSCO AMERICAN LINEN DI	LYUM911224	Cleaning Services/City Hall	32708	11/14/2014	11/20/2014	18.05
							18.05
101-191.000-750.200 Communicat	AT&T-CALNET 2///		Telephone Services 09/20-10/19	32712	10/20/2014	11/20/2014	356.77
							356.77
						Total Dept. Non-departmental:	2,652.85
Dept: 211.000 Police Protection							
101-211.000-720.900 Ammunition	PROFORCE MARKETING, IN	219730	Rifles	32765	11/03/2014	11/20/2014	4,489.63
	SAN DIEGO POLICE EQUIPM	614942	Ammunition	32776	11/04/2014	11/20/2014	2,353.13
							6,822.76
101-211.000-725.200 Electricity	IMPERIAL IRRIGATION DIST		Power Bills 9/30/14-10/27/14	32744	10/28/2014	11/20/2014	3,369.40
							3,369.40
101-211.000-725.300 Natural gas	SOUTHERN CALIFORNIA GA		187 525 6200 1 10/9/14-11/6/14	32779	11/10/2014	11/20/2014	19.77
							19.77
101-211.000-725.400 Fuel	CHEVRON & TEXACO CARD	611038	Fuel - Police Department	32723	11/06/2014	11/20/2014	45.61
	MCNEECE BROS OIL COMP,	822181	Fuel/Police Dept.	32754	10/31/2014	11/20/2014	7,722.75
	MCNEECE BROS OIL COMP,	255200	Fuel/Police Dept.	32754	11/07/2014	11/20/2014	53.64
	MCNEECE BROS OIL COMP,	232053	Fuel/Police Dept.	32754	10/14/2014	11/20/2014	39.82
	MCNEECE BROS OIL COMP,	246250	Fuel/Police Dept.	32754	10/29/2014	11/20/2014	44.08

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Total Dept. Fire Station #2:							809.90
Dept: 231.000 Building Inspector							
101-231.000-725.400	Fuel MCNEECE BROS OIL COMP,	822180	Fuel/Building Dept.	32754	10/31/2014	11/20/2014	337.78
							337.78
101-231.000-750.200	Communicat AT&T-CALNET 2///		Telephone Services 09/20-10/19	32712	10/20/2014	11/20/2014	103.63
							103.63
101-231.000-750.210	Postage UNITED STATES POSTAL SE		City Hall Postage Refill	32785	11/19/2014	11/20/2014	23.28
							23.28
Total Dept. Building Inspection:							464.69
Dept: 241.000 Animal Control							
101-241.000-730.200	Technical se HOWARD ANIMAL HOSPITAL	220923	Vet Services 11/12/14	32737	11/12/2014	11/20/2014	105.00
	HOWARD ANIMAL HOSPITAL	220787	Vet Services 10/16/14	32737	10/16/2014	11/20/2014	211.00
	IMPERIAL LANDFILL, INC.///	013280	Animal Dumping Fees	32745	10/31/2014	11/20/2014	53.96
	IMPERIAL VALLEY HUMANE		Animal Control - November 2014	32748	11/07/2014	11/20/2014	4,500.00
							4,869.96
101-241.000-740.200	Cleaning ser ALSCO AMERICAN LINEN DI	LYUM909416	Uniform Cleaning Services/ACO	32708	11/10/2014	11/20/2014	6.56
	ALSCO AMERICAN LINEN DI	LYUM907143	Uniform Cleaning Services/ACO	32708	11/03/2014	11/20/2014	6.56
							13.12
Total Dept. Animal Control:							4,883.08
Dept: 311.000 Engineering							
101-311.000-720.800	Janitorial sup IMPERIAL HARDWARE CO.,	375237/2	Trashbags/Old Water Plant	32743	10/31/2014	11/20/2014	14.57
							14.57
101-311.000-721.110	Food and gro ARELLANO/YAZMIN//		Reimb Lunches/Cattle Call Crew	32711	11/08/2014	11/20/2014	99.33
	ARELLANO/YAZMIN//		Reimb. Lunch/Statt Meeting	32711	10/31/2014	11/20/2014	42.55
							141.88
101-311.000-730.200	Technical se PESTMASTER SERVICES///	1362177	Pest Control/Public Works	32763	11/10/2014	11/20/2014	35.00
							35.00
101-311.000-740.200	Cleaning ser ALSCO AMERICAN LINEN DI	LYUM909414	Cleaning Services/P.W.	32708	11/10/2014	11/20/2014	26.02
							26.02
101-311.000-750.200	Communicat AT&T-CALNET 2///		Telephone Services 09/20-10/19	32712	10/20/2014	11/20/2014	429.54
							429.54
101-311.000-750.210	Postage UNITED PARCEL SERVICE, I	2XX926444	Mailings/Engineering	32784	11/01/2014	11/20/2014	82.11
	UNITED PARCEL SERVICE, I	2XX926434	Mailings/Engineering	32784	10/25/2014	11/20/2014	47.34
	UNITED STATES POSTAL SE		City Hall Postage Refill	32785	11/19/2014	11/20/2014	104.64
							234.09
101-311.000-750.400	Travel ARELLANO/YAZMIN//		Reimb. ASCE Awards Luncheon	32711	10/29/2014	11/20/2014	30.00
							30.00
101-311.000-750.500	Training						

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
101-511.000-725.200	Electricity IMPERIAL IRRIGATION DIST		Power Bills 9/30/14-10/27/14	32744	10/28/2014	11/20/2014	3,580.94
							3,580.94
101-511.000-725.400	Fuel MCNEECE BROS OIL COMP, MCNEECE BROS OIL COMP,	256629 822179	Fuel/Parks & Rec. Dept Fuel/Parks & Rec. Dept	32754 32754	11/10/2014 10/31/2014	11/20/2014 11/20/2014	64.89 1,959.24
							2,024.13
101-511.000-740.400	Rent ACME SAFETY & SUPPLY CO	093138-00	Barricades/Cattle Call Parade	32703	11/10/2014	11/20/2014	1,124.66
							1,124.66
						Total Dept. Parks:	10,457.41
Dept: 521.000	Recreation & Lions						
101-521.000-720.100	Office supplie PETTY CASH-RECREATION		Petty Cash - Recreation Dept.	32764	11/18/2014	11/20/2014	29.55
							29.55
101-521.000-720.800	Janitorial sup WAXIE SANITARY SUPPLY//	74909827	Janitorial Supplies Quote 7J3K	32786	10/29/2014	11/20/2014	1,466.75
							1,466.75
101-521.000-721.110	Food and grc PETTY CASH-RECREATION		Petty Cash - Recreation Dept.	32764	11/18/2014	11/20/2014	18.76
							18.76
101-521.000-721.200	Other operat IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., PETTY CASH-RECREATION	376031/2 376415/2	Air Filters, Keys Rope, Cable Ties Petty Cash - Recreation Dept.	32743 32743 32764	11/06/2014 11/10/2014 11/18/2014	11/20/2014 11/20/2014 11/20/2014	27.52 19.19 33.27
							79.98
101-521.000-725.200	Electricity IMPERIAL IRRIGATION DIST		Power Bills 9/30/14-10/27/14	32744	10/28/2014	11/20/2014	4,843.88
							4,843.88
101-521.000-725.300	Natural gas SOUTHERN CALIFORNIA GA SOUTHERN CALIFORNIA GA		189 525 2700 2 10/7/14-11/4/14 187 425 2700 7 10/7/14-11/4/14	32779 32779	11/06/2014 11/06/2014	11/20/2014 11/20/2014	13.91 16.79
							30.70
101-521.000-730.200	Technical se JADE SECURITY SYSTEMS, PESTMASTER SERVICES///	0101521 1362224	Alarm Monitoring Dec-Feb Pest Control/Lion's Center	32749 32763	11/10/2014 11/10/2014	11/20/2014 11/20/2014	71.85 35.00
							106.85
101-521.000-740.100	Repair & ma CANON SOLUTIONS AMERIC	4014299805	Copier Maint 10/1-10/31 Rec.	32721	11/01/2014	11/20/2014	11.00
							11.00
101-521.000-750.200	Communicat AT&T-CALNET 2///		Telephone Services 09/20-10/19	32712	10/20/2014	11/20/2014	83.73
							83.73
101-521.000-750.210	Postage PETTY CASH-RECREATION UNITED STATES POSTAL SE		Petty Cash - Recreation Dept. City Hall Postage Refill	32764 32785	11/18/2014 11/19/2014	11/20/2014 11/20/2014	9.81 16.32
							26.13

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
	BSN SPORTS///	96467199	Stopwatches/Rec. Leagues	32717	11/04/2014	11/20/2014	68.84
							68.84
101-521 100-730.200	Technical se						
	BLAKE/LAURA P.//	61302018-A	Zumba Instructor Mornings Oct	32715	11/07/2014	11/20/2014	361.25
	BLAKE/LAURA P.//	61302018-B	Zumba Instructor Evenings Oct	32715	11/07/2014	11/20/2014	467.50
	CAMPAS, JR/SERGIO//		Soccer Referee. SetUp Nov 13	32719	11/18/2014	11/20/2014	29.00
	CAMPAS/SERGIO//		Soccer Referee Nov. 13	32720	11/18/2014	11/20/2014	30.00
	CELIS/OMAR//		Soccer Referee Nov. 13	32722	11/18/2014	11/20/2014	10.00
	CORTEZ/ALONDRA//		Soccer Referee Nov. 13	32724	11/18/2014	11/20/2014	10.00
	GONZALEZ/CARLOS//		Soccer Referee Nov. 13	32733	11/18/2014	11/20/2014	20.00
	HEREDIA/GEORGE//		Tennis Instructor 10/10-11/14	32736	11/12/2014	11/20/2014	803.25
	MONTES/CARLOS//		Soccer Referee Nov. 13	32755	11/18/2014	11/20/2014	10.00
	PADILLA/EDEN JANE//		Soccer Referee Nov. 13	32761	11/18/2014	11/20/2014	10.00
	PANTOJA/AMPARO//		Soccer Referee Nov. 13	32762	11/18/2014	11/20/2014	10.00
	SALDANA/LESSLEY ANN G./		Soccer Referee Nov. 13	32774	11/18/2014	11/20/2014	10.00
	ZAVALA/JESUS//		Soccer Referee Nov. 13	32788	11/18/2014	11/20/2014	20.00
							1,791.00
							Total Dept. Recreation Leagues: 1,859.84
Dept: 522.000 Senior Citizens Ce							
101-522.000-725.200	Electricity						
	IMPERIAL IRRIGATION DIST		Power Bills 9/30/14-10/27/14	32744	10/28/2014	11/20/2014	447.03
							447.03
							Total Dept. Senior Citizens Center: 447.03
Dept: 551.000 Library							
101-551.000-725.200	Electricity						
	IMPERIAL IRRIGATION DIST		Power Bills 9/30/14-10/27/14	32744	10/28/2014	11/20/2014	944.29
							944.29
101-551.000-730.200	Technical se						
	PROTECTION ONE ALARM//		Alarm Monitoring 11/1-11/30/14	32766	11/05/2014	11/20/2014	37.70
							37.70
101-551.000-750.200	Communicat						
	AT&T-CALNET 2//		Telephone Services 09/20-10/19	32712	10/20/2014	11/20/2014	226.78
							226.78
101-551.000-750.210	Postage						
	UNITED STATES POSTAL SE		City Hall Postage Refill	32785	11/19/2014	11/20/2014	2.55
							2.55
							Total Dept. Library: 1,211.32
							Total Fund General Fund: 58,722.59
Fund: 202 CDBG							
Dept: 650.546 11-HOME-7664 Gen							
202-650.546-730.200	Technical se						
	AMERINATIONAL COMMUNI	D-1304	Disbursement Fee/Martinez	32710	11/11/2014	11/20/2014	105.00
	AMERINATIONAL COMMUNI	D-1305	Disbursement Fee/Serrano	32710	11/13/2014	11/20/2014	105.00
							210.00
							Total Dept. 11-HOME-7664 Gen Admin: 210.00
							Total Fund CDBG: 210.00

Fund: 211 Gas Tax
Dept: 312.000 Street Maintenance
 211-312.000-721.200 Other operat

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
	IMPERIAL HARDWARE CO.,	375280/2	Roller Covers, Tray Liner	32743	10/31/2014	11/20/2014	132.05
	IMPERIAL HARDWARE CO.,	374110/2	Masking Tape, Roller Kit	32743	10/22/2014	11/20/2014	144.51
	IMPERIAL HARDWARE CO.,	374295/2	Knee Pads, Paint Trays, Paint	32743	10/24/2014	11/20/2014	230.95
	IMPERIAL HARDWARE CO.,	374816/2	Roller Covers	32743	10/28/2014	11/20/2014	38.26
	IMPERIAL HARDWARE CO.,	374621/2	Roller Covers, Chip Brushes	32743	10/27/2014	11/20/2014	32.32
	IMPERIAL HARDWARE CO.,	374206/2	Roller Frames, Roller Cover	32743	10/23/2014	11/20/2014	30.09
	R.J. SAFETY SUPPLY CO., IN	330410-0002	Caution Tape	32767	10/29/2014	11/20/2014	81.00
	STAPLES, INC///	05390	Foam Boards, Pens	32780	11/05/2014	11/20/2014	50.47
							739.65
211-312.000-721.900	Small tools & MAIN STREET SIGNS///	19580	Traffic Signs	32752	10/30/2014	11/20/2014	444.88
							444.88
211-312.000-725.200	Electricity IMPERIAL IRRIGATION DIST		Power Bills 9/30/14-10/27/14	32744	10/28/2014	11/20/2014	214.14
							214.14
211-312.000-730.200	Technical se MARK DOWDEN WELDING// RADCO, INC.///	15799	Fabricate Stencils	32753	10/15/2014	11/20/2014	211.25
		3143	Piano Key Crosswalk	32768	10/29/2014	11/20/2014	4,200.00
							4,411.25
							Dept. Street Maintenance & Improve.: 5,809.92
							Total Fund Gas Tax: 5,809.92
Fund: 213 SB 821 - Ped. & Bic. Fa							
Dept: 313.000 Bicycle & Pedestri:							
213-313.000-725.200	Electricity IMPERIAL IRRIGATION DIST		Power Bills 9/30/14-10/27/14	32744	10/28/2014	11/20/2014	176.92
							176.92
							Total Dept. Bicycle & Pedestrian Fac.: 176.92
							SB 821 - Ped. & Bic. Fac.: 176.92
Fund: 215 Measure D - Sales Tax							
Dept: 312.000 Street Maintenance							
215-312.000-730.200	Technical se ALLIED WASTE SERVICES #	0467-001382574	Street Sweeping 10/01-10/31/14	32706	10/31/2014	11/20/2014	17,000.00
							17,000.00
							Dept. Street Maintenance & Improve.: 17,000.00
							nd Measure D - Sales Tax: 17,000.00
Fund: 241 Bernardo Padilla Land							
Dept: 511.100 Parks, Landscape							
241-511.100-725.200	Electricity IMPERIAL IRRIGATION DIST		Power Bills 9/30/14-10/27/14	32744	10/28/2014	11/20/2014	8.54
							8.54
							il Dept. Parks, Landscape & Lighting: 8.54
							rnardo Padilla Land/Light: 8.54
Fund: 501 Water							
Dept: 000.000							
501-000.000-205.200	Water depos AYALA/MARTHA// DIAZ/BERNADETH//		Refund Deposit/696 N. Eastern	32714	11/12/2014	11/20/2014	195.26
			Refund Deposit/210 K Street	32727	11/07/2014	11/20/2014	106.26

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Total Dept. Water Treatment:							2,012.20
Dept: 322.000 Water Distribution							
501-322.000-720.100	Office suppli OFFICE DEPOT, INC/// STAPLES, INC/// 	736618954001 05390	Daily Planner Foam Boards, Pens	32759 32780	10/23/2014 11/05/2014	11/20/2014 11/20/2014	53.99 23.29
							77.28
501-322.000-720.600	Plumbing su FERGUSON ENTERPRISES, FERGUSON ENTERPRISES, HO SUPPLY WATERWORKS	0493289 0493254 D226997	Brass Fittings Brass Fittings Copper Tubing	32730 32730 32735	10/29/2014 11/03/2014 11/10/2014	11/20/2014 11/20/2014 11/20/2014	568.86 426.64 331.57
							1,327.07
501-322.000-721.100	Uniforms FAIR STORE/THE//	3791	Safety Boots/J J Galvan	32729	09/05/2014	11/20/2014	150.00
							150.00
501-322.000-721.200	Other operat IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., MCNEECE BROS OIL COMP, R.J. SAFETY SUPPLY CO., I/ R.J. SAFETY SUPPLY CO., I/ R.J. SAFETY SUPPLY CO., I/ R.J. SAFETY SUPPLY CO., I/ R.J. SAFETY SUPPLY CO., I/	375323/2 374215/2 373739/2 223382 330744-0002 330663-0002 330540-0002 330725-0002 330749-0002	Sledgehammer, bolts Hand Truck, Cords Tarps, Cords Pump/Public Works Safety Vests Gloves Gloves, Coveralls Gloves Rags	32743 32743 32743 32754 32767 32767 32767 32767 32767	10/31/2014 10/23/2014 10/20/2014 10/07/2014 11/04/2014 10/31/2014 10/29/2014 11/04/2014 11/04/2014	11/20/2014 11/20/2014 11/20/2014 11/20/2014 11/20/2014 11/20/2014 11/20/2014 11/20/2014 11/20/2014	5.99 6.58 36.63 48.41 38.88 50.22 478.71 48.60 106.76
							820.78
501-322.000-721.900	Small tools & FERGUSON ENTERPRISES, IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO.,	0487376 375323/2 374215/2 373698/2	Slide Hammer Chisel Sledgehammer, bolts Hand Truck, Cords Loppers, Pitchforks	32730 32743 32743 32743	10/27/2014 10/31/2014 10/23/2014 10/20/2014	11/20/2014 11/20/2014 11/20/2014 11/20/2014	459.00 35.21 53.98 107.62
							655.81
501-322.000-725.200	Electricity IMPERIAL IRRIGATION DIST		Power Bills 9/30/14-10/27/14	32744	10/28/2014	11/20/2014	20,572.40
							20,572.40
501-322.000-725.400	Fuel MCNEECE BROS OIL COMP,	233515	Fuel/Public Works	32754	10/15/2014	11/20/2014	92.38
							92.38
501-322.000-750.200	Communicat A T & T/// AT&T-CALNET 2/// UNDERGROUND SERVICE A		Telephone Services 11/7-12/6 Telephone Services 09/20-10/19 Dig Alerts/October 2014	32702 32712 32783	11/07/2014 10/20/2014 11/01/2014	11/20/2014 11/20/2014 11/20/2014	31.76 67.03 61.50
							160.29
Total Dept. Water Distribution:							23,856.01
Total Fund Water:							26,403.83
Fund: 511 Wastewater							
Dept: 000.000							
511-000.000-205.400	Sales tax pa; BOARD OF EQUALIZATION//		Sales Tax Prepayment Oct 2014	32716	10/31/2014	11/20/2014	61.00
							61.00
Total Dept. 000000:							61.00

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Dept: 000.000							
601-000.000-205.400	Sales tax pa BOARD OF EQUALIZATION//		Sales Tax Prepayment Oct 2014	32716	10/31/2014	11/20/2014	-3.00
							-3.00
						Total Dept. 000000:	-3.00
Dept: 801.000 Vehicle Maintenance							
601-801.000-720.400	Automotive s AUTO ZONE, INC. #2804///	2804261080	Fuel Pump/P.D. #919	32713	11/07/2014	11/20/2014	218.65
	AUTO ZONE, INC. #2804///	2804265203	Alternator/P.D. #904	32713	11/12/2014	11/20/2014	160.69
	EMPIRE SOUTHWEST LLC///	EMPS3483678	Starter Relay/Streets #21	32728	10/30/2014	11/20/2014	29.76
							409.10
601-801.000-720.410	Tires DAPPER TIRE CO., INC.///	41159305	Tires/Police Cars Shop Stock	32726	11/05/2014	11/20/2014	708.85
							708.85
601-801.000-720.500	Electrical sup AUTO ZONE, INC. #2804///	2804259733	Battery/WTP #203	32713	11/06/2014	11/20/2014	111.77
							111.77
601-801.000-721.200	Other operat MSC INDUSTRIAL SUPPLY C R.J. SAFETY SUPPLY CO., II RDO EQUIPMENT CO.///	84919480 330640-0002 P87108	Pipe/WTP Generator Gloves/Shop Cutting Blades/Parks #85 & #89	32756 32767 32771	10/31/2014 10/31/2014 11/12/2014	11/20/2014 11/20/2014 11/20/2014	168.38 32.41 181.76
							382.55
601-801.000-725.400	Fuel MCNEECE BROS OIL COMP,	822184	Fuel/Shop	32754	10/31/2014	11/20/2014	220.30
							220.30
601-801.000-730.200	Technical se ALLWAYS TOWING & STOR		Towing Service/P.D. #919	32707	11/07/2014	11/20/2014	120.00
							120.00
601-801.000-740.200	Cleaning ser ALSCO AMERICAN LINEN DI ALSCO AMERICAN LINEN DI	LYUM909413 LYUM909415	Uniform Cleaning Services/Shop Cleaning Services/Shop	32708 32708	11/10/2014 11/10/2014	11/20/2014 11/20/2014	34.08 33.74
							67.82
601-801.000-740.400	Rent WESTAIR GASES & EQUIPM	80008658	Oxygen, Acetylene Tanks/Shop	32787	10/31/2014	11/20/2014	39.24
							39.24
601-801.000-750.200	Communicat AT&T-CALNET 2///		Telephone Services 09/20-10/19	32712	10/20/2014	11/20/2014	25.59
							25.59
601-801.000-750.400	Travel SANCHEZ/PEDRO//		Reimb. Meals/Cal-OSHA	32777	11/13/2014	11/20/2014	18.63
							18.63
						Total Dept. Vehicle Maintenance Shop:	2,103.85
Dept: 802.000 Grounds & Facility							
601-802.000-725.200	Electricity IMPERIAL IRRIGATION DIST		Power Bills 9/30/14-10/27/14	32744	10/28/2014	11/20/2014	51.02
							51.02
						Dept. Grounds & Facility Maintenance:	51.02
						Total Fund Maintenance:	2,151.87

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Grand Total:							218,387.95

CITY COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: 12/02/2014

City Manager:



PREPARED BY: Ruby D. Walla, Finance Director

PRESENTED BY: Ruby D. Walla, Finance Director

SUBJECT: Amended and Restated Agreement for Successor Agency Services with Urban Futures, Inc.

CITY MANAGER RECOMMENDATION: That the City Council, acting as the Successor Agency of the Brawley Community Redevelopment Agency, adopt resolution approving an Amended and Restated Agreement for Successor Agency Services with Urban Futures, Inc.

DISCUSSION: Pursuant to Health and Safety Code (the "HSC") § 34172 (a)(1), the Brawley Community Redevelopment Agency was dissolved on February 1, 2012. Consistent with the provisions of the HSC, the City Council of the City of Brawley (the "City") previously elected to serve in the capacity of the Successor Agency of the Brawley Community Redevelopment Agency (the "Successor Agency"). The Oversight Board for the Successor Agency ("Oversight Board") has been established pursuant to HSC § 34179 to assist in the wind-down of the dissolved redevelopment agency.

On January 25, 2011, the former City Manager/Executive Director, on behalf of the former Brawley Community Redevelopment Agency, entered into a letter agreement with Urban Futures, Inc. (the "Consultant") to provide on-call professional services (the "Letter Agreement"). The Letter Agreement did not include a specific term. It is noted that Urban Futures has satisfactorily provided professional services to the former Brawley Community Redevelopment Agency and to the Successor Agency.

During its review of the Successor Agency's Recognized Obligation Payment Schedule (the "ROPS") 14-15B for the period of January through June 2015, the California Department of Finance (the "DOF") suggested that the Successor Agency replace the Letter Agreement with an agreement with a specific term. The DOF also requested that the matter of the replacement of the Letter Agreement with an agreement with a specific term be submitted to the Oversight Board for their concurrence. In that regard, on October 22, 2014, the Oversight Board adopted its Resolution No. 2014-04 OB, concurring with the Successor Agency's approval of an Amended and Restated Agreement for Successor Agency Services with the Consultant. Consistent with the HSC, Oversight Board Resolution No. 2014-04 OB was submitted to DOF for review. In its October 30, 2014 letter to the Successor Agency, DOF approved Oversight Board Resolution No. 2014-04 OB.

Therefore, the effect of the attached Resolution is to replace the Letter Agreement with the Amended and Restated Agreement for Successor Agency Services, which is included as Exhibit "A" to the attached Resolution.

FISCAL IMPACT:

Any costs associated with Consultant's services are payable from Redevelopment Property Tax Trust Fund money allocated to the Successor Agency pursuant to a ROPS that must be approved by the Successor Agency and the Oversight Board prior to its implementation. The recommended action is a continuation of services previously provided by the Consultant, was previously approved on prior ROPS as enforceable obligation No. 6 and, therefore, does not create any new financial obligations.

ATTACHMENTS:

Resolution No. 2014__ : Resolution of the Successor Agency of the Brawley Community Redevelopment Agency Approving an Amended and Restates Agreement for Successor Agency Services with Urban Futures, Inc.

RESOLUTION NO. 2014-

RESOLUTION OF THE CITY OF BRAWLEY, CALIFORNIA SUCCESSOR AGENCY OF THE BRAWLEY COMMUNITY REDEVELOPMENT AGENCY APPROVING AN AMENDED AND RESTATED AGREEMENT FOR SUCCESSOR AGENCY SERVICES WITH URBAN FUTURES, INC.

WHEREAS, pursuant to Health and Safety Code (the "HSC") § 34172 (a)(1), the Brawley Community Redevelopment Agency was dissolved on February 1, 2012; and

WHEREAS, consistent with the provisions of the HSC, the City Council of the City of Brawley (the "City") previously elected to serve in the capacity of the Successor Agency of the Brawley Community Redevelopment Agency (the "Successor Agency"); and

WHEREAS, the Oversight Board for the Successor Agency ("Oversight Board") has been established pursuant to HSC § 34179 to assist in the wind-down of the dissolved redevelopment agency; and

WHEREAS, on January 25, 2011, the former City Manager/Executive Director, on behalf of the former Brawley Community Redevelopment Agency, entered into a letter agreement with Urban Futures, Inc. (the "Consultant") to provide redevelopment implementation on-call professional services (the "Letter Agreement"), in which said Letter Agreement did not include a specific term; and

WHEREAS, pursuant to the Letter Agreement, Consultant has satisfactorily provided professional service to the former Brawley Community Redevelopment Agency and to the Successor Agency; and

WHEREAS, during its review of the Successor Agency's Recognized Obligation Payment Schedule (the "ROPS") 14-15B (for the period of January through June 2015), the California Department of Finance (the "DOF") has suggested that the Successor Agency replace the Letter Agreement with an agreement with a specific term; and

WHEREAS, the DOF has also requested that the matter of the replacement of the Letter Agreement with an agreement with a specific term be submitted to the Oversight Board for their concurrence; and

WHEREAS, on October 22, 2014, the Oversight Board adopted its Resolution No. 2014-04 OB concurring in the Successor Agency's approval of an Amended and Restated Agreement for Successor Agency Services with the Consultant; and

WHEREAS, consistent with the HSC, Oversight Board Resolution No. 2014-04 OB was submitted to DOF for review; and

WHEREAS, in its October 30, 2014 letter to the Successor Agency, DOF approved Oversight Board Resolution No. 2014-04 OB; and

WHEREAS, the effect of the attached Resolution is to replace the Letter Agreement with the Amended and Restated Agreement for Successor Agency Services, which is included as Exhibit "A" to this Resolution; and

WHEREAS, any costs associated with Consultant's services are payable from Redevelopment Property Tax Trust Fund money allocated to the Successor Agency pursuant to a ROPS that must be approved by the Successor Agency and the Oversight Board prior to its implementation; and

WHEREAS, the recommended matter is a continuation of services previously provided by the Consultant, have been previously approved on prior ROPS as enforceable obligation No. 6 and, therefore, do not cause any new financial obligations; and

WHEREAS, all of the prerequisites with respect to the approval of this Resolution have been met.

NOW, THEREFORE, BE IT RESOLVED by the Successor Agency of the Brawley Community Redevelopment Agency, as follows:

SECTION 1. The foregoing recitals are true and correct and are a substantive part of this Resolution.

SECTION 2. The replacement of the Letter Agreement with the Amended and Restated Agreement for Successor Agency Services, which is attached to this Resolution as Exhibit "A", is approved.

SECTION 3. This Resolution shall take effect upon the date of its adoption.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Brawley City Council held December 2, 2014.

CITY OF BRAWLEY, CALIFORNIA

George A. Nava, Chairman

ATTEST:

Alma Benavides, Secretary

EXHIBIT "A"

AMENDED AND RESTATED AGREEMENT
FOR SUCCESSOR AGENCY SERVICES

(See Attachment)

**AMENDED AND RESTATED AGREEMENT
FOR SUCCESSOR AGENCY SERVICES**

THIS AMENDED AND RESTATED AGREEMENT FOR SUCCESSOR AGENCY SERVICES (the "Agreement") is entered into as of December 2, 2014 (the "Effective date"), by and between the Successor Agency to the Brawley Community Redevelopment Agency, a public body, corporate and politic (the "Successor Agency") and Urban Futures, Inc., a California corporation (the "Consultant"). The Successor Agency and the Consultant are hereinafter collective referred to as the "Parties."

WITNESSETH

WHEREAS, pursuant to Health and Safety Code (the "HSC") § 34172 (a)(1), the Brawley Community Redevelopment Agency was dissolved on February 1, 2012; and

WHEREAS, consistent with the provisions of the HSC, the City Council of the City of Brawley (the "City") previously elected to serve in the capacity of the Successor Agency to the Brawley Community Redevelopment Agency (the "Successor Agency"); and

WHEREAS, on January 25, 2011, the former Brawley Community Redevelopment Agency entered into a letter agreement with Consultant to provide redevelopment implementation on-call professional services (the "Letter Agreement"), wherein said Letter Agreement did not include a specific term; and

WHEREAS, pursuant to the Letter Agreement, Consultant has satisfactorily provided professional service to the former Brawley Community Redevelopment Agency and to the Successor Agency; and

WHEREAS, during its review of the Successor Agency's Recognized Obligation Payment Schedule (the "ROPS") 14-15B (for the period of January through June 2015), the California Department of Finance (the "DOF") has suggested that the Successor Agency replace the Letter Agreement with an Agreement with a specific term; and

WHEREAS, this Agreement shall supersede the Letter Agreement; and

WHEREAS, consistent with the forgoing, the Parties now wish to formally confirm the Consultant's ongoing Consultant services pursuant to this Agreement; and

WHEREAS, the Parties acknowledge that foregoing recitals are true and correct and are a substantive part of this Agreement.

NOW, THEREFORE, in consideration of the mutual understandings herein, the Parties agree as follows:

ARTICLE 1. TERM OF AGREEMENT

Section 1.01. This Agreement shall supersede the Letter Agreement. Further, unless otherwise terminated by either Party, the term of this agreement shall begin on the Effective Date, and shall remain in full force until October 1, 2031 (the scheduled date that the Successor Agency's 2006 Tax Allocation Bonds are repaid, which is the Successor Agency's longest current enforceable obligation) or the date that the Successor Agency has otherwise fully repaid all of the obligations of the former Brawley Community Redevelopment Agency, whichever occurs sooner. This Agreement may be terminated without cause by either party by giving the other party thirty (30) days written notice of such cancellation.

ARTICLE 2. SERVICES TO BE PERFORMED BY CONSULTANT

Consultant's Responsibilities

Section 2.01. Successor Agency hereby employs Consultant and Consultant hereby accepts such employment to perform the services, upon the terms, subject to the conditions, and in consideration of payments as set forth herein. The purpose of this Agreement is to enable Consultant to provide the Successor Agency professional services as described in the Consultant's Scope of Work, which is attached hereto as Exhibit "A" and made a part hereof by this reference.

Responsible Consultant Representatives

Section 2.02. Michael P. Busch, President and Chief Executive Officer, shall be Consultant's responsible representative pursuant to this Agreement.

Method of Performing Services

Section 2.03. Consultant, in consultation with Successor Agency, will determine the method, details and means of performing the above referenced services.

ARTICLE 3. COMPENSATION

Section 3.01. Consultant shall carry out the Scope of Work on an actual time and materials basis with the overall costs of such services being governed by the financial limits as more particularly described within Exhibit "A" to this Agreement.

Payment of Compensation

Section 3.02. The Successor Agency shall be responsible for payment for Consultant's services, consistent with this Agreement.

ARTICLE 4. OBLIGATIONS OF CONSULTANT

Performance Obligations

Section 4.01. Consultant agrees to provide the services described in Exhibit "A" in a competent, workmanlike and high quality manner.

Legal Responsibilities

Section 4.02. Consultant shall secure, pay for and maintain in full force and effect for the duration of this Agreement required Workers Compensation Insurance. Consultant shall also pay for and maintain Errors & Omissions Insurance for duration of this Agreement. In addition, Consultant shall keep itself informed of, and shall comply with, federal, state and local laws and regulations which affect its performance under this Agreement.

ARTICLE 5. OBLIGATIONS OF CITY/SUCCESSOR AGENCY

Cooperation of Successor Agency

Section 5.01. Successor Agency shall comply with all reasonable requests of Consultant and to provide access to all documents reasonably necessary for, the performance of Consultant's duties under this Agreement.

ARTICLE 6. TERMINATION OF AGREEMENT

Termination Upon Notice

Section 6.01. Successor Agency may terminate this Agreement upon giving a thirty (30) day written notice and the Consultant may terminate this Agreement upon giving a thirty (30) day written notice to Successor Agency. In the event of such termination, Consultant shall be entitled to be paid for all services fees and expenses incurred prior to the date of such notice.

ARTICLE 7. GENERAL PROVISIONS

Time

Section 7.01. Time is of the essence of this Agreement.

Independent Consultant

Section 7.02. Consultant is and at all times shall remain as to Successor Agency a wholly independent Consultant. Consultant or any member of the Consultant shall

not, at any time or in any manner, represent that such person is an officer, employee or agent of Successor Agency. Consultant shall comply with all applicable provisions of the Workers' Compensation Insurance and Safety Acts and Labor Code of the State of California. Consultant shall not have any claim or right to any benefits or privileges available to an employee of Successor Agency such as retirement, health insurance and other similar benefits and shall be responsible for all such benefits, at his own cost and expense.

Ownership of Documents

Section 7.03. Upon completion of any writing required to be provided by Consultant in the course of performing any of the above described services, or upon sooner termination of this Agreement, all completed original documents prepared by Consultant shall become the sole property of Successor Agency.

Waiver of Breach

Section 7.04. No waiver of the breach of any of the covenants, agreements, restrictions, or conditions of this Agreement by Successor Agency shall be construed to be a waiver of any succeeding breach of the same or other covenants, Agreements, restrictions or conditions of this agreement. No delay or omission of Successor Agency in exercising any right, power or remedy herein provided in the event of default shall be construed as a waiver thereof, or acquiescence therein, be construed as a waiver of a variation of any of the terms of this Agreement.

Hold Harmless

Section 7.05. Consultant agrees to indemnify, save, keep and hold harmless Successor Agency all of its officers, agents, and employees from all claims, actions, suits, damages, costs or expenses, caused, resulting directly or indirectly from or connected with Consultant's performance of this Agreement (including but not limited to such liability, costs, damage, loss, claim, or expense arising from the death or injury to an agent or employee of Consultant), or damage to the property of Consultant, Successor Agency or the property of any agent or employee of Consultant, regardless of the passive or active negligence of Successor Agency or arising out of, any negligent act on the part of Consultant in regard to any function or activity carried out by Consultant on behalf of Successor Agency pursuant to the terms of this Agreement. Consultant shall name Successor Agency, its officers, employees and agents as an additional insured. General liability insurance policy shall not be less than \$1,000,000 per occurrence. Consultant shall provide Successor Agency with appropriate Certificates of Insurance evidencing coverage as required herein upon request and, further, that said coverage shall not be canceled or terminated without thirty (30) days prior written notice to Successor Agency.

Notices

Section 7.06. Any notice to be given hereunder by either party to the other shall be affected either by personal delivery in writing, or by certified mail, postage prepaid, return receipt requested. Mailed notices shall be addressed to:

SUCCESSOR AGENCY: Successor Agency to the Brawley Community
Redevelopment Agency
383 West Main Street
Brawley, California 92227
Attn: Rosanna Bayon Moore, City Manager/Executive
Director

CONSULTANT: Urban Futures, Inc.
3111 N. Tustin Street, Suite 230
Orange, California 92865-1753
Attn: Michael P. Busch, President & Chief Executive
Officer

Notwithstanding the above, each party may change the address by written notice in accordance with this section. Notices delivered personally will be deemed served as of actual receipt; mailed notices will be deemed served as of the second (2nd) day after mailing.

Section 7.07. The covenants and agreements contained herein are binding on the parties hereto, their legal representatives, heirs, successors and assigns.

Governing Law

Section 7.08. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

Disputes, Attorney's Fees & Venue

Section 7.09. If either Party to this Agreement is required to initiate or defend litigation in any way connected with this Agreement, the prevailing party in such litigation, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees. Any action filed in any court or for arbitration for the interpretation, enforcement and/or otherwise of the terms, covenants and conditions referred to herein shall be filed in the applicable court in Imperial County, California.

Interpretation

Section 7.10. No provision of this Agreement is to be interpreted for or against either party because that party or that party's legal representative drafted such provision, but this Agreement is to be construed as if it were drafted by both parties hereto.

Waiver

Section 7.11. No breach of any provision hereof can be waived unless in writing. Waiver of any one breach of any provision shall not be deemed to be a waiver of any other breach of the same or any other provision hereof.

Severability

Section 7.12. In the event that any provision herein contained is held to be invalid, void or illegal by any court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall in no way affect, impair or invalidate any other provision contained herein. If any such provision shall be deemed invalid due to its scope or breadth, such provision shall be deemed valid to the extent of the scope or breadth permitted by law.

Entire Agreement of the Parties

Section 7.13. This Agreement supersedes any and all Agreements, either oral or written, between the Parties hereto with respect to the rendering of services described herein by Consultant. Each Party to this agreement acknowledges that no representations, inducements, promises, or agreements, oral or otherwise, have been made by any Party or anyone acting on behalf of any Party, which is not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding with respect to the subject matter of this Agreement. Any modification of this Agreement will be effective only if it is in writing executed by the Parties hereto.

Incorporation of Recitals and Exhibits

Section 7.14. The recitals set forth above and the Exhibit(s) to this Agreement are the basis for this Agreement and, by this reference, are incorporated into and deemed a part of this Agreement.

(Signatures on Following Page)

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in duplicate as of the day and year first above written.

SUCCESSOR AGENCY:

Successor Agency to the Brawley
Community Redevelopment Agency

By: _____
Rosanna Bayon Moore
City Manager/Executive Director

CONSULTANT:

Urban Futures, Inc.


By: _____
Michael P. Busch
President & Chief Executive Officer

SCOPE OF WORK

The following scope of services includes, but is not limited to, the types of services that Urban Futures, Inc. ("Consultant") may provide Successor Agency with respect to winding-down the former redevelopment agency, as staff may request:

1. **Policy:** Policy development services related to the overall management of the Successor Agency including, but not limited to planning, strategies, fiscal feasibility, funding/financing strategies, and/or program development (in conjunction with the City Manager, designated staff person(s), City Attorney's office and special counsels, etc.).
2. **Collaboration:** Participating in formal and informal planning, strategy and/or project management discussions, negotiations and presentations with staff, clients, community officials, local or state government agencies, and others.
3. **Reports:** Researching, preparing, reviewing evaluating and/or submitting reports, forms, spreadsheets and any other written documentation that may be required by the Successor Agency, its Oversight Board, the California Department of Finance ("DOF"), State Controller's Office ("SCO"), County Auditor-Controller ("CAC"), City Manager, designated staff person(s), the City Attorney's office, the Finance Department, special counsels, or other entities.
4. **Representation:** Providing oral presentations that may be required by the Successor Agency, the Oversight Board, the California Department of Finance, State Controller's Office, County Auditor-Controller or other entities.
5. **Compliance/Implementation:** Perform any compliance and/or implementation related tasks and/or services that may be required by the Successor Agency, its Oversight Board, the California Department of Finance, State Controller's Office, County Auditor-Controller or other entities.
6. **Documentation:** With respect to the above described services, the listing below is an example of the types of documents (or amendments thereto) that may be required to wind-down the former redevelopment agency.
 - a. Recognized Obligation Payment Schedules ("ROPS");
 - b. Asset Transfer Review ("ATR");
 - c. Housing Asset Transfer ("ATR");
 - d. Due Diligence Reviews ("DDR")(Low- and Moderate Income Housing Fund ("LMIHF") and Other Funds and Accounts ("OFA");
 - e. Long-Range Property Management Plan ("LRPMP");

- f. Meet and Confer Requests and Meetings;
- g. Finding of Completion;
- h. Final and Conclusive Enforceable Obligation Determinations;
- i. Insufficient Funds Notifications;
- j. Real property disposition procedures; and
- k. Any other documents that may be required to carry-out the wind-down of the former redevelopment agency.

7. **Other:** Provide any other related service that staff may request.

Schedule of Performance

Consultant will provide professional services to Successor Agency with respect to winding-down the former redevelopment agency on an on-call, as needed basis. As applicable to the subject matter, a schedule of performance may be developed with respect to certain work products and agreed to by the Parties in writing.

Professional Services Rates Schedule

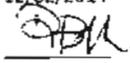
Due to the vagaries associated with any “as needed and/or on call” services program, Consultant shall carry out the “Scope of Work” with respect to winding-down the former redevelopment agency on an actual time and materials basis with the overall costs of such services being governed by the financial limits defined within approved purchase orders utilizing the following professional service rate schedule:

<u>Professional Staff</u>	<u>Hourly Rates</u>
CEO/President	\$245.00
Managing Principal	\$225.00
Senior Project Manager/Planner	\$ 140.00
Project Managers	\$ 105.00
Analysts	\$ 95.00
Assistants	\$ 85.00
Clerical	\$ 55.00

These rates will remain constant through June 30, 2016 and are subject to change thereafter. Costs for telephone, e-mail and facsimile expenses, postage and incidental photocopying are included within the above noted Professional Service Rates Schedule. The Professional Service Rates Schedule does not include out-of-pocket expenses that may be incurred during the accomplishment of the Scope of Work. Out of pocket expenses include, but are not limited to, all other necessary materials, supplies, services, printing, electronic data files, out of area travel, etc. All out-of-pocket expenses shall be charged on an actual cost basis, plus 10%.

CITY COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: 12/02/2014

City Manager: 

PREPARED BY: Ruby D. Walla, Finance Director

PRESENTED BY: Ruby D. Walla, Finance Director

SUBJECT: Affordable Care Act Budget Adjustment

CITY MANAGER RECOMMENDATION: Approve Resolution No. 2014-: Resolution of the City Council of the City of Brawley, California to meet affordability standards of the Affordable Care Act effective January 1, 2015.

DISCUSSION: On October 21, 2014, the Brawley City Council took action in regards to affordability standards in accordance with the Affordable Care Act (ACA). The results of the action taken included an increase to the monthly health insurance allowance of \$103.77 per month per employee for the members of the Brawley Fire Fighters Association, Brawley Police Safety Employees Association and Brawley Police Sergeants Association and unrepresented groups.

In connection, with the health insurance allowance increase for the groups mentioned above, such change also triggered a negotiated item for all members of the Teamsters group. These members opted for a health insurance allowance increase versus a 5% salary base pay increase during negotiations. If any health insurance allowance increase is made to any other group within the term of the agreement period, Teamster members shall be entitled to a 5% base salary increase.

Per the agreement reached, total fiscal impact for the second half of the 2014/2015 fiscal year is \$123,466, which includes a \$76,595 increase for the Health Insurance Allowance and \$46,871 increase for the 5% base salary increase. All changes are to be effective January 1, 2015.

FISCAL IMPACT: \$123,466 2014/2015 Fiscal Year – Additional Reserve Use – All Funds

Fund 101 – General Fund	\$83,614
Fund 211 – Streets – Gas Tax	\$4,744
Fund 501 – Water (Distribution & Treatment)	\$21,377
Fund 511 – Wastewater (Treatment & Collection)	\$10,490
Fund 531 – Airport	\$189
Fund 601 – Maintenance	\$3,052

ATTACHMENTS: Resolution No. 2014- : -: Resolution of the City Council of the City of Brawley, California to meet affordability standards of the Affordable Care Act effective January 1, 2015.

RESOLUTION NO. 2014-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BRAWLEY, CALIFORNIA AMENDING THE FISCAL YEAR
2014/2015 CITY OF BRAWLEY BUDGET.

Amendment No. 2014-6: Department: City Wide - Various

WHEREAS, Minute Order dated May 27, 2014 adopted the Fiscal Year 2014-2015 City of Brawley Budget and appropriated expenses on a cost center basis; and

WHEREAS, adjustments to the FY 2014-2015 General Fund Budget have been determined to be necessary.

THEREFORE, BE IT RESOLVED, that the FY 2014-2015 City of Brawley Budget is hereby amended as follows:

REVENUE

BUDGET NUMBERS	ACCOUNT NAME	INCREASE	DECREASE
		TOTAL \$	

EXPENDITURES

BUDGET NUMBERS	ACCOUNT NAME	INCREASE	DECREASE
101-111.000-710.100	Health Insurance	\$ 3,113	
101-112.000-710.100	Health Insurance	\$ 1,246	
101-131.000-710.100	Health Insurance	\$ 623	
101-151.000-710.100	Health Insurance	\$ 2,677	
101-152.000-710.100	Health Insurance	\$ 1,683	
101-153.000-710.100	Health Insurance	\$ 623	
101-155.000-710.100	Health Insurance	\$ 623	
101-171.000-710.100	Health Insurance	\$ 1,246	
101-181.000-710.100	Health Insurance	\$ 623	
101-211.000-710.100	Health Insurance	\$30,509	
101-211.300-710.100	Health Insurance	\$ 623	
101-221.000-710.100	Health Insurance	\$14,321	
101-231.000-710.100	Health Insurance	\$ 2,024	
101-411.000-710.100	Health Insurance	\$ 1,090	
101-522.000-710.100	Health Insurance	\$ 623	
101-551.000-710.100	Health Insurance	\$ 2,491	
101-551.100-710.100	Health Insurance	\$ 1,868	
101-241.000-700.100	Permanent Salaries	\$ 861	
101-241.000-710.200	FICA	\$ 66	
101-241.000-710.300	PERS	\$ 150	
101-241.000-710.400	Unemployment	\$ 5	
101-241.000-710.500	Workers' Compensation	\$ 249	
101-311.000-700.100	Permanent Salaries	\$ 1,224	
101-311.000-710.100	Health Insurance	\$ 2,989	
101-311.000-710.200	FICA	\$ 94	
101-311.000-710.300	PERS	\$ 213	
101-311.000-710.400	Unemployment	\$ 6	
101-311.000-710.500	Workers' Compensation	\$ 106	
101-511.000-700.100	Permanent Salaries	\$ 5,675	

101-511.000-710.100	Health Insurance	\$ 1,868
101-511.000-710.200	FICA	\$ 392
101-511.000-710.300	PERS	\$ 803
101-511.000-710.400	Unemployment	\$ 26
101-511.000-710.500	Workers' Compensation	\$ 236
101-521.000-700.100	Permanent Salaries	\$ 1,074
101-521.000-710.100	Health Insurance	\$ 1,246
101-521.000-710.200	FICA	\$ 82
101-521.000-710.300	PERS	\$ 187
101-521.000-710.400	Unemployment	\$ 6
101-521.000-710.500	Workers' Compensation	\$ 50
211-312.000-700.100	Permanent Salaries	\$ 3,456
211-312.000-710.100	Health Insurance	\$ 249
211-312.000-710.200	FICA	\$ 262
211-312.000-710.300	PERS	\$ 601
211-312.000-710.400	Unemployment	\$ 18
211-312.000-710.500	Workers' Compensation	\$ 158
501-321.000-700.100	Permanent Salaries	\$ 7,871
501-321.000-710.100	Health Insurance	\$ 935
501-321.000-710.200	FICA	\$ 604
501-321.000-710.300	PERS	\$ 1,369
501-321.000-710.400	Unemployment	\$ 41
501-321.000-710.500	Workers' Compensation	\$ 362
501-322.000-700.100	Permanent Salaries	\$ 7,476
501-322.000-710.100	Health Insurance	\$ 468
501-322.000-710.200	FICA	\$ 571
501-322.000-710.300	PERS	\$ 1,300
501-322.000-710.400	Unemployment	\$ 37
501-322.000-710.500	Workers' Compensation	\$ 343
511-331.000-700.100	Permanent Salaries	\$ 1,005
511-331.000-710.100	Health Insurance	\$ 529
511-331.000-710.200	FICA	\$ 76
511-331.000-710.300	PERS	\$ 175
511-331.000-710.400	Unemployment	\$ 6
511-331.000-710.500	Workers' Compensation	\$ 47
511-332.000-700.100	Permanent Salaries	\$ 5,451
511-332.000-710.100	Health Insurance	\$ 1,557
511-332.000-710.200	FICA	\$ 418
511-332.000-710.300	PERS	\$ 947
511-332.000-710.400	Unemployment	\$ 27
511-332.000-710.500	Workers' Compensation	\$ 252
531-351.000-700.100	Permanent Salaries	\$ 136
531-351.000-710.200	FICA	\$ 11
531-351.000-710.300	PERS	\$ 24
531-351.000-710.400	Unemployment	\$ 1
531-351.000-710.500	Workers' Compensation	\$ 17
601-802.000-700.100	Permanent Salaries	\$ 1,844
601-802.000-710.100	Health Insurance	\$ 748
601-802.000-710.200	FICA	\$ 142
601-802.000-710.300	PERS	\$ 224
601-802.000-710.400	Unemployment	\$ 9
601-802.000-710.500	Workers' Compensation	\$ 85

TOTAL \$123,466

REASON: Required budget adjustment to account for Affordable Care Impacts to meet affordability standards. The amount reflects the adjustments to Miscellaneous and Public Safety for Cafeteria Allowance of \$103.77 per month and Teamsters 5% base pay increase triggered by the Cafeteria allowance increase. Allowances and base rate increases to be effective January 1, 2015. The amount of \$123,466 is to cover additional compensation expenditures for the period of January 1, 2015 to June 30, 2015.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Brawley City Council held December 2, 2014.

CITY OF BRAWLEY, CALIFORNIA

George A. Nava, Mayor

ATTEST:

Alma Benavides, City Clerk

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL)
CITY OF BRAWLEY)

I, ALMA BENAVIDES, City Clerk of the City of Brawley, California, DO HEREBY CERTIFY that the foregoing Resolution No. 2014- was passed and adopted by the City Council of the City of Brawley, California, at a regular meeting held on the 21st day of October, 2014 and that it was so adopted by the following roll call vote:

AYES:
NAYES:
ABSTAIN:
ABSENT:

DATED: December 2, 2014

Alma Benavides, City Clerk

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: December 2, 2014

City Manager: 

PREPARED BY: Ana Gutierrez, Labor Compliance / Contracts Officer

PRESENTED BY: Yazmin Arellano, Public Works Director

SUBJECT: Janitorial / Cleaning Services for Various City Departments

CITY MANAGER RECOMMENDATION: Authorize Agreement with MYLO Janitorial, Inc. for Janitorial / Cleaning Services for an annual amount of \$89,712.00 and authorize the City Manager to execute all documentation in relation to this project; Adopt City Council Resolution No. 2014- : Resolution of the City Council of the City of Brawley, California Amending the FY 2014/2015 City of Brawley Budget in the amount of \$12,601.

DISCUSSION: On October 17, 2014, the Brawley Public Works Department re-advertised a Request for Proposals (RFP) for Janitorial / Cleaning Services for the following City facility office spaces:

Community Development Services Department at 205 S. Imperial Ave.
Finance Department at 400 Main St.
Main Library at 400 Main St.
Planning Department at 400 Main St.
Police Department at 351 Main St.
Public Works Department at 180 S. Western Ave.
Wastewater Treatment Plant at 5015 Best Rd.
Water Treatment Plant at 760 Willard Ave.

On November 7, 2014, two (2) proposals were received as follows:

	<u>Monthly</u>	<u>Annually</u>
MYLO Janitorial, Inc. El Centro, CA	\$7,476.00	\$89,712.00
Imperial County Work Training Center El Centro, CA	\$6,590.54	\$79,086.48

On November 13, 2014, a panel of City staff scored the submitted proposals. On November 18, 2014, a panel of City staff interviewed both companies. Based on the selection criteria of references, cost, experience with similar kinds of contracts and interviews, City staff recommends MYLO Janitorial, Inc.

The term of the contract is for two years with the possibility of a third year if agreed by both parties.

FISCAL IMPACT:

\$348.00 Monthly / \$4,176.00 Annually - Community Development Services

\$348.00 Monthly / \$4,176.00 Annually - Finance

\$1,900.00 Monthly / \$22,800.00 Annually - Library

\$80.00 Monthly / \$960.00 Annually - Planning

\$3,150.00 Monthly / \$37,800.00 Annually - Police

\$690.00 Monthly / \$8,280.00 Annually - Public Works

\$510.00 Monthly / \$6,120.00 Annually - Wastewater Treatment Plant

\$450.00 Monthly / \$5,400.00 Annually - Water Treatment Plant

\$7,476.00 Monthly / \$89,712.00 Annually - Total

ATTACHMENTS:

Agreement between City of Brawley and Mylo Janitorial, Inc.

Mylo Janitorial Proposal

Resolution No. 2014- : Resolution of the City Council of the City of Brawley, California Amending the FY 2014/2015 City of Brawley Budget in the Amount of \$12,601

CITY OF BRAWLEY

JANITORIAL / CLEANING SERVICES CONTRACT

- 1.0 **The Parties.** This Contract is made by and between the City of Brawley ("City") and MYLO Janitorial, Inc. ("Service Provider").
- 2.0 **Paragraph Headings And Definitions.** Paragraph headings in this Contract are for convenience only, and are not to be construed to define, limit, expand, interpret, or amplify the provisions of this Contract. When initially capitalized in this Contract or amendments hereto, the following words or phrases shall have the meanings specified:
- 2.1 **Best Efforts.** Those efforts that a competent, experienced, and prudent Service Provider would use to perform and complete the requirements of this Contract in a timely manner, exercising the degree of care, competence, and prudence customarily imposed on a Service Provider performing similar work in the State of California.
- 2.2 **Contract.** This Contract, including all referenced documents, between City and Service Provider for the performance of the Work, and any subsequent written modifications or amendments executed by City and Service Provider.
- 2.3 **Service Provider.** The legal entity that executes this Contract with City to perform the Work.
- 2.4 **Force Majeure.** An act of God, or event beyond the control of a party, including an act or omission of government, act or omission of civil or military authority, strike or lockout, act of a public enemy, war, blockade, insurrection, riot, epidemic, landslide, earthquake, fire, storm, lightning, flood, washout, or civil disturbance which could not have been avoided through the exercise of reasonable care and prudence.
- 2.5 **Contract Manager.** The title of the person designated by City to be its representative with authority to act for City regarding this Contract and the Work of Service Provider.
- 2.6 **Work.** All or a part or phase of the obligations undertaken by Service Provider pursuant to the Contract.
- 3.0 **Time of Contract.** Service Provider shall perform the services required under this Contract for a period of 24 months from the date of the Contract with one one year extension if desired by the City. If the City wishes to exercise its option to extend, it shall give written notice at least thirty days prior to the end of the term. The parties will attempt to reach agreement regarding fees for the extended term. If the parties do not reach agreement on fees for the extended term, then the contract will terminate at the end of the then current term.
- 4.0 **Scope of Work.** City hereby retains and engages Service Provider, and Service Provider accepts such engagement to provide Janitorial / Cleaning Services.
- 4.1 Details of Scope of work are contained in the Proposal for Janitorial / Cleaning Services, dated November 6, 2014 attached herewith as Exhibit C and by this reference made a part hereof.
- 4.2 In the event that the City desires to add or delete City facilities or deliverables to the Scope of Work, the City will request a quote from the Service Provider and issue a formal amendment to this contract.
- 5.0 **Manner of Compensation.** For performance of services rendered pursuant to this Contract, City will pay Service Provider fee based on the following, subject to the limitation of the maximum expenditure provided herein:
- 5.1 **Maximum Fee.** For the performance of services required under this Contract, City will pay a monthly fee of Seven Thousand Four Hundred Seventy Six Dollars (\$7,476.00). Said monthly fee shall include, without limitation, payment for all services, including Direct Labor and Direct Non-Labor Expenses.
- 5.2 **Maximum Fee.** The maximum fee under this Contract shall not exceed Eighty Nine Thousand Seven Hundred Twelve Dollars (\$89,712.00) without prior written consent of City for a 12 month period.

5.3 Extra Work. Service Provider shall not perform extra work of any kind without prior express written consent of City.

6.0 Payment

City shall pay Service Provider for Services rendered by Service Provider hereunder on the basis of monthly invoices for the period ending on the final day of the month. In the absence of written dispute by City, it shall pay each invoice within 30 days after receipt. Invoices shall include, project description, the description and breakdown of costs, the month such costs were incurred, total expenses billed to date, invoice number and invoice date. All invoices shall be sent to City. Attention: Yazmin Arellano. See Section 20.2, "Notice and Communications".

6.1 Lump Sum Compensation. Monthly payments shall be billed and based on the actual work completed. The work and payment due shall be recorded on a Payment Form, appearance of which will be approved by City. Completion justification shall be part of monthly invoice. See Exhibit B for a sample of a typical invoice.

7.0 Control of Work.

Service Provider shall report on all Work performed for City through City's Contract Manager and any designated representatives. Service Provider shall comply with any coordination and completion criteria specified by City, and shall diligently prosecute each phase of the Work.

8.0 Duties of Service Provider

8.1 Degree of Care. In the performance of its services hereunder, Service Provider shall exercise that degree of skill and judgment commensurate with that which is normally exercised by recognized professional Service Providers in the same discipline, with respect to services of a similar nature, in accordance with all applicable rules, laws and regulations.

8.2 Licenses. Service Provider represents and warrants to City that it has all licenses, permits, qualifications, insurance and approvals of whatsoever nature, which are legally required of Service Provider to practice its profession. Service Provider represents and warrants to City that Service Provider shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Contract, any licenses, permits, insurance and approvals which are legally required of Service Provider to practice its profession.

8.3 Correction of Improper Services. Service Provider shall perform or correct any portions of the work not performed in accordance with the standard of care specified herein, provided that Service Provider is notified in writing of nonconformity within a reasonable time after discovery by City of the nonconforming service. Service Provider shall perform the remedial services at no additional cost to the City.

9.0 Suspension

City may, upon 10 calendar day written notice, direct Service Provider to suspend performance on any or all of the services under the Contract for a specified period of time. If any suspension is not occasioned by the fault of Service Provider, this Contract may be supplemented to compensate Service Provider for extra costs incurred due to the suspension, provided that any claim for adjustment is supported by appropriate cost documentation, subject to audit, and asserted within twenty days after the date City issues a notice for resumption of the services under the Contract. Service Provider shall be entitled to an extension to any work schedule to the extent a delay was caused by the suspension. Upon receipt of a suspension notice, Service Provider shall (1) discontinue the Work under the Contract, (2) place no further orders or subcontracts, (3) suspend all orders and subcontracts, (4) protect and maintain all completed Work, and (5) otherwise mitigate City's costs and liabilities for those areas of work suspended. Services under the Contract shall be resumed by Service Provider after such suspension on 10 calendar day written notice from City.

10.0 Termination

Under the terms hereunder, City may, at any time and for any reason, terminate this Contract upon not less than 21 day written notice to Service Provider. Under such circumstances, this Contract shall terminate on the date set forth in such written notice.

10.1 Termination For Cause. If Service Provider shall fail to diligently, timely and expeditiously perform any of its respective obligations under this Contract, and such failure shall have continued for 10 days after City has delivered written notice thereof to Service Provider; or Service Provider shall make a general assignment for the benefit of its creditors, a receiver or trustee shall have been appointed on account of Service Provider's insolvency, Service Provider otherwise shall be or become insolvent, or an order for relief shall have been entered against Service Provider under Chapter 7 or Chapter 11 of Title 11 of the United States Code; or Service Provider otherwise shall be in default under the Contract and such default shall not have been cured within 10 days after City has delivered written notice to Service Provider; then, City, upon 7 days' prior written notice to Service Provider, immediately may terminate this Contract for cause.

10.1.1 Upon termination of this Contract for cause, Service Provider shall be entitled only to payment of that portion of services performed for which Service Provider has not been paid and which Service Provider has actually satisfactorily performed, up to the date of such termination; provided, however, that: No allowance shall be included for any out-of-pocket costs and expenses incurred by Service Provider by reason of the termination of this Contract.

10.1.2 Nothing contained in this Contract shall limit in any manner any rights or remedies otherwise available to City by reason of a default by Service Provider under this Contract including, without limitation, the right to seek full reimbursement from Service Provider for all costs and expenses incurred or to be incurred by City by reason of Service Provider's default hereunder and which City would not have otherwise incurred if Service Provider had not defaulted hereunder.

10.2 Termination For Convenience - In the event that City terminates this Contract for reasons other than those set forth above Service Provider shall be entitled to payment for services performed which have not been paid to Service Provider and which shall compensate Service Provider for all services actually and satisfactorily performed by Service Provider up to the date of such termination.

10.3 Duties of Service Provider Upon Termination - Upon any termination of this Contract, Service Provider shall:

10.3.1 Discontinue all of its services under the Contract from and after the date of the notice of termination, except as may be required to complete any item or portion of work to a point where discontinuance will not cause unnecessary waste or duplicative work or cost.

10.3.2 Cancel, or, if so directed by City, transfer to City all or any of the commitments and Contracts made by Service Provider relating to the services, to the extent they may be canceled or transferred by Service Provider.

10.3.3 Transfer to City in the manner, to the extent, and at the time directed by City, all supplies, materials and other property produced as a part of, or acquired in the performance of Service Provider's services.

10.3.4 Take such other actions as City may reasonably direct.

11.0 Insurance

Service Provider agrees to provide insurance in accordance with the requirements set forth herein. If Service Provider uses existing coverage to comply with these requirements and that coverage does not meet the requirements, Service Provider agrees to modify the existing coverage to do so. The following coverages will be provided by Service Provider and maintained on behalf of City and in accordance with the following requirements:

- 11.1 Commercial General Liability Insurance. Commercial General Liability coverage provided on an occurrence form or equivalent. No claims made or modified occurrence forms will not be accepted. Total limits for all coverages shall be no less than \$1,000,000 per occurrence and general aggregate.
- 11.2 Business Auto Liability Insurance. Business auto coverage written on an ISO Business Auto Coverage form including symbol 1 (Any Auto). Limits shall be no less than \$1,000,000 per accident.
- 11.3 Workers' Compensation. Workers' Compensation coverage providing workers' compensation statutory benefits as required by law. (This provision shall not apply if Service Provider has no employees performing work under this Agreement, however, in such case Service Provider must sign the "Certificate of Exemption from Workers Compensation Insurance" included below.)

12.0 Indemnification

Service Provider and City shall both indemnify each other in proportion to their comparative fault as established under California law.

13.0 Relationship of Parties

Service Provider shall, for all purposes, be an independent contractor as to City and under no circumstances shall the relationship of employer and employee arise between the agents or employees of Service Provider and City.

14.0 Assignment and Subcontracting

- 14.1 Non-Assignment. A substantial inducement to City for entering into this Contract is the professional reputation, experience and competence of Service Provider. Assignments of any or all rights, duties or obligations of the Service Provider under this Contract will be permitted only with the express consent of the City. Service Provider shall not subcontract any portion of the work to be performed under this Contract without the written authorization of City. If City consents to such subcontract, Service Provider shall be fully responsible to City for all acts or omissions of the subcontractor. Nothing in this Contract shall create any contractual relationship between City and subcontractor nor shall it create any obligation on the part of the City to pay or to see to the payment of any monies due to any such subcontractor other than as otherwise is required by law.
- 14.2 Successors and Assigns. This Contract shall be binding upon the successors and assigns of each of the parties hereto in respect to all of the provisions hereof. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any of the parties, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the parties to this Contract.

15.0 Laws and Regulations

Service Provider will comply in the performance of the Contract with all laws and regulations applicable to Service Provider in its performance of the Contract.

16.0 Force Majeure

In the event either party by reason of a Force Majeure is rendered unable to perform its duties under this Contract then upon the party giving written notice of the particulars and estimated duration of Force Majeure to the other party within 5 calendar days after knowledge of the occurrence of the Force Majeure, the party may have the time for performance of its duties extended for the period equal to the time performance is delayed by the Force Majeure. The effects of the Force Majeure shall be remedied with all reasonable dispatch, and the party giving notice shall use Best Efforts to eliminate and mitigate all consequences. A Force Majeure for which notice has not been given shall be an un-excused delay.

17.0 Attorneys' Fees

If either party to this Contract shall bring any action, claim, appeal, or alternative dispute resolution proceedings, for any relief against the other, declaratory or otherwise, to enforce the terms of or to declare rights under this Contract (collectively, an Action), the losing party shall pay to the prevailing party a reasonable sum for attorneys' fees and costs incurred in bringing and prosecuting such Action and/or enforcing any judgment, order, ruling, or award (collectively, a Decision) granted therein. Any Decision entered in such Action shall provide for the recovery of attorneys' fees and costs incurred in enforcing such Decision. The court or arbitrator may fix the amount of reasonable attorneys' fees and costs on the request of either party. For the purposes of this paragraph, attorneys' fees shall include, without limitation, fees incurred in the following: (1) post-judgment motions and collection actions; (2) contempt proceedings; (3) garnishment, levy, and debtor and third party examinations; (4) discovery; and (5) bankruptcy litigation. "Prevailing party" within the meaning of this paragraph includes, without limitation, a party who agrees to dismiss an Action on the other party's payment of the sums allegedly due or performance of the covenants allegedly breached, or who obtains substantially the relief it seeks.

18.0 Governing Law and Venue

This Contract shall be interpreted in accordance with the substantive and procedural laws of the State of California. All actions or proceedings arising in connection with this Contract shall be tried and litigated exclusively in State court located in the County of Imperial, State of California and Federal court located in the County of San Diego, State of California. The aforementioned choice of venue is mandatory, thereby precluding the possibility of litigation between the parties with respect to or arising out of this Contract in any jurisdiction other than that specified in this paragraph. Each party hereby waives any right it may have to assert the doctrine of forum non conveniens or a similar doctrine or to object to venue with respect to any proceeding brought in accordance with this paragraph, and stipulates that the State and Federal courts located in the Counties of Imperial and San Diego, respectively, California, shall have in personam jurisdiction and venue over each of them for the purpose of litigating any dispute or proceeding arising out of or related to this Contract. Each party hereby authorizes service of process sufficient for personal jurisdiction in any action against it at the address and in the manner for the giving of notice as set forth in this Contract.

19.0 Integration

This Contract and any exhibits hereto, as well as other documents referred to in this Contract, constitute the entire Contract between the parties with regard to the subject matter hereof and thereof. This Contract supersedes all previous Contracts between or among the parties. There are no Contracts, representations, or warranties between or among the parties other than those set forth in this Contract.

20.0 Authorized Representatives and Notices

20.1 Representatives. Prior to commencement of the work under the Contract, City and Service Provider shall agree on the designation of a representative authorized to act in behalf of each party.

20.2 Notice and Communications. All communications relating to the day-to-day activities under this Contract shall be exchanged between the representatives of City and Service Provider. All legal notices and communications required under or related to this Contract shall be in writing, and shall be delivered personally or mailed by certified mail, postage prepaid, return receipt requested, to the

representatives of City and Service Provider identified below. Notice shall be effective on the date of delivery.

TO: City of Brawley
Yazmin Arellano, Public Works Director
180 South Western Avenue
Brawley, CA 92227
Phone: (760) 344-5800 Ext. 19
Fax: (760) 344-5612
E-mail: yarellano@brawley-ca.gov

TO: MYLO Janitorial, Inc.
Alma Caballero, President
P.O. Box 802
El Centro, CA 92244
Phone: (760) 352-6098
Fax: (760) 768-5245
E-mail: alma@mylojanitorial.com

20.3 A party may change or supplement the information exchanged concerning authorized representatives and notices by giving the other party written notice of the new information in the manner set forth above.

21.0 Waiver

The failure of City to insist upon strict performance of any of the terms and conditions of this Contract, or to exercise or delay the exercise of any rights or remedies provided by this Contract or by law, or the acceptance of work or payment for work shall not release Service Provider from any of the responsibilities or obligations imposed by law or by this Contract and shall not be deemed a waiver of any right of City to insist upon strict performance of this Contract. None of the provisions of the Contract shall be considered waived by either party except when such waivers are agreed upon in writing by the parties.

22.0 Survival of Obligations and Liabilities

The termination, cancellation, or acceptance of the work under the Contract shall not relieve Service Provider of its obligations for work completed prior to the effective date of such termination, cancellation, or acceptance, nor shall it relieve Service Provider of its liabilities at law or under this Contract.

23.0 Severability

If any provision of this Contract or the application thereof to any person or circumstance shall, at any time or to any extent, be invalid or unenforceable, the remainder of this Contract shall not be affected thereby, and each such provision shall be valid and enforceable to the fullest extent permitted by law. However, if either party in good faith determines that the finding of illegality or un-enforceability adversely affects the material consideration for its performance under this Contract such party may, by giving written notice to the other party, terminate this Contract.

26.0 **Execution and Effective Date.** This Contract has been executed by the duly authorized officers of the parties and shall be effective as of the _____ day of _____, _____.

Dated: _____, 2014.

CITY OF BRAWLEY

ATTEST:

By: _____
Rosanna Bayon Moore, City Manager

By: _____
Alma Benavides, City Clerk

Dated: _____, 2014.

SERVICE PROVIDER

By: _____
Alma Caballero, President

CITY OF BRAWLEY

**EXHIBIT A
SCOPE OF SERVICES**

SERVICE PROVIDER CONTRACT

JANITORIAL / CLEANING SERVICES

Service Provider: MYLO Janitorial, Inc.

Date: December 2, 2014

1.0 General Scope of Work

The General Scope of Work is for Service Provider to provide Janitorial / Cleaning Services.

2.0 Specific Scope of Work

- 2.1 Details of Scope of work are contained in the Proposal for Janitorial / Cleaning Services, dated November 6, 2014, attached herewith as Exhibit C and by this reference made a part hereof.

EXHIBIT B

Typical Monthly Invoice

Service Provider's Letterhead

City of Brawley

Project Title: Janitorial / Cleaning Services

Project No: _____

Services from: (Date) to (Date)

Total Contract Amount
Previously Billed
Current Billing
Billed to Date
Amount Remaining
Percent Completion*
Total This Invoice

*Percent Completion shall be justified and be part of the invoice.

Attach backup information, if applicable.

EXHIBIT C



MYLO JANITORIAL INC REQUEST FOR PROPOSALS FOR JANITORIAL / CLEANING SERVICES

CITY OF BRAWLEY

OVERVIEW

Mylo Janitorial Inc. is a leading Imperial Valley Corporation that provides a range of janitorial and maintenance services. Founded in 1999, the company is headquartered in Calexico, California and operates throughout the Southern California region. We are dedicated to comply fully with our clients' expectations throughout our people's quality, philosophy, and on-going improvement program.

Our people are our biggest asset; it is only with the quality and integrity of our people that we can best serve our clients. At every step of our employees' trajectory we ensure their security and as a result invest in them. For this reason, we secure our people with green certified equipment, procedures, and cleaning materials. Mylo Janitorial Inc. is a bonded Californian corporation that complies with all insurance requirement including workers compensation and liability insurance.

Mylo Janitorial Inc. cleans for health and protection of our environment. All of our systems have been develop with the primary goal of improving air quality, productivity of cleaning, and personnel. As our compromise with our clients transcends the traditional cleaning program, we have focus on complying with a green cleaning program. Green cleaning can be defined as cleaning to safeguard human health while minimizing the impact to the environment.

Our goal is to protect the health of the building, occupants, visitors, and our people; while reducing polluting effects on our air and water. Our responsibility for an appropriate approach to social and environmental issues begins with our business and extends to the communities and regions that we serve. As a result we are a corporation that worries about the integrity, security, and in-door air quality of which our customers are exposed. We have a determination to achieve excellence in everything we undertake, our high quality control cleaning procedures provide the best in-door air quality that protects our customers, our personnel, and our environment.

QUALIFICATIONS

Mylo Janitorial Inc. is a leading company of enduring strength. We have been privileged to play a vital role in serving abundant businesses throughout the Imperial Valley and have expanded throughout the Southern California Region. The Imperial Valley has been home to abundant growth opportunities, and as an Imperial Valley corporation, we aim to grow along with those opportunities by defining the janitorial service that distinguishes us from our competitors. We have a company that seeks to maintain the excellence that differentiates us. As a result, we have been welcomed and entrusted by numerous firms, banks, governmental agencies, schools, and corporations for more than ten years.

Furthermore, we are the only Imperial Valley corporation that is able to use the "Slip and Fall Control Technique" issued by the CNA. As a result to the 16,000 deaths and one million annual injuries that have been caused from a slip or trip, Mylo Janitorial Inc. has decided to contribute with the reduction of slip and falls and is the only janitorial and maintenance company in the Imperial Valley that is equipped and trained to measure the slip resistance of any surface.

Mylo Janitorial Inc. is a corporation that has a commitment to enforce programs and use of green products that attribute great emphasis on the health of our customers and the usage of our products. We strive to focus on complying with a green cleaning program. We use cleaning methods that contain environmental friendly ingredients and protect human health.

We support healthy workplace initiatives by being a responsible, loyal and contributive corporation that conducts programs that preserve the health of our customers and employers. We continue to transcend the traditional janitorial and maintenance service, and support innovative initiatives within the workplace.

ORGANIZATIONAL CAPACITY

We are small and big all at once. We are a small business compared to many others, but are tremendously big in our eagerness to help our community by cleaning, sanitizing and enduring the obstacles in our everyday work. We work with the passion of not only attempting but accomplishing every task that is assigned to us. We create a plan of work for every of the forty-seven members of staff.

New projects are not initiated by new employees; a prepared and experienced member of staff begins the work and trains an incoming employee. Thus, we continue with the unique technique that distinguishes us among many janitorial corporations. The employees of the company are not by themselves; the President (Alma Caballero) and her partner (Luis Caballero) are at all moment behind the staff members. Mylo Janitorial Inc. is a company that is daily guided and carefully supervised. We have the advantage of living, working, and growing up in the Imperial Valley. For this reason, we have the disposal of time to create a bond between our customers and the firm.

MYLO JANITORIAL INC REQUEST FOR PROPOSALS FOR JANITORIAL / CLEAN-
ING SERVICES FOR CITY OF BRAWLEY

CLIENT REFERENCE LIST

Imperial County 1125 Main St. El Centro, CA 92243 Debbie R (760) 482-4207	11 years Approximate 350,000 sq./ft.
Hutchinson and Bloodwood LLP 3205 S. Dogwood Ave El Centro, CA Richard Preciado (760) 352 1021	6 years Approximate 8,000 sq./ft.
California Supreme Courts 939 Main Street El Centro CA Sergio Valadez (760) 554 1398	10 years Approximate 80,000 sq./ft.
Cal Energy 7030 Gentry Road Calipatria CA Mary Jo Brown 760 348 4242	10 years Approximate 25,000 sq./ft.
Imagine Schools Las Vegas Nevada Coachella CA Tom Stackhouse 602 896 6198	3 Years Approximate 80,000q/ft.
Spreckels Sugar 395 w Keystone Rd Brawley Ca Bob Ruiz (760)344 3110	4 years Approximate 10,000 sq/ft.

MYLO JANITORIAL INC REQUEST FOR PROPOSALS FOR JANITORIAL / CLEANING SERVICES FOR CITY OF BRAWLEY

SCOPE OF SERVICES

MYLO JANITORIAL INC AGREES ON ALL TERMS AND CONDITIONS ACCORDING TO SCOPE OF SERVICES BASE ON CITY OF BRAWLEY REQUEST FOR PROPOSAL FOR JANITORIAL / CLEANING SERVICES ON SCOPE OF SERVICES

CONTACT

If there are any questions with this quote

Do not hesitate to contact us at (760) 352-6098.

Alma Caballero President

(760)455-6764 caballerosmx@yahoo.com , alma@mylojanitorial.com

Luis Caballero Chief Operations Officer

(760) 455-2521 luis@mylojanitorial.com

Declaration of Conflict of Interest

Mylo Janitorial Inc, Luis Caballero or Alma Caballero have no potential conflict of interest, other projects or commitments that which might impair or undermine our ability or capability regaling this proposal.



Corporate Maintenance & Janitorial Services



be it known that:

LUIS ALFONSO CABELLERO

Is a registrant in good standing with the INSTITUTE OF INSPECTION, CLEANING, AND RESTORATION CERTIFICATION, and has qualified by service and examination for Certification in the following areas:

FLOOR CARE

and has pledged to perform services in these areas with skill, honesty, and integrity in order to provide the consumer with the highest degree of professionalism possible.



Corporate Maintenance & Janitorial Services



GREEN CLEANING UNIVERSITY

Luis Caballero

Be it known that the individual named herein has demonstrated a high level of professionalism and commitment to the principles of Green Cleaning, and is hereby awarded this Certificate of Completion.

This Certificate is awarded for the successful completion of Green Cleaning Series I.



David W. Holly, Chancellor
Green Cleaning University



John P. Zierfinkel, Executive Director
ISSC

INDOOR AIR QUALITY: TO THINK BIG, THINK SMALL



Pollen

FACT

ProTeam's exclusive filtration systems capture particulates and pollutants both visible *and* invisible that can harm health and trigger asthma or allergies.

WHY is it important to filter out particles down to such a microscopic size?

- According to the American Academy of Allergy, Asthma and Immunology, 25 percent of Americans suffer from allergies costing the U.S. \$10 billion annually in direct health care costs and lost productivity.
- Approximately 13 million school days and 10.1 million work days are missed each year due to asthma, according to the CDC National Center for Health Statistics.

CLEANING FOR HEALTH: PARTNERSHIPS

- ProTeam has a long-term educational partnership with the American Lung Association designed to promote public awareness and education about indoor air quality issues.
- For more information from the American Lung Association, call 1-800-LUNG-USA, or visit their website at www.lung.org.



The American Lung Association does not endorse products.



ProTeam vacuums have earned Seal of Approval from the Carpet and Rug Institute (CRI) signifying the vacuum systems meet higher standards for carpet cleaning effectiveness and Indoor Air Quality.

ProTeam vacuums meet the requirements of the U.S Green Building Council's LEED rating system.



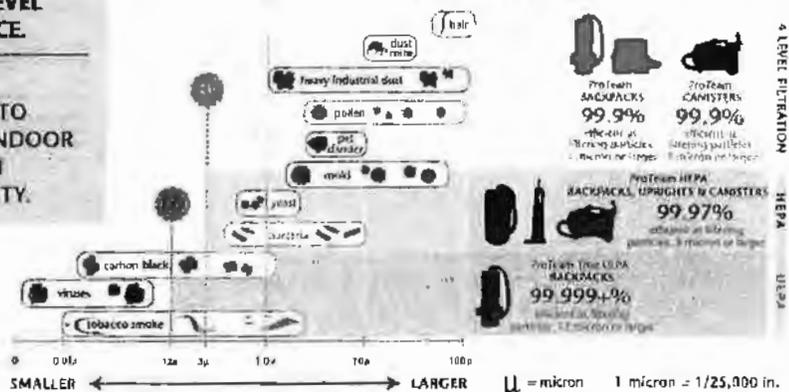
PROTEAM'S UNIQUE SUCTION METHOD OF CLEANING:

- **CLEANS CARPET AND HARD SURFACES** without stirring up dust.
- **AIR STAYS CLEANER** reducing the need to dust as often.
- **OPERATORS CAN WORK** without breathing unhealthy air.

CLEANING BEYOND SURFACE LEVEL APPEARANCE.

VACUUMS DESIGNED TO IMPROVE INDOOR AIR HEALTH AND QUALITY.

ProTeam Filtration System Capture Rates



ERGONOMICS: MOVE FORWARD

- Designed for ease of use.
- ProTeam backpack vacuums reduce repetitive motions, fatigue, and body strain.



The results of two studies by the Department of Surgery, Division of Orthopedics, at Ohio State University and the Battelle Memorial Institute, determined that ProTeam backpack vacuum cleaners' ease-of-use and ergonomic design allowed workers to vacuum more than twice the area in half the time with less fatigue and body strain.

Source— Battelle Memorial Institute, Ohio State University, Columbus, Ohio, 1998. Reviewed by Jim Fullmer, Certified Human Factors Professional, 2009. ISSA 540 Cleaning Times.

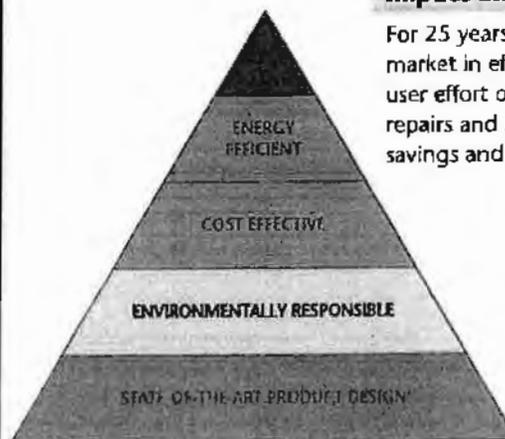
Requires less than half the energy and effort to clean the same area as it would take with an upright

- Backpack vacuums are lightweight. When worn properly, the effect of the backpack on body joints and posture is negligible and similar to walking.
- When working near or on stairs, using a backpack improves mobility and is recommended to reduce the risk of falling.
- Backpack vacuum users maintain a more neutral posture compared to frequent extreme arm and leg extensions seen when using an upright.
- Results in less body stress due to the use of larger muscle groups by minimizing "hunching over" often associated with upright and canister vacuum.
- Increases efficiency by allowing more carpet to be cleaned in a shorter amount of time due to the natural walking motion used.

SUSTAINABILITY: THE KEY TO EASY OWNERSHIP

ProTeam's Environmental Responsibility:

- Commitment to provide products and services that improve energy efficiencies and reduce potential harm to the environment.
- Applying cost-effective and energy-efficient manufacturing processes.
- Reducing energy consumption and waste.



Impact on the Environment

For 25 years our innovative products have led the market in effective and efficient cleaning with less user effort or strain. Our vacuums require fewer repairs and replacement parts and improve cost savings and indoor air quality.

Product Design

Our vacuums are built to last, and they have—for many years—which reduces items headed to waste landfills. Plus, with fewer moveable parts and washable vacuum body parts and filters, fewer replacement materials are thrown away.

EXHIBIT B: FEE PROPOSAL

CONTRACTOR AGREES TO FURNISH ALL LABOR, EQUIPMENT, AND MATERIALS NECESSARY TO PERFORM CUSTODIAL SERVICES FOR THE FOLLOWING FACILITIES IN ACCORDANCE WITH THE PROVISIONS AND SPECIFICATIONS LISTED IN THIS REQUEST FOR PROPOSALS. ALL PAPER PRODUCTS, CHEMICALS, AND HAND SOAPS SHALL BE PURCHASED BY CONTRACTOR.

BID SCHEDULE

Facility	Location	Monthly Cost	Annual Cost (Monthly Cost x 12)
Community Development	205 S. Imperial Ave.	\$ 348. ⁰⁰	\$ 4,176. ⁰⁰
Finance	400 Main St.	\$ 348. ⁰⁰	\$ 4,176. ⁰⁰
Library	400 Main St.	\$ 1,900. ⁰⁰	\$ 22,800. ⁰⁰
Planning	400 Main St.	\$ 80. ⁰⁰	\$ 960. ⁰⁰
Police	351 Main St.	\$ 3,150. ⁰⁰	\$ 37,800. ⁰⁰
Public Works	180 S. Western Ave.	\$ 690. ⁰⁰	\$ 8,280. ⁰⁰
Wastewater Treatment Plant	5015 Best Rd.	\$ 510. ⁰⁰	\$ 6,120. ⁰⁰
Water Treatment Plant	760 Willard Ave.	\$ 450. ⁰⁰	\$ 5,400. ⁰⁰
TOTALS		\$ 7,476.⁰⁰	\$ 89,712.⁰⁰

TOTAL MONTHLY COST IN WORDS (Seven thousand four hundred seventy six.⁰⁰/100) DUIS

TOTAL ANNUAL COST IN WORDS (Eighty nine thousand seven hundred twelve.⁰⁰/100) DUIS

PAYMENT FOR SERVICES: Contractor shall submit monthly invoices to City no sooner than the first day after the service month being invoiced. Contractor's invoices shall include a summary of the work performed, the number of hours spent and by whom. The original invoice shall be provided for any subcontracted services. Normal processing time for payment is four (4) weeks after City's receipt of invoice. The responsibility for providing an acceptable invoice rests with the Contractor. Contractor shall mail an invoice to the following address:

City of Brawley
Finance Department
Attn: Accounts Payable
400 Main St.
Brawley, CA 92227

NAME & SIGNATURE OF BIDDER

BUSINESS NAME My10 Janitorial Inc.

NAME/TITLE Luis or Alma Caballero owners

SIGNATURE & DATE Alma n. Caballero 11-06-14

This document is signed by an individual clearly authorized to bind the Bidder



CERTIFICATE OF LIABILITY INSURANCE

MYLO-1

OP ID: 1

PAGE (0000000000)
0000000000

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).

PRODUCER Tyler Insurance Agency 1225 Main Street El Centro, CA 92243 David M. Tyler		CONTACT NAME: Sandy Salcido PHONE (A/C No. Ext.): 760-352-2611 FAX (A/C No.): 760-337-8428 E-MAIL ADDRESS: ssalcido@tylerins.com	
INSURED MYLO Janitorial, Inc. P. O. Box 882 El Centro, CA 92244		INSURER AFFORDING COVERAGE INSURER A: Financial Pacific Ins. Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 2

REVISION NUMBER: 1

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.

INSURER	TYPE OF INSURANCE	ADDRESS (REG / IND)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:		60426674	04/26/2014	04/28/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		60426674	04/26/2014	04/26/2015	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> RETENTIONS					EACH OCCURRENCE \$ AGGREGATE \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in CA) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER EL, EACH ACCIDENT \$ EL, DISEASE - EA EMPLOYEE \$ EL, DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Janitorial Services performed within the State of California.
 See attached bid locations along with copy of Additional Insured endorsement to be part of if job is awarded.

CERTIFICATE HOLDER**CANCELLATION**

City of Brawley
 Finance Department
 Attn: Accounts Payable
 480 Main St
 Brawley, CA 92227

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

David M. Tyler

NOTEPAD:

WELDON CODE:
CONTRACT NAME: WYLO Janitorial, Inc.

WYLO-J
OP ID: 55

PAGE 2
08/22/81

Bid Schedule - Facilities to be provided janitorial services:
Administration 393 Main St
Community Development 205 S Imperial Ave
Finance 400 Main St
Library 400 Main St
Planning 400 Main St
Police 351 Main St
Public Works 180 S Western Ave
Wastewater Treatment Plant 5015 East Rd
Water Treatment Plant 760 Willard Ave
San Jose, CA 92227



CITY OF BRAWLEY

**RE-ADVERTISEMENT
OF
REQUEST FOR PROPOSALS
FOR
JANITORIAL / CLEANING SERVICES**

PROPOSAL DUE:

**November 7, 2014
@ 2:00 P.M.**

*Accept terms
& conditions*

OC

11-06-14



CITY OF BRAWLEY

**REQUEST FOR PROPOSALS
FOR
JANITORIAL / CLEANING SERVICES**

The City of Brawley is hereby soliciting Requests for Proposals (RFP) for Janitorial / Cleaning Services for various facility locations throughout the City.

SEALED REQUEST FOR PROPOSALS will be received by the City Clerk, 383 Main Street, Brawley, California 92227 until 2:00 P.M., Pacific Daylight Time on **November 7, 2014**. **Sealed proposals clearly labeled PROPOSAL FOR JANITORIAL/CLEANING SERVICES.**

All proposals shall be in accordance with the Request for Proposal on file in the Office of the City Clerk, 383 Main Street, Brawley, California. Copies of the RFP may be obtained from the Office of the City Clerk, at the address indicated herein. Monday – Friday, 8:00 A.M. – 5:00 P.M., closed for lunch between 12:00 P.M. -1:00 P.M. delivery

All proposals shall be submitted in a sealed envelope with the proposer's name and address on the outside of the envelope, and clearly marked: **"PROPOSAL: JANITORIAL / CLEANING SERVICES"**

The City of Brawley does not discriminate on the basis of handicapped status in the admission or access to, or treatment, or employment in its programs or activities.

The Request for Proposal does not commit the City to award a Contract or to pay any costs incurred in the preparation of the proposal. The City Council reserves the right to reject any or all proposals, and the right to waive any irregularities in the process, if deemed in the best interest of the City of Brawley.

MANDATORY PRE-BID MEETING: Prospective bidders must attend a mandatory pre-bid meeting in order to be considered responsive. The meeting will take place on **October 28, 2014** at 10:00 A.M. at 180 South Western Avenue.

Please direct all questions relating to this work to Ana Gutierrez, Contracts Officer, 180 South Western Avenue, Brawley, CA 92227, at (760) 344-5800 ext. 21.

LOCAL BIDDER PREFERENCE: The City has adopted a Local Bidder Preference Policy for the Award of Contracts. Specifics of the policy are included in the RFP.

PUBLISHED: IMPERIAL VALLEY PRESS

Alma Benavides, City Clerk

DATED: October 17, 2014
October 24, 2014

I. INTRODUCTION

- 1.1 The City of Brawley, California (City), a Community of 25,000 residents in the Imperial Valley is requesting a Proposal (RFP) to provide JANITORIAL / CLEANING SERVICES for the City of Brawley.
- 1.2 The successful proposer will provide the City with the Janitorial Services for the following City Departments:

<u>LOCATION</u>	<u>ADDRESS</u>
Community Development	205 S. Imperial Ave.
Finance	400 Main St., Suite 1
Library	400 Main St., Suite 1
Planning	400 Main St., Suite 2
Police	351 Main St.
Public Works	180 S. Western Ave.
Wastewater Treatment Plant	5015 Best Rd.
Water Treatment Plant	760 Willard Ave.

All work performed under this Contract shall be under the Supervision of the selected company with the coordination of a designated City Staff member from each division.

- 1.3 It is the intention of the City to select and contract with one company for these services.
- 1.4 Selection of the company will be based on references, cost, and experience with similar kinds of contracts.
- 1.5 The term of the Contract for Janitorial Services will be for two years with the possibility of a third year if agreed upon by both parties.
- 1.6 The successful proposer shall maintain a current City of Brawley business license.

2.0 SCOPE OF SERVICES

- 2.1 The City intends to utilize the selected company for routine janitorial services throughout the designated City facilities as follows; Administration Building, Community Development, Finance, Library, Planning, Police Department, Public Works, Wastewater Treatment Plant, and Water Treatment Plant.
- 2.2 The janitorial service shall provide a working supervisor capable of fluently speaking, reading, and writing English to be on the premises every day while cleaning services are in progress.
- 2.3 For security purposes, the successful bidder shall be required to submit a list including the names and addresses of the personnel who will be regularly assigned to the Cities facilities. In addition, all janitorial staff assigned to the City premises must be bonded and insured. All janitorial staff shall wear a work uniform or smock that clearly displays the company and worker's name as well as display identification tag.
- 2.4 The successful bidder warrants covenants and otherwise agrees that the personnel it sends to the City shall be a responsible individual free of felony convictions. The bidder shall obtain waivers of consent form from the employees and shall otherwise comply with all federal and state and local laws, with regard to the background checks. In this background check for criminal history with the State of California. The background check

shall include fingerprints in addition to all other relevant information. The successful Contractor will be responsible for all costs for fingerprinting of each employee.

- 2.5 A task binder will be kept in a common area of each department that will note special instruction or specific tasks (such as spill cleanup) that are to be attended to that night. The supervisor shall initial each item as completed and make any notations necessary pertaining to the times of cleaning in each department.
- 2.6 The Contractor's personnel shall not disturb papers on desks, or open drawers, cabinets, files, or bookcases. The City telephones shall not be used by the Contractor's personnel.
- 2.7 Daily - General Office Cleaning:

Contractor shall perform the following tasks on a daily basis (Monday through Friday).

- a. Empty all wastebaskets and deposit the trash into appropriate waste disposal containers.
- b. Wash wastebaskets and replace plastic liners, as needed in general staffing areas. Change all liners in kitchens, break rooms, and the lobby.
- c. Thoroughly vacuum all carpet, including all entrance and exit rugs/mats. As stains appear, spot clean the carpet.
- d. Thoroughly sweep and wet mop all hard surface floors to give a clean and satisfactory appearance.
- e. Clean both sides of entrance door glass, clean door glass frames and accompanying glass panels including transoms (inside and outside), removing all fingerprints and dirt. Spot clean all interior glass.
- f. Remove all trash and sweep sidewalks for ten feet from all entrances/exits to the building.
- g. Spot clean all wall, doors, frames, and partition surfaces, including light switches when required, to give a clean satisfactory appearance.
- h. Clean janitorial closets after completion of daily tasks and before exiting the building. Make sure if rags were used to store in an area marked with what type of cleaner was used. Make sure that all unlabeled bottles are labeled to show what types of solvents are in it.
- i. Address any and all related and conditional miscellaneous janitorial cleaning duties which may arise as a result of accidental spilling of any officer materials or supplies. This includes the task binder.
- j. In dusting of horizontal spaces, working papers will not be disturbed. Desk type equipment will not be lifted to dust. When dusting horizontal and vertical surfaces of computer equipment, please do not dust any controls or computer screens while on.
- k. Tile flooring will be swept and mopped to remove all loose dirt streaks or smears. Furniture or other equipment on wheels will be moved during floor cleaning and returned to their original positions. Removal of chewing gum or other foreign material is considered part of the sweeping.

- l. Restroom cleaning, all floors will be clean and free of dirt and present a clean appearance. All fixtures including metal and chrome, urinals, wash basins, mirrors and dispensers will be cleaned using a germicidal cleaner-disinfectant. All restroom supplies holders will be replenished with each service. Waste receptacles will be emptied.
- m. Vacuuming of Carpets, rug areas and walk off mats will be vacuumed free of all loose soil and debris. Soil and moisture underneath walk off mats will be removed, and then mats returned to their original position.

2.8 Monthly Cleaning:

- a. Clean/dust all Venetian mini blinds.
- b. Clean all baseboards.
- c. Clean/Vacuum cloth cubicle partitions, including the bases and tops.
- d. Brush and spot clean fabric furniture.
- e. Remove cobwebs from all ceilings, doors, and corners within the building.
- f. Clean light fixtures, as needed, to remove insects, dirt, etc., in and on the fixtures.
- g. Clean/vacuum all vents.

2.9 Quarterly Requirements:

- a. Clean interior windows and other glass surfaces.
- b. Thoroughly wash, clean, and disinfect all wastebaskets.

2.10 Semi-Annual Requirements: The contractor must perform the semi-annual tasks listed below every six months in April and in October prior to the 10th of the month. The first performance of each task must be within the first sixty (60) days of the effective date of the contract. However, depending on the office date of the contract and the condition of the building, the City may waive the requirement for performing one or more of the following tasks for the first six months of the original contract period only.

- a. Strip and refinish all hard surface floors with skid-proof wax.
- b. Deep clean all carpet via wet extraction method. The contractor must notify the tenant contact person at least seventy-two (72) hours in advance of carpet cleaning in order for the building tenants to prepare for the carpet cleaning. In addition, the contractor shall resolve problem areas as requested by the lead tenant contact person.
- c. Vacuum all upholstered furniture.

2.11 Restroom, Kitchen, and Break Room Requirements: The contractor shall clean and disinfect all restrooms, kitchens, and break rooms located in the building in accordance with the following:

- a. For purposes of restroom, kitchen, and break room requirements, "clean" shall be defined as disinfection, polishing, and removing all water spots. Disinfectant must be a hospital grade quaternary disinfectant that kills fungus, viruses, and bacteria and has organic soil tolerance.

3.0 SUPPLIES AND EQUIPMENT

- 3.1 Successful bidder will provide hand soap for dispensers, paper products such as roll paper towels, c-fold paper towels, dish soap, toilet paper, trash can liners and trash bags that must be pre-approved by each department. Additional supplies will be on hand at all times as to not run out.
- 3.2 Successful bidder will furnish all supplies and materials necessary for the adequate performance of the janitorial services. Supplies and materials include, but are not limited to, rooms, brushes, dust cloths, microfiber mops, sponges, squeegees, liquid and power detergents, disinfectants, glass cleaners, metal and wood furniture polish, floor polis, waxes, paint/stain stripper, and any other compounds necessary to properly clean and maintain the premises. Also any bottles of cleaning materials will be properly marked with the name of what it is and so will the cleaning clothes.
- 3.3 Successful bidders shall provide and maintain all cleaning, equipment needed for the performance of the requested services, including, but not limited to, buffing machine, vacuum cleaners with HEPA filters, carpet extractors, etc.
- 3.4 Successful bidder shall provide the City with MSDS information on all product submittals. Successful bidder is responsible for providing MSDS information to their employees.

4.0 BUILDING SECURITY

- 4.1 Report to the City Representative writing of any walls, rooms, carpeting, equipment and furniture damaged by vandalism, graffiti, stains, water leaks, etc.
- 4.2 Secure and lock all doors before leaving unoccupied buildings.
- 4.3 Turn off all lights not left on for security reasons as instructed.
- 4.4 Activate intrusion alarm security systems after completing work and before leaving buildings.
- 4.5 Deactivate security systems before entering buildings at the beginning of work as instructed and where applicable.
- 4.6 Report in writing to the City Representative security system false alarms activated by Contractor's employees or otherwise during janitorial service when no City employee is present.
- 4.7 Provide to the City Representative a list of the keys and codes issued to Contractor employees. This list will include employee names, addresses and telephone numbers that these codes and keys are issued to. Contractor will notify the City Representative of all and any keys or other pass code information lost by Contractor employees.

- 4.8 Contractor shall not duplicate keys without first receiving written permission for the City Representative.
- 4.9 Contractor is responsible for retrieving all City security information from those employees no longer employed by the Contractor, for whatever reason.
- 4.10 Contractor will notify the City Representative of any Contractor employee whose employment has been terminated that has or does have City security information or appurtenances.
- 4.11 Contractor is responsible for the cost of any rekeying, entry code, or security code changes needed due to non-retrieval of this security information, keys or appurtenances from his/her past employees.

5.0 TASK FREQUENCY SCHEDULE

- 5.1 The successful bidder will perform the required tasks using the full crew of personnel listed in the itemized cost proposal as stated in Exhibit A.
- 5.2 Contractor shall perform listed tasks Monday through Friday depending on times of service to that department.
- 5.3 The selected company must have sufficient staff to assure that staff is and will be available to handle several projects simultaneously to assure task continuity, prompt delivery of services and completions of assigned tasks. The selected company must be able to begin work on assigned projects within five (5) work days of notification.

6.0 PROPOSED SCHEDULE

The City has established the following tentative milestones for this project:

- Advertise RFP October 17, 2014
- Mandatory walk through October 28, 2014
- Proposals Due November 7, 2014
- Interviews November 10, 2014 (if needed)
- City Council Approves Contract November 17, 2014
- Contract Execution November 25, 2014
- Start of Contract December 1, 2014

7.0 STATEMENT OF QUALIFICATIONS

- 7.1 Qualified Contractors are requested to submit five copies of a Proposal for the requested services to:

City of Brawley Administrative Offices
383 Main Street
Brawley, CA 92227
Attention: Ms. Alma Benavides, City Clerk

The following information shall be included in the Proposal:

- a. A Statement of Interest and Qualifications.
- b. Description of janitorial work completed in the last five years.

- c. A list of client references to include name and telephone number of individuals most familiar with contractor's performance.
 - d. Declaration regarding existing or potential conflict of interest; i.e., other projects or commitments which might impair or undermine the bidder's ability or credibility regarding the proposed services.
 - e. Fee Proposal
 - f. Proof of Insurance
 - g. Any other documentation that would be useful in determining overall Consultant qualifications.
- 7.2 For security purposes, the bidder shall be required to submit a list including the names and addresses of the personnel who will be regularly assigned to the City facilities properties. In addition, all janitorial staff assigned to the City premises must be bonded and insured. All janitorial staff shall wear a work uniform or smock that clearly displays the company and worker's name as well as display an identification tag.

8.0 FEE PROPOSAL

- 8.1 All prospective bidders are required to submit as their fee proposal a fee schedule as indicated in Exhibit B.
- 8.2 Any additional services outside the scope of work will be negotiated and agreed upon before the services are performed and these services must be clearly delineated upon request.
- 8.3 The selected company will be required to provide insurance coverage in the amount of \$1,000,000 General Liability Insurance and shall provide a blanket fidelity bond in an amount not less than \$25,000.
- 8.4 The Company shall provide within five days after the Notice of Award is issued a certificate of liability insurance naming the City of Brawley and its employees and officers as additionally named insured. This shall be maintained in full force and effect for the duration of the contract and must be in an amount and format satisfactory to the City.
- 8.5 The selected company will be required to defend, indemnify and save harmless the City, its employees, officers, agents, from any and all claims, demands, damages, costs, expenses, judgments or liability of any nature whatsoever which may result from this contract except for claims, demands, damages, costs, expenses or judgments resulting solely from the negligence or willful misconduct of the City.
- 8.6 Company shall provide such workers' compensation insurance required by law.

9.0 COMPANY SELECTION PROCESS

- 9.1 The City may establish a Contractor Selection Panel (Panel) for this project.
- 9.2 Based on the firm's qualifications, the Panel may select a Contractor, or the Panel may develop a shortlist of qualified firms for this Project.
- 9.3 Should the Panel develop a shortlist of qualified firms, each would be further evaluated through an interview process. Interview would consist of a 20-minute formal presentation

followed by a 20-minute question and answer period. The proposed Project Manager shall attend the interview.

- 9.4 The Panel will recommend to the City Council the top three ranked firms with a specific recommendation. The City Council has the final authority in the selection of the firm.

10.0 SCORING CRITERIA

The following criteria will be considered, although not exclusively, in determining which contractor is hired.

10.1	References	25 points
10.2	Costs	50 points
10.3	<u>Experience with Similar Contracts</u>	<u>25 points</u>
		100 points

A sample proposal evaluation form is included for reference in Exhibit C.

11.0 LOCAL BIDDER PREFERENCE

It is the desire for the City of Brawley, California, to display a preference for local potential bidders. For the purposes of bid comparison, the following amounts will be added to the bids of persons or firms whose business address is outside the local area.

- 11.1 Ten percent (10%) will be added to the bid of all persons / companies outside the State of California.
- 11.2 Seven percent (7%) will be added to the bid of all California persons / companies outside Imperial County.
- 11.3 Five percent (5%) will be added to the bid of all Imperial County persons / companies outside the City of Brawley.

For the purposes of this policy, local bidder shall be defined as:

Any person or organization who has maintained a regular place of business, headquarters or branch, that is open for business on a daily basis, services of products available and employees available for customer assistance. Business licensing, zoning approval and other conformance are assumed to be in place because of the establishment to be in place because of the establishment of the business operation.

All bidders will be required to have or obtain a City of Brawley Business License before any order for merchandise is placed.

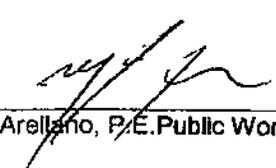
12.0 SPECIAL CONSIDERATIONS

- 12.1 Reservations: This request does not commit the City to award a contract, to defray any costs incurred in the preparation of the proposal pursuant to this request, or procure or contract for work.
- 12.2 Public Records: All proposals submitted become the property of the City and become public records, and as such, may be subject to public review.

- 12.3 **Right to Cancel:** The City reserves the right to cancel, in part or in its entirety, this request including but not limited to: selection schedule, submittal date, and submittal requirements. If the City cancels or revises this request, the City will notify all Proposers in writing.
- 12.4 **Additional information:** The City reserves the right to request additional information and/or clarifications from any or all Proposers to this request.
- 12.5 The term of this contract shall be for two years with the possibility of a third year, if both parties agree. Either party may cancel this agreement on sixty (60) days written notice. This agreement may not be assigned or subcontracted without prior written authorization.

13.0 SUBMITTAL REQUIREMENTS

- 13.1 An Individual shall sign the submitted Proposal copies or individuals authorized to execute legal documents on behalf of the Proposer.
- 13.2 The Proposal must be received no later than 2:00 P.M. local time on the date specified.
- 13.3 All questions regarding the request shall be directed to Ana Gutierrez, Contracts Officer at (760) 344-5800 Ext. 21 or at agutierrez@brawley-ca.gov.
- 13.4 Proposals are to be submitted in sealed packages with the following information clearly marked on the outside of the package:
- Name of responder
 - PROPOSAL: JANITORIAL / CLEANING SERVICES
- 13.5 Failure to comply with the requirements of this request may result in disqualification.
- 13.6 Proposal received subsequent to the time and date specified above, will not be considered.



Yazmin Arellano, P.E. Public Works Director

EXHIBIT A: TASK FREQUENCY SCHEDULE

	2 x per Week Public Works	1 x per Week Planning	1 x per Week Finance	1 x per Week Community Development	5 x per Week Library	5 x per Week Police Department	1 x per Week Wastewater Treatment Plant	1 x per Week Water Treatment Plant
Mop Floors	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily
Vacuum Carpet and Clean / Treat Spots	N/A	Daily	Daily	N/A	Daily	Daily	N/A	N/A
Strip and Wax Floors	Semi-Annually	Semi-Annually	Semi-Annually	Semi-Annually	N/A	Semi-Annually	Semi-Annually	Semi-Annually
Shampoo Carpet	N/A	N/A	Semi-Annually	N/A	Semi-Annually	Semi-Annually	N/A	N/A
Clean and Dust All Furniture / Equipment	Daily	Daily	Daily	Daily	None	Daily	Daily	Daily
Clean Vents	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly
Remove Cobwebs	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly
Clean Blinds, Windows, Mirrors, and Glass Pictures	Weekly	Weekly	Weekly	Weekly	Mirrors Only Weekly	Weekly	Weekly	Weekly
Clean Sills, Door / Window Frames	Bi-Weekly	Bi-Weekly	Bi-Weekly	Bi-Weekly	Bi-Weekly	Bi-Weekly	Bi-Weekly	Bi-Weekly
Remove Spots from Walls, Doors, Etc.	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed
Clean Floor Mats / Coverings	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily
Empty Trash Receptacles, Replace Liners	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily
Sweep Entryways	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly	Weekly
Clean and Disinfect Water Fountains / Water Basins	N/A	N/A	N/A	N/A	Daily	Daily	N/A	N/A
Remove or Cover Graffiti	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Refill Disinfectant, Paper, and Soap Dispensars (Leave Extra Supply)	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed	As Needed
Clean and Disinfect Toilets	Daily	Daily	Daily	Daily	Daily	Daily	Daily	Daily

EXHIBIT B: FEE PROPOSAL

CONTRACTOR AGREES TO FURNISH ALL LABOR, EQUIPMENT, AND MATERIALS NECESSARY TO PERFORM CUSTODIAL SERVICES FOR THE FOLLOWING FACILITIES IN ACCORDANCE WITH THE PROVISIONS AND SPECIFICATIONS LISTED IN THIS REQUEST FOR PROPOSALS. ALL PAPER PRODUCTS, CHEMICALS, AND HAND SOAPS SHALL BE PURCHASED BY CONTRACTOR.

BID SCHEDULE

Facility	Location	Monthly Cost	Annual Cost (Monthly Cost x 12)
Community Development	205 S. Imperial Ave.	\$	\$
Finance	400 Main St.	\$	\$
Library	400 Main St.	\$	\$
Planning	400 Main St.	\$	\$
Police	351 Main St.	\$	\$
Public Works	180 S. Western Ave.	\$	\$
Wastewater Treatment Plant	5015 Best Rd.	\$	\$
Water Treatment Plant	760 Willard Ave.	\$	\$
TOTALS		\$	\$

TOTAL MONTHLY COST IN WORDS _____

TOTAL ANNUAL COST IN WORDS _____

PAYMENT FOR SERVICES: Contractor shall submit monthly invoices to City no sooner than the first day after the service month being invoiced. Contractor's invoices shall include a summary of the work performed, the number of hours spent and by whom. The original invoice shall be provided for any subcontracted services. Normal processing time for payment is four (4) weeks after City's receipt of invoice. The responsibility for providing an acceptable invoice rests with the Contractor. Contractor shall mail an invoice to the following address:

City of Brawley
 Finance Department
 Attn: Accounts Payable
 400 Main St.
 Brawley, CA 92227

NAME & SIGNATURE OF BIDDER

BUSINESS NAME _____

NAME / TITLE _____

SIGNATURE & DATE _____

This document is signed by an individual clearly authorized to bind the Bidder

EXHIBIT C: SAMPLE PROPOSAL EVALUATION FORM

PROPOSAL EVALUATION FORM

(SAMPLE)

Date: _____

Evaluator: _____

Respondent: _____

Project: _____

CRITERIA	MAXIMUM POINTS	SCORE
<u>References</u>	25	
Comments:		
<u>Costs</u>	50	
Comments:		
<u>Experience with Similar Contracts</u>	25	
Comments:		

TOTAL SCORE: _____

Comments:

EXHIBIT D: FACILITY CONTACTS

FACILITY	ADDRESS	NAME / TITLE	CONTACT INFO
Community Development	205 S. Imperial Ave. Brawley, CA 92227	Francisco Soto Building Official	760-344-8622 francisco.soto@brawley-ca.gov
Finance	400 Main St., Suite 1 Brawley, CA 92227	Ruby Walla Finance Director	760-344-8941 rwalla@brawley-ca.gov
Library	400 Main St., Suite 1 Brawley, CA 92227	Marjo Mello Library Director	760-344-1891 mmello@brawley-ca.gov
Planning	400 Main St., Suite 2 Brawley, CA 92227	Gordon Gaste Planning Director	760-344-8822 ggaste@brawley-ca.gov
Police	351 Main St. Brawley, CA 92227	Michael Crankshaw Police Chief	760-344-2111 mcrankshaw@brawley-ca.gov
Public Works	180 S. Western Ave. Brawley, CA 92227	Yazmin Arellano Public Works Director	760-344-5800 yarellano@brawley-ca.gov
Wastewater Treatment Plant	5015 Best Rd. Brawley, CA 92227	Andrew Escobar Wastewater Treatment Plant Chief Operator	760-344-5803 aescobar@brawley-ca.gov
Water Treatment Plant	760 Willard Ave. Brawley, CA 92227	Ruben Mireles Operations Division Manager	760-344-2698 rmireles@brawley-ca.gov

EXHIBIT E: VICINITY MAP



- | | |
|---|--|
| <p>1. Community Development, 205 S. Imperial Ave.</p> <p>2. Finance, 400 Main St.</p> <p>3. Library, 400 Main St.</p> <p>4. Planning, 400 Main St.</p> <p>5. Police, 351 Main St.</p> <p>6. Public Works, 180 S. Western Ave.</p> | <p>7. Wastewater Treatment Plant, 5015 Best Rd. (Facility is 5 miles away from note shown. Head approx. 1.5 miles east on Main St. to Best Ave. Head approx. 3 miles north on Best Ave. to a dirt road. Head approx. 0.25 miles south on dirt road. Dirt road turns south. Enter the gate to the facility and travel approx 0.25 to the office.)</p> <p>8. Water Treatment Plant, 760 Willard Ave.</p> |
|---|--|

RESOLUTION NO. 2014-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRAWLEY, CALIFORNIA AMENDING THE FISCAL YEAR 2014/2015 CITY OF BRAWLEY BUDGET.

Amendment No. 2014-7: Department: City Wide - Various

WHEREAS, Minute Order dated May 27, 2014 adopted the Fiscal Year 2014-2015 City of Brawley Budget and appropriated expenses on a cost center basis; and

WHEREAS, adjustments to the FY 2014-2015 General Fund Budget have been determined to be necessary.

THEREFORE, BE IT RESOLVED, that the FY 2014-2015 City of Brawley Budget is hereby amended as follows:

REVENUE

<u>BUDGET NUMBERS</u>	<u>ACCOUNT NAME</u>	<u>INCREASE</u>	<u>DECREASE</u>
<hr/>			
			<u>TOTAL \$</u>

EXPENDITURES

<u>BUDGET NUMBERS</u>	<u>ACCOUNT NAME</u>	<u>INCREASE</u>	<u>DECREASE</u>
101-191.000-740.200	Cleaning Services	\$ 1,347	
101-211.000-740.200	Cleaning Services	\$ 2,356	
101-311.000-740.200	Cleaning Services	\$ 1,050	
101-551.000-740.200	Cleaning Services	\$ 5,328	
501-321.000-740.200	Cleaning Services	\$ 1,470	
511-332.000-740.200	Cleaning Services	\$ 1,050	
			<u>TOTAL \$12,601</u>

REASON: Required budget adjustment to account for increase of new Janitorial Services contract for the various City Departments; Community Development Services, Finance, Library, Planning, Police, Public Works, Wastewater Treatment Plant, and Water Treatment Plant. The budget adjustment is reflective of the remaining 7-months of 2014/2015 fiscal year.

PASSED, APPROVED AND ADOPTED at a regular meeting of the Brawley City Council held December 2, 2014.

CITY OF BRAWLEY, CALIFORNIA

George A. Nava, Mayor

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: December 2, 2014

City Manager: 

PREPARED BY: Steven Sullivan, Associate Civil Engineer

PRESENTED BY: Yazmin Arellano, Public Works Director

SUBJECT: Ordinance Establishing a Bus Designated Zone in the Vicinity of Phil Swing Elementary School

CITY MANAGER RECOMMENDATION: Approve Ordinance No, 2014-__ Establishing a Bus Designated Zone in the Vicinity of Phil Swing Elementary School and amend the City of Brawley Municipal Code.

DISCUSSION: Brawley Elementary School District (BESD) busses currently utilize the south side of Phil Swing Elementary School for pick up and drop off. BESD wishes to relocate the bus stop to the north side of the campus and separate this form of transportation. BESD requested the installation of a Bus Designated Zone on River Drive, west of Western Avenue, to improve traffic and pedestrian circulation. The bus only zone will be in effect from 7:00AM to 5:00PM, Monday through Friday, excluding holidays.

Bus turning movements at the southwest corner of the intersection of River Drive and Western Avenue shall be restricted to right turn only. The existing bus stop on the south curb line of A Street immediately in front of the school will no longer be utilized.

This topic was reviewed by the City of Brawley Traffic Safety Committee. Brawley Police and Public Works Departments concur with BESD's request for the relocated bus designated zone.

FISCAL IMPACT: Minimal (cost of materials and labor for curb painting)

ATTACHMENTS: Ordinance No. 2014-__
Proposed Layout

ORDINANCE NO. 2014-

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRAWLEY, CALIFORNIA,
ESTABLISHING A BUS DESIGNATED ZONE IN THE VICINITY OF PHIL SWING
ELEMENTARY SCHOOL.

THE CITY COUNCIL OF THE CITY OF BRAWLEY, CALIFORNIA, DOES HEREBY ORDAIN
AS FOLLOWS:

SECTION 1. Chapter 17, Article V, Division 2, Section 17.76B. -
Bus zones designated—Limited hours of the Brawley
Municipal Code is hereby amended to ADD the following
subsection:

(c) A zone is established at the following location
restricting standing and parking in such zone
to buses only between the hours from 7:00 AM to
5:00 PM on Monday through Friday, Excluding
Holidays:

Beginning at a point on the south curb line of
River Drive, two hundred fifty five feet six
inches west from the beginning of curb return
at the intersection of River Drive and Western
Avenue, then continue west for a distance of
one hundred seventy two feet along said curb
line. Said designated bus zone shall be painted
red.

SECTION 2. The Director of Public Works is instructed and
authorized forthwith to indicate such areas by curb
markings, pavement markings, or signs.

SECTION 3. A violation hereof shall constitute an infraction
and shall be punishable as provided in of the Vehicle
Code as the same now provides or as amended from time
to time.

SECTION 4. This ordinance shall be effective thirty (30) days
after its adoption and upon the posting of the
appropriate curb marking and signs.

SECTION 5. The City Clerk shall cause a certified copy of this
ordinance to be published one time within fifteen
(15) days after its adoption in a newspaper of
general circulation printed in the Imperial County
and circulated in the City of Brawley.

APPROVED PASSED AND ADOPTED, at a meeting of the Brawley City Council
of the City of Brawley, held on the 16th day of December, 2014.

CITY OF BRAWLEY, CALIFORNIA

George Nava, Mayor

ATTEST:

Alma Benavides, City Clerk

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL)
CITY OF BRAWLEY)

Introduction & 1st Reading

I, *Alma Benavides*, City Clerk of the City of Brawley, California, DO HEREBY CERTIFY that the foregoing Ordinance No. 2014- introduced by the City Council of the City of Brawley, California, at a regular meeting held on the 2nd day of December 2014. Reading of the entire ordinance was waived and the ordinance was so introduced by the following roll call vote:

AYES:
NAYES:
ABSTAIN:
ABSENT:

DATED: December 2, 2014

Alma Benavides, City Clerk

2nd Reading & Adoption

I, *Alma Benavides*, City Clerk of the City of Brawley, California, DO HEREBY CERTIFY that the foregoing Ordinance No. 2014- was passed and adopted by the City Council of the City of Brawley, California, at a regular meeting held on the 16th day of December, 2014 and that it was so adopted by the following roll call vote:

AYES:
NAYES:
ABSTAIN:
ABSENT:

DATED: December 16, 2014

Alma Benavides, City Clerk

11/3/14

RIVER DR.

255'-6"

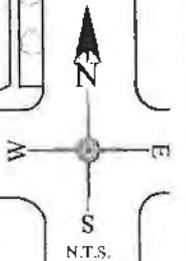
PROPOSED RED
172'

PHIL SWING
ELEMENTARY
SCHOOL

EL CERRITO DR.

WESTERN AVE.

A ST.



COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: December 2, 2014

City Manager: RBM

PREPARED BY: Steven Sullivan, Associate Civil Engineer

PRESENTED BY: Yazmin Arellano, Public Works Director

SUBJECT: Professional Engineering Services for the Preparation of Plans, Specifications, Cost Estimates and Construction Support Services for the Water and Sewer Pipeline Replacement Project.

CITY MANAGER RECOMMENDATION: Authorize Agreement with The Holt Group, Inc. to Provide Professional Engineering Services for the Preparation of Plans, Specifications, Cost Estimates and Construction Support Services for the Water and Sewer Pipeline Replacement Project in the Amount of \$197,800.00 and Authorize the City Manager to execute all documents in relation to this project.

DISCUSSION: The City of Brawley Fiscal Year 14/15 Budget includes the following pipeline segments for replacement:

<u>Water Pipeline Segments</u>	<u>Budget</u>
• Main St. from 1 st St. to 8 th St.	\$1,500,000
• 1 st St. from E St. to Alley South of A St.	\$300,000
• I St. from 3 rd St. to 8 th St.	\$200,000
Subtotal	\$2,000,000
<u>Sewer Pipeline Segments</u>	
• Adler St. from 7 th St. to 8 th St.	\$200,000
• <u>Alley between Magnolia St. and A St. from 7th St. to 8th St.</u>	\$100,000
Subtotal	\$300,000
Total	\$2,300,000

At the November 4, 2014 Regular City Council meeting, the City Council authorized staff to negotiate with The Holt Group, Inc. to provide professional engineering services for the aforementioned project. Public Works staff completed the negotiation process and agrees with the fee proposal and associated tasks.

The current tentative schedule is as follows:

Plans, Specifications, & Estimates Phase Begins	December 8, 2014
Plans, Specifications, & Estimates Phase Ends	March 31, 2015
Construction Bidding and Contract Award Period Begins	April 1, 2015
Construction Bidding and Contract Award Period Ends	May 31, 2015
Construction Phase Begins	June 1, 2015

Construction Phase Ends
Project Closeout Phase Begins
Project Closeout Phase Ends

November 30, 2015
December 1, 2015
December 31, 2015

FISCAL IMPACT: \$161,500.00 from FY 14/15 Water Capital Projects Budget
\$36,300.00 from FY 14/15 Wastewater Capital Projects Budget

ATTACHMENTS: Consulting Services Agreement between the City of Brawley and The Hoyt Group, Inc.

CITY OF BRAWLEY

CONSULTING SERVICES CONTRACT WATER AND SEWER PIPELINE REPLACEMENT PROJECT

- 1.0 The Parties.** This Contract is made by and between the City of Brawley ("City") and The Holt Group, Inc. ("Consultant").
- 2.0 Paragraph Headings And Definitions.** Paragraph headings in this Contract are for convenience only, and are not to be construed to define, limit, expand, interpret, or amplify the provisions of this Contract. When initially capitalized in this Contract or amendments hereto, the following words or phrases shall have the meanings specified:
- 2.1 **Best Efforts.** Those efforts that a competent, experienced, and prudent Consultant would use to perform and complete the requirements of this Contract in a timely manner, exercising the degree of care, competence, and prudence customarily imposed on a Consultant performing similar work in the State of California.
- 2.2 **Contract.** This Contract, including all referenced documents, between City and Consultant for the performance of the Work, and any subsequent written modifications or amendments executed by City and Consultant.
- 2.3 **Consultant.** The legal entity that executes this Contract with City to perform the Work.
- 2.4 **Force Majeure.** An act of God, or event beyond the control of a party, including an act or omission of government, act or omission of civil or military authority, strike or lockout, act of a public enemy, war, blockade, insurrection, riot, epidemic, landslide, earthquake, fire, storm, lightning, flood, washout, or civil disturbance which could not have been avoided through the exercise of reasonable care and prudence.
- 2.5 **Contract Manager.** The title of the person designated by City to be its representative with authority to act for City regarding this Contract and the Work of Consultant.
- 2.6 **Work.** All or a part or phase of the obligations undertaken by Consultant pursuant to the Contract.
- 3.0 Time of Contract.** Consultant shall perform the services required under this Contract within 390 Calendar Days from the date of the Contract.
- 4.0 Scope of Work.** City hereby retains and engages Consultant, and Consultant accepts such engagement to provide Design Services for the Water and Sewer Pipeline Replacement Project.
- 4.1 Details of Scope of work are contained in the Proposal for Professional Services, dated November 21, 2014 attached herewith as Exhibit C and by this reference made a part hereof and are here referenced below.
- 4.1.1 Water Pipeline Replacement Sections:
- N. 1st St. between E St. and A St.
 - Main St. between 1st St. and 8th St.
 - I St. between 3rd St. and 8th St.
- 4.1.2 Sewer Pipeline Replacement Sections:
- Adler St. between 7th and 8th St.
 - Alley between Magnolia St. and A St. from 7th St. to 8th St.
- 4.1.3 Field Surveying and Topographic Survey
- 4.1.4 Property Owner Coordination
- 4.1.5 Preparation of Preliminary Design Report and Final Engineering Documents

4.1.6 Bidding and Construction Support Services

4.1.7 Stormwater Pollution Prevention Plan

5.0 **Manner of Compensation.** For performance of services rendered pursuant to this Contract, City will pay Consultant fee based on the following, subject to the limitation of the maximum expenditure provided herein:

5.1 **Maximum Fee.** The maximum fee under this Contract shall not exceed One Hundred Ninety Seven Thousand Eight Hundred Dollars (\$197,800.00) without prior express written consent of City. In the event that consultant anticipates the need for services in excess of the amount, the City shall be notified immediately in writing. Details of the Fee Proposals are included as part of Exhibit C.

5.2 **Extra Work.** Consultant shall not perform extra work of any kind without prior express written consent of City.

5.3 **Direct Labor Expenses.** The actual hourly rate for the employees' labor classification by the hours expended for the accomplishment of the work.

5.4 **Direct Non Labor Expenses.** Shall only be those that directly result from or are needed to facilitate, the accomplishment of direct labor expenses. Direct Non-Labor Expenses shall include the following, so long as such costs are reasonable and identifiable costs directly applicable to the Work.

5.4.1 Testing expenses, such as survey, and specialty sub-Consultants.

5.4.2 Communication expenses, such as telephone, fax, express mail charges and postage;

5.4.3 Reproduction costs, such as printing, copying and binding and;

5.4.4 Travel and subsistence costs, such as airfare, mileage, meals, and accommodations.

6.0 **Payment**

City shall pay consultant for Services rendered by consultant hereunder on the basis of monthly invoices for the period ending on the final day of the month. City shall pay each invoice within 30 days after receipt. Invoices shall include, project description, the description and breakdown of costs, the month such costs were incurred, total expenses billed to date, invoice number and invoice date. All invoices shall be sent to City. Attention: Yazmin Arellano. See Section 22.2, "Notice and Communications".

6.1 **Compensation.** Monthly progress payments shall be billed and based on the actual percentage of work completed. The progress of the work and payment due shall be recorded on a Progress Payment Form, appearance of which will be approved by City. Percent completion justification shall be part of monthly invoice. See Exhibit B for a sample of a typical invoice.

6.2 **Billing Dispute.** In the event City disputes the amount of an invoice, it shall notify Consultant within 20 days of receipt of the invoice and otherwise timely pay any undisputed portion of the invoice.

7.0 **Records and Audits**

7.1 **Books and Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to City.

7.2 **Audit.** City may perform an audit of the costs of any given Work Order. City shall not have access to Consultant's composition of fixed overhead rates or lump sums, the financial make up of payroll burdens or to any costs expressed as a percentage of direct labor costs.

7.3 Document Retention. Consultant shall maintain all above documents and records, which demonstrate performance under this Contract for a minimum of three years, or for any longer period required by law, from the date of termination or completion of this Contract.

8.0 Control of Work.

Consultant shall report on all Work performed for City through City's Contract Manager and any designated representatives. Consultant shall comply with any coordination and completion criteria specified by City, and shall diligently prosecute each phase of the Work.

9.0 Ownership of Documents

9.1 Documents. Original project documents, including reproducible record prints of drawings, calculations, estimates, designs, specifications, field notes and data prepared in the course of performing the Work shall become the property of City. All final reports including reconnaissance reports, pre-feasibility reports and feasibility reports shall be the property of City. Consultant may retain copies of said documents and reports.

9.2 Confidentiality. In performing services under this Contract Consultant will gain access to proprietary information concerning City's business and operations. All ideas memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents & Data either created by or provided to Consultant in connection with the performance of this Contract shall be held confidential by Consultant. Consultant shall not, without the prior written consent of City, use such materials for any purposes other than the performance of the work under this Contract. Nor shall such materials be disclosed to any person or entity not connected with the performance of the work under this Contract. Nothing furnished to Consultant, which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs relating to the project for which Consultant's services are rendered, or any publicity pertaining to the Consultant's services under this Contract in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

10.0 Duties of Consultant

10.1 Degree of Care. In the performance of its services hereunder, Consultant shall exercise that degree of skill and judgment commensurate with that which is normally exercised by recognized professional Consultants in the same discipline, with respect to services of a similar nature, in accordance with all applicable rules, laws and regulations.

10.2 Licenses. Consultant represents and warrants to City that it has all licenses, permits, qualifications, insurance and approvals of whatsoever nature, which are legally required of Consultant to practice its profession. Consultant represents and warrants to City that Consultant shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Contract, any licenses, permits, insurance and approvals which are legally required of Consultant to practice its profession.

10.3 Correction of Improper Services. Consultant shall perform or correct any portions of the work not performed in accordance with the standard of care specified herein, provided that Consultant is notified in writing of nonconformity within a reasonable time after discovery by City of the nonconforming service. Consultant shall perform the remedial services at no additional cost to the City.

11.0 Suspension

City may, upon 10 calendar day written notice, direct Consultant to suspend performance on any or all of the services under the Contract for a specified period of time. If any suspension is not occasioned by the fault of Consultant, this Contract may be supplemented to compensate Consultant for extra costs incurred due to the suspension, provided that any claim for adjustment is supported by appropriate cost documentation, subject to

audit, and asserted within twenty days after the date City issues a notice for resumption of the services under the Contract. Consultant shall be entitled to an extension to any work schedule to the extent a delay was caused by the suspension. Upon receipt of a suspension notice, Consultant shall (1) discontinue the Work under the Contract, (2) place no further orders or subcontracts, (3) suspend all orders and subcontracts, (4) protect and maintain all completed Work, and (5) otherwise mitigate City's costs and liabilities for those areas of work suspended. Services under the Contract shall be resumed by Consultant after such suspension on 10 calendar day written notice from City.

12.0 Termination

Under the terms hereunder, City may, at any time and for any reason, terminate this Contract upon not less than 21 day written notice to Consultant. Under such circumstances, this Contract shall terminate on the date set forth in such written notice.

12.1 Termination For Cause. If Consultant shall fail to diligently, timely and expeditiously perform any of its respective obligations under this Contract, and such failure shall have continued for 10 days after City has delivered written notice thereof to Consultant; or Consultant shall make a general assignment for the benefit of its creditors, a receiver or trustee shall have been appointed on account of Consultant's insolvency, Consultant otherwise shall be or become insolvent, or an order for relief shall have been entered against Consultant under Chapter 7 or Chapter 11 of Title 11 of the United States Code; or Consultant otherwise shall be in default under the Contract and such default shall not have been cured within 10 days after City has delivered written notice to Consultant; then, City, upon 7 days' prior written notice to Consultant, immediately may terminate this Contract for cause.

12.1.1 Upon termination of this Contract for cause, Consultant shall be entitled only to payment of that portion of services performed for which Consultant has not been paid and which Consultant has actually satisfactorily performed, up to the date of such termination; provided, however, that: No allowance shall be included for any out-of-pocket costs and expenses incurred by Consultant by reason of the termination of this Contract.

12.1.2 Nothing contained in this Contract shall limit in any manner any rights or remedies otherwise available to City by reason of a default by Consultant under this Contract including, without limitation, the right to seek full reimbursement from Consultant for all costs and expenses incurred or to be incurred by City by reason of Consultant's default hereunder and which City would not have otherwise incurred if Consultant had not defaulted hereunder.

12.2 Termination For Convenience - In the event that City terminates this Contract for reasons other than those set forth above Consultant shall be entitled to payment for services performed which have not been paid to Consultant and which shall compensate Consultant for all services actually and satisfactorily performed by Consultant up to the date of such termination.

12.3 Duties of Consultant Upon Termination - Upon any termination of this Contract Consultant shall:

12.3.1 Discontinue all of its services under the Contract from and after the date of the notice of termination, except as may be required to complete any item or portion of work to a point where discontinuance will not cause unnecessary waste or duplicative work or cost.

12.3.2 Cancel, or, if so directed by City, transfer to City all or any of the commitments and Contracts made by Consultant relating to the services, to the extent they may be canceled or transferred by Consultant.

12.3.3 Transfer to City in the manner, to the extent, and at the time directed by City, all supplies, materials and other property produced as a part of, or acquired in the performance of Consultant's services.

12.3.4 Take such other actions as City may reasonably direct.

13.0 Insurance

Consultant agrees to provide insurance in accordance with the requirements set forth herein. If Consultant uses existing coverage to comply with these requirements and that coverage does not meet the requirements, Consultant agrees to modify the existing coverage to do so. The following coverages will be provided by Consultant and maintained on behalf of City and in accordance with the following requirements:

- 13.1 Commercial General Liability Insurance. Commercial General Liability coverage provided on an occurrence form or equivalent. No claims made or modified occurrence forms will not be accepted. Total limits for all coverages shall be no less than \$1,000,000 per occurrence and general aggregate.
- 13.2 Business Auto Liability Insurance. Business auto coverage written on an ISO Business Auto Coverage form including symbol 1 (Any Auto). Limits shall be no less than \$1,000,000 per accident.
- 13.3 Workers' Compensation. Workers' Compensation coverage providing workers' compensation statutory benefits as required by law. (This provision shall not apply if Consultant has no employees performing work under this Agreement, however, in such case Consultant must sign the "Certificate of Exemption from Workers Compensation Insurance" included below.)
- 13.4 Professional Liability Insurance – Professional liability (Errors and Omissions) coverage shall be maintained with policy limits of not less than \$1,000,000 effective during the pendency of the work which is the subject of this Contract and covering claims made not less than one year following completion of work.

14.0 Indemnification

Consultant and City shall both indemnify each other in proportion to their comparative fault as established under California law.

15.0 Relationship of Parties

Consultant shall, for all purposes, be an independent contractor as to City and under no circumstances shall the relationship of employer and employee arise between the agents or employees of Consultant and City.

16.0 Assignment and Subcontracting

- 16.1 Non-Assignment. A substantial inducement to City for entering into this Contract is the professional reputation, experience and competence of Consultant. Assignments of any or all rights, duties or obligations of the Consultant under this Contract will be permitted only with the express consent of the City. Consultant shall not subcontract any portion of the work to be performed under this Contract without the written authorization of City. If City consents to such subcontract, Consultant shall be fully responsible to City for all acts or omissions of the subcontractor. Nothing in this Contract shall create any contractual relationship between City and subcontractor nor shall it create any obligation on the part of the City to pay or to see to the payment of any monies due to any such subcontractor other than as otherwise is required by law.
- 16.2 Successors and Assigns. This Contract shall be binding upon the successors and assigns of each of the parties hereto in respect to all of the provisions hereof. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any of the parties, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the parties to this Contract.

17.0 Laws and Regulations

Consultant will comply in the performance of the Contract with all laws and regulations applicable to Consultant in its performance of the Contract.

18.0 Force Majeure

In the event either party by reason of a Force Majeure is rendered unable to perform its duties under this Contract then upon the party giving written notice of the particulars and estimated duration of Force Majeure to the other party within 5 calendar days after knowledge of the occurrence of the Force Majeure, the party may have the time for performance of its duties extended for the period equal to the time performance is delayed by the Force Majeure. The effects of the Force Majeure shall be remedied with all reasonable dispatch, and the party giving notice shall use Best Efforts to eliminate and mitigate all consequences. A Force Majeure for which notice has not been given shall be an un-excused delay.

19.0 Attorneys' Fees

If either party to this Contract shall bring any action, claim, appeal, or alternative dispute resolution proceedings, for any relief against the other, declaratory or otherwise, to enforce the terms of or to declare rights under this Contract (collectively, an Action), the losing party shall pay to the prevailing party a reasonable sum for attorneys' fees and costs incurred in bringing and prosecuting such Action and/or enforcing any judgment, order, ruling, or award (collectively, a Decision) granted therein. Any Decision entered in such Action shall provide for the recovery of attorneys' fees and costs incurred in enforcing such Decision. The court or arbitrator may fix the amount of reasonable attorneys' fees and costs on the request of either party. For the purposes of this paragraph, attorneys' fees shall include, without limitation, fees incurred in the following: (1) post-judgment motions and collection actions; (2) contempt proceedings; (3) garnishment, levy, and debtor and third party examinations; (4) discovery; and (5) bankruptcy litigation. "Prevailing party" within the meaning of this paragraph includes, without limitation, a party who agrees to dismiss an Action on the other party's payment of the sums allegedly due or performance of the covenants allegedly breached, or who obtains substantially the relief it seeks.

20.0 Governing Law and Venue

This Contract shall be interpreted in accordance with the substantive and procedural laws of the State of California. All actions or proceedings arising in connection with this Contract shall be tried and litigated exclusively in State court located in the County of Imperial, State of California and Federal court located in the County of San Diego, State of California. The aforementioned choice of venue is mandatory, thereby precluding the possibility of litigation between the parties with respect to or arising out of this Contract in any jurisdiction other than that specified in this paragraph. Each party hereby waives any right it may have to assert the doctrine of forum non conveniens or a similar doctrine or to object to venue with respect to any proceeding brought in accordance with this paragraph, and stipulates that the State and Federal courts located in the Counties of Imperial and San Diego, respectively, California, shall have in personam jurisdiction and venue over each of them for the purpose of litigating any dispute or proceeding arising out of or related to this Contract. Each party hereby authorizes service of process sufficient for personal jurisdiction in any action against it at the address and in the manner for the giving of notice as set forth in this Contract.

21.0 Integration

This Contract and any exhibits hereto, as well as other documents referred to in this Contract, constitute the entire Contract between the parties with regard to the subject matter hereof and thereof. This Contract supersedes all previous Contracts between or among the parties. There are no Contracts, representations, or warranties between or among the parties other than those set forth in this Contract.

22.0 Authorized Representatives and Notices

22.1 Representatives. Prior to commencement of the work under the Contract, City and Consultant shall agree on the designation of a representative authorized to act in behalf of each party.

22.2 Notice and Communications. All communications relating to the day-to-day activities under this Contract shall be exchanged between the representatives of City and Consultant. All legal notices and communications required under or related to this Contract shall be in writing, and shall be delivered

personally or mailed by certified mail, postage prepaid, return receipt requested, to the representatives of City and Consultant identified below. Notice shall be effective on the date of delivery.

TO: City of Brawley
Yazmin Arellano, Public Works Director
180 South Western Avenue
Brawley, CA 92227
Phone: (760) 344-5800 Ext. 19
Fax: (760) 344-5612
E-mail: yarellano@brawley-ca.gov

TO: The Holt Group, Inc.
James G. "Jack" Holt, Principal Engineer
1601 N. Imperial Avenue
El Centro, CA 92243
Phone: (760) 337-3883
Fax: (760) 337-5997
E-mail: jack@theholtgroup.net

22.3 A party may change or supplement the information exchanged concerning authorized representatives and notices by giving the other party written notice of the new information in the manner set forth above.

23.0 Waiver

The failure of City to insist upon strict performance of any of the terms and conditions of this Contract, or to exercise or delay the exercise of any rights or remedies provided by this Contract or by law, or the acceptance of work or payment for work shall not release Consultant from any of the responsibilities or obligations imposed by law or by this Contract and shall not be deemed a waiver of any right of City to insist upon strict performance of this Contract. None of the provisions of the Contract shall be considered waived by either party except when such waivers are agreed upon in writing by the parties.

24.0 Survival of Obligations and Liabilities

The termination, cancellation, or acceptance of the work under the Contract shall not relieve Consultant of its obligations for work completed prior to the effective date of such termination, cancellation, or acceptance, nor shall it relieve Consultant of its liabilities at law or under this Contract.

25.0 Severability

If any provision of this Contract or the application thereof to any person or circumstance shall, at any time or to any extent, be invalid or unenforceable, the remainder of this Contract shall not be affected thereby, and each such provision shall be valid and enforceable to the fullest extent permitted by law. However, if either party in good faith determines that the finding of illegality or un-enforceability adversely affects the material consideration for its performance under this Contract such party may, by giving written notice to the other party, terminate this Contract.

26.0 **Execution and Effective Date.** This Contract has been executed by the duly authorized officers of the parties and shall be effective as of the _____ day of _____, _____.

Dated: _____, 2014.

CITY OF BRAWLEY

ATTEST:

By: _____
Rosanna Bayon Moore, City Manager

By: _____
Alma Benavides, City Clerk

Dated: _____, 2014.

CONSULTANT

By: _____
James G. "Jack" Holt, P.E.

CITY OF BRAWLEY

**EXHIBIT A
SCOPE OF SERVICES**

CONSULTANT SERVICES CONTRACT

WATER AND SEWER PIPELINE REPLACEMENT PROJECT

Consultant: The Holt Group, Inc.

Date: November 21, 2014

1.0 General Scope of Work

The General Scope of Work is for Consultant to provide Design Services for the Water and Sewer Pipeline Replacement Project.

2.0 Specific Scope of Work

2.1 Details of Scope of work are contained in the Proposal for Professional Services, dated November 21, 2014, attached herewith as Exhibit C and by this reference made a part hereof.

EXHIBIT B

Typical Monthly Invoice

Consultant's Letterhead

City of Brawley

Project Title: Water and Sewer Replacement Project

Project No: _____

Services from: (Date) to (Date)

Total Contract Amount
Previously Billed
Current Billing
Billed to Date
Amount Remaining
Percent Completion*
Total This Invoice

*Percent Completion shall be justified and be part of the invoice.

Attach backup information, if applicable.



James G. Holt, P.E.
Robert K. Holt, P.E.

Engineering ■ Planning ■ Surveying

November 21, 2014

Ms. Yazmin Arellano, P.E.
Public Works Director/City Engineer
City of Brawley
180 South Western Avenue
Brawley, CA 92227

Re City of Brawley – Water and Sewer Pipeline Replacement Project – Scope of Work and Cost Proposal

Dear Ms. Arellano,

On Wednesday, November 19, 2014 a meeting was conducted at the City of Brawley Public Works Department between the City of Brawley Public Works Department Staff and The Holt Group, Inc Staff to define the Water and Sewer Pipeline Replacement Project Scope of Work. The Water and Sewer Pipeline Replacement Project consists of the following items:

WATER AND SANITARY SEWER PIPELINE REPLACEMENT SECTIONS

Item No.	Item	Length
1.	Replacement of the existing 8 inch diameter water pipeline along North First Street between "E" Street and south of "A" street with a 12 inch diameter water pipeline.	1,600 feet
2.	Replacement of the existing 8 inch diameter water pipeline along West Main Street between First Street and Eighth Street with a 12 inch diameter water pipeline	3,410 feet
3.	Replacement of the existing 6 inch and 8 inch diameter pipeline sections Along I Street between South Third Street and South Eighth Street with a new 8 inch water pipeline.	1,705 feet
4.	Replace existing sanitary sewer pipeline along Adler Street between North 7 th Street and North 8 th Street with a new 8 inch sanitary sewer pipeline.	585 feet
5.	Replace existing sanitary sewer pipeline in the Alley between Magnolia Street and "A" Street from 7 th Street to 8 th Street with a new 8 inch sanitary sewer pipeline.	575 feet

A total of 6,715 lineal feet of water pipeline is to be replaced. A total of 1,160 lineal feet of sanitary sewer pipeline is to be replaced.

NOVEMBER 12, 2014 SCOPE OF WORK MEETING

During the meeting on Wednesday, November 19, 2014 Scoping Meeting the following items were discussed:

1. The water pipelines to be replaced will be accomplished by installing a parallel new water pipeline next to the existing water pipeline. The existing water pipeline will be abandoned in place.
2. The preferred water pipeline material is AWWA C-900, DR 18 PVC Pipe.
3. The Main Street water pipeline replacement project is to start at First Street (Highway 86) and Main Street. The existing valves are to be replaced at this intersection. The pipeline replacement at the intersection of Main Street and First Street (Highway 86) is in Caltrans Right of Way. It will be necessary to obtain a Caltrans Encroachment Permit to perform the pipeline replacement at the intersection of Main Street and First Street (Highway 86).
4. New valves shall be installed at existing branch pipelines connection points to the new water pipeline replacement sections.
5. It may be advisable to backfill the water pipeline trenches with a 2 sack cement sand slurry. The surface of the 2 sack cement sand slurry could be used as temporary pavement during the pipe installation. The surface 3 inches of the 2 sack cement sand slurry can be removed prior to the installation of the final A.C. Pavement surface.
6. Traffic control will be an important project component. Each water or sanitary pipeline replacement section shall be provided with Traffic Control Plans.
7. New water service pipelines are to be extended from the new water pipelines to the residences, businesses, agencies and other water users along the length of the water pipeline replacement section. New water meters and water meter enclosures are to be installed as a part of the water pipeline replacement project. It will be the responsibility of the water users to install backflow preventers downstream of the new water meters, as applicable. The backflow preventers are to be placed beyond the right of way lines. The design engineer is to meet with the water users during the project design phase and review the positioning of the backflow preventers. Also to be reviewed is the possible relocation of the water service lines along Main Street downstream of the new water meter. It was noted that several water services extend up columns and extend into the upper parapet areas of the Main Street buildings. The design engineer is to discuss the possible relocation of these water service lines with the business owners.
8. The design documents are to include provisions for providing a water supply to the users along the pipeline replacement section during the installation of the new water pipeline.
9. The Contractor's bid form may be prepared with alternates in order to maintain the budgeted amount dedicated to this project.
10. The Design Engineer is to meet with the City of Brawley Fire Chief during the project design to review the pipeline installation, possible fire hydrant replacement or new fire hydrant installation.
11. Erosion Control Plans will not be required for this project unless required under the Stormwater Pollution Prevention Plan Provisions. Protection shall be required to be placed around stormwater catch basins during the construction period regardless of whether erosion control plans are prepared or not prepared.
12. The City of Brawley is to address any project environmental requirements.
13. It was the consensus of the Brawley Public Works Staff that dewatering of the sanitary sewer pipeline trench will not be required.

14. Existing asphalt pavement shall be sawcut for the full depth of the A.C. Pavement along the new water and sewer pipeline sections based upon the pipe trench width. The A.C. Pavement grinding and repaving of A.C. traffic lanes in the area of the new sanitary sewer and water pipelines shall not be required for this project.
15. It was concluded a Geotechnical Report would not be required for this project.

ENGINEERING DESIGN SCOPE OF SERVICES INTRODUCTION

The Holt Group proposes to complete the plans, specifications and the engineer's opinion of probable cost to allow the City of Brawley Water and Sewer Pipeline Replacement Project to be advertised for bid. The Holt Group, Inc. shall prepare a Design Engineering Report and 25% design drawings during the Preliminary Engineering Design Phase. After the Preliminary Design Phase documents are reviewed and approved by the City of Brawley Staff the Final Engineering Design Phase shall be completed. The Final Engineering Design Phase shall incorporate the Preliminary Design Phase comments and revisions into the final plans and specifications. A 95 percent design review will be conducted by the City of Brawley Staff prior to the completion of the final plan and specification documents. Engineer's opinion of probable cost estimates will be completed during the Preliminary Design Phase and Final Engineering Phase.

ENGINEERING DESIGN SCOPE OF WORK –DESIGN PHASE

The Design Phase Services shall consist of the following:

1. A preliminary project scope of work meeting was conducted with the City of Brawley Public Works Staff on November 12, 2014. The scope of work issues concerning this project were previously listed on pages 2 and 3 of this document.
2. Conduct the field survey work and As-Built Utility information gathering to prepare the Improvement plans.
 - 2.1 Establish horizontal control (stationing) along each pipeline section. Set P.K. nails at 100 foot stations along the length of each pipeline section.
 - 2.2 Establish vertical control (benchmarks) along the length of each pipeline section. Establish benchmarks every 500 feet on center along the length of the pipeline sections.
 - 2.3 Obtain the location of each above grade physical object along the length of the pipeline route. Describe each physical object with an existing keynote. Objects include such items as power poles, light poles, signs, fences, building columns, water valve risers, fire hydrants, curb and gutter and similar items.
 - 2.4 Obtain As-Built Drawings of existing water and sanitary sewer facilities.
 - 2.5 Prepare correspondence to utility purveyors. Request existing utility as-built drawings. Note existing above grade utility physical items during the field survey. Utilities include telephone, electric, gas, cable TV, fiber optic, etc.
 - 2.6 Obtain horizontal coordinates of survey monuments along the length of the pipeline replacement section to assist in accurately defining the existing right of way lines.
3. Research Right of Ways and Easements
 - 3.1 Obtain record maps to establish the right of way lines along the length of the pipeline replacement sections.
 - 3.2 Use City furnished Title Reports to identify sewer or water easements along the length of the pipeline replacement sections. It appears that easement research will not be required as it appears all the pipeline replacement sections are located within fee title right of ways in favor of the City of Brawley.

- 3.3 The field survey crew will be required to return to the project site after the preliminary project drawings are prepared to accurately locate right of way lines or "pick up" any above grade objects along the pipeline replacement sections as required.
4. Prepare Preliminary Improvement Plans
 - 4.1 Prepare title sheet. Include a project description, general notes, vicinity map, index sheet, project title, listing of City Council and listing of City Staff.
 - 4.2 Prepare an index sheet. Include the illustration of the horizontal control points and the illustration of benchmarks on the sheet index sheet. Include a benchmark table on the index sheet.
 - 4.3 Prepare plan and profile sheets for the pipeline sections. The plan and profile sheets shall be prepared at a horizontal scale of 1 inch = 20 feet and a vertical scale of 1 inch = 2 feet. Illustrate all existing objects on the plan and profile sheet and "call out" all existing objects with keynotes. Illustrate the proposed new pipeline facilities and proposed horizontal alignment. New pipeline facilities include new valves and fire hydrants as well as new water services. Illustrate all known utilities on the plan and profile sheets, illustrate right of way lines and easement lines on the plan and profile sheet. Illustrate the Assessor's Parcel Numbers of residences, businesses, public agencies, etc. on the plan and profile sheets. Illustrate utilities on the profile section of the plan and identify any conflicts with the new pipeline facilities. Illustrate any temporary water pipeline facilities which will be required to be installed to maintain a domestic water service to water users during the pipeline section replacement.
 - 4.4 Prepare Detail Sheets
 - 4.4.1 Prepare trench section details, service pipeline details, manhole details, fire hydrant details, etc. City of Brawley Standards will be used as applicable.
 - 4.4.2 Prepare a dedicated detail for each existing branch water pipeline connection to the new water pipelines. Illustrate each valve, fitting, reducer, pipe length and all other components, on the detail in a comprehensive fashion.
5. Prepare the Preliminary Specifications. The preliminary specifications shall include the invitation for bids, instruction for bidders, proposal forms, contract forms, general conditions, special conditions and technical conditions.
6. Traffic control plans will not be prepared with the preliminary design documents. Traffic control plans will be prepared with the final design documents after the horizontal alignment of the new pipeline has been determined.
7. Prepare a design engineering report after the completion of the Preliminary Engineering Plans and Specifications. Include a preliminary engineer's opinion of probable cost with the design engineering report. Review the proposed alignments, components, utility conflicts, right of way issues, service connection issues, etc.
8. Forward the Preliminary Engineer Design Report, Plans and Specifications to the Brawley Public Works Staff for review.
 - 8.1 Conduct a Preliminary Engineering Design Report meeting with the Brawley Public Works Staff.
 - 8.2 Prepare a memorandum memorializing the topics discussed and noting the review comments made. Include a list of the revisions to be implemented on the final design plans and specifications.
 - 8.3 Distribute the preliminary design review memorandum to all parties.
9. Final Design Phase Scope of Work
 - 9.1 Complete modifications to the plans per the preliminary design document review. Also prepare additional details as required. Modify the alignment of the pipeline segments as

determined after the preliminary design review. Complete adding final design items to the plans. Illustrate each water service on the improvement plans. Illustrate water services with special details to illustrate all piping components and alignments as required.

- 9.2 Complete traffic control plans during the final design phase.
- 9.3 Complete striping plan as required.
- 9.4 Prepare SWPPP document during the final design phase.
- 9.5 Prepare erosion control plans per the best management practices BMP's as required by the SWPPP document.
- 9.6 Revise and complete the specifications. The proposal forms (bid forms), special conditions section and technical conditions section will be completed in detail during the final design phase.
- 9.7 Complete a comprehensive and final engineer's opinion of probable quantity.
- 9.8 Complete a comprehensive and final engineer's opinion of probable cost.
- 9.9 Revise underground utility locations and alignment after the utility purveyors have had an opportunity to review the preliminary plans and utility comments and as-built drawings are received.
- 9.10 Forward an encroachment permit application and improvement plans to Caltrans after the alignment and configuration of the new water pipeline and connections have been established at the Main Street and First Street/Highway 86 Intersection.
 - 9.10.1 Complete administrative and monitoring of the Caltrans Encroachment Permit until approved by the Caltrans Permit Office.
 - 9.10.2 Complete iterative plan revisions to the plans during the Caltrans Encroachment Permit review.
 - 9.10.3 Include approved Caltrans Encroachment Permit Application within the special conditions section of the specifications.

10. Final Design Review

- 10.1 Conduct a final design review with the City of Brawley Public Works Staff after the final design documents are completed and after the City of Brawley Staff has had an opportunity to review the final design documents.
- 10.2 Complete and distribute a final design review memorandum.
- 10.3 Complete final modifications to the plans, specifications and engineer's opinion of probable cost in accordance with the final design review comments and memorandum.

11. Deliverables

The following deliverables shall be forwarded to the City of Brawley after the final design documents are approved.

- 11.1 Specifications
 - 11.1.1 An electronic file of the specifications on disc.
 - 11.1.2 Two (2) unbound hard copies of the specifications.
 - 11.1.3 Twenty (20) bound sets of hard copy specifications.
- 11.2 Plans
 - 11.2.1 Electronic copy of the plans on a disc.
 - 11.2.2 One set of full size reducible vellums or mylars
 - 11.2.3 Twenty bound hard copies of the plans

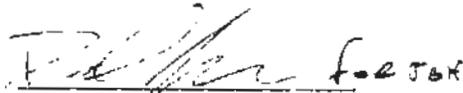
12. Formatting

- 12.1 Specifications shall be prepared in word format, latest version.
- 12.2 Plans shall be prepared in AutoCad format latest two (2) versions.
- 12.3 Plans shall be prepared in conformance with the City of Brawley Standards.

13. Bidding Phase Services
 - 13.1 Attend Pre-Bid Conference
 - 13.2 Respond to Request for information (RFI) questions during the bidding phase.
 - 13.3 Assist in preparing Addendum (a) and preparing back-up information or addenda
 - 13.4 Clarify plan and specification questions during the bidding phase.
14. Construction Phase Services
 - 14.1 Attend the Pre-Construction Conference
 - 14.2 Respond to Request for Information (RFI) questions during construction
 - 14.3 Complete Submittal Reviews

The Engineering Cost Summary and Schedule are attached at the conclusion of this document. Please feel free to contact me if you should have any questions or concerns. Thank you for allowing The Holt Group, Inc. to submit this Scope of Work and Cost Proposal to the City of Brawley.

Sincerely,



James G. "Jack" Holt, P.E.

Attachments: Cost Proposal
Project Schedule

Cost Breakdown - City of Brawley - Water and Sewer Pipeline Replacement Project - Design Engineering Services

Scope of Work Item	Scope of Work Item Summary	Water Pipelines	Sewer Pipelines	Total
	Field Surveying and Completion Topographic Survey	\$ 23,000.00	\$ 5,000.00	\$ 28,000.00
	Field Surveying			
	Field Review			
	Determination of ROW/Easement			
	Field Surveying			
	Obtain and Review available As-Built Drawings including Utility Purveyor Coordination			
	Topographic Survey			
	Property Owner Coordination	\$ 4,000.00	\$ 1,000.00	\$ 5,000.00
	Coordinate with all affected property owners throughout the project design			
	Preparation of Preliminary Design Report and Final Engineering Documents	\$ 115,000.00	\$ 25,000.00	\$ 140,000.00
	Preparation of Preliminary Improvement Plan and Preliminary Design Report			
	Preparation of Preliminary Documentation including Preliminary Improvement Plans			
	Specifications, Cost Estimates and Preliminary Engineering Report			
	Conduct Preliminary Design Document Review Meeting with the City of Brawley			
	Preparation of Improvement Plans			
	Complete Plan Revisions per Preliminary Design Review Meeting			
	Coordination with Utility Purveyors and incorporation of Utility Purveyor comments			
	Finalization of Improvement Plans			
	Complete Traffic Control Plans			
	Complete Striping Plans			
	Preparation of Quantity and Engineering Cost Estimates			
	Preparation of Specifications and Bid Documents			
	Prepare Caltrans Encroachment Permit Application			
	Complete Plan Revisions per Caltrans Comments			
	Monitor the Issuance of the Caltrans Encroachment Permit			
	Conduct Final Design Document Review Meeting with the City of Brawley			
	Complete Final Design Document Modifications			
	Prepare required Deliverables and submit to the City of Brawley			
	Bidding and Construction Support Services	\$ 11,000.00	\$ 4,000.00	\$ 15,000.00
	Pre-Bid Construction Meeting Participation			
	Respond to RFI's during the Bidding Phase			
	Assist with the preparation of required Addenda			
	Clarify and Respond Improvement Plan and Specification questions			
	Pre-Construction Meeting Participation			
	Submittal Reviews			
	Respond to RFI's during the Construction Phase			
	Stormwater Pollution Prevention Plan	\$ 8,500.00	\$ 1,300.00	\$ 9,800.00
	Preparation of Storm Water Pollution Prevention Plan (SWPPP)			
	Prepare Erosion Control Plans			
	Submit documentation to the Regional Board			
	Total Proposed	\$ 161,500.00	\$ 36,300.00	\$ 197,800.00



Fiscal Year 2014-2015

Monthly Staffing Report for December 2014

Updated 11/26/2014

Full-time Regular EE Groups	Authorized Positions	Filled Positions	Vacant Positions	Notes
Building & Community Develop.	5	5	0	
Finance	7	7	0	
Fire	17	17	0	
Personnel & Risk Management	1	1	0	
Information Technology	1	1	0	
Library	4	4	0	
Parks & Recreation	9	9	0	
Planning	2	1	1	Admin Secretary position vacant
Police	49	47	2	Processing backgrounds; swearing in Officer Dec 2, 2014
Public Works	40	38	2	Recruiting for a Utility Worker II; Water Treatment Plant Op 3 position vacant
Records Management/City Clerk	3	3	0	Clerk as 2 positions
Council Members	5	5	0	
Treasurer	1	1	0	
City Manager	1	1	0	
Total	145	140	5	

Groups	Limited Term Positions	Temp & Part time Positions	Temp Agency Positions	
Finance	0	0	0	
Fire - Reserve/Call Paid	0	21	0	
Library	3	4	0	Library Page starting Dec 2, 2014
Parks & Recreation	0	13	0	4 F/T temp workers for Cattle Call; 2 F/T temp workers for Parks Maintenance; P/T temp worker shared with PD, P&R and Admin; 6 seasonal workers for soccer
Police	0	3	0	P/T Maintenance worker shared with Admin and P&R, P/T Dispatcher, F/T temp graffiti abatement worker
Public Works	0	3	0	WWTP OIT - temporary P/T; 2 F/T temps for Cattle Call.
Records Management	0	1	0	Currently sharing temp worker with PD and P&R

Prepared by: Shirley Bonillas, Personnel & Risk Management Administrator



RECORD OF BUILDING PERMITS

October 2014

Prepared by: Francisco Soto, Building Official

Prepared As of: 11-18-14

DATE ISSUED	PERMIT NUMBER	PERMIT DESCRIPTION	ASSESSOR PARCEL NUMBER	ADDRESS	OWNER	ISSUED TO	COST OF IMPROVEMENTS
10/01/14	25446	Signs	048-430-002	1050 S. Brawley Ave.,#103	TOGO's	Sign Factory, Inc.	\$1,500.00
10/01/14	25447	Mechanical	048-340-068-000	977 Corral Court	Tyler & Jennifer Salcido	Imperial Valley Air Conditioning	N/A
10/01/04	25448	Remodel House	046-135-019	141 "B" Street	Dora Sosa	Mark Nathanael Gaddis	\$26,000.00
10/01/14	25449	Mechanical	046-363-048	1042 Eucalyptus Street	Juan Flores	Baeza's Heating & Cooling	N/A
10/02/14	25450	Remodel House	048-034-009	463 West "H" Street	Gary & Liz Mamer	George Mitchell Builders	\$42,000.00
10/02/14	25451	Inspection Fee Only	049-163-022-00	1141 "K" Street	Ophelia Salas	Owner	N/A
10/06/14	25452	Spa	048-083-006	372 Andrita Place	Scott Emanuelli	Endless Summer Pools	\$7,800.00
10/06/14	25453	Electrical	048-052-003	126 Main Street	John Pernicano	Owner	N/A
10/08/14	25454	Patio	048-401-006-000	935 Santillan Street	Gerald Arbuthrost	Cactus Desert Const.	\$4,320.00
10/08/14	25455	Inspection Fee Only	048-042-001-000	260 West Main Street,#21	All American Holding Co. LLC	Owner	N/A
10/08/14	25456	Right of Way	047-271-06	790 "B" Street	Michael & Walter Neciuk	Owner	N/A
10/08/14	25457	Replace Footings	047-320-078	1637 "I" Street	Antonio Sanchez	Owner	\$5,000.00
10/08/14	25458	Addition to Storage	048-032-005&006	275 South Marjorie Avenue	Stockmans Club	Castillo Construction	\$46,174.00
10/08/14	25459	Pool Demo	048-211-007	645 Gilmour Street	Ramor LLC	Exquisite Pools Custom Creations	N/A
10/13/14	25460	Pool Demo	048-293-011-000	379 Terrace Circle	Malcom Kelley	Primo Construction	N/A
10/13/14	25461	Electrical	046-142-004	242 1/2 "A" Street	Vicente Ramirez	Owner	N/A
10/14/14	25462	Mechanical	046-173-013	185 "C" Street	Rachel Perez	Artic Air Conditioning	N/A
10/16/14	25463	Remodel House	047-271-001	444 North 7th Street	Sean Cahan	Taurus Construction	\$25,000.00
10/16/14	25464	Remodel House	047-271-001	473 North 7th Street	Sean Cahan	Taurus Construction	\$25,000.00
10/16/04	25465	Remodel House	047-271-001	708 "B" Street	Sean Cahan	Taurus Construction	\$25,000.00
10/16/14	25466	Remodel House	047-271-001	452 North 7th Street	Sean Cahan	Taurus Construction	\$25,000.00
10/16/14	25467	Remodel House	047-271-002	720 "B" Street	Sean Cahan	Taurus Construction	\$25,000.00
10/17/14	25468	Right of Way	049-172-003	1314 "J" Street	Javier & Anid Torres	Owner	N/A
10/20/14	25469	Rehab House	047-161-011	1301 Adler Street	Delfina Martinez	R. Garcia Construction	\$104,610.00
10/20/14	25470	Demo Retail Store	049-021-007	542-550 Main Street	German Miranda	Owner	N/A
10/20/14	25471	Plan Check Fee Only	046-192-024	215 West Main Street	Lenella Corp/KFC	TBD	N/A
10/23/14	25472	Right of Way	N/A	N 8th St E/S N/O Magnolia St.	City of Brawley	AT&T	N/A
10/24/14	25473	Electrical	048-278-011-000	886 Kindig Avenue	Armando Ramos	Buell Construction	N/A
10/24/14	25474	Mechanical	047-162-003	651 North Palm Drive	Roberto Tejada	Action Air	N/A
10/28/14	25475	Remodel House	047-320-078	1639 "I" Street	Antonio Sanchez	Owner	\$52,000.00
10/29/14	25476	Plumbing	047-162-007-000	611 North Palm Drive	Gaspar Favela	Campeños Unidos, Inc.	N/A
10/31/14	25477	Remodel House	048-081-011	372 South Rio Vista Avenue	Mike Sudduth	Steve Clark Construction	\$50,000.00



CITY OF BRAWLEY INVESTMENT ACTIVITY REPORT As of September 30, 2014



Financial Institution	Purchase Price	% Yield	Quarterly Earnings	Type	Purchase Date	Maturity Date	Interest Earnings
Local Agency Investment Fund (LAIF)	\$ 26,139,052.00	0.23	\$ 15,779.97			N/A	Quarterly
Community Valley Bank	\$ 1,000,000.00	0.75	\$ 1,902.89	Super Money Market Account		N/A	Monthly
Sun Community Federal Credit Union	\$ 1,000,000.00	1.01	\$ 502.89	Certificate of Deposit	07/19/14	7/19/2015	Monthly
	<u>\$ 28,139,052.00</u>		<u>\$ 18,185.75</u>				

MultiBank Securities Purchases, as of 09/30/2014

CUSIP	FDIC	Financial Institution	Purchase Price	% Yield	Estimated Qtrly Earnings	Type of Purchase	Purchase Date	Maturity Date	Interest Earnings
254671PJ3	5649	Discover Bank Greenwood	\$ 248,000.00	0.50	\$ 310.00	Certificate of Deposit	05/22/13	5/22/2015	Semi-Annual
17284CET7	35575	Citi Bank Salt Lake City Utah	\$ 248,000.00	1.00	\$ 620.00	Certificate of Deposit	05/22/13	5/22/2017	Semi-Annual
38147JFHO	33124	Goldman Sachs Bk USA	\$ 248,000.00	1.20	\$ 744.00	Certificate of Deposit	05/22/13	5/22/2018	Semi-Annual
02587DNV6	27471	American Express	\$ 248,000.00	0.75	\$ 465.00	Certificate of Deposit	05/23/13	5/23/2016	Semi-Annual
02006LAP8	57803	Ally Bk Midvale Utah	\$ 245,000.00	1.20	\$ 735.00	Certificate of Deposit	10/08/13	10/3/2016	Semi-Annual
20451PFD3	19048	Compass Bk Birmingham Al	\$ 245,000.00	2.00	\$ 1,225.00	Certificate of Deposit	10/09/13	10/9/2018	Semi-Annual
05568P5Q6	35141	BMW Bk North	\$ 245,000.00	1.15	\$ 704.38	Certificate of Deposit	10/11/13	10/11/2016	Semi-Annual
36160NYP8	27314	GE Capital Retail Bk, Draper Utah	\$ 245,000.00	2.10	\$ 1,286.25	Certificate of Deposit	10/11/13	10/11/2018	Semi-Annual
78658ANG9	26876	Safra National Bk, New York	\$ 245,000.00	0.75	\$ 459.38	Certificate of Deposit	10/15/13	10/15/2015	Semi-Annual
32111LBS0	4016	First National Bk	\$ 245,000.00	1.50	\$ 918.75	Certificate of Deposit	10/15/13	10/15/2017	Semi-Annual
063248ER5	19842	Bank Leumi USA New York	\$ 245,000.00	1.45	\$ 888.13	Certificate of Deposit	10/16/13	10/16/2017	Semi-Annual
08403BG34	57449	Medallion BK, Salt Lake City	\$ 245,000.00	0.70	\$ 428.75	Certificate of Deposit	10/18/13	10/19/2015	Semi-Annual
07370WCY0	57833	Beal Bk USA Las Vegas	\$ 245,000.00	0.70	\$ 428.75	Certificate of Deposit	12/18/13	12/16/2015	Semi Annual
79545ORT4	58177	Sallie Mae Bank, Salt Lake	\$ 245,000.00	2.00	\$ 1,225.00	Certificate of Deposit	12/11/13	12/11/2018	Semi Annual
06062ABW8	33681	Bank Bardea New York	\$ 245,000.00	1.10	\$ 673.75	Certificate of Deposit	12/13/13	12/13/2016	Semi Annual
060243DL3	18408	Bangor SVGS Bank	\$ 245,000.00	1.35	\$ 826.88	Certificate of Deposit	12/20/13	12/20/2017	Semi Annual
36162YKR3	33778	GE Cap Bank CTF Deposit	\$ 245,000.00	0.85	\$ 520.63	Certificate of Deposit	01/10/14	1/10/2017	Semi Annual
373128EL7	27574	Georgia Bk, Augusta	\$ 245,000.00	0.50	\$ 306.25	Certificate of Deposit	01/22/14	1/22/2016	Semi Annual
225862BL4	57135	Crescom Bk Myrtle Beach	\$ 245,000.00	1.35	\$ 826.88	Certificate of Deposit	01/22/14	1/22/2018	Semi Annual
05573JVR2	16571	BMO Harris Bank	\$ 245,000.00	1.25	\$ 765.63	Certificate of Deposit	01/30/14	1/30/2019	Semi Annual
25811L5Y1	32102	Doral Bank Catano	\$ 245,000.00	0.95	\$ 581.88	Certificate of Deposit	02/21/14	2/21/2017	Semi Annual
48125TEH4	628	JP Morgan Chase Bank	\$ 245,000.00	1.00	\$ 612.50	Certificate of Deposit	02/21/14	2/21/2019	Semi Annual
686184UD2	31469	Oriental Bk San Juan	\$ 245,000.00	0.55	\$ 336.88	Certificate of Deposit	02/24/14	2/24/2016	Semi Annual
320844NW9	13675	First Merit National Assn	\$ 245,000.00	1.30	\$ 796.25	Certificate of Deposit	02/24/14	2/26/2018	Semi Annual
06414QTF6	33527	Bank North Carolina	\$ 245,000.00	1.40	\$ 857.50	Certificate of Deposit	04/30/14	4/30/2018	Semi Annual
58958PCD4	57777	Meridian Bank	\$ 245,000.00	0.50	\$ 306.25	Certificate of Deposit	04/10/14	4/11/2016	Semi Annual
74267GUH8	33306	Private Bank & TC Chicago	\$ 245,000.00	0.90	\$ 551.25	Certificate of Deposit	04/16/14	4/17/2017	Semi Annual
94986TPZ4	3511	Wells Fargo Bank	\$ 245,000.00	1.00	\$ 612.50	Certificate of Deposit	04/16/14	4/16/2019	Quarterly
06740KGU5	57203	Barclays BK Del	\$ 245,000.00	1.95	\$ 1,194.38	Certificate of Deposit	05/06/14	5/7/2019	Semi Annual
33764J4F9	30387	FirstBank	\$ 245,000.00	0.55	\$ 336.88	Certificate of Deposit	05/16/14	5/16/2016	Monthly
33646CDM3	9087	1st Source Bk South	\$ 245,000.00	1.35	\$ 826.88	Certificate of Deposit	05/16/14	5/16/2018	Semi Annual
49306SUE4	17534	Key Bk Natl Assn	\$ 245,000.00	0.90	\$ 551.25	Certificate of Deposit	05/21/14	5/22/2017	Semi Annual
			<u>\$ 7,852,000.00</u>		<u>\$ 21,922.75</u>				
Total Investment Portfolio			<u>\$ 35,991,052.00</u>		<u>\$ 40,108.50</u>				



CITY OF BRAWLEY
INVESTMENT ACTIVITY REPORT
As of September 30, 2014



MultiBank Securities Purchases, after 09/30/2014

CUSIP	FDIC	Financial Institution	Purchase Price	% Yield	Estimated Qtrly Earnings	Type of Purchase	Purchase Date	Maturity Date	Interest Earnings
140420QK9		Capital One Bk USA Natl Assn	\$ 245,000.00	1.00	\$ 612.50	Certificate of Deposit	10/29/14	10/31/2016	Semi-Annual
02587CCG3		American Express Bank, FSB.	\$ 245,000.00	2.15	\$ 1,316.88	Certificate of Deposit	10/30/14	10/30/2019	Semi-Annual
20033AHW9		Comenity Capital Bank	\$ 245,000.00	1.80	\$ 1,102.50	Certificate of Deposit	11/03/14	11/5/2018	Semi-Annual
25665QAM7		Dollar Bank Federal Savings	\$ 245,000.00	1.20	\$ 735.00	Certificate of Deposit	11/17/14	11/17/2017	Semi-Annual
			<u>\$ 980,000.00</u>		<u>\$ 3,766.88</u>				

Interest Earnings Comparison, as of 09/30/2014 (cumulative)	Investment Amt	% Yield	Interest Earnings	Statement Balance
Community Valley Bank	\$ 1,000,000.00	0.75	\$ 7,145.88	\$ 1,007,145.88
Sun Community Federal Credit Union	\$ 1,000,000.00	1.01	\$ 9,644.20	\$ 1,009,644.20
MultiBank Securities - CDs*	\$ 7,852,000.00	0.85	\$ 87,691.00	\$ 7,939,691.00
	<u>\$ 9,852,000.00</u>		<u>\$ 104,481.08</u>	
Estimated LAIF Earnings on Purchases		0.23	<u>\$ 5,711.46</u>	
Estimated Increase on Return on Investments vs. LAIF			<u>\$ 98,769.62</u>	

¹³⁰ Estimated average earnings

Actual - Interest Earnings To-Date	
Community Valley Bank (7/2013 - 9/2014)	\$ 9,092.96
Sun Community Federal Credit Union (7/2013 - 9/2014)	\$ 10,147.09
MultiBank Securities - CDs (11/2013 - 6/2014)	\$ 31,057.43
MultiBank Securities - CDs (7/2014 - 9/2014)	\$ 12,346.01
Total Interest Earnings received	<u>\$ 62,643.49</u>