



**Brawley City Council &
Successor Agency to Brawley
Community Redevelopment Agency
Adjourned Regular Meeting Agenda
Tuesday, November 17, 2015 @ 5:00 PM
Lions Center
225 A 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

1. CLOSED SESSION

- a. Conference with Real Property Negotiator – (California Government Code §54956.8)
Address: Brawley Cattle Call Park
Negotiator: City Manager/City Attorney
Negotiating Parties: Brawley Cattle Call Committee
Under Negotiation: Lease Agreement

8. CONTINUED PUBLIC HEARING

Conduct Public Hearing in Accordance with Proposition 218 to Consider Wastewater and Water Rates:

- a. Approve Resolution No. 2015- : Resolution of the City Council of the City of Brawley, California Adopting Amended Water and Sewer Rates in Accordance with Proposition 218 **Pp 79-113**

9. CITY COUNCIL MEMBER REPORTS

10. CITY MANAGER'S REPORT

11. TREASURER'S REPORT

12. CITY ATTORNEY'S REPORT

13. CITY CLERK'S REPORT

ADJOURNMENT Next Regular Meeting, Tuesday, December 1, 2015 @ 6:00 PM, Lions Center, 225 A 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

Check Register Report

Date: 10/29/2015

Time: 4:24 PM

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City of Brawley

Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
37806	10/29/2015	Printed	A242	A T & T	Telephone Services 10/19-11/18	305.87
37807	10/29/2015	Printed	A343	ACME SAFETY & SUPPLY CORP.	Rivets	110.16
37808	10/29/2015	Printed	A126	ALSCO AMERICAN LINEN DIV.	Cleaning Services	386.32
37809	10/29/2015	Printed	A915	AM COPIERS, INC.	Repair Typewriter	230.00
37810	10/29/2015	Printed	S727	AMERICAN SOCCER CO., INC.	Soccer Jersey	33.97
37811	10/29/2015	Printed	A457	EDGAR ANDRADE	Refund Dep, Ovrpmt 510 WHST	182.73
37812	10/29/2015	Printed	A458	ELIZABETH ARMSTRONG	Refund Soccer Registration	40.00
37813	10/29/2015	Printed	A785	AT&T	U-Verse Internet 10/17-11/16	62.00
37814	10/29/2015	Printed	A461	AT&T-CALNET 2	Telephone Services 9/20-10/19	2,621.81
37815	10/29/2015	Printed	A784	AT&T	Telephone Services/Teen Center	118.40
37816	10/29/2015	Printed	A592	AUTO ZONE, INC. #2804	Filter	18.38
37817	10/29/2015	Printed	B747	BRENNTAG PACIFIC INC.	Credit Drum Deposit	498.86
37818	10/29/2015	Printed	C251	SERGIO CAMPAS	Soccer Referee 10/20, 10/22	68.00
37819	10/29/2015	Printed	C052	JONATHAN CAMPISTA	Soccer Referee 10/20, 10/22	26.00
37820	10/29/2015	Printed	C544	CANON FINANCIAL SERVICES, INC	Copier Usage	4,441.76
37821	10/29/2015	Printed	C549	CANON SOLUTIONS AMERICA, INC	Copier Maint. 9/1-9/30 P.D.	85.24
37822	10/29/2015	Printed	C477	OMAR CELIS	Soccer Referee 10/20, 10/22	26.00
37823	10/29/2015	Printed	C140	COOL BREEZE AIR	Repair A/C - WTP	649.40
37824	10/29/2015	Printed	C476	ALONDRA CORTEZ	Soccer Referee 10/20, 10/22	26.00
37825	10/29/2015	Printed	D123	DESERT AIR CONDITIONING, IN	Repair A/C	916.80
37826	10/29/2015	Printed	D925	DOWNTOWN FORD SALES	2016 Ford F250 Crew Cab Pickup	91,100.49
37827	10/29/2015	Printed	D223	MANUEL DURAN	Translation/Utility Notice	48.00
37828	10/29/2015	Printed	E145	ELMS EQUIPMENT	Blade	277.80
37829	10/29/2015	Printed	E398	EMPIRE SOUTHWEST LLC	Urethane Bushing #45 Streets	632.58
37830	10/29/2015	Printed	E760	ENVIRONMENTAL ENGINEERING LAB.	Various Analysis	368.89
37831	10/29/2015	Printed	F358	THE FAIR STORE	Safety Boots/Antonio Garcia	450.00
37832	10/29/2015	Printed	F105	FEDERAL EXPRESS CORP.	Mailings - City Clerk	5.80
37833	10/29/2015	Printed	F511	MARTIN FRANCO	Refund Deposit 511 S 9th St	176.68
37834	10/29/2015	Printed	G994	GALE-CENGAGE LEARNING	Cozy Mystery Plan Books	87.44
37835	10/29/2015	Printed	G297	SERGIO GALLARDO	Refund Deposit 647 Garrett St	45.04
37836	10/29/2015	Printed	G296	CARLOS GONZALEZ	Soccer Referee, Setup/Takedown	72.00
37837	10/29/2015	Printed	G536	GRAFFIK INDUSTRIES, INC.	Screenprint Soccer Jerseys	1,283.96
37838	10/29/2015	Printed	G889	GREEN PATCH NURSERY	Flowers	182.95
37839	10/29/2015	Printed	G309	STEVEN GUZMAN	Soccer Referee 10/20, 10/22	26.00
37840	10/29/2015	Printed	H182	HACH COMPANY, INC.	Credit Freight Charges	2,482.04
37841	10/29/2015	Printed	H158	HD SUPPLY WATERWORKS, LTD.	Coupling, Adapters	2,764.10
37842	10/29/2015	Printed	H140	YOLANDA HERMOSILLO	Refund Deposit 1231 Martin St	172.68
37843	10/29/2015	Printed	G920	ARTHUR G. HOLGUIN, JR.	Refund Deposit 1014 Pine Court	393.92
37844	10/29/2015	Printed	H141	RON & LISA HUFFINE	Refund Deposit 925 W Ronald St	125.73
37845	10/29/2015	Printed	H377	HYDRAULICS & BEARING SUPPLY IN	Fittings	81.98
37846	10/29/2015	Printed	I447	I. V. TERMITE & PEST CONTRO	Pest Control Svcs F.D. #1	29.00
37847	10/29/2015	Void	10/29/2015		Void Check	0.00
37848	10/29/2015	Void	10/29/2015		Void Check	0.00
37849	10/29/2015	Void	10/29/2015		Void Check	0.00
37850	10/29/2015	Printed	I301	IMPERIAL HARDWARE CO., INC.	Couplings, Paint	1,502.65
37851	10/29/2015	Printed	I412	IMPERIAL LANDFILL, INC.	Biosolids Disposal WWTP	7,413.74
37852	10/29/2015	Printed	I567	IMPERIAL VALLEY PRESS	Notice of Public Hearing	2,492.27
37853	10/29/2015	Printed	J380	JADE SECURITY SYSTEMS, INC.	Alarm Monitoring FD #2 October	54.98
37854	10/29/2015	Printed	J670	AGUSTIN S JARDON III	Refund Deposit 670 Stanley	186.78
37855	10/29/2015	Printed	J562	JONES BROTHERS GLASS, INC.	Polycarbonate Sheets	354.59
37856	10/29/2015	Printed	J361	MIRIAM JONES	Refund Deposit 1536 River Dr	67.29
37857	10/29/2015	Printed	K154	K-C WELDING RENTALS, INC.	C-Clamps	220.05
37858	10/29/2015	Printed	K090	KAMAN INDUSTRIAL TECH ⁴ CORP.	Seals	147.27
37859	10/29/2015	Printed	K146	YOUNG Y KIM	Refund Dep, Ovrpmt 815 Willard	176.80

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Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
37860	10/29/2015	Printed	K347	KARL J KISSEL	Refund Deposit 347 W Duarte	95.87
37861	10/29/2015	Printed	K017	RICK KLICKA	Refund Deposit 1120 Panno Rd	196.96
37862	10/29/2015	Printed	K543	KNORR SYSTEMS, INC.	Assembly Manual Air Relief	136.94
37863	10/29/2015	Printed	K114	ANDREW S. KRUTZSCH	Refund Deposit 451 K Street	195.26
37864	10/29/2015	Printed	L243	LA VALENCIA GARDENS ESTATES	Refund Ovrpmt 1112 CACI	1.54
37865	10/29/2015	Printed	L132	CHRISTOPHER LAI	Refund Deposit 1178 Glendening	176.68
37866	10/29/2015	Printed	L748	AMADO A LEON JR	Refund Deposit 749 Magnolia St	156.16
37867	10/29/2015	Printed	L425	THE LIGHTHOUSE, INC.	Cable #220, #221 Streets	568.00
37868	10/29/2015	Printed	L430	RIGOBERTO & MELINNA B LOPEZ	Refund Deposit 430 W C Street	199.26
37869	10/29/2015	Printed	M539	CAROLYN & DOYLE MACHADO	Refund Deposit 469 Terrace Dr	191.74
37870	10/29/2015	Printed	M631	EVA MADUENO	Reimb. Alarm Clock	21.57
37871	10/29/2015	Printed	M997	MAIN STREET SIGNS	Stop Signs	997.59
37872	10/29/2015	Printed	M520	DAVID ROBERT MAPES	Refund Deposit 107 Mackenzie	174.86
37873	10/29/2015	Printed	M042	DEBORAH MARISCAL	Refund Deposit 160 W K Street	130.73
37874	10/29/2015	Printed	M847	DANIEL MARTINEZ	Refund Deposit 833 Sierra Dr	196.96
37875	10/29/2015	Printed	M429	FELIPE MORALES MARTINEZ	Refund Deposit 282 I Street	174.86
37876	10/29/2015	Printed	M639	RUDY MIRANDA MARTINEZ	Refund Deposit 625 N 11th St	196.96
37877	10/29/2015	Printed	M466	ALMA MCDERMOTT	Refund Deposit 360 H Street	195.26
37878	10/29/2015	Printed	M004	MCNEECE BROS OIL COMPANY	Fuel/Police Dept.	17.30
37879	10/29/2015	Printed	M989	MARJO L MELLO	Refund Deposit 281 W Duarte	165.56
37880	10/29/2015	Printed	M430	MARGARITA MENDOZA	Refund Deposit 654 N Adams St	61.01
37881	10/29/2015	Printed	M432	STACY ANN MENDOZA	Refund Deposit 153 D Street	155.39
37882	10/29/2015	Printed	M547	ALEX MOLINA	Soccer Referee 10/20, 10/22	26.00
37883	10/29/2015	Printed	M546	CARLOS MONTES	Soccer Referee 10/20, 10/22	26.00
37884	10/29/2015	Printed	M543	SAIDEE MORENO	Refund Deposit 930 Santillan	191.74
37885	10/29/2015	Printed	M545	KENNETH & JOLINE KAY MORGAN	Refund Deposit 1149 Alamo St	211.56
37886	10/29/2015	Printed	M275	MSC INDUSTRIAL SUPPLY CO. INC.	Shelves	291.12
37887	10/29/2015	Printed	N871	JAMES NAILL	Refund Deposit 220 A Street	315.74
37888	10/29/2015	Printed	N395	NEW COLLEGE VIEW	Refund Deposit 395 A Street	375.30
37889	10/29/2015	Printed	N161	NEWCASTLE FARMS, LLC.	Trench Plate	999.00
37890	10/29/2015	Printed	N045	NORTHEND AUTOPARTS, INC.	Filters #55 Shop	192.75
37891	10/29/2015	Printed	N107	JAVIER NUNEZ	Refund Deposit 1074 CDVI	191.74
37892	10/29/2015	Printed	0567	JIM O'MALLEY PLUMBING	Grid Strainers	87.22
37893	10/29/2015	Printed	O105	NANCY OCANO	Refund Soccer Registration	80.00
37894	10/29/2015	Printed	O880	OFFICE DEPOT, INC.	Vinyl Letter	3.88
37895	10/29/2015	Printed	O793	OFFICE SUPPLY COMPANY	Board, Glue, Eraser, Pencils	550.11
37896	10/29/2015	Printed	O113	OK RUBBER TIRES	Tires #45 Streets	2,348.51
37897	10/29/2015	Printed	O421	ONE SOURCE DISTRIBUTORS, IN	Lamp	56.45
37898	10/29/2015	Printed	O901	ORANGE COMMERCIAL CREDIT	Microbiology Analysis	9,260.00
37899	10/29/2015	Printed	O126	FELIPE JESUS ORTIZ	Refund Deposit 1132 K Street	196.96
37900	10/29/2015	Printed	P148	DANIEL & MICHELLE PADILLA	Refund Deposit 848 Cherry Ct	195.26
37901	10/29/2015	Printed	P707	EDEN PADILLA	Soccer Referee 10/20, 10/22	26.00
37902	10/29/2015	Printed	P562	ANA M PALOMINO	Refund Deposit 505 D Street	478.52
37903	10/29/2015	Printed	P856	LEAH PENDLEY	Refund Deposit 849 Shelbie Ave	165.56
37904	10/29/2015	Printed	P221	CHARLES PERAZA	Travel Adv./Inspect Apparatus	204.00
37905	10/29/2015	Printed	P530	JOSEPH & STEPHANIE PEREZ	Refund Dep, Ovrpmt 176 Julia	192.41
37906	10/29/2015	Printed	P110	PESTMASTER SERVICES	Pest Control/Public Works	35.00
37907	10/29/2015	Printed	P113	PETTY CASH -CITY CLERK	Petty Cash - City Clerk	62.00
37908	10/29/2015	Printed	P201	DAVID PHAM	Reimb. Tuition/Sobriety Test	180.00
37909	10/29/2015	Printed	P780	PRINCE & ASSOCIATES	Refund Dep, Ovrpmt 471 W C St	194.79
37910	10/29/2015	Printed	R651	R.J. SAFETY SUPPLY CO., INC	Fire Extinguisher, Triangles	1,126.19
37911	10/29/2015	Printed	R240	DANIELLE REMINGTON	Refund Deposit 113 W J Street	196.96
37912	10/29/2015	Printed	R084	EVELIN RIOS	Refund Soccer Registration	40.00
37913	10/29/2015	Printed	R085	NIKKI RODRIGUEZ	Refund Soccer Registration	40.00

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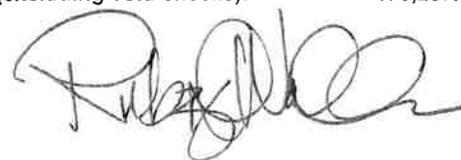
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Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
37914	10/29/2015	Printed	R007	RYAN ROTHFLEISCH	Refund Ovrpmt 507 Willard Ave	10.61
37915	10/29/2015	Printed	R087	ALAN RUIZ	Soccer Referee 10/20, 10/22	52.00
37916	10/29/2015	Printed	S815	SAL'S TREE SERVICE	Trim Palm Trees/Main Street	4,500.00
37917	10/29/2015	Printed	S096	JUAN CARLOS SALAZAR	Refund Deposit 1004 Joshua Ave	165.56
37918	10/29/2015	Printed	S462	SALSBURY INDUSTRIES, INC.	Cabinet	610.00
37919	10/29/2015	Printed	S708	GABRIEL L SANCHEZ	Refund Deposit 711 River Drive	176.68
37920	10/29/2015	Printed	S922	VERONICA GODINEZ SANCHEZ	Refund Deposit 209 H Street	191.74
37921	10/29/2015	Printed	S968	KRISHNA S SANGA	Refund Deposit 989 Jennifer St	196.96
37922	10/29/2015	Printed	T901	SHELL	Fuel/Fire Dept.	152.60
37923	10/29/2015	Printed	S788	RODGER SMITH	Travel Adv./Inspect Apparatus	204.00
37924	10/29/2015	Printed	S495	SOUTHERN CALIFORNIA GAS CO.	193 926 4200 5 9/10/15-10/8/15	256.08
37925	10/29/2015	Printed	S760	SPECTRUM ADVERTISING	Video Tape Council Mtg 10/6/15	500.00
37926	10/29/2015	Printed	S755	SPORTS BOOSTERS, INC	Sports Poster - Brawley High	59.50
37927	10/29/2015	Printed	S689	STAPLES ADVANTAGE	Copy Paper, Tape, Sanitizer	492.32
37928	10/29/2015	Printed	S408	SWRCB FEES	Large Water System Fees	7,817.96
37929	10/29/2015	Printed	T524	TYCO INTEGRATED SECURITY, LLC	Alarm Monitoring 11/1-11/30/15	102.95
37930	10/29/2015	Printed	U416	UNITED SCREEN PRINTING	Install Sign	1,075.00
37931	10/29/2015	Printed	U560	UNIVAR USA, INC.	Sodium Hypochlorite	4,869.60
37932	10/29/2015	Printed	U602	USA BLUEBOOK, INC	Flask	315.40
37933	10/29/2015	Printed	V321	MARIANO VALENZUELA	Travel Adv./Math Review Class	350.18
37934	10/29/2015	Printed	V160	CAROLINA VILLAVICENCIO	Refund Deposit 650 Sycamore Dr	45.43
37935	10/29/2015	Printed	W778	W BAR C CONSTRUCTION	Troubleshoot Breaker/Volunteer	340.00
37936	10/29/2015	Printed	W935	RALPH WALKER	Travel Adv./Math Review Class	350.18
37937	10/29/2015	Printed	Y050	MICHAEL L YORK	Travel Adv./Inspect Apparatus	204.00

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Checks Total (excluding void checks): 170,257.18



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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Fund: 101 General Fund							
Dept: 110.000 General Revenues							
101-110.000-410.910	Utility users						
	ANDRADE/EDGAR//		Refund Dep, Ovrpmt 510 WHST	37811	10/20/2015	10/29/2015	1.36
	KIM/YOUNG Y//		Refund Dep, Ovrpmt 815 Willard	37859	10/21/2015	10/29/2015	1.36
	PEREZ/JOSEPH &		Refund Dep, Ovrpmt 176 Julia	37905	10/20/2015	10/29/2015	1.36
	PRINCE & ASSOCIATES///		Refund Dep, Ovrpmt 471 W C St	37909	10/20/2015	10/29/2015	1.35
							5.43
							5.43
Total Dept. General Revenues:							5.43
Dept: 111.000 City Council							
101-111.000-730.200	Technical						
	SPECTRUM ADVERTISING///	12432	Video Tape Council Mtg 10/6/15	37925	10/14/2015	10/29/2015	500.00
	TYCO INTEGRATED	25222208	Alarm Monitoring 11/1-11/30/15	37929	10/10/2015	10/29/2015	25.73
							525.73
Total Dept. City Council:							525.73
Dept: 112.000 City Clerk							
101-112.000-730.200	Technical						
	DURAN/MANUEL//	5096	Translation/Utility Notice	37827	10/21/2015	10/29/2015	48.00
	TYCO INTEGRATED	25222208	Alarm Monitoring 11/1-11/30/15	37929	10/10/2015	10/29/2015	25.74
							73.74
101-112.000-750.210	Postage						
	FEDERAL EXPRESS CORP.///	5-193-87498	Mailings - City Clerk	37832	10/16/2015	10/29/2015	5.80
							5.80
101-112.000-750.300	Advertising &						
	IMPERIAL VALLEY PRESS///	10845243	Ad/Planning Technician	37852	10/01/2015	10/29/2015	526.08
	IMPERIAL VALLEY PRESS///	10849409	Notice/Proposition 218	37852	10/01/2015	10/29/2015	323.00
	IMPERIAL VALLEY PRESS///	10849022	Notice & Invitation to Bidders	37852	10/01/2015	10/29/2015	1,435.55
	IMPERIAL VALLEY PRESS///	10852721	Notice of Public Hearing	37852	10/01/2015	10/29/2015	207.64
							2,492.27
Total Dept. City Clerk:							2,571.81
Dept: 131.000 City Manager							
101-131.000-730.200	Technical						
	TYCO INTEGRATED	25222208	Alarm Monitoring 11/1-11/30/15	37929	10/10/2015	10/29/2015	25.74
							25.74
Total Dept. City Manager:							25.74
Dept: 151.000 Finance							
101-151.000-720.100	Office						
	OFFICE SUPPLY COMPANY///		Toner, Tape	37895	10/15/2015	10/29/2015	152.43
	OFFICE SUPPLY COMPANY///		Copy Paper	37895	10/15/2015	10/29/2015	164.70
							317.13
101-151.000-740.100	Repair &						
	AM COPIERS, INC.///	28725	Repair Typewriter	37809	10/22/2015	10/29/2015	230.00
	CANON FINANCIAL	15386682	Copier Usage	37820	10/13/2015	10/29/2015	185.40
							415.40
101-151.000-740.400	Rent						
	CANON FINANCIAL	15290231	Copier Lease	37820	10/01/2015	10/29/2015	113.40
							113.40
101-151.000-750.200							
	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	66.82
							66.82

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Total Dept. Finance:							912.75
Dept: 152.000 Utility Billing							
101-152.000-720.100	Office OFFICE SUPPLY COMPANY///		Copy Paper	37895	10/15/2015	10/29/2015	164.70
							164.70
101-152.000-740.100	Repair & CANON FINANCIAL	15386682	Copier Usage	37820	10/13/2015	10/29/2015	185.40
							185.40
101-152.000-740.400	Rent CANON FINANCIAL	15290231	Copier Lease	37820	10/01/2015	10/29/2015	113.40
							113.40
Total Dept. Utility Billing:							463.50
Dept: 153.000 Personnel							
101-153.000-730.200	Technical TYCO INTEGRATED	25222208	Alarm Monitoring 11/1-11/30/15	37929	10/10/2015	10/29/2015	25.74
							25.74
Total Dept. Personnel:							25.74
Dept: 171.000 Planning							
101-171.000-730.200	Technical PETTY CASH -CITY CLERK///		Petty Cash - City Clerk	37907	10/23/2015	10/29/2015	62.00
							62.00
101-171.000-750.200	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	155.72
							155.72
Total Dept. Planning:							217.72
Dept: 191.000 Non-departmental							
101-191.000-750.200	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	307.22
							307.22
Total Dept. Non-departmental:							307.22
Dept: 211.000 Police Protection							
101-211.000-720.100	Office STAPLES ADVANTAGE///		Copy Paper, Tape, Sanitizer	37927	10/10/2015	10/29/2015	492.32
							492.32
101-211.000-721.200	Other IMPERIAL HARDWARE CO., R.J. SAFETY SUPPLY CO., R.J. SAFETY SUPPLY CO.,	416046/2 350550-1 350550-2	Fluorescent Tubes Gloves Gloves	37850 37910 37910	10/21/2015 10/14/2015 10/16/2015	10/29/2015 10/29/2015 10/29/2015	15.75 71.21 47.48
							134.44
101-211.000-721.900	Small tools & SALSBURY INDUSTRIES,	707357	Cabinet	37918	10/07/2015	10/29/2015	610.00
							610.00
101-211.000-725.400	Fuel MCNEECE BROS OIL	115521	Fuel/Police Dept.	37878	10/21/2015	10/29/2015	17.30
							17.30
101-211.000-730.200	Technical						
	UNITED SCREEN PRINTING	269	Install Sign	37930	10/20/2015	10/29/2015	975.00
	UNITED SCREEN PRINTING	270	Install Sign	37930	10/20/2015	10/29/2015	100.00

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
							1,075.00
101-211.000-740.100	Repair & CANON SOLUTIONS		Copier Maint. 9/1-9/30 P.D.	37821	10/11/2015	10/29/2015	85.24
	DESERT AIR CONDITIONING,	B28124	Repair A/C	37825	10/01/2015	10/29/2015	916.80
							1,002.04
101-211.000-740.400	Rent CANON FINANCIAL	15386677	Copier Lease/Police Dept.	37820	10/13/2015	10/29/2015	51.84
							51.84
101-211.000-750.200	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	459.18
							459.18
101-211.000-750.500	Training PHAM/DAVID//		Reimb. Tuition/Sobriety Test	37908	10/23/2015	10/29/2015	180.00
							180.00
Total Dept. Police Protection:							4,022.12
Dept: 211.300 Graffiti Abatement							
101-211.300-721.200	Other IMPERIAL HARDWARE CO.,	416020/2	Gas Can	37850	10/20/2015	10/29/2015	35.94
							35.94
Total Dept. Graffiti Abatement:							35.94
Dept: 221.000 Fire Department							
101-221.000-721.200	Other IMPERIAL HARDWARE CO.,	414609/2	Filler Plate, Hose Bibb	37850	10/08/2015	10/29/2015	11.94
							11.94
101-221.000-725.300	Natural gas SOUTHERN CALIFORNIA GAS		015 325 6300 2 9/10/15-10/8/15	37924	10/12/2015	10/29/2015	14.77
							14.77
101-221.000-725.400	Fuel SHELL///		Fuel/Fire Dept.	37922	10/06/2015	10/29/2015	152.60
							152.60
101-221.000-730.200	Technical I. V. TERMITES & PEST	0228187	Pest Control Svcs F.D. #1	37846	10/14/2015	10/29/2015	29.00
							29.00
101-221.000-740.200	Cleaning ALSCO AMERICAN LINEN		Cleaning Services	37808	10/12/2015	10/29/2015	34.43
	ALSCO AMERICAN LINEN		Cleaning Services	37808	10/01/2015	10/29/2015	28.40
							62.83
101-221.000-750.200	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	152.13
							152.13
101-221.000-750.400	Travel PERAZA/CHARLES//		Travel Adv./Inspect Apparatus	37904	10/08/2015	10/29/2015	204.00
	SMITH/RODGER//		Travel Adv./Inspect Apparatus	37923	10/08/2015	10/29/2015	204.00
	YORK/MICHAEL L//		Travel Adv./Inspect Apparatus	37937	10/08/2015	10/29/2015	204.00
							612.00
Total Dept. Fire Department:							1,035.27
Dept: 221.100 Fire Station #2							
101-221.100-720.400	Automotive NORTHEND AUTOPARTS,	538692	Fuse, WD40	37890	10/01/2015	10/29/2015	92.89

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							92.89
101-221.100-721.200	Other IMPERIAL HARDWARE CO.,	415679/2	Trimmer Loop, Propane	37850	10/17/2015	10/29/2015	14.69
							14.69
101-221.100-730.200	Technical JADE SECURITY SYSTEMS,	0113000	Alarm Monitoring FD #2 October	37853	10/10/2015	10/29/2015	54.98
							54.98
101-221.100-750.200	A T & T///		Telephone Services 10/19-11/18	37806	10/19/2015	10/29/2015	305.87
							305.87
							Total Dept. Fire Station #2: 468.43
Dept: 231.000 Building Inspection							
101-231.000-750.200	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	102.80
							102.80
							Total Dept. Building Inspection: 102.80
Dept: 311.000 Engineering							
101-311.000-720.100	Office OFFICE DEPOT, INC.///		Vinyl Letter	37894	10/10/2015	10/29/2015	3.88
							3.88
101-311.000-721.200	Other IMPERIAL HARDWARE CO., R.J. SAFETY SUPPLY CO.,	416117/2 350318-1	Keys Safety Vests	37850 37910	10/21/2015 10/12/2015	10/29/2015 10/29/2015	6.30 86.40
							92.70
101-311.000-730.200	Technical PESTMASTER SERVICES///	1374566	Pest Control/Public Works	37906	10/23/2015	10/29/2015	35.00
							35.00
101-311.000-740.100	Repair & CANON FINANCIAL	15386678	P.W. Copier Lease & Usage	37820	10/13/2015	10/29/2015	1,676.98
							1,676.98
101-311.000-740.200	Cleaning ALSCO AMERICAN LINEN		Cleaning Services	37808	10/19/2015	10/29/2015	26.12
							26.12
101-311.000-740.400	Rent CANON FINANCIAL	15386678	P.W. Copier Lease & Usage	37820	10/13/2015	10/29/2015	540.00
							540.00
101-311.000-750.200	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	451.23
							451.23
							Total Dept. Engineering: 2,825.91
Dept: 411.000 Community							
101-411.000-721.900	Small tools & MADUENO/EVA//		Reimb. Alarm Clock	37870	10/16/2015	10/29/2015	21.57
							21.57
101-411.000-750.200	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	102.80
							102.80

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Total Dept. Community Development:							124.37
Dept: 511.000 Parks							
101-511.000-720.500	Electrical						
	IMPERIAL HARDWARE CO.,	410022/2	Return Lamp Ballast	37850	10/01/2015	10/29/2015	-32.39
	IMPERIAL HARDWARE CO.,	410026/2	Lamp Ballast	37850	10/01/2015	10/29/2015	32.39
							0.00
101-511.000-720.600	Plumbing						
	IMPERIAL HARDWARE CO.,	414433/2	Couplings, PVC Pipe	37850	10/07/2015	10/29/2015	5.58
	IMPERIAL HARDWARE CO.,	414436/2	Coupling, Bushing	37850	10/07/2015	10/29/2015	0.82
	O'MALLEY PLUMBING/JIM//	90327	Copper Pipe, Coupling	37892	10/21/2015	10/29/2015	33.06
	O'MALLEY PLUMBING/JIM//	90331	Grid Strainers	37892	10/21/2015	10/29/2015	27.54
							67.00
101-511.000-721.200	Other						
	IMPERIAL HARDWARE CO.,	414676/2	Straw Hat, Masking Paper	37850	10/09/2015	10/29/2015	12.02
	IMPERIAL HARDWARE CO.,	415307/2	Gate Elbow	37850	10/15/2015	10/29/2015	11.47
	IMPERIAL HARDWARE CO.,	415340/2	Tape Rule, Cable Ties, Pliers	37850	10/15/2015	10/29/2015	23.07
	IMPERIAL HARDWARE CO.,	415464/2	Brush, Sealer	37850	10/16/2015	10/29/2015	23.79
	IMPERIAL HARDWARE CO.,	415508/2	Marking Lime	37850	10/16/2015	10/29/2015	365.30
	IMPERIAL HARDWARE CO.,	415877/2	Cable, Pin Clips	37850	10/20/2015	10/29/2015	22.98
	IMPERIAL HARDWARE CO.,	415944/2	Cable	37850	10/20/2015	10/29/2015	14.35
	IMPERIAL HARDWARE CO.,	416045/2	Tray Liners, Roller Cover	37850	10/21/2015	10/29/2015	18.95
	O'MALLEY PLUMBING/JIM//	90286	PVC, Tee	37892	10/15/2015	10/29/2015	26.62
							518.55
101-511.000-721.900	Small tools &						
	IMPERIAL HARDWARE CO.,	415340/2	Tape Rule, Cable Ties, Pliers	37850	10/15/2015	10/29/2015	32.72
	IMPERIAL HARDWARE CO.,	415374/2	Blade, Plier	37850	10/15/2015	10/29/2015	24.58
							57.30
101-511.000-730.200	Technical						
	W BAR C CONSTRUCTION///	37	Install Time Clocks/Volunteer	37935	10/11/2015	10/29/2015	275.00
							275.00
101-511.000-740.100	Repair &						
	ELMS EQUIPMENT///		Chain Sharpening	37828	10/15/2015	10/29/2015	30.00
	W BAR C CONSTRUCTION///	38	Troubleshoot Breaker/Volunteer	37935	10/11/2015	10/29/2015	65.00
							95.00
101-511.000-750.200							
	AT&T		U-Verse Internet 10/17-11/16	37813	10/16/2015	10/29/2015	62.00
							62.00
Total Dept. Parks:							1,074.85
Dept: 521.000 Recreation & Lions							
101-521.000-720.300	Chemicals						
	BRENNTAG PACIFIC INC.///	BPI567238	Sodium Hypochlorite	37817	10/13/2015	10/29/2015	738.86
	BRENNTAG PACIFIC INC.///	BPI228815	Credit Drum Deposit	37817	10/13/2015	10/29/2015	-120.00
	BRENNTAG PACIFIC INC.///	BPI228122	Credit Drum Deposit	37817	10/01/2015	10/29/2015	-120.00
							498.86
101-521.000-721.200	Other						
	GREEN PATCH NURSERY///	9057	Flowers	37838	10/19/2015	10/29/2015	182.95
	IMPERIAL HARDWARE CO.,	415297/2	Poly Trap	37850	10/15/2015	10/29/2015	39.10
	IMPERIAL HARDWARE CO.,	415479/2	Glue, Paint, Trash Bag, Wrench	37850	10/16/2015	10/29/2015	134.20
							356.25
101-521.000-721.900	Small tools &						
	IMPERIAL HARDWARE CO.,	415479/2	Glue, Paint, Trash Bag, Wrench	37850	10/16/2015	10/29/2015	41.18
	KNORR SYSTEMS, INC.///	SI172942	Assembly Manual Air Relief	37862	10/01/2015	10/29/2015	136.94

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							178.12
101-521.000-725.300	Natural gas SOUTHERN CALIFORNIA GAS		189 525 2700 2 9/8/15-10/7/15	37924	10/09/2015	10/29/2015	182.09
							182.09
101-521.000-740.100	Repair & CANON FINANCIAL	15386679	Copier Maint.	37820	10/13/2015	10/29/2015	1,247.58
							1,247.58
101-521.000-740.200	Cleaning ALSCO AMERICAN LINEN		Cleaning Services	37808	10/19/2015	10/29/2015	29.99
							29.99
101-521.000-740.400	Rent CANON FINANCIAL	15386681	Fax Board Lease Agreement	37820	10/13/2015	10/29/2015	14.90
	CANON FINANCIAL	15386679	Copier Lease	37820	10/13/2015	10/29/2015	178.20
							193.10
101-521.000-750.200	AT&T///		Telephone Services/Teen Center	37815	10/06/2015	10/29/2015	118.40
	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	228.98
							347.38
Total Dept. Recreation & Lions Center:							3,033.37
Dept: 521.100 Recreation Leagues							
101-521.100-440.430	Recreation ARMSTRONG/ELIZABETH//	573342	Refund Soccer Registration	37812	10/01/2015	10/29/2015	40.00
	OCANO/NANCY//	573328	Refund Soccer Registration	37893	10/01/2015	10/29/2015	80.00
	RIOS/EVELIN//		Refund Soccer Registration	37912	10/01/2015	10/29/2015	40.00
	RODRIGUEZ/NIKKI//		Refund Soccer Registration	37913	10/01/2015	10/29/2015	40.00
							200.00
101-521.100-721.100	Uniforms AMERICAN SOCCER CO.,	6377796	Soccer Jersey	37810	10/09/2015	10/29/2015	33.97
							33.97
101-521.100-730.200	Technical CAMPAS/SERGIO//		Soccer Referee 10/20, 10/22	37818	10/23/2015	10/29/2015	68.00
	CAMPISTA/JONATHAN//		Soccer Referee 10/20, 10/22	37819	10/23/2015	10/29/2015	26.00
	CELIS/OMAR//		Soccer Referee 10/20, 10/22	37822	10/23/2015	10/29/2015	26.00
	CORTEZ/ALONDRA//		Soccer Referee 10/20, 10/22	37824	10/23/2015	10/29/2015	26.00
	GONZALEZ/CARLOS//		Soccer Referee, Setup/Takedown	37836	10/23/2015	10/29/2015	72.00
	GRAFFIK INDUSTRIES, INC.///	3217	Screenprint Soccer Jerseys	37837	10/13/2015	10/29/2015	1,283.96
	GUZMAN/STEVEN//		Soccer Referee 10/20, 10/22	37839	10/23/2015	10/29/2015	26.00
	MOLINA/ALEX//		Soccer Referee 10/20, 10/22	37882	10/23/2015	10/29/2015	26.00
	MONTES/CARLOS//		Soccer Referee 10/20, 10/22	37883	10/23/2015	10/29/2015	26.00
	PADILLA/EDEN//		Soccer Referee 10/20, 10/22	37901	10/23/2015	10/29/2015	26.00
	RUIZ/ALAN//		Soccer Referee 10/20, 10/22	37915	10/23/2015	10/29/2015	52.00
							1,657.96
Total Dept. Recreation Leagues:							1,891.93
Dept: 522.000 Senior Citizens							
101-522.000-725.300	Natural gas SOUTHERN CALIFORNIA GAS		193 926 4200 5 9/10/15-10/8/15	37924	10/12/2015	10/29/2015	43.35
							43.35
101-522.000-750.200	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	24.06
							24.06
Total Dept. Senior Citizens Center:							67.41

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Dept: 551.000 Library							
101-551.000-720.200	Books and GALE-CENGAGE LEARNING///	56244269	Cozy Mystery Plan Books	37834	10/01/2015	10/29/2015	87.44
							87.44
101-551.000-730.200	Technical SPORTS BOOSTERS, INC	4799	Sports Poster - Brawley High	37926	10/06/2015	10/29/2015	59.50
							59.50
101-551.000-750.200	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	79.44
							79.44
Total Dept. Library:							226.38
Total Fund General Fund:							19,964.42
Fund: 211 Gas Tax							
Dept: 312.000 Street Maintenance							
211-312.000-721.200	Other ACME SAFETY & SUPPLY	099147-00	Rivets	37807	10/01/2015	10/29/2015	110.16
	ELMS EQUIPMENT///		Oil, Blade	37828	10/19/2015	10/29/2015	125.90
	ELMS EQUIPMENT///		Chain Loop, Weedeater Head	37828	10/15/2015	10/29/2015	46.14
	ELMS EQUIPMENT///		Chain Loop	37828	10/12/2015	10/29/2015	37.40
	ELMS EQUIPMENT///		Blade	37828	10/12/2015	10/29/2015	38.36
	IMPERIAL HARDWARE CO.,	415004/2	Caulk Gun, Concrete Caulk	37850	10/13/2015	10/29/2015	41.84
	MAIN STREET SIGNS///	21439	Stop Signs	37871	10/19/2015	10/29/2015	997.59
							1,397.39
211-312.000-721.900	Small tools & IMPERIAL HARDWARE CO.,	415017/2	Shear Lopping, Hedge Shear	37850	10/13/2015	10/29/2015	162.58
							162.58
211-312.000-730.200	Technical SAL'S TREE SERVICE///	002246	Trim Palm Trees/Main Street	37916	10/14/2015	10/29/2015	4,500.00
							4,500.00
Total Dept. Street Maintenance &							6,059.97
Total Fund Gas Tax:							6,059.97
Fund: 501 Water							
Dept: 000.000							
501-000.000-205.200	Water		Refund Dep, Ovrpmt 510 WHST	37811	10/20/2015	10/29/2015	147.27
	ANDRADE/EDGAR//		Refund Deposit 511 S 9th St	37833	10/22/2015	10/29/2015	176.68
	FRANCO/MARTIN//		Refund Deposit 647 Garrett St	37835	10/19/2015	10/29/2015	45.04
	GALLARDO/SERGIO//		Refund Deposit 1231 Martin St	37842	10/20/2015	10/29/2015	172.68
	HERMOSILLO/YOLANDA//		Refund Deposit 419 S Imperial	37843	10/22/2015	10/29/2015	196.96
	HOLGUIN, JR./ARTHUR G.//		Refund Deposit 1014 Pine Court	37843	10/22/2015	10/29/2015	196.96
	HOLGUIN, JR./ARTHUR G.//		Refund Deposit 925 W Ronald St	37844	10/20/2015	10/29/2015	125.73
	HUFFINE/RON & LISA//		Refund Deposit 670 Stanley	37854	10/20/2015	10/29/2015	186.78
	JARDON III/AGUSTIN S//		Refund Deposit 1536 River Dr	37856	10/19/2015	10/29/2015	67.29
	JONES/MIRIAM//		Refund Dep, Ovrpmt 815 Willard	37859	10/21/2015	10/29/2015	141.34
	KIM/YOUNG Y//		Refund Deposit 347 W Duarte	37860	10/22/2015	10/29/2015	95.87
	KISSEL/KARL J//		Refund Deposit 1120 Panno Rd	37861	10/20/2015	10/29/2015	196.96
	KLICKA/RICK//		Refund Deposit 451 K Street	37863	10/20/2015	10/29/2015	195.26
	KRUTZSCH/ANDREW S.//		Refund Deposit 1178 Glendening	37865	10/20/2015	10/29/2015	176.68
	LAI/CHRISTOPHER//		Refund Deposit 749 Magnolia St	37866	10/20/2015	10/29/2015	156.16
	LEON JR/AMADO A//		Refund Deposit 430 W C Street	37868	10/21/2015	10/29/2015	199.26
	LOPEZ/RIGOBERTO &		Refund Deposit 469 Terrace Dr	37869	10/21/2015	10/29/2015	191.74
	MACHADO/CAROLYN &		Refund Deposit 107 Mackenzie	37872	10/21/2015	10/29/2015	174.86
	MAPES/DAVID ROBERT//						

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	MARISCAL/DEBORAH//		Refund Deposit 160 W K Street	37873	10/21/2015	10/29/2015	130.73
	MARTINEZ/DANIEL//		Refund Deposit 833 Sierra Dr	37874	10/22/2015	10/29/2015	196.96
	MARTINEZ/FELIPE		Refund Deposit 282 I Street	37875	10/22/2015	10/29/2015	174.86
	MARTINEZ/RUDY MIRANDA//		Refund Deposit 625 N 11th St	37876	10/22/2015	10/29/2015	196.96
	MCDERMOTT/ALMA//		Refund Deposit 360 H Street	37877	10/22/2015	10/29/2015	195.26
	MELLO/MARJO L//		Refund Deposit 281 W Duarte	37879	10/22/2015	10/29/2015	165.56
	MENDOZA/MARGARITA//		Refund Deposit 654 N Adams St	37880	10/19/2015	10/29/2015	61.01
	MENDOZA/STACY ANN//		Refund Deposit 153 D Street	37881	10/19/2015	10/29/2015	155.39
	MORENO/SAIDEE//		Refund Deposit 930 Santillan	37884	10/22/2015	10/29/2015	191.74
	MORGAN/KENNETH & JOLINE		Refund Deposit 1149 Alamo St	37885	10/22/2015	10/29/2015	211.56
	NAILL/JAMES//		Refund Deposit 220 A Street	37887	10/22/2015	10/29/2015	315.74
	NEW COLLEGE VIEW//		Refund Deposit 395 A Street	37888	10/19/2015	10/29/2015	375.30
	NUNEZ/JAVIER//		Refund Deposit 1074 CDVI	37891	10/22/2015	10/29/2015	191.74
	ORTIZ/FELIPE JESUS//		Refund Deposit 1132 K Street	37899	10/22/2015	10/29/2015	196.96
	PADILLA/DANIEL &		Refund Deposit 848 Cherry Ct	37900	10/22/2015	10/29/2015	195.26
	PALOMINO/ANA M//		Refund Deposit 505 D Street	37902	10/22/2015	10/29/2015	478.52
	PENDLEY/LEAH//		Refund Deposit 849 Shelbie Ave	37903	10/22/2015	10/29/2015	165.56
	PEREZ/JOSEPH &		Refund Dep, Ovrpmt 176 Julia	37905	10/20/2015	10/29/2015	156.95
	PRINCE & ASSOCIATES//		Refund Dep, Ovrpmt 471 W C St	37909	10/20/2015	10/29/2015	159.34
	REMINGTON/DANIELLE//		Refund Deposit 113 W J Street	37911	10/22/2015	10/29/2015	196.96
	SALAZAR/JUAN CARLOS//		Refund Deposit 1004 Joshua Ave	37917	10/22/2015	10/29/2015	165.56
	SANCHEZ/GABRIEL L//		Refund Deposit 711 River Drive	37919	10/22/2015	10/29/2015	176.68
	SANCHEZ/VERONICA		Refund Deposit 209 H Street	37920	10/22/2015	10/29/2015	191.74
	SANGA/KRISHNA S//		Refund Deposit 989 Jennifer St	37921	10/22/2015	10/29/2015	196.96
	VILLAVICENCIO/CAROLINA//		Refund Deposit 650 Sycamore Dr	37934	10/20/2015	10/29/2015	45.43
							7,732.25
						Total Dept. 000000:	7,732.25
Dept: 321.000	Water Treatment						
501-321.000-440.710	Water sales						
	LA VALENCIA GARDENS		Refund Ovrpmt 1112 CACI	37864	10/20/2015	10/29/2015	1.54
	ROTHFLEISCH/RYAN//		Refund Ovrpmt 507 Willard Ave	37914	10/20/2015	10/29/2015	10.61
							12.15
501-321.000-720.100	Office						
	OFFICE SUPPLY COMPANY///		Board, Glue, Eraser, Pencils	37895	10/20/2015	10/29/2015	68.28
							68.28
501-321.000-720.300	Chemicals						
	UNIVAR USA, INC.///		Sodium Hyphochlorite	37931	10/06/2015	10/29/2015	24.18
	UNIVAR USA, INC.///		Sodium Hyphochlorite	37931	10/06/2015	10/29/2015	4,845.42
							4,869.60
501-321.000-721.100	Uniforms						
	FAIR STORE/THE//	3955	Safety Boots/Rodolfo Nunez	37831	10/16/2015	10/29/2015	150.00
							150.00
501-321.000-721.200	Other						
	HACH COMPANY, INC.///	9552456	PH Buffer Solution Kit	37840	10/01/2015	10/29/2015	383.75
	HACH COMPANY, INC.///	9518605	Single Input	37840	10/01/2015	10/29/2015	4,383.28
	HACH COMPANY, INC.///	2119781	Return Single Input	37840	10/01/2015	10/29/2015	-4,303.81
	HACH COMPANY, INC.///	2119812	Credit Freight Charges	37840	10/01/2015	10/29/2015	-79.47
	HYDRAULICS & BEARING	45828	Fittings	37845	10/01/2015	10/29/2015	39.17
	HYDRAULICS & BEARING	45897	Fittings	37845	10/01/2015	10/29/2015	42.81

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
	IMPERIAL HARDWARE CO.,	415960/2	Bits	37850	10/20/2015	10/29/2015	35.43
	IMPERIAL HARDWARE CO.,	415972/2	Screws	37850	10/02/2015	10/29/2015	7.04
	IMPERIAL HARDWARE CO.,	416220/2	Lumber	37850	10/22/2015	10/29/2015	13.06
	IMPERIAL HARDWARE CO.,	415538/2	Washers, Wedge Anchors	37850	10/16/2015	10/29/2015	7.53
	IMPERIAL HARDWARE CO.,	415503/2	Bolts, Washers	37850	10/16/2015	10/29/2015	3.64
	IMPERIAL HARDWARE CO.,	415146/2	Push Brooms	37850	10/14/2015	10/29/2015	76.13
	IMPERIAL HARDWARE CO.,	415763/2	Car Wash, Outlet Adaptor	37850	10/19/2015	10/29/2015	43.61
	IMPERIAL HARDWARE CO.,	415766/2	Spray Paint	37850	10/19/2015	10/29/2015	19.81
	IMPERIAL HARDWARE CO.,	415781/2	Batteries	37850	10/19/2015	10/29/2015	53.20
	KAMAN INDUSTRIAL TECH		Seals	37858	10/05/2015	10/29/2015	147.27
							872.45
501-321.000-721.900	Small tools & IMPERIAL HARDWARE CO.,	415788/2	Tote Box, Poly Tube	37850	10/19/2015	10/29/2015	59.95
							59.95
501-321.000-730.200	Technical ORANGE COMMERCIAL	7732	Microbiology Analysis	37898	10/12/2015	10/29/2015	1,283.00
							1,283.00
501-321.000-740.100	Repair & CANON FINANCIAL	15386680	Copier Lease	37820	10/13/2015	10/29/2015	56.26
	COOL BREEZE AIR///	3988	Service A/C - WTP	37823	10/09/2015	10/29/2015	312.00
	COOL BREEZE AIR///	3991	Repair A/C - WTP	37823	10/09/2015	10/29/2015	337.40
							705.66
501-321.000-740.400	Rent CANON FINANCIAL	15386680	Copier Lease	37820	10/13/2015	10/29/2015	78.40
							78.40
501-321.000-750.200	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	324.18
							324.18
501-321.000-750.400	Travel VALENZUELA/MARIANO// WALKER/RALPH//		Travel Adv./Math Review Class	37933	10/06/2015	10/29/2015	350.18
			Travel Adv./Math Review Class	37936	10/06/2015	10/29/2015	350.18
							700.36
501-321.000-750.650	Taxes, Fees, SWRCB FEES///		Large Water System Fees	37928	10/15/2015	10/29/2015	7,817.96
							7,817.96
							Total Dept. Water Treatment: 16,941.99
Dept: 322.000	Water Distribution						
501-322.000-720.600	Plumbing HD SUPPLY WATERWORKS,	E613656	Fire Hydrant	37841	10/21/2015	10/29/2015	2,169.92
	HD SUPPLY WATERWORKS,	E637609	Coupling, Adapters	37841	10/12/2015	10/29/2015	594.18
							2,764.10
501-322.000-721.200	Other IMPERIAL HARDWARE CO.,	416283/2	Paint Markers	37850	10/22/2015	10/29/2015	7.65
	IMPERIAL HARDWARE CO.,	415496/2	Glass Cleaner, Towels	37850	10/16/2015	10/29/2015	12.51
	IMPERIAL HARDWARE CO.,	415145/2	Gas Can, Oil	37850	10/14/2015	10/29/2015	28.86
	K-C WELDING RENTALS,	10240	C-Clamps	37857	10/21/2015	10/29/2015	49.66
	NEWCASTLE FARMS, LLC.	3751	Trench Plate	37889	10/14/2015	10/29/2015	999.00
	R.J. SAFETY SUPPLY CO.,	350424-1	Gloves, Dust Masks	37910	10/12/2015	10/29/2015	417.10
							1,514.78
501-322.000-800.500	Vehicles DOWNTOWN FORD SALES///	233456	2016 Ford F250 Crew Cab Pickup	37826	10/15/2015	10/29/2015	2,466.74
	DOWNTOWN FORD SALES///	233457	2016 Ford F250 Crew Cab Pickup	37826	10/15/2015	10/29/2015	57,533.26

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
							60,000.00
Total Dept. Water Distribution:							64,278.88
Total Fund Water:							88,953.12
 Fund: 511 Wastewater							
Dept: 331.000 Wastewater							
511-331.000-440.730	Sewer						
	ANDRADE/EDGAR//		Refund Dep, Ovrpmt 510 WHST	37811	10/20/2015	10/29/2015	23.80
	KIM/YOUNG Y//		Refund Dep, Ovrpmt 815 Willard	37859	10/21/2015	10/29/2015	23.80
	PEREZ/JOSEPH &		Refund Dep, Ovrpmt 176 Julia	37905	10/20/2015	10/29/2015	23.80
	PRINCE & ASSOCIATES///		Refund Dep, Ovrpmt 471 W C St	37909	10/20/2015	10/29/2015	23.80
							95.20
511-331.000-720.600	Plumbing						
	IMPERIAL HARDWARE CO.,	415953/2	Nipple, Pipe, Bolts, Nuts	37850	10/20/2015	10/29/2015	39.98
	IMPERIAL HARDWARE CO.,	416150/2	Couplings, Paint	37850	10/21/2015	10/29/2015	11.25
							51.23
511-331.000-721.200	Other						
	K-C WELDING RENTALS,	10239	Chisel, Angle, Electrode	37857	10/21/2015	10/29/2015	170.39
							170.39
511-331.000-725.300	Natural gas						
	SOUTHERN CALIFORNIA GAS	172 969 1728 3 9/10-10/9/15		37924	10/13/2015	10/29/2015	15.87
							15.87
511-331.000-750.200							
	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	36.53
							36.53
511-331.000-800.500	Vehicles						
	DOWNTOWN FORD SALES///	233456	2016 Ford F250 Crew Cab Pickup	37826	10/15/2015	10/29/2015	31,100.49
							31,100.49
Total Dept. Wastewater Collection:							31,469.71
 Dept: 332.000 Wastewater							
511-332.000-720.300	Chemicals						
	HACH COMPANY, INC.///	9579720	Ammonia	37840	10/01/2015	10/29/2015	628.94
	HACH COMPANY, INC.///	9578746	Ammonia	37840	10/01/2015	10/29/2015	141.53
	HACH COMPANY, INC.///	9606152	Filter, Beakers, PH Paper	37840	10/02/2015	10/29/2015	399.25
							1,169.72
511-332.000-720.500	Electrical						
	ONE SOURCE		Lamp	37897	10/07/2015	10/29/2015	56.45
	USA BLUEBOOK, INC.///	767425	Batteries	37932	10/02/2015	10/29/2015	41.67
							98.12
511-332.000-721.100	Uniforms						
	FAIR STORE/THE//	3956	Safety Boots/Gustavo Rodriguez	37831	10/16/2015	10/29/2015	150.00
	FAIR STORE/THE//	3913	Safety Boots/Antonio Garcia	37831	10/01/2015	10/29/2015	150.00
							300.00
511-332.000-721.200	Other						
	AUTO ZONE, INC. #2804///		Filter	37816	10/01/2015	10/29/2015	18.38
	IMPERIAL HARDWARE CO.,	416097/2	Furring Strip, Angle	37850	10/21/2015	10/29/2015	23.85
	JONES BROTHERS GLASS,	29391	Polycarbonate Sheets	37855	10/15/2015	10/29/2015	354.59
	USA BLUEBOOK, INC.///	767097	Adapter, Battery, Gloves	37932	10/02/2015	10/29/2015	180.90
	USA BLUEBOOK, INC.///	774051	Flask	37932	10/12/2015	10/29/2015	92.83
							670.55
511-332.000-730.200	Technical						

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
	EMPIRE SOUTHWEST LLC///		Full System Inspection/WWTP	37829	10/01/2015	10/29/2015	224.00
	EMPIRE SOUTHWEST LLC///		Full System Inspection/Dogwood	37829	10/01/2015	10/29/2015	224.00
	ENVIRONMENTAL	1452781	Various Analysis	37830	10/01/2015	10/29/2015	368.89
	IMPERIAL LANDFILL, INC.///		Biosolids Disposal WWTP	37851	10/15/2015	10/29/2015	7,413.74
	ORANGE COMMERCIAL	7721	Microbiology Analysis	37898	10/05/2015	10/29/2015	903.00
	ORANGE COMMERCIAL	7733	Microbiology Analysis	37898	10/12/2015	10/29/2015	3,435.00
	ORANGE COMMERCIAL	7734	Effluent Toxicity Analysis	37898	10/12/2015	10/29/2015	2,736.00
	ORANGE COMMERCIAL	7697	Microbiology Analysis	37898	10/01/2015	10/29/2015	903.00
							16,207.63
511-332.000-740.100	Repair & HACH COMPANY, INC.///	9574932	Repair Sensor	37840	10/01/2015	10/29/2015	928.57
							928.57
511-332.000-740.200	Cleaning ALSCO AMERICAN LINEN		Cleaning Services	37808	10/12/2015	10/29/2015	101.62
	ALSCO AMERICAN LINEN		Cleaning Services	37808	10/19/2015	10/29/2015	101.62
							203.24
511-332.000-750.200	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	90.61
							90.61
							Total Dept. Wastewater treatment: 19,668.44
							Total Fund Wastewater: 51,138.15
Fund: 521 Solid Waste							
Dept: 341.000 Solid Waste							
521-341.000-440.740	Solid waste ANDRADE/EDGAR//		Refund Dep, Ovrpmt 510 WHST	37811	10/20/2015	10/29/2015	10.30
	KIM/YOUNG Y//		Refund Dep, Ovrpmt 815 Willard	37859	10/21/2015	10/29/2015	10.30
	PEREZ/JOSEPH &		Refund Dep, Ovrpmt 176 Julia	37905	10/20/2015	10/29/2015	10.30
	PRINCE & ASSOCIATES///		Refund Dep, Ovrpmt 471 W C St	37909	10/20/2015	10/29/2015	10.30
							41.20
							Total Dept. Solid Waste Collection: 41.20
							Total Fund Solid Waste: 41.20
Fund: 601 Maintenance							
Dept: 801.000 Vehicle							
601-801.000-720.400	Automotive EMPIRE SOUTHWEST LLC///		Cable Assembly #45 Streets	37829	10/13/2015	10/29/2015	72.13
	EMPIRE SOUTHWEST LLC///		Urethane Bushing #45 Streets	37829	10/14/2015	10/29/2015	112.45
	LIGHTHOUSE, INC./THE//	0195440	Cable #220, #221 Streets	37867	10/19/2015	10/29/2015	568.00
	NORTHEND AUTOPARTS,	540379	Oil Cap #3912 F.D.	37890	10/01/2015	10/29/2015	11.07
	NORTHEND AUTOPARTS,	542229	Filters #55 Shop	37890	10/21/2015	10/29/2015	88.79
							852.44
601-801.000-721.200	Other MSC INDUSTRIAL SUPPLY		Shelves	37886	10/12/2015	10/29/2015	291.12
	R.J. SAFETY SUPPLY CO.,	350389-1	Masks	37910	10/08/2015	10/29/2015	160.02
	R.J. SAFETY SUPPLY CO.,	350530-1	Lens Towlettes, Eye Solution	37910	10/13/2015	10/29/2015	28.63
	R.J. SAFETY SUPPLY CO.,	350533-1	Eye Wash Solution	37910	10/13/2015	10/29/2015	35.10
	R.J. SAFETY SUPPLY CO.,	350685-1	Fire Extinguisher, Triangles	37910	10/16/2015	10/29/2015	280.25
							795.12
601-801.000-740.100	Repair & OK RUBBER TIRES///	46954	Tires #45 Streets	37896	10/21/2015	10/29/2015	2,348.51
							2,348.51
601-801.000-740.200	Cleaning						

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
	ALSCO AMERICAN LINEN		Uniform Cleaning Services	37808	10/19/2015	10/29/2015	34.08
	ALSCO AMERICAN LINEN		Cleaning Services	37808	10/19/2015	10/29/2015	30.06
							64.14
601-801.000-750.200							
	AT&T-CALNET 2///		Telephone Services 9/20-10/19	37814	10/20/2015	10/29/2015	40.11
							40.11
							Total Dept. Vehicle Maintenance Shop: 4,100.32
							Total Fund Maintenance: 4,100.32
							Grand Total: 170,257.18

Check Register Report

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Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
37938	10/30/2015	Printed	A366	AFLAC GROUP INSURANCE	Critical Care Withheld	646.68
37939	10/30/2015	Printed	A368	AFLAC INC.	Cancer, ICU, Disability	2,911.69
37940	10/30/2015	Printed	A951	AIR MED CARE NETWORK	Prorated Membership	55.00
37941	10/30/2015	Printed	C110	COLUMBUS BANK & TRUST COMPA	Unreimb. Medical & Dependent	429.60
37942	10/30/2015	Printed	F689	FRANCHISE TAX BOARD	Deductions	100.00
37943	10/30/2015	Printed	N944	NATIONAL PLAN COORDINATORS	Deferred Comp Plan #340233-01	6,610.27
37944	10/30/2015	Printed	N187	NATIONWIDE RETIREMENT SOLUTION	Deferred Compensation #05270	520.00
37945	10/30/2015	Printed	S325	SUN COMMUNITY FED. CREDIT UNIO	Credit Union Deductions	1,521.00
37946	10/30/2015	Printed	U660	UNITED STATES TREASURY	Deductions	177.50
37947	10/30/2015	Printed	U661	UNITED STATES TREASURY	Deductions	62.50
37948	10/30/2015	Printed	U761	UNITED STATES TREASURY	Deductions	200.00
37949	10/30/2015	Printed	U110	UNITED WAY OF IMPERIAL COUNTY	United Way Deductions	17.00

12

Checks Total (excluding void checks):

13,251.24



ORDINANCE NO. 2015-08

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRAWLEY, CALIFORNIA,
AMENDING A NO PARKING ZONE.

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

Chapter 17 Section 17.58 of the Brawley Municipal Code is hereby
amended to read as follows:

Section 1. A No Parking Zone is hereby amended at the following
location prohibiting the stopping, standing and
parking of motor vehicles as follows:

**23. Phil Swing Elementary School 245 West A Street,
Brawley, CA 92227**

a. No Parking Zone. Beginning at the south-
western end of curb return of the Western
Avenue and A Street intersection, located in
the south curb face of A Street.

Thence two hundred eighty five feet west
following the south curb face to a true point of
beginning for a designated no parking zone.

Thence 65 feet west following the south curb face of
A Street to the end of the no parking zone. Said no
parking zone curb shall be painted red.

Section 2. The Director of Public Works is instructed and authorized
forthwith to indicate such restricted areas by curb
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.

PASSED, ADOPTED AND APPROVED at an adjourned regular meeting of the
City Council held on the 3rd day of November 2015.

CITY OF BRAWLEY, CALIFORNIA

George A. Nava, Mayor

ATTEST:

Alma Benavides, City Clerk

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

1st Reading

I, **Alma Benavides**, City Clerk of the City of Brawley, California, DO HEREBY CERTIFY that the foregoing Ordinance No. 2015- was passed and adopted by the City Council of the City of Brawley, California, at an adjourned regular meeting held on the 3rd day of November 2015 and that it was so adopted by the following roll call vote: m/s/c Nava/Couchman 5-0

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

DATED: November 3, 2015

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. 2015- was passed and adopted by the City Council of the City of Brawley, California, at an adjourned regular meeting held on the 17th day of November 2015 and that it was so adopted by the following roll call vote:

AYES:
NAYES:
ABSTAIN:
ABSENT:

DATED: November 17, 2015

Alma Benavides, City Clerk

CITY COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: 11/17/2015

City Manager:



PREPARED BY: Yazmin Arellano, P.E., Public Works Director

PRESENTED BY: Yazmin Arellano, P.E., Public Works Director

SUBJECT: Alyce Gereaux Park Renovation Project - Contractor Pre-Qualification System per Public Contract Code Section 20101 for Specialty Wet Play Subcontractors

CITY MANAGER RECOMMENDATION: Adopt Contractor Pre-Qualification System in Accordance with Public Contract Code Section 20101 for Specialty Wet Play Subcontractors Seeking to Bid the City of Brawley Alyce Gereaux Park Renovation Project.

DISCUSSION: Public Contract Code Section 20101 contains the relevant provisions for a public agency to require licensed contractors that wish to bid for public works jobs to “pre-qualify” for the right to bid on a specific public works project. The law allows a public agency to establish a pre-qualification procedure linked to a single project (Section 20101[d]) and to:

- (1) Use a standardized questionnaire and financial statement
- (2) Adopt and apply a uniform system of rating bidders on objective criteria
- (3) Create an appeal process

The Department of Industrial Relations (DIR) developed model guidelines for rating bidders and a model questionnaire.

The City of Brawley Public Works Staff prepared the attached Request for Contractor Pre-Qualification Proposals for Specialty Wet Play Subcontractors Seeking to Bid the Alyce Gereaux Park Renovation Project. This Request for Contractor Pre-Qualification Proposals follows DIR’s model guidelines and complies with Public Contract Code Section 20101.

It is hereby requested that the City Council adopt a pre-qualification procedure linked to a single project, the project being the Alyce Gereaux Park Renovation Project. The pre-qualification procedure should also include the following:

- (1) DIR Model questionnaire to be sent to contractors;
- (2) DIR Model scoring system, for rating the answers given by the contractors and by their references;
- (3) DIR Model series of questions and suggestions for procedures to be used by City Staff when interviewing references; and
- (4) An appeal process which provides for completion of the appeal no later than 5 calendar days after the pre-qualification results notice date by the City of Brawley. City notice will include the basis for the prospective bidder’s disqualification and any supporting evidence that has

been received from others or adduces as a result of an investigation by the City (Section 20101[d][1]).

FISCAL IMPACT: None at this time

ATTACHMENTS: Model forms created by the Department of Industrial Relations

**PRE-QUALIFICATION OF CONTRACTORS
SEEKING TO BID ON PUBLIC WORKS
PROJECTS:**

*The 1999 State Legislation and the
Model Forms Created by the
Department of Industrial Relations*

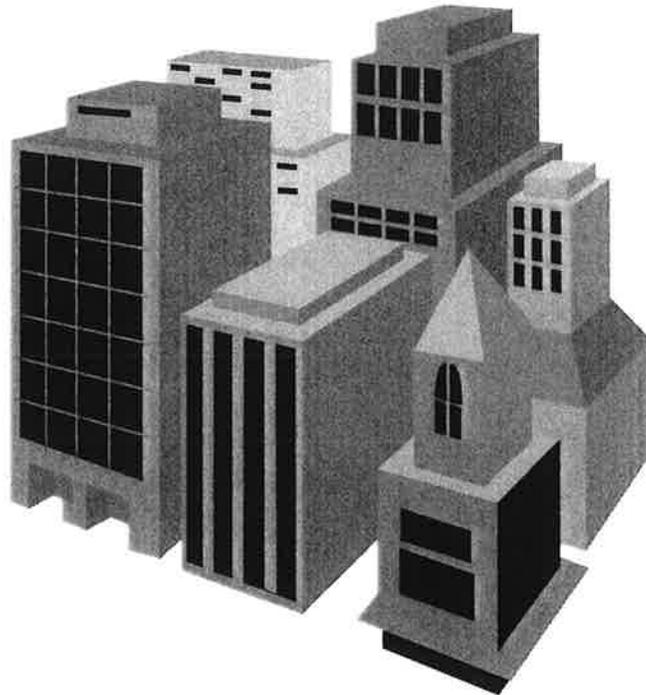


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**INTRODUCTION AND
OVERVIEW OF THE 1999 LAW
AND ITS APPLICATION**

I. IMPORTANT PROVISIONS OF THE 1999 LAW

In 1999, the Legislature enacted a law that allows many public agencies to require licensed contractors that wish to bid for public works jobs to “pre-qualify” for the right to bid on a specific public works project, or on public works project undertaken by a public agency during a specified period of time. Public Contract Code section 20101 has the relevant provisions; it was enacted as part of Assembly Bill 574.

The law applies to all cities, counties, and special districts but does not apply to K-12 school districts (which have similar authority to create pre-qualification procedures, described in Public Contract Code section 20111.5, which was enacted in 1997).¹

The law does not require any public agency to adopt a pre-qualification system. Instead, it authorizes every public agency to adopt a pre-qualification system, and describes certain requirements that must be met (described below), if a public agency chooses to adopt such a system.

In fact, the 1999 law allows a public agency to establish two different kinds of pre-qualification procedures for public works projects. The law allows a public agency to establish a pre-qualification procedure linked to a single project (Section 20101[d]). Or, the public agency may adopt a procedure by which a contractor may qualify to bid on projects which are put out for bid by that agency for a period of one year after the date of initial pre-qualification. (Section 20101[c]).

The law requires every public agency that creates either kind of pre-qualification procedure to:

(1) use a “standardized questionnaire and financial statement in a form specified by the public entity”(Section 20101[a]);

(2) adopt and apply a uniform system of rating bidders on objective criteria, on the basis of the completed questionnaires and financial statements (Section 20101[b]);

(3) create an appeal procedure, by which a contractor that is denied pre-qualification may seek a reversal of that determination. (Section 20101[d]).

II. ROLE OF THE DEPARTMENT OF INDUSTRIAL RELATIONS

AB 574 required the Department of Industrial Relations (DIR) to “develop model guidelines for rating bidders, and draft the standardized questionnaire.” It required DIR to “consult with affected public agencies; cities and counties, the construction industry, the surety industry, and other interested parties.”

¹ Community College Districts also have specific authority to carry out prequalification procedures, in Public Contract Code section 20651.5, enacted in 1998. Community College Districts may also be covered by AB 574, since they are not specifically exempted.

From January through October 2000, DIR held a series of meetings in Sacramento with representatives of public agencies and other interested parties. Each meeting was attended by more than 25 representatives of interested parties. All told, more than 60 people participated in at least one such meeting, and most representatives participated in more than one. Contractors, public agencies both large and small, and associations of each were well represented throughout the series of meetings. DIR's initial draft of a questionnaire was revised after each meeting, and each revised draft was discussed at the next meeting, leading to additional revisions. Eventually, there was widespread consensus that the model questionnaire provided in this package offers a system of rating bidders based on objective criteria, and a useful and appropriate series of questions.

In addition, DIR, in compliance with the 1999 legislation, created model guidelines for rating bidders. The model rating system also is included in this package.

III. AN OVERVIEW OF THE DOCUMENTS IN THIS PACKAGE

Included in this package are:

1. A model questionnaire to be sent to contractors. The questionnaire includes spaces for answers to be provided by the contractors, with the forms to be returned to the public agency.² As required by the legislation, the information provided to the public agency by the contractors, other than the names, addresses and contractor license numbers of the contractors applying – is to be kept confidential
2. A model scoring system, for rating the answers given by the contractors and by the references. Note: the documents provided here by DIR are designed to collect the information that a public agency will need to carry out a pre-qualification procedure, and the DIR has proposed a rating system. Each public agency, however, is free to devise its own “uniform system of rating prospective bidders . . . based on objective criteria.” That is, each public agency may determine its own scoring system and its own passing scores for different portions of the questionnaire and for the interviews.
3. A model series of questions to be used by representatives of the public agency when interviewing persons who are identified by contractors as their “references” – owners of projects that have been completed by each contractor in the recent past.
4. DIR's suggestions for procedures to be used for conducting the reference interviews.
5. Two alternative forms: model announcements of pre-qualification procedures. Each is a summary and explanation of the pre-qualification procedure, prepared primarily for licensed contractors, although available for the general public as well. There are two slightly different versions of this document: one explains the pre-qualification procedure linked to a single project,³

² The documents included in this package can be found at the Department of Industrial Relations web site, www.dir.ca.gov. Click on “Data bases.”

³ The explanation included in this document assumes that the prequalification procedure is taking place after the RFP or project announcement is published. A public agency may choose, instead, to have the prequalification

while the other explains the procedure of pre-qualification valid for a year and for more than one project.

6. A list of sources of information that may be used by a public agency to verify the accuracy of many of the answers given by the contractors to the questions on the questionnaire.⁴

IV. APPEAL PROCEDURE

Section 20101(d) requires every public agency that requires prospective bidders to prequalify pursuant to this law to establish “a process that will allow prospective bidders to dispute their proposed prequalification rating prior to the closing time for receipt of bids.” The appeal process must include written notification by the public agency of the basis for the prospective bidder’s disqualification “and any supporting evidence that has been received from others or adduced as a result of an investigation by the public entity.” (section 20101[d][1]). The prospective bidder must be given an opportunity to rebut any evidence used as a basis for disqualification and to present evidence to the public entity as to why the prospective bidder should be found qualified.” (section 20101[d][2]). The law does not describe the appeal procedure in any additional detail; each public agency is free to adopt its own procedures, as long as the statutory requirements are met. As an example, while Part I of the model questionnaire includes nine “Essential Requirements for Qualification,” a public agency may choose to allow contractors to appeal a disqualification based solely on an answer to a question in Part I.

DIR has devised two different schedules for appeal procedures. One schedule would be used in a system for prequalification for a single project. The sequence of steps in this appeal procedure are scheduled to allow for an appeal decision at least four business days prior to the submission for bids for the single project. The other schedule for an appeal is applicable to a system in which prospective bidders seek prequalification valid for one year, without a link to the bidding on a specific project. These two appeal sequences are described in the explanation to contractors (the two documents referred to in paragraph 5, above).

Each public agency should be certain that it distributes to licensed contractors only the description that is appropriate for the prequalification procedures that are in use.

There are a number of laws and court decisions that affect the nature of an appeal hearing provided by a public agency. Each public agency should consult its own attorneys for advice in this area.

procedure start and end prior to the solicitation of bids for the specific project. If that is the case, the public agency would have to modify the document offered here to explain the sequence of events.

⁴ **A CAUTIONARY NOTE:** The information that will be given to public agencies by contractors seeking pre-qualification is provided under oath, with the understanding that the intentional providing of false information is, in itself, grounds for disqualification. We expect that the information given should be and will be accepted at face value in most instances. Our list of sources of information available to the public is provided for use in the few instances in which a public agency reviewing the answers given in a questionnaire has specific reason to believe that one or more answers should be verified in this manner.

V. APPLICATION OF THE PUBLIC RECORDS ACT

AB 574 provides that “The questionnaires and financial statements shall not be public records and shall not be open to public inspection; however, records of the names of contractors applying for prequalification status shall be public records subject to disclosure” under the Public Records Act. (Section 20101[a]). The model questionnaire forms provided by DIR indicate that the cover page of each questionnaire is a public record, and that all other pages of the questionnaire are not public records.

VI. WHAT ARE THE LAW’S PROVISIONS REGARDING PREQUALIFICATION OF SUBCONTRACTORS?

Public agencies are not required to pre-qualify sub-contractors, nor are public agencies prohibited from doing so. Section 20101(f) says:

Nothing in this section shall preclude the awarding agency from prequalifying or disqualifying a subcontractor. The disqualification by an awarding agency does not disqualify an otherwise prequalified [general] contractor.

MODEL PRE-QUALIFICATION QUESTIONNAIRE

CONTACT INFORMATION

Firm Name: _____ Check One: Corporation
(as it appears on license) Partnership
 Sole Prop.

Contact Person: _____

Address: _____

Phone: _____ Fax: _____

If firm is a sole proprietor or partnership:

Owner(s) of Company _____

Contractor's License Number(s):

PART I. ESSENTIAL REQUIREMENTS FOR QUALIFICATION

Contractor will be immediately disqualified if the answer to any of questions 1 through 5 is “no.”⁵

Contractor will be immediately disqualified if the answer to any of questions 6, 7, 8 or 9 is “yes.”⁶ If the answer to question 8 is “yes,” and if debarment would be the sole reason for denial of pre-qualification, any pre-qualification issued will exclude the debarment period.

1. Contractor possesses a valid and current California Contractor’s license for the project or projects for which it intends to submit a bid.
 Yes No
2. Contractor has a liability insurance policy with a policy limit of at least \$1,000,000 per occurrence and \$2,000,000 aggregate.
 Yes No
3. Contractor has current workers’ compensation insurance policy as required by the Labor Code or is legally self-insured pursuant to Labor Code section 3700 et. seq.
 Yes No Contractor is exempt from this requirement, because it has no employees
4. Have you attached your latest copy of a reviewed or audited financial statement with accompanying notes and supplemental information?⁷
 Yes No

NOTE: A financial statement that is not either reviewed or audited is not acceptable. A letter verifying availability of a line of credit may also be attached; however, it will be considered as supplemental information only, and is not a substitute for the required financial statement.

5. Have you attached a notarized statement from an admitted surety insurer (approved by the California Department of Insurance) and authorized to issue bonds in the State of California, which states: (a) that your current bonding capacity is sufficient for the project for which

⁵ A “no” answer to Question 4 will not be disqualifying if the contractor is exempt from complying with Question 4, for reasons explained in footnote 7.

⁶ A contractor disqualified solely because of a “Yes” answer given to question 6, 7, or 9 may appeal the disqualification and provide an explanation of the relevant circumstances during the appeal procedure.

⁷ Public Contract Code section 20101(e) exempts from this requirement a contractor who has qualified as a small business pursuant to Government Code section 14837(d)(1), if the bid is “no more than 25 per cent of the qualifying amount provided in section 14837(d)(1).” As of January 1, 2001, the qualifying amount is \$10 million, and 25 per cent of that amount, therefore, is \$2.5 million.

you seek pre-qualification if you are seeking pre-qualification for a single project; or (if you are seeking pre-qualification valid for a year) (b) your current available bonding capacity?⁸

Yes No

NOTE: Notarized statement must be from the surety company, not an agent or broker.

6. Has your contractor's license been revoked at any time in the last five years?
 Yes No
7. Has a surety firm completed a contract on your behalf, or paid for completion because your firm was default terminated by the project owner within the last five (5) years?
 Yes No
8. At the time of submitting this pre-qualification form, is your firm ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract, pursuant to either Labor Code section 1777.1 or Labor Code section 1777.7?
 Yes No

If the answer is "Yes," state the beginning and ending dates of the period of debarment:

-
9. At any time during the last five years, has your firm, or any of its owners or officers been convicted of a crime involving the awarding of a contract of a government construction project, or the bidding or performance of a government contract?
 Yes No

⁸ An additional notarized statement from the surety may be requested by *Public Entity* at the time of submission of a bid, if this pre-qualification package is submitted more than 60 days prior to submission of the bid.

**PART II. ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE,
COMPLIANCE WITH CIVIL AND CRIMINAL LAWS**

A. Current Organization and Structure of the Business

For Firms That Are Corporations:

- 1a. Date incorporated : _____
- 1b. Under the laws of what state: _____
- 1c. Provide all the following information for each person who is either (a) an officer of the corporation (president, vice president, secretary, treasurer), or (b) the owner of at least ten per cent of the corporation's stock.

Name	Position	Years with Co.	% Ownership	Social Security #

- 1d. Identify every construction firm that any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.
NOTE: For this question, "owner" and "partner" refer to ownership of ten per cent or more of the business, or 10 per cent or more of its stock, if the business is a corporation.

Person's Name	Construction Firm	Dates of Person's Participation with Firm

For Firms That Are Partnerships:

- 1a. Date of formation: _____
- 1b. Under the laws of what state: _____
- 1c. Provide all the following information for each partner who owns 10 per cent or more of the firm.

Name	Position	Years with Co.	% Ownership	Social Security #

- 1d. Identify every construction company that any partner has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.

NOTE: For this question, “owner” and “partner” refer to ownership of ten per cent or more of the business, or ten per cent or more of its stock, if the business is a corporation.

Person’s Name	Construction Company	Dates of Person’s Participation with Company

For Firms That Are Sole Proprietorships:

- 1a. Date of commencement of business. _____
- 1b. Social security number of company owner. _____
- 1c. Identify every construction firm that the business owner has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years.

NOTE: For this question, “owner” and “partner” refer to ownership of ten per cent or more of the business, or ten per cent or more of its stock, if the business is a corporation.

Person’s Name	Construction Company	Dates of Person’s Participation with Company

For Firms That Intend to Make a Bid as Part of a Joint Venture:

- 1a. Date of commencement of joint venture. _____
- 1b. Provide all of the following information for each firm that is a member of the joint venture that expects to bid on one or more projects:

Name of firm	% Ownership of Joint Venture

B. History of the Business and Organizational Performance

2. Has there been any change in ownership of the firm at any time during the last three years?
NOTE: A corporation whose shares are publicly traded is not required to answer this question.

Yes No

If "yes," explain on a separate signed page.

3. Is the firm a subsidiary, parent, holding company or affiliate of another construction firm?
NOTE: Include information about other firms if one firm owns 50 per cent or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.

Yes No

If "yes," explain on a separate signed page.

4. Are any corporate officers, partners or owners connected to any other construction firms.
NOTE: Include information about other firms if an owner, partner, or officer of your firm holds a similar position in another firm.

Yes No

If "yes," explain on a separate signed page.

5. State your firm's gross revenues for each of the last three years:

6. How many years has your organization been in business in California as a contractor under your present business name and license number? _____ years

7. Is your firm currently the debtor in a bankruptcy case?

Yes No

If "yes," please attach a copy of the bankruptcy petition, showing the case number, and the date on which the petition was filed.

8. Was your firm in bankruptcy at any time during the last five years? (This question refers only to a bankruptcy action that was not described in answer to question 7, above)

Yes No

If "yes," please attach a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued.

Licenses

9. List all California construction license numbers, classifications and expiration dates of the California contractor licenses held by your firm:

10. If any of your firm's license(s) are held in the name of a corporation or partnership, list below the names of the qualifying individual(s) listed on the CSLB records who meet(s) the experience and examination requirements for each license.
- _____
- _____
11. Has your firm changed names or license number in the past five years?
 Yes No
 If "yes," explain on a separate signed page, including the reason for the change.
12. Has any owner, partner or (for corporations:) officer of your firm operated a construction firm under any other name in the last five years?
 Yes No
 If "yes," explain on a separate signed page, including the reason for the change.
13. Has any CSLB license held by your firm or its Responsible Managing Employee (RME) or Responsible Managing Officer (RMO) been suspended within the last five years?
 Yes No
 If "yes," please explain on a separate signed sheet.

Disputes

14. At any time in the last five years has your firm been assessed and paid liquidated damages after completion of a project under a construction contract with either a public or private owner?
 Yes No
 If yes, explain on a separate signed page, identifying all such projects by owner, owner's address, the date of completion of the project, amount of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.
15. In the last five years has your firm, or any firm with which any of your company's owners, officers or partners was associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason?
NOTE: "Associated with" refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and which is listed in response to question 1c or 1d on this form.
 Yes No
 If "yes," explain on a separate signed page. State whether the firm involved was the firm applying for pre-qualification here or another firm. Identify by name of the company, the name of the person within your firm who was associated with that company, the year of the event, the owner of the project, the project and the basis for the action.
16. In the last five years has your firm been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible bidder?

Yes No

If "yes," explain on a separate signed page. Identify the year of the event, the owner, the project and the basis for the finding by the public agency.

* * * * *

NOTE: The following two questions refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another contractor, or subcontractor. You need not include information about "pass-through" disputes in which the actual dispute is between a sub-contractor and a project owner. Also, you may omit reference to all disputes about amounts of less than \$50,000.

17. In the past five years has any claim **against** your firm concerning your firm's work on a construction project been **filed in court or arbitration?**

Yes No

If "yes," on separate signed sheets of paper identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

18. In the past five years has your firm made any claim against a project owner concerning work on a project or payment for a contract and **filed that claim in court or arbitration?**

Yes No

If "yes," on separate signed sheets of paper identify the claim by providing the project name, date of the claim, name of the entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending, or if resolved, a brief description of the resolution).

* * * * *

19. At any time during the past five years, has any surety company made any payments on your firm's behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on your firm's behalf, in connection with a construction project, either public or private?

Yes No

If "yes," explain on a separate signed page the amount of each such claim, the name and telephone number of the claimant, the date of the claim, the grounds for the claim, the present status of the claim, the date of resolution of such claim if resolved, the method by which such was resolved if resolved, the nature of the resolution and the amount, if any, at which the claim was resolved.

20. In the last five years has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?

Yes No

If "yes," explain on a separate signed page. Name the insurance carrier, the form of insurance and the year of the refusal.

Criminal Matters and Related Civil Suits

21. Has your firm or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?

Yes No

If "yes," explain on a separate signed page, including identifying who was involved, the name of the public agency, the date of the investigation and the grounds for the finding.

22. Has your firm or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?

Yes No

If "yes," explain on a separate signed page, including identifying who was involved, the name of the public agency, the date of the conviction and the grounds for the conviction.

23. Has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?

Yes No

If "yes," identify on a separate signed page the person or persons convicted, the court (the county if a state court, the district or location of the federal court), the year and the criminal conduct.

Bonding

24. Bonding capacity: Provide documentation from your surety identifying the following:

Name of bonding company/surety: _____

Name of surety agent, address and telephone number:

25. If your firm was required to pay a premium of more than one per cent for a performance and payment bond on any project(s) on which your firm worked at any time during the last three years, state the percentage that your firm was required to pay. You may provide an explanation for a percentage rate higher than one per cent, if you wish to do so.

26. List all other sureties (name and full address) that have written bonds for your firm during the last five years, including the dates during which each wrote the bonds:

27. During the last five years, has your firm ever been denied bond coverage by a surety company, or has there ever been a period of time when your firm had no surety bond in place during a public construction project when one was required?

Yes No

If yes, provide details on a separate signed sheet indicating the date when your firm was denied coverage and the name of the company or companies which denied coverage; and the period during which you had no surety bond in place.

C. Compliance with Occupational Safety and Health Laws and with Other Labor Legislation Safety

28. Has CAL OSHA cited and assessed penalties against your firm for any “serious,” “willful” or “repeat” violations of its safety or health regulations in the past five years?

NOTE: If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Board has not yet ruled on your appeal, you need not include information about it.

Yes No

If “yes,” attached a separate signed page describing the citations, including information about the dates of the citations, the nature of the violation, the project on which the citation(s) was or were issued, the amount of penalty paid, if any. If the citation was appealed to the Occupational Safety and Health Appeals Board and a decision has been issued, state the case number and the date of the decision.

29. Has the federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five years?

NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

Yes No

If “yes,” attach a separate signed page describing each citation.

30. Has the EPA or any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against either your firm or the owner of a project on which your firm was the contractor, in the past five years?

NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

Yes No

If "yes," attach a separate signed page describing each citation.

31. How often do you require documented safety meetings to be held for construction employees and field supervisors during the course of a project?

32. List your firm's Experience Modification Rate (EMR) (California workers' compensation insurance) for each of the past three premium years:
NOTE: An Experience Modification Rate is issued to your firm annually by your workers' compensation insurance carrier.

Current year: _____

Previous year: _____

Year prior to previous year: _____

If your EMR for any of these three years is or was 1.00 or higher you may, if you wish, attach a letter of explanation.

33. Within the last five years has there ever been a period when your firm had employees but was without workers' compensation insurance or state-approved self-insurance?

Yes No

If "yes," please explain the reason for the absence of workers' compensation insurance on a separate signed page. If "No," please provide a statement by your current workers' compensation insurance carrier that verifies periods of workers' compensation insurance coverage for the last five years. (If your firm has been in the construction business for less than five years, provide a statement by your workers' compensation insurance carrier verifying continuous workers' compensation insurance coverage for the period that your firm has been in the construction business.)

Prevailing Wage and Apprenticeship Compliance Record

34. Has there been more than one occasion during the last five years in which your firm was required to pay either back wages or penalties for your own firm's failure to comply with the state's prevailing wage laws?

NOTE: This question refers only to your own firm's violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.

Yes No

If "yes," attach a separate signed page or pages, describing the nature of each violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid and the amount of back wages and penalties that you were required to pay.

35. During the last five years, has there been more than one occasion in which your own firm has been penalized or required to pay back wages for failure to comply with the **federal Davis-Bacon prevailing wage requirements?**

Yes No

If "yes," attach a separate signed page or pages describing the nature of the violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid, the amount of back wages you were required to pay along with the amount of any penalty paid.

36. Provide the **name, address and telephone number** of the apprenticeship program (approved by the California Apprenticeship Council) from whom you intend to request the dispatch of apprentices to your company for use on any public work project for which you are awarded a contract by *[Public Entity]*.

37. If your firm operates its own State-approved apprenticeship program:

- (a) Identify the craft or crafts in which your firm provided apprenticeship training in the past year.
- (b) State the year in which each such apprenticeship program was approved, and attach evidence of the most recent California Apprenticeship Council approval(s) of your apprenticeship program(s).
- (c) State the number of individuals who were employed by your firm as apprentices at any time during the past three years in each apprenticeship and the number of persons who, during the past three years, completed apprenticeships in each craft while employed by your firm.

38. At any time during the last five years, has your firm been found to have violated any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works?

NOTE: You may omit reference to any incident that occurred prior to January 1, 1998, if the violation was by a subcontractor and your firm, as general contractor on a project, had no knowledge of the subcontractor's violation at the time they occurred.

Yes No

If "yes," provide the date(s) of such findings, and attach copies of the Department's final decision(s).

PART III. RECENT CONSTRUCTION PROJECTS COMPLETED

39. Contractor shall provide information about its six most recently completed public works projects and its three largest completed private projects within the last three years.⁹ Names and references must be current and verifiable. Use separate sheets of paper that contain all of the following information:

Project Name: _____

Location: _____

Owner: _____

Owner Contact (name and current phone number):

Architect or Engineer: _____

Architect or Engineer Contact (name and current phone number):

Construction Manager (name and current phone number):

⁹ If you wish, you may, using the same format, also provide information about other projects that you have completed that are similar to the project(s) for which you expect to bid.

Description of Project, Scope of Work Performed:

Total Value of Construction (including change orders): _____

Original Scheduled Completion Date: _____

Time Extensions Granted (number of days): _____

Actual Date of Completion: _____

* * * * *

I, the undersigned, certify and declare that I have read all the foregoing answers to this prequalification questionnaire and know their contents. The matters stated in the questionnaire answers are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters I believe them to be true. I declare under penalty of perjury under the laws of the State of California, that the foregoing is correct.

Dated: _____
(Name)

**A LIST OF THE SCORABLE
QUESTIONS AND THE SCORING
INSTRUCTIONS**

A LIST OF THE SCORABLE QUESTIONS AND THE SCORING INSTRUCTIONS

The scorable questions arise in three different areas:

- (I) History of the business and organizational performance;
- (II) Compliance with occupational safety and health laws, workers' compensation and other labor legislation; and
- (III) Completion of recent projects and quality of performance.

The interview questions (interviews by the public agency of project managers on projects completed recently by the contractor) are included in group III. In a pre-qualification procedure for a single project, this last category would also include a scoring of the number of recently completed projects that are similar to the project on which pre-qualification is at issue. However, scoring linked to the similarity of past projects would **probably not be possible or useful** if the public agency as part of a procedure to pre-qualify contractors for an extended period.

Note: Not all questions in the questionnaire are scorable; some questions simply ask for information about the contractor firm's structure, officers and history. This document includes only those questions that are "scorable." The question numbers in this document are the numbers used in the questionnaire. Thus, the questions included here begin with question number 6, and there are a few breaks in the numerical sequence.

The Scores Needed for Prequalification

To prequalify, a contractor would be required to have a passing grade within each of the three large categories referred to above.

For Section I, "History of the business and organizational performance," DIR recommends use of a passing score of **57** on this portion of the questionnaire (of a maximum score of 76 on this portion of the questionnaire).

For Section II, Compliance with occupational safety and health laws, workers' compensation and other labor legislation DIR recommends use of a passing score of **38** on this portion of the questionnaire (of a maximum score of 53 points on this portion of the questionnaire).

Section III, Completion of recent projects and quality of performance, includes a series of interview questions, and may also include questions about recently completed (public or private) construction projects. For the interview questions, DIR recommends that a public agency interview project managers for the owners of two completed projects. DIR recommends a scoring system that would allow a maximum score of 120 points for each interview. For these questions, DIR recommends qualification for a contractor whose score on each of two interviews is 72 points or more; a denial of pre-qualification

for a contractor whose score on either interview is less than 55 points; and an additional interview with another reference if the score resulting from one interview is between 55 points and 72 points.

DIR makes no recommendation about how to score a contractor's answers about recently completed past projects. Because of the wide range of projects that a public agency may be planning, and the similarly wide range in the skills, abilities, and experience that a public agency will consider most important for a pending project, it is impossible to propose a useful model scoring system to apply to the answers given about a contractor's completed projects.

Questions about History of the Business and Organizational Performance

(16 questions)

1. How many years has your organization been in business in California as a contractor under your present business name and license number? _____ years

3 years or more = 2 points

4 years = 3 points 5 years = 4 pts.

6 years or more = 5 points

2. Is your firm currently the debtor in a bankruptcy case?
 Yes No

“No” = 3 points“ “Yes” = 0 points

3. Was your firm in bankruptcy any time during the last five years? (This question refers only to a bankruptcy action that was not described in answer to question 7, above).
 Yes No

“No” = 3 points“ “Yes” = 0 points

4. Has any CSLB license held by your firm or its Responsible Managing Employee (RME) or Responsible Managing Officer (RMO) been suspended within the last five years?
 Yes No

No = 5 points Yes = 0 points

5. At any time in the last five years, has your firm been assessed and paid liquidated damages after completion of a project, under a construction contract with either a public or private owner?
 Yes No

No projects with liquidated damages of more than \$50,000, or one project with liquidated damages = 5 points.

Two projects with liquidated damages of more than \$50,000 = 3 points

Any other answer: no points

6. In the last five years has your firm, or any firm with which any of your company's owners, officers or partners was associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason?

NOTE: "Associated with" refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and which is listed in response to question 1c or 1d on this form.

Yes No

No = 5 points Yes = 0 points

7. In the last five years, has your firm been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible bidder?

Yes No

No = 5 points Yes = 0 points

* * * * *

NOTE: The following two questions refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another contractor, or subcontractor. You need not include information about "pass-through" disputes in which the actual dispute is between a sub-contractor and a project owner. Also, you may omit reference to all disputes about amounts of less than \$50,000.

8. In the past five years, has any claim **against** your firm concerning your firm's work on a construction project, been **filed in court or arbitration?**
 Yes No

If the firm's average gross revenue for the last three years was less than \$50 million, scoring is as follows:

*5 points for either "No" or "Yes" indicating 1 such instance.
3 points for "Yes" indicating 2 such instances.
0 points for "Yes" if more than 2 such instances.*

If your firm's average gross revenue for the last three years was more than \$50 million, scoring is as follows:

*5 points for either "No" or "Yes" indicating 1, 2, or 3 such instances.
3 points for "Yes" indicating either 4 or 5 such instances.
0 points for "Yes" if more than 5 such instances.*

9. In the past five years, has your firm made any claim against a project owner concerning work on a project or payment for a contract, and **filed that claim in court or arbitration?**
 Yes No

If your firm's average gross revenues for the last three years was less than \$50 million scoring is as follows:

*5 points for either "No" or "Yes" indicating 1 such instance.
3 points for "Yes" indicating 2 such instances.
0 points for "Yes" if more than 2 such instances.*

If your firm's average gross revenues for the last three years was more than \$50 million, scoring is as follows:

*5 points for either "No" or "Yes" indicating 1, 2, or 3 such instances.
3 points for "Yes" indicating either 4 or 5 such instances.
0 points for "Yes" if more than 5 such instances.*

10. At any time during the past five years, has any surety company made any payments on your firm's behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on your firm's behalf in connection with a construction project, either public or private?
- Yes No

***5 points for either "No" or "Yes" indicating 1 such claim.
3 points for "Yes" indicating no more than 2 such claims
Subtract five points for "Yes" if more than 2 such claims***

11. In the last five years, has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?
- Yes No

***5 points for either "No" or "Yes" indicating 1 such instance.
3 points for "Yes" indicating 2 such instances.
0 points for "Yes" or if more than 2 such instances.***

12. Has your firm, or any of its owners, officers, or partners ever been found liable in a civil suit, or found guilty in a criminal action, for making any false claim or material misrepresentation to any public agency or entity?
- Yes No

No = 5 points Yes = subtract 5 points

13. Has your firm, or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?
- Yes No

No = 5 points Yes = subtract 5 points

14. Has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?
- Yes No

No = 5 points Yes = subtract 5 points

15. If your firm was required to pay a premium of more than one per cent for a performance and payment bond on any project(s) on which your firm worked at any time during the last three years, state the percentage that your firm was required to pay. You may provide an explanation for a percentage rate higher than one per cent, if you wish to do so.

_____ %

*5 points if the rate is no more than one per cent
3 points if the rate was no higher than 1.10 per cent.
0 points for any other answer.*

16. During the last five years, has your firm ever been denied bond credit by a surety company, or has there ever been a period of time when your firm had no surety bond in place during a public construction project when one was required?

Yes No

No = 5 points Yes = 0 points

**Questions about compliance with safety, workers compensation,
prevailing wage and apprenticeship laws.**

(11 questions)

1. Has CAL OSHA cited and assessed penalties against your firm for any "serious," "willful" or "repeat" violations of its safety or health regulations in the past five years?

Note: If you have filed an appeal of a citation and the Occupational Safety and Health Appeals Board has not yet ruled on your appeal, you need not include information about it.

Yes No

If the firm's average gross revenues for the last three years was less than \$50 million, scoring is as follows:

*5 points for either "No" or "Yes" indicating 1 such instance.
3 points for "Yes" indicating 2 such instances.
0 points for "Yes" if more than 2 such instances.*

If the firm's average gross revenues for the last three years was more than \$50 million, scoring is as follows:

*5 points for either "No" or "Yes" indicating 1, 2, or 3 such instances.
3 points for "Yes" indicating either 4 or 5 such instances.
0 points for "Yes" if more than 5 such instances.*

2. Has the federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five years?

Note: If you have filed an appeal of a citation and the appropriate appeals Board has not yet ruled on your appeal, you need not include information about it.

Yes No

If yes, attach a separate signed page describing each citation.

If the firm's average gross revenues for the last three years was less than \$50 million, scoring is as follows:

*5 points for either "No" or "Yes" indicating 1 such instance.
3 points for "Yes" indicating 2 such instances.
0 points for "Yes" or if more than 2 such instances.*

If the firm's average gross revenues for the last three years was more than \$50 million, scoring is as follows:

*5 points for either "No" or "Yes" indicating 1, 2, or 3 such instances.
3 points for "Yes" indicating either 4 or 5 such instances.
0 points for "Yes" if more than 5 such instances.*

3. Has the EPA or any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against either your firm or the owner of a project on which your firm was the contractor, in the past five years?

NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

Yes No

If the firm's average gross revenues for the last three years was less than \$50 million, scoring is as follows:

*5 points for either "No" or "Yes" indicating 1 such instance.
3 points for "Yes" indicating 2 such instances.
0 points for "Yes" or if more than 2 such instances.*

If the firm's average gross revenues for the last three years was more than \$50 million, scoring is as follows:

*5 points for either "No" or "Yes" indicating 1, 2, or 3 such instances.
3 points for "Yes" indicating either 4 or 5 such instances.
0 points for "Yes" if more than 5 such instances.*

4. How often do you require documented safety meetings to be held for construction employees and field supervisors during the course of a project?

*3 points for an answer of once each week or more often.
0 points for any other answer*

5. List your firm's Experience Modification Rate (EMR) (California workers' compensation insurance) for each of the past three premium years:
NOTE: An Experience Modification Rate is issued to your firm annually by your workers' compensation insurance carrier.

Current year: _____

Previous year: _____

Year prior to previous year: _____

If your EMR for any of these three years is or was 1.00 or higher, you may, if you wish, attach a letter of explanation.

NOTE: An Experience Modification Rate is issued to your firm annually by your workers' compensation insurance carrier.

*5 points for three-year average EMR of .95 or less
3 points for three-year average of EMR of more than .95 but no more than 1.00
0 points for any other EMR*

6. Within the last five years, has there ever been a period when your firm had employees but was without workers' compensation insurance or state-approved self-insurance?
 Yes No

*5 points for either "No" or "Yes" indicating 1 such instance.
0 points for any other answer.*

7. Has there been more than one occasion during the last five years on which your firm was required to pay either back wages or penalties for your own firm's failure to comply with the state's prevailing wage laws?
 Yes No

NOTE: This question refers only to your own firm's violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.

If your firm's average gross revenues for the last three years was less than \$50 million, scoring is as follows:

*5 points for either "No," or "Yes" indicating either 1 or 2 such instance.
3 points for "Yes" indicating 3 such instances.
0 points for "Yes" and more than 3 such instances.*

If your firm's average gross revenues for the last three years was more than \$50 million, scoring is as follows:

*5 points for either "No" or "Yes" indicating no more than 4 such instances.
3 points for "Yes" indicating either 5 or 6 such instances.
0 points for "Yes" and more than 6 such instances.*

8. During the last five years, has there been more than one occasion on which your own firm has been penalized or required to pay back wages for failure to comply with the **federal** Davis-Bacon prevailing wage requirements?
 Yes No

If your firm's average gross revenues for the last three years was less than \$50 million, scoring is as follows:

*5 points for either "No," or "Yes" indicating either 1 or 2 such instance.
3 points for "Yes" indicating 3 such instances.
0 points for "Yes" and more than 3 such instances.*

If your firm's average gross revenues for the last three years was more than \$50 million, scoring is as follows:

*5 points for either "No" or "Yes" indicating no more than 4 such instances.
3 points for "Yes" indicating either 5 or 6 such instances.
0 points for "Yes" and more than 6 such instances.*

9. Provide the **name, address and telephone number** of the apprenticeship program sponsor(s) (approved by the California Division of Apprenticeship Standards) that will provide apprentices to your company for use on any public work project for which you are awarded a contract by *[Public Entity]*.

***5 points if at least one approved apprenticeship program is listed.
0 points for any other answer.***

10. If your firm operates its own State-approved apprenticeship program:
- (a) Identify the craft or crafts in which your firm provided apprenticeship training in the past year.
 - (b) State the year in which each such apprenticeship program was approved, and attach evidence of the most recent California Apprenticeship Council approval(s) of your apprenticeship program(s).
 - (c) State the number of individuals who were employed by your firm as apprentices at any time during the past three years in each apprenticeship and the number of persons who, during the past three years, completed apprenticeships in each craft while employed by your firm.

5 points if one or more persons completed an approved apprenticeship while employed by your firm.

0 points if no persons completed an approved apprenticeship while employed by your firm.

11. At any time during the last five years, has your firm been found to have violated any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works?

NOTE: You may omit reference to any incident that occurred prior to January 1, 1998 if the violation was by a subcontractor and your firm, as general contractor on a project, had no knowledge of the subcontractor's violation at the time they occurred.

Yes No.

If yes, provide the date(s) of such findings, and attach copies of the Department's final decision(s).

If your firm's average gross revenues for the last three years was less than \$50 million, scoring is as follows:

5 points for either "No," or "Yes" indicating either 1 or 2 such instance.

3 points for "Yes" indicating 3 such instances.

0 points for "Yes" and more than 3 such instances.

If your firm's average gross revenues for the last three years was more than \$50 million, scoring is as follows:

5 points for either "No" or "Yes" indicating no more than 4 such instances.

3 points for "Yes" indicating either 5 or 6 such instances.

0 points for "Yes" and more than 6 such instances.

Questions concerning recent construction projects completed:

(one question, plus 11 interview questions)

The following question to be scored only where a public agency is undertaking a pre-qualification procedure valid for a single project only.

1. Contractor shall provide information about its six most recently completed public works projects and its three largest completed private projects within the last three years.¹⁰ Names and references must be current and verifiable. Use separate sheets of paper that contain all of the following information:

Project Name: _____

Location: _____

Owner: _____

Owner Contact (name and current phone number):

Architect or Engineer: _____

Architect or Engineer Contact (name and current phone number):

Construction Manager (name and current phone number):

Description of Project, Scope of Work Performed:

Total Value of Construction (including change orders): _____

Original Scheduled Completion Date: _____

Time Extensions Granted (number of days): _____

Actual Date of Completion: _____

* * * * *

¹⁰ If you wish, you may, using the same format, also provide information about other projects that you have completed that are similar to the project(s) for which you expect to bid.

Scoring of previous projects completed:

For pre-qualification for a single project that may require specific skills and capabilities, public agencies may choose to score contractors for the number of similar projects completed, and the degree of similarity between past projects and the planned project. DIR has not suggested any scoring for this aspect of the pre-qualification process, because of the numerous possible variations in both the type of project to be built and the points of similarity between the pending project and past projects that may be significant to the public agency.

MODEL INTERVIEW QUESTIONS

MODEL INTERVIEW QUESTIONS

The following questions will be used to interview randomly selected contacts from at least two completed projects. [Public Entity] will conduct the interviews. No action on the contractor's part is necessary. These questions are included on the package given to the contractor for information only.

The highest possible score is 120 Points. A score less than 55 points disqualifies a contractor from bidding on projects that are proposed by [Public Entity]. A score of between 56 and 72 indicates the Public Entity should conduct an interview of another contact, that is, a manager of another completed project. A score of 72 or higher on each of two interviews is sufficient for pre-qualification.

First, please give a brief description of the project.

1. Are there any outstanding stop notices, liens, or claims by the contractor that are currently unresolved on contracts for which notices of completion were recorded more than 120 days ago? (1 point for each is deducted from overall score; maximum amount to be deducted is 5 points)
2. On a scale of 1-10, with 10 being the best, did the contractor provide adequate personnel? (Max. 10 points)
3. On a scale of 1-10, with 10 being the best, did the contractor provide adequate supervision? (Max. 10 points)
4. On a scale of 1-10, with 10 being the best, was there adequate equipment provided on the job? (Max. 10 points)
5. On a scale of 1-10, with 10 being the best, was the contractor timely in providing reports and other paperwork, including change order paperwork and scheduling updates? (Max. 10 points)
6. On a scale of 1-10, with 10 being the best, did the contractor adhere to the project schedule that your [agency] [business] approved? (Max. 10 points)
7. Was the project completed on time? (10 points if the answer is "Yes").
Or, if the answer is "no," on a scale of 1-10, with 10 being the best, to what extent was the contractor responsible for the delay in completion?
8. On a scale of 1-10, with 10 being the best, rate the contractor on the timely submission of reasonable cost and time estimates to perform change order work. (Max. 10 points)

9. On a scale of 1-10, with 10 being the best, rate the contractor on how well the contractor performed the work after a change order was issued, and how well the contractor integrated the change order work into the existing work. (Max. 10 points).
10. On a scale of 1-10, with 10 being the best, rate how has the contractor been performing in the area of turning in Operation & Maintenance manuals, completing as-built drawings, providing required training and taking care of warranty items? (Max. 10 points)
11. On a scale of 1-10, with 10 being the best, rate the contractor on whether there were an unusually high number of claims, given the nature of the project, or unusual difficulty in resolving them. (Max. 10 points)
12. On a scale of 1-10, with 10 being the highest, rate the contractor with respect to timely payments by the contractor to either subcontractors or suppliers. (If the person being interviewed knows of no such difficulties, the score on this question should be "10.")
13. On a scale of 1-10, with 10 being the best, how would you rate the quality of the work overall? (Max. 10 points)

**INSTRUCTIONS FOR PUBLIC
AGENCIES RE:
INTERVIEW QUESTIONS**

INSTRUCTIONS FOR PUBLIC AGENCIES

Re: Interview Questions

The following is meant to assist the public agency to conduct the interviews of the managers of projects previously completed (that is, the people who supervised the projects for the project owners) by the contractor wishing to pre-qualify. The interview questions allow qualitative review of work performance for contractors who choose to bid and pre-qualify for public works contracts. The interview questions will be used to examine randomly selected contacts from at least two completed past projects.

In each question, the person being interviewed is asked to rate a certain aspect of contractor's performance, using a scale of 1 to 10. The highest possible score is 120 points. A score of less than **55** points disqualifies the contractor from bidding on projects that are proposed by the public agency. A score of **72 points or more** on each interview is sufficient for a contractor to qualify on this portion of the prequalification process. If the scores resulting from an interview are between 55 and 72, the public agency should conduct another interview to collect additional information.

It is possible that the score given to any interview answer may be challenged in an appeal. For that reason, be sure to: (a) ask the person being interviewed for specific information or details, to explain or substantiate the numerical answer given; and (b) take written notes of the information provided.

Selection of the Interviewer:

- (a) The public agency should select an individual who is at least moderately well informed about public works construction.
- (b) The individual should be unbiased during the interview; this is to ensure accurate implementation of the interview questions.
- (c) The individual should not use examples or deviate from the questions unless the project manager is unclear and prompts further explanation. The interviewer should offer additional explanation of the questions only if he/she is sure of the intent of the question in the interview.

Locating the respondent to interview:

- (a) The interviewer should attempt to contact a project manager of a past project for the interview. The interviewer should be aware that for one interview to be completed, there may be a need to interview multiple individuals. That is, the interviewer may have to contact multiple individuals, such as the project manager concerning the building process, and a financial manager for warranty items, assessed liens, and the like.
- (b) Once reached, the interviewer should review the information contained in the questionnaire of the past project with the project manager. That is, review who is being interviewed and why (purposes of pre-qualifying for public works), the past project type, completion date, and other pertinent information to ensure that the project manager is sure of the project he/she is asked to review.

Interview Length:

- (a) The interview should take 8-12 minutes, under normal circumstances.
- (b) The interviewer, when contacting the project manager, should convey the expected time which it takes to conduct the interview. This is to ensure the individual is not discouraged from taking part in the interview

Conducting the interviews:

- (a) The interview should examine at least two separate past projects listed in the questionnaire.
- (b) After the interview is scored, the interviewer should compare the interview score with the same contractor's score on the written questionnaire. If the ratings (overall scores) are far apart, the interviewer should conduct at least one/two more interviews to determine how past performance should be weighted.
- (c) While conducting the interview, the interviewer should be consistent with the way the questions are presented. That is, if the interviewer changes the way questions are presented during the review, it could potentially change the way the respondent answers the questions and jeopardize the overall scoring.

**REQUEST FOR
PRE-QUALIFICATION OF
BIDDERS COMMENCING
WITH FORTHCOMING
PUBLIC WORK BID**

**REQUEST FOR PRE-QUALIFICATION OF BIDDERS COMMENCING
WITH FORTHCOMING PUBLIC WORK BID
[Pre-qualification procedure begun at the same time as RFP]**

Notice is hereby given that [Public Entity] has determined that all bidders on [Name of specific project] to be undertaken by the [Public Entity] must be pre-qualified prior to submitting a bid on that project. It is mandatory that all Contractors who intend to submit a bid, fully complete the pre-qualification questionnaire, provide all materials requested herein, and be approved by [Public Entity] to be on the final qualified Bidders list. No bid will be accepted from a Contractor that has failed to comply with these requirements. If two or more business entities submit a bid as part of a Joint Venture, or expect to submit a bid as part of a Joint Venture, each entity within the Joint Venture must be separately qualified to bid. The last date to submit a fully completed questionnaire is mm/dd/yy. [35 days prior to the bid closing date]. Contractors are encouraged to submit pre-qualification packages as soon as possible, so that they may be notified of omissions of information to be remedied or of their pre-qualification status well in advance of the bid advertisement for this project.

Answers to questions contained in the attached questionnaire, information about current bonding capacity, notarized statement from surety, and the most recent reviewed or audited financial statements, with accompanying notes and supplemental information, are required. [Public Entity] will use these documents as the basis of rating Contractors in respect to the size and scope of contracts upon which each Contractor is qualified to bid. [Public Entity] reserves the right to check other sources available. [Public Entity's] decision will be based on objective evaluation criteria.

[Public Entity] reserves the right to adjust, increase, limit, suspend or rescind the pre-qualification rating based on subsequently learned information. Contractors whose rating changes sufficient to disqualify them will be notified, and given an opportunity for a hearing consistent with the hearing procedures described below for appealing a pre-qualification rating.

While it is the intent of the pre-qualification questionnaire and documents required therewith to assist [Public Entity] in determining bidder responsibility prior to bid and to aid [Public Entity] in selecting the lowest responsible bidder, neither the fact of pre-qualification, nor any pre-qualification rating, will preclude [Public Entity] from a post-bid consideration and determination of whether a bidder has the quality, fitness, capacity and experience to satisfactorily perform the proposed work, and has demonstrated the requisite trustworthiness.

The pre-qualification packages should be submitted under seal and marked "CONFIDENTIAL" to _____ [address].

The pre-qualification packages (questionnaire answers and financial statements) submitted by Contractors are not public records and are not open to public inspection. All information provided will be kept confidential to the extent permitted by law. However, the contents may be disclosed to third parties for purpose of verification, or investigation of substantial allegations, or in the appeal hearing. State law requires that the names of contractors applying for pre-qualification status shall be public records subject to disclosure, and the first page of the questionnaire will be used for that purpose.

Each questionnaire must be signed under penalty of perjury in the manner designated at the end of the form, by an individual who has the legal authority to bind the Contractor on whose behalf that person is signing. If any information provided by a Contractor becomes inaccurate, the Contractor must immediately notify *[Public Entity]* and provide updated accurate information in writing, under penalty of perjury.

[Public Entity] reserves the right to waive minor irregularities and omissions in the information contained in the pre-qualification application submitted, to make all final determinations, and to determine at any time that the pre-qualification procedures will not be applied to a specific future public works project.

Contractors may submit pre-qualification packages during regular working hours on any day that the offices of *Public Entity* are open. Contractors who submit a complete pre-qualification package will be notified of their qualification status no later than ten business days after submission of the information.

[Public Entity] may refuse to grant pre-qualification where the requested information and materials are not provided, or not provided by mm/dd/yy *[date specified in first paragraph – 35 days before bid closing]* There is no appeal from a refusal for an incomplete or late application, but re-application for a later project is permitted. The closing time for bids will not be changed in order to accommodate supplementation of incomplete submissions, or late submissions.

Where a timely and completed application results in a rating below that necessary to pre-qualify, an appeal can be made. An appeal is begun by the Contractor delivering notice to *[Public Entity]* of its appeal of the decision with respect to its pre-qualification rating, no later than ten business days prior to the closing time for the receipt of bids for this public works project. Without a timely appeal, the Contractor waives any and all rights to challenge the decision of *[Public Entity]*, whether by administrative process, judicial process or any other legal process or proceeding.

If the Contractor gives the required notice of appeal and requests a hearing, the hearing shall be conducted so that it is concluded no later than five business days after *Public Entity's* receipt of the notice of appeal, and no later than five business days prior to the last date for the receipt of bids on the project. The hearing shall be an informal process conducted by a panel to whom the *[governing body of Public Entity]* has delegated responsibility to hear such appeals (the "Appeals Panel"). At or prior to the hearing, the Contractor will be advised of the basis for *[Public Entity's]* pre-qualification determination. The Contractor will be given the opportunity to present information and present reasons in opposition to the rating. Within one day after the conclusion of the hearing, the Appeals Panel will render its decision. It is the intention of *[Public Entity]* that the date for the submission and opening of bids will not be delayed or postponed to allow for completion of an appeal process.

Note: A contractor may be found not pre-qualified for bidding on a specific public works contract to be let by *Public Entity*, or on all contracts to be let by *Public Entity* until the contractor meets *Public Entity's* requirements. In addition, a contractor may be found not pre-qualified for either:

- (1) Omission of requested information or

(2) Falsification of information

* * * * *

NOTICE: To contractors who are using subcontractors for this job, please be advised that *Public Entity* **may** require, as to subcontractors, one of the following:

- The qualification of subcontractors in the following crafts or trades, following acceptance of your bid, but before the award is made:

-
- Pre-qualification of all subcontractors.
 - Pre-qualification of subcontractors in certain crafts.
 - Post-bid qualification review.

**ANNOUNCEMENT OF
PRE-QUALIFICATION
PROCEDURES AND OPEN
DATES FOR ANNUAL
PRE-QUALIFICATION**

**ANNOUNCEMENT OF PRE-QUALIFICATION PROCECURES AND OPEN DATES
FOR ANNUAL PRE-QUALIFICATION**

Notice is hereby given that on _____, 2000, the _____ [Public Entity] determined that all bidders on public works to be undertaken by the [Public Entity] must be pre-qualified prior to submitting bids for public works. It is mandatory that all Licensed Contractors who intend to submit bids fully complete the pre-qualification questionnaire, provide all materials requested herein, and be approved by [Public Entity] to be on the final Bidders list. No bid will be accepted from a Contractor that has failed to comply with these requirements. If two or more business entities submit a bid on a project as a Joint Venture, or expect to submit a bid as part of a Joint Venture, each entity within the Joint Venture must be separately qualified to bid.

Pre-qualification applications may be submitted four times each year: (1) from January 1 through January 10; (2) from April 1 through April 10; (3) from July 1 through July 10; and (4) from October 1 through October 10. Contractors who submit a complete pre-qualification package will be notified by first class mail of their qualification status, such notice to be mailed no later than fifteen business days after submission of the information.

Answers to questions contained in the attached questionnaire, information about current bonding capacity on an aggregate and per project limit, notarized statement from surety, and the most recent reviewed or audited financial statements, with accompanying notes and supplemental information, are required. [Public Entity] will use these documents as the basis of rating Contractors in respect to the size and scope of contracts upon which each Contractor is qualified to bid. [Public Entity] reserves the right to check other sources available. [Public Entity's] decision will be based on objective evaluation criteria.

Pre-qualification approval will remain valid for one (1) calendar year from the date of notice of qualification, except that [Public Entity] reserves the right during that calendar year to adjust, increase, limit, suspend or rescind the pre-qualification ratings based on subsequently learned information and after giving notice of the proposed action to the Contractor and an opportunity for a hearing consistent with the hearing procedures described below for appealing a pre-qualification determination.

While it is the intent of the pre-qualification questionnaire and documents required therewith to assist [Public Entity] in determining bidder responsibility prior to the submission of bids and to aid [Public Entity] in selecting the lowest responsible bidder, neither the fact of pre-qualification, nor any pre-qualification rating, will preclude [Public Entity] from a post-bid consideration and determination on a specific project of whether a bidder has the quality, fitness, capacity and experience to satisfactorily perform the proposed work, and has demonstrated the requisite trustworthiness. Contractors are encouraged to submit pre-qualification packages as soon as possible, so that they may be notified of pre-qualification status well in advance of upcoming projects.

The pre-qualification packages should be submitted under seal and marked "CONFIDENTIAL" to _____ [address].

The pre-qualification packages (questionnaire answers and financial statements) submitted by Contractors are not public records and are not open to public inspection. All information provided will be kept confidential to the extent permitted by law, although the contents may be disclosed to third parties for the purpose of verification, investigation of substantial allegations, and in the process of an appeal hearing. State law requires that the names of contractors applying for pre-qualification status shall be public records subject to disclosure, and the first page of the questionnaire will be used for that purpose.

Each questionnaire must be signed under penalty of perjury in the manner designated at the end of the form, by an individual who has the legal authority to bind the Contractor on whose behalf that person is signing. If any information provided by a Contractor becomes inaccurate, the Contractor must immediately notify [Public Entity] and provide updated accurate information in writing, under penalty of perjury.

[Public Entity] reserves the right to waive minor irregularities and omissions in the information contained in the pre-qualification application submitted, to make all final determinations, and to determine at any time that the pre-qualification procedures will not be applied to a future public works project.

A contractor who has submitted a completed application form, and who receives a rating of “not qualified” from [Public Entity] may appeal that determination. There is no appeal from a finding that a contractor is not pre-qualified because of a failure to submit required information, but re-application during one of the designated time periods is permitted. A contractor may appeal [Public Entity’s] decision with respect to its request for pre-qualification, and request a hearing, by giving notice to [Public Entity] no later than ten business days after receipt of notice of its qualification status. Unless a Contractor files a timely appeal, the Contractor waives any and all rights to challenge the qualification decision of [Public Entity], whether by administrative process, judicial process or any other legal process or proceeding.

If the Contractor gives the required notice of appeal and requests a hearing, the hearing shall be conducted so that it is concluded no later than ten business days after *Public Entity’s* receipt of its Notice of Appeal. The hearing so provided shall be an informal process conducted by a panel to whom the [governing body of Public Entity] has delegated responsibility to hear such appeals (the “Appeals Panel”). At or prior to the hearing, the Contractor will be advised of the basis for [Public Entity’s] pre-qualification determination. The Contractor will be given the opportunity to present information and present reasons in opposition to the pre-qualification determination. At the conclusion of the hearing or no later than one day after completion of the hearing, the Appeals Panel will render its decision. The date for submission and opening of bids for a specific project will not be delayed or postponed to allow for completion of an appeal process.

Note: A contractor may be found not pre-qualified for bidding on a specific public works contract to be let by *Public Agency*, or on all contracts to be let by *Public Agency* until the contractor meets *Public Agency’s* requirements. In addition, a contractor may be found not pre-qualified for either:

- (1) Omission of requested information or
- (2) Falsification of information

* * * * *

NOTICE: To contractors who are using subcontractors for this job, please be advised that *Public Entity* may require, as to subcontractors, one of the following:

- The qualification of subcontractors in the following crafts or trades, following acceptance of your bid, but before the award is made:

-
- Pre-qualification of all subcontractors.
 - Pre-qualification of subcontractors in certain crafts.
 - Post-bid qualification review.

**SOURCES FOR VERIFICATION
OF INFORMATION GIVEN
BY CONTRACTORS**

SOURCES FOR VERIFICATION OF INFORMATION GIVEN BY CONTRACTORS

A CAUTIONARY NOTE: *The information that will be given to public agencies by contractors seeking pre-qualification is provided under oath, with the understanding that the intentional providing of false information is, in itself, grounds for disqualification. We expect that the information given should be and will be accepted at face value. The following information is provided for use in the few instances in which a public agency reviewing the answers given in a questionnaire has specific reason to believe that one or more answers should be verified by reference to publicly available information.*

Information about a contractor's license(s) (Questionnaire Part I, question 6, and Part II, questions 6 and 9-13)

Names and addresses of licensed contractors, information about the type of license(s) issued and the dates when licenses were issued (and certain other information), are available from the Contractors' State Licensing Board (CSLB), 9821 Business Park Drive, Sacramento, CA 95827. Telephone number 800-321-2752. The CSLB web site for public information is: www.CSLB.ca.gov.

Information about workers' compensation insurance (Part I, question 3 and Part II, questions 32-33)

Every workers' compensation insurance carrier issues to each of its insured businesses a Certificate of Insurance. The contractor should be willing to provide a copy upon request.

Each contractor's Experience Modification Rate for the year should be stated in a letter to the contractor from the contractor's workers' compensation insurance carrier.

Some large companies are legally self-insured for workers' compensation, with the consent and authorization of the Department of Industrial Relations. The names of companies that are legally self-insured are available from the Department's Office of Self-Insurance Plans, Workers' Compensation, 2265 Watt Avenue, Suite 1, Sacramento, CA 95825; (916) 483-3392.

The names of each business's current and recent workers' compensation insurance carriers are available from the Workers' Compensation Insurance Reporting Bureau (WCIRB), 575 Market Street, San Francisco, telephone (415) 777-0777. WCIRB is not a public agency but it provides information to the public. It will provide the names of the current and recent workers' compensation insurance carriers of every employer in California, in response to a written request, for a fee of \$8 for every year for which you seek information.

**Information about whether surety insurance carriers
are “admitted” to do business in California**
(Part I, question 5)

The California Department of Insurance will verify whether an insurance carrier is “admitted” to issue insurance policies within the State. The Department has a “Hot-Line” number – 800-927-4357, and a web-site from which the information is available: www.insurance.ca.gov

Information on disqualification from bidding on public contracts
(Part I, question 8 and Part II, question 15)

Information on the identities of contractors that have been disqualified from bidding on public works contracts is available from the California Labor Commissioner, Division of Labor Standards Enforcement, 455 Golden Gate Avenue, San Francisco, telephone (415) 703-4810.

Information available from the Secretary of State about corporations
(Part II, questions 1a-1d, 2-4)

The California Secretary of State has certain current and historical information about all corporations that operate in California: dates of incorporation, articles of incorporation, the name of the original incorporators, the names of the corporate officers (who are not necessarily the corporate stockholders) and an agent for service of process for the corporation. This information is available from the Secretary of State upon written request. (Secretary of State, Business Programs Division, 1500 Eleventh Street, Sacramento, CA 95814. Telephone (916) 653-2121 or 653-1239). The Secretary of State does not ordinarily have a listing of the names of initial stockholders or current stockholders, and that information is generally not available in any public record.

**Information available from County Clerks about
partnerships and sole proprietorships**
(Part I, questions 1a-1d,2-4)

Every business, including a partnership, that operates under a “fictitious name” (for example, “Ajax Sheet Metal Contractors” or “Smith Brothers Electrical Contractors”) is required to file with the County Clerk in the county in which its home office is located a “Fictitious Business Name” statement. This statement will indicate the owner of the business, if the business is a sole proprietorship, and the names of partners, if the business is a partnership. The information is available to the public from the County Clerk upon request. A written request may be necessary.

Information about bankruptcy proceedings
(Part II, questions 7 and 8)

Bankruptcy petitions, which include the names of the person or business that is seeking protection from the Bankruptcy Court, are available for public inspection at the office of the Clerk of each Bankruptcy Court (which are federal courts). In California, Bankruptcy Courts are located in Sacramento, Modesto, Fresno, San Francisco, Oakland, San Jose, Los Angeles, Santa Ana, Riverside, and San Diego. Most documents filed in court in bankruptcy proceedings are available for public inspection, at the Bankruptcy Court clerk's office. Some information on bankruptcy filings may also be available from commercial enterprises that collect and sell information from public records). In addition some information about bankruptcy cases filed August 1990 and later is available on-line through the "PACER" (Public Access to Court Electronic Records) system. To obtain information from PACER, you must register with the system, and pay a fee for the materials obtained. Call 1-800-676-6856 or you may register online at <http://pacer.psc.uscourts.gov/>.

Information about civil suits and arbitration cases
(Part II, questions 14, 17 and 18)

Each court keeps records of every civil suit filed in that court, and of the judgments that are issued after trials. However, the exact terms of pre-trial settlements are generally not recorded in court files. Documents related to disputes submitted to arbitration are generally not available for public inspection. Public agencies, however, are required to disclose the terms of such settlements, when documents are requested under the California Public Records Act.

Information about criminal convictions
(Part I, question 9, and Part II, questions 21, 22, and 23)

Criminal convictions are a matter of public record. Each courthouse (in both the federal and state court systems) has an index of its own criminal records. In addition, a few data collection businesses have collected criminal conviction information from public records throughout the state, and the collected information about particular individuals or businesses is available for sale from these private businesses.

Information about Federal court civil and criminal cases
(Part I, question 9)

Information about federal criminal cases (filed August 1991 and later) and civil cases (filed August 1990 and later) is available on-line through the "PACER" (Public Access to Court Electronic Records) system. To obtain information from PACER, you must register with the system, and pay a fee for the materials obtained. Call 1-800-676-6856) or you may register online at <http://pacer.psc.uscourts.gov/>.

**Information about citations issued for violation of
industrial safety and health laws**
(Part II, questions 28 and 29)

Information about citations issued by both the federal Occupational Safety and Health Administration and the California Division of Occupational Safety and Health (Cal OSHA) are available on a web-site maintained by federal OSHA, <http://www.osha.gov>. At that web site, click on "Library." On the Library page, click on "Statistics and Inspection Data." Next, click on "Establishment Search." When the next screen appears, enter the name of the contractor about whom you seek information in the "Establishment" window. In the "Process" window, enter the number 999999. Click on California in the "State" window. In the "Inspection Date" window, enter "1990." Then click the submit button.

Information about prevailing wage law violations
(Part II, question 34)

Information about recent prevailing wage law violations is available from the Division of Labor Standards Enforcement, at 2424 Arden Way, Suite 360, Sacramento, CA 95825. A model letter asking for such information is enclosed.

**Citations from either Air Quality or Water Quality Board
for violations of regulations**
(Part II, question 30)

Information about citations issued by the California Air Resources Board is available from that agency under the Public Records Act. Their address is 2020 L Street, Sacramento, CA 95814, or Post Office Box 2815, Sacramento, 95812. In addition, Regional Air Quality Management Districts and Regional Water Quality Control Boards throughout the state may issue citations for violation of air quality or water quality standards. Consult the appropriate board in your area for information about how to gather appropriate information.

**Information about state-approved apprenticeship plans
and violations of state apprenticeship laws**
(Part II, questions 36-38)

Information about violations of state apprenticeship laws can be obtained from the Division of Apprenticeship Standards, 455 Golden Gate Avenue, 8th Floor, Post Office Box 420603, San Francisco, CA 94142.

UPDATED
CITY COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: 11/17/2015

City Manager: 

PREPARED BY: Ruby D. Walla, Finance Director

PRESENTED BY: Ruby D. Walla, Finance Director

SUBJECT: Proposition 218 Public Hearing for Water, Wasterwater, Stormwater Rate Study

CITY MANAGER RECOMMENDATION: Hold Public Hearing for the review and adoption of rates as proposed in the Water, Wastewater, Stormwater Rate Study and approve City Council Resolution No. 2015- : Resolution of the City Council of the City of Brawley, California, Adopting Amended Water and Sewer Rates in Accordance with the Proposition 218 Process.

DISCUSSION: The City of Brawley last adopted residential water rate increases in 2008 to implement metered consumption rates. In 2009, the Brawley City Council took action to adopt commercial water rates, as well as residential and commercial wastewater rates. In Fiscal Year 2013/2014, staff initiated preparation of an update to the Water, Wastewater, Stormwater Rate Study. Ac contract was approved by the City Council with Bartle Wells Associates (BWA) for the associated scope of work in February of 2014.

BWA is an independent financial advisor to public agencies with approximately fifty years of experience, including expertise in water, wastewater, recycled water and stormwater. In 2008, BWA prepared a sewer revenue program for a State Revolving Fund loan application on behalf of the City of Brawley. The firm has strong working knowledge of the City, providing technical assistance for the update of sewer service charges and metered water rates in 2009 and the City's water and wastewater capacity fee justification study in 2011.

On February 17, 2015, Bartle Wells presented a draft report of the preliminary findings for the City of Brawley Water, Wastewater and Stormwater Rate Study to the City Council. The presentation defined the capital improvement project (CIP) needs in order of priority to meet water and wastewater utility needs. The projects ranged from Critical CIP to Full CIP. Following the presentation, the City Council provided staff direction to continue to explore Water Options 1 and 2 (for Critical and Low CIP) and Wastewater Option 1 for Critical CIP.

In developing the proposed rates, staff worked closely with BWA to address existing billing scenarios and identify some of the unique characteristics of accounts throughout the City of Brawley. Examples of these topics include mixed use parcels, multiple units served by one meter with one connection, metered schools, combined connections and unmetered accounts. Staff recommends that the City of Brawley change its current rate structure. The transition into a new rate structure will involve a universal consumption rate regardless of account type and define all accounts by meter size.

On June 16, 2015, Staff and BWA followed up with a presentation to the City Council of draft recommended rates that included a water increase of 18% in year 1 (to be implemented October 1, 2015) with a total of 34.1% or 46.4% over a 5 year period. Wastewater rates were also proposed at a 9% increase in year 1 with an overall 5 year period increase of 18.6%.

After extensive review and discussion, the City Council directed staff to further consult with BWA to review the following:

1. Potential reduction of the 18% water rate increase in year 1 and smoothing of implementation over the 5 year period.
2. Alternatives to the proposed residential water rate structure by meter size with a modified strategy to address 2 inch meter connections.

On July 21, 2015, Staff and BWA presented content to address the above-described concerns. With regard to the 18% recommended increase in year 1, several changes were incorporated. First, the Admin Allocation was changed. In addition, the 15 year term re-payment of the Wastewater Fund by the Water Fund in the amount of \$102,308 annually is no longer classified as an Operations & Maintenance expense. With these adjustments, the overall proposed rate increase decreased for year 1 from an average of 18% to 11%, with an overall 5 year increase of 54%. The proposed consumption rate was reduced from \$1.63 per 1,000 gallons to \$1.53 per 1,000 gallons for all accounts. This adjustment and reclassification places the City in the financial position to meet debt service requirements for all 5 years.

To address concern number 2, the revised proposed rate schedule now makes a distinction between the base meter size for residential and commercial separately. A 2 inch meter for residential is proposed at \$62.49 instead of \$100.36 as previously proposed.

At the July 21, 2015 meeting, The City Council provided staff direction to proceed with the required Proposition 218 process, outlined as follows:

- **Noticing Requirement** – The City must mail a notice of proposed rate increases to all affected property owners. The notice must specify the basis of the fee, the reason for the fee, and the date/time/location of a public rate hearing at which the proposed rates will be considered/adopted.
- **Public Hearing** – The City must hold a public hearing prior to adopting the proposed rate increases. The public hearing must be held not less than 45 days after the required notices are mailed.
- **Rate increases subject to majority protest** – At the public hearing, the proposed rate increases are subject to majority protest. If more than 50% of affected property owners submit written protests against the proposed rate increases, the increases cannot be adopted.

Following City Council authorization, Proposition 218 notices were prepared and mailed on July 31, 2015 to approximately 7,400 property owners within the City limits per the the County of Imperial Assessor's roll. The public hearing date was set and noticed for September 15, 2015 at 6PM at the Lions Center, located at 225 A Street.

At the City Council meeting of September 15, 2015, City staff and Doug Dove of BWA provided a presentation on the Water, Wastewater and Stormwater Rate Study. Prior to opening the public hearing, the City Clerk reported that the City of Brawley received thirty (30) letters protesting water and wastewater rate increases, in addition to one (1) letter supporting the proposed rate structure. The public hearing was opened and public comments were entered into the record by sixteen individuals.

Upon unanimous consent, the City Council continued the Public Hearing to November 17, 2015 at 6pm at the Lions Center. Staff was instructed to perform additional outreach in local media and distribute meeting notifications in English and Spanish to all customers in the October 23rd utility bill.

Since the September 15th meeting, community announcements were placed with KXO Radio, The Desert Review, IV Weekly and El Sol del Valle. Meeting announcements were also distributed to approximately 5,600 utility billing customers with the monthly statement. Following the expanded outreach effort, an additional eight (8) letters of protest were received. Seven (7) were in opposition to the rate change and one (1) was in support of the rate change.

FISCAL IMPACT: Necessary rate increases in order to maintain the fiscal health of the enterprise funds.

ATTACHMENTS: City Council Resolution No. 2015- : Resolution of the City Council of the City of Brawley, California, Adopting Amended Water and Sewer Rates in Accordance with the Proposition 218 Process; Proposition 218 Notice; Proposition 218 Utility Billing Insert in English and Spanish
Property Owner Protest Letters Received as of City Council Agenda Posting

RESOLUTION NO. 2015-

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRAWLEY,
CALIFORNIA, ADOPTING AMENDED WATER AND SEWER RATES IN
ACCORDANCE WITH PROPOSITION 218.**

Recitals

WHEREAS, on September 15, 2015, the City Council of the City of Brawley convened a duly noticed hearing in full accordance with the substantive and procedural requirements of Proposition 218; and

WHEREAS, there was not sufficient written protest filed which would preclude implementation of an amended water and sewer rates; and

WHEREAS, the City Council, considered the testimony offered at the hearing and written materials provided.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1: The above referenced recitals are true and correct and are incorporated herein by this reference.

Section 2: Water and sewer rates for City of Brawley utility accounts, including, but not limited to, the programmed increases as set forth in the attached exhibit entitled Proposition 218 Notification Notice to Property Owners of Public Hearing on Proposed Water and Sewer Rates are hereby adopted effective January 1, 2016.

PASSED, APPROVED AND ADOPTED at an adjourned regular meeting of the Brawley City Council held on November 17, 2015.

CITY OF BRAWLEY, CALIFORNIA

George A. Nava, Mayor

ATTEST:

Alma Benavides, City Clerk



Notice to Utility Customers

Continued Public Hearing

Proposed Water & Sewer Rate Increases

November 17, 2015 at 6PM
Lions Center
225 A Street
Brawley, CA 92227

The City of Brawley will convene a continued public hearing on November 17, 2015 to consider changes to its current water and sewer rates. The proposed changes include increases to water and sewer rates in five phases over the next five years. Each user type is assigned a rate based on the flow amount and the quality of the wastewater.

All revenue generated from utility bills is used to maintain and operate the water and sewer systems. Monthly rates paid by users of the system are the primary source of revenue to pay off debt incurred in the process of building capital improvements for each system. To maintain a safe and reliable system, water and sewer utilities require extensive investment, primarily in the replacement and repair of aging pipes and other equipment.

Water and sewer rate increases are subject to majority protest. If a majority of impacted property owners submit written protests against the increase, the City cannot institute the new rates. To protest, include your name, the address of the impacted property (or APN number) and your signature. Written protests are accepted by mail at the Office of the City Clerk, 383 Main Street in Brawley, CA or in person at the public hearing on the date and time a b o v e - specified.

For more information, please visit www.brawley-ca.gov or contact the Office of the City Clerk at 760-351-3080 or abenavides@brawley-ca.gov.



Aviso a los Clientes de

Servicios Públicos

Continuación de Audiencia Pública

Aumentos propuestos de las tasas de agua y desagüe

17 de noviembre de 2015
a las 6PM
Lions Center
225 A Street
Brawley, CA 92227

La Ciudad de Brawley convocará a la continuación de una audiencia pública el 17 de noviembre de 2015 para considerar cambios a sus tasas actuales de agua y desagüe. Los cambios propuestos incluyen aumentos a las tasas de agua y desagüe en cinco fases durante los próximos cinco años. A cada tipo de usuario se le asigna una tasa basada en la cantidad de flujo y la calidad del agua residual.

Todos los ingresos generados de los cobros de servicio público se utilizan para mantener y operar los sistemas de agua y desagüe. Las tasas mensuales pagadas por los usuarios del sistema son la fuente principal de ingresos para pagar la deuda incurrida en el proceso de crear mejoras de capital para cada sistema. Para mantener un sistema seguro y confiable, los servicios públicos de agua y desagüe requieren una gran inversión, principalmente en el reemplazo y reparación de tuberías y otros equipos avejentados.

Los aumentos en las tasas de agua y desagüe están sujetos a la protesta de una mayoría. Si una mayoría de dueños de propiedades afectadas someten protestas por escrito en contra del aumento, la Ciudad no puede instituir las nuevas tasas. Para protestar, incluya su nombre, la dirección de la propiedad afectada (o número de APN) y su firma. Las protestas escritas se aceptan por correo en la Oficina del Secretario de la Ciudad, 383 Main Street en Brawley, CA o en persona en la audiencia pública en la fecha y hora especificadas anteriormente.

Para más información, por favor visite www.brawley-ca.gov o póngase en contacto con la Oficina del Secretario de la Ciudad al 760-351-3080 o abenavides@brawley-ca.gov.



Proposition 218 Notification
NOTICE TO PROPERTY OWNERS OF PUBLIC HEARING
ON PROPOSED WATER AND SEWER RATES

Hearing Date & Time: September 15, 2015 6:00 PM
Hearing Location: Lions Center
225 A Street, Brawley, CA 92227

Why are you receiving this notice? This notice is being furnished to you by the City of Brawley pursuant to the California Constitution Article XIID (also known as "Proposition 218"). Under terms of Proposition 218, the City is required to notify property owners of proposed changes to property-related fees such as water and sewer service. This letter serves as notice that the City will hold a public hearing on September 15, 2015, to consider changes to its current water and sewer rates.

What do water and sewer rates fund? The City provides water and sewer service to over 5,000 customers within the city limits. Both utilities must be financially self-sufficient. Monthly rates paid by users of the system are the primary source of revenue.

All revenue generated from your utility bills is used to maintain and operate the water and sewer systems; it is not used for other general government purposes. These revenues must cover costs such as purchasing raw water, electricity, chemicals, maintenance, and salaries and benefits for utility enterprise staff. Additionally, revenue generated from these rates is used to pay off debt incurred in the process of building capital improvements for each system.

Why are the rate changes required? The City recently completed an analysis of the capital project requirements of the two utilities. Both water and sewer utilities require extensive investment, primarily in the replacement and repair of aging pipes and other equipment, in order to maintain a safe and reliable system. These capital projects will be funded primarily with rate revenues, and also by loans, and fees paid by new development connecting to the system.

New water rates The City will move to a rate structure derived using guidelines from the American Water Works Association. All customers with meters will move under this structure, which charges customers a base charge plus an additional charge based on volumetric water use. Customers without meters will continue to be charged a flat rate until a meter is installed. Under the proposed changes, the water rates will increase in five phases over the next five years, as shown in table 1. The current water rates are shown in table 2.

New sewer rates The sewer utility bills all customers a fixed monthly charge based on estimated flow to the sewer system. Under the proposed changes, the sewer rates will increase in five phases over the next five years, as shown in table 3. Each class is assigned a rate based on the flow amount and the quality of the wastewater.

Impact on your bill For a typical single family home that uses 15,000 gallons of water per month, the water portion of your bill would increase from \$49.70 per month currently to \$55.17 per month as of October 1, 2015 under the new rate structure. Low users of water and users who conserve water from their current levels will see smaller increases. The monthly sewer bill for a single family home will increase from \$47.21 per month currently to \$49.10 per month as of October 1, 2015 under the new rates.

How do you protest? Water and sewer rates are subject to majority protest, which means if a majority of impacted property owners submit written protests against the increase, the City cannot institute the new rates. To protest, include your name, the address of the impacted property (or APN number) and your signature. Written protests are accepted by mail to the City Clerk or in person at the public hearing on the date and time specified above.

Proposed Water Rates

Table 1 Monthly Base Charge by Meter Size	Proposed Water Rates				
	1-Oct-15	1-Jul-16	1-Jul-17	1-Jul-18	1-Jul-19
<u>Residential</u>					
1 Inch and below	\$32.19	\$35.09	\$38.24	\$41.69	\$44.61
1 1/2 Inch and above	\$62.49	\$68.11	\$74.24	\$80.92	\$86.59
<u>All Other Classes</u>					
1 Inch and below	\$32.19	\$35.09	\$38.24	\$41.69	\$44.61
1 1/2 Inch	\$62.49	\$68.11	\$74.24	\$80.92	\$86.59
2 Inch	\$100.36	\$109.39	\$119.23	\$129.97	\$139.06
3 Inch	\$221.54	\$241.48	\$263.22	\$286.90	\$306.99
4 Inch	\$397.64	\$433.43	\$472.44	\$514.96	\$551.00
6 Inch	\$819.90	\$893.69	\$974.12	\$1,061.79	\$1,136.12
8 Inch and above	\$1,514.82	\$1,651.16	\$1,799.76	\$1,961.74	\$2,099.06
Variable Rate per 1,000 gallons of usage	1.53	1.67	1.82	1.98	2.12
<u>Temporary Hydrant Meters</u>					
Base Per day	11.10	12.10	13.19	14.37	15.38
Variable Rate per 1,000 gallons of usage	1.53	1.67	1.82	1.98	2.12
<u>Non-Metered Commercial/Other Services - Monthly</u>					
GROUP A: Average monthly usage, 1 to 25,000 gallons	\$83.32	\$90.82	\$98.99	\$107.90	\$115.46
GROUP B: Average monthly usage 25,001 to 50,000 gallons	\$166.63	\$181.63	\$197.97	\$215.79	\$230.89
GROUP C: Average monthly usage 50,001 to 75,000 gallons	\$249.96	\$272.46	\$296.98	\$323.71	\$346.37
GROUP D: Average monthly usage 75,001 to 100,000 gallons	\$333.27	\$363.26	\$395.96	\$431.59	\$461.80
<u>Schools</u>					
Barbara Worth Jr. High School	\$750.76	\$818.33	\$891.98	\$972.26	\$1,040.32
Brawley Union High School	\$2,838.16	\$3,093.59	\$3,372.02	\$3,675.50	\$3,932.78
Hidalgo School	\$526.77	\$574.18	\$625.85	\$682.18	\$729.93
Oakley School	\$772.34	\$841.85	\$917.61	\$1,000.20	\$1,070.21
Phil Swing School	\$937.30	\$1,021.66	\$1,113.61	\$1,213.83	\$1,298.80
Sacred Heart School	\$89.03	\$97.04	\$105.78	\$115.30	\$123.37
Soroptimist School	\$64.66	\$70.48	\$76.82	\$83.74	\$89.60
Witter School	\$1,000.09	\$1,090.10	\$1,188.21	\$1,295.15	\$1,385.81

Versión en español disponible en www.brawley-ca.gov

Spanish version available at www.brawley-ca.gov

Table 2	
Current Water Rates	
RESIDENTIAL	
Single family residential (3/4"-1" meter)	29.00
Single family residential (1 1/2" and 2" meter)	54.24
Multi-family residential (per residential unit)	21.77
<u>Water commodity charge</u>	
All residential use, per 1,000 gallons	1.38
COMMERCIAL/OTHER SERVICES	
GROUP A: Average monthly usage, 1 to 25,000 gallons	75.06
GROUP B: Average monthly usage 25,001 to 50,000 gallons	150.12
GROUP C: Average monthly usage 50,001 to 75,000 gallons	225.19
GROUP D: Average monthly usage 75,001 to 100,000 gallons	300.24
Metered Users. For all metered users	75.06
Per/thousand gallons over 25,000	3.00
<u>Flat rate - Schools.</u>	
All schools will be charged at a flat rate per month	
Barbara Worth Jr. High School	676.36
Brawley Union High School	2,556.90
Hidalgo School	474.57
Oakley School	695.80
Phil Swing School	844.42
Sacred Heart School	80.21
Soroptimist School	58.25
Witter School	900.99

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Current and Proposed Sewer Rates

Table 3 Monthly Charges	Proposed Sewer Rates					
	Current	1-Oct-15	1-Jul-16	1-Jul-17	1-Jul-18	1-Jul-19
Residential						
Single Family	\$47.21	\$49.10	\$51.06	\$52.59	\$54.17	\$55.25
Each add'l Dwelling Unit	\$35.40	\$36.81	\$38.29	\$39.44	\$40.62	\$41.43
Each add'l Sleeping Room	\$3.97	\$4.13	\$4.29	\$4.42	\$4.55	\$4.64
Mobile Home Unit	\$35.40	\$36.81	\$38.29	\$39.44	\$40.62	\$41.43
Commercial						
Bakeries	\$47.77	\$49.68	\$51.66	\$53.21	\$54.81	\$55.91
Bottling Plant	\$266.80	\$277.47	\$288.57	\$297.22	\$306.14	\$312.26
Car Wash	\$52.59	\$54.69	\$56.88	\$58.59	\$60.35	\$61.55
Clothes cleaning & repairing	\$41.63	\$43.29	\$45.03	\$46.38	\$47.77	\$48.72
Fertilizer processing	\$531.12	\$552.37	\$574.46	\$591.70	\$609.45	\$621.64
Grocery Stores	\$78.34	\$81.47	\$84.73	\$87.27	\$89.89	\$91.69
Hotels, motels, rooming houses	\$56.34	\$58.59	\$60.94	\$62.77	\$64.65	\$65.94
Each add'l room	\$3.97	\$4.13	\$4.29	\$4.42	\$4.55	\$4.64
Laundry	\$63.66	\$66.20	\$68.85	\$70.92	\$73.04	\$74.50
Lunch counter or restaurant						
12 persons or less	\$56.34	\$58.59	\$60.94	\$62.77	\$64.65	\$65.94
13 persons or more	\$115.05	\$119.65	\$124.44	\$128.17	\$132.01	\$134.66
Mercantile business						
With 25 feet of frontage or less	\$34.26	\$35.63	\$37.06	\$38.17	\$39.31	\$40.10
For each add'l 25 ft of frontage	\$16.39	\$17.04	\$17.72	\$18.26	\$18.80	\$19.18
Offices						
First unit	\$34.26	\$35.63	\$37.06	\$38.17	\$39.31	\$40.10
Each add'l office	\$3.97	\$4.13	\$4.29	\$4.42	\$4.55	\$4.64
Oil companies (each business office)	\$34.26	\$35.63	\$37.06	\$38.17	\$39.31	\$40.10
Pool halls	\$59.02	\$61.38	\$63.83	\$65.75	\$67.72	\$69.07
Post office	\$56.34	\$58.59	\$60.94	\$62.77	\$64.65	\$65.94
Produce sheds	\$81.98	\$85.25	\$88.66	\$91.32	\$94.06	\$95.95
Hospital						
Offices	\$34.26	\$35.63	\$37.06	\$38.17	\$39.31	\$40.10
Each additional bed	\$3.97	\$4.13	\$4.29	\$4.42	\$4.55	\$4.64
Pioneers Memorial Hospital	\$2,741.12	\$2,850.77	\$2,964.80	\$3,053.74	\$3,145.35	\$3,208.26
Theater	\$56.34	\$58.59	\$60.94	\$62.77	\$64.65	\$65.94
R.V. Parks						
Office or first unit	\$35.94	\$37.37	\$38.87	\$40.03	\$41.23	\$42.06
Each add'l trailer or unit	\$22.88	\$23.79	\$24.74	\$25.48	\$26.25	\$26.77
Veterinary hospital	\$51.39	\$53.45	\$55.59	\$57.25	\$58.97	\$60.15
All others not listed	\$34.26	\$35.63	\$37.06	\$38.17	\$39.31	\$40.10
Schools						
Primary	\$269.24	\$280.00	\$291.21	\$299.94	\$308.94	\$315.12
Middle	\$518.87	\$539.63	\$561.21	\$578.05	\$595.39	\$607.30
High School	\$856.60	\$890.86	\$926.50	\$954.29	\$982.92	\$1,002.58
Private/parochial (for each 50 students)	\$34.26	\$35.63	\$37.06	\$38.17	\$39.31	\$40.10
Unit Rates for Monitored Users						
Flow (\$ per 1,000 gallons)		\$2.02	\$2.10	\$2.16	\$2.22	\$2.27
BOD (\$ per lb)		\$0.48	\$0.49	\$0.51	\$0.52	\$0.54
TSS (\$ per lb)		\$0.49	\$0.51	\$0.53	\$0.54	\$0.55
NH3 (\$ per lb)		\$0.74	\$0.77	\$0.80	\$0.82	\$0.84

Versión en español disponible en www.brawley-ca.gov

Spanish version available at www.brawley-ca.gov

CIUDAD PLAZA, LLC

11-04-15P03:53 RCVD

October 29, 2015

Dear Mayor and Council Members:

Unfortunately I will be unable to attend the Council meeting regarding water and sewer rates on 11/17/15. However, I do want to have a voice in what happens regarding this issue. As a Business owner and resident of Brawley, this issue is very important to me. As you can imagine, I don't want to see rate increases any more than anyone else. With that being said, I realize we are operating under an old rate structure that is not equitable and an old infrastructure.

As the owner of a small business I understand operating at a deficit and the need of making capital improvements before costly emergencies occur. As you make this difficult decision to increase rates, and as I don't see that you have any other choice, please be sure that you have first reviewed all other avenues. Have any measures been put in place to identify areas that the City can make cuts with fiscal savings?

Without going into all the same points again of my last letter, I would ask that when you review new rates that you try and capture our actual usage for water and sewer at the Ciudad Plaza, and that whatever new rate structure that you put in place doesn't put us paying for more than our share. Remember we have small hotel room sized apartments that are designed for single or low occupancy. Meaning that this entire structure only serves 60 or so tenants when fully occupied and we currently pay \$3,400.00 per month for an average of 150,000 gallons of water.

Lastly, I appreciate that notices were sent with water bills to all City water users explaining the proposed changes. Please, however, keep in mind that if our City ends up having to obtain additional financing in the form of loans or bond measures, that it is property owners that will be on the hook and not renters for the repayment of these obligations.

Again, I know that you all care about our City, or you would not be here today serving on the City Council. It is a big responsibility that I know you don't take lightly, but the responsibility is yours as our elected officials to make decisions for our City that benefit us all. Thank you for your service.

Sincerely,



Elizabeth Machado

c.c. Rosanna Bayon Moore

Nov 6, 2015

To City of Brawley City Council.

We do not need an increase in water and sewer rates, but people should be encouraged to save water in all ways possible.

Fred Guzman
Angie Guzman
824 Evelyn Ave
760-344-7262

11-05-15A10:53 RCVD

Tom & Marlene Boas

495 West A Street

Brawley CA 92227

October 31, 2015

In response to your letter regarding an increase on our water and sewer rates, we definitely protest the increase.

People on fixed income cannot afford higher utility bills.



Tom Boas

Dear Brawley City Council -

10/30/15
11-05-15P12:49 RCVD

Please do not increase our water and sewer rates. A lot of residents, including me, are on fixed incomes that are already shrinking from increases elsewhere. Also, I feel increases are unfairly borne by metered water users and this won't stop until all commercial and residential users are metered. I would appreciate a response to this letter giving the City's proposed rate increase schedule as well as its' plan to achieve 100% metering, including the timetable.

Respectfully,

B. Flammang
BECKY FLAMMANG
857 SANTILLAN ST,
BRAWLEY CA 92227

**Small Equipment Center
1605 Main Street
Brawley, California 92227**

October 29, 2015

11-02-15P12:44 RCVD

City of Brawley
Office of the City Clerk
383 Main Street
Brawley, California 92227

RE: Protest water and sewer rate increases
Property Assessment Number: 047-480-033-000

To whom it may concern,

Please submit my protest against the water and sewer rate increases impacting on my property located at 1605 East Main Street, Brawley, California.

Sincerely,



Theodore J. Staiger
Owner, Small Equipment Center

October 29, 2015

Office of the City Clerk
383 Main Street
Brawley, California 92227

RE: Protest water and sewer rate increases
Property Assessment Number: 047-480-033-000

To whom it may concern,

Please submit my protest against the water and sewer rate increases impacting my property located at 1605 East Main Street, Brawley, California.

Sincerely,
Mary Staiger

A handwritten signature in cursive script that reads "Mary Staiger".

Oct. 26, 2015

I, Rachel Pacheco, reside at
1160 "H" street in Brawley. I protest
against the increase of water
and sewer rates.

Rachel Pacheco

10-29-15 A08:54 RCVD

October 26, 2015

To the City Clerk

Re: Raising Water and Sewer Rates

As a Senior Citizen living on a "Fixed Income", I do NOT want to see an increase in the City Water & Sewer rates. IID has raised rates too. Everyone keeps raising the cost of basic services and Social Security does NOT keep up with these increases.

How would you like it if you had to live on less than 20K per year and everything you needed for basic services kept going up? The CEOs of these companies make a generous salary and I do not think they realize just how hard it is, for people on fixed incomes to survive these days. A small rate increase may not seem like a lot to them, but for people on a fixed income, it is.

I am driving a 15 year old car, because I cannot afford a car payment. My Taxes on the house have gone up over \$200.00 this year. (I have a reversed Mortgage on my house, or I would probably be living in my car) and get NO payment from it, but still have to pay insurance, taxes and keep it up.)

Last May, I had to purchase a new Air Conditioner and it nearly wiped out my savings. Right now I am having to pay a lot of money in Dental Bills. Sometimes I do not fill a prescription, because I need to put that money toward a utility bill. The drain on the budget just never seems to stop.

My income is just slightly over the limit to receive discounts or help. Please do not increase the rates for residents over the age of 65 who live alone.

Sincerely,



Jean M. Pantaleo

Ms. Jean Pantaleo
629 S. 3rd St.
Brawley, CA 92227-

CIUDAD PLAZA, LLC

September 2, 2015

Brawley City Council
383 Main St.
Brawley, Ca 92227

09-02-15 P 4 11 32 23

Dear Council Members:

I am pleased to note the proposed changes for the water and sewer rates. I know that this has been a long time coming and appreciate all the hard work that has gone into making the proposed rates more equitable, especially the water rates.

I would ask that the Council take a closer look at the proposed sewer rate schedule and consider how it affects us here at the Ciudad Plaza, as well as, similar businesses. Under the current and proposed sewer rate schedule, we would continue to be billed as single residential per unit rates. In our case, our bill for sewer is currently \$1,933.24. We have 50 single and one bedroom apartments, and 12 store fronts. We serve approximately 60 residents/tenants each day.

We feel this rate is excessive for the following reasons:

- Brawley Union High School is charged a flat rate of \$856.60. So we pay 2 ¼ times the amount they pay. BUSH services approximately 1832 student and staff verse our 60.
- PMH – is a 107 bed acute hospital with a full service restaurant, numerous offices, rehab center and a large staff. They are charged only slightly more than we are. Yet again we only serve 60 residents.
- A single family home with four people is charged \$47.21 or approximately \$11.80 per person. With our 60 people we pay \$32.22 per person or 3 times as much.

I realize it is difficult to have an exact system or model that is 100% fair or equitable. I would ask that you review our situation and see what alternative system would be more reflective of our usage. Maybe, having a flat rate or even something similar to the Hotels, motel & rooming house rates.

Aug. 4 2015

City of Brawley

City Clerk

383 Main Street

Brawley

(6-10-15) P(13) 10 K(V)

This letter is to protest the proposed increase in water and sewer rates in Brawley.

My property is located at 383 Main Street Brawley, California.

Aug. 4 2015

City of Brawley

City Clerk

383 Main Street

Brawley

Handwritten: 456 H. St. Brawley, CA 92227

This letter is to protest the proposed increase in water and sewer rates in Brawley.

My property is located at _____ Brawley, California.

Handwritten: 456 H. St. Brawley CA. 92227

Aug. 4 2015

City of Brawley

City Clerk

383 Main Street

Brawley

DEPT. OF PUBLIC WORKS

This letter is to protest the proposed increase in water and sewer rates in Brawley.

My property is located at _____ Brawley, California.

*to [unclear]
221 West Rd Apt #51
Brawley CA 92227*

Aug. 4 2015

City of Brawley

City Clerk

383 Main Street

Brawley

100 Main Street, Brawley, CA 92527

This letter is to protest the proposed increase in water and sewer rates in Brawley.

My property is located at 2011 Brawley Rd Brawley, California.

2011 Brawley Rd Brawley CA 92527

Aug. 4 2015

City of Brawley

City Clerk

383 Main Street

Brawley

00-1-1-1, P... K... YH

This letter is to protest the proposed increase in water and sewer rates in Brawley.

My property is located at _____ Brawley, California.

[Handwritten signature]

Thank you for your consideration of this matter. I would request that this issue be addressed by the City Council at the September 15th hearing. If you have any questions or need future clarification please do not hesitate to contact me direct at 760-996-7913.
Sincerely,

Elizabeth Machado
Managing Member Ciudad Plaza

CC: Rosanna Bayon Moore

AUG. 4 2015

City of Brawley

City Clerk

383 Main Street

Brawley

08-20-15 11:45 AM RECEIVED

This letter is to protest the proposed increase in water and sewer rates in Brawley.

My property is located at 519 W DST Brawley, California.

Robert Myer
Robert Myer

Aug. 4 2015

City of Brawley

City Clerk

383 Main Street

Brawley

08-20-15 10:11 AM RUDY

This letter is to protest the proposed increase in water and sewer rates in Brawley.

My property is located at 1621 A Street Brawley, California.

owner: Rudy Vallarta

cond Judy Vallarta

Aug. 4 2015

City of Brawley

City Clerk

383 Main Street

Brawley

08-20-15 11:25 AM

This letter is to protest the proposed increase in water and sewer rates in Brawley.

My property is located at 1125 E 5th Brawley, California.

[Handwritten signature]

AUG 4 2015

City of Brawley

City Clerk

383 Main Street

Brawley

City of Brawley

This letter is to protest the proposed increase in water and sewer rates in Brawley.

My property is located at 6770 S.O. Alameda Brawley, California.

Deanna M. Sp. Ho

City of Brawley

Aug. 4 2015

City Clerk

383 Main Street

Brawley

08-20-15 PDA 21 RCVD

This letter is to protest the proposed increase in water and sewer rates in Brawley.

My property is located at 164 West J Street Brawley, California.

Walter J. ...

Dear Brawley City Clerk

We, Wenceslao J Santos, Jr, and Olga Santos, as owners of the property at 697 North 7th Street in Brawley, CA, do protest the proposed water and sewer rate increases.

- Sincerely

Wenceslao J. Santos, Jr
Olga Santos

AUGUST 3, 2015

CITY OF BRAWLEY
CITY CLERK
383 MAIN STREET
BRAWLEY, CA 92227

08-11-25A 3:03 RCVD

REGARDING THE PROPOSED INCREASED
WATER AND SEWER RATES, WE DO NOT
AGREE WITH THE INCREASES, AND
REQUEST THE CITY NOT INSTITUTE
THE NEW RATES.

OUR NAMES AND ADDRESS:

ENRIQUE AND KYE CHAE GUTIERREZ
1146 PEACH ST
BRAWLEY, CA 92227

RESPECTFULLY,

Enrique Gutierrez
Kye Chae Gutierrez

August 5, 2015

To: City Clerk, City of Brawley

Consider this letter as my protest against the proposed increase of water and sewer rates
I am a property owner – rate payer in Brawley



David Rodriguez
1195 E Street
Brawley, CA 92227

08-11-10AUG:23 RCVD

8-14-17

NO I don't want the water
bill rate to be increased

William - the Son
Kawana & Suter

W. J. K. 2014
Brentley Co

3-14-15

I do not want the water
bill to go up

1012 River Rd
Branford, Ct

John Scurry
1012 River Rd

8-10-15

RECEIVED

AUG 12 2015

CITY OF BRAWLEY
UTILITY DEPT.

To Whom It May Concern:

Please do not increase our rates at 111 J St. As two senior citizens we cannot afford an increase. Ages 72 and 69.

We do not water front yard as there is no grass.

We do not water the backyard as my husband has a heart condition and cannot do yard work.

We wash less and do not fill the washer to large load.

We wait until there is enough dishes to wash and do not fill sink with water.

We do not take long showers. We don't understand why we have such high usage. To us it is high.

When we ~~were~~ are gone a week the bill is the same.

Thank you

Antonio de la Cruz

Terri Melendez