



**Mission statement of McKinleyville Community Services District:**  
*"Provide McKinleyville with safe and reliable water, wastewater, lighting, open space, parks and recreation, and library services in an environmentally and fiscally responsible manner."*

**NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE  
MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS  
WILL BE HELD  
WEDNESDAY, NOVEMBER 4, 2015 AT 7:00pm  
Azalea Hall, 1620 Pickett Road  
McKinleyville, California**

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## **AGENDA**

### **A. CALL TO ORDER**

A.1 Roll Call

A.2 Pledge of Allegiance

A.3 Additions to the Agenda

A.4 Approval of the Agenda

A.5 Closed Session Discussion

*At any time during the regular session, the Board may adjourn to closed session to consider existing or anticipated litigation, liability claims, real property negotiations, license and permit determinations, threats to security, public employee appointments, personnel matters, evaluations and discipline, labor negotiations, or to discuss with legal counsel matters within the attorney-client privilege.*

**NO CLOSED SESSION SCHEDULED**

### **B. PUBLIC HEARINGS**

*These are items of a Quasi-Judicial or Legislative nature. Public comments relevant to these proceedings are invited.*

**NO PUBLIC HEARING SCHEDULED**

### **C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS**

*Any person may address the Board at this time upon any subject not identified on this Agenda but within the jurisdiction of the McKinleyville Community Services District; however, any matter that requires action will be referred to staff for a report of action at a subsequent Committee or Board meeting. As to matters on the Agenda, an opportunity will be given to address the Board when the matter is considered. **Comments are limited to 3 minutes.** Letters should be used for complex issues.*

## **D. CONSENT CALENDAR**

*Consent Calendar items are expected to be routine and non-controversial, to be acted upon by the Board of Directors at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it shall be removed so that it may be acted upon separately.*

- D.1 Approve the Minutes of the Board of Directors Regular Meeting of  
October 7, 2015 **Pg. 4**  
Attachment 1 – Draft Minutes from October 7, 2015 **Pg. 5**
- D.2 Approve the September Treasurer's Report  
Attachment 1 – Treasurer's Report September 2015 **Pg. 9**
- D.3 Compliance with State Double Check Valve (DCV) Law – No Violations

## **E. CONTINUED AND NEW BUSINESS**

- E.1 Announce the Kickoff for the Mad River Floodplain Enhancement Project, Coho  
Rearing Ponds and Interpretive Trail **Pg. 30**
- E.2 Sea Level Rise Presentation by Aldaron Laird **Pg. 31**  
Attachment 1 – Adaptation Planning Working Group **Pg. 32**
- E.3 Select a Candidate for the California Special Districts Association (CSDA)  
Board of Directors for the 2015 Election for the Northern Network, Region  
1, Seat A position **Pg. 33**  
Attachment 1 – CSDA 2015 Board Election, Northern Network, Mail  
Ballot Information and Ballot **Pg. 34**  
Attachment 2 – Candidate Statements **Pg. 36**
- E.4 Review the Strategic Plan for FY 2016-17 **Pg. 38**  
Attachment 1 - McKinleyville Community Services District Strategic  
Plan Project Matrix 2016-17 **Pg. 39**
- E.5 Declare Auburn Constructors, Inc. Lowest Responsible and Responsive bidder for  
the Wastewater Management Facility Improvement Project and authorize Board  
President to execute construction contract with Auburn Constructors, Inc. contingent  
on State Water Board Determination of the bid Packet with an approved Funding  
Agreement **Pg. 46**  
Attachment 1 – Bid Award Recommendation Letter **Pg. 50**  
Attachment 2 – Auburn Constructors, Inc. Bid Packet **Pg. 53**  
Attachment 3 – Draft Construction Contract including  
Attachments A-C **Pg. 159**
- E.6 Consider and Adopt Resolution 2015-28 Approving the Application for Grant Funds  
from the CalRecycle Tire Derived Product Grant Program **Pg. 488**  
Attachment 1 – Resolution 2015-28 **Pg. 489**

E.7	Adopt Resolution 2015-29 Approving Modifications to the Reserves Policy	<b>Pg. 490</b>
	Attachment 1 – Resolution 2015-29 with Exhibit A	<b>Pg. 492</b>
E.8	Review, Consider and, If Approved, Authorize MCSD Board President to Issue Letter to the Humboldt County Board of Supervisors Supporting Community Forest Development in MCSD Service Boundaries and Approve Resolution 2015-30 Directing Staff to Seek and/or Solicit Acquisition Grant Funding	<b>Pg. 502</b>
	Attachment 1 – Letter to Humboldt County Board of Supervisors	<b>Pg. 505</b>
	Attachment 2 – Resolution 2015-30	<b>Pg. 506</b>
	Attachment 3 – Aerial Map of forest location	<b>Pg. 507</b>

## **F. REPORTS**

### **F.1 ACTIVE COMMITTEE REPORTS**

- a. Recreation Advisory Committee (Wheeler/Couch)
- b. Area Fund (John Kulstad)
- c. Redwood Region Economic Development Commission (Mayo/Edwards)
- d. McKinleyville Senior Center Advisory Committee (Edwards)
- e. Audit (Corbett/Edwards)
- f. Employee Negotiations (Couch/Edwards)
- g. Water Task Force (Wheeler/Corbett)
- h. AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch)
- i. McKinleyville Municipal Advisory Committee (Edwards/Corbett)
- j. Cornerstone Committee (Couch)
- k. Groundwater Sustainability Committee (Edwards/Corbett, Mayo)

### **F.2 STAFF REPORTS**

- a. Support Services Department (Colleen M.R. Trask) **Pg. 508**
- b. Operations Department (James Henry) **Pg. 509**
- c. Parks & Recreation Department (Lesley Frisbee) **Pg. 514**
- d. General Manager (Greg Orsini) **Pg. 518**
- Attachment 1 – WWMF Monthly Self Monitoring Report **Pg. 520**

### **F.3 PRESIDENT’S REPORT**

### **F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEMS REQUESTS**

## **G. ADJOURNMENT**

**Posted 5:00 pm on October 30, 2015**

*McKinleyville Community Services District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the Board Secretary at (707) 839-3251. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements for accommodations.*

# **McKinleyville Community Services District**

## **BOARD OF DIRECTORS**

November 4, 2015

TYPE OF ITEM: **ACTION**

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**ITEM: D.1**                      **Approve the Minutes of the Board of Directors' Regular Meeting of October 7, 2015**

**PRESENTED BY:**              **Becky Schuette, Board Secretary**

**TYPE OF ACTION:**          **Roll Call Vote – Consent Calendar**

### **Recommendation:**

Staff recommends that the Board review the draft minutes from the October 7, 2015 Regular Board Meeting, recommend edits and adopt.

### **Discussion:**

The Draft Minutes are attached for the above listed meeting.

### **Alternatives:**

Staff analysis consists of the following potential alternative

- Take No Action

### **Fiscal Analysis:**

Not applicable

### **Environmental Requirements:**

Not applicable

### **Exhibits/Attachments:**

- Attachment 1 – Draft Minutes from October 7, 2015 Board Meeting



**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES  
DISTRICT HELD ON WEDNESDAY, OCTOBER 7, 2015 AT 6:30PM  
AZALEA HALL, 1620 PICKETT ROAD, MCKINLEYVILLE, CA**

**AGENDA ITEM A CALL TO ORDER**

**A.1 CALL TO ORDER and ROLL CALL:** The closed session meeting of the Board of Directors of McKinleyville Community Services District convened at 6:30 pm with Acting President Wheeler, Directors Couch and Mayo in attendance. President Corbett and Director Edwards were absent.

George Wheeler, Acting President  
David Couch, Director  
Dennis Mayo, Director

Gregory Orsini, General Manager  
Russ Gans, Legal Counsel  
Becky Schuette, Board Secretary

**A.2 Closed Session Discussion**

**A.2.a CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION-JEFFREY LYTTLE V. MCKINLEYVILLE COMMUNITY SERVICES DISTRICT, CASE NO. DR120849, pursuant to Government Code § 54956.9(a)**

The meeting was adjourned to closed session at 6:31 pm and reconvened at 7:04 pm.

**A.3 Report out of Closed Session:** No action was taken.

**A.4 Roll Call Out of Closed Session:** Acting President Wheeler, Director's Couch and Mayo were present with President Corbett and Director Edwards absent.

George Wheeler, Acting President  
David Couch, Director  
Dennis Mayo, Director

Gregory Orsini, General Manager  
Colleen Trask, Finance Director  
James Henry, Operations Director  
Lesley Frisbee, Recreation Director  
Becky Schuette, Board Secretary

**A.5 Pledge of Allegiance:** The Pledge of Allegiance was led by Director Couch.

**A.6 Additions to the Agenda:** There were no additions to the agenda and no public comment.

**A.7 Approval of Agenda:**

**MOTION: It was moved to approve the agenda.**

Motion: David Couch; Second: Dennis Mayo

**ROLL CALL:** Ayes; Couch, Mayo, and Wheeler; Absent: Corbett and Edwards

**MOTION SUMMARY:** Motion Passed

**AGENDA ITEM B PUBLIC HEARINGS**

**B.1 Public Hearing on Proposed Assessment and Formation of Street Light Zone #99 and consider adoption of Resolution 2015-27 for Street Light Zone #99:** General Manager Orsini summarized the proposal and recommended adoption of the resolution, confirming that the Proposition 218 process had been followed. The public hearing was opened and no members of the public came

forward for comment. There were no comments by the Board and again no members of the public commented after the invitation of Acting President Wheeler. The hearing was closed. There were no comments by the Board and after a final opportunity for public comment, there were none. At this time, Director Mayo commented that he personally was not in favor of streetlight zones because of his dislike of light pollution. He stated that he would normally vote no but was aware that the public is in favor of street light zones, therefore he would vote for it this time. Acting President Wheeler agreed with Director Mayo's statement about light pollution.

**MOTION: It was moved to adopt Resolution 2015-27 approving the formation of Street Light Zone #99.**

Motion: David Couch; Second: Dennis Mayo

**ROLL CALL:** Ayes; Couch, Mayo, and Wheeler; Absent: Corbett and Edwards

**MOTION SUMMARY:** Motion Passed

**AGENDA ITEM C PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:** Acting President Wheeler opened public comment and no members of the public stepped forward for comment.

**AGENDA ITEM D CONSENT CALENDAR:**

**D.1** Consider approval of minutes of the Board of Directors' Regular Meeting of September 2, 2015

**D.2** Consider approval of August 2015 Treasurer's Report

**D.3** Compliance with State Double Check Valve (DCV) Law – Violations

**D.4** Approve the Regular Board Meeting Dates, Time and Location for the 2016 Calendar Year

General Manager Orsini requested that item D.1 be pulled for discussion and modification. There was no public comment

**MOTION: It was moved to adopt the consent calendar items D.2 – D.4.**

Motion: Dennis Mayo; Second: David Couch

**ROLL CALL:** Ayes; Couch, Mayo, and Wheeler; Absent: Corbett and Edwards

**MOTION SUMMARY:** Motion Passed

General Manager Orsini requested that the highlighted section, "and sang karaoke," of the minutes at the bottom of page 19 be stricken.

**MOTION: It was moved to adopt the consent calendar item D.1 with the modification.**

Motion: Dennis Mayo; Second: David Couch

**ROLL CALL:** Ayes; Couch, Mayo, and Wheeler; Absent: Corbett and Edwards

**MOTION SUMMARY:** Motion Passed

**AGENDA ITEM E CONTINUED AND NEW BUSINESS:**

**E.1 Information from Arcata Fire Protection District Related to Measure A Special Assessment:**

General Manager Orsini introduced Chief Cowan and Battalion Chief Sean Campbell. Chief Cowan discussed Ballot Measure A. He advised the Board that AFD did not receive any Measure Z money as it was earmarked for smaller rural fire departments. He advised that renovations and refurbishments of the Arcata and McKinleyville fire stations were non-tax funded and had been paid primarily with donations and grants. Chief Cowan also advised that since 2006 call volume has increased 50% and 75% of those are medical calls. Battalion Chief Campbell then made a report to the Board regarding the

Volunteer Program at their District, its strong and active volunteers, the constant recruitment and the commitment and dedication required to become a volunteer. There was a question and answer period between the Board and AFPD staff regarding the high level requirements for the volunteers, as well as about training. General Manager Orsini pointed out the importance of confined space rescue training because our Operations staff works in confined spaces. Finally, Chief Cowan offered his personal cell phone number of 498-5781 for anyone to call him directly to speak about the subject.

There was no public comment. This item was information only.

## **E.2 Information from LDA Partners to Update Board of Directors on the Teen Center**

**Construction Project:** General Manager Orsini introduced the Teen Center project architect, Carolyn Natividad from LDA Partners. Eric Wohle was also present for discussion. Carolyn advised that the project was currently three weeks ahead of schedule and explained the status of roofing, plumbing etc. The time lapse video of the construction progress was shown and plans were made for a walk through of the facility with Eric Wohle, the General Manager and possibly two of the Directors.

There was no public comment. This item was information only.

## **E.3 Announce the Kickoff for the Mad River Floodplain Enhancement Project Coho Rearing**

**Ponds and Interpretive Trail:** General Manager Orsini requested this item be postponed until next month as Mary Burke, the presenter, was unable to attend the meeting due to family illness.

## **AGENDA ITEM F REPORTS:**

### **F1. Active Committee Reports**

- a. **Recreation Advisory Committee (Wheeler/Couch (alternate)):** Director Wheeler reported that the Committee had reviewed Chapters 1 and 2 of the Parks and Recreation Master Plan and there were no significant changes, just some language tweaking. The committee had also suggested that Joe Walund might be a good person to bring a historical perspective to the Naming Committee. Director Wheeler had contacted him and he is interested.
- b. **Area Fund (John Kulstad):** No report.
- c. **Redwood Region Economic Development Commission (Mayo/Edwards (alternate)):** Director Mayo reported there continues to be work on a new stream of funding. He advised the topic of the AT&T cable cutting in the Ukiah back in September had also been discussed. The circumstances of the cutting classifies it as an act of terrorism, There is a policy letter being crafted and next month he will be bringing in a policy letter template being crafted which will provide the Board an opportunity to discuss and support the letter topic of redundancy.
- d. **McKinleyville Senior Center Advisory Committee (Edwards):** No report.
- e. **Audit (Corbett/Edwards):** Did not meet.
- f. **Employee Negotiations (Couch/Edwards):** Did not meet.
- g. **Water Task Force (Wheeler/Corbett (alternate)):** Did not meet.
- h. **AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch (alternate)):** Did not meet.

- i. **McKinleyville Municipal Advisory Committee (Edwards/Corbett (alternate)):** Did not meet.
- j. **Cornerstone Committee (Couch):** Director Couch reported that the committee had been meeting. They are still searching for new members and help with fundraising.
- k. **Groundwater Sustainability Committee (Edwards/Corbett, Mayo):** General Manager Orsini reported that Director Edwards had attended the Humboldt County Board of Supervisors meeting on October 6, 2015. She advised that there was going to be a community input meeting for the Eel River Groundwater Sustainability Plan, however, it sounded as if the County was adamant that they do not want anyone who is not geographically attached to that area to be on the committee. Essentially, this meant that our Board, or anyone, could participate by attending meetings but could not be part of the actual working group.

## **F.2 Staff Reports:**

- a. **Support Services Department:** Finance Director Colleen Trask reported that all of the entries are in from the GASB 68. Treasury report includes pass through fees and capital contributions approved back in August but are not included in the graph. Reserve balance graph is updated through June on page 32 of the packet. SRF has agreed to fund the Wastewater Treatment Plant, up to \$19 million.
- b. **Operations Department:** Operations Director James Henry had nothing further to add at this time.
- c. **Parks and Recreation Department:** Recreation Director Lesley Frisbee advised that she had received news of an award for a \$9000 in grant funding from the Humboldt Area Foundation for the Teen Center.
- d. **General Manager:** General Manager Orsini first referred to the handout of the Mad River Union article reporting that the City of Arcata had financed the pension liability and added that this would be a future topic regarding the Districts future funding and investments. General Manager Orsini provided a report from the CSDA Annual Conference, briefed the Board on the update to the Boyd Road Annexation situation and an update on the solar project status. Director Mayo added that he had spoken with five of the Boyd Road property owners last week and they advised him they were happy with our services and want to stay with MCSD.

**F.3 President's Report:** Acting President Wheeler had nothing further to add.

**F.4 Board comments, announcements, reports and agenda item requests:** There were no additional comments, announcements or reports.

## **AGENDA ITEM G ADJOURNMENT:**

**MOTION:** It was moved to adjourn the meeting.

Motion: Dennis Mayo; Second: David Couch

Acting President Wheeler adjourned the meeting at 8:24 pm

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**Becky Schuette, Board Secretary**

BOARD MEETING November 4, 2015

CONSENT CALENDAR **ITEM D.2**

**McKinleyville Community Services District  
Treasurer's Report  
Sep 2015**

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Page 14	Cash Disbursement Report

**McKinleyville Community Services District**  
**Investments & Cash Flow Report**  
**As of Sep 30, 2015**

Petty Cash & Change Funds 940.00

**Cash**

<b>Operating &amp; Money Market - Beginning Balance</b>		727,380.71
<b>Cash Receipts:</b>		
Utility Billings	533,157.01	
Money Market Account Interest	126.66	
Transfers from County Funds #2560, #4240, CalTRUST	195,664.32	
Other Cash Receipts	79,091.99	
<b>Total Cash Receipts</b>		808,039.98
<b>Cash Disbursements:</b>		
Payroll Related Expenditures	(200,904.92)	
Debt Service	(14,279.20)	
Capital & Other Expenditures	(453,812.35)	
<b>Total Cash Disbursements</b>		(668,996.47)
<b>Operating &amp; Money Market - Ending Balance</b>		866,424.22
<b>Total Cash</b>		<u>867,364.22</u>

**Investments** (Interest and Market Valuation will be re-calculated as part of the year-end close, if material)

<b>LAIF - Beginning Balance</b>	128,741.38	
Interest Income	-	
<b>LAIF - Ending Balance</b>		128,741.38
<b>Humboldt Co. #2560 - Beginning Balance</b>	1,517,427.91	
Property Taxes and Assessments	-	
Transfer to/from Operating Cash	-	
Interest Income	998.97	
<b>Humboldt Co. #2560 - Ending Balance</b>		1,518,426.88
<b>Humboldt Co. #4240 - Beginning Balance</b>	3,703,891.01	
Property Taxes	-	
Transfer to/from Operating Cash	-	
Transfer to/from Biosolids Reserve	20,000.00	
Interest Income	2,016.12	
<b>Humboldt Co. #4240 - Ending Balance</b>		3,725,907.13
<b>Humboldt Co. #9390 - Beginning Balance</b>	538,206.07	
Reserves Recovery Deposits	23,985.81	
Interest Income	-	
<b>Humboldt Co. #9390 - Ending Balance</b>		562,191.88
<b>USDA Bond Reserve Fund - Beginning Balance</b>	100,441.13	
Bond Reserve Payment	7,979.17	
Debt Service Payment	-	
Interest Adjustment	1.72	
<b>USDA Bond Reserve Fund - Ending Balance</b>		108,422.02
<b>Market Valuation Account</b>		(180.00)
<b>Umpqua Bank Meas.B Loan Proceeds - Beginning Balance</b>	1,402,185.42	
Net Transfer to/from Loan Cash Holding Acct	(195,664.32)	
Debt Service Payment	-	
Interest Income/Unrealized Gain/Loss	3,821.25	
<b>Umpqua Bank Meas.B Loan Proceeds - Ending Balance</b>		1,210,342.35
<b>Total Investments</b>		<u>7,253,851.64</u>
<b>Total Cash &amp; Investments - Current Month</b>		8,121,215.86
<b>Total Cash &amp; Investments - Prior Month</b>		<u>8,119,033.63</u>
<b>Net Change to Cash &amp; Investments This Month</b>		<u>2,182.23</u>
<b><u>Cash &amp; Investment Summary</u></b>		
Cash & Cash Equivalents		7,253,332.21
Davis-Grunsky Loan Reserve		599,393.86
Waste Water Capital Reserve		100,067.77
USDA Bond Reserve		108,422.02
I-Bank Loan Reserve		60,000.00
<b>Total Cash &amp; Investments</b>		<u>8,121,215.86</u>

McKinleyville Community Services District  
Consolidated Balance Sheet by Fund  
As of Sep 30, 2015

	Governmental Funds			Proprietary Funds		
	Parks & General	Measure B	Streetlights	Water	Wastewater	Total (Memorandum Only)
<b>ASSETS</b>						
Current Assets						
Unrestricted cash & cash equivalents	\$ 715,373.19	\$ 1,111,583.97	\$ (38,491.47)	\$ 2,467,603.42	\$ 3,011,873.82	\$ 7,267,942.93
Accounts receivable	2,168.37	-	3,544.16	265,625.41	221,906.39	493,244.33
Prepaid expenses & other current assets	41,463.08	-	1,873.21	95,525.79	47,168.35	186,030.43
Total Current Assets	759,004.64	1,111,583.97	(33,074.10)	2,828,754.62	3,280,948.56	7,947,217.69
Noncurrent Assets						
Restricted cash & cash equivalents	181,234.07	-	-	659,393.86	208,489.79	1,049,117.72
Other noncurrent assets	-	-	-	44,530.00	48,704.00	93,234.00
Capital assets (net)	-	-	-	7,858,619.12	13,283,521.37	21,142,140.49
Total Noncurrent Assets	181,234.07	-	-	8,562,542.98	13,540,715.16	22,284,492.21
<b>TOTAL ASSETS</b>	<b>\$ 940,238.71</b>	<b>\$ 1,111,583.97</b>	<b>\$ (33,074.10)</b>	<b>\$ 11,391,297.60</b>	<b>\$ 16,821,663.72</b>	<b>\$ 30,231,709.90</b>
<b>LIABILITIES &amp; FUND BALANCE/NET ASSETS</b>						
Current Liabilities						
Accounts payable & other current liabilities	\$ 61,701.59	\$ 126,306.86	\$ 226.77	\$ 227,637.64	\$ 68,776.78	\$ 484,649.64
Accrued payroll & related liabilities	88,269.95	-	-	37,695.90	37,778.35	163,744.20
Total Current Liabilities	149,971.54	126,306.86	226.77	265,333.54	106,555.13	648,393.84
Noncurrent Liabilities						
Long-term debt	-	-	-	3,026,379.20	752,924.75	3,779,303.95
Other noncurrent liabilities	-	-	-	837,118.87	885,399.61	1,722,518.48
Total Noncurrent Liabilities	-	-	-	3,863,498.07	1,638,324.36	5,501,822.43
<b>TOTAL LIABILITIES</b>	<b>149,971.54</b>	<b>126,306.86</b>	<b>226.77</b>	<b>4,128,831.61</b>	<b>1,744,879.49</b>	<b>6,150,216.27</b>
Fund Balance/Net Assets						
Fund balance	77,134.63	985,277.11	(33,300.87)	-	-	1,029,110.87
Net assets	713,132.54	-	-	2,430,226.07	2,546,187.61	5,689,546.22
Investment in capital assets, net of related debt	-	-	-	4,832,239.92	12,530,596.62	17,362,836.54
Total Fund Balance/Net Assets	790,267.17	985,277.11	(33,300.87)	7,262,465.99	15,076,784.23	24,081,493.63
<b>TOTAL LIABILITIES &amp; FUND BALANCE/NET ASSETS</b>	<b>\$ 940,238.71</b>	<b>\$ 1,111,583.97</b>	<b>\$ (33,074.10)</b>	<b>\$ 11,391,297.60</b>	<b>\$ 16,821,663.72</b>	<b>\$ 30,231,709.90</b>
Difference in Reclass from Cap Assets to Net Assets:						
Investment in General Capital Assets	\$ 3,940,341.91					
General Long-term Liabilities						
PG&E Streetlights Loan	84,425.15					
Meas. B Loan: Teen/Community Center	1,432,701.00					
OPEB Liability	276,539.23					
CalPERS Pension Liability/Deferred Inflows-Outflows	542,861.00					
Accrued Compensated Absences	61,161.36					
<b>TOTAL GENERAL LONG-TERM LIABILITIES</b>	<b>\$ 2,397,687.74</b>					

**McKinleyville Community Services District**  
**Activity Summary by Fund, Original Budget**  
**Sep 2015**

Department Summaries	September	% of Year 25.00% YTD	Original YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Notes
<b><u>Water</u></b>						
Water Sales	261,454	834,293	742,302	91,991	12.39%	Budget spread evenly over 12 months - actual water sales vary seasonally
Other Revenues	21,255	321,576	98,865	222,711	225.27%	Includes YTD Capacity Fees of \$24,168 and Contrib. Construction of \$256,860
Total Operating Revenues	282,709	1,155,869	841,167	314,702	37.41%	
Salaries & Benefits	63,133	219,536	208,853	10,683	5.12%	Includes annual PERS pmt for MCSD share of unfunded liability
Water Purchased	72,508	215,809	239,338	(23,529)	-9.83%	Partly due to reduction of pass-through costs and timing of non-read week
Other Expenses	18,761	92,709	101,847	(9,138)	-8.97%	
Depreciation	27,200	81,600	78,750	2,850	3.62%	
Total Operating Expenses	181,602	609,654	628,788	(19,134)	-3.04%	
Net Operating Income	101,107	546,215	212,379	295,568		
Interest Income	1,019	3,062	2,078	984	47.37%	Interest rate higher than originally estimated
Interest Expense	(6,109)	(18,442)	(18,401)	41	0.22%	
<b>Net Income (Loss)</b>	<b>96,016</b>	<b>530,835</b>	<b>196,056</b>	<b>334,779</b>		
<b><u>Sewer</u></b>						
Sewer Service Charges	210,863	650,643	598,306	52,337	8.75%	Budget spread evenly over 12 months - actual sewer charges vary seasonally
Other Revenues	13,692	378,999	98,817	280,182	283.54%	Includes YTD Capacity Fees of \$43,989 and Contrib. Construction of \$310,090
Total Operating Revenues	224,554	1,029,642	697,123	332,519	47.70%	
Salaries & Benefits	77,555	235,819	233,610	2,209	0.95%	
Other Expenses	22,846	112,337	139,480	(27,143)	-19.46%	
Depreciation	39,150	117,450	120,000	(2,550)	-2.13%	
Total Operating Expenses	139,551	465,606	493,090	(27,484)	-5.57%	
Net Operating Income	85,003	564,036	204,033	360,003		
Interest Income	1,267	4,373	5,000	(627)	-12.54%	
Interest Expense	(2,849)	(8,942)	(10,443)	(1,501)	-14.37%	
<b>Net Income (Loss)</b>	<b>83,420</b>	<b>559,467</b>	<b>198,590</b>	<b>360,877</b>		
<b>Enterprise Funds Net Income (Loss)</b>	<b>179,437</b>	<b>1,090,301</b>	<b>394,646</b>	<b>695,655</b>		

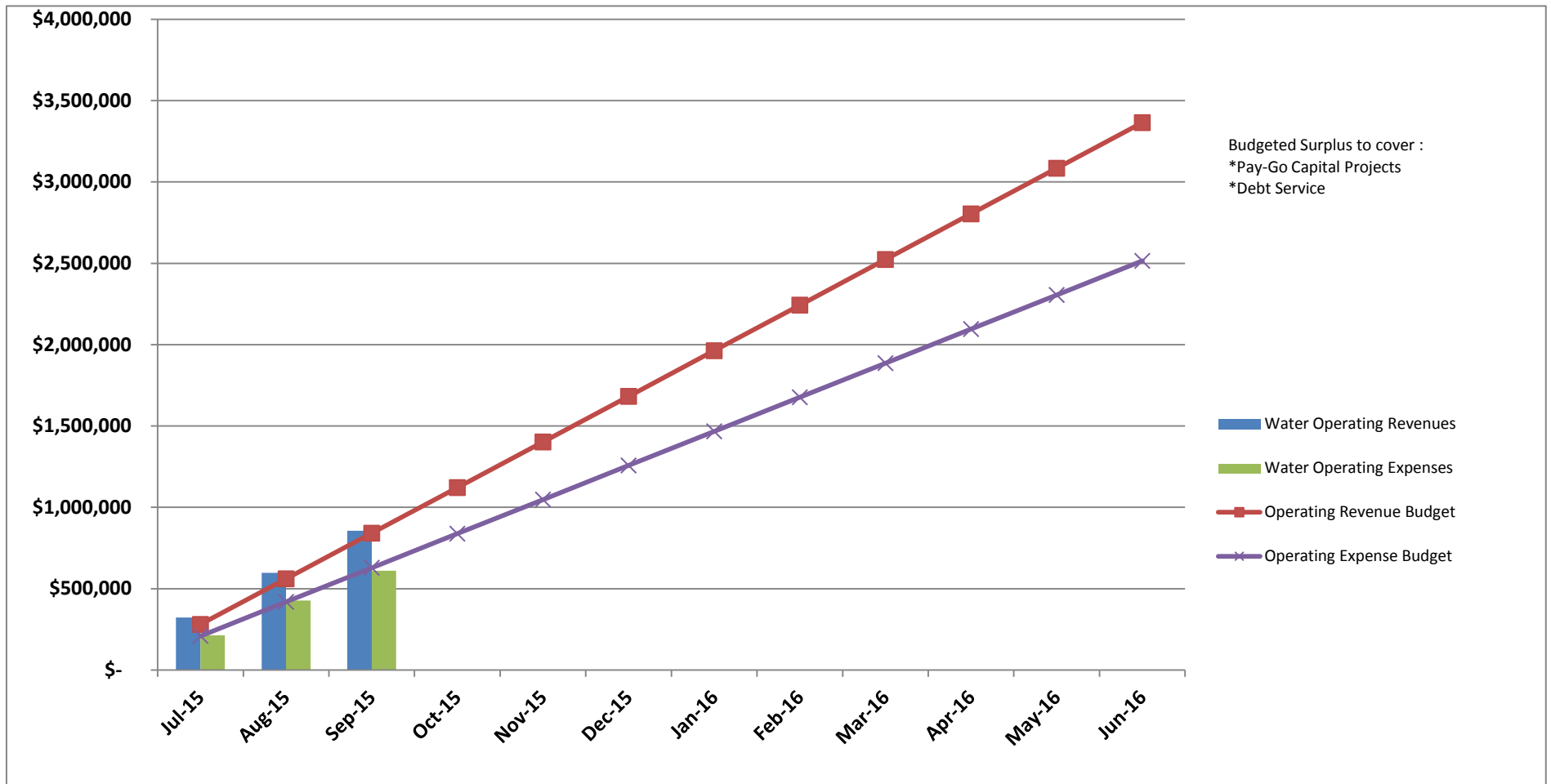
Treasurer's Report Page 4



# McKinleyville Community Services District

## Sep 2015

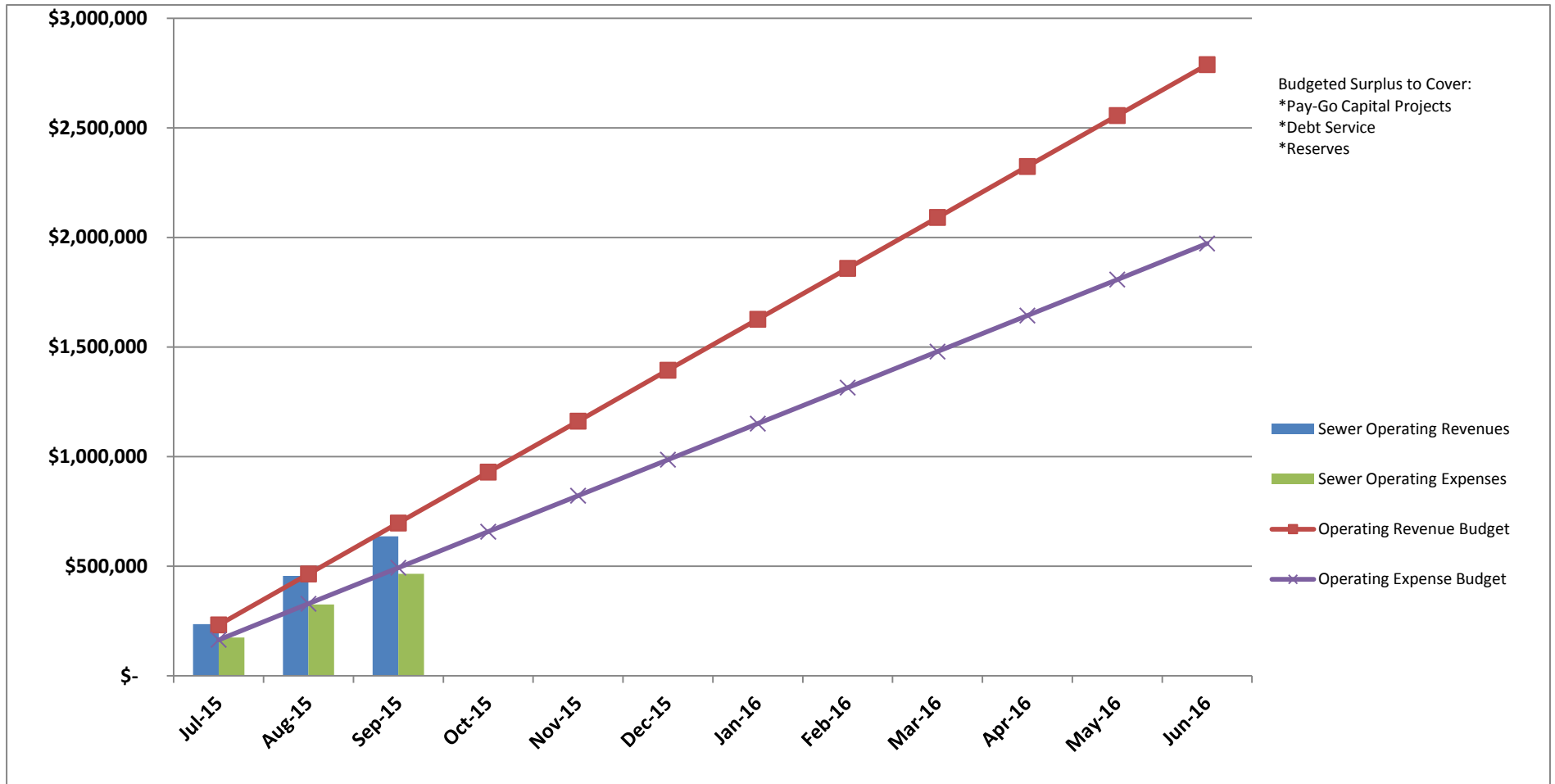
### Comparison of Water Fund Operating Revenues & Expenses to Budget



Treasurer's Report Page 5, Selected Graphic Comparisons

# McKinleyville Community Services District Sep 2015

## Comparison of Sewer Fund Operating Revenues & Expenses to Budget



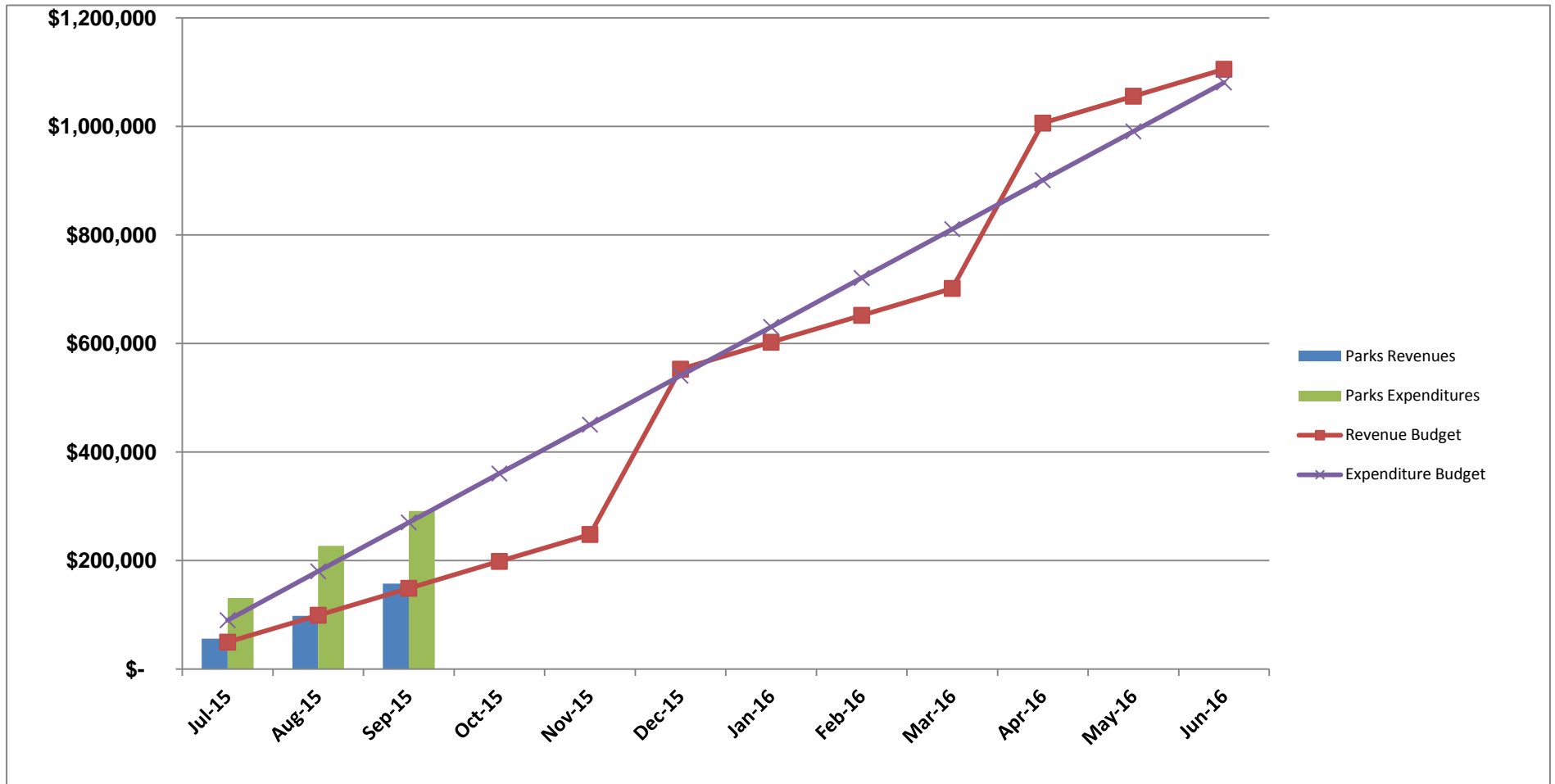
Treasurer's Report Page 6, Selected Graphic Comparisons

**McKinleyville Community Services District**  
**Activity Summary by Fund, Original Budget**  
**Sep 2015**

Department Summaries	September	% of Year 25.00% YTD	Original YTD Budget	Over (Under) YTD Budget	Over (Under) YTD Budget %	Notes
<b><u>Parks &amp; Recreation</u></b>						
Program Fees	23,140	91,167	88,587	2,580	2.91%	Budget is spread evenly across 12 months, but actuals vary with programs
Rents & Related Fees	5,242	15,079	18,806	(3,727)	-19.82%	Budget is spread evenly across 12 months, but actuals vary with rentals
Property Taxes	-	-	127,500	(127,500)	-100.00%	County Tax remittance scheduled in December and April
Other Revenues	30,194	48,345	39,375	8,970	22.78%	State of CA remitted payment for a PRA reimb. request from FY2010-11
Interest Income	874	2,945	2,050	895	43.66%	Interest rate higher than originally estimated
Total Revenues	59,450	157,535	276,318	(118,783)	-42.99%	
Salaries & Benefits	56,820	210,505	203,100	7,405	3.65%	Includes annual PERS pmt for MCSD share of unfunded liability
Other Expenditures	7,531	50,917	53,041	(2,124)	-4.01%	
Capital Expenditures	-	29,830	14,080	15,750	111.86%	CIP costs posted with purchases/payments, not spread over 12 months
Total Expenditures	64,351	291,252	270,221	21,031	7.78%	
<b>Excess (Deficit)</b>	<b>(4,901)</b>	<b>(133,716)</b>	<b>6,097</b>	<b>(139,813)</b>		
<b><u>Measure B Assessment</u></b>						
Draw from Reserves	125,289					Draw on Reserves to cover Teen Center Construction costs
Total Revenues	4,090	4,928	512,500	(507,572)	-99.04%	County Tax remittance scheduled in December, April
Salaries & Benefits	10,743	24,473	27,427	(2,954)	-10.77%	Includes unrealized gains/losses on cash assets
Other Expenditures	381	4,300	34,619	(30,319)	-87.58%	Includes annual PERS pmt for MCSD share of unfunded liability
Capital Expenditures	127,876	625,354	450,000	175,354	38.97%	Correction of interest expense on Meas. B Loan from previous month
Total Expenditures	139,000	654,127	512,046	142,081	27.75%	Teen Center - drawn against Reserves posted in FY14-15
<b>Excess (Deficit)</b>	<b>(9,621)</b>	<b>(649,198)</b>	<b>454</b>	<b>(649,652)</b>		
<b><u>Street Lights</u></b>						
Total Revenues	7,805	23,579	23,459	120	0.51%	
Salaries & Benefits	2,942	10,786	10,108	678	6.70%	Includes annual PERS pmt for MCSD share of unfunded liability
Other Expenditures	2,239	6,198	7,810	(1,612)	-20.63%	Pole maintenance not yet scheduled
Capital Expenditures/Loan Repayment	1,655	4,966	5,526	(560)	-10.13%	PG&E LED Project Debt repayment
Total Expenditures	6,837	21,950	23,444	(1,494)	-6.37%	
<b>Excess (Deficit)</b>	<b>968</b>	<b>1,628</b>	<b>15</b>	<b>(1,613)</b>		
<b>Governmental Funds Excess (Deficit)</b>	<b>(13,554)</b>	<b>(781,286)</b>	<b>6,566</b>	<b>(787,852)</b>		

# McKinleyville Community Services District Sep 2015

## Comparison of Parks & Recreation Total Revenues & Expenditures to Budget

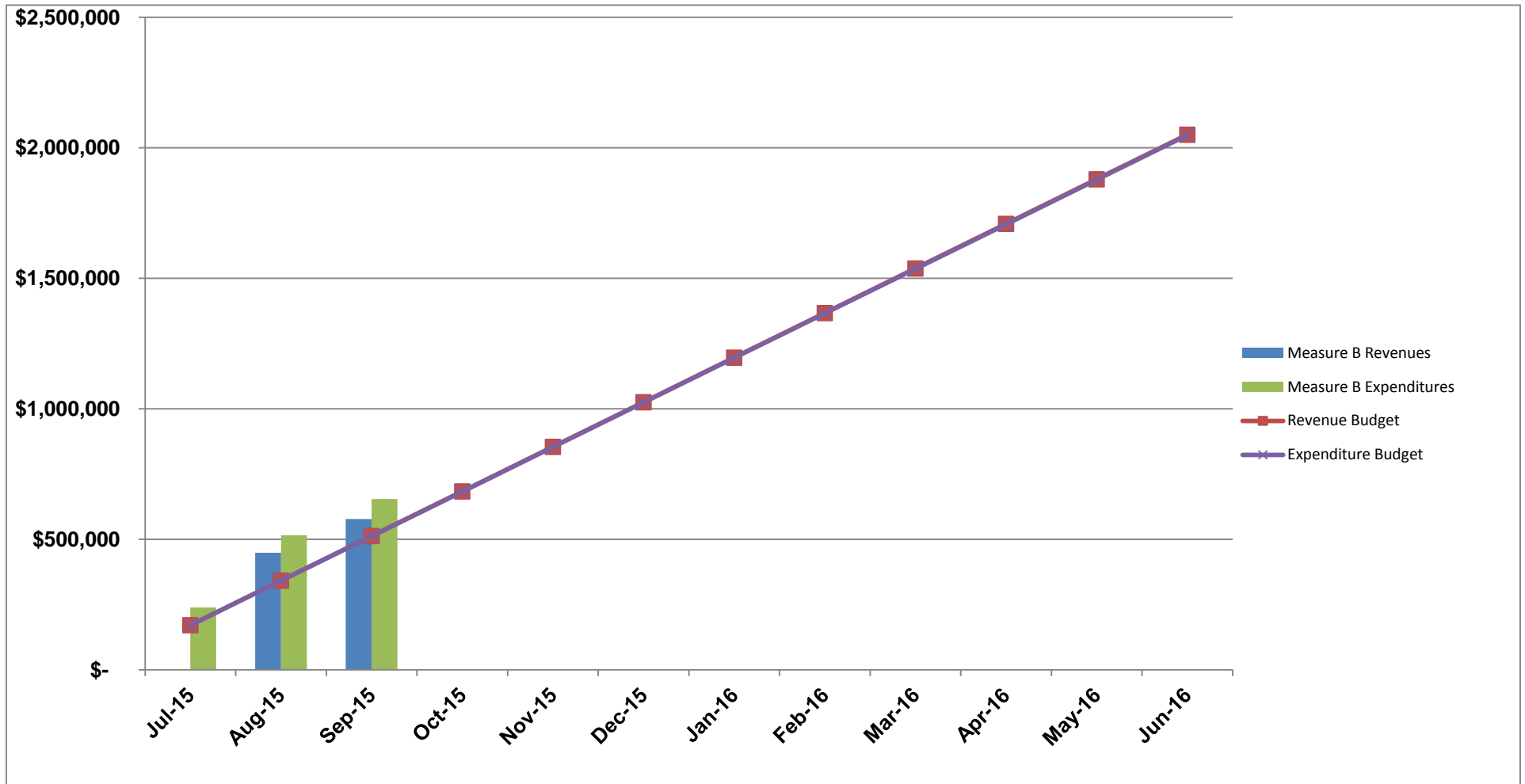


Treasurer's Report Page 8, Selected Graphic Comparisons

# McKinleyville Community Services District

## Sep 2015

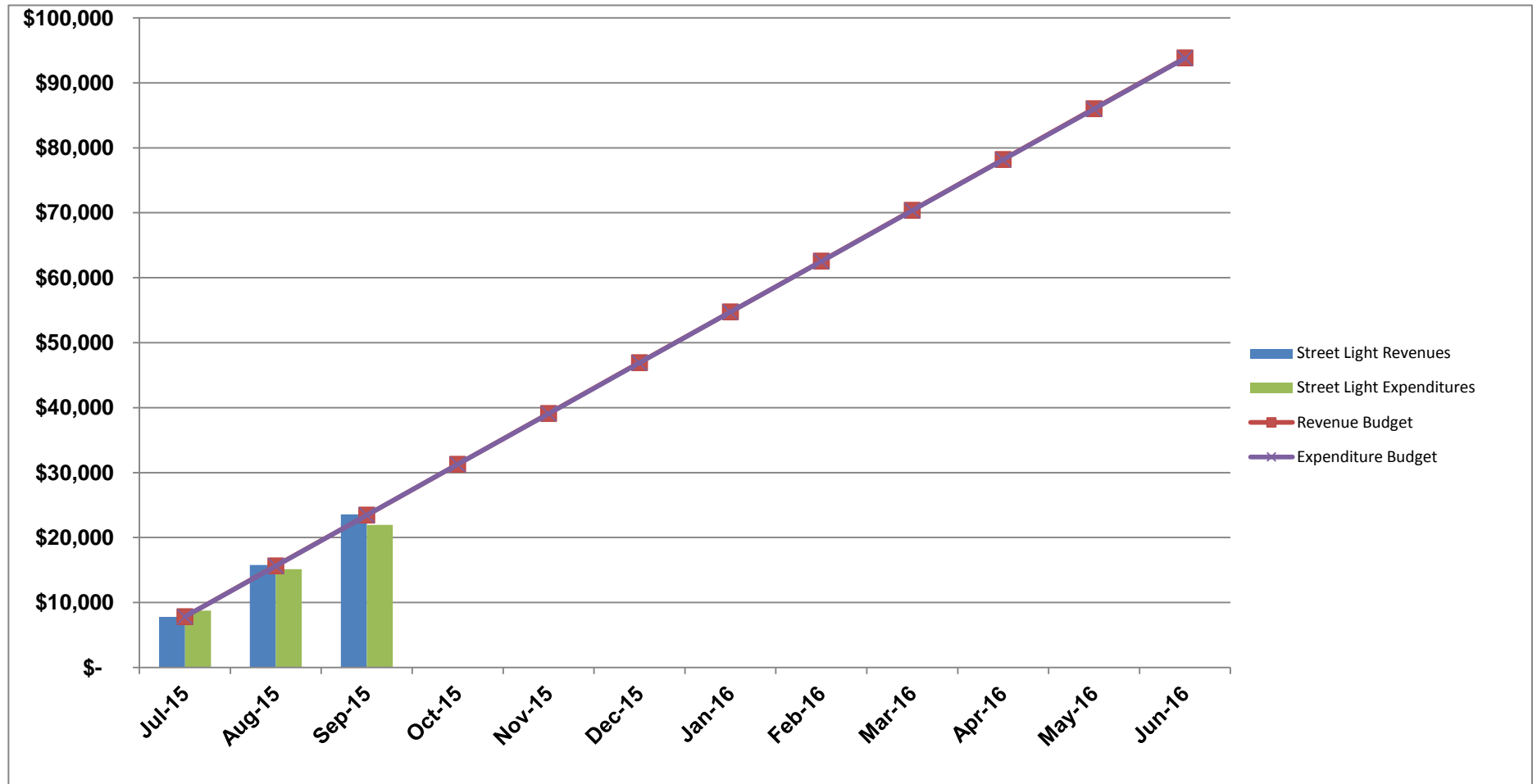
### Comparison of Measure B Fund Total Revenues & Expenditures to Budget



Treasurer's Report Page 9, Selected Graphic Comparisons

# McKinleyville Community Services District Sep 2015

## Comparison of Street Light Fund Total Revenues & Expenditures to Budget



Treasurer's Report Page 10, Selected Graphic Comparisons

**McKinleyville Community Services District**  
**Capital Expenditure Report**  
**As of Sep 30, 2015**

	September	YTD Total	FY 15-16 Budget	Remaining		
				Budget \$	Budget %	Notes
<b><u>Water Department</u></b>						
Water Tank Upgrade	-	-	350,000	350,000	100%	Tank Painting
4.5m New Water Tank	-	-	30,000	30,000	100%	Drilling, LACO Assoc.
Emergency Water Supply	-	8,881	40,000	31,119	78%	Emergency Water Supply
Fire Hydrant System Upgrade	-	-	13,000	13,000	100%	Fire Hydrant System Upgrade
Customer Radio Meter Replacements	-	29	131,000	130,971	100%	Radio meters purch/install
Water Main Rehab & Replacement	-	-	100,000	100,000	100%	Water Main Rehab
Property Purchase & Improvements	-	-	200,000	200,000	100%	Property Purch/Improvements
<b>Subtotal</b>	<b>-</b>	<b>8,910</b>	<b>864,000</b>	<b>855,090</b>	<b>99%</b>	
<b><u>Sewer Department</u></b>						
Sewer Main Rehab & Replacement	-	-	50,000	50,000	100%	Sewer Main Rehab
WWMF & Fischer Lift Stn Grinder Upgrade	-	-	15,000	15,000	100%	WWMF/Fischer Lift Stn Grinder
Sewer Main Camera Unit	-	-	30,000	30,000	100%	
WWMF Upgrade/CEQA/Permitting	43,692	55,727	13,000,000	12,944,273	100%	WWMF design & start construction
Radio Telemetry Upgrade	-	-	30,000	30,000	100%	Radio Telemetry upgrade
Sewer Lift Station Pump/Gen Upgrades	-	-	175,000	175,000	100%	
Customer Radio Meter Replacements	-	-	131,000	131,000	100%	Radio meters purch/install
Underground Locator Pipe & Camera	-	-	5,000	5,000	100%	
SCBA Apparatus and Bottles	-	-	6,000	6,000	100%	
<b>Subtotal</b>	<b>43,692</b>	<b>55,727</b>	<b>13,442,000</b>	<b>13,386,273</b>	<b>100%</b>	
<b><u>Water &amp; Sewer Operations</u></b>						
Heavy Equipment	-	-	100,000	100,000	100%	Dump Truck, Tractor attachmts
Utility Vehicles	-	-	62,000	62,000	100%	Car, 3/4 or 1-ton Pickup Truck
Office, Corporate Yard & Shops	-	-	-	-	#DIV/0!	Facilities upgrade/sealcoat
Computers & Software	-	-	19,000	19,000	100%	File Server, Office13, Projector
GIS/SEMS/CADD Equipment/Software	-	-	4,000	4,000	100%	SCADA, AutoCAD, GIS computer
Fischer Ranch - Barn & Fence upgrades, Undergr.Valving/Pip	-	-	5,000	5,000	100%	Barn & Fence upgrades
Fischer Ranch -Disposal Site Upgrade	-	-	1,500,000	1,500,000	100%	Disposal Site Upgrade
Small Equipment & Other	-	-	15,000	15,000	100%	Ops Office Eq./Emergency Eqp
<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>1,705,000</b>	<b>1,705,000</b>	<b>100%</b>	
<b>Enterprise Funds Total</b>	<b>43,692</b>	<b>64,637</b>	<b>16,011,000</b>	<b>15,946,363</b>	<b>100%</b>	
<b><u>Parks &amp; Recreation Department</u></b>						
Hiller Park & Sports Complex	-	2,072	9,000	6,928	77%	Signage & Landscaping
Pierson Park Upgrades	-	-	-	-	#DIV/0!	
Washington Avenue Park Project	-	-	-	-	#DIV/0!	
Azalea Hall Projects	-	3,971	5,000	1,029	21%	PA system - Audio/Visual
McKinleyville Activity Center Upgrades	-	3,971	13,000	9,029	69%	Flooring replacement
Law Enforcement Facility Improvements	-	-	-	-	#DIV/0!	
Projects Funded by Quimby/Other Funds	-	-	-	-	#DIV/0!	Covered Picnic Area
Projects Funded by Measure B Renewal	127,876	625,354	115,000	(510,354)	-444%	Teen Center Project
Other Parks Projects & Equipment	-	19,815	29,000	9,185	32%	Vehicles and Equipment
<b>Subtotal</b>	<b>127,876</b>	<b>655,185</b>	<b>171,000</b>	<b>(484,185)</b>	<b>-283%</b>	
<b><u>Streetlights</u></b>						
Pole Replacement	-	-	2,000	2,000	100%	Pole Replacement
<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>2,000</b>	<b>2,000</b>	<b>100%</b>	
<b>Governmental Funds Total</b>	<b>127,876</b>	<b>655,185</b>	<b>173,000</b>	<b>(482,185)</b>	<b>-279%</b>	
<b>All Funds Total</b>	<b>171,568</b>	<b>719,822</b>	<b>16,184,000</b>	<b>15,464,178</b>	<b>96%</b>	

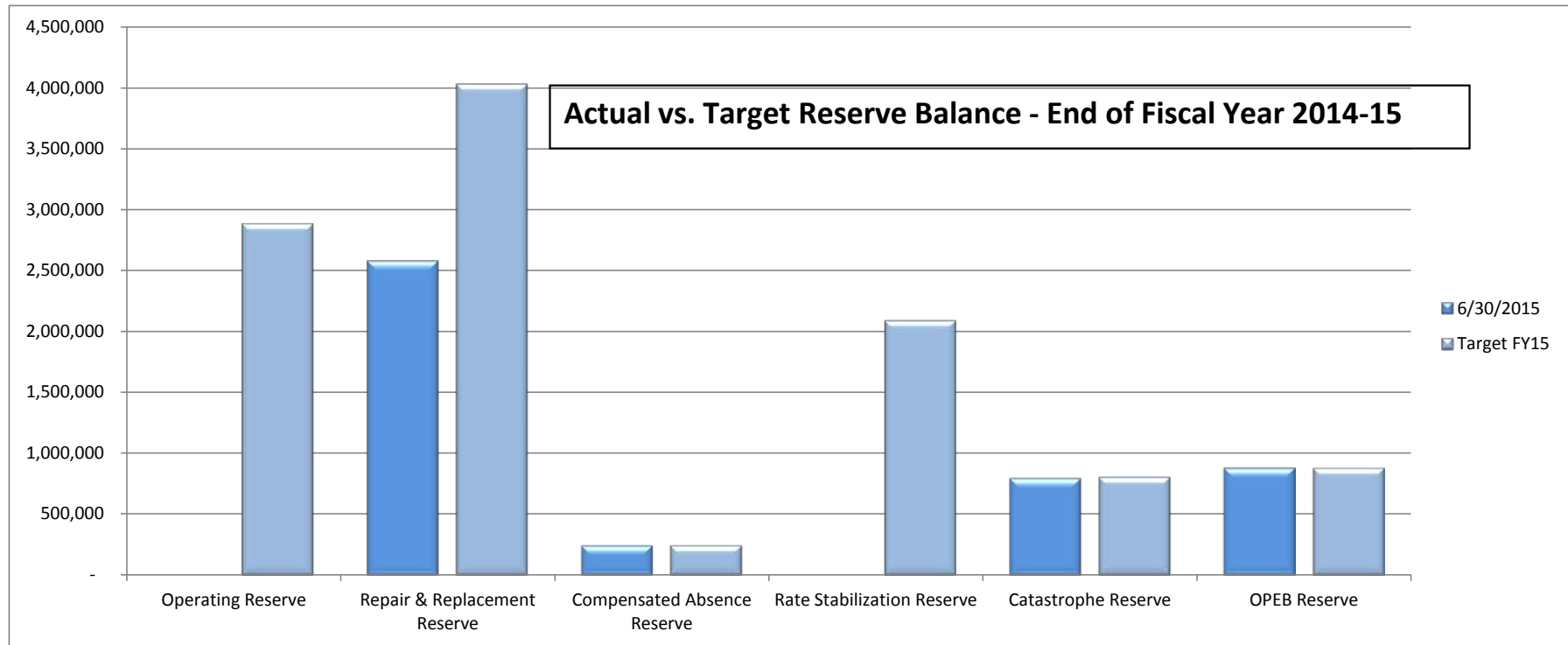
**McKinleyville Community Services District**  
**Summary of Long-Term Debt Report**  
**As of Sep 30, 2015**

**Principal Maturities and Scheduled Interest**

			<b>Maturity</b>	<b>Balance - Aug</b>	<b>Balance - Sep 30,</b>		
	<b>%</b>		<b>Date</b>	<b>31, 2015</b>	<b>2015</b>	<b>FY-16</b>	<b>Thereafter</b>
<b>Water Fund:</b>							
I-Bank		8/1/30	P	801,513.49	801,513.49	-	801,513.53
Interest	3.37%		I			27,694.63	219,225.52
State of CA Energy Commission (ARRA)		12/22/26	P	134,932.55	134,932.55	11,125.84	123,806.70
Interest	1.0%		I			1,325.20	6,926.83
State of CA (Davis Grunsky)		1/1/33	P	1,783,306.35	1,783,306.35	79,660.44	1,703,645.91
State of CA (Davis Grunsky) Deferred Interest		1/1/33	P	306,626.81	306,626.81	17,035.12	289,591.69
Interest	2.5%		I			44,582.66	408,486.72
Total Water Fund-Principal				3,026,379.20	3,026,379.20	107,821.40	2,918,557.83
Total Water Fund-Interest						73,602.49	634,639.07
<b>Total Water Fund</b>				<b>3,026,379.20</b>	<b>3,026,379.20</b>	<b>181,423.89</b>	<b>3,553,196.90</b>
<b>Sewer Fund:</b>							
State of CA WRCB (SCEP I)		4/15/16	P	40,920.10	40,920.10	40,920.10	-
Interest	0.0%		I			-	
State of CA WRCB (SCEP II)		3/27/18	P	79,524.80	79,524.80	25,838.70	53,686.60
Interest	2.6%		I			2,067.64	2,102.41
Umpqua Bank		12/4/17	P	121,593.01	117,479.85	41,658.85	79,721.79
Interest	5.5%		I			4,785.95	3,506.57
USDA (Sewer Bond)		8/1/22	P	515,000.00	515,000.00	-	515,000.00
Interest	5.0%		I			13,575.00	90,875.00
Total Sewer Fund-Principal				757,037.91	752,924.75	108,417.65	648,408.39
Total Sewer Fund-Interest						20,428.59	96,483.98
<b>Total Sewer Fund</b>				<b>757,037.91</b>	<b>752,924.75</b>	<b>128,846.24</b>	<b>744,892.37</b>
<b>Meas. B Fund: Teen/Comm Center Loan</b>		11/1/29	P	1,432,701.00	1,432,701.00	75,508.00	1,357,193.00
	3.55%		I			50,217.82	362,864.53
<b>Streetlights Fund: LED Proj Loan, PG&amp;E</b>			P	86,080.55	84,425.15	14,598.60	69,526.55
	0.0%		I				-
Total Principal				5,302,198.66	5,296,430.10	306,345.65	4,993,685.77
Total Interest						144,248.90	1,093,987.58
<b>Total</b>				<b>5,302,198.66</b>	<b>5,296,430.10</b>	<b>450,594.55</b>	<b>6,087,673.35</b>



**McKinleyville Community Services District**  
**Board Designated Reserve Balances**  
**As of Sep 30, 2015**



- Utility Accounts Receivable Turnover Days

As of Sep 30, 2015

13.3 Days

- YTD Breakeven Revenue, Water Fund: 531,270.30

- YTD Actual Water Sales: 834,292.56

- Days of Cash on Hand - Operations Checking Account

64.4 Days

**McKinleyville Community Services District**  
**Cash Disbursement Report**  
**For the Period September 1 through September 30, 2015**

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
<b>Accounts Payable Disbursements</b>						
29321	9/17/2015	NOR35	NOR. HUMBOLDT EMPLOYMT SVCS	(692.25)	B50227u	Ck# 029321 Reversed
29442	9/17/2015	THO01	THOMAS & ASSOCIATES	(5.51)	28064u	Ck# 029442 Reversed
29766	9/17/2015	PGE01	PG & E (Office & Field)	(16,521.64)	B50608u	Ck# 029766 Reversed
29799	9/17/2015	EIC01	JENNIFER EICHSTEDT	(845.00)	B50622u	Ck# 029799 Reversed
29963	10/9/2015	PRO01	PROFESSIONAL CREDIT SERVICES	(38.66)	B50715u	Ck# 029963 Reversed
30069	10/9/2015	PRO01	PROFESSIONAL CREDIT SERVICES	(30.15)	B50831u	Ck# 030069 Reversed
30073	9/8/2015	*0012	AZALEA HALL DEPOSIT REFUND JG	100.00	B50902	AZALEA HALL DEPOSIT REFUND JG
30074	9/8/2015	*0013	AZALEA HALL DEPOSIT REFUND TL	100.00	B50902	AZALEA HALL DEPOSIT REFUND TL
30075	9/8/2015	COA01	COASTAL BUSINESS SYSTEMS	342.09	17436278	EQUIPMENT LEASE
30076	9/8/2015	COR01	CORBIN WILLITS SYSTEMS, INC	858.42	B50902	MOMS MAINTENANCE AGREEMENT
30077	9/8/2015	COR07	JOHN W. CORBETT	125.00	B50902	BOARD MTG ON 8/5/15
30078	9/8/2015	COS03	COSTCO WHOLESALE	240.33	B50902	OFFICE SUPPLIES/ REC PROG
30079	9/8/2015	COU09	DAVID R. COUCH	125.00	B50902	BOARD MTG ON 08/05/2015
30080	9/8/2015	DEL02	DELFINO, MADDEN, O'MALLEY	216.00	4007	LEGAL SERVICES
30081	9/8/2015	EDW01	HELEN L. EDWARDS	125.00	B50902	BOARD MTG ON 08/05/15
30082	9/8/2015	HAR13	The Hartford - Priority A	383.98	B50902	GRP LIFE INSURANCE

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
30083	9/8/2015	HUB02	HUB INTERNATIONAL INSURANCE	162.10	B50908	SPECIAL EVENT INSURANCE
30084	9/8/2015	HUM01	HUMBOLDT BAY MUNICIPAL WATER DISTR	72,470.56	B50902	WATER PURCHASED FOR AUG 2015
30085	9/8/2015	HUM02	HUMBOLDT CSD	800.00	3231	ADVERT-WATER CONSERVATION
30086	9/8/2015	MAY02	DENNIS MAYO	125.00	B50902	BOARD MTG ON 08/05/2015
30087	9/8/2015	MCK04	MCK ACE HARDWARE	215.66	B50902	REPAIRS/SUPPLY
30088	9/8/2015	NAT06	NATIONAL METER & AUTOMATION	10,886.40	S1063091	RADIO READ METERS
30089	9/8/2015	NEC01	NEC FINANCIAL SERVICES,LLC	375.66	1832056	PHONE SERVICES
30090	9/8/2015	NOR01	NORTH COAST LABORATORIES	2,632.00	B50903	LAB TESTS
30091	9/8/2015	NOR40	NOR.COAST EMPLOYER ADVISORY COUNCIL	20.00	B50903	TRAINING
30092	9/8/2015	RCS01	RC SYSTEMS, INC.	6,250.00	16487	RECPRO MAINT. AGREEMENT
30093	9/8/2015	SDR01	SDRMA	770.33	51981	W/COMP AUDIT PREMIUM DUE
30094	9/8/2015	SUD01	SUDDENLINK	134.95	B50904	INTERNET SERVICES
30095	9/8/2015	UNI05	UNITED RENTALS NORTHWEST,	499.08	130635215	VEHICLE REPAIRS
30096	9/8/2015	USB01	U.S. BANK TRUST N.A.	7,979.17	B50908	SEWER BOND PAYMENT
30097	9/8/2015	VER01	VERIZON WIRELESS	128.54	B50908	CELL PHONES FOR AUGUST 2015
30098	9/8/2015	WHE02	GEORGE A. WHEELER JR.	125.00	B50902	BOARD MTG ON 08/05/2015
30099	9/8/2015	WIL09	WILLDAN FINANCIAL SERVICE	2,676.17	010-25454	MEASURE B-PROFESSIONAL SVCS
30100	9/8/2015	ZEP01	ZEP MANUFACTURING CO.	557.69	900179842	REPAIRS/ SUPPLIES
30101	9/8/2015	\B003	MQ CUSTOMER REFUND FOR BE	17.43	000B50901	MQ CUSTOMER REFUND FOR BE
30102	9/8/2015	\B004	MQ CUSTOMER REFUND FOR BL	21.60	000B50901	MQ CUSTOMER REFUND FOR BL

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
30103	9/8/2015	\B028	MQ CUSTOMER REFUND FOR BU	42.08	000B50901	MQ CUSTOMER REFUND FOR BU
30104	9/8/2015	\C014	MQ CUSTOMER REFUND FOR CA	57.94	000B50901	MQ CUSTOMER REFUND FOR CA
30105	9/8/2015	\C015	MQ CUSTOMER REFUND FOR CA	63.55	000B50901	MQ CUSTOMER REFUND FOR CA
30106	9/8/2015	\D012	MQ CUSTOMER REFUND FOR DE	100.00	000B50901	MQ CUSTOMER REFUND FOR DE
30107	9/8/2015	\F006	MQ CUSTOMER REFUND FOR FR	22.72	000B50901	MQ CUSTOMER REFUND FOR FR
30108	9/8/2015	\J014	MQ CUSTOMER REFUND FOR JO	100.00	000B50901	MQ CUSTOMER REFUND FOR JO
30109	9/8/2015	\L006	MQ CUSTOMER REFUND FOR LE	59.18	000B50901	MQ CUSTOMER REFUND FOR LE
30110	9/8/2015	\M018	MQ CUSTOMER REFUND FOR MA	88.69	000B50901	MQ CUSTOMER REFUND FOR MA
30111	9/8/2015	\M019	MQ CUSTOMER REFUND FOR MC	85.16	000B50901	MQ CUSTOMER REFUND FOR MC
30112	9/8/2015	\M040	MQ CUSTOMER REFUND FOR MC	113.05	000B50901	MQ CUSTOMER REFUND FOR MC
30113	9/8/2015	\O005	MQ CUSTOMER REFUND FOR OS	5.30	000B50901	MQ CUSTOMER REFUND FOR OS
30114	9/8/2015	\S006	MQ CUSTOMER REFUND FOR SE	30.65	000B50901	MQ CUSTOMER REFUND FOR SE
30115	9/8/2015	\S009	MQ CUSTOMER REFUND FOR SI	57.18	000B50901	MQ CUSTOMER REFUND FOR SI
30116	9/8/2015	\T001	MQ CUSTOMER REFUND FOR TR	59.47	000B50901	MQ CUSTOMER REFUND FOR TR
30117	9/8/2015	\V002	MQ CUSTOMER REFUND FOR VA	49.12	000B50901	MQ CUSTOMER REFUND FOR VA
30118	9/14/2015	*0014	AZALEA HALL DEPOSIT REFUND AP	100.00	B50914	AZALEA HALL DEPOSIT REFUND AP
30119	9/14/2015	*0015	LIBRARY CONF. ROOM REFUND DR	108.00	B50914	LIBRARY CONF. ROOM REFUND DR
30120	9/14/2015	ACW01	CB&T/ACWA-JPIA	8,202.82	B50914	GROUP HEALTH INSURANCE
30121	9/14/2015	ACW02	ASSOC. OF CALIFORNIA WATER AGENCIES	535.00	2197	TRAINING
30122	9/14/2015	AGS01	AG SALES	234.63	78175	REPAIRS/ SUPPLIES

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
30123	9/14/2015	AIR01	AIRGAS USA, LLC.	193.03	904268931	SAFETY SUPPLIES
30124	9/14/2015	ARC02	Arcata Stationers	191.70	B50903	OFFICE SUPPLIES
30125	9/14/2015	BAN01	BANKCARD CENTER	2,556.52	B50908	TRAINING/TRAVEL/REC PROGR
30126	9/14/2015	CWE02	CALIFORNIA WATER ENVIRONMENT ASSOC	135.00	B50914	TRAINING-ANNUAL CONFERENCE
30127	9/14/2015	DEP05	DEPARTMENT OF JUSTICE	32.00	118264	REC PROGRAM FINGERPRINTING
30128	9/14/2015	EDW03	HELEN EDWARDS	141.00	B50805	CSDA CONFERENCE
30129	9/14/2015	HAR03	HARVEY M. HARPER CO.	601.59	B50902	VEHICLE MAINTENANCE
30130	9/14/2015	HEL01	KEVIN HELD	400.00	B50902	JR HIGH DANCE-DJ
30131	9/14/2015	HUM08	HUMBOLDT SANITATION	1,017.60	B50909	TRASH SERVICE
30132	9/14/2015	IND02	Industrial Electric Serv	102.77	IN16589	REPAIRS/SUPPLY
				61.56	IN16657	REPAIRS/SUPPLY
			Check Total:	164.33		
30133	9/14/2015	LES01	LES SCHWAB TIRE CENTER	627.88	162182	VEHICLE REPAIRS
30134	9/14/2015	MAY03	DENNIS MAYO	159.00	B50902	CSDA ANNUAL CONFERENCE
30135	9/14/2015	MCS01	MCSD C/O HUMBOLDT COUNTY	23,962.02	B50908	RESERVES RECOVERY SURCHARGE
30136	9/14/2015	MEN01	MENDES SUPPLY CO.	2,082.47	B50903	REPAIRS/SUPPLY
30137	9/14/2015	MIL01	Miller Farms Nursery	396.85	B50902	REPAIRS/SUPPLY
30138	9/14/2015	ORE01	O'REILLY AUTOMOTIVE, INC.	156.40	B50904	REPAIRS/SUPPLY
30139	9/14/2015	ORS01	GREG ORSINI	159.00	B50730	CSDA ANNUAL CONFERENCE
30140	9/14/2015	PGE01	PG & E (Office & Field)	19,693.11	B50909	GAS & ELECTRIC
30141	9/14/2015	REE06	CHRIS REED	194.96	B50914	SAFETY ALLOTMENT REIMB

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
30142	9/14/2015	REN01	RENNER PETROLEUM	2,769.90	B50904	FUEL FOR SEPT 2015
30143	9/14/2015	SIE02	SIERRA CHEMICAL CO.	1,010.64	B50904	CHLORINE AND CONTAINER DEPOSIT
30144	9/14/2015	STA09	S.W.R.C.B.	60.00	B50914	CERTIFICATE RENEWAL
30145	9/14/2015	THO02	Thomas Home Center	737.06	B50904	REPAIRS/SUPPLY
30146	9/14/2015	THR01	THRIFTY SUPPLY COMPANY	6,653.24	B50909	REPAIRS/ SUPPLIES
30147	9/14/2015	USB02	US BANK	1,100.00	4068682	ANNUAL FEE
30148	9/14/2015	WHE03	GEORGE WHEELER	159.00	B50807	CSDA CONFERENCE REIMB
30149	9/21/2015	NAV01	NAVIN SAHNI	310.00	B50921P	CERT. FOR J. HENRY
30150	9/21/2015	NAV01	NAVIN SAHNI	970.00	02P	CERT. FOR P.STONE
30151	9/21/2015	*0016	KIDS CLUB REFUND DD	199.00	B50917	KIDS CLUB REFUND DD
30152	9/21/2015	ADA01	ADAMS COMM'L GEN'L CONTRACTING	251,747.82	2	TEEN CENTER CONSTRUCTION
30153	9/21/2015	ATT01	AT&T	642.45	B50917	PHONE SERVICE FOR SEPT 2015
30154	9/21/2015	COA01	COASTAL BUSINESS SYSTEMS	1,037.89	17513592	EQUIPMENT LEASE
30155	9/21/2015	COR03	JOHN CORBETT	159.00	B50921	CSDA ANNUAL CONFERENCE
30156	9/21/2015	EUR05	Eureka Oxygen Co	98.97	BO68823	SMALL TOOL PURCHASE
30157	9/21/2015	IBS01	IBS OF THE REDWOODS	-	13346	Ck# 030157 Reversed
30158	9/21/2015	JAC04	JACKSON & EKLUND, INC.	2,263.00	183510	PROFESSIONAL SERVICES
30159	9/21/2015	NAP02	NAPA AUTO PARTS	7.82	B50903	VEHICLE REPAIRS
30160	9/21/2015	NOR13	NORTHERN CALIF SAFETY CONSORTIUM	80.00	21667	SAFETY TRAINING
30161	9/21/2015	OCC01	OCCUPATIONAL HEALTH	85.00	523*08-15	PROFESSIONAL SERVICES

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
30162	9/21/2015	RES05	RESERVE ACCOUNT	1,500.00	B50917	POSTAGE METER
30163	9/21/2015	SAF04	SAFEWAY INC. FILE # 72905	130.21	B50914	REC PROG/OFFC SUPPLIES
30164	9/21/2015	SEC03	SECURITY LOCK & ALARM	100.97	93722	REPAIRS/ SUPPLIES
30165	9/21/2015	SEQ01	Sequoia Gas Co.	946.58	B50909	FUEL FOR AUG 2015
30166	9/21/2015	SHN01	SHN ENGINEERING	1,780.85	86089	TEEN CENTER
				456.25	86184	PROFESSIONAL SERVICES
			Check Total:	<u>2,237.10</u>		
30167	9/21/2015	STA11	STAPLES CREDIT PLAN	275.32	B50917	OFFICE SUPPLIES
30168	9/21/2015	TEL01	TELE-WORKS, INC	1,264.00	8412	IVR SUBSCRIPTION
30169	9/21/2015	USP02	USPS: ARCATA BMEU	1,500.00	B50917	REFILL PERMIT 202-BULK MAIL
30170	9/28/2015	*0017	AZALEA HALL DEPOSIT REFUND AA	100.00	B50923	AZALEA HALL DEPOSIT REFUND AA
30171	9/28/2015	*0018	SECURITY DEPOSIT SP	50.00	B50928	SECURITY DEPOSIT SP
30172	9/28/2015	AGB01	AMERICAN GEOPHYSICAL	-	M15-1629	Ck# 030172 Reversed
30173	9/28/2015	BAL01	DAVID BALDOSSER	298.65	B50923	AFLAC FLEX SPENDING REIMB
30174	9/28/2015	BOR01	BORGES & MAHONEY CO.	879.37	136958	REPAIRS/ SUPPLIES
30175	9/28/2015	BRI04	BRIAN'S SMOG BRAKE & TUNE	100.00	7891	VEHICLE SMOG CHECKS
30176	9/28/2015	CAP02	CAPITOL ENGINEERING LABS	957.08	35107	PROFESSIONALS SERVICES
30177	9/28/2015	COR03	JOHN CORBETT	97.00	B50928	TRAVEL EXPENSE REIMB
30178	9/28/2015	CRO03	CROWN TROPHY PETALUMA	98.86	22494	REC PROGRAM SUPPLIES
30179	9/28/2015	FER04	FERNBRIDGE TRACTOR	94.93	01-21272	REPAIRS/ SUPPLIES
30180	9/28/2015	MAD02	MAD RIVER UNION	88.00	38042	ADVERTISEMENT

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
30181	9/28/2015	MAY03	DENNIS MAYO	168.17	B50928	TRAVEL EXPENSE REIMB
30182	9/28/2015	MCS02	MCSD C/O HUMBOLDT COUNTY	20,000.00	B50925	BIOSOLIDS DISPOSAL RESERVE
30183	9/28/2015	MIT01	Mitchell, Brisso, Delaney	3,017.50	36661	LEGAL SERVICES
30184	9/28/2015	ORS01	GREG ORSINI	22.00	B50928	TRAVEL EXPENSE REIMB
30185	9/28/2015	PGE02	PACIFIC GAS & ELECTRIC	2,911.97	B50923	STREETLIGHTS FOR SEPT 2015
30186	9/28/2015	PIT01	PITNEY BOWES	374.07	SP15	POSTAGE METER LEASE
				461,611.52		
<b>Total Disbursements: Accounts Payable:</b>				<b>461,611.52</b>		

#### Payroll Related Disbursements

13097-13126	9/9/2015		Various Employees	19,454.82		Payroll Checks
13127	9/9/2015	CAL12	CalPERS 457 Plan	5,718.22	B50909	RETIREMENT
				503.86	1B50909	PERS 457 LOAN PMT
			Check Total:	6,222.08		
13128	9/9/2015	DIR01	DIRECT DEPOSIT VENDOR- US	25,660.39	B50909	Direct Deposit
13129	9/9/2015	EMP01	Employment Development	111.22	B50826	STATE INCOME TAX
				1,427.74	B50909	STATE INCOME TAX
13129	9/9/2015	EMP01	Employment Development	15.17	1B50826	SDI
				560.51	1B50909	SDI
			Check Total:	2,114.64		
13130	9/9/2015	HUM29	UMPQUA BANK--PAYROLL DEP.	421.30	B50826	FEDERAL INCOME TAX
				5,334.95	B50909	FEDERAL INCOME TAX
				208.96	1B50826	FICA
				7,707.22	1B50909	FICA
				48.88	2B50826	MEDICARE
				1,802.46	2B50909	MEDICARE
			Check Total:	15,523.77		
13131	9/9/2015	ACW01	CB&T/ACWA-JPIA	49,181.20	B50831	MED & DENTAL INSUR



Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
13132	9/9/2015	PUB01	Public Employees PERS	15,479.96	B50831	PERS PAYROLL REMITTANCE
13133-13159	9/23/2015		Various Employees	17,917.68		Payroll Checks
13160	9/23/2015	CAL12	CalPERS 457 Plan	5,736.34	B50923	RETIREMENT
				503.86	1B50923	PERS 457 LOAN PMT
			Check Total:	<u>6,240.20</u>		
13161	9/23/2015	DIR01	DIRECT DEPOSIT VENDOR- US	26,337.52	B50923	Direct Deposit
13162	9/23/2015	EMP01	Employment Development	1,488.07	B50923	STATE INCOME TAX
				552.95	1B50923	SDI
			Check Total:	<u>2,041.02</u>		
13163	9/23/2015	HUM29	UMPQUA BANK--PAYROLL DEP.	5,350.72	B50923	FEDERAL INCOME TAX
				7,602.84	1B50923	FICA
				1,778.08	2B50923	MEDICARE
			Check Total:	<u>14,731.64</u>		
			<b>Total Disbursements, Payroll:</b>	<u><u>200,904.92</u></u>		
			<b>Total Check Disbursements:</b>	<u><u>662,516.44</u></u>		

# McKinleyville Community Services District

## BOARD OF DIRECTORS

November 4, 2015

TYPE OF ITEM: **INFORMATIONAL**

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**ITEM: E.1**                      **Announce the Kickoff for the Mad River Floodplain Enhancement Project, Coho Rearing Ponds and Interpretive Trail**

**PRESENTED BY:**            **Greg Orsini, GM and Mary Burke, Project Manager, Cal Trout**

**TYPE OF ACTION:**        **None, Information only**

### **Recommendation:**

Staff recommends that the Board participate in the presentation, receive public comment and air question related to the presentation. This item is Information only.

### **Discussion:**

Mary Burke, CalTrout project manager, will announce the kickoff for the Mad River Floodplain Enhancement Project. The habitat restoration and public access design project purpose is to restore aquatic habitat for Coho Salmon and provide improved public access. The project is located along the lower Mad River with access from School Road at Ocean Drive. The project timeline runs through February 2017 and periodic project progress reports and a venue for public input will be provided at MCSD Board meetings.

### **Alternatives:**

Take Action

### **Fiscal Analysis:**

MCSD Fiscal impact of planning and design are estimated to be \$45,816, which will primarily be funded through contributed labor and equipment costs.

### **Environmental Requirements:**

Environmental requirements will be conducted during this phase of the project and are to be determined.

### **Exhibits/Attachments:**

- None

# McKinleyville Community Services District

## BOARD OF DIRECTORS

November 4, 2015

TYPE OF ITEM: **INFORMATIONAL**

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**ITEM: E.2**                      **Sea Level Rise Presentation by Aldaron Laird**  
**PRESENTED BY:**              **George Wheeler, Vice Chair; Aldaron Laird, Presenter**  
**TYPE OF ACTION:**              **None, Information only**

### **Recommendation:**

Staff recommends that the Board participate in the presentation, discuss and allow public comment.

### **Discussion:**

Director Wheeler brought up the topic of "sea level rise" at a previous board meeting and a few board members expressed interest in knowing how this might impact our wholesaler, our properties along the river, and perhaps pipes coming across the river.

Director Wheeler requested this item be included in the October agenda but due to scheduling conflicts it was postponed until November.

From: <http://adaptationconference.org/>. Aldaron Laird has been a professional environmental planner of 22 years. He specializes in regulatory compliance for projects in aquatic environments. In 2012, Aldaron completed the Humboldt Bay Shoreline Inventory, Mapping and Sea Level Rise Vulnerability Assessment project. In 2007, he produced the Historical Atlas of Humboldt Bay and Eel River Delta.

### **Alternatives:**

Not applicable

### **Fiscal Analysis:**

Not applicable

### **Environmental Requirements:**

Not applicable

### **Exhibits/Attachments:**

- Attachment 1 – Adaptation Planning Working Group

## Humboldt Bay Sea Level Rise Adaptation Planning Project's: Adaptation Planning Working Group

1. **Humboldt Bay Harbor, Recreation and Conservation District, co-lead agency**
2. **Humboldt County Public Works, co-lead agency**
3. Northern Hydrology and Engineering
4. Trinity Associates
5. Coastal Ecosystems Institute of Northern California
6. Humboldt County Planning Department
7. City of Eureka: Planning and Public Works Departments
8. City of Arcata: Planning and Public Works Departments
9. State Coastal Conservancy
10. California Coastal Commission, North Coast District
11. Caltrans
12. California Department of Fish and Wildlife
13. Wiyot Tribe
14. Humboldt Bay National Wildlife Refuge
15. Bureau of Land Management
16. U.S. Fish and Wildlife Service
17. National Resources Conservation Service
18. U.C. Agricultural Extension
19. California Sea Grant
20. Humboldt County Resource Conservation District
21. Humboldt County Farm Bureau
22. Northcoast Regional Land Trust
23. Pacific Gas & Electric Company

# McKinleyville Community Services District

## BOARD OF DIRECTORS

November 4, 2015

TYPE OF ITEM: **ACTION**

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**ITEM: E.3**                      **Select a Candidate for the California Special Districts Association (CSDA) Board of Directors for the 2015 Election for the Northern Network, Region 1, Seat A position**

**PRESENTED BY:**              **Becky Schuette, Board Secretary**

**TYPE OF ACTION:**              **Roll Call Vote**

### **Recommendation:**

Staff recommends that the Board review the information provided, discuss, take public comment and arrive at a consensus for the candidate of choice for the California Special Districts Association (CSDA) Board of Directors for the 2015 Election for the Northern Network, Region 1, Seat A position.

### **Discussion:**

The leadership of the CSDA is elected from its six geographical regions. Each of the six (6) regions networks has three (3) seats on the Board of Directors with staggered 3-year terms. Serving on the Board requires interest in leading the direction of the CSDA in the issues confronting special districts statewide and each of the candidates is either a board member or management level employee of a member district located in our Network.

The available position is for the 2016-2018 term in the Northern Network, Seat A.

The mail in ballot in Attachment 1 is a representation of the original ballot which will be mailed upon the consensus of the MCSD Board.

### **Alternatives:**

Staff analysis consists of the following potential alternative

- Take No Action

### **Fiscal Analysis:**

Not applicable

### **Environmental Requirements:**

Not applicable

### **Exhibits/Attachments:**

- Attachment 1 – CSDA 2015 Board Election, Northern Network, Mail Ballot Information and Ballot
- Attachment 2 – Candidate Statements



**California Special  
Districts Association**  
*Districts Stronger Together*

RECEIVED

OCT - 5 2015

McK. C.S.D.

## **CALIFORNIA SPECIAL DISTRICTS ASSOCIATION**

### **2015 BOARD ELECTION – NORTHERN NETWORK**

#### **MAIL BALLOT INFORMATION**

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors for the 2016-18 term in the Northern Network, Seat A. Each of CSDA's six (6) networks has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its network.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent the Northern Network in Seat A and be sure to sign, date and fill in your member district information. If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, November 27, 2015**.

If you do not use the enclosed envelope, please mail in your ballot to:

**California Special Districts Association**  
**Attn: 2015 Board Elections – Northern Network**  
**1112 I Street, Suite 200**  
**Sacramento, CA 95814**

Please contact Charlotte Lowe toll-free at 877.924.CSDA or [charlottel@csla.net](mailto:charlottel@csla.net) with any questions.

# CSDA BOARD OF DIRECTORS 2015 ELECTION



**NORTHERN  
NETWORK**

REGION 1

**SEAT A**

term ends 2018

*Please vote for only one.*

☐ **Ralph Emerson**  
*Garberville Sanitary District*

☐ **Mark Peterson**  
*Shasta Community Services District*

*All fields must be completed for ballot to be counted.*

SIGNATURE:	DATE:
MEMBER DISTRICT:	

Must be received by **5pm, November 27, 2015**. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814



## RALPH EMERSON CANDIDATE STATEMENT

I have worked for Public Agencies in the water/wastewater field for over 20 years as an operator, Chief Plant Operator or General Manager. I have also served on seven different public boards, including CSDA, USFS, VUSD School Board for 20 years and other local or hospital boards so my understanding of public governance and the needs of Special Districts and Public Agencies is broad.

I currently am the Water Operator for Leggett in Mendocino County, the Wastewater Operator for Miranda in Humboldt County, The contract Wastewater Operator for the USBR at Melones reservoir in Calaveras and Tuolumne County and the General Manager for Garberville Sanitary District which provides water and sewer service.

I am committed to working with other Special Districts and Public Agencies to share resources and knowledge while finding funding sources through collaborative efforts. I started the Calaveras County Water/Wastewater Technical Advisory Team to assist the Supervisors with infrastructure issues and share resources between the various Districts and Public Agencies.

I have been married for 35 years with 4 children and 9 grandchildren which are my priority in life but my passion is backpacking, motorcycles and all outdoor activities. I grew up in the rural Sierra Mountains and worked for the family excavating company, where I became proficient on all heavy equipment and running a private business.

I am very enthused about the opportunity to once again participate in helping Special Districts through participation as a Board Member with CSDA.

Sincerely,

Ralph Emerson



## MARK PETERSON CANDIDATE STATEMENT

Representing Shasta Community Services District through this recent time of water shortages has been my privilege. Though challenging, we have continued to provide excellent service to our residents while keeping a balanced budget, low rates, all the while staying below the California mandated conservation limits. SCSD was able to purchase additional water through a local irrigation district fulfilling our needs and sustaining us through yet another tough year, while continuing to plan and improve our infrastructure.

My family has been in California agriculture since 1892. I understand water and the problems we face first hand. I have been an owner of a land restoration company for the past 15 years and as such, I have been a leader in riparian restoration through out the Northwest -- restoring over 1,000 acres of habitat by removing invasive species and planting over a half million native trees and shrubs. Though a private company, I have worked with many government agencies including Conservation Districts, the Farm Service Agency, Ducks Unlimited, U.S. Fish and Wildlife, along with multiple wildlife areas, refuges, and local watersheds.

I am a businessman with roots in California Agriculture. As a California Farm Bureau member I keep abreast on the many water issues that keep one of our state's great family businesses running strong. By representing you and the districts in the Northern Network, I will bring this knowledge, experience, and expertise to the CSDA board.

I ask for your vote.

Sincerely,

Mark Peterson

# **McKinleyville Community Services District**

## **BOARD OF DIRECTORS**

November 4, 2015

TYPE OF ITEM: **INFORMATIONAL**

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**ITEM: E.4**                      **Review the Strategic Plan for FY 2016-17**

**PRESENTED BY:**              **Becky Schuette, Board Secretary**

**TYPE OF ACTION:**            **None, Information Only**

### **Recommendation:**

Staff recommends that the Board review the attached proposed five (5) year Strategic Plan. No action will be taken at this time. The item will be returned to the agenda in workshop format for review, update, public comment and consideration at the January 6, 2015 Board Meeting.

### **Discussion:**

The attached Strategic Plan for FY 2016-17 is for review only. Suggestions and updates can be made outside of the Board Meeting or at the workshop in January.

### **Alternatives:**

Staff analysis consists of the following potential alternative

- Take No Action

### **Fiscal Analysis:**

Not applicable

### **Environmental Requirements:**

Not applicable

### **Exhibits/Attachments:**

- Attachment 1 – McKinleyville Community Services District Strategic Plan Project Matrix 2016-17

# McKinleyville CSD Strategic Plan 2016-2020

## Attachment 1

STRATEGIC PLAN SECTION#	PROJECT NAME	PROJECT MANAGER	CURR. FY CIP\$	CURRENT 2015	NEXT 2016	NEXT 2017	NEXT 2018	NEXT 2019	EST. COMPLETION	TOTAL PROJECT % COMPLETE	STATUS/COMMENTS
<b>1.0 Water</b>											
1.1	Maintenance Programs	OD	\$ 350,000.00	tank 1B recoating/continue creating SOP's/ removing pumps & motors 1 thru 4 at N.Bank	change copper tubing in PRV stations/ create SOP's	tank recoating/create SOP's	valve exercising/fire hydrant insp. and exercise	valve exercising/fire hydrant insp. and exercise			
1.2	Water Tank Storage Proj	OD	\$ 200,000.00	property negotiation	design	pursue grant funding	build	build	2018	5%	Geotech complete and complete negotiations
1.3	Emergency Water Crossing	OD	n/a	construction completed/ finalize SOPs with City of Arcata					2014	95%	SOP's will be written by MCSD and Arcata.
1.4	Emergency Water Supply	GM/OD	\$ 40,000.00	pursuing grant funding and water exploration on Mather and Forest Service property	pursuing grant funding	Groundwater Mgmt Plan	Groundwater Mgmt Plan	Groundwater Mgmt Plan			
1.5	Radio Telemetry Upgrade	OD	n/a	completed/ funded		exploration of new or updated digital control strategy			2013	100%	
1.6	Water Main Rehab/Repl	OD	\$ 100,000.00	technical memorandum for rehab/replacement strategies	build up reserves	build up reserves, prioritize areas of concern	start rehab/replacement	start rehab/replacement		0%	Reserves will be built up to replace water mains when needed.
1.7	Radio Read Meters	OD	\$ 131,000.00	phase 1 ctd.	phase 2	phase 3	annual replacements	annual replacements	2017	5%	Success of this project is contingent upon a source of financing
1.8	F/H upgrade and installation in commercial area	OD	\$ 13,000.00	install fire hydrants where requested by the fire department.	install fire hydrants where requested by the fire department.				2016	5%	Cost share with Fire Department

# McKinleyville CSD Strategic Plan 2016-2020

STRATEGIC PLAN SECTION#	PROJECT NAME	PROJECT MANAGER	CURR. FY CIP\$	CURRENT 2015	NEXT 2016	NEXT 2017	NEXT 2018	NEXT 2019	EST. COMPLETION	TOTAL PROJECT % COMPLETE	STATUS/COMMENTS
<b>2.0 Wastewater</b>											
2.1	20-yr Facility Plan	GM & Board	n/a	annual review	annual review	annual review	annual review	annual review		100%	
2.2	WWMF Improvement Proj/Biosolids Maint.	GM/OD	\$ 13,000,000.00	100% design, Pond 1A dredged/draind and CEQA completed	construction	construction completed	Biosolids Mgmt Plan	Biosolids Mgmt Plan	2016	5%	Grant funding and financing are being pursued
2.3	Collection Sys Upgrades	OD		sewer flow analysis memo/ technical memorandum for proposed upgrades of Thiel crossing	monitor capacity of all 3 basin crossings	monitor capacity of all 3 basin crossings	design for Thiel crossing	design for Thiel crossing		5%	This will be scheduled and completed when build-out requires upgrade.
2.4	Sewer Main Rehab/Repl	OD	\$ 50,000.00	adopt method to assess condition of pressure sewer mains at lift stations/ repair I&I when found	repair I&I when found/ memorandum for pipe replacement plan including pressure mains	repair I&I when found contingency for pipe replacement plan	repair I&I when found, prioritize pipe replacement plan	repair I&I when found, prioritize pipe replacement plan			There is no completion date to this maintenance. I&I will be repaired when found and a plan for replacing pipe will be developed
2.5	Radio Telemetry Upgrade	OD	\$ 30,000.00	sewer station digital control strategy.	sewer stations will be upgraded.				2016		Sewer stations will be completed in 2015. WWMF radio will be upgraded during upgrade.
2.6	Sewer Lift Stn Gen. Upgrades	OD	\$ 175,000.00	engineering and design	replace Letz Gen.	replace Fischer Gen.	replace Fischer Gen.	replace Fischer Gen.	2017		
2.7	Pre-Treatment Prog	LO	n/a	issue grease trap permits.	administering pre-treatment program/ annual testing	administering pre-treatment program/ annual testing	administering pre-treatment program/ annual testing	administering pre-treatment program/ annual testing			
2.8	I&I Prevention	OD	n/a	annually insp. and flow testing during wet weather flows	annually insp. and flow testing during wet weather flows	annually insp. and flow testing during wet weather flows	annually insp. and flow testing during wet weather flows	annually insp. and flow testing during wet weather flows			Inspected and repaired annually
2.9	Reclamation Site Expansion and Upgrade	OD	n/a	expand reclamation area and research crop species with increased water demand	explore purchasing more property	negotiate purchase of more property					
2.10	Percolation site decommissioning	GM/OD	n/a	pursue grant funding for planning and design to decommission percolation ponds	initiate plan	decommission percolation ponds					

# McKinleyville CSD Strategic Plan 2016-2020

STRATEGIC PLAN SECTION#	PROJECT NAME	PROJECT MANAGER	CURR. FY CIP\$	CURRENT 2015	NEXT 2016	NEXT 2017	NEXT 2018	NEXT 2019	EST. COMPLETION	TOTAL PROJECT % COMPLETE	STATUS/COMMENTS
<b>3.0 Streetlights</b>											
3.1	Converting to LED	JH	n/a	completed/funded					2014	90%	
3.2	Maintenance Programs	JH	n/a	pole inspections on 10-year rotation, due: FY2022							Poles will be inspected for rot every 10 years. Completed 6/11
<b>4.0 Parks &amp; Recreation</b>											
4.1	Teen & Community Center	GM/RD	to be determined	construction & develop MOU with BGCR	doors open	funding and program development			2014/15	20%	
4.2	Hewitt Ranch Park	OD/RD	to be determined	pursue access from Cochran Rd.	funding options brought to Board & consider environmental planning	pursue funding	pursue funding	planning for parking area			Staff will be meeting with Par Infinity Disc Golf Club to discuss the club providing funding for a disc golf
4.3	Washington Ave. Property	GM/OD/RD	to be determined	continue mowing quarterly/ work with local BMX group to consider feasibility	consider approaching Board to see if a BMX track is something worth pursuing	possible park developmt (depending on funding)	possible park developmt (depending on funding)	possible park developmt (depending on funding)			Invasives have been removed, staff continues to mow quarterly
4.4	Community Forest	GM	to be determined	continue discussions with local stakeholders	continue discussions with local stakeholders	pursue property acquisition	pursue property acquisition	pursue property acquisition			
4.5	Mad River Property	GM/OD/RD	to be determined	acquire Humb County property	consider environmental requirements, get recommendation from RAC, seek Board approval/create access/pursue funding	upgrade access	develop existing trails	develop existing trails			
4.6	Standards & Specs for OSMZ/Parks	GM/OD	n/a	meet weekly until it is completed/ meet with GM monthly for review/ bring to MCSD Board of Directors for approval	Standards and Sepcifications being used for all parks, facilities and open space maintenance zones	Standards and Sepcifications being used for all parks, facilities and open space maintenance zones	Standards and Sepcifications being used for all parks, facilities and open space maintenance zones	Standards and Sepcifications being used for all parks, facilities and open space maintenance zones	2014/15	50%	

## McKinleyville CSD Strategic Plan 2016-2020

STRATEGIC PLAN SECTION#	PROJECT NAME	PROJECT MANAGER	CURR. FY CIP\$	CURRENT 2015	NEXT 2016	NEXT 2017	NEXT 2018	NEXT 2019	EST. COMPLETION	TOTAL PROJECT % COMPLETE	STATUS/COMMENTS
4.7	Maintenance Standards	OD	n/a	develop written SOP's	seek Board approval, staff training	staff training	staff training	staff training		25%	
4.8	MOU with Humboldt County for Central Ave Landscaping	GM/OD	n/a	work on MOU with the County, bring to Board					2014/15	50%	
4.9	Covered Picnic Area	GM/OD/RD	n/a	construction completed	promote covered picnic area rentals	promote covered picnic area rentals	promote covered picnic area rentals	promote covered picnic area rentals	31-Dec-14	100%	A majority of the construction is being completed inhouse in order to cut costs. Therefore, it is difficult to estimate a completion date

### 5.0 Partnerships

5.1	Foster Regional Cooperation	GM & Board	n/a	quarterly meetings with 5th District Supervisor	meet with all five Humboldt County Supervisors	quarterly meetings with 5th District Supervisor	meet with all five Humboldt County Supervisors	meet with all five Humboldt County Supervisors		Ongoing	Continue efforts to gain a seat on the TAC
5.2	Improve Political Ties	GM & Board	n/a	initiate bi-annual meetings w/new State Senator & Assembly person		bi-annual meetings with State Representatives				Ongoing	Monitor the elections and make contact with newly elected representatives
5.3	Participate in Community Groups	GM /RD	n/a	ongoing community outreach	ongoing community outreach	ongoing community outreach	ongoing community outreach	ongoing community outreach		Ongoing	Continue to participate with local groups representing various constituents

# McKinleyville CSD Strategic Plan 2016-2020

STRATEGIC PLAN SECTION#	PROJECT NAME	PROJECT MANAGER	CURR. FY CIP\$	CURRENT 2015	NEXT 2016	NEXT 2017	NEXT 2018	NEXT 2019	EST. COMPLE- TION	TOTAL PROJECT % COMPLETE	STATUS/COMMENTS
<b>6.0 Personnel/Organization</b>											
6.1	Employee Retention	Dept. Heads	n/a	continue to foster healthy work environment & mentoring	continue to foster healthy work environment & mentoring	continue to foster healthy work environment & mentoring	next scheduled survey of salary/benefits due in FY 2017/18	continue to foster healthy work environment & mentoring		Ongoing	Next scheduled salary survey due in FY 2017/18
6.2	Training & Development	Dept. Heads	n/a	pursue a formalized succession plan	Succession Plan completed & implemented/Annual Review & Revision	annual review & revision	annual review & revision	annual review & revision		Ongoing	
6.3	Employee Communication	Dept. Heads	n/a	next scheduled reviews of Supervisors Manual & Employee Handbook	next scheduled reviews of Personnel Policy Manual and Employee Handbook	next scheduled reviews of Supervisors Manual & Employee Handbook	next scheduled reviews of Personnel Policy Manual and Employee Handbook	next scheduled reviews of Supervisors Manual & Employee Handbook		Ongoing	
6.4	Employee Safety Prog	Dept. Heads	n/a	SDRMA annual safety audit	SDRMA annual safety audit	SDRMA annual safety audit	SDRMA annual safety audit	SDRMA annual safety audit		Ongoing	
6.5	Eval & Performance Mgmt	Dept. Heads	n/a	annual evaluations scheduled per hire dates	annual evaluations scheduled per hire dates	annual evaluations scheduled per hire dates	annual evaluations scheduled per hire dates	annual evaluations scheduled per hire dates		Ongoing	

# McKinleyville CSD Strategic Plan 2016-2020

STRATEGIC PLAN SECTION#	PROJECT NAME	PROJECT MANAGER	CURR. FY CIP\$	CURRENT 2015	NEXT 2016	NEXT 2017	NEXT 2018	NEXT 2019	EST. COMPLETION	TOTAL PROJECT % COMPLETE	STATUS/COMMENTS
<b>7.0 Administrative Management</b>											
7.1	District Policies & Procedures	GM & Board	n/a	annual review	annual review Supervisor's & Board Policy Manual/ development of Benefit Escalation Policy	annual review	annual review	annual review		Ongoing	Annual reviews are done for Conflict of Interest.
7.2	Records Retention	FD	n/a	DocStar fully implemented/Records backlog started	review Records Retention Policy & update	records backlog completed	review/update Records Retention Policy & continue management of current documents	Continue management of current documents	2017	40%	Ongoing
7.3	Customer Service	Dept. Heads	n/a	ongoing monitoring & training	ongoing monitoring & training	ongoing monitoring & training	ongoing monitoring & training	ongoing monitoring & training		Ongoing	
7.4	Continue to build upon Public Information	RD	n/a	website, newsletter,PSAs, social networking	website, newsletter,PSAs, social networking	website, newsletter,PSAs, social networking	website, newsletter,PSAs, social networking	website, newsletter,PSAs, social networking			
7.5	Board Development Policy	GM & Board	n/a	ongoing annual AB 1234 Ethics training	ongoing annual AB 1234 Ethics training & update	ongoing annual AB 1234 Ethics training	ongoing annual AB 1234 Ethics training	ongoing annual AB 1234 Ethics training		Ongoing	Additional continuing education courses encouraged to
7.6	Review/Update Strategic Plan	GM & Board	n/a	annual review & revision	annual review & revision	annual review & revision	annual review & revision	annual review & revision		Ongoing	When do we think the Board will approve this?
7.7	Emergency Preparedness and Response	GM & Dept. Heads	n/a	conduct full scale table top exercise; review and update EOP	conduct full scale table top exercise; review and update EOP	conduct full scale table top exercise; review and update EOP	conduct full scale table top exercise; review and update EOP	conduct full scale table top exercise; review and update EOP		25%	Still working on information flow
7.8	Achieve Best Practices Awards	GM & Board & Board Secretary	n/a	achieve 6 hours of governance training for Board members, GM and executive staff	apply for the SDLF "District of Distinction" accreditation program & re-apply for Transparency Certificate					10%	Transparency Cert. Awarded in FY 14.
7.9	Explore Alternative Energy Options	GM & Board	n/a	Board review of report & consider prioritization of projects & include in CIP	bring proposal back to Board for implementation				2014	20%	Review and report to Board by end of FY 14



## McKinleyville CSD Strategic Plan 2016-2020

STRATEGIC PLAN SECTION#	PROJECT NAME	PROJECT MANAGER	CURR. FY CIP\$	CURRENT 2015	NEXT 2016	NEXT 2017	NEXT 2018	NEXT 2019	EST. COMPLETION	TOTAL PROJECT % COMPLETE	STATUS/COMMENTS
7.10	Planning and Latent Powers	GM & Board	n/a	define entire process and associated estimated costs	propose phasing work to allow Board to consider the value of each step related to cost					Ongoing	Review and report to Board by end of FY 14
7.11	Integrated Pest Mgmt Plan	GM/OD	n/a	developed an MCSD team to work on plan/ posted on website for input/held public workshops.	continue working on developing an IPM/ seek Board approval	plan implemented	monitoring	monitoring		Ongoing	
7.12	Board of Director's Self-Evaluation	GM & Board	n/a	Develop Board policy for annual self-evaluation							
<b>8.0 Finance</b>											
8.1	Reserve Policy Implementation	GM/FD	n/a	review & monitor	review & monitor	review & monitor	review & monitor	review & monitor		Ongoing	
8.2	Budget Development	FD	n/a	completed & approved	information collection started	not yet started	not yet started	not yet started	FY2015-16 @ 5%	Ongoing	
8.3	Capital Budget Mgmt	GM/FD	n/a	completed & approved	information collection started	not yet started	not yet started	not yet started	FY2015-16 @ 5%	Ongoing	
8.4	Development of Financial Mgmt System	FD	n/a	review & evaluate available software	review & evaluate available software	RFP, choose vendor, lay out implementation plan	begin implementation	complete implementation	2017	3%	
8.5	Financial Audit	FD	n/a	sonduct annual audit	sonduct annual audit	3-yr RFP for audit completed	sonduct annual audit	sonduct annual audit	Dec-13	95%	
8.6	Monitor Reserves Recovery	FD	n/a	monitor	monitor	complete			Dec-13	2%	
8.7	Rate Studies	GM & Board	n/a	sewer rate Analysis to support debt requirement for WWMF Improvement Project	RFP for capacity fee review	capacity fee review	water rate analysis	sewer rate analysis	Dec-13	Ongoing	

# McKinleyville Community Services District

## BOARD OF DIRECTORS

November 4, 2015

TYPE OF ITEM: **ACTION**

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**ITEM: E.5**                      **Declare Auburn Constructors, Inc. Lowest Responsible and Responsive bidder for the Wastewater Management Facility Improvement Project and authorize Board President to execute construction contract with Auburn Constructors, Inc. contingent on State Water Board Determination of the bid Packet with an approved Funding Agreement**

**PRESENTED BY:**              **Greg Orsini, General Manager**

**TYPE OF ACTION:**          **Roll Call Vote**

### **Recommendation:**

The Staff recommends the Board review the information provided, take public comment and:

- Declare Auburn Constructors, Inc. Responsible, Responsive and Low Bidder
- Award the bid for Wastewater Management Facility Improvements to Auburn Constructors, Inc. for an amount of \$12,327,300
- Include a 5% project contingency of \$616,365
- For a total amount of \$12,943,665 and
- Authorize the Board President to execute the documents as **Attachment 3** to allow the award of the contract and the notice to proceed contingent on an approved funding agreement from the State Water Board Clean Water State Revolving Fund

### **Discussion:**

As the Board is well aware this is the next step in the process to ensure a viable wastewater management solution for our community for the foreseeable future. With the increase in state and federal regulatory requirements, this actions is necessary to meet those impending requirements and our commitment to the environment.

MCSD is well placed to proceed with this project due a commitment from the State Board for a Clean Water State Revolving Fund low interest loan with an estimated interest rate of 1.6% and a sewer rate structure in place to cover the costs of this project, our capital improvement plan and operational expenses.

Proposals for the McKinleyville Community Services District (MCSD) Wastewater Management Facility Improvements Project were opened at 2:00 PM, October 22, 2015 at the MCSD office. Three proposals were received. We were provided complete copies of the bids from the three bidders. Our analysis of the bids is summarized in the bid tabulation as **Attachment 1**. A review of the bid tabulation indicates the following:

- The **apparent low bid** was submitted by Auburn Constructors, Inc. as **Attachment 2** with a total project bid of \$12,327,300. This includes construction of Alternative Bid Items A1 (Pond 1B, 2 and 3 Biosolids Handling) and A2 (Calcium Hydroxide Storage and Metering) which were listed as \$1,068,000 and \$83,000, respectively.
- The **apparent second lowest bid** was submitted by Wahlund Construction, Inc. with a total project bid of \$12,472,900. This includes construction of Alternative Bid Items A1 and A2 which were listed as \$1,060,200 and \$67,500, respectively.
- The **Engineer's Estimate** for the project was \$12,230,000. No discrepancies were found in the apparent low bidder's (Auburn) bid documents. As described in the Bid Form, project award is to be based on the sum of the total bid prices and alternative items. As a result, the sum of bid items 1 through 4 plus the two alternative items was used for comparison with other bids received.

Auburn Constructors, Inc. is in good standing with the California Contractors State License Board. Their License Number (606405) was first issued on November 14, 1990 and is scheduled to expire on November 30, 2016. The license includes Classifications A, B and C10 (General Engineering Contractor, General Building Contractor, and Electrical).

California Contractors State License Board Search, no public complaint disclosures or construction related civil judgments were noted. Auburn Constructors, Inc. is registered with the federal government's System for Award Management (SAM) with no active exclusion records. Auburn Constructors, Inc. currently holds a \$12,500 bond with the California Contractors State License Board.

### **Alternatives:**

Staff analysis consists of the following potential alternative

- Take No Action

## **Fiscal Analysis:**

McKinleyville Community Services District  
WWMF Improvement Project - Estimated Project Cost October 26,  
2015  
**CWSRF Financing**

Budget Items	Budget Amount
<b>PLANNING</b>	<b>\$300,00</b>
Facilities Plan CEQA	
<b>DESIGN</b>	<b>\$1,010,000</b>
Engineering (Design, Bid)	
<b>CONTINGENCIES</b>	<b>\$1,800,000</b>
Including Construction Change Orders (5% of base)	
<b>CONSTRUCTION MANAGEMENT</b>	<b>\$1,320,000</b>
Engineering (CM Services)	
<b>ADMINISTRATION</b>	<b>\$2,800,000</b>
Administrative Expense Legal Funding Assistance	
<b>VALUE ENGINEERING</b>	<b>\$94,000</b>
<b>CONSTRUCTION</b>	
<b>WWMF Improvements Project</b>	<b>\$12,327,300</b>
subtotal	\$19,351,300
Estimated Total Project Cost	<b>\$19,351,300</b>

Note: A significant amount of contingency is built into this estimate for unknown circumstances. The actual total project cost should be slightly greater than \$17,000,000

Approximately \$1,600,000 of this total will be used as reimbursement for moneys withdrawn from reserves for project expenses.

## **Environmental Requirements:**

CEQA was conducted during the design process and is completed.

**Exhibits/Attachments:**

- Attachment 1 – Bid Award Recommendation Letter
- Attachment 2 – Auburn Constructors, Inc. Bid Packet
- Attachment 3 – Draft Construction Contract including Attachments A-C

**Kennedy/Jenks Consultants**  
**Engineers & Scientists**

240 Country Club Road, Suite A  
Eugene, Oregon 97401  
541-338-8135  
FAX: 541-338-8180

26 October 2015

Mr. Greg Orsini  
General Manager  
McKinleyville Community Services District  
1656 Sutter Road  
McKinleyville, California 95519

Subject: McKinleyville CSD WWMF Upgrade Project  
Bid Review and Recommendation  
1368004\*00

Dear Mr. Orsini:

Proposals for the McKinleyville Community Services District (MCSD) Wastewater Management Facility Improvements Project were opened at 2:00 PM, October 22, 2015 at the MCSD office. Three proposals were received. We were provided complete copies of the bids from the three bidders. Our analysis of the bids is summarized in the bid tabulation enclosed with this letter. A review of the bid tabulation indicates the following:

- The **apparent low bid** was submitted by Auburn Constructors, Inc. with a total project bid of \$12,327,300. This includes construction of Alternative Bid Items A1 (Pond 1B, 2 and 3 Biosolids Handling) and A2 (Calcium Hydroxide Storage and Metering) which were listed as \$1,068,000 and \$83,000, respectively.
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- The **Engineer's Estimate** for the project was \$12,230,000.

No discrepancies were found in the apparent low bidder's (Auburn) bid documents. As described in the Bid Form, project award is to be based on the sum of the total bid prices and alternative items. As a result, the sum of bid items 1 through 4 plus the two alternative items was used for comparison with other bids received.

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Mr. Greg Orsini  
McKinleyville Community Services District  
26 October 2015  
Page 2

California Contractors State License Board Search, no public complaint disclosures or construction related civil judgments were noted. Auburn Constructors, Inc. is registered with the federal government's System for Award Management (SAM) with no active exclusion records. Auburn Constructors, Inc. currently holds a \$12,500 bond with the California Contractors State License Board.

We recommend that you award the contract to Auburn Constructors, Inc. The recommended contract award amount for the construction of the MCSD Wastewater Management Facility Improvements Project is \$12,327,300 which includes Alternative Bid Items A1 and A2.

If you have any questions or comments regarding the information presented, please do not hesitate to contact me or Monty Hazlehurst at (541) 338-8135.

Very truly yours,  
KENNEDY/JENKS CONSULTANTS



Ron Walz  
Project Manager

cc: Rod Houser

enclosure: bid tab

McKinleyville CSD WWMF Improvements Bid Tabulation  
 Bid Date: October 22, 2015 at 2 pm  
 Engineer's Cost Estimate: \$12,230,000  
 Three bids submitted.

Item	Auburn Constructors, Inc.	Wahlund Construction, Inc.	Mercer-Fraser Company
Section 00100 - Letter Documenting coordination with SCADA Support Group	Completed	Completed	Not Included
Section 00300 - Bid Form			
Article 3 (b) Acknowledgement of 3 Addendums	Completed	Completed	Completed
Item 1 - Mobilization, Bonds and Insurance	\$ 550,000	\$ 600,000	\$ 800,000
Item 2 - Base Bid	\$ 10,500,700	\$ 10,611,000	\$ 13,500,000
Item 3 - Sheet piling, Shoring, Bracing and Excavation Support	\$ 5,000	\$ 1,000	\$ 300,000
Item 4 - Over-excavation and Foundation Stabilization (600 CY)	\$ 24,600	\$ 32,400	\$ 27,000
Item 5 - Pond 1A Biosolids Handling (600 dry tons)	\$ 96,000	\$ 100,800	\$ 87,000
Sum of Total Base Bid Price	\$ 11,176,300	\$ 11,345,200	\$ 14,714,000
Alt. Item A1 - Pond 1B, 2 and 3 Biosolids Handling (600 dry tons)	\$ 1,068,000	\$ 1,060,200	\$ 1,020,000
Alt. Item A2 - Calcium Hydroxide Storage and Metering	\$ 83,000	\$ 67,500	\$ 102,000
Sum of Total Base Bid and Alt. Items A1 and A2 (Basis of Award)	\$ 12,327,300	\$ 12,472,900	\$ 15,836,000
Article 9 - Contractor's License Information	Completed	Completed	Completed
Exhibit 1 - Major Material and Equipment Manufacturers	Completed	Completed	Completed
Exhibit 2 - Buy American Iron and Steel Certification	Completed	Completed	Completed
Exhibit 3 - Buy AIS Designation of Equip. or Mat. Mfgs. (due within 4 days)	Completed	Completed	(due from 2 low bids only)
Section 00410 - Bid Security	Completed	Completed	Completed
Section 00414 - Security for Compensation Certificate	Completed	Completed	Completed
Section 00416 - Bidder's References	Completed	Completed	Completed
Section 00420 - Bidder's Qualifications	Completed	Completed	Completed
Section 00430 - Subcontractor List	Completed	Completed	Completed
Section 00480 - Noncollusion Affidavit	Completed	Completed	Portion not Complete
Section 00490 - CWSRF Program DBE Requirements	Completed	Completed	Completed
EPA Forms 6100-3	Completed	Completed	Completed
EPA Forms 6100-4	Completed	Completed	Completed
Proof of Contractor's Class A License	Completed	Completed	Completed
Proof of Worker's Compensation and Liability Insurance	Completed	Completed	Automobile Liability Only
W-9 Affidavits	Completed	Completed	Completed



Auburn Constructors, Inc.

SECTION 00300

BID FORM

Project Identification: McKinleyville Community Services District Wastewater Management Facility Improvements

Contract Identification and Number: 2015-01

This Bid is Submitted to: McKinleyville Community Services District  
1656 Sutter Road  
McKinleyville, California 95519

The Design Engineer is: Kennedy/Jenks Consultants  
200 Fourth Street, Suite 210  
Santa Rosa, California 95401  
707-526-1064

**Article 1**

The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with Owner in the form included in the Contract Documents to perform and furnish all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.

This project is being constructed with funding from the Clean Water State Revolving Fund Program as directed by the Consolidated Appropriations Act of 2014. Bidders will be required to comply with the requirements of these programs which include but are not limited to Buy American Iron, Steel, Manufactured goods Requirements, and AIS Certification.

The following exhibits are attached to this Section and shall be submitted with the Bid:

1. Exhibit 1 Major Material and Equipment Manufacturers
2. Exhibit 2 Consolidated Appropriations Act Buy American Iron and Steel Certification
3. Exhibit 3 Buy American Iron and Steel Designation Of Equipment Or Material Manufacturers

**Article 2**

Bidder accepts all of the terms and conditions of the Invitation to Bid and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Security. This Bid will remain subject to acceptance for 70 days after the day of Bid opening. Bidder will sign and submit the Agreement with the Bonds and other documents required by the Bidding Requirements within 10 days after the date of the Owner's Notice of Award.

### Article 3

In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:

- (a) Bidder has examined copies of all the Bidding Documents.
- (b) Bidder has examined copies of the following Addenda (receipt of which is hereby acknowledged):

<u>Date</u>	<u>Number</u>
<u>9/14/2015</u>	<u>1</u>
<u>9/28/2015</u>	<u>2</u>
<u>10/12/2015</u>	<u>3</u>

- (c) Bidder has familiarized itself with the nature and extent of the Contract Documents, Work, site locality, and all local conditions and laws and regulations that in any manner may affect cost, progress, performance or furnishing of the Work.
- (d) Bidder has studied carefully all reports and drawings of subsurface conditions and drawings of physical conditions which are identified in Section 00100 Instructions to Bidders.

Bidder has read and accepts the provisions in General Conditions which limit the extent to which the Contractor may rely on information provided by the Owner or the Design Engineer with regard to: a) subsurface soil conditions, b) existing concealed or underground utilities and underground facilities, and c) existing structures and facilities.

- (e) Bidder has read and accepts the provisions in General Conditions identifying the Contractor's responsibility: a) for using care in making excavations and in doing demolition, b) for damage to existing utilities and underground facilities and for loss of use thereof, and c) for the protection of workers and others from known and unknown or concealed hazards.
- (f) Bidder has read and accepts the provisions in General Conditions which identifies the limited conditions under which the Contractor may be entitled to a change in Contract Time or Price due to differing or unknown conditions.
- (g) Bidder has visited the site and has reviewed the Bidding Documents and the Information Available to Bidders and it has made any other investigations, explorations or tests and has obtained any other data it considers necessary for preparation of its Bid.

Bidder has correlated the results of all such observations, examinations, investigations, explorations, tests, reports and studies with the Contract Documents and Bidder has read and understands provisions in the General Conditions relevant to differing and unknown conditions.

- (h) Bidder has given Engineer written notice of all conflicts, errors or discrepancies that it has discovered in the Contract Documents and the written resolution thereof by Engineer is acceptable to Bidder.

- (i) Bidder has read, studied and understands the entire set of Bidding Documents including the Construction Drawings, Specifications and General Conditions and finds them fit and sufficient for the purpose of preparing its Bid and constructing the Work required.
- (j) Bidder represents that its Bid is based on providing all of the material, labor, equipment and services necessary to complete the Work in full compliance with the Contract Documents without exception.

#### **Article 4**

##### **Requirements for California Public Works Contracts.**

- (a) **DECLARATION OF LICENSE STATUS.** Bidder declares it will have a valid State of California Class A - General Engineering Contractor's license at the time of Contract Award.
- (b) **PREVAILING WAGE RATES.** The undersigned agrees that, if awarded the Contract, the undersigned and all of its subcontractors shall pay all laborers, workers, and mechanics employed in the performance of such Contract, or any subcontract thereunder, not less than the general prevailing rate of per diem wages and rates for overtime and legal holidays in the locality in which the work is to be performed, as ascertained and determined, by the statutes and regulations applicable thereto.
- (c) **NONCOLLUSION AFFIDAVIT.** In accordance with Public Contract Code Section 7106, Bidders are required to execute, and submit with their Bid, Section 00480 "Noncollusion Affidavit".
- (d) **USE OF BID DEPOSITORIES.** The Bidder declares that it has not used subcontractors' bids from a bid depository that in any way attempts to restrict, control, influence or regulate free open price competition among subcontractors in the submission of their bids to prime Bidders.
- (e) **SECURITY FOR COMPENSATION CERTIFICATE.** Bidders are required to execute, and submit with their Bid, Section 00414 "Security for Compensation Certificate".

#### **Article 5**

##### **Basis of Bid**

Bidder will complete the Work in accordance with the Contract Documents for the following price(s). Bidder shall account for the price of all work described in the Contract Documents using the bid schedule items listed. The Contractor hereby certifies that the cost of all labor, equipment, and materials necessary for proper completion of the work shall be included in the prices for the various bid items shown herein.



**Item 1. Mobilization, Bonds and Insurance**

For construction of the McKinleyville Community Services District Wastewater Management Facility Improvements, mobilization, bond and insurance the lump sum price of:

FIVE HUNDRED FIFTY THOUSAND Dollars (\$550,000)  
(use words) (figures)

**Item 2. Base Bid**

For construction of the McKinleyville Community Services District Wastewater Management Facility Improvements, comprising the items shown and/or specified, excluding Items 1, 3, 4, 5, A1 and A2, the lump sum price of:

TEN million FIVE HUNDRED THOUSAND SEVEN HUNDRED dollars (\$10,500,700)  
(use words) (figures)

**Item 3. Sheeting, Shoring, Bracing and Excavation Supports**

Cost of sheeting, shoring and bracing for all trenching and excavation work 5 feet and deeper in accordance with California Labor Code Section 6707, the lump sum price of:

FIVE THOUSAND Dollars (\$5,000)  
(use words) (figures)

**Item 4. Over-excavation and Foundation Stabilization as Directed by the Owner**

For over-excavation and foundation stabilization in addition to the quantities already included in the contract, as directed by the Owner, the unit price of:

<u>Unit</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	<u>Estimated Total Price</u>
Cubic Yards	600	\$ 41	\$ 24,600

**Item 5. Pond 1A Biosolids Handling**

For the removing, hauling and disposal/land application of biosolids, the unit price of:

<u>Unit</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	<u>Estimated Total Price</u>
Dry Tons	600	\$ 160	\$ 96,000

**Sum of Total Base Bid Prices (Items 1 through 5)**

ELEVEN million ONE HUNDRED SEVENTY SIX THOUSAND THREE hundred (\$11,176,300)  
(use words) (figures)

**Alternative Item A1. Pond 1B, Pond 2 and Pond 3 Biosolids Handling**

For the dredging, dewatering, hauling and disposal/land application of biosolids, the unit price of:

<u>Unit</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	<u>Estimated Total Price</u>
Dry Tons	600	\$ 1,780	\$ 1,068,000

**Alternative Item A2. Calcium Hydroxide Storage and Metering**

For all above grade facilities associated with this plant area as described in Section 01025 and shown on drawing M411, the lump sum price of:

Eighty three thousand Dollars (\$ 83,000)  
(use words) (figures)

**Sum of Total Base Bid Prices and Alternative Item (Items 1 through 5, A1 and A2)**

Twelve million Three hundred twenty seven thousand Three (\$ 12,327,300)  
(use words) hundred (figures)

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the contract Documents. Work for unit price items in excess of the estimated quantity in the bid must be approved by successful execution of an approved change order before proceeding with the work. Final payment will be based on actual quantities.

**Article 6**

- (a) Bidder agrees that the Work will be finally complete and ready for acceptance and final payment in accordance with Article 13 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- (b) Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work on time.
- (c) Bidder accepts the Limitation of Liability Clause contained in the Agreement.

**Article 7**

The following documents are attached to and made a condition of this Bid:

- (a) Required Bid Security in the form of Bid Bond
- (b) Security for Compensation Certificate
- (c) Bidder's References
- (d) Bidder's Qualifications
- (e) Subcontractor List
- (f) Noncollusion Affidavit

- (g) Proof of Contractor's Class A License
- (h) Proof of Worker's Compensation and Liability Insurance
- (i) W-9 Affidavits
- (j) DBE Subcontractor Forms
- (j) Letter documenting coordination with SCADA Support Group

## Article 8

Communications concerning this Bid shall be addressed via email to Monty Hazlehurst at MontyHazlehurst@KennedyJenks.com.

## Article 9

The terms used in this Bid which are defined in the General Conditions of the Construction Contract included as part of the Contract Documents have the meanings assigned to them in the General Conditions.

Bidder declares that it does possess a contractor's license of the required classification, valid in the appropriate jurisdiction at the time of submitting this bid.

Contractor's license number: 606405

License classification: A, B, C-10

License expiration date: 11/30/2016

SUBMITTED on October 22, 2015.

If Bidder is:

An Individual (N/A)

By: \_\_\_\_\_ (SEAL)  
Individual's Name

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

Doing business as: \_\_\_\_\_

Business Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

(N/A)

(Firm Name)

(SEAL)

(General Partner Name)

(Signature)

(Title)

**Business Address:**

Telephone No.:\_\_\_\_\_

A Corporation

(Corporation's Name)

California

(State of Incorporation)

(Name of Person Authorized to Sign)

(Signature)

President

(Title)

(Assistant Secretary)

(Secretary)

Business Address: 730 W. Stadium Lane

Sacramento, CA 95834

Telephone No.: 916-924-0344

Home Office Address (if different from above):



A Joint Venture (N/A)

By: \_\_\_\_\_  
(Name)

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

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_

By: \_\_\_\_\_  
(Name)

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

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone No.: \_\_\_\_\_

Each joint venturer must sign. The manner of signing for each individual, partnership and corporation that is a party to the joint venture shall be in the manner indicated above.



**Exhibit 1**  
**MAJOR MATERIAL AND EQUIPMENT MANUFACTURERS**

**Project Title: MCKINLEYVILLE COMMUNITY SERVICES DISTRICT WASTEWATER  
MANAGEMENT FACILITY IMPROVEMENTS  
MCSD PROJECT NO. 2015-01**

The Total Bid Price includes furnishing and installing equipment identified in the Bid Schedule and the specific Materials and Equipment so indicated in the following table entitled Major Material and Equipment Manufacturers. The Bidder must check the name of one and only one manufacturer for each item in the table. The listing of an "Other" manufacturer does not guarantee approval by the Engineer of the manufacturer or Equipment. The successful Bidder shall be required to submit substitution requests for each "Or-Equal" listing in accordance with the requirements of Section 01300. Circling more than one of the listed manufacturers for any item or not circling one of the manufacturers for any item, may give the Owner cause for rejecting the Bidder's Bid.

Spec Section	Description	"BASE BID" SUPPLIER OR MANUFACTURER (Circle Which One Bidder Used for Base Bid)	"OR EQUAL" ALTERNATIVES	
			"ALTERNATIVE" SUPPLIER OR MANUFACTURER	DEDUCT AMOUNT FOR USING "OR EQUAL"
11120	Screening Equipment	Huber Parkson Wes Tech		
11190	Equipment for Secondary Clarifiers	Qvivo Envirex Walker Process Wes Tech		
11201	Sluice Gates and Slide Gates Cast Iron Sluice Gates	Hydrogate Waterman		
	Stainless Steel Sluice Gates	Fontaine Golden Harvest Hydrogate Waterman		
	Slide Gates	Fontaine Golden Harvest Hydrogate Waterman		
11215	Vertical Turbine Pumps	Fairbanks-Morse Peerless Goulds		
11217	Submersible Turbine-Type Pumps	Goulds Grundfos		
11225	Aeration System	Bioworks Parkson		
11240	Calcium Hydroxide Metering System	ThermoFischer Scientific Watson Marlow		

Spec Section	Description	"BASE BID" SUPPLIER OR MANUFACTURER (Circle Which One Bidder Used for Base Bid)	"OR EQUAL" ALTERNATIVES	
			"ALTERNATIVE" SUPPLIER OR MANUFACTURER	DEDUCT AMOUNT FOR USING "OR EQUAL"
11303	Submersible Wastewater Pumps	ABS Flygt Wilo		
11320	Packaged Sewage Ejectors	Little Giant Zoeller		
11374	High Speed Turbo Blowers	Aerzen Neuros		
11385	Rotary Lobe Pumps	Boerger Vogelsang		
16205	Standby Diesel Engine-Generator Set	Onan/Cummins Caterpillar	General	5612
16250	Automatic Transfer Switch	ASCO Zenith (GE)		
16920	Motor Control Center	Allen-Bradley Eaton General Electric Siemens Square D		
16924	Adjustable Frequency Drives	Allen-Bradley Eaton		
17330	Programmable Logic Controller	Allen-Bradley		

**Exhibit 2**  
**CONSOLIDATED APPROPRIATIONS ACT**  
**BUY AMERICAN IRON AND STEEL CERTIFICATION**

---

**Project: MCKINLEYVILLE COMMUNITY SERVICES DISTRICT WASTEWATER  
MANAGEMENT FACILITY IMPROVEMENTS  
MCSD PROJECT NO. 2015-01**

1. Identification of American-made Iron, Steel, and Manufactured Goods: Consistent with the terms of the Purchaser's bid solicitation and provisions of Section 436 of the Consolidated Appropriations Act of 2014, the Bidder certifies that this bid reflects the Bidder's best, good faith effort to identify domestic sources of iron, steel, and manufactured goods for every component contained in the bid solicitation where such American-made components are available on the schedule and consistent with deadlines prescribed in or required by the bid solicitation.
2. Verification of U.S. Production: The Bidder certifies that all components contained in the bid solicitation that are American-made have been so identified, and if this bid is accepted, the Bidder agrees that it will provide reasonable, sufficient, and timely verification to the Purchaser of the U.S. production of each component so identified.
3. Documentation Regarding Non-American-made Iron, Steel, or Manufactured Goods: The Bidder certifies that for any component or components that are not American-made and are so identified in this bid, the Bidder has included in or attached to this bid one or both of the following, as applicable:
  - a. Identification of and citation to a categorical waiver published by the U.S. Environmental protection Agency in the Federal Register that is applicable to such component or components, and an analysis that supports its applicability to the component or components;
  - b. Verifiable documentation sufficient to the Purchaser, as required in the bid solicitation or otherwise, that the Bidder has sought to secure American-made components but has determined that such components are not available on the schedule and consistent with the deadlines prescribed in the bid solicitation, with assurance adequate for the Bidder under the applicable conditions stated in the bid solicitation or otherwise.
4. Information and Detailed Justification Regarding Non-American-made Iron, Steel, or Manufactured Goods: The Bidder certifies that for any such component or components that are not so available, the Bidder has also provided in or attached to this bid information, including but not limited to the verifiable documentation and a full description of the bidder's effort to secure any such American-made component or components, that the Bidder believes are sufficient to provide and as far as possible constitute the detailed justification required for a waiver under section 1605 with respect to such component or components. The Bidder further agrees that, if this bid is accepted, it will assist the Purchaser in amending, supplementing, or further supporting such information as required by the Purchaser to request and, as applicable, implement the terms of a waiver with respect to any such component or components.

THE UNDERSIGNED CERTIFIES THAT THE CONTRACTOR WILL COMPLY WITH THE ABOVE REQUIREMENTS.

CONTRACTOR OR  
SUBCONTRACTOR NAME: Auburn Constructors, Inc.

CERTIFIED BY:

NAME: J. Dean Bailey TITLE: President

SIGNATURE:  DATE: 10/22/2015



**Exhibit 3**  
**BUY AMERICAN IRON AND STEEL DESIGNATION OF EQUIPMENT**  
**OR MATERIAL MANUFACTURERS**  
**(To be submitted by the 2 apparent low bidders within 4 Calendar Days of Bid)**

---

**Project: MCKINLEYVILLE COMMUNITY SERVICES DISTRICT WASTEWATER**  
**MANAGEMENT FACILITY IMPROVEMENTS**  
**MCSO PROJECT NO. 2015-01**

The Bidder must include in the space provided, the name of the equipment or material manufacturer he has used in determining his Base Bid which will be used by the Successful Bidder in constructing the project. If the Bidder does not fill in all of the spaces, the Bid will be deemed non-responsive and rejected.

The Bidder must comply with the Buy American Iron and Steel provisions of the Consolidated Appropriations Act of 2014 ("AIS"), which requires all iron, steel, and manufactured goods be made in the United States of America, unless a waiver is obtained. If the Bidder is unable to comply with the Buy American provision, the Bidder must state on what grounds the waiver will be sought. Pursuant to the Consolidated Appropriations Act, a waiver may be available under one of three circumstances: (1) applying the Buy American provisions would be against the public interest, (2) iron, steel and manufactured goods are not produced in the United States in sufficient and reasonably available quantities and of a satisfactory quality, or (3) using iron, steel and manufactured goods produced in the United States will increase the cost of the overall project by more than twenty-five (25) percent.

After submitting the Designation of Equipment or Material Manufacturers, no changes or substitutions from those listed manufacturers will be allowed without the express written approval of the Engineer. If such change is permitted by the Engineer, it will be evaluated in accordance with provisions of the Contract Documents pertaining to Specified Items/Proposed Equivalents.

Circumstances which will justify changes to the above listing are limited to the following:

1. Manufacturer is unable to meet specifications.
2. Manufacturer fails to honor original quotation upon which the Contractor's bid was based.
3. Manufacturer goes out of business or ceases to make the specified product.
4. The contractor is no longer seeking a waiver for iron, steel, or manufactured goods and has found a domestic supplier or manufacturer to provide the goods.

It is the responsibility of the Contractor to furnish materials and equipment meeting the requirements of the Specifications, and acceptance of the bid does not constitute nor imply favorable review or approval of items proposed. The Owner reserves the right to deny approval or acceptance of any equipment or materials which do not comply with Specifications even though listed herein.

Mat/Item	Description	Spec. Section	American Made (Yes/No)	Reason for Waiver	Equipment/Material Manufacturer (Do not show Dealer or Supplier)
1	Precast Manholes	02080			
2	Precast Utility Vaults	02085			
3	Fencing and Gates	02820			
4	Reinforcing Steel	03200			
5	Metal Framing	05100			
6	Metal Wall System	07412			
7	Hollow Metal Work	08110			
8	Access Hatches	08307			
9	Overhead Coil Doors	08330			
10	Louvers	08900			
11	Metal Support Systems	09110			
12	Black Steel Pipe/Fittings	15050			
13	Ductile Iron Pipe/Fittings	15050			
14	Galvanized Steel Pipe/Fittings	15050			
15	Stainless Steel Pipe/Fittings	15050			
16	Welded Steel Pipe/Fittings	15050			
17	Gate Valves	15050			
18	Ball Valves	15050			
19	Check Valves	15050			
20	Butterfly Valves	15050			
21	Plug Valves	15050			

END OF BID FORM

## SECTION 00410

### BID SECURITY

1.1 Bid Security, made payable to the McKinleyville Community Services District, shall accompany each Bid. Bid Security shall be in the form of a cashier's check or certified check in the amount of not less than ten percent of the Bidder's maximum price, or in the form of a Bid Bond in said amount (in the form attached). Bid Bond shall be executed by such sureties as are named in the current list of "Certified Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds or Certified Reinsurer Companies Holding Certificates Of Authority As Acceptable Reinsuring Companies" published in Circular 570 (most recent amendment) by the Audit Staff Bureau of Accounts, U.S. Treasury Department ([www.fms.treas.gov/c570/index.html](http://www.fms.treas.gov/c570/index.html)) and is admitted to issue bonds in the states in which the Project is located and all Work is performed. All bonds signed by an agent shall be accompanied by a certified copy of the authority to act.

1.2 Bid Security shall remain subject to acceptance for 60 days after the day of the Bid opening, but the Owner may, at its sole discretion, release any Bid and return the Bid Security prior to that date.

1.3 The Bid Security of the successful Bidder will be retained until such Bidder has within 10 days of issuance of written notice of contract award;

- (a) Executed the contract agreement,
- (b) Furnished a performance bond and a payment bond fully executed as described in the Contract Forms section.
- (c) Furnished certificates of insurance as described in the General Conditions, and

If the successful Bidder fails to deliver the executed documents described above within 10 days after Notice of Award, the Owner may annul the Notice of Award and the Bid Security of that Bidder will be forfeited.

1.4 The Bid Security of other Bidders whom the Owner believes to have a reasonable chance of receiving the award may be retained by the Owner until the earlier of the 7<sup>th</sup> day after the effective date of the Agreement or the 71<sup>st</sup> day after the Bid opening, whereupon Bid Security furnished by such Bidders will be returned.

1.5 Bid Security with Bids which are not competitive will be returned within 7 days after the Bid.



## BID BOND

KNOW ALL PERSONS BY THESE PRESENTS, that we, the undersigned,

Auburn Constructors, Inc.

Travelers Casualty and Surety Company of America

as Principal, and as Surety, are hereby held and firmly bound unto:

McKinleyville Community Services District

as Owner in the penal sum of

Ten Percent (10%) of the total amount bid - - -

\_\_\_\_\_dollars for the payment of

which sum, well and truly to be made, we hereby bind ourselves, our successors and assigns jointly and severally firmly by these presents.

Signed and sealed, this 7th day of October, 2015.

The Condition of the above obligation is such that where the Principal has submitted a certain Bid, attached hereto and hereby made a part hereof to enter into a contract in writing, for construction or execution of

## Wastewater Management Facility Improvements

Project.

NOW, THEREFORE;

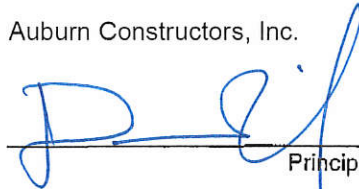
- (a) If said Bid shall be rejected, or
- (b) If said Bid shall be accepted and the Principal shall execute and deliver a contract in the Form of the Agreement attachment hereto (properly completed in accordance with said Bid) and shall furnish Bonds for Faithful Performance of said contract, and for the Payment of all persons performing labor and furnishing material in connection therewith, and provide certificates and policies of insurance as specified in the Bid documents and shall in all other respects perform the agreement created by the acceptance of said Bid, then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its Bond shall be in no way impaired or affected by any extension of the time within which the Owner may accept such Bid; and said Surety does hereby waive notice of any such extension.

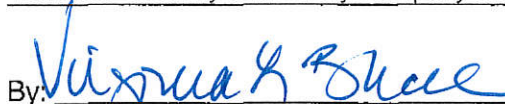


IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their duly authorized officers, the day and year first set forth above.

Auburn Constructors, Inc.

  
\_\_\_\_\_  
Principal (Seal)

Travelers Casualty and Surety Company of America

By:   
\_\_\_\_\_  
Virginia L. Black, Attorney-in-Fact

END OF BID BOND

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**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT****CIVIL CODE § 1189**

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

State of California )

County of San Francisco )On October 7, 2015 before me, Betty L. Tolentino, Notary Public,*Date**Here Insert Name and Title of the Officer*personally appeared Virginia L. Black*Name(s) of Signer(s)*

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

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

WITNESS my hand and official seal.

Signature *Betty L. Tolentino**Signature of Notary Public**Place Notary Seal Above***OPTIONAL**

*Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.*

**Description of Attached Document**

Title or Type of Document: \_\_\_\_\_ Document Date: \_\_\_\_\_

Number of Pages: \_\_\_\_\_ Signer(s) Other Than Named Above: \_\_\_\_\_

**Capacity(ies) Claimed by Signer(s)**

Signer's Name: \_\_\_\_\_

☐ Corporate Officer — Title(s): \_\_\_\_\_☐ Partner — ☐ Limited ☐ General☐ Individual ☐ Attorney in Fact☐ Trustee ☐ Guardian or Conservator☐ Other: \_\_\_\_\_

Signer Is Representing: \_\_\_\_\_

Signer's Name: \_\_\_\_\_

☐ Corporate Officer — Title(s): \_\_\_\_\_☐ Partner — ☐ Limited ☐ General☐ Individual ☐ Attorney in Fact☐ Trustee ☐ Guardian or Conservator☐ Other: \_\_\_\_\_

Signer Is Representing: \_\_\_\_\_



## POWER OF ATTORNEY

Farmington Casualty Company  
Fidelity and Guaranty Insurance Company  
Fidelity and Guaranty Insurance Underwriters, Inc.  
St. Paul Fire and Marine Insurance Company  
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company  
Travelers Casualty and Surety Company  
Travelers Casualty and Surety Company of America  
United States Fidelity and Guaranty Company

Attorney-In Fact No.

229166

Certificate No.

006289688

**KNOW ALL MEN BY THESE PRESENTS:** That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Susan Hecker, Maureen O'Connell, Robert Wrixon, Brian F. Cooper, M. Moody, Betty L. Tolentino, Janet C. Rojo, Virginia L. Black, K. Zerounian, and Kevin Re

of the City of San Francisco, State of California, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

**IN WITNESS WHEREOF**, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 12th day of March, 2015.

Farmington Casualty Company  
Fidelity and Guaranty Insurance Company  
Fidelity and Guaranty Insurance Underwriters, Inc.  
St. Paul Fire and Marine Insurance Company  
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company  
Travelers Casualty and Surety Company  
Travelers Casualty and Surety Company of America  
United States Fidelity and Guaranty Company



State of Connecticut  
City of Hartford ss.

By:

Robert L. Raney, Senior Vice President

On this the 12th day of March, 2015, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

**In Witness Whereof**, I hereunto set my hand and official seal.  
My Commission expires the 30th day of June, 2016.



*Marie C. Tetreault*  
Marie C. Tetreault, Notary Public



## CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

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

*State of California*

*County of Sacramento*

On, October 20, 2015 before me Shannon L Mikesell, Notary Public

personally appeared J. Dean Bailey,

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

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

WITNESS my hand and official seal.

Shannon Mikesell  
Signature of Notary

(Seal)



SECTION 00414

SECURITY FOR COMPENSATION CERTIFICATE

(To be submitted with Bid)

(Required by Section 1861, California Labor Code)

TO: McKinleyville Community Services District

(Owner)

1656 Sutter Rd., McKinleyville, CA 95519

I am aware of the provisions of Section 3700 of the Labor Code of the State of California which require every employer to be insured against liability for workers' compensation claims or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the Work of this Contract.

  
\_\_\_\_\_  
(Signature of Bidder)

J. Dean Bailey

(Type or Print Name)

President

(Title)

Auburn Constructors, Inc.

(Company)

730 W. Stadium Lane

(Business Address)

Sacramento, CA 95834

Granite Bay, CA

(Place of Residence)

END OF SECURITY FOR COMPENSATION CERTIFICATE

McKinleyville Community Services District  
Wastewater Management Facility Improvements  
Bid Set  
1368004\*00  
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Security for Compensation Certificate

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SECTION 00416

**BIDDER'S REFERENCES**  
(To be submitted with Bid)

Reference is hereby made to the following bank or banks about the financial responsibility of the Bidder:

Name of Bank

Address

Union Bank

1415 L Street Suite 740

Sacramento, CA 95814

Pamela Langbehn (916) 321-6740

Reference is hereby made to the following surety company or companies about the financial responsibility and general reliability of the Bidder:

Name of Surety Company

Travelers Company

100 California St., Suite 300, San Francisco, CA 94111

Scott Barshop (415) 732-1490

Name of Surety Company

Signature of Bidder

Title

President

Company

Auburn Constructors, Inc.

Address

730 W. Stadium Lane

Sacramento, CA 95834

END OF BIDDER'S REFERENCES



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SECTION 00420

**BIDDER'S QUALIFICATIONS**  
(To be submitted with Bid)

The Bidder has been engaged in the contracting business, under the present business name for 25 years. Experience in work of a nature similar to that covered in the proposal extends over a period of 25 years.

The Bidder, as a contractor, has never failed to satisfactorily complete a contract awarded to him, except as follows:

(None)

The following contracts have been satisfactorily completed in the last 3 years for the persons, firm or authority indicated, and to whom reference is made:

<u>Year</u>	<u>Type of Work</u>	<u>Contract Amount</u>	<u>For Whom</u>
<u>2015</u>	<u>WTP Modifications</u>	<u>\$ 9,869,063</u>	<u>City of Modesto</u>
<u>2014</u>	<u>WWTP Modifications</u>	<u>\$ 9,636,402</u>	<u>Marin San District No. 5</u>
<u>2012</u>	<u>SRCSD Technology Pilot Plant</u>	<u>\$10,431,404</u>	<u>Sacramento Regional CSD</u>

Signed

(Same signature as on bid form)

END OF BIDDER'S QUALIFICATIONS

McKinleyville Community Services District  
Wastewater Management Facility Improvements  
Bid Set  
1368004\*00  
© 2014 Kennedy/Jenks Consultants

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Bidder's Qualifications

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## SECTION 00430

SUBCONTRACTOR LIST  
(To be submitted with Bid)

Each Bidder shall set forth below with its bid:

(a) The name and the location of the place of business of each subcontractor who will perform work or labor or render service to the Contractor in or about the construction of the work or improvement, or a subcontractor licensed by the State of California who, under subcontract to the Contractor, specially fabricates and installs a portion of the work or improvement according to detailed drawings contained in the plans and specifications, in an amount in excess of one-half of 1 (0.5%) percent of the Contractor's total bid or, in the case of bids or offers for the construction of streets or highways, including bridges, in excess of one-half of 1 (0.5) percent of the Contractor's total bid or ten thousand dollars (\$10,000), whichever is greater.

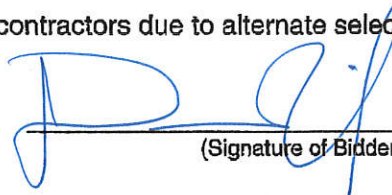
(b) The portion of the work which will be done by each such Subcontractor. The Contractor shall list only one Subcontractor for each portion of the work.

If the Bidder fails to specify a Subcontractor for any portion of the work as above-stated, or if the Bidder lists more than one Subcontractor for the same portion of the work, he agrees to perform that work himself. The following is submitted concerning Subcontractors:

Name: Subcontractor	Address Shop, Mill or Office	Class of Work	Portion of Work to be Done	Subcontractor's License Number and Class
HOOVEN	McKinleyville, CA <del>Rocklin, CA</del>	EARTHWORK	10.5 %	663866 A
SGS	SPARKS, NV	POND LINER	1.5 %	817640 C61
Humboldt	Fortuna, CA	FENCING	0.4 %	808339 C13
CAMBLIN	Rocklin, CA	REBAR	2 %	218839 C50
SJR	McKinleyville	MASONRY	0.8 %	417248 C29
Lepeco	Vallejo, CA	PAINTING	1.6 %	364702 C33

<u>Name:</u> <u>Subcontractor</u>	<u>Address</u> <u>Shop, Mill or Office</u>	<u>Class</u> <u>of</u> <u>Work</u>	<u>Portion of</u> <u>Work to be</u> <u>Done</u>	<u>Subcontractor's</u> <u>License Number</u> <u>and Class</u>
Synagro	Burlingame, CA	Biosolids Removal	9%	801688 A

List alternate numbers and changes required in Subcontractors due to alternate selection on a separate copy of the second page of this form.

  
(Signature of Bidder)

END OF SUBCONTRACTOR LIST

SECTION 00430

SUBCONTRACTOR LIST  
(To be submitted with Bid)

Each Bidder shall set forth below with its bid:

(a) The name and the location of the place of business of each subcontractor who will perform work or labor or render service to the Contractor in or about the construction of the work or improvement, or a subcontractor licensed by the State of California who, under subcontract to the Contractor, specially fabricates and installs a portion of the work or improvement according to detailed drawings contained in the plans and specifications, in an amount in excess of one-half of 1 (0.5%) percent of the Contractor's total bid or, in the case of bids or offers for the construction of streets or highways, including bridges, in excess of one-half of 1 (0.5) percent of the Contractor's total bid or ten thousand dollars (\$10,000), whichever is greater.

(b) The portion of the work which will be done by each such Subcontractor. The Contractor shall list only one Subcontractor for each portion of the work.

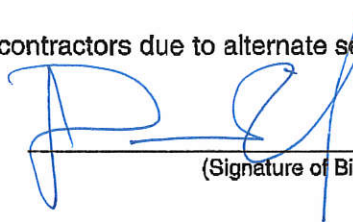
If the Bidder fails to specify a Subcontractor for any portion of the work as above-stated, or if the Bidder lists more than one Subcontractor for the same portion of the work, he agrees to perform that work himself. The following is submitted concerning Subcontractors:

<u>Name:</u> <u>Subcontractor</u>	<u>Address</u> <u>Shop, Mill or Office</u>	<u>Class</u> <u>of</u> <u>Work</u>	<u>Portion of</u> <u>Work to be</u> <u>Done</u>	<u>Subcontractor's</u> <u>License Number</u> <u>and Class</u>



<u>Name:</u> <u>Subcontractor</u>	<u>Address</u> <u>Shop, Mill or Office</u>	<u>Class</u> <u>of</u> <u>Work</u>	<u>Portion of</u> <u>Work to be</u> <u>Done</u>	<u>Subcontractor's</u> <u>License Number</u> <u>and Class</u>

List alternate numbers and changes required in Subcontractors due to alternate selection on a separate copy of the second page of this form.

  
(Signature of Bidder)

END OF SUBCONTRACTOR LIST

SECTION 00480

NONCOLLUSION AFFIDAVIT  
(To be submitted with Bid)

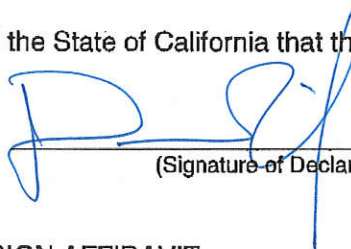
In accordance with Section 7106 of the State of California Public Contract Code, Bidders are required to execute the following Noncollusion Affidavit.

NONCOLLUSION DECLARATION TO BE SUBMITTED WITH BID

I, J. Dean Bailey, declare that I am President  
(Name) (Title)  
of Auburn Constructors, Inc., the party making the foregoing bid, that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder or fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract or anyone interested in the proposed contract; that all statements contained in the bid are true; and further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee, to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Executed on October 22, 2015, in Sacramento, CA.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

  
(Signature of Declarant)

END OF NONCOLLUSION AFFIDAVIT



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**SECTION 00490**

**CLEAN WATER STATE REVOLVING FUND (CWSRF) PROGRAM  
DISADVANTAGED BUSINESS ENTERPRISE (DBE) REQUIREMENTS  
(To be submitted with Bid)**

**As a Borrower of California's Clean Water State Revolving Fund (CWSRF),  
the McKinleyville Community Services District imposes the following procedures  
on all bidders in the execution of these documents:**

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California State Water Resources Control Board  
Division of Financial Assistance (Division)  
1001 I Street • Sacramento, California 95814 • (916) 341-5700 FAX (916) 341-5707  
Mailing Address: P. O. Box 944212 • Sacramento, California • 94244-2120  
Internet Address: <http://www.waterboards.ca.gov>

**Guidelines for Meeting the Clean Water State Revolving Fund (CWSRF) Program  
Disadvantaged Business Enterprise (DBE) Requirements**  
(Revised January 16, 2014)

The DBE Program is an outreach, education, and objectives program designed to increase the participation of DBEs in the CWSRF Program.

**How to Achieve the Purpose of the Program**

Recipients of CWSRF financing are required to seek, and are encouraged to use, DBEs for their procurement needs. Financial assistance recipients should award a "fair share" of sub-agreements to DBEs. This applies to all sub-agreements for equipment, supplies, construction, and services.

The key functional components of the DBE Program are as follows.

- Fair Share Objectives
- DBE Certification
- Six Good Faith Efforts
- Contract Administration Requirements
- DBE Reporting

**Disadvantaged Business Enterprise's are:**

- entities owned and/or controlled by socially and economically disadvantaged individuals as described by Title X of the Clean Air Act Amendments of 1990 (42 U.S.C. 7601 note) (10% statute), and Public Law 102-389 (42 U.S.C. 4370d) (8% statute), respectively;
- a Minority Business Enterprise (MBE) are entities that are at least 51% owned and/or controlled by a socially and economically disadvantaged individual as described by Title X of the Clean Air Act Amendments of 1990 (42 U.S.C. 7601 note), and Public Law 102-389 (42 U.S.C. 4370d), respectively.
- a Women Business Enterprise (WBE) are entities that are at least 51% owned and/or controlled by women.
- a Small Business Enterprise (SBE);
- a Small Business in a Rural Area (SBRA);
- a Labor Surplus Area Firm (LSAF); or
- an Historically Underutilized Business (HUB) Zone Small Business Concern or a concern under a successor program.

**Certifying DBE Firms:**

Under the DBE Program, entities can no longer self-certify and contractors and sub-contractors must be certified at bid opening. Contractors and sub-contractors must provide to the CWSRF recipient proof of DBE certification. Certifications will be accepted from the following:

- The US Environmental Protection Agency (USEPA)
- The Small Business Administration(SBA);
- The Department of Transportation's State implemented DBE Certification Program (with U.S. citizenship);
- Tribal, State and Local governments;
- Independent private organization certifications.

If an entity holds one of these certifications, it is considered acceptable for establishing status under the DBE Program.

### **Six Good Faith Efforts (GFE)**

All CWSRF financing recipients are required to complete and ensure that the prime contractor complies with the GFE below to ensure that DBEs have the opportunity to compete for financial assistance dollars.

1. Ensure DBEs are made aware of contracting opportunities to the fullest extent practical through outreach and recruitment activities. For Tribal, State and Local Government Recipients, this will include placing DBEs on solicitation lists and soliciting them whenever they are potential sources.
2. Make information on forthcoming opportunities available to DBEs. Posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid opening date.
3. Consider in the contracting process whether firms competing for large contracts could subcontract with DBEs.
4. Encourage contracting with a group of DBEs when a contract is too large for one firm to handle individually.
5. Use the services and assistance of the SBA and Minority Business Development Agency (MBDA) of the US Department of Commerce.
6. If the prime contractor awards subcontracts, require the prime contractor to take the above steps.

The forms listed in the table below and attached to these guidelines; must be completed and submitted with the GFE:

FORM NUMBER	FORM NAME	REQUIREMENT	PROVIDED BY	COMPLETED BY	SUBMITTED TO
EPA 6100-2	DBE Sub-Contractor Participation Form	As Needed to Report Issues	Recipient	Sub-Contractor	EPA DBE Coordinator
EPA 6100-3	DBE Sub-Contractor Performance Form	Include with Bid or Proposal Package	Prime Contractor	Sub-Contractor	SWRCB by Recipient
EPA 6100-4	DBE Sub-Contractor Utilization Form	Include with Bid or Proposal Package	Recipient	Prime Contractor	SWRCB by Recipient

The completed forms must be submitted with each Bid or Proposal. The recipient shall review the bidder's documents closely to determine that the GFE was performed prior to bid or proposal opening date. Failure to complete the GFE and to substantiate completion of the GFE before the bid opening date could jeopardize CWSRF financing for the project. The following situations and circumstances require action as indicated:

1. If the apparent successful low bidder was rejected, a complete explanation must be provided;
2. Failure of the apparent low bidder to perform the GFE prior to bid opening constitutes a non-responsive bid. The construction contract may then be awarded to the next low, responsive, and responsible bidder that meets the requirements or the Recipient may re-advertise the project.
3. If there is a bid dispute, all disputes shall be settled prior to submission of the Final Budget Approval Form.

### **Administration Requirements**

- A recipient of CWSRF financing must require entities receiving funds to create and maintain a Bidders List if the recipient of the financing agreement is subject to, or chooses to follow, competitive bidding requirements;
- The Bidders list must include all firms that bid or quote on prime contracts, or bid or quote on subcontracts, including both DBEs and non-DBEs.



- Information retained on the Bidder's List must include the following:
  1. Entity's name with point of contact;
  2. Entity's mailing address and telephone number;
  3. The project description on which the entity bid or quoted and when;
  4. Amount of bid/quote; and
  5. Entity's status as a DBE or non-DBE.
- The Bidders List must be kept until the recipient is no longer receiving funding under the agreement.
- The recipient shall include Bidders List as part of the Final Budget Approval Form.
- A recipient must require its prime contractor to pay its subcontractor for satisfactory performance no more than 30 days from the prime contractor's receipt of payment from the Recipient.
- A recipient must be notified in writing by its prime contractor prior to any termination of a DBE subcontractor by the prime contractor.
- If a DBE subcontractor fails to complete work under the subcontract for any reason, the recipient must require the prime contractor to employ the six GFEs if soliciting a replacement subcontractor.
- A recipient must require its prime contractor to employ the six GFEs even if the prime contractor has achieved its fair share objectives.

#### **Reporting Requirements**

For the duration of the construction contract(s), the recipient is required to submit to the State Water Resources Control Board DBE reports semi-annually by April 10 and October 10 of each fiscal year on the attached Utilization Report form (UR-334). Failure to provide this information as stipulated in the financial agreement language may be cause for withholding disbursements.

#### **CONTACT FOR MORE INFORMATION**

SWRCB – CWSRF Barbara August (916) 341-6952 [barbara.august@waterboards.ca.gov](mailto:barbara.august@waterboards.ca.gov)  
 SWRCB – CWSRF Susan Damian (916) 341-5494 [susan.damian@waterboards.ca.gov](mailto:susan.damian@waterboards.ca.gov).  
 US-EPA Region 9 – Joe Ochab (415) 972-3761 [ochab.joe@epa.gov](mailto:ochab.joe@epa.gov).

Revised January 16, 2014



OMB Control No: 2090-0030  
Approved: 8/ 13/ 2013  
Approval Expires: 8/ 31/ 2015

**Disadvantaged Business Enterprise (DBE) Program  
DBE Subcontractor Participation Form**

An EPA Financial Assistance Agreement Recipient must require its prime contractors to provide this form to its DBE subcontractors. This form gives a DBE<sup>1</sup> subcontractor<sup>2</sup> the opportunity to describe work received and/or report any concerns regarding the EPA-funded project (e.g., in areas such as termination by prime contractor, late payments, etc.). The DBE subcontractor can, as an option, complete and submit this form to the EPA DBE Coordinator at any time during the project period of performance.

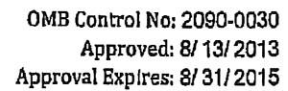
Subcontractor Name		Project Name	
Bid/ Proposal No.	Assistance Agreement ID No. (if known)	Point of Contact	
Address			
Telephone No.		Email Address	
Prime Contractor Name		Issuing/Funding Entity:	

Contract Item Number	Description of Work Received from the Prime Contractor Involving Construction, Services , Equipment or Supplies	Amount Received by Prime Contractor

<sup>1</sup> A DBE is a Disadvantaged, Minority, or Woman Business Enterprise that has been certified by an entity from which EPA accepts certifications as described in 40 CFR 33.204-33.205 or certified by EPA. EPA accepts certifications from entities that meet or exceed EPA certification standards as described in 40 CFR 33.202.

<sup>2</sup> Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award of financial assistance.





Please use the space below to report any concerns regarding the above EPA-funded project:

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

<b>Subcontractor Signature</b>	<b>Print Name</b>
<b>Title</b>	<b>Date</b>

The public reporting and recordkeeping burden for this collection of information is estimated to average three (3) hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

**Disadvantaged Business Enterprise (DBE) Program  
DBE Subcontractor Performance Form**

This form is intended to capture the DBE<sup>1</sup> subcontractor's<sup>2</sup> description of work to be performed and the price of the work submitted to the prime contractor. An EPA Financial Assistance Agreement Recipient must require its prime contractor to have its DBE subcontractors complete this form and include all completed forms in the prime contractors bid or proposal package.

Subcontractor Name <i>Burger Stul Corp</i>		Project Name <i>McKinleyville CSD Wastewater MFI</i>	
Bld/ Proposal No.	Assistance Agreement ID No. (if known)	Point of Contact <i>Jason Burger, President</i>	
Address <i>5209 Lucc Ave Bldg B 243 B</i>			
Telephone No. <i>(916) 640-8778</i>		Email Address <i>jason@burgerstul.com</i>	
Prime Contractor Name <i>Auburn Constructors, Inc</i>		Issuing/Funding Entity: <i>Clean Water State Revolving Fund Program</i>	

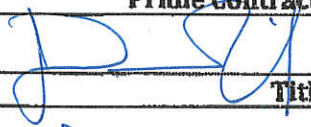
Contract Item Number	Description of Work Submitted to the Prime Contractor Involving Construction, Services, Equipment or Supplies	Price of Work Submitted to the Prime Contractor
<i>2</i>	<i>Misc Metals</i>	<i>229,456</i>
DBE Certified By: <input type="radio"/> DOT <input type="radio"/> SBA <input checked="" type="checkbox"/> Other: <i>DGS</i> <i>SBE</i>		Meets/ exceeds EPA certification standards? <input type="radio"/> YES <input type="radio"/> NO <input checked="" type="checkbox"/> Unknown


<sup>1</sup> A DBE is a Disadvantaged, Minority, or Woman Business Enterprise that has been certified by an entity from which EPA accepts certifications as described in 40 CFR 33.204-33.205 or certified by EPA. EPA accepts certifications from entities that meet or exceed EPA certification standards as described in 40 CFR 33.202.

<sup>2</sup> Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award of financial assistance.

**Disadvantaged Business Enterprise (DBE) Program  
DBE Subcontractor Performance Form**

I certify under penalty of perjury that the forgoing statements are true and correct. Signing this form does not signify a commitment to utilize the subcontractors above. I am aware of that in the event of a replacement of a subcontractor, I will adhere to the replacement requirements set forth in 40 CFR Part 33 Section 33.302 (c).

<b>Prime Contractor Signature</b>	<b>Print Name</b>
	Dean Bailey
<b>Title</b>	<b>Date</b>
PRESIDENT	10/22/15

<b>Subcontractor Signature</b>	<b>Print Name</b>
	Jason Berger
<b>Title</b>	<b>Date</b>
President	10/20/15

The public reporting and recordkeeping burden for this collection of information is estimated to average three (3) hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.



**Disadvantaged Business Enterprise (DBE) Program  
DBE Subcontractor Performance Form**

This form is intended to capture the DBE<sup>1</sup> subcontractor's<sup>2</sup> description of work to be performed and the price of the work submitted to the prime contractor. An EPA Financial Assistance Agreement Recipient must require its prime contractor to have its DBE subcontractors complete this form and include all completed forms in the prime contractors bid or proposal package.

Subcontractor Name <b>Cisco Air Systems</b>		Project Name <b>McKinleyville CSD Wastewater MFI</b>	
Bid/ Proposal No.	Assistance Agreement ID No. (if known)	Point of Contact <b>Todd Barrett</b>	
Address 214 27th Street, Sacramento, CA 95816			
Telephone No. (916) 444-2525		Email Address toddbarrett@ciscoair.com	
Prime Contractor Name Auburn Constructors, Inc		Issuing/Funding Entity: Clean Water State Revolving Fund Program	

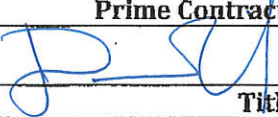
Contract Item Number	Description of Work Submitted to the Prime Contractor Involving Construction, Services, Equipment or Supplies	Price of Work Submitted to the Prime Contractor
Section 11372	Air Compressors & Receivers	\$7,021.00
DBE Certified By: <input checked="" type="radio"/> DOT <input type="radio"/> SBA <input checked="" type="radio"/> Other: <u>SBE</u>		Meets/ exceeds EPA certification standards? <input type="radio"/> YES <input type="radio"/> NO <input checked="" type="radio"/> Unknown

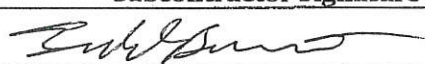
<sup>1</sup> A DBE is a Disadvantaged, Minority, or Woman Business Enterprise that has been certified by an entity from which EPA accepts certifications as described in 40 CFR 33.204-33.205 or certified by EPA. EPA accepts certifications from entities that meet or exceed EPA certification standards as described in 40 CFR 33.202.

<sup>2</sup> Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award of financial assistance.

**Disadvantaged Business Enterprise (DBE) Program  
DBE Subcontractor Performance Form**

I certify under penalty of perjury that the forgoing statements are true and correct. Signing this form does not signify a commitment to utilize the subcontractors above. I am aware of that in the event of a replacement of a subcontractor, I will adhere to the replacement requirements set forth in 40 CFR Part 33 Section 33.302 (c).

<b>Prime Contractor Signature</b>	<b>Print Name</b>
	Dean Bailey
<b>Title</b>	<b>Date</b>
PRESIDENT	10/22/15

<b>Subcontractor Signature</b>	<b>Print Name</b>
	Todd Barrett
<b>Title</b>	<b>Date</b>
Applications Engineer	10/21/15

The public reporting and recordkeeping burden for this collection of information is estimated to average three (3) hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

**Disadvantaged Business Enterprise (DBE) Program  
DBE Subcontractor Performance Form**

This form is intended to capture the DBE<sup>1</sup> subcontractor's<sup>2</sup> description of work to be performed and the price of the work submitted to the prime contractor. An EPA Financial Assistance Agreement Recipient must require its prime contractor to have its DBE subcontractors complete this form and include all completed forms in the prime contractors bid or proposal package.

Subcontractor Name <i>Crane Works, Inc.</i>		Project Name <i>McKinleyville CSD WWFT</i>	
Bid/ Proposal No.	Assistance Agreement ID No. (if known)	Point of Contact <i>Vijay</i>	
Address <i>2585 Nicholson St. San Leandro, CA 94577</i>			
Telephone No. <i>510-357-4000</i>		Email Address <i>elmer@craneworksinc.com</i>	
Prime Contractor Name <i>Auburn Constructors, Inc.</i>		Issuing/Funding Entity:	

Contract Item Number	Description of Work Submitted to the Prime Contractor Involving Construction, Services, Equipment or Supplies	Price of Work Submitted to the Prime Contractor
<i>Spec Sect. 14625 Davit Cranes</i>	<i>F.O.B. Jobsite Davit &amp; Bases</i>	<i>\$15,888.00</i>
<i>Spec Sect. 14627</i>	<i>F.O.B. Jobsite Portable Gantry</i>	<i>\$9162.00</i>
<i>2</i>		

DBE Certified By: <input type="radio"/> DOT <input type="radio"/> SBA <input checked="" type="radio"/> Other: <i>CPUC</i> <i>SBE</i>	Meets/ exceeds EPA certification standards? <input type="radio"/> YES <input type="radio"/> NO <input checked="" type="radio"/> Unknown
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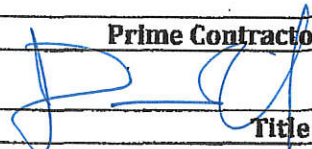
<sup>1</sup> A DBE is a Disadvantaged, Minority, or Woman Business Enterprise that has been certified by an entity from which EPA accepts certifications as described in 40 CFR 33.204-33.205 or certified by EPA. EPA accepts certifications from entities that meet or exceed EPA certification standards as described in 40 CFR 33.202.

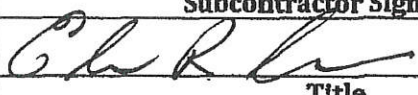
<sup>2</sup> Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award of financial assistance.



**Disadvantaged Business Enterprise (DBE) Program  
DBE Subcontractor Performance Form**

I certify under penalty of perjury that the forgoing statements are true and correct. Signing this form does not signify a commitment to utilize the subcontractors above. I am aware of that in the event of a replacement of a subcontractor, I will adhere to the replacement requirements set forth in 40 CFR Part 33 Section 33.302 (c).

<b>Prime Contractor Signature</b>	<b>Print Name</b>
	DEAN BAILEY
<b>Title</b>	<b>Date</b>
PRESIDENT	10/22/15

<b>Subcontractor Signature</b>	<b>Print Name</b>
	Elmer R. Cremen
<b>Title</b>	<b>Date</b>
Vice-President	10-21-15

The public reporting and recordkeeping burden for this collection of information is estimated to average three (3) hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.



OMB Control No: 2090-0030

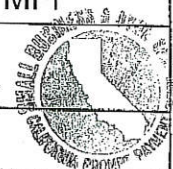
Approved: 8/13/2013

Approval Expires: 8/31/2015

**Disadvantaged Business Enterprise (DBE) Program  
DBE Subcontractor Performance Form**

This form is intended to capture the DBE<sup>1</sup> subcontractor's<sup>2</sup> description of work to be performed and the price of the work submitted to the prime contractor. An EPA Financial Assistance Agreement Recipient must require its prime contractor to have its DBE subcontractors complete this form and include all completed forms in the prime contractors bid or proposal package.

Subcontractor Name <b>Design Air Heating and Sheet Metal</b>		Project Name <b>McKinleyville CSD Wastewater MFI</b>	
Bid/ Proposal No.	Assistance Agreement ID No. (if known)	Point of Contact <b>KEN LANGER</b>	
Address <b>2039 BICH ROAD EUREKA, CA 95503</b>			
Telephone No. <b>(707) 442-1484</b>		Email Address <b>designairheating@sbcglobal.net</b>	
Prime Contractor Name <b>Auburn Constructors, Inc</b>		Issuing/Funding Entity: <b>Clean Water State Revolving Fund Program</b>	



1726380

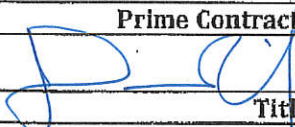
Contract Item Number	Description of Work Submitted to the Prime Contractor Involving Construction, Services, Equipment or Supplies	Price of Work Submitted to the Prime Contractor
<b>2</b>	<b>DIVISION 7: THERMAL + MOISTURE PROTECTION -07600 FLASHING AND SHEET METAL DIVISION 8: DOORS AND WINDOWS -08900 LOUVERS DIVISION 15: MECHANICAL -15600 HEATING + VENTILATING SYSTEMS</b>	<b>35,252</b>
DBE Certified By: <input type="radio"/> DOT <input checked="" type="radio"/> SBA <input type="radio"/> Other: _____		Meets/ exceeds EPA certification standards? <input checked="" type="radio"/> YES <input type="radio"/> NO <input type="radio"/> Unknown


<sup>1</sup> A DBE is a Disadvantaged, Minority, or Woman Business Enterprise that has been certified by an entity from which EPA accepts certifications as described in 40 CFR 33.204-33.205 or certified by EPA. EPA accepts certifications from entities that meet or exceed EPA certification standards as described in 40 CFR 33.202.

<sup>2</sup> Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award of financial assistance.

**Disadvantaged Business Enterprise (DBE) Program  
DBE Subcontractor Performance Form**

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<b>Prime Contractor Signature</b>	<b>Print Name</b>
	Dean Bailey
<b>Title</b>	<b>Date</b>
PRESIDENT	10/22/15

<b>Subcontractor Signature</b>	<b>Print Name</b>
	Kenneth Langer
<b>Title</b>	<b>Date</b>
Vice-President	10/19/2015

The public reporting and recordkeeping burden for this collection of information is estimated to average three (3) hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.





OMB Control No: 2000-0030

Approved: 8/13/2013

Approval Expires: 8/31/2015

**Disadvantaged Business Enterprise (DBE) Program  
DBE Subcontractor Performance Form**

This form is intended to capture the DBE<sup>1</sup> subcontractor's<sup>2</sup> description of work to be performed and the price of the work submitted to the prime contractor. An EPA Financial Assistance Agreement Recipient must require its prime contractor to have its DBE subcontractors complete this form and include all completed forms in the prime contractors bid or proposal package.

Subcontractor Name <b>Field Lining Systems, Inc.</b>		Project Name <b>McKinleyville WWMF Improvements</b>
Bld/ Proposal No. <b>B-207-15</b>	Assistance Agreement ID No. (if known) <b>N/A</b>	Point of Contact <b>Eric Ortega</b>
Address <b>439 S. 3rd Ave., Avondale, AZ 85323</b>		
Telephone No. <b>623-842-1255</b>		Email Address <b>eric@flsi.us</b>
Prime Contractor Name <b>Auburn Constructors</b>		Issuing/Funding Entity:

Contract Item Number	Description of Work Submitted to the Prime Contractor Involving Construction, Services, Equipment or Supplies	Price of Work Submitted to the Prime Contractor
2	Supply and install 60 Mil double-sided Textured conductive liner in Biosolids Storage Basin and (2) aeration basins per plans, specifications and addendums.	\$322,555.00
DBE Certified By: <input type="radio"/> DOT <input type="radio"/> SBA <input checked="" type="radio"/> Other: <b>NMSDC # A200019</b>		Meets/ exceeds EPA certification standards? <input type="radio"/> YES <input type="radio"/> NO <input checked="" type="radio"/> Unknown

<sup>1</sup> A DBE is a Disadvantaged, Minority, or Woman Business Enterprise that has been certified by an entity from which EPA accepts certifications as described in 40 CFR 33.204-33.205 or certified by EPA. EPA accepts certifications from entities that meet or exceed EPA certification standards as described in 40 CFR 33.202.

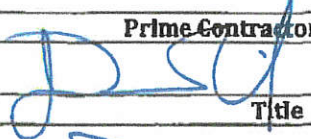
<sup>2</sup> Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award of financial assistance.

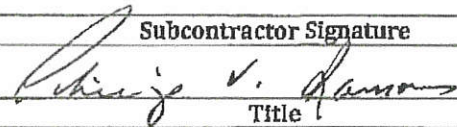


OMB Control No: 2090-0030  
Approved: 8/13/2013  
Approval Expires: 8/31/2015

**Disadvantaged Business Enterprise (DBE) Program  
DBE Subcontractor Performance Form**

I certify under penalty of perjury that the forgoing statements are true and correct. Signing this form does not signify a commitment to utilize the subcontractors above. I am aware of that in the event of a replacement of a subcontractor, I will adhere to the replacement requirements set forth in 40 CFR Part 33 Section 33.302 (c).

<b>Prime Contractor Signature</b>	<b>Print Name</b>
	DEAN BAILEY
<b>Title</b>	<b>Date</b>
PRESIDENT	10/22/15

<b>Subcontractor Signature</b>	<b>Print Name</b>
	Phillip Ramos
<b>Title</b>	<b>Date</b>
Vice-President	10/22/2015

The public reporting and recordkeeping burden for this collection of information is estimated to average three (3) hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

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Subcontractor Name <b>FOX LOOMIS, INC.</b>		Project Name <b>HICKORYVILLE LAD WW.</b>	
Bid/ Proposal No.	Assistance Agreement ID No. (if known)	Point of Contact <b>ARNE ZHAKHLOZE</b>	
Address <b>6901 HILLOMBER ST. HICKORYVILLE, OH 45626</b>			
Telephone No. <b>910-383-2140</b>		Email Address <b>AZ@FOXLOOMIS, INC.</b>	
Prime Contractor Name <b>WISCONSIN CONSTRUCTORS</b>		Issuing/Funding Entity:	

Contract Item Number	Description of Work Submitted to the Prime Contractor Involving Construction, Services, Equipment or Supplies	Price of Work Submitted to the Prime Contractor
<b>2</b>	<b>Dewatering</b>	<b>41,555</b>

DBE Certified By: <input type="radio"/> DOT <input type="radio"/> SBA <input checked="" type="radio"/> Other: <b>WISCONSIN CONSTRUCTORS</b> <b>SERVICES</b>	Meets/ exceeds EPA certification standards? <input checked="" type="radio"/> YES <input type="radio"/> NO <input type="radio"/> Unknown
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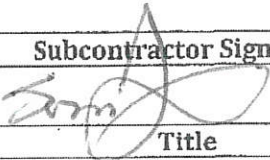
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Prime Contractor Signature	Print Name
	DEAN BAILEY
Title	Date
PRESIDENT	10/22/15

Subcontractor Signature	Print Name
	SAM FOX
Title	Date
PRESIDENT	10-19-15

The public reporting and recordkeeping burden for this collection of information is estimated to average three (3) hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

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DBE Subcontractor Performance Form**

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Subcontractor Name <i>FRANK ZABEL TRUCKING, INC.</i>		Project Name <i>McKIMLEYVILLE CSD WASTE WATER</i>	
Bid/ Proposal No.	Assistance Agreement ID No. (if known)	Point of Contact	
Address <i>P.O. Box 6236, EUREKA, CA 95502</i>			
Telephone No. <i>707-443-4277</i>		Email Address <i>Zabeltrucking@gmail.com</i>	
Prime Contractor Name <i>Auburn Constructors, Inc</i>		Issuing/Funding Entity.	

Contract Item Number	Description of Work Submitted to the Prime Contractor Involving Construction, Services, Equipment or Supplies	Price of Work Submitted to the Prime Contractor
<i>Bid Item #2</i>	<i>TRUCKING EQUIPMENT RENTAL</i>	<i>Transfers @ \$110/hr 10 wheelers @ \$103/hr</i>
DBE Certified By: <input checked="" type="checkbox"/> DOT <i>#4823</i> <input checked="" type="checkbox"/> SBA <i>#20582</i> <input type="checkbox"/> Other: _____		Meets/ exceeds EPA certification standards? <input checked="" type="radio"/> YES <input type="radio"/> NO <input type="radio"/> Unknown

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