



CITY OF GRAND TERRACE

City Council

AGENDA • September 10, 2024

Council Chambers

Regular Meeting

6:00 PM

Grand Terrace Civic Center • 22795 Barton Road

COMMENTS FROM THE PUBLIC

The public is encouraged to address the City Council on any matter posted on the agenda or on any other matter within its jurisdiction. If you wish to address the City Council, please complete a Request to Speak card located at the front entrance and provide it to the City Clerk. Speakers will be called upon by the Mayor at the appropriate time and each person is allowed three (3) minutes speaking time.

If you would like to participate telephonically and speak on an agenda item, you can access the meeting by dialing the following telephone number and you will be placed in the waiting room, muted until it is your turn to speak:

***67 1-669-900-9128**

Enter Meeting ID: 828 1420 2494

Password: 118247

The City wants you to know that you can also submit your comments by email to ccpubliccomment@grandterrace-ca.gov. To give the City Clerk adequate time to print out your comments for consideration at the meeting, please submit your written comments prior to 5:00 p.m.; or if you are unable to email, please call the City Clerk's Office at (909) 954-5207 by 5:00 p.m.

If you wish to have your comments read to the City Council during the appropriate Public Comment period, please indicate in the Subject Line "FOR PUBLIC COMMENT" and list the item number you wish to comment on. Comments that you want read to the City Council will be subject to the three (3) minute time limitation (approximately 350 words).

Pursuant to the provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future City Council meeting.

PLEASE NOTE: Copies of staff reports and supporting documentation pertaining to each item on this agenda are available for public viewing and inspection at City Hall, 1st Floor Lobby Area and 2nd Floor Reception Area during regular business hours and on the City's website www.grandterrace-ca.gov. For further information regarding agenda items, please contact the office of the City Clerk at (909) 954-5207, or via e-mail at dthomas@grandterrace-ca.gov.

Any documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection in the City Clerk's office at City Hall located at 22795 Barton Road during normal business hours. In addition, such documents will be posted on the City's website at www.grandterrace-ca.gov.

AMERICANS WITH DISABILITIES ACT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office, (909) 954-5207 at least 48 hours prior to the advertised starting time of the meeting. This will enable the City to make reasonable arrangements to ensure accessibility to this meeting. Later requests will be accommodated to the extent feasible [28 CFR 34.102.104 ADA Title II].

Tuesday, September 10, 2024

1

Call to Order

Invocation

Pledge of Allegiance

AB 2449 Disclosures

Remote participation by a member of the legislative body for just cause or emergency circumstances.

Roll Call

A. REORDERING OF, ADDITIONS TO, OR REMOVAL OF ITEMS FROM THE AGENDA

B. PUBLIC COMMENT

This is the opportunity for members of the public to comment on any items not appearing on the regular agenda. Because of restrictions contained in California Law, the City Council may not discuss or act on any item not on the agenda, but may briefly respond to statements made or ask a question for clarification. The Mayor may also request a brief response from staff to questions raised during public comment or may request a matter be agendaized for a future meeting.

C. SPECIAL PRESENTATIONS - Boy Scouts Certificate of Recognition/Flag Presentation

D. CONSENT CALENDAR

The following Consent Calendar items are expected to be routine and noncontroversial. They will be acted upon by the City Council at one time without discussion. Any Council Member, Staff Member, or Citizen may request removal of an item from the Consent calendar for discussion.

- 1) Approval of Minutes - Regular Meeting - August 27, 2024

RECOMMENDATION: That the City Council Approve the Regular Meeting Minutes for August 27, 2024

DEPARTMENT: City Clerk

- 2) Street Rehabilitation Project: FY 2024-25 CIP

DEPARTMENT: Public Works

- 3) Update City of Grand Terrace Conflict of Interest Code

DEPARTMENT: City Clerk

- 4) Request for Signature: Recovery Housing Reform Package and Recovery Housing

DEPARTMENT: City Clerk

- 5) Approve Agreement with Loma Linda Heating and Air Conditioning Inc. for Replacement of

Three (3) HVAC Units Servicing Council Chamber, Council Lobby, and City Hall Front Lobby

DEPARTMENT: City Manager

E. PUBLIC HEARINGS

F. UNFINISHED BUSINESS

G. NEW BUSINESS

- 6) CBF - Church Of Fire In Christ

RECOMMENDATION: Approve the Community Benefit Fund grant application from the Church Of Fire In Christ in the amount of \$2,000.00 for the youth retreat

DEPARTMENT: Finance

H. FUTURE AGENDA ITEMS

At this time, the City Council may propose items for discussion and/or action at a future duly agendized City Council meeting. A consensus of a majority of the quorum is required to place an item on a future agenda.

I. CITY COUNCIL COMMUNICATIONS

Council Member Michelle Sabino
Council Member Kenneth J. Henderson
Council Member Jeff Allen
Mayor Pro Tempore Doug Wilson
Mayor Bill Hussey

J. CITY MANAGER COMMUNICATIONS

K. CLOSED SESSION

L. ADJOURN

The next Regular City Council Meeting will be held on October 8, 2024, at 6:00 PM. Any request to have an item placed on a future agenda must be made in writing and submitted to the City Clerk's office.



CITY OF GRAND TERRACE

CITY COUNCIL

MINUTES • AUGUST 27, 2024

Council Chambers

Regular Meeting

6:00 PM

Grand Terrace Civic Center • 22795 Barton Road

CALL TO ORDER

Mayor Bill Hussey convened the Regular Meeting of the City Council for Tuesday, August 27, 2024, at 6:00 p.m.

Invocation

Youth Pastor Charles from Church of Fire in Christ gave the Invocation.

Pledge of Allegiance

Mayor Pro Tem Doug Wilson led the Pledge of Allegiance.

AB 2449 Disclosures

None.

Attendee Name	Title	Status	Arrived
Bill Hussey	Mayor	Present	
Doug Wilson	Mayor Pro Tem	Present	
Jeff Allen	Council Member	Present	
Kenneth J. Henderson	Council Member	Present	
Michelle Sabino	Council Member	Present	
Konrad Bolowich	City Manager	Present	
Adrian Guerra	City Attorney	Present	
Debra L. Thomas	City Clerk	Present	
Christine Clayton	Finance Director	Present	

A. REORDERING OF, ADDITIONS TO, OR REMOVAL OF ITEMS FROM THE AGENDA

None.

B. PUBLIC COMMENT

Ralfie Navarro, long-time Colton resident representing the American Cancer Society wanted to thank the City of Grand Terrace and its businesses and residents for their support. He also announced the upcoming American Cancer Society dinner to be held on September 14, 2024, at 5:00 p.m. located at the American Legion Post 155. For more information, please reach out to RelayforLife.org.

C. SPECIAL PRESENTATIONS

San Bernardino Valley Municipal Water District, State Water Project [PowerPoint](#) presentation was given by T. Milford Harrison, Board Member of the San Bernardino Valley Municipal Water District, Leonardo Ferrando, Assistant Chief Engineer, San Bernardino Valley Municipal Water District, Michael Plinski, Engineering Manager for the City of Riverside and Don Hough of Riverside Highland Water Company.

D. CONSENT CALENDAR

Mayor Hussey pulled Agenda Item No. 4 for discussion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michelle Sabino, Council Member
SECONDER:	Doug Wilson, Mayor Pro Tem
AYES:	Hussey, Wilson, Allen, Henderson, Sabino

1. Waive Full Reading of Ordinances on Agenda
2. Regular Meeting Minutes of the City Council for August 13, 2024

APPROVE THE REGULAR MEETING MINUTES FOR AUGUST 13, 2024

3. Approval of the June-2024 Check Register in the Amount of \$680,275.33

RECOMMENDATION:

Approve Check Register No. 06302024 in the amount of \$680,275.33 as submitted for the month ending June 30, 2024.

5. City Hall Closure During the 2024 Holidays

RECOMMENDATION:

Receive and file.

Discussion was held on a typographical error in the report of Agenda Item No. 4

4. Appoint Two (2) Planning Commission Members to Fill Two (2) New Four-Year Terms Expired June 30, 2024

RECOMMENDATION:

Appoint the two (2) incumbent Planning Commissioner applicants to new four-year terms expiring June 30, 2028.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michelle Sabino, Council Member
SECONDER:	Doug Wilson, Mayor Pro Tem
AYES:	Hussey, Wilson, Allen, Henderson, Sabino

E. PUBLIC HEARINGS

None.

F. UNFINISHED BUSINESS

None.

G. NEW BUSINESS

6. Historical & Cultural Activities Committee Appointments – Monica Gutierrez, Lynne Harmon & Dianne Johnson

Debra Thomas, City Clerk, presented the staff report for this item.

Toni Epps, Grand Terrace commented on her support for the three (3) applicants joining the Historical & Cultural Activities Committee.

COUNCIL MEMBER JEFF ALLEN SELECTED LYNNE HARMON AS HIS APPOINTEE; COUNCIL MEMBER KENNETH J. HENDERSON SELECTED DIANNE JOHNSON AS HIS APPOINTEE; COUNCIL MEMBER MICHELLE SABINO SELECTED MONICA GUTIERREZ AS HER APPOINTEE. MOTION BY COUNCIL MEMBER ALLEN WITH A SECOND FROM MAYOR PRO TEM WILSON TO APPROVE THE APPOINTMENTS.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeff Allen, Council Member
SECONDER:	Doug Wilson, Mayor Pro Tempore
AYES:	Hussey, Wilson, Allen, Henderson, Sabino

7. Selection of Voting Delegates for Cal Cities 2024 Annual Conference & Expo

Debra Thomas, City Clerk, presented the staff for this item.

MAYOR HUSSEY MOVED WITH A SECOND FROM MAYOR PRO TEM WILSON TO SELECT COUNCIL MEMBER HENDERSON AS THE GENERAL ASSEMBLY DELEGATE AND COUNCIL MEMBER SABINO AS THE GENERAL ASSEMBLY ALTERNATE.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bill Hussey, Mayor
SECONDER:	Doug Wilson, Mayor Pro Tem
AYES:	Hussey, Wilson, Allen, Henderson, Sabino

H. FUTURE AGENDA ITEMS

None.

I. CITY COUNCIL COMMUNICATIONS**Council Member Michelle Sabino**

Council Member Sabino commented on the following meetings and events she attended:

- Chamber of Commerce meeting held August 13, 2024
- Opening Ceremonies for the Annual Soccer Season
- Grand Terrace Cars & Coffee

Council Member Kenneth J. Henderson

Nothing to Report.

Council Member Jeff Allen

Nothing to Report.

Mayor Pro Tempore Doug Wilson

Mayor Pro Tem Wilson commented on the following meetings and events he attended:

- Opening Ceremonies for the Annual Soccer Season
- Grand Terrace Cars & Coffee
- OCD Anxiety Centers, Corona, California Ribbon Cutting Ceremonies – Accepted a Recognition Award on behalf of the City of Grand Terrace for its leadership and mental health advocacy.

Mayor Bill Hussey

Mayor Hussey commented on the following meetings and events he attended:

- Opening Ceremonies for the Annual Soccer Season
- San Bernardino County Transportation Authority's board meeting
- Business of the Month Ceremony – Burt's Jewelers

J. CITY MANAGER COMMUNICATIONS

Konrad Bolowich, City Manager commented on the upcoming roadwork scheduled on various streets in the city.

SHERIFF'S REPORT

Lieutenant Bryan Lane, San Bernardino County Sheriff's Department announced the upcoming National Night Out scheduled for August 28, 2024, in the City of Loma Linda.

K. ADJOURN

Mayor Hussey adjourned the Regular Meeting of the City Council at 7:38 p.m. The next Regular City Council meeting will be held on Tuesday, September 10, 2024. at 6:00 p.m.

Bill Hussey, Mayor

Debra L. Thomas, City Clerk



AGENDA REPORT

MEETING DATE: September 10, 2024

TITLE: Street Rehabilitation Project: FY 2024-25 CIP

PRESENTED BY: Kamran Dadbeh, City Engineer

RECOMMENDATION:

1. Find that the Capital Improvement Project (CIP 2024-25) is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Regulations Section 15301(c) and authorize the preparation and filing of a Notice of Exemption as applicable.
2. Award the Capital Improvement Project (CIP 2024-25) to Hardy & Harper, Inc. on the Base Bid and approve the public works agreement with Hardy & Harper, Inc., in the amount of \$693,000, plus a 10% contingency (\$69,300) for the construction of the Capital Improvement Project (CIP 2024-25), and authorize the City Manager to execute the agreement, subject to City Attorney approval as to form.
3. Award a contract to Willdan for Inspection Services for Capital Improvement Project (CIP 2024-25) in the amount of \$36,240, plus a 10% contingency (\$3,624), and authorize the City Manager to execute the agreement, subject to City Attorney approval as to form.

2030 VISION STATEMENT:

This staff report supports Goal #2 "Maintain Public Safety" by investing in improvements to public infrastructure.

BACKGROUND:

For the FY 2023-24 CIP, savings from two prior projects enabled the inclusion of additional paving segments and improvements to the City Maintenance Yard. A bid package was prepared and advertised, leading to the receipt of four bids by November 27, 2023, with Hardy & Harper Inc. submitting the lowest bid of \$1,188,000, prompting staff to recommend their selection for the project.

DISCUSSION:

A bid package, which includes construction plans, technical specifications, and bid documents, has been prepared and advertised.

The project involves street rehabilitation, encompassing paving, striping, and sidewalk replacement at the following locations (refer to the attached map):

- Mount Vernon Avenue from Van Buren Street to Brentwood Street

Bids were accepted until 11:00 a.m. on August 26, 2024. The City Clerk received four timely bids:

- Hardy & Harper Inc., Lake Forest: \$693,000
- R.J. Noble, Orange: \$720,917
- All American Asphalt, Corona: \$755,452.75
- Onyx Paving Company, Inc., Anaheim: \$909,000

Staff also sought proposals from Willdan for project inspection services. Based on the above, staff recommends that the City Council concur with this recommendation.

ENVIRONMENTAL IMPACT:

Paving projects fall under the categorical exemption from the California Environmental Quality Act (CEQA) pursuant to CEQA Regulations Section 15301(c) because they relate to repair/maintenance of existing streets.

FISCAL IMPACT:

This project will be funded by a combination of Gas Tax, Measure I and RMRA funds and expenditures will be coded to account 46-900-321-000-000 if City Council approves recommendations 2-4.

August 26, 2024

Kamran Dadbeh, City Engineer
City of Grand Terrace, Public Works Department
22795 Barton Road
Grand Terrace, CA 92313

Subject: *Proposal for Inspection Services for the Pavement Rehabilitation on Mt. Vernon Ave. from Van Buren St. to Brentwood St. CIP 2024-2025*

Dear Mr. Dadbeh:

Willdan Engineering is pleased to present the City of Grand Terrace with this proposal to assist in performing inspection services to the City of Grand Terrace's Pavement Rehabilitation Project. Willdan Engineering has been providing construction management and inspection services to California cities and counties for 60 years, including Grand Terrace, Highland, Bell, Lakewood, Downey, and Cerritos. We are well suited to partner with the City of Grand Terrace to achieve a fast-track approach for planned infrastructure projects.

Willdan will provide staffing professionals who are committed to providing the City with top-quality service. The following strengths are what set us apart from the competition and make us the best-qualified team for this assignment:

	Highly Skilled Construction Inspector. Our proposed Public Works Inspector, Mr. Joe Putrino possesses over 35 years of experience in the construction field. He possesses exceptional decision-making capabilities and is meticulous in ensuring project specifications are compliant with contracts and requirements.	<i>Mr. Putrino offers extensive street improvement experience to the City of Grand Terrace.</i>
	Unmatched Pavement Improvement Project Experience. Willdan has provided construction management and/or inspection on an extensive amount of pavement related projects for over 60 years, including bike lanes, rehabilitations, slurry seals, and street widening.	<i>Our project team has experience working together on hundreds of public works projects throughout the region.</i>
	Large Company with Boutique Company Approach. We have the resources of a large company but are staffed by individuals who respect our clients' unique needs. Every Willdan employee – including those working at City offices – seeks to understand each city's goals, policies, and practices based upon what is written in their general plans and development codes and how those goals and policies have been applied over time. This approach has contributed to Willdan's success.	<i>We have worked with nearly 90% of California cities and counties to deliver 13,000+ projects, serving over 3,400 clients.</i>

Willdan looks forward to the opportunity to assist the City of Grand Terrace on this very important project. Should you have any questions regarding our proposal, please do not hesitate to contact me at (310)-502-6335.

Respectfully submitted,
WILLDAN ENGINEERING



Chris Baca, RCI, CESSWI
Director of Construction Management
and Inspection Services

Approval and Authorization to Proceed By:
CITY OF GRAND TERRACE

Signature

Date

910005\06-140\P24-320_26622

WILLDAN CONSTRUCTION SERVICES EXPERTISE

Willdan provides expertise in all areas of project and construction management, contract administration, construction inspection and observation, grant funding administration and compliance, labor compliance, and community relations. Willdan's corporate philosophy emphasizes strong leadership, cost effectiveness, timely performance, and consistent reciprocal communication with clients and internal and external resources.

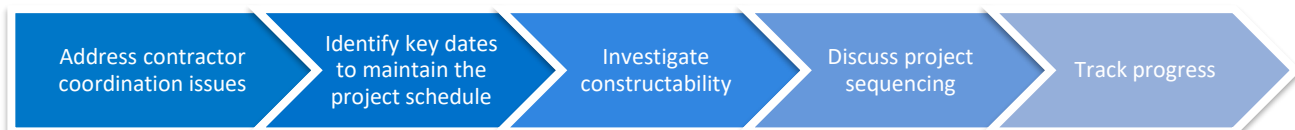
Our resident engineers, construction managers, and construction inspectors offer reliable service, quality workmanship, use of good judgment, fair and equitable treatment, and adherence to our corporate integrity. These experienced team members identify and correct discrepancies, ambiguities, omissions, or conflicts in plans, specifications, and bid schedules that might generate misinterpretation and/or lead to agency and contractor disagreements. Our professionals are adept at anticipating issues before they arise through continual review of project plans, specifications, contractors' schedules, and contract documents. Potential problems are brought to the attention of the City's Project Manager and/or the contractor, along with constructive recommendations for solutions, so that costly delays and negative impacts to the public and the project are mitigated.



QUALITY CONTROL/QUALITY ASSURANCE

Willdan will perform Quality Assurance and Quality Control of this project through a diligent review of all work and documentation. Quality Assurance and Quality Control will begin with the pre-construction meeting, at which time the scope of the project and control requirements will be reviewed with the General Contractor. Once construction begins, the next step in the Quality Control process will be the verification of materials and components to be installed. Once the material and components arrive onsite, Willdan Inspectors will spot-check these materials and components to verify they match the construction documents. The Inspectors will maintain a detailed record of samples, tests, material releases, and certificate of compliance for the project.

Willdan Inspectors closely monitor projects to ensure compliance with all contract requirements. Most of our inspectors have American Construction Inspectors Association (ACIA) certification and attend regular seminars, college courses, and in-house presentations to keep abreast of current construction technologies. In addition to ACIA, many of our staff are certified QSPs and QSDs and are provided with the latest information concerning the implementation of the State Water Board permit. Willdan's inspectors have knowledge of basic soil dynamics and are highly cognizant of the crucial role of soils compaction in construction. They are also familiar with the need for general material testing for asphalt and concrete. The basic goal of the quality assurance plan is to provide quality work delivered on time and within budget. We do this by adhering to the following steps.



Willdan adopted Caltrans' Construction Manual (LAPM) as our in-house quality standard and has incorporated Caltrans' prescribed standards and procedures into our everyday inspection routine. This ensures we meet federal and state guidelines from the start.

Contractor Compliance



Our inspection staff has extensive experience with a myriad of public works projects and our staff has a clear understanding of the issues surrounding inspection of the work. For example, when constructing trench backfill, our inspector will ensure adequate compaction has been achieved. Inspectors will monitor the work for conformance with the plans and specifications. Willdan's inspectors will monitor the contractor's operations for conformance with City compaction standards by working with the City's approved material testing lab and will not accept any trench backfill or allow any pavement repair until proper compaction is verified by the lab. Delivery tickets will be checked to ensure materials match the approved submittals.

METHODOLOGY

Project Understanding

Willdan understands the City of Grand Terrace requires the services of a qualified construction inspector to provide full-time inspection services for 30 working days and will include furnishing all labor, materials, methods or processes, implements tools and machinery necessary.

SCOPE OF WORK

Construction Inspection



The Construction Inspector will observe work performed by the contractor for general conformance with the plans and specifications. The project inspector will be expected to be onsite at all times during construction activities.

1. Review plans, specifications, and all other contract- and construction-related documents.
2. Conduct a field investigation of the project area to become familiar with the existing facilities and the project environment.
3. Become familiar with traffic control plans, construction schedule, construction sequence, and permit requirements from other agencies.
4. Verify that the contractor conforms to the design survey line and grades.
5. Attend weekly progress meetings with the construction manager, contractor, and subcontractors.
6. Provide full-time and as-needed construction inspection, including night inspection, of the work to monitor materials and methods for compliance with plans, specifications, and contract documents; address and document non-conforming items as they are discovered.
7. Monitor compliance with Cal OSHA requirements and compliance with all local, state, and federal regulations. Although Willdan will monitor the activities, it is the contractor's sole responsibility to provide workers with a safe working environment.
8. Monitor compliance with the Clean Air Act and the Clean Water Act (National Pollutant Discharge Elimination System – NPDES best management practices). Also, monitor the contractor's compliance with approved SWPPP.
9. Meet with the contractor at the beginning of each day and review the proposed work plan, including specific details that may affect progress.
10. Conduct daily measurements of quantities of work with the contractor.
11. Review actual contractor performance throughout the day and discuss discrepancies with the contractor as they occur.
12. Assist in coordination of engineering support, surveying, specialty inspections, and fieldwork by utility companies.
13. Ensure compliance of Underground Service Alert notification/delineation.
14. Evaluate the contractor's operation and production with respect to quality and progress and report to the City's Project Manager and Construction Manager.
15. Photograph continuous property frontages along the street alignment once prior to construction and once immediately following construction. Maintain a photographic record of key elements of each major operation of work each day, with increased detail in situations of potential changes or claims.
16. Closely monitor testing results and require the contractor to provide corrective measures to achieve compliance.
17. Maintain copies of all permits needed to construct the project and enforce special requirements of each.
18. Prepare and maintain detailed daily diary inspector reports on construction progress.
19. Prepare clear and concise letters and memoranda, as needed. Establish a solid paper trail.
20. Maintain field file bound workbooks and Willdan electronic file during construction, including a cumulative record of quantities constructed, daily and weekly reports, working day reports, change order documentation, photographs, and other documentation.
21. Provide complete measurements and calculations documented to administer progress payments.
22. Maintain and submit a clean set of plans marked in red for as-built corrections on record drawings to be filed with the City. (City's design consultant will transfer the contractor's record drawings to original Mylar drawings).
23. Prepare a punch list at substantial completion and follow up with the contractor regarding progress of corrections.
24. Schedule a final inspection with the City and applicable agencies; prepare, distribute, and inspect corrections to the final punch list for completion; and recommend final acceptance.
25. Prepare documentation for final payment to the contractor..



PROJECT FEE

Willdan proposes to perform the required inspection services on a time and materials (T&M) basis. Willdan's proposal is based upon the City's estimated 30 Working Day construction schedule. Our proposed not-to-exceed fee for the Scope of Work identified above is **\$36,240.00**.

Classification	Public Works Inspector (Prevailing Wage) \$151/hr	Total Hrs.	Total
Preconstruction	0	0	
Construction Management	0	0	
Construction Inspection	240	240	\$36,240.00
Total Not-to-Exceed Fee			\$36,240.00

¹ Hours are estimated and will be dependent upon the Contractor's final phasing and scheduling of the work.

² Additional service needed beyond 60 working days will be provided on a time-and-material basis at Willdan's standard hourly rates.

³ Overtime inspection services are not included but will be billed at 1.5 times normal hourly rate if required and may require adjustment to the approved budget. Work performed by support staff with titles not explicitly listed herein will be charged in accordance with Willdan's City of Grand Terrace's Project 2024 specified hourly rates.



Joseph Putrino

Construction Manager/Senior Public Works Inspector

Profile Summary

Education:	- College of the Desert, Palm Desert - Uniform Building Code, Fire Code, and ADA Codes, Bergen Community College - Construction Management, Architectural Drafting, and Blueprint Reading Courses
Registration:	- Certified Building Inspector, International Code Council - Certified Plumbing Inspector, International Code Council - Certified Mechanical Inspector, International Code Council - Contractor License Class A and B, No. 636747
Experience:	35 Years

Mr. Joseph Putrino is experienced in all aspects of public works construction projects. He possesses extensive experience with estimating project costs, progress schedules, bid preparation, and complete project administration.

Relevant Project Experience

Plan Review and Inspection Services for the City of Grand Terrace – 22220 Barton Rd. / New Starbucks GR0-000-067 & PW0-001-011, City of Grand Terrace, California. Public Works Inspector. The project includes inspection for the public improvements associated with the construction of the new Starbucks building at 22220 Barton Road.

22051 Grand Terrace Road, City of Grand Terrace, California. Public Works Inspector. The project includes inspection for the public improvements associated with the construction of the new building at 22051 Grand Terrace Road.

22200 Barton Road, City of Grand Terrace, California. Public Works Inspector. The project includes public works inspection for the public improvements associated with the construction of the new 5,342 SF multi-tenant building located at 22200 Barton Road.

23400 Westwood Rough Grading Project, City of Grand Terrace, California. Public Works Inspector. The project included construction of new on and off-site improvements at the remodeled San Bernardino Indian Health Center. The project involved the installation of new curb/gutter, rough grading and finish grading of new parking lot, drainage structures, asphalt repair, and other appurtenant work.

Slurry Seal, De Luz Community Service District, California. Construction Manager. Willdan provided construction management, inspection, and labor compliance for the De Luz Community Service District's Slurry Seal project.

22172 Barton Road/Taco Bell Rough Grading Project, City of Grand Terrace, California. Public Works Inspector. The project included construction of new on and off-site improvements at the remodeled Taco Bell at 22172 Barton Rd. The project involved the installation of new curb/gutter, rough grading and finish grading of new parking lot, drainage structures, asphalt repair, and other appurtenant work.

Police Substation CP 15-07, City of Palm Springs, California. Public Works Inspector. The project includes ADA upgrades to the police station restrooms, water features, and landscape improvements.

Fire Station No. 4 Remodel and Expansion City Project 15-25, City of Palm Springs, California. Senior Public Works Observer. The project involved remodeling and expanding the fire station approximately 2,820 square feet to address sleeping quarter separation, decontamination areas, and general ADA compliance issues. The project construction encompassed demolition, asbestos remediation, structural foundations, structural retrofit and framing, utility equipment yard enclosure, electrical service transformer, wet and dry utilities, fire line, sprinkler and alarm systems, keyless entry system, vehicle emission exhaust system, sand/oil separator, site furnishings and furniture,

lighting fixtures, doors and windows, miscellaneous concrete work, ADA-compliant ramps, site drainage, landscaping, signing and striping, emergency alerting system, back-up generator, and fuel tank.

PROPOSAL
PROPOSAL TO: THE CITY OF GRAND TERRACE

The undersigned bidder hereby proposes to furnish all labor, materials, equipment, tools and services necessary to perform all work required under the Bidding Schedule of the City's Specifications entitled:

**PAVEMENT REHABILITATION ON MT. VERNON AVE. FROM VAN BUREN STREET TO
BRENTWOOD STREET
(CIP 2024-2025)**

in accordance with the intent of said Specifications, Drawings, and all addenda issued by said City, prior to opening of the proposals.

Said bidder agrees that, within ten (10) calendar days after receipt of the contract from said City, he will execute said contract in the required form, of which the Notice Inviting Bids, Instructions to Bidders, Proposal, Certification of Non-Discrimination By Contractors, Non collusion Affidavit, Specifications, Drawings, and all addenda issued by said City prior to the opening of proposals, are a part, and will secure the required insurance and bonds and furnish the required insurance certificates; and that upon failure to do so within said time, then the proposal guaranty furnished by said bidder shall be forfeited to said City for such failure; provided that if said bidder shall execute the contract, secure the required insurance and bonds, and furnish the required insurance certificates within said time, his check, if furnished, shall be returned to him within 20 days thereafter, and the bid bond, if furnished, shall become void.

Said bidder further agrees that all the work included in the proposal shall be completed in 30 working days from the date specified in the Notice to Proceed and to accept in full payment therefor the price(s) named in the Bidding Schedule(s). Said bidder further agrees to pay to the City of Grand Terrace the sum of \$1,000.00 per day for liquidated damages in accordance with Section 8.06 of the General Conditions.

Licensed in accordance with an act providing for the registration of contractors, License No. 215952 ; Class A, C-8, C12 .

*CONTRACTOR Hardy & Harper, Inc.
BY: 
TITLE: Michael Amundson, Vice President
BUSINESS ADDRESS: 32 Rancho Circle, Lake Forest, CA 92630

*If an individual, so state. If a firm or Co-partnership, state the firm name, and give the names and addresses of all individuals, Co-partners, composing the firm. If a corporation, state the legal name of the corporation, also names of President, Secretary, Manager, and Treasurer thereof, with their business addresses:

Dan T. Maas - President
Michael Amundson & Tanner Hambright - Vice President
Kristen Paulino - Corporate Secretary

Corporation charted under the laws of the State of California

PROPOSAL

ADDENDA ACKNOWLEDGEMENT

The undersigned acknowledges receipt of the following ADDENDA and the cost, if any, of such revisions has been included in the TOTAL BID of the Bidding Schedule(s).

ADDENDUM NO. _____ DATED: _____

ADDENDUM NO. _____ DATED: _____

ADDENDUM NO. _____ DATED: _____

ADDENDUM NO. _____ DATED: _____

Name of Bidder Hardy & Harper, Inc.

Address 32 Rancho Circle, Lake Forest, CA 92630

State License No. 215952

Telephone No. 714-444-1851

By:


Signature

Michael Amundson, Vice President
Title

Dated this 27th day of August, 2024

PROPOSAL

BIDDING SCHEDULE

PAVEMENT REHABILITATION ON MT. VERNON AVE. FROM VAN BUREN STREET TO BRENTWOOD STREET (CIP 2024-2025)

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	SUB-TOTAL
1	Mobilization	L.S.	1	26,500	26,500
2	Traffic Control	L.S.	1	42,134	42,134
3	Cold Milling 2" Thick	S.F.	289,100	.30	86,730
4	2" ARHM Pavement Overlay	TON	3,476	128	444,928
5	Remove/Replace Traffic signal loops	EA.	19	475	9,025
6	Adjust MH to grade	EA.	28	1,200	33,600
7	Adjust water valve to grade	EA.	37	50	1,850
8	Grind Sidewalk	EA.	4	357	1,428
9	Remove/Replace PCC Sidewalk	S.F.	760	23	17,480
10	Remove/Replace PCC Driveway	S.F.	12	75	900
11	12" White Stripe, Detail A24E	L.F.	140	4	560
12	24" Yellow Solid Line (24" Space, 10' Long) Crosswalk	L.F.	500	7.35	3,675
13	4" Wide White Solid Line	L.F.	1,460	.60	876
14	4" White Lane Line, Detail 12	L.F.	8,320	.55	4,576
15	4" Double Yellow Centerline, Detail 22	L.F.	4,650	.90	4,185
16	White Bike Lane Striping, Details 39 & 39A	L.F.	4,385	.60	2,631
17	Detail A24C, "25"	EA.	2	105	210
18	Detail A24C, "40"	EA.	8	105	840
19	Type IV Arrow (Right), A24A	EA.	2	79	158
20	Type IV Arrow (Left), A24A	EA.	10	79	790
21	Type I Arrow Straight, A24A	EA.	9	79	711
22	Detail A24D, "STOP AHEAD" White	EA.	4	472	1,888
23	Detail A24D, "SLOW SCHOOL XING AHEAD"	EA.	6	945	5,670
24	Detail A24E, "KEEP CLEAR" White	EA.	2	472	944
25	Detail A24C, Bike Lane Symbol with Person	EA.	9	79	711
	Total				\$ 693,000.00

TOTAL BID \$ 693,000.00

six Hundred Ninety Three Thousand Dollars Even

Total Bid Costs Written in Words

NOTE: The unit price must be written in words and also shown in figures. The total price must be extended for each item of work and the total of all items inserted in the space provided.

The project's Notice of Inviting Bid, Bid Schedule, Addenda, Plan Holder's List, and Bid Results will be posted on the City's website at <https://www.grandterrace-ca.gov>.



AGENDA REPORT

MEETING DATE: September 10, 2024

TITLE: Update City of Grand Terrace Conflict of Interest Code

PRESENTED BY: DEBRA THOMAS, City Clerk

RECOMMENDATION: **ADOPT A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAND TERRACE, CALIFORNIA, RESCINDING RESOLUTION NO. 2022-48 IN ITS ENTIRETY AND ADOPTING A CONFLICT OF INTEREST CODE APPLICABLE TO DESIGNATED POSITIONS, INCLUDING MEMBERS AND STAFF OF THE PUBLIC FINANCING AUTHORITY AND THE GRAND TERRACE HOUSING AUTHORITY**

2030 VISION STATEMENT:

This staff reports supports Goal No. 5 in that the Conflict of Interest Code promotes transparency within the organization and community.

BACKGROUND:

DISCUSSION:

The Political Reform Act requires every local government agency to review its Conflict of Interest Code biennially. In reviewing the City's Conflict of Interest Code, staff identified staff positions that should be removed and positions that should be included in the Code. The positions included in the attached Resolution properly reflect positions that may potentially have a material effect on his/her financial interest in the decision-making process.

The changes made are listed as follows:

Positions Removed from the Code:

- Principal Accountant
- Budget Officer

ENVIRONMENTAL IMPACT:

None.

FISCAL IMPACT:

This item does not require an expenditure of funds.

RESOLUTION NO. 2024-33

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAND TERRACE, CALIFORNIA, RESCINDING RESOLUTION NO. 2022-48 IN ITS ENTIRETY AND ADOPTING A CONFLICT OF INTEREST CODE APPLICABLE TO DESIGNATED POSITIONS, INCLUDING MEMBERS AND STAFF OF THE PUBLIC FINANCING AUTHORITY AND THE GRAND TERRACE HOUSING AUTHORITY

WHEREAS, the California Fair Political Practices Commission has adopted Section 18730 of Title 2 of the California Code of Regulations which contains the terms of a Standard Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings; and

WHEREAS, a Conflict of Interest Code for City officials, employees and commissioners was adopted on September 13, 2022, by Resolution No. 2022-48; and

WHEREAS, since the last revision of the Grand Terrace Conflict of Interest Code on September 13, 2022, it has been determined that there are proposed revisions to the Code; and

WHEREAS, Government Code Section 87306.5 requires every local agency to review its Conflict of Interest Code in all even-numbered years.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GRAND TERRACE, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. Resolution No. 2022-48 is hereby rescinded in its entirety.

SECTION 2. In compliance with Government Code Section 87300, the City Council hereby adopts the FPPC's Model Conflict of Interest Code authorized by 2 CCR § 18730 and the attached Exhibit "A" Designated Employees, and Exhibit "B" Appendix of Disclosure Categories.

SECTION 3. The City Clerk shall certify to the passage and adoption of this Resolution, and it shall take effect and be in force.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Grand Terrace, California, at a regular meeting held on the 10th day of September 2024.

Bill Hussey
Mayor

ATTEST:

Debra L. Thomas
City Clerk

APPROVED AS TO FORM:

Adrian Guerra
City Attorney

EXHIBIT “A”

Designated Employees

The following is a listing of positions for which the employee is required to submit Statements of Economic Interest (Form 700) pursuant to the Political Reform Act of 1974.¹

To the extent that certain positions are required to perform actions on behalf of the City and also another agency or authority (such as the Successor Agency), the following disclosure requirements shall also apply to duties performed on behalf of any such agency/agencies.

<u>DEPARTMENTS / POSITIONS</u>	<u>DISCLOSURE CATEGORIES</u>
<u>City Attorney</u>	
City Attorney	1
Assistant City Attorney	1
Deputy City Attorney	1
<u>City Council / Boards of Directors</u>	
Members of City Council ²	1
<u>City Clerk</u>	
City Clerk	1
<u>City Manager</u>	
City Manager	1
Assistant City Manager	1
Senior Management Analyst	2

¹ Government Code § 87200 already requires the following individuals (among others) to disclose their economic interests: mayors, city council members, planning commissioners, city managers, city attorneys, city treasurers, other public officials who manage public investments, and candidates for any of these offices at any election. For ease of reference, this Conflict of Interest Code includes such individuals, even though they already have statutory disclosure obligations. This code is not intended to increase or decrease their existing statutory obligations to disclose.

² Members of the City Council currently serve as *ex officio* members of the following Boards: (1) Grand Terrace Public Financing Authority (2) Grand Terrace Housing Authority. All City Councilmembers already are required to disclose all financial interests that they have which may be affected by their membership on the City Council, and therefore, they are already required to disclose all interests which may also affect the actions they take as members of these boards.

<u>Finance Department</u>	
Director of Finance/Treasurer	1
Finance Manager	1
Senior Accountant	2
Management Analyst	2
<u>Fire Department</u>	
Fire Chief or Designee to Grand Terrace	1
<u>Planning Commission Members</u>	1
<u>Planning & Development Services</u>	
Planning & Development Services Director	1
Senior Planner	1
Assistant Planner	2
Building Official	1
Animal Control / Code Enforcement Officer	2
<u>Police Department</u>	
Sheriff Captain assigned to Grand Terrace	1
Sheriff Lieutenant assigned to Grand Terrace	2
<u>Public Works</u>	
Public Works Director	1
Management Analyst	2
<u>Consultants*</u>	1

*Consultants (and certain people filling new positions – see below) shall be included in the list of designated employees and shall disclose, pursuant to the broadest disclosure category in the Code, subject to the following limitations:

The City Manager or Agency's Executive Director may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and based upon that description, a statement of the extent of disclosure requirements. The City Manager/Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

Commission Regulation Section 18700.3 defines "consultant" as an individual who, pursuant to a contract with a state or local governmental agency:

- (1) Makes a governmental decision whether to:
 - a. Approve a rate, rule, or regulation;
 - b. Adopt or enforce a law;
 - c. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order or similar authorization or entitlement;

- d. Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract which requires agency approval;
 - e. Grant agency approval to a contract which requires agency approval and in which the agency is a party or to the specifications for such a contract;
 - f. Grant agency approval to a plan, design, report, study, or similar item;
 - g. Adopt, or grant agency approval of, policies, standards, or guidelines for the agency or for any subdivision thereof; or
- (2) Serves in a staff capacity with the agency and that capacity participates in making a governmental decision as defined in Regulation 18704(a) and (b) or performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency's Conflict of Interest Code under Section 87302.

Newly Created Positions

To the extent required by Commission Regulation 18219, as it may be amended from time to time, "an employee in a newly created position that makes or participates in the making of decision and whose specific position is not yet listed in the conflict of interest code" is also required to disclose pursuant to the broadest disclosure category, subject to the same limitation, above, via which the City manager may determine, in writing, that the employee is not required to fully comply with the disclosure requirements, etc.

EXHIBIT “B”

DISCLOSURE CATEGORIES

CATEGORY

- 1 Full Disclosure – All interests in real property as well as investments, business positions and sources of income, including gifts, loans, and travel payments.
- 2 Full Disclosure – (excluding interests in real property) – Investments and business positions and sources of income, including gifts, loans, and travel payments.
- 3 Interest in Real Property – Interests in real property located in the city, including property located within a two-mile radius of any property owned or used by the City.
- 4 General Contracting – Investments, business positions and of income, including gifts, loans and travel payments from sources that provide leased facilities, goods, equipment, vehicles, machinery, or services, including training or consulting services, of the type utilized by the City.



AGENDA REPORT

MEETING DATE: September 10, 2024

TITLE: Request for Signature: Recovery Housing Reform Package and Recovery Housing

PRESENTED BY: DEBRA THOMAS, City Clerk

RECOMMENDATION: Approve the Submission of Letters Requesting Governor Gavin Newsom's Signature on AB 2081 (Davies) Recovery Housing Reform Package and AB 2754 (Valencia) Recovery Housing

2030 VISION STATEMENT:

This staff report supports the City of Grand Terrace Mission: To preserve and protect our community and its exceptional quality of life through thoughtful planning, within the constraints of fiscally responsible government.

BACKGROUND:

In 2018, the City Council passed a resolution that would allow for a quicker response to requests for support or opposition when taking positions on pending legislation and ballot measure/propositions to promote and protect the interests of the community. Prior to securing the Mayor's signature on the subject opposition letter, the resolution requires that all members of the City Council have an opportunity to review those letters.

However, the request that is before you is a Request for Signature from Governor Gavin Newsom to sign recovery housing bills that will protect patients and the community. Therefore, these two (2) letters do not fall under the category of a letter of support/letter of opposition which Resolution 2018-04 governs.

DISCUSSION:

The Legislature and the Governor have failed to pass meaningful recovery housing legislation. Cal Cities has a long history of advocating for legislation that creates comprehensive reform yet they continue to see little to no action by lawmakers to move legislation that protects residents and holds bad actors accountable

Cal Cities sponsored four (4) bills this session to ensure drug and alcohol recovery facilities follow state regulations and provide high-quality treatment. Two of those bills, AB 2081 (Davis) and AB 2574 (Valencia), have passed through the legislative process and are headed to the Governor's desk.

What do AB 2081 and AB 2574 do?

- [AB 2081](#) (Davies) would require a licensed recovery home operator to disclose to those seeking care that they can check the Department of Health Care Services website to confirm a facility's compliance with state licensing laws.
- [AB 2574](#) (Valencia) would expand reporting requirements to improve the state's oversight of

sober living homes that operate as integral parts of a licensed treatment facility located elsewhere in the community.

- This bill would provide much-needed transparency by ensuring a recovery residence operating as a business with a licensed treatment facility is regulated like a business, not a residential home.

Talking Points:

- Recovery housing can play a key role in supporting vulnerable residents and creating safer communities. However, the state must also address the need for more oversight, accountability, and transparency.
- Drug and alcohol recovery facilities are loosely regulated in California. Cities and lawmakers have voiced concerns about the over concentration of recovery homes in certain areas of the state, as well as the misuse of residential homes by profit-driven treatment centers.
- Compliance with state licensing laws is essential to safeguarding every person's well-being and care, both inside and outside recovery homes.
- Cal Cities' sponsored measures, AB 2081 (Davies) and AB 2574 (Valencia), would address these concerns while upholding the purpose and integrity of neighborhood care programs.
- These measures help ensure treatment facilities meet standards for patient care, which is central to effective treatment outcomes and community well-being.

ENVIRONMENTAL IMPACT:

None.

FISCAL IMPACT:

None.



September 10, 2024

The Honorable Gavin Newsom
Governor, State of California
1021 O Street, Suite 9000
Sacramento, CA 95814

RE: AB 2081 (Davies) Substance abuse: recovery and treatment programs.
Request for SIGNATURE

Dear Governor Newsom,

The City of Grand Terrace, requests your **signature** on AB 2081 (Davies), which would require a higher standard of transparency and greater protections for individuals seeking alcoholism or substance use treatment.

Specifically, AB 2081 would require the operator of a licensed recovery home to disclose to those seeking care that they can check the Department of Health Care Services website to confirm a facility's compliance with state licensing laws. This will empower patients to make informed decisions about their care by easily knowing if the entity's license or certification has been placed on probationary status, been subject to a temporary suspension order, been revoked, or if the operator has been given a notice of operation in violation of the law.

Some have argued that these changes are duplicative since licensed providers must share their license numbers on their websites and in marketing materials. However, a number on a piece of paper does nothing to inform individuals of the compliance status of these facilities and does not connect them to [other licensing and certification resources](#) that are currently available.

Residential recovery housing provides a wide range of benefits to some of California's most vulnerable residents, and it is critical that their needs are prioritized over profits. Compliance with state licensing laws administered through the Department of Health Care Services is essential to safeguarding residents' well-being and maintaining quality care. AB 2081 would ensure that those seeking treatment easily know what violations, if any, have occurred within a treatment facility and would hold providers accountable by making these violations more easily accessible.

September 10, 2024

The Honorable Gavin Newson

RE: AB 2081 (Davies) Substance abuse: recovery and treatment programs.
Request for SIGNATURE

Page 2

AB 2081 is commonsense, transparency legislation that protects residents and holds providers accountable for maintaining high quality treatment. For these reasons, the City of Grand Terrace **requests your signature** on AB 2081 (Davies).

Sincerely,

Bill Hussey
Mayor
City of Grand Terrace

cc: The Honorable Laurie Davies (via email: assemblymember.davies@assembly.ca.gov)
Mayor Pro Tem Doug Wilson (via email: dwilson@grandterrace-ca.gov)
Council Member Jeffrey Allen (via email: jallen@grandterrace-ca.gov)
Council Member Kenneth J. Henderson (via email: khenderson@grandterrace-ca.gov)
Council Member Michelle Sabino (via email: msabino@grandterrace-ca.gov)
Regional Public Affairs Manager Laura Varela (via email: lvarela@calcities.org)
League of California Cities (via email: cityletters@calcities.org)



September 10, 2024

The Honorable Gavin Newsom
Governor, State of California
1021 O Street, Suite 9000
Sacramento, CA 95814

RE: AB 2574 (Valencia) Alcoholism or drug abuse recovery or treatment facilities.
Request of SIGNATURE.

Dear Governor Newsom,

The City of Grand Terrace requests your **signature** on AB 2574 (Valencia), which seeks to better regulate recovery residences.

Specifically, AB 2574 would expand reporting requirements for licensed recovery home operators to enhance the Department of Health Care Services' oversight of sober living homes that are operating as an integral part of a licensed drug treatment facility located elsewhere in the community.

Residential recovery housing provides a wide range of benefits to some of California's most vulnerable residents, and it is critical that their needs are prioritized over profits. Compliance with state licensing laws administered through the Department of Health Care Services is essential to safeguarding residents' well-being and maintaining quality care.

There have been cases where a licensed facility provides services to the residents of a sober living home but does not include the sober living home in the facility's licensure. AB 2574 would provide much-needed transparency to ensure that if a recovery residence is operated as a business with a licensed treatment facility, it is regulated like a business, not a residential home.

September 10, 2024

The Honorable Gavin Newsom

RE: AB 2574 (Valencia) Alcoholism or drug abuse recovery or treatment facilities.
Request of SIGNATURE.

Page 2

This measure would protect residents and hold providers accountable for maintaining high-quality treatment and care. For these reasons, the City of Grand Terrace **requests your signature** on AB 2574 (Valencia).

Sincerely,

Bill Hussey
Mayor
City of Grand Terrace

cc: The Honorable Avelino Valencia (Via email: assemblymember.valencia@assembly.ca.gov)
Mayor Pro Tem Doug Wilson (via email: dwilson@grandterrace-ca.gov)
Council Member Jeffrey Allen (via email: jallen@grandterrace-ca.gov)
Council Member Kenneth J. Henderson (via email: khenderson@grandterrace-ca.gov)
Council Member Michelle Sabino (via email: msabino@grandterrace-ca.gov)
Regional Public Affairs Manager Laura Varela (via email: lvarela@calcities.org)
League of California Cities (via email: cityletters@calcities.org)



AGENDA REPORT

MEETING DATE: September 10, 2024

TITLE: Approve Agreement with Loma Linda Heating and Air Conditioning Inc. for Replacement of Three (3) HVAC Units Servicing Council Chamber, Council Lobby, and City Hall Front Lobby

PRESENTED BY: Konrad Bolowich, City Manager

RECOMMENDATION: 1. Approve agreement with Loma Linda Heat and Air Conditioning Inc. for replacement of three (3) HVAC units servicing Council Chambers, Council Lobby, and Front Lobby in the amount of \$43,299.72 with a 10% Contingency (\$4,330.00).
2. Authorize the City Manager to execute the Agreement subject to City Attorney approval as to form.

2030 VISION STATEMENT:

This staff report supports Goal #2: "Ensuring Our Fiscal Viability."

BACKGROUND:

The City of Grand Terrace Civic Center building currently has six (6) separate HVAC units, each serving a different section of the building. The HVAC package units serving the Council Chambers, Council Lobby, and Front Lobby have reached the end of their lifespan and need to be replaced based on the recommendation from the City's selected HVAC preventative maintenance contractor, Loma Linda Heat & Air Conditioning Inc.

DISCUSSION:

On May 10, 2022, the City Council selected Loma Linda Heat & Air Conditioning as the City's HVAC preventative maintenance contractor. As part of the preventative maintenance contract, the contractor was tasked with providing a comprehensive evaluation of the existing HVAC systems at City facilities. This included a detailed report assessing the current condition of each system, along with recommendations for repair or replacement and cost estimates.

Following a thorough evaluation, the contractor recommended replacing the units serving the Council Chamber, Council Lobby, and City Hall Front Lobby and other peripheral sections of City Hall. All three (3) units have experienced multiple failures, causing disruptions to scheduled meetings and City operations. The replacement of all units at once will reduce costs associated with the use of cranes and other heavy equipment.

The proposed units are high-efficiency models that provide natural gas heat. This will allow future adoption of natural gas for all units and will eliminate the need for the existing boiler to provide heat to City Hall. Transitioning to these new units will result in a more efficient and cost-effective heating solution.

The scope of work includes the removal and disposal of the existing units, installation of three (3) new

Carrier Gas/Electric package units, control wiring connection, electrical connection, and drain line connection.

RECOMMENDATION:

Staff recommends that the Council approve an Agreement with Loma Linda Heat & Air Conditioning, Inc. (attached hereto) in an amount not to exceed \$43,299.72 for the three (3) HVAC units and authorize the City Manager to execute the agreement subject to City Attorney approval as to form. Alternatively, the City Council may also reject the proposal.

ENVIRONMENTAL IMPACT:

The replacement of the existing HVAC units will facilitate the transitioning from using an expensive and inefficient boiler to a clean and low-cost natural gas heating system, reducing the City's carbon footprint.

FISCAL IMPACT:

There will be no fiscal impact on the FY2024-25 Adopted Budget General Fund as the work will be fully covered by the Equipment Replacement Reserve Fund. Funds were allocated to this fund as part of 2024/25 Budget.



Loma Linda Heat & Air
PO Box 11609
San Bernardino, CA 92423
(909) 792-1882

BILL TO

City of Grand Terrace
22795 Barton Road
Grand Terrace, CA 92313 USA

ESTIMATE
14200998

ESTIMATE DATE
Aug 27, 2024

Home Improvement Contract
License #825214

JOB ADDRESS

CITY OF GT
22795 Barton Road
Grand Terrace, CA 92313 USA

Job: 13980838

Technician: Javier Martinez

Technician: Juan Araujo

DESCRIPTION OF THE PROJECT & DESCRIPTION OF THE SIGNIFICANT MATERIALS TO BE USED & EQUIPMENT TO BE INSTALLED

Replace (3) HVAC Systems: Removal of existing equipment and installation of new.

SERVICE	DESCRIPTION	QTY	PRICE	TOTAL
FULL-INST	Replacement of (3) Rooftop gas/electric package units. AC #4, AC #5 and AC#6. All (3) units service lobby areas and chamber of commerce. New units to be converted to heat pump package units. Model#50FCQA06A2A5-0A0A0 208/230 VOLT 3 phase with model#0734HJ360A05A fresh air hoods. New units to be installed on existing roof curbs and adapted to existing ductwork. Drain line connections, high voltage connections, gas line capped off, crane lift, metal work, programming and configurations. Haul away and disposal of old equipment. (Removal of all old equipment and hazardous refrigerant related material from installation site and proper disposal of hazardous related material abiding by California law and EPA regulations.) *Low voltage to be connected by Honeywell. WARRANTY: 1 year labor, 1 year parts and compressor per manufacture's certificate	1.00	\$43,299.72	\$43,299.72

SUB-TOTAL	\$43,299.72
TAX	\$0.00

CONTRACT PRICE	\$43,299.72
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Thank you for choosing Loma Linda Heat & Air!

CONTRACT PRICE: \$43,299.72

APPROXIMATE START DATE: 9/16/2024

APPROXIMATE COMPLETE DATE: 9/16/2024

ANY CHANGES IN THE SCOPE OF WORK OR EXTRA WORK MUST BE CONFIRMED IN WRITING BY BOTH THE CONTRACTOR AND HOMEOWNER IN ADVANCE OF THE WORK COMMENCING. EXTRA WORK OR A CHANGE ORDER IS NOT ENFORCEABLE AGAINST YOU UNLESS THE CHANGE ORDER ALSO IDENTIFIES ALL OF THE FOLLOWING IN WRITING PRIOR TO THE COMMENCEMENT OF ANY WORK COVERED BY THE NEW CHANGE ORDER: THE SCOPE OF WORK ENCOMPASSED BY THE ORDER; (II) THE AMOUNT TO BE ADDED OR SUBTRACTED FROM THE CONTRACT; AND (III) THE EFFECT THE ORDER WILL MAKE IN THE PROGRESS PAYMENTS OR THE COMPLETION DATE. HOWEVER, FAILURE TO COMPLY WITH THE REQUIREMENTS OF THIS PARAGRAPH DOES NOT PRECLUDE THE RECOVERY OF COMPENSATION FOR WORK PERFORMED BASED UPON LEGAL OR EQUITABLE REMEDIES DESIGNED TO PREVENT UNJUST ENRICHMENT.

DOWNPAYMENT

THE DOWN PAYMENT MAY NOT EXCEED \$1,000 OR 10 PERCENT OF THE CONTRACT PRICE, WHICHEVER IS LESS.

THE SCHEDULE OF PROGRESS PAYMENTS MUST SPECIFICALLY DESCRIBE EACH PHASE OF WORK, INCLUDING THE TYPE AND AMOUNT OF WORK OR SERVICES SCHEDULED TO BE SUPPLIED IN EACH PHASE, ALONG WITH THE AMOUNT OF EACH PROPOSED PROGRESS PAYMENT. IT IS AGAINST THE LAW FOR A CONTRACTOR TO COLLECT PAYMENT FOR WORK NOT YET COMPLETED, OR FOR MATERIALS NOT YET DELIVERED. HOWEVER, A CONTRACTOR MAY REQUIRE A DOWN PAYMENT.

YOU, THE HOMEOWNER (BUYER) OR TENANT HAVE THE RIGHT TO REQUIRE THE CONTRACTOR TO FURNISH YOU WITH A PERFORMANCE AND PAYMENT BOND, HOWEVER THE CONTRACTOR CAN REQUIRE YOU TO PAY FOR THAT BOND.

INFORMATION ABOUT THE CONTRACTORS STATE LICENSE BOARD (CSLB)

CSLB is the state consumer protection agency that licenses and regulates construction contractors. Contact CSLB for information about the licensed contractor you are considering, including information about disclosable complaints, disciplinary actions and civil judgments that are reported to CSLB. Use only licensed contractors. If you file a complaint against a licensed contractor within the legal deadline (usually four years), CSLB has authority to investigate the complaint. If you use an unlicensed contractor, CSLB may not be able to help you resolve your complaint. Your only remedy may be in civil court, and you may be liable for damages arising out of any injuries to the unlicensed contractor or the unlicensed contractor's employees.

For more information:

VISIT CSLB's website at www.cslb.ca.gov

CALL CSLB at 1-800-321-CSLB (2752)

WRITE CSLB at P.O. Box 26000, Sacramento, CA 95826

You are entitled to a completely filled in copy of this agreement, signed by both you and the contractor, before any work may be started.

CUSTOMER AUTHORIZATION

THIS IS AN ESTIMATE, NOT A CONTRACT FOR SERVICES. The summary above is furnished by Loma Linda Heat & Air

Conditioning, Inc. as a good faith estimate of work to be performed at the location described above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed. A financing reoccurring charge of 1% per month and a \$35.00 monthly late fee shall be applied for overdue amounts. An additional charge of 4% will be applied for all credit card transactions.

Sign here

Date



AGENDA REPORT

MEETING DATE: September 10, 2024

TITLE: CBF - Church Of Fire In Christ

PRESENTED BY: Christine Clayton, Finance Director

RECOMMENDATION: Approve the Community Benefit Fund grant application from the Church Of Fire In Christ in the amount of \$2,000.00 for the youth retreat

2030 VISION STATEMENT:

This staff report supports the following City Council Goals:

- Goal #1 - Ensure Our Fiscal Viability, through the continuous monitoring of revenue receipts and expenditure disbursements against the approved budget appropriation; and
- Goal #4 - Develop and Implement Successful Partnerships through productive collaboration with community groups, youth programs and senior organizations.

BACKGROUND:

In past fiscal years, the City Council has approved the use of funds for the establishment of the Community Benefits Grant Program. The purpose of the Community Benefits Grant Program is to provide funding for local youth programs, community events, community fee waivers, and be used as an economic development tool for small business development in the City.

For Fiscal Year 2024-25, the City Council has approved the use of \$20,000 toward community benefit funded programs and activities.

Various youth and senior activities have benefited from the Community Benefits Fund including the Foundation of Grand Terrace, the REC Center, several youth sports leagues, and the Friends of the Grand Terrace Library.

Attachment A provides a summary of awarded grants by fiscal year and the recipients of said grants awarded each fiscal year.

DISCUSSION:

I. Application received from the Church Of Fire In Christ

The mission of the Church Of Fire In Christ is to help the community and keep the youth motivated and encouraged about their future.

Below summarizes the current application submitted by the Church:

Project Title:	Youth Retreat
----------------	---------------

Project Activity:	It's a three day (Sept 6-8) retreat in the mountains were the church takes the youth for outdoor activities and games.
Public Purpose:	We have many youth from the City of Grand Terrace that attend the church. We help out with the school. The youth stay motivated and encouraged to be successful in life.
Amount Requested:	\$2,000.00
Utilization of Funds:	To pay for the youth to be able to attend the 3-day retreat.

ENVIRONMENTAL IMPACT:

None

FISCAL IMPACT:

Funds in the amount of \$20,000.00 have been approved for the program and established in the Community Benefits Fund (Fund 61). If approved, the table below will show the balances of each category remaining in the fund:

FY2024-25 Community Benefits Fund

<u>Fund No.</u>	<u>Acct. No.</u>	<u>Account Title</u>	<u>Approved Budget</u>	<u>Awarded Grants</u>	<u>Balance as of Sep 1, 2024</u>	<u>Proposed Grant Awards</u>	<u>Revised Balance</u>
61	461-100	Youth/School Programs	\$10,000	\$8,000	\$2,000	(\$0)	\$2,000
61	461-200	Service Organizations	\$10,000	\$4,000	\$6,000	(\$2,000)	\$4,000
		TOTAL	\$20,000	\$12,000	\$8,000	(\$2,000)	\$6,000



CITY OF GRAND TERRACE COMMUNITY BENEFITS FUND (GT-CBF)

ORGANIZATION INFORMATION			
Organization Name:	Church of Fire in Christ		
Organization Mission:			
Organization Contact #1:	Name: Charles Vasquez	Title: Youth Pastor	
Mailing Address:	12354 M + Vernon Ave		
City, State, Zip Code	Grand Terrace CA		
Phone & E-mail:	Phone: (909) 440-3261	E-mail: Charles.Vasquez27@gmail.com	
Organization Contact #2:	Name: Julio Sandoval	Title: Senior Pastor	
Mailing Address:	23210 Thompson Dr		
City, State, Zip Code	Grand Terrace CA		
Phone & E-mail:	Phone: (909) 917 3977	E-mail:	
Have you ever applied for funding through the City's Community Benefit FUND (CBH) before?		☐ Yes	☒ No
If yes, please list each time you've applied, the outcome, whether you were granted funding or not, the amount your organization originally requested and the amount approved, if any.			
Purpose of Prior Funding Requests (if any)	Request Date	Amount Requested	Amount Approved (if any)
1.			
2.			
3.			
4.			
5.			
Date of Application:	8-15-24		
Requested Amount:	\$ 2,000		



CITY OF GRAND TERRACE COMMUNITY BENEFITS FUND (GT-CBF)

PROJECT INFORMATION				
Project/Activity Title:	Youth Retreat			
Project/Activity Description (description of event the organization is seeking funding for)	Its a 3 day event that the youth will be out in the mountains and have activities have fun.			
Describe how the project/activity is for a public purpose and benefits the residents and or community of Grand Terrace	We have many youth from the City of Grand Terrace that attend Church we help out with school they stay motivated and encourage to keep successful lives			
Project/Activity Target Population:	☒ Youth	☐ Seniors	☐ Women	☐ Low-Income
	☐ Businesses	☐ Disabled Persons	☐ Yes	☐ Entire Community
Project/Activity Date:	September 6-8			
Location of Project/Activity:	Loch Leven Retreat Center			
Detailed description of how the funds will be utilized.	To pay for the youth to be able to attend have fun			
Negative Impact should funding not be approved:	There may be youth that will not attend.			

Submit completed application to:

City of Grand Terrace
City Manager's Office
22795 Barton Road
Grand Terrace, CA 92313-5295
Attn: Konrad Bolowich

City of Grand Terrace												
Community Benefit Grant Awards												
GRANT AWARD HISTORY as of August 31, 2024 and Approved & Proposed Applications for Sept 2024												
Title	2015-16	2016-17	2017-18	2018-19	2019-20	2021-22	2022-23	2023-24	2024-25	TOTAL	2024-25 Proposed in Sep-2024	TOTAL
										TO DATE		REVISED
YOUTH / SCHOOL ORGANIZATIONS												
Grand Terrace Community Basketball	\$ 1,136	\$ -	\$ -	\$ 1,450	\$ -	\$ -				\$ 2,586	\$ -	\$ 2,586
Grand Terrace High School Football Boosters	-	-	-	2,000	2,000	-				\$ 4,000	-	4,000
Grand Terrace High School Legacy Regiment Boosters	-	-	-	2,000	-	-				\$ 2,000	-	2,000
Grand Terrace High School Boys Basketball	-	-	-	-	2,000	-		1,040		\$ 3,040	-	3,040
Grand Terrace High School Titan Wrestling Team	-	-	-	-	1,997	-	2,000			\$ 3,997	-	3,997
Grand Terrace HS Titan Wrestling Booster Club									2,000	\$ 2,000	-	2,000
Grand Terrace High School Cheer Booster Club	-	-	-	-	-	-	-	2,000	2,000	\$ 4,000	-	4,000
Grand Terrace Little League	2,000	-	2,000	-	-	-				\$ 4,000	-	4,000
Grand Terrace Youth Football & Cheer	-	4,000	2,000	-	-	-		2,000		\$ 8,000	-	8,000
Boy Scout Troop 40									2,000	\$ 2,000	-	2,000
Grand Terrace Tribe Baseball Club									2,000	\$ 2,000	-	2,000
Terrace View Elementary PTA	1,000	671	1,517	700	-	1,805	1,725	2,000	-	\$ 9,418	-	9,418
	\$ 4,136	\$ 4,671	\$ 5,517	\$ 6,150	\$ 5,997	\$ 1,805	\$ 3,725	\$ 7,040	\$ 8,000	\$ 47,041	\$ -	\$ 47,041
NON-PROFIT / SERVICE ORGANIZATIONS												
American Cancer Society	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -				\$ 2,000	\$ -	\$ 2,000
Drug Alternative Program	-	2,000	-	-	-	-				\$ 2,000	-	2,000
Foundation of Grand Terrace	2,350	2,000	1,830	-	-	2,000	2,000	2,000		\$ 12,180	-	12,180
Friends of Grand Terrace Library	3,750	2,000	2,000	4,000	-	-				\$ 11,750	-	11,750
Grand Terrace Lions Club	-	620	-	-	-	-				\$ 620	-	620
Sheriff's Central Station Explorer Program	-	-	-	2,000	-	-				\$ 2,000	-	2,000
The REC Center	2,187	310	-	3,100	-	-				\$ 5,597	-	5,597
Grand Terrace Cars & Coffee	-	-	-	-	-	2,000	2,000	1,000		\$ 5,000	-	5,000
Christ the Redeemer Catholic Church	-	-	-	-	-	-	310	310		\$ 620	-	620
Grand Terrace Living Word Foursquare Church	-	-	-	-	-	-	2,000	-		\$ 2,000	-	2,000
New City Church	-	-	-	-	-	-	-	2,000		\$ 2,000	-	2,000
Grand Terrace Women's Club	-	-	-	-	-	-	-	-	2,000	\$ 2,000	-	2,000
Grand Terrace Chamber of Commerce									2,000	\$ 2,000	-	2,000
Church Of Fire In Christ	-	-	-	-	-	-	-	-	-	\$ -	2,000	2,000
Family Service Association	-	-	-	-	2,000	-	-	-	-	\$ 2,000	-	2,000
	\$ 8,287	\$ 6,930	\$ 5,830	\$ 9,100	\$ 2,000	\$ 4,000	\$ 6,310	\$ 5,310	\$ 4,000	\$51,767	\$ 2,000	\$ 53,767
TOTAL	\$ 12,423	\$ 11,601	\$ 11,347	\$ 15,250	\$ 7,997	\$ 5,805	\$ 10,035	\$ 12,350	\$ 12,000	\$ 98,808	\$ 2,000	\$ 100,808