



**AGENDA
REGULAR MEETING
CITY COUNCIL OF THE TOWN OF COLMA
Wednesday, August 24, 2022
7:00 PM**

The City Council meeting will be conducted virtually pursuant to the provisions of Assembly Bill 361 amending the Ralph M. Brown Act and Government Code Section 54953(e) (and without compliance with section 54953(b)(3)) related to conducting public meetings during the COVID-19 pandemic based on the current State of Emergency and the existing State recommendations on social distancing. The Council Chambers will not be open to the public for this City Council meeting.

Members of the public may view the meeting by attending, via telephone or computer, the Zoom Meeting listed below:

**Join Zoom Meeting: <https://us02web.zoom.us/j/81289976261>
Passcode: 074407**

**Meeting ID: 812 8997 6261
Passcode: 074407**

**One tap mobile
+16699006833,,81289976261#,,,,,0#,,074407# US (San Jose)
+13462487799,,81289976261#,,,,,0#,,074407# US (Houston)**

**Dial by your location
+1 669 900 6833 US (San Jose)
+1 346 248 7799 US (Houston)
+1 253 215 8782 US (Tacoma)
+1 312 626 6799 US (Chicago)
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Germantown)**

**Meeting ID: 812 8997 6261
Passcode: 074407**

Find your local number: <https://us02web.zoom.us/j/81289976261>

Members of the public may provide written comments by email to the City Clerk at ccorley@colma.ca.gov before the meeting. Emailed comments should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda. The length of the emailed comment should be commensurate with the three minutes customarily allowed for verbal comments, which is approximately 250-300 words. Verbal comments will also be accepted during the meeting.

PLEDGE OF ALLEGIANCE AND ROLL CALL

ADOPTION OF AGENDA

PRESENTATIONS

- Remembrance of Former Vice Mayor Raquel "Rae" Gonzalez

PUBLIC COMMENTS

Comments on the Consent Calendar and Non-Agenda Items will be heard at this time.
Comments on Agenda Items will be heard when the item is called.

CONSENT CALENDAR

1. Motion to Accept the Minutes from the July 27, 2022 Regular Meeting.
2. Motion to Accept the Minutes from the August 10, 2022 Special Meeting.
3. Motion to Approve Report of Checks Paid for July 2022.

NEW BUSINESS

4. SELECTION OF VICE MAYOR

Consider: Motion to Select a Vice Mayor.

5. NOTICE OF AWARD – 2022 MISSION ROAD CROSSWALK IMPROVEMENT PROJECT

Consider: Motion to Adopt Resolution Awarding and Authorizing the City Manager to Execute a Construction Contract for the 2022 Mission Road Crosswalk Improvement Project (CIP #909) to Golden Bay Construction, Inc, and Amending the Project Budget in the Amount \$130,000.00.

6. NOTICE OF AWARD – F STREET RETAINING WALL IMPROVEMENT PROJECT

Consider: Motion to Adopt a Resolution Rejecting Cazadoro Construction, Inc's Bid Protest as Without Merit and Waiving the Immaterial Irregularity in the Bid of and Awarding and Authorizing the City Manager to Execute a Construction Contract with Farallon Company Engineering for the F Street Retaining Wall Repair Project (CIP #902) in the Amount of \$284,885.00.

7. FULL TIME DISPATCH SERVICES / CONTRACT DISPATCH SERVICES

Consider: Motion Directing Staff to Proceed with Creating a More Concrete Staffing Plan for Full Time In-House Dispatch Services and to Meet and Confer with the Colma Dispatchers as Legally Required.

STUDY SESSION

8. SMART CORRIDOR PROJECT – NORTHERN CITIES

This item is for discussion only; no action will be taken at this meeting.

REPORTS

Mayor/City Council

City Manager

ADJOURNMENT

The City Council Meeting Agenda Packet and supporting documents are available for review on the Town's website www.colma.ca.gov or at Colma Town Hall, 1198 El Camino Real, Colma, CA. Persons interested in obtaining an agenda via e-mail should call 650-997-8300 or email a request to citymanager@colma.ca.gov.

Reasonable Accommodation

Upon request, this publication will be made available in appropriate alternative formats to persons with disabilities, as required by the Americans with Disabilities Act of 1990. Any person with a disability, who requires a modification or accommodation to view the agenda, should direct such a request to Pak Lin, ADA Coordinator, at 650-997-8300 or pak.lin@colma.ca.gov. Please allow two business days for your request to be processed.



**MINUTES
REGULAR MEETING**

City Council of the Town of Colma
Meeting Held Remotely via Zoom.us
Wednesday, July 27, 2022
7:00 PM

PLEDGE OF ALLEGIANCE AND ROLL CAL

Mayor Fiscaro called the meeting to order at 7:00 p.m.

Council Present –Mayor Helen Fiscaro, Council Members Joanne F. del Rosario, John Irish Goodwin and Diana Colvin were present. Vice Mayor Raquel Gonzalez was absent.

Staff Present – City Manager Brian Dossey, City Attorney Christopher Diaz, Administrative Services Director Pak Lin, City Planner Farhad Mortazavi, Police Commander Sherwin Lum and City Clerk Caitlin Corley were in attendance.

The Mayor announced, “As always, we are accepting public comments through email or the zoom chat function—you can email our City Clerk at ccorley@colma.ca.gov or use the chat function to let her know which item you would like to speak on. Please keep your comments to 3 minutes or less. Thank you.”

ADOPTION OF THE AGENDA

Mayor Fiscaro asked if there were any changes to the agenda. Council Member Goodwin requested that Item #3 be pulled and discussed immediately following the Consent Calendar. The Mayor asked for a motion to adopt the agenda with the requested changes.

Action: Council Member del Rosario moved to adopt the agenda with changes; the motion was seconded by Council Member Colvin and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fiscaro, Mayor	✓				
Raquel Gonzalez					✓
Joanne F. del Rosario	✓				
John Irish Goodwin	✓				
Diana Colvin	✓				
	4	0			

PRESENTATIONS

- The Mayor read a proclamation in recognition of North Peninsula Food Pantry and Dining Center of Daly City Executive Director Denise Kelly for her decades of service. She also recognized the Board of Directors with certificates of appreciation for their service and dedication to our community:
 - Dennis Fiscaro, President
 - Teresa Proano, Vice President
 - Monica Devincenzi, Secretary

- Sara Watson, Treasurer
 - Sandie Arnott, Director
 - Susan Cossette, Director
 - Tom Ledda, Director
 - Marie Villarosa, Director
- City Planner Farhad Mortazavi introduced new Assistant Planner Claire Smith.
 - Administrative Services Director Pak Lin introduced new Accounting Technician Nicole Nguyen.

PUBLIC COMMENTS

Mayor Fiscaro opened the public comment period at 7:21 p.m. and seeing no one request to speak, she closed the public comment period.

CONSENT CALENDAR

1. Motion to Accept the Minutes from the July 13, 2022 Regular Meeting.
2. Motion to Adopt an Ordinance Repealing Colma Municipal Code Subchapter 4.13 and Adopting a New Subchapter 4.13 Regulating the Use of Disposable Food Service Ware by Food Facilities Pursuant to CEQA Guideline 15061(B)(3) and 15308 to Align with New State Mandates (second reading).
3. [Pulled from Consent Calendar]
4. Motion to Adopt a Resolution Calling on Sutter Health to Reopen the Mack E. Mickelson Arthritis and Rehabilitation Center Therapy Pool for Community Use at the Mills Health Center in San Mateo, With the Same Open Access Hours That Were in Place Prior to January 2020.
5. Motion to Adopt a Resolution Approving and Authorizing the City Manager to Execute a Three-Year Financial Projection and GASB Reporting Service Contract with GovInvest for a Total Contract Value of \$104,000.

Action: Vice Mayor Gonzalez moved to approve the consent calendar items #1 through 5; the motion was seconded by Council Member del Rosario and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fiscaro, Mayor	✓				
Raquel Gonzalez					✓
Joanne F. del Rosario	✓				
John Irish Goodwin	✓				
Diana Colvin	✓				
	4	0			

3. Motion to Designate Council Member John Goodwin as the Voting Delegate and City Manager Brian Dossey as the Alternate Voting Delegate for the Annual League of California Cities Conference in September 2022.

Council Member Goodwin explained that he was no longer able to attend the conference and requested that the motion be changed to designate City Manager Brian Dossey as the Voting Delegate.

Action: Mayor Fiscaro moved to Designate City Manager Brian Dossey as the Voting Delegate for the Annual League of California Cities Conference in September 2022; the motion was seconded by Council Member Colvin and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fiscaro, Mayor	✓				
Raquel Gonzalez					✓
Joanne F. del Rosario	✓				
John Irish Goodwin	✓				
Diana Colvin	✓				
	4	0			

PUBLIC HEARING

6. SALE OF 1365 MISSION ROAD

Council Member John Goodwin announced that he would not participate in this item out of an abundance of caution because he lives within 1000 feet of the property being discussed. The City Clerk removed Council Member Goodwin’s audio and video capabilities.

City Manager Brian Dossey and City Attorney Christopher Diaz presented the staff report. Mayor Fiscaro opened the public hearing at 7:29 p.m. Resident Thom Taylor made a comment. Council discussion followed.

Action: Mayor Fiscaro made a Motion Finding That the Town Owned Property at 1365 Mission Road is Exempt Surplus Property and Directing the City Manager to Prepare, List and Sell the Town Owned Property at 1365 Mission Road for Sale; the motion was seconded by Council Member del Rosario and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fiscaro, Mayor	✓				
Raquel Gonzalez					✓
Joanne F. del Rosario	✓				
John Irish Goodwin				✓	
Diana Colvin	✓				
	3	0			

Council Member Goodwin rejoined the meeting with audio and video capabilities.

COUNCIL CALENDARING

The Regular Meeting will be on Wednesday, August 10, 2022 will be cancelled.

The next Regular Meeting will be on Wednesday, August 24, 2022 at 7:00pm.

REPORTS

City Manager Brian Dossey gave an update on the following topics:

- National Night Out will be on Tuesday, August 2, 2022 at 5pm at the Colma Community Center.
- The Summer Concert Series will return on Thursdays in August.
- Police Department has filled the open fulltime position, and the new reserve officer has started.
- There will be a Special Meeting on Wednesday, August 10, 2022 at 5:00 p.m.

ADJOURNMENT AND CLOSE IN MEMORY

Mayor Fiscaro adjourned the meeting at 7:37 p.m. in memory of Yvonne Neves, longtime Colma business owner, founder of Simply Uniforms; and Fred Bertetta, was father-in-law to former Colma Police Officer Mike Celeste, served on the civil grand jury and supported many local non-profits.

Respectfully submitted,

Caitlin Corley
City Clerk

**MINUTES
SPECIAL MEETING**

City Council of the Town of Colma
Meeting Held Remotely via Zoom.us
Wednesday, August 10, 2022
5:00 PM

PLEDGE OF ALLEGIANCE AND ROLL CALL

Mayor Fiscaro called the meeting to order at 5:00 p.m.

Council Present –Mayor Helen Fiscaro, Council Members Joanne F. del Rosario, John Irish Goodwin and Diana Colvin were all present.

Staff Present – City Manager Brian Dossey, City Attorney Christopher Diaz, Administrative Services Director Pak Lin, Director of Public Works and Planning Brad Donohue, City Planner Farhad Mortazavi, Police Commander Sherwin Lum and City Clerk Caitlin Corley were in attendance.

The Mayor announced, “Before we begin this meeting, I must acknowledge that Colma has suffered a great loss. Recently retired Vice Mayor Raquel Gonzalez passed away on August 2nd, after a courageous battle with ovarian cancer. Rae was a beloved member of the Colma Family for over 30 years, and I cannot overstate how much she will be missed.

We will be doing a more formal recognition of Rae’s numerous contributions to Colma at a future Council Meeting when her family is able to attend. For now, I’ll ask that we begin this meeting with a moment of silence in her memory.

Thank you. Please keep her family in your thoughts and prayers.

As always, we are accepting public comments through email or the zoom chat function—you can email our City Clerk at ccorley@colma.ca.gov or use the chat function to let her know which item you would like to speak on. Please keep your comments to 3 minutes or less. Thank you.”

ADOPTION OF THE AGENDA

Mayor Fiscaro asked if there were any changes to the agenda; none were requested. The Mayor asked for a motion to adopt the agenda with the requested changes.

Action: Council Member del Rosario moved to adopt the agenda with changes; the motion was seconded by Council Member Colvin and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fiscaro, Mayor	✓				
Joanne F. del Rosario	✓				
John Irish Goodwin	✓				
Diana Colvin	✓				
	4	0			

CONSENT CALENDAR

1. Motion to Reconfirm the Findings and Determinations Made in Resolution No. 2021-33 and Under Assembly Bill 361 for the Continuation of Virtual Meetings, with acknowledgment that the California Department of Public Health has updated the definition of “close contact” in Regulation 3205 from being within 6 feet of another person to sharing the same indoor space with another person for 15 minutes or more, which further supports the findings.

Action: Council Member del Rosario moved to approve the consent calendar item #1; the motion was seconded by Council Member Goodwin and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fiscaro, Mayor	✓				
Joanne F. del Rosario	✓				
John Irish Goodwin	✓				
Diana Colvin	✓				
	4	0			

NEW BUSINESS

6. OPTIONS FOR FILING A CITY COUNCIL VACANCY

City Manager Brian Dossey and City Attorney Christopher Diaz presented the staff report. Mayor Fiscaro opened the public comment period at 5:13 p.m. Residents Laura Walsh, Liz Taylor, and Elaina Gonzalez made a comment. Council discussion followed.

Action: Mayor Fiscaro moved to fill the City Council vacancy by appointment and gave direction to staff regarding the schedule and logistics of the appointment process; the motion was seconded by Council Member del Rosario and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fiscaro, Mayor	✓				
Joanne F. del Rosario	✓				
John Irish Goodwin	✓				
Diana Colvin	✓				
	4	0			

ADJOURNMENT AND CLOSE IN MEMORY

Ken Gonzalez requested to speak. He thanked the Town and Council for their support of him and his family during this difficult time.

The Mayor announced, “Before we close the meeting tonight, I’d like to recognize a few very special birthdays. Council Member Goodwin celebrated his birthday on Monday, August 8th. And Council Member Colvin will celebrate hers next Monday, August 15th. Best wishes to you both.”

Mayor Fiscaro adjourned the meeting at 7:37 p.m. in memory of Richard Irlu, longtime community member who served on the Creek Advisory Committee for many years.

Respectfully submitted,

Caitlin Corley
City Clerk



apChkLst
06/29/2022 8:35:23AM

Final Check List
Town of Colma

Page: 1

Bank : first TRI COUNTIES BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
54970	7/1/2022	01340	NAVIA BENEFIT SOLUTIONS	07012022 B	7/1/2022	FLEX 125 PLAN: PAYMENT	997.78
				07012022 B	7/1/2022	DEPENDENT CARE: PAYMENT	626.91
							1,624.69
54971	7/1/2022	01375	NATIONWIDE RETIREMENT SOLL	07012022 B	7/1/2022	NATIONWIDE: PAYMENT	4,715.71
				07012022 M	7/1/2022	NATIONWIDE: PAYMENT	1,150.00
							5,865.71
54972	7/1/2022	02377	CALIFORNIA STATE DISBURSEME	07012022 B	7/1/2022	WAGE GARNISHMENT: PAYMENT	547.84
							547.84
94650	7/1/2022	00130	EMPLOYMENT DEVELOPMENT D	07012022 B	7/1/2022	CALIFORNIA STATE TAX: PAYMEI	14,918.47
							14,918.47
94651	7/1/2022	00521	UNITED STATES TREASURY	07012022 B	7/1/2022	FEDERAL TAX: PAYMENT	66,783.58
							66,783.58
94652	7/1/2022	00282	CALIFORNIA PUBLIC EMPLOYEE:	07012022 B	7/1/2022	JULY 2022 ACTIVE PREMIUMS - E	68,427.03
							68,427.03
94653	7/1/2022	00631	P.E.R.S.	07012022 B	7/1/2022	PERS - BUYBACK: PAYMENT	46,716.85
							46,716.85
94654	7/1/2022	01360	MISSIONSQUARE RETIREMENT	07012022 B	7/1/2022	ICMA CONTRIBUTION: PAYMENT	6,486.75
							6,486.75
94655	7/1/2022	00068	COLMA PEACE OFFICER'S	07012022 B	7/1/2022	COLMA PEACE OFFICERS: PAYM	613.45
							613.45
94657	7/1/2022	00521	UNITED STATES TREASURY	07012022 M	7/1/2022	FEDERAL TAX: PAYMENT	895.27
							895.27
94658	7/1/2022	01360	MISSIONSQUARE RETIREMENT	07012022 M	7/1/2022	ICMA CONTRIBUTION: PAYMENT	464.42
							464.42
94659	7/1/2022	00631	P.E.R.S.	07012022 M	7/1/2022	PERS MISC NON-TAX: PAYMENT	871.61
							871.61
94660	7/1/2022	00282	CALIFORNIA PUBLIC EMPLOYEE:	07012022 M	7/1/2022	JULY 2022 ACTIVE PREMIUMS - I	8,121.73
							8,121.73
Sub total for TRI COUNTIES BANK:							222,337.40

13 checks in this report.

Grand Total All Checks: 222,337.40

Bank : first TRI COUNTIES BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
54973	7/5/2022	03489	CORLETT, FREDERICK JOHN 172	6/24/2022	07.09.2022 EVENT - ARTISTS	300.00	300.00	
54974	7/5/2022	02499	GE CAPITAL INFORMATION, (F106271900	6/17/2022	A11 TOWN HALL COPY MACH	513.17		
			106279091	6/22/2022	A10 CCC COPY MACHINE	274.76		
			106275051	6/20/2022	A9 PD COPY MACHINE RENT,	274.76	1,062.69	
54975	7/5/2022	00181	IEDA	23790	7/1/2022	JULY'22 LABOR RELATIONS C	1,628.05	1,628.05
7112022	7/11/2022	00631	P.E.R.S.	FYE23 UAAL Lu	7/1/2022	FY2022-23 UAAL LUMP SUM F	956,391.00	956,391.00
54976	7/5/2022	03173	PLAN JPA	PLAN-2023-0006	7/1/2022	GENERAL LIABILITY & PROPE	185,500.00	185,500.00
54977	7/5/2022	01431	PRISM	23150029	7/1/2022	FY22 PRIMARY WORKERS' C	311,589.00	
				23100051	7/1/2022	FY22 EXCESS WORKERS CO	166,397.00	477,986.00
54978	7/5/2022	03490	RAMIREZ, ERIC	29457	6/24/2022	07.09.22 EVENT JUMP HOUSE	315.00	315.00
54979	7/5/2022	00345	SMC SHERIFF'S OFFICE	July 14-15, 2022	6/30/2022	EVOC TRAINING	1,350.00	1,350.00
54980	7/5/2022	00388	SONITROL	311559	6/17/2022	MONTHLY MONITORING	1,143.11	1,143.11
54981	7/5/2022	03457	TOWNSEND PUBLIC AFFAIRS 18676		7/1/2022	LEGISLATIVE ADVOCACY, GF	6,000.00	6,000.00
Sub total for TRI COUNTIES BANK:							1,631,675.85	

10 checks in this report.

Grand Total All Checks: 1,631,675.85

Bank : first TRI COUNTIES BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
54982	7/5/2022	03267	ACC BUSINESS	221618332	6/27/2022	ETHERNET ACCESS	665.67	665.67
54983	7/5/2022	02787	AECO SYSTEMS, INC.	54994	6/27/2022	ASSIST WITH ELEVATOR TES	465.00	465.00
54984	7/5/2022	03264	AGUILAR, MARIO	2002292.003	6/27/2022	06.27.22 DEPOSIT REFUND	300.00	300.00
54985	7/5/2022	00623	ARAMARK	0622 CorpYrd U	6/20/2022	UNIFORM SERVICE (JUNE 20	423.68	
				0622 CorpYrd 1s	6/20/2022	CORP YARD FIRST AID SUPP	79.60	503.28
54986	7/5/2022	00002	AT&T	06/18/2022	6/18/2022	650 624 4735 PD CENTREX PI	50.65	50.65
54987	7/5/2022	01565	BAY CONTRACT MAINTENAN	27765	6/17/2022	06.12.22 PD COVID EMERGEN	1,329.95	1,329.95
54988	7/5/2022	00051	CALIFORNIA WATER SERVICE	6544607057	6/17/2022	6544607057 SW CORNER HIL	807.58	807.58
54989	7/5/2022	03491	CARLUEN, CHRISTINE	2002291.003	6/27/2022	06.27.22 DEPOSIT REFUND	150.00	150.00
54990	7/5/2022	00057	CINTAS CORPORATION #2	4122606179	6/16/2022	CCC MAT CLEANING & SUPPI	566.62	
				4124076178	6/30/2022	CCC MAT CLEANING & SUPPI	564.97	
				4122606175	6/16/2022	REC CENTER MAT CLEANING	323.74	
				4124076177	6/30/2022	REC CENTER MAT CLEANING	322.65	
				4121175293	6/2/2022	REC CENTER MAT CLEANING	322.65	
				4123392041	6/23/2022	TOWN HALL INSIDE & OUTSII	172.33	2,272.96
54991	7/5/2022	00093	CITY OF SOUTH SAN FRANCIS	518936	6/15/2022	TRAFFIC SIGNAL MAINTENAN	2,572.50	2,572.50
54992	7/5/2022	00507	COLMA FIRE PROTECTION DI	06/22/22	6/22/2022	ANNUAL INSPECTION FEE	125.00	125.00
54993	7/5/2022	02793	DITO'S MOTORS	26067	6/22/2022	OIL & FILTER CHANGE & REA	733.56	733.56
54994	7/5/2022	02935	EMCOR SERVICES-MESA EN	940008608	6/24/2022	PD AC UNIT ISSUE	2,139.00	2,139.00
54995	7/5/2022	03428	FERRO, ROMULO	2002290.003	6/23/2022	06.23.22 REFUND ACCOUNT I	75.00	75.00
54996	7/5/2022	02544	GATCHALIAN, LOURDES	2002295.003	6/27/2022	06.27.22 REFUND DAMAGE D	265.00	265.00
54997	7/5/2022	00174	HOME DEPOT CREDIT SERVI	May 31-June 20	6/20/2022	PW SUPPLY PURCHASES	1,284.63	1,284.63
54998	7/5/2022	00220	LC ACTION POLICE SUPPLY, I	440109	6/17/2022	SX02 3A VEST W/BLACK M2 &	1,015.75	
				440110	6/17/2022	SX02 3A VEST W/BLACK M2 &	1,015.75	2,031.50
54999	7/5/2022	03465	MCMILLAN ELECTRIC	116717	6/28/2022	COUNCIL CHAMBER AV SYST	7,550.00	7,550.00
55000	7/5/2022	01340	NAVIA BENEFIT SOLUTIONS	10478727	6/29/2022	JUNE 2022 FSA 125 PARTICIP	117.70	117.70
55001	7/5/2022	00280	OFFICE DEPOT, INC.	250854542001	6/17/2022	OFFICE SUPPLIES (510)	168.98	
				252048765001	6/22/2022	OFFICE SUPPLIES	39.79	208.77
55002	7/5/2022	03400	OTIS ELEVATOR COMPANY	SJ29659001	6/22/2022	TEST TAGIN MACHINE ROOM	1,324.00	1,324.00
55003	7/5/2022	00307	PACIFIC GAS & ELECTRIC	0092128195-2-2	6/23/2022	#0092128195-2 1520 HILLSIDE	2,031.60	
				0678090639-9-1	6/17/2022	#0678090639-9 S/E CORNER I	77.60	
				9593452526-2-1	6/17/2022	#9593452526-2 1500 HILLSIDE	29.55	
				2039987372-6 2:	6/23/2022	#2039987372-6 05/18/2022 - 06	11.88	
				9956638930-2 2:	6/23/2022	#9956638930-2 NXT TO 540 B	9.57	2,160.20

Bank : first TRI COUNTIES BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
55004	7/5/2022	02926	PRECISION BODY SHOP & DE15320	6/22/2022	3 X CAR WASH	105.00	105.00
55005	7/5/2022	03409	PRINTWORKS APPAREL 1039	5/17/2022	170 SUMMER CAMP TSHIRTS	2,397.44	2,397.44
55006	7/5/2022	01023	PRIORITY 1 8822	6/24/2022	#3 LIGHTS, TINT WINDOWS, I	5,702.06	5,702.06
55007	7/5/2022	02216	RAMOS OIL CO. INC. 806705	6/20/2022	PD GASOLINE PURCHASE 11	2,579.15	
			805567	6/10/2022	REC GASOLINE PURCHASES	111.47	2,690.62
55008	7/5/2022	03392	ROMEO PACKING COMPANY 157424	6/23/2022	20 RANGER PRO (2.5 GAL) 8	1,465.63	1,465.63
55009	7/5/2022	03488	RUBBER STAMPS UNLIMITED 78927	6/16/2022	2000 PLUS PRINTER 60 SELF	74.40	74.40
55010	7/5/2022	00349	SEGALE & CERINI INC. 17166	6/30/2022	JUNE 2022 LANDSCAPE SER'	19,009.00	
			17168	6/30/2022	B ST COURT LANDSCAPING	1,452.00	
			17169	6/30/2022	PD IRRIGATION REPAIRS	1,038.00	
			17167	6/30/2022	TREE PLANTING ON JSB	880.00	22,379.00
55011	7/5/2022	00364	SMC FORENSIC LAB PS-NV103999	6/30/2022	LAB FEES	8,810.00	8,810.00
55012	7/5/2022	03492	TORNO, MAXWELL 2002293.003	6/27/2022	06.27.22 DEPOSIT REFUND	30.00	30.00
55013	7/5/2022	01238	VEGA, MARTA 2002294.003	6/27/2022	06.27.22 DEPOSIT REFUND	50.00	50.00
55014	7/5/2022	02082	VINCE'S OFFICE SUPPLY, INC1750547	6/29/2022	OFFICE SUPPLIES	265.98	
			1749085	6/16/2022	OFFICE SUPPLIES	68.34	
			1750623	6/30/2022	OFFICE SUPPLIES	21.72	356.04
Sub total for TRI COUNTIES BANK:							71,192.14

33 checks in this report.

Grand Total All Checks: 71,192.14

Bank : first TRI COUNTIES BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
55015	7/12/2022	00013	ANDY'S WHEELS & TIRES	June 2022	6/30/2022	TIRE SERVICE	281.87	281.87
55016	7/12/2022	00004	AT&T	000018426777	7/1/2022	BAN#9391081195; C3-A/B-12-1	32.70	32.70
55017	7/12/2022	02950	BERKOVATZ, ANTHONY	6/27-29/2022 Trc	7/3/2022	JUNE 27-29, 2022 TRAINING F	147.53	147.53
55018	7/12/2022	01183	BEST BEST & KRIEGER LLP	940532	7/12/2022	JUNE 22 CITY ATTORNEY SEI	20,218.28	
				940534	7/7/2022	JUNE 22 CITY ATTORNEY SEI	1,850.30	22,068.58
55019	7/12/2022	02244	CALIFORNIA BUILDING STAN	Apr - Jun 2022	7/6/2022	BSARF	82.00	82.00
55020	7/12/2022	00051	CALIFORNIA WATER SERVICE	06/28/2022 Bill C	6/28/2022	WATER BILLS	9,398.68	9,398.68
55021	7/12/2022	00111	DEPARTMENT OF CONSERVA	Apr - Jun 2022	7/6/2022	SMIP FEES	517.62	517.62
55022	7/12/2022	03449	DOMETITA, ABIGAIL	Mileage Reimbu	7/5/2022	JUNE 2022 MILEAGE REIMBU	5.21	5.21
55023	7/12/2022	03034	FLEX ADVANTAGE	144718	6/30/2022	FLEX PROCESSING FEES	195.00	195.00
55024	7/12/2022	02499	GE CAPITAL INFORMATION, (F	5064978399	7/1/2022	04/01 - 06/30/2022 STERLING	63.16	63.16
55025	7/12/2022	00280	OFFICE DEPOT, INC.	252264199001	6/30/2022	OFFICE SUPPLIES (510)	168.98	
				248953558001	6/28/2022	OFFICE SUPPLIES (600)	95.68	264.66
55026	7/12/2022	00307	PACIFIC GAS & ELECTRIC	9248309814-8 2	6/23/2022	9248309814-8 601 F STREET,	288.88	
				0567147369-1 3	6/30/2022	0567147369-1 JUNIPERO SER	168.97	457.85
55027	7/12/2022	03479	ROBERT HALF INTERNATIONAL	60255210	6/28/2022	2022.06.24 FINANCE STAFF A	994.60	
				60291915	7/4/2022	2022.07.01 FINANCE STAFF A	994.60	1,989.20
55028	7/12/2022	00534	SMC INFORMATION SERVICE	1YCL12206	6/30/2022	MICROWAVE MUX DS0	82.25	82.25
55029	7/12/2022	00411	TURBO DATA SYSTEMS	37874	6/30/2022	CITATION PROCESSING & ID/	1,270.24	1,270.24
55030	7/12/2022	03015	U.S. BANK CORPORATE PMT	06.22.22 Lin	6/22/2022	CREDIT CARD PURCHASES	3,702.34	
				06.22.22 Azzopa	6/22/2022	CREDIT CARD PURCHASES	3,580.33	
				06.22.22 Abellan	6/22/2022	CREDIT CARD PURCHASES	2,799.26	
				06.22.22 Navarrc	6/22/2022	JUNE 2022 CREDIT CARD PU	2,024.74	
				06/22/22 CORLE	6/22/2022	CREDIT CARD PURCHASES	1,358.10	
				06.22.22 Esquivi	6/22/2022	CREDIT CARD PURCHASES	908.54	
				06.22.22 Wollma	6/22/2022	CREDIT CARD PURCHASES	741.37	
				06/22/2022 Doss	6/22/2022	CREDIT CARD PURCAHSE	600.00	
				06.22.22 Velasqt	6/22/2022	CREDIT CARD PURCHASES	454.17	
				06/22/22 GOTEL	6/22/2022	CREDIT CARD PURCHASES	287.33	
				06.22.22 Lum	6/22/2022	CREDIT CARD PURCHASES	26.00	
				06/22/22 DOME	6/22/2022	CREDIT CARD PURCHASE	20.76	16,502.94
Sub total for TRI COUNTIES BANK:								53,359.49

16 checks in this report.

Grand Total All Checks: 53,359.49

Bank : first TRI COUNTIES BANK

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
55031	7/12/2022	02856	SUGAR N SPICE	97520	6/23/2022 06/23/2022 CAKE DECORATIC	908.03	908.03
Sub total for TRI COUNTIES BANK:							908.03

1 checks in this report.

Grand Total All Checks: 908.03

Bank : first TRI COUNTIES BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
55032	7/12/2022	01038	ALLIANT INSURANCE SERVIC2004919	6/28/2022	2022-23 DIC/EARTHQUAKE IN	144,993.50	144,993.50
55033	7/12/2022	00020	ASSOCIATED SERVICES INC 122070028	7/1/2022	WATERLOGIC RENTAL	40.00	
			122070027	7/1/2022	MTN H/C BWC	9.00	49.00
55034	7/12/2022	00057	CINTAS CORPORATION #2 4124569779	7/7/2022	TOWN HALL INSIDE & OUTSII	172.33	172.33
55035	7/12/2022	01037	COMCAST CABLE	July 2022	6/26/2022 8155 20 022 0094769 TOWN C	15,257.73	
			06/25-07/24 Inte	6/20/2022	8155 20 022 0097051 1520 HIL	251.72	
			07/2-08/1/2022	6/27/2022	8155 20 022 0097069 INTERNI	246.72	
			06/27-07/26 XFII	6/17/2022	8155 20 022 0002770 1520 HIL	10.94	15,767.11
55036	7/12/2022	02336	CONSERVATION EARTH 27810	7/19/2022	07.19.22 WILD AMERICAS	495.00	495.00
55037	7/12/2022	03165	EXPLORATORIUM 18110019000	8/3/2022	AUGUST 3, 2022 TRIP FOR 3C	356.57	356.57
55038	7/12/2022	03450	FLOCK SAFETY FBBOA618-0001	7/1/2022	LICENSE RECOGNITION CAM	5,765.63	5,765.63
55039	7/12/2022	00254	METRO MOBILE COMMUNICA220726	7/1/2022	MAINTENANCE CONTRACT	602.00	602.00
55040	7/12/2022	03493	POP UP FAMILY FUN LLC 1760	4/14/2022	2022.07.20 MINI GOLF ACTIVI	325.00	325.00
55041	7/12/2022	02849	U.S. BANK PARS ACCOUNT, 6FY 2022-23 Pen:	7/1/2022	FY 2022-23 PENSION CONTRI	533,281.00	
			July 2022 OPEB	7/1/2022	OPEB CONTRIBUTION	128,788.00	662,069.00
Sub total for TRI COUNTIES BANK:							830,595.14

10 checks in this report.

Grand Total All Checks: 830,595.14

Bank : first TRI COUNTIES BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
55042	7/15/2022	00047	C.L.E.A.	07152022 B	7/15/2022	CLEA: PAYMENT	216.00	216.00
55043	7/15/2022	02377	CALIFORNIA STATE DISBURSI	07152022 B	7/15/2022	WAGE GARNISHMENT: PAYM	547.84	547.84
55044	7/15/2022	01375	NATIONWIDE RETIREMENT S	07152022 B	7/15/2022	NATIONWIDE: PAYMENT	4,715.71	4,715.71
55045	7/15/2022	01340	NAVIA BENEFIT SOLUTIONS	07152022 B FSA	7/15/2022	FLEX 125 PLAN: PAYMENT	997.78	
				07152022 B DEF	7/15/2022	DEPENDENT CARE: PAYMEN	242.30	1,240.08
55046	7/15/2022	02224	STANDARD INSURANCE COM	07152022 B&M	7/15/2022	LIFE INSURANCE: PAYMENT	434.00	434.00
94661	7/15/2022	00130	EMPLOYMENT DEVELOPMEN	07152022 B	7/15/2022	CALIFORNIA STATE TAX: PAY	16,305.30	16,305.30
94662	7/15/2022	00521	UNITED STATES TREASURY	07152022 B	7/15/2022	FEDERAL TAX: PAYMENT	73,129.20	73,129.20
94663	7/15/2022	00631	P.E.R.S.	07152022 B	7/15/2022	CALPERS PENSION PAYMEN	47,484.94	47,484.94
94664	7/15/2022	01360	MISSIONSQUARE RETIREMENT	Ben72808	7/15/2022	ICMA CONTRIBUTION: PAYME	6,511.24	6,511.24
94665	7/15/2022	00068	COLMA PEACE OFFICER'S	Ben72810	7/15/2022	COLMA PEACE OFFICERS: P/	613.45	613.45
Sub total for TRI COUNTIES BANK:								151,197.76

10 checks in this report.

Grand Total All Checks: 151,197.76

Bank : first TRI COUNTIES BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
55047	7/19/2022	03494	COMPUTERLAND OF SILICON VA281731	5/25/2002	CC CHAMBER AV	14,999.26	14,999.26
55048	7/19/2022	02827	CORODATA SHREDDING, INC. RS3400417	6/30/2022	STORAGE, PICKUP/DELIVER	145.98	145.98
55049	7/19/2022	00649	DAVEY TREE EXPERT COMPANY 916767629	6/30/2022	TREE SERVICE	1,440.00	1,440.00
55050	7/19/2022	00112	DEPARTMENT OF JUSTICE 590177	6/30/2022	PD ACCOUNT #14503	209.00	
			591853	6/30/2022	HR ACCOUNT #145931	49.00	
			594658	6/30/2022	HR ACCOUNT #145931	32.00	290.00
55051	7/19/2022	03374	FIVE POINTS TIRE IMPORTS, INC302200	6/28/2022	2016 FORD EXPLORER INTERCE	10,535.73	10,535.73
55052	7/19/2022	00174	HOME DEPOT CREDIT SERVICESMay 31-June 29	6/29/2022	PW SUPPLY PURCHASES	1,025.17	1,025.17
55053	7/19/2022	03061	NICK BARBIERI TRUCKING, LLC 2336576	6/30/2022	PW GAS PURCHASES 16-30	993.19	993.19
55054	7/19/2022	01184	PENINSULA UNIFORMS & EQUIP191526	6/8/2022	UNIFORMS	131.80	131.80
55055	7/19/2022	01344	PROJECT READ Mar - Jun 2022	6/30/2022	PROJECT READ	1,100.00	1,100.00
55056	7/19/2022	02216	RAMOS OIL CO. INC. 808224	6/30/2022	PD GASOLINE PURCHASE 21-30	2,524.66	
			808583	6/30/2022	REC GASOLINE PURCHASES 06	85.65	2,610.31
55057	7/19/2022	01113	SAN DIEGO POLICE EQUIPMENT 651114	3/2/2022	FED-AE45A-C 45ACP 230GR FMJ	396.44	396.44
55058	7/19/2022	00500	SMC CONTROLLERS OFFICE June 2022	7/5/2022	ALLOCATION OF PARKING PENA	2,874.00	2,874.00
55059	7/19/2022	00830	STAPLES BUSINESS CREDIT 1642763658	6/25/2022	OFFICE SUPPLIES	720.29	720.29
55060	7/19/2022	00414	TERMINEX INTERNATIONAL L.P. 422028098	6/22/2022	PEST CONTROL @1520 HILLSIDI	265.00	265.00
55061	7/19/2022	01213	THE KELLER CENTER, MDIC FISC1810	1/30/2022	OUTPATIENT SERVICES RENDEI	700.00	700.00
Sub total for TRI COUNTIES BANK:							38,227.17

15 checks in this report.

Grand Total All Checks: 38,227.17

Bank : first TRI COUNTIES BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
55062	7/19/2022	03170	ACTION TOWING AND ROAD SER180640	7/3/2022	TOW	159.50	159.50
55063	7/19/2022	03052	BANDWAGON INDUSTRIES, LLC 22216	7/14/2022	07.14.2022 COLMA COMUNITY F/	3,650.28	3,650.28
55064	7/19/2022	01565	BAY CONTRACT MAINTENANCE, July 2022 Srvc	7/10/2022	JANITORIAL SERVICES	10,663.93	10,663.93
55065	7/19/2022	00051	CALIFORNIA WATER SERVICE CC06/30/2022	7/18/2022	JULY 2022 WATER BILL	148.50	148.50
55066	7/19/2022	01037	COMCAST CABLE	06/25-07/24 427 F	6/20/2022 8155 20 022 0097028 427 F ST. HI	251.72	251.72
55067	7/19/2022	02793	DITO'S MOTORS	26110	7/6/2022 OIL & FILTER CHANGE, AIR FILTE	171.58	
			26108	7/6/2022	OIL & FILTER CHANGE, REPLACI	88.11	259.69
55068	7/19/2022	03374	FIVE POINTS TIRE IMPORTS, INC302202	7/13/2022	2016 FORD EXPLORER TIRES, S	2,873.71	
			302212	7/13/2022	2016 FORD EXPLORER, REPLAC	384.41	3,258.12
55069	7/19/2022	03034	FLEX ADVANTAGE	082022Retiree	8/1/2022 AUGUST 2022 RETIREE MEDICA	56,843.11	56,843.11
55070	7/19/2022	03415	HAWK ANALYTICS, INC.	INV25514	7/5/2022 09.23.22 - 09.22.23 CELLHAWK SI	4,995.00	4,995.00
55071	7/19/2022	02955	LITTLE EXPLORERS PETTING ZC7.22.22TOCPRD	6/1/2022	07.22.22 FARM ANIMALS PETTIN	660.00	660.00
55072	7/19/2022	00630	MAD SCIENCE OF THE BAY AREA#25130	8/2/2022	08.02.22 WALLOPING WEATHER	275.00	275.00
55073	7/19/2022	00280	OFFICE DEPOT, INC.	249302619001	7/7/2022 OFFICE SUPPLIES (140)	71.67	
				248428757001	7/7/2022 OFFICE SUPPLIES (140)	46.70	118.37
55074	7/19/2022	00307	PACIFIC GAS & ELECTRIC	/09/202	7/8/2022 PG&E	4,311.58	4,311.58
55075	7/19/2022	03495	PHOENIX TRANSPORATION	X5VE-H9	7/13/2022 07.20.2022 40 PAX COACH BUS >	1,188.00	1,188.00
55076	7/19/2022	00412	TELECOMMUNICATIONS ENGINE47752	7/10/2022	FACILITIES MANAGEMENT AND I	1,515.00	1,515.00
55077	7/19/2022	02848	UNITED COACH TOURS	18382WF	7/7/2022 07.13.22 BUS FROM STERLING F	859.00	859.00
55078	7/19/2022	02799	WAVE	103745301-00095	7/1/2022 RIMS INTERNET W/SSF	400.00	400.00
Sub total for TRI COUNTIES BANK:							89,556.80

17 checks in this report.

Grand Total All Checks: 89,556.80

Bank : first TRI COUNTIES BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
55079	7/26/2022	03334	AT&T MOBILITY NATIONAL AC287296200335X	7/2/2022	WIRELESS	1,852.12	1,852.12
55080	7/26/2022	03504	AVILES, REGINA 2002286.003	6/17/2022	2022.06.17 REFUND RENTAL	300.00	300.00
55081	7/26/2022	02827	CORODATA SHREDDING, INC.DN 1371115	6/30/2022	SHREDDING SERVICE	111.74	111.74
55082	7/26/2022	00071	CSG CONSULTANTS, INC. May 28-Jun 30, 2	7/15/2022	CSG SERVICES	155,236.62	
			Apr 30-May 27, 2	6/10/2022	CSG SERVICES	126,548.98	281,785.60
55083	7/26/2022	02182	DALY CITY KUMON CENTER June 2022	6/30/2022	JUNE 2022 INVOICE, 14 STU	2,220.00	2,220.00
55084	7/26/2022	00539	FIREMASTER DEPT 1019 0000979204	7/13/2022	1199 EL CAMINO REAL ANNU	153.00	153.00
55085	7/26/2022	01653	KAISER PERMANENTE MEDICJune 2022	7/9/2022	HEALTH & SAFETY SERVICES	734.00	734.00
55086	7/26/2022	03503	NGUYEN, HOANG YEN NICOL Reimbursement	7/19/2022	REIMBURSEMENT FOR FING	35.00	35.00
55087	7/26/2022	03060	PREFERRED ALLIANCE, INC. 0175621-IN	6/30/2022	PRE-EMPLOYMENT	42.00	42.00
55088	7/26/2022	00414	TERMINEX INTERNATIONAL L422028099	6/18/2022	PEST CONTROL @ 601 F STF	83.00	83.00
55089	7/26/2022	02082	VINCE'S OFFICE SUPPLY, INCIN-1750933	7/1/2022	OFFICE SUPPLIES	50.18	50.18
Sub total for TRI COUNTIES BANK:							287,366.64

11 checks in this report.

Grand Total All Checks: 287,366.64

Bank : first TRI COUNTIES BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
55090	7/26/2022	00005	ASSOCIATION OF BAY AREA AR029209	7/1/2022	FY 22/23 ABAG MEMBERSHIP	1,405.00	1,405.00
55091	7/26/2022	00004	AT&T 000018483646	7/13/2022	C3-A/B-12-10-TS-01 & C4 JUN	1,574.44	1,574.44
55092	7/26/2022	00051	CALIFORNIA WATER SERVICE6544607057 19J	7/19/2022	6544607057 SW CORNER HIL	804.78	
			1727052702	7/14/2022	CA WATER	381.74	1,186.52
55093	7/26/2022	03505	CHILDREN'S DISCOVERY MUS15609076	5/11/2022	08.10.2022 ADMISSION FOR 3	372.00	372.00
55094	7/26/2022	00060	CITY OF SOUTH SAN FRANCISCO FY 2022-23 SSF	7/26/2022	FY 2022-23 SSF SEWER TRE/	881,258.78	881,258.78
55095	7/26/2022	01037	COMCAST CABLE 07/11-08/10 602	7/7/2022	8155 20 022 0096715 601 F ST	113.72	
			07/17-08/16 PD	7/12/2022	8155 20 022 0188769 PD HD T	44.58	158.30
55096	7/26/2022	03490	COSMO JUMP PARTY RENTAL29512	8/2/2022	08.02.2022 EVENT JUMP HOU	295.00	295.00
55097	7/26/2022	00117	DELTA DENTAL OF CALIFORNIA BE005061117	8/1/2022	AUGUST 2022 DENTAL INSUF	13,550.40	13,550.40
55098	7/26/2022	02793	DITO'S MOTORS 26152	7/16/2022	OIL	19.50	19.50
55099	7/26/2022	03497	ESCOBAR, JENNIFER 2002310.003	7/14/2022	07.14.2022 REFUND DAMAGE	200.00	200.00
55100	7/26/2022	02499	GE CAPITAL INFORMATION, (F106359216	7/20/2022	A11 TOWN HALL COPY MACH	513.17	
			106339866	7/11/2022	A12 STERLING PARK COPY M	76.15	589.32
55101	7/26/2022	03498	GONZALEZ, ALEJANDRA 2022299.003	7/5/2022	07.05.2022 REFUND RENTAL I	325.00	325.00
55102	7/26/2022	02382	GONZALEZ, MARIA 2002298.003	7/5/2022	07.05.2022 RENTAL DEPOSIT	300.00	300.00
55103	7/26/2022	00544	INTERNATIONAL INSTITUTE CCorley Members	7/6/2022	FULL MEMBER #26198 C. COI	175.00	175.00
55104	7/26/2022	00791	KEARNS, MELISSA 2002308.003	7/12/2022	07.12.2022 COLOR ME MINE #	18.00	18.00
55105	7/26/2022	02714	MARCHETTI, DAWN EVOC Reimburs	7/19/2022	EVOC TRAINING REIMBURSE	73.75	73.75
55106	7/26/2022	03379	MELENDREZ, LUIS EVOC Reimburs	7/19/2022	07.14.2022 - 07.15.2022 EVOC	73.75	73.75
55107	7/26/2022	03501	MEZA, INGRID 2002311.003	7/18/2022	07.18.2022 REFUND RENTAL I	275.00	275.00
55108	7/26/2022	03482	MOTOR SQUAD TRAINING IN\$22-206-013	7/18/2022	MOTORCYCLE SCHOOL PRE	975.00	975.00
55109	7/26/2022	02638	MURPHY, MARY 2002312.003	7/18/2022	07.18.2022 REFUND RENTAL I	300.00	300.00
55110	7/26/2022	00510	NAVARRO, ROSIE 2002314.003	7/20/2022	07.20.2022 REFUND RENTAL I	200.00	200.00
55111	7/26/2022	03157	NEW ALPHA TWO 22416	7/14/2022	07.14.2022 TOW 2021 CHEVR	125.00	125.00
55112	7/26/2022	00280	OFFICE DEPOT, INC. 255353922001	7/15/2022	OFFICE SUPPLIES (140	78.87	78.87
55113	7/26/2022	00307	PACIFIC GAS & ELECTRIC 1918250367-2 1	7/18/2022	#1918250367-2 1198 EL CAMIN	5,353.53	
			0512181543-4-0	7/8/2022	#0512181543-4 TRAFFIC SIGI	1,911.36	
			0678090639-9 2	7/20/2022	#0678090639-9 S/E CORNER I	80.91	
			9593452526-2 2	7/20/2022	#9593452526-2 1500 HILLSIDE	29.64	7,375.44
55114	7/26/2022	00311	PITNEY BOWES INC. 3105596752	7/8/2022	FOLDING MACHINE RENTAL	507.00	507.00
55115	7/26/2022	02364	PRECISION AUTO DETAILING 15959	7/21/2022	INTERIOR CLEANING (2)	350.00	350.00
55116	7/26/2022	02216	RAMOS OIL CO. INC. 809718	7/10/2022	PD GASOLINE PURCHASE 1-	2,059.74	2,059.74

Bank : first TRI COUNTIES BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
55117	7/26/2022	03479	ROBERT HALF INTERNATIONAL/60375227	7/19/2022	2022.07.15 FINANCE STAF AU	994.60	
			60332098	7/12/2022	2022.07.08 FINANCE STAFF A	596.76	1,591.36
55118	7/26/2022	02122	S & J SALES	7/20/2022	08.20.2022 - 08.20.2023 RENE	2,200.00	2,200.00
55119	7/26/2022	03499	SANCHEZ, FATIMA	7/5/2022	07.05.2022 REFUND RENTAL	770.00	770.00
55120	7/26/2022	03502	SANTOS, CARMEN	7/18/2022	07.18.2022 REFUND RENTAL	300.00	300.00
55121	7/26/2022	00361	SMC CITY MANAGER'S ASSO(2022-2023 Dues	7/22/2022	FY 2022-2023 SMCCMA MEME	400.00	400.00
55122	7/26/2022	00345	SMC SHERIFF'S OFFICE	Aug 4-5, 2022	8/4/2022 EVOC TRAINING	900.00	900.00
55123	7/26/2022	02224	STANDARD INSURANCE COMAugust 2022	7/15/2022	AUG 2022 LIFE INSURANCE	213.82	213.82
55124	7/26/2022	01030	STEFORD, INC.	7/20/2022	MONTHLY CONTRACT SERVI	7,740.40	7,740.40
55125	7/26/2022	03451	STOP STICK, LTD.	0025415-IN	7/15/2022 12' STOP STICK KIT W/HOLST	829.34	829.34
55126	7/26/2022	02849	U.S. BANK PARS ACCOUNT, 6Aug 2022 OPEB	7/24/2022	AUGUST 2022 OPEB CONTRI	128,788.00	128,788.00
55127	7/26/2022	02848	UNITED COACH TOURS	18430WF	7/15/2022 07.21.22 40 PASSENGER BUS	870.00	870.00
55128	7/26/2022	01414	VERANO OWNERS ASSOCIAT8 (2022)	8/1/2022	VERANO OWNERS ASSOCIAT	350.00	350.00
55129	7/26/2022	00432	VISION SERVICE PLAN	815659257	7/19/2022 VISION SERVICE PLAN AUGU	1,054.93	1,054.93
55130	7/26/2022	03496	WORLEY, JOSELY	2002309.003	7/14/2022 07.14.2022 REFUND RENTAL	30.00	30.00
55131	7/26/2022	03500	YOHANNES, ALEXANDER	2000143.004	7/18/2022 07.18.2022 REFUND MEMBER	27.00	27.00
Sub total for TRI COUNTIES BANK:							1,059,885.66

42 checks in this report.

Grand Total All Checks: 1,059,885.66

Bank : first TRI COUNTIES BANK

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
55132	7/29/2022	01340	NAVIA BENEFIT SOLUTIONS 07292022 B	7/29/2022	FLEX 125 PLAN: PAYMENT	997.78	
			07292022 B	7/29/2022	DEPENDENT CARE: PAYMEN	242.30	1,240.08
94667	7/29/2022	00130	EMPLOYMENT DEVELOPMEN07292022 B	7/29/2022	CALIFORNIA STATE TAX: PAY	17,529.39	17,529.39
94668	7/29/2022	00521	UNITED STATES TREASURY 07292022 B	7/29/2022	FEDERAL TAX: PAYMENT	76,956.21	76,956.21
94669	7/29/2022	00631	P.E.R.S. 07292022 B	7/29/2022	07292022 BIWEEKLY CALPER	47,143.44	47,143.44
94670	7/29/2022	01360	MISSIONSQUARE RETIREMEN07292022 B	7/29/2022	RETIREMENT HEALTH SAVIN	9,794.98	9,794.98
94672	7/29/2022	00068	COLMA PEACE OFFICER'S 07292022 B	7/29/2022	COLMA PEACE OFFICERS: P/	613.45	613.45
Sub total for TRI COUNTIES BANK:							153,277.55

6 checks in this report.

Grand Total All Checks: 153,277.55



STAFF REPORT

TO: Mayor and Members of the City Council
 FROM: Caitlin Corley, City Clerk
 VIA: Brian Dossey, City Manager
 MEETING DATE: August 24, 2022
 SUBJECT: Selection of Vice Mayor

RECOMMENDATION

Staff recommends that the City Council approve a motion to select a Vice Mayor.

BACKGROUND AND ANALYSIS

Following the retirement of Vice Mayor Raquel Gonzalez on July 28, 2022, the City Council does not currently have a Vice Mayor. Though the Municipal Code does not specifically address a vacancy in the office of Vice Mayor, it does lay out the important duties that are assigned to a Vice Mayor. Colma Municipal Code 1.02.050 specifies that the Vice Mayor is authorized to and shall perform the duties of the Mayor should the Mayor be absent or unable to act. The Municipal Code also indicates that it is traditional for the City Council to select the offices of Mayor and Vice Mayor on the basis of seniority.

Staff is recommending that the Mayor call for nominations of Vice Mayor and that Council select by motion a Council Member to serve the remainder of the current unexpired term of Vice Mayor, which will end with the annual City Council Reorganization in December of this year.

Council Adopted Values

The selection of a Vice Mayor is consistent with the *Responsibility* category from the Council's adopted values from the Values-Based Code of Conduct, as having a Vice Mayor ensures that there is a designated person authorized to perform the duties of the Mayor in the event that the Mayor is not available

ALTERNATIVES

Council may choose not to select a Vice Mayor at this time and may wait to select a new Vice Mayor at the annual Reorganization in December 2022.

FISCAL IMPACT

There is no fiscal impact.

CONCLUSION

Staff recommends that Council select a Council Member to serve as Vice Mayor.



STAFF REPORT

TO: Mayor and Members of the City Council
 FROM: Brad Donohue, Public Works Director
 Arash Kimia, Associate Engineer
 VIA: Brian Dossey, City Manager
 MEETING DATE: August 24, 2022
 SUBJECT: Notice of Award – 2022 Mission Road Crosswalk Improvement Project

RECOMMENDATION

Staff recommends that the City Council adopt the following resolution:

RESOLUTION AWARDING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT FOR THE 2022 MISSION ROAD CROSSWALK IMPROVEMENT PROJECT (CIP #909) TO GOLDEN BAY CONSTRUCTION, INC, AND AMENDING THE PROJECT BUDGET IN THE AMOUNT \$130,000.00.

EXECUTIVE SUMMARY

The proposed resolution would award and authorize the City Manager to execute a construction contract with Golden Bay Construction, Inc. for the 2022 Mission Road Crosswalk Improvement Project ("Project").

The Town published the notice inviting bids on July 19, 2022 and the bid opening occurred on Thursday, Aug 04, 2022. The Town received one (1) bid. Upon examination of the bid and due diligence of the bidder, Town staff determined that Golden Bay Construction, Inc. is a responsible bidder submitting a responsive bid in the amount of \$102,251.50.

FISCAL ANALYSIS

At the May 11th City Council meeting when the Project was approved for bid, staff stated they would request at contract award a CIP budget amendment to include all Project costs. The proposed Project costs are as follows:

Cost	Amount
Design	\$11,000.00
Construction	\$102,251.50
Contingency (10%)	\$10,225.00
Construction Management	\$6,532.50
Total	\$130,000.00

Staff is requesting that City Council approve a CIP budget amendment in the amount of \$130,000 for the Project.

BACKGROUND

On May 11, 2022, the City Council approved the Project bid package and authorized staff to advertise the notice inviting bids for the Project. Because the Project includes speed humps, City Council wanted to know the specific location of the proposed speed humps. (See Attachment B).

On July 19, the Town sent the notice inviting bids to five (5) qualified contractors. Prior to bid, staff contacted each contractor and reviewed the project and project scope. Bid opening for the Project occurred on Aug 04, 2022, at 2:00 pm, only one contractor responded to the notice inviting bids.

ANALYSIS

The Town received one (1) bid on Thursday, Aug 04, 2022, from Golden Bay Construction Inc. Staff reviewed and analyzed each bid item thoroughly to ensure that the proposed Project costs met the requirements of the Project plans and specifications. Staff deemed the \$102,251.50 bid submitted by Golden Bay Construction Inc. to be complete and responsive.

The engineer's estimate for the Project was estimated at \$86,330.00. Golden Bay Construction's bid of \$102,251.50 exceeded the engineers estimate by \$15,921.50, an approximately 15% increase. The cost increase is mostly due to mobilization, traffic control and concrete work. See Attachment C, Bid Tabulation Summary for cost comparisons between the bid and engineer's estimate.

COUNCIL ADOPTED VALUES

Adoption of the resolution is consistent with the City Council's value of being *responsible* to its residents and public in their desire to promote a safer environment for the public to walk, bike and travel along the Town's roadways.

SUSTAINABILITY IMPACT

Staff has considered and implemented sustainable practices into this Project, requiring that the demolished concrete sidewalk and asphalt debris be off hauled to a recycling plant to be ground up and re-used. By doing so, construction debris will not become part of the landfill and will be recycled into other construction projects.

ALTERNATIVES

City Council could reject the one bid and go back out to bid in hopes that other contractors would respond. This alternative is not recommended; the potential savings (if any) would not compensate the Town for the cost of minor value engineering and the cost of re-bidding the Project. The Town received only one bid, if the Town went back out, the Town may not receive any bids and if so, there is a chance those bids could come in more expensive than the current bid.

CONCLUSION

Staff recommends that the City Council adopt a resolution awarding and authorizing the City Manager to execute a construction contract with Golden Bay Construction, Inc. for the 2022 Mission Road Crosswalk Improvement Project (CIP #909) and amending the Project budget in the amount of \$130,000.00.

ATTACHMENTS

- A. Resolution
- B. Speed Hump Location
- C. Bid Tabulation Summary



**RESOLUTION NO. 2022-__
OF THE CITY COUNCIL OF THE TOWN OF COLMA**

**RESOLUTION AWARDING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A
CONSTRUCTION CONTRACT FOR THE 2022 MISSION ROAD CROSSWALK
IMPROVEMENT PROJECT (CIP #909) TO GOLDEN BAY CONSTRUCTION, INC., AND
AMEND THE PROJECT BUDGET IN THE AMOUNT \$130,000.00.**

The City Council of the Town of Colma hereby resolves:

1. Background

- (a) The Town of Colma opened bids for the 2022 Mission Road Crosswalk Improvement Project ("Project") on August 04, 2022.
- (b) Town Staff determined that Golden Bay Construction, Inc. is the lowest responsible bidder submitting a responsive bid in the amount of \$102,251.50.

2. Findings

- (a) The City Council finds that Golden Bay Construction, Inc. is the lowest responsible bidder submitting a responsive bid.

3. Approval and Authorization

- (a) Award of the construction contract for the Project in the amount of \$102,251.50 is hereby made to Golden Bay Construction, Inc.
- (b) The construction contract for the Project between the Town of Colma and Golden Bay Construction, Inc., a copy of which is on file with the City Clerk, is approved by the City Council of the Town of Colma.
- (c) The City Manager is hereby authorized to execute said contract on behalf of the Town of Colma.
- (d) Approve a CIP budget amendment to provide \$130,000.00 for the Project, including \$11,000.00 for design, \$102,251.50 for construction, \$10,225.00 for Town controlled contingency, and \$6,532.50 for construction management.

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Certification of Adoption

I certify that the foregoing Resolution 2022-__ was duly adopted at a regular meeting of said City Council held on August 24, 2022 by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fisicaro, Mayor					
Diana Colvin					
Joanne F. del Rosario					
John Irish Goodwin					
<i>Voting Tally</i>		0			

Dated _____

Helen Fisicaro, Mayor

Attest: _____
Caitlin Corley, City Clerk

SPEED HUMP #1 ATTACHMENT "B"



Image capture: May 2022 © 2022 Google

SPEED HUMP #2

ATTACHMENT "B"



ATTACHMENT C

2022 Mission Rd Crosswalk Improvement Project Bid Summary							
BASE BID SCHEDULE				Engineer Estimate		Bidder	
						Golden Bay Construction, Inc.	
NO.	ITEM DESCRIPTION	UNIT OF MEASURE	EST. QTY.	UNIT PRICE	ITEM COST	UNIT PRICE	ITEM COST
1	Mobilization	LS	1	\$5,000.00	\$5,000.00	\$9,500.00	\$9,500.00
2	Traffic Control and Notification	LS	1	\$2,000.00	\$2,000.00	\$11,299.00	\$11,299.00
3	PCC Curb Ramp Extensions (bulb-outs)	EA	2	\$12,000.00	\$24,000.00	\$15,700.00	\$31,400.00
4	RRFB System with Foundation	EA	2	\$16,000.00	\$32,000.00	\$13,150.00	\$26,300.00
5	Thermoplastic White Diagonal Crosswalk	LF	210	\$10.00	\$2,100.00	\$12.00	\$2,520.00
6	Thermoplastic Legends - PED XING	SF	78	\$10.00	\$780.00	\$12.00	\$936.00
7	Thermoplastic Yield Line	LF	23	\$10.00	\$230.00	\$9.50	\$218.50
8	Markings – Paint Red Curb	LF	40	\$7.00	\$280.00	\$4.75	\$190.00
9	HMA Speed Hump	SF	560	\$20.00	\$11,200.00	\$23.00	\$12,880.00
10	Thermoplastic Speed Hump Chevron Markings (21 SF)	EA	4	\$250.00	\$1,000.00	\$300.00	\$1,200.00
11	Thermoplastic Diamond Symbol (11 SF)	EA	2	\$150.00	\$300.00	\$240.00	\$480.00
12	Thermoplastic Advanced Speed Hump Warning (1' White Striping)	LF	144	\$10.00	\$1,440.00	\$12.00	\$1,728.00
13	New Signs	EA	12	\$500.00	\$6,000.00	\$300.00	\$3,600.00

TOTAL OF BASE BID SCHEDULE ITEMS	\$86,330.00	\$102,251.50
10% Contingency	\$8,633.00	\$10,225.15
TOTAL + CONTINGENCY	\$94,963.00	\$112,476.65





STAFF REPORT

TO: Mayor and Members of the City Council
 FROM: Brad Donohue, Public Works Director
 Dave Bishop, PE- Senior Project Manager
 VIA: Brian Dossey, City Manager
 MEETING DATE: August 24, 2022
 SUBJECT: Notice of Award – F Street Retaining Wall Improvement Project

RECOMMENDATION

Staff recommends that the City Council adopt the following resolution:

RESOLUTION REJECTING CAZADORO CONSTRUCTION, INC'S BID PROTEST AS WITHOUT MERIT AND WAIVING THE IMMATERIAL IRREGULARITY IN THE BID OF AND AWARDED AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT WITH FARALLON COMPANY ENGINEERING FOR THE F STREET RETAINING WALL REPAIR PROJECT (CIP #902) IN THE AMOUNT OF \$284,885.00.

EXECUTIVE SUMMARY

The proposed resolution would award and authorize the City Manager to execute a construction contract with Farallon Construction Engineering for the F Street Retaining Wall Repair Project, ("Project").

Notice Inviting General Contractors to bid on the Project was published on July 29, 2022; bid opening occurred on Thursday, July 26, 2022. Seven (7) bids were received. Upon examination and due diligence of the bids received, Town Staff determined that Farallon Company Engineering is the lowest responsible bidder submitting a responsive bid (Inclusive of add alternatives) in the amount of \$284,885.00

FISCAL ANALYSIS

At the June 8th, 2022, City Council Meeting the project plans and specification were approved by City Council to go to bid. The project breakdown is as follows:

Project Budget		\$ 447,000.00
Design	\$ 47,700.00	
Construction Management/Design Support	\$ 80,000.00	
Construction Contract	\$ 285,000.00	
Contingencies (10%)	\$ 28,500.00	
Project costs		\$ 441,200.00
Project Reserve		\$ 5,800.00

The approved project budget is adequate to be able to fund design, construction support, and new construction costs with a 10% project contingency.

BACKGROUND

Previously, at the October 13, 2021, City Council Meeting, staff recommended that City Council reject all bids due to the lack of interest in bidding the project. Prior to rebidding the project, staff and the design engineers were able to “Value Engineer” the project to reduce costs portions while still making the needed repairs and improvements. New project plans and bid specifications (“Bid Package”) for the F Street Retaining Wall Improvement Project (“Project”) were presented and approved at the June 8th, 2022, City Council meeting. The major changes were focused on drainage, specifically channeling surface water and improving surface water drainage facilities.

The project also included various architectural features such as cobble stones in the earth/soil area between the lower and upper wall (Attachment “B”). In the project bid alternates we have included a smooth stucco finish on the lower wall and architectural pilasters that would run in alignment with the wall buttresses.

The Project was advertised on June 29, 2022, and bids were opened on July 26, 2022.

ANALYSIS

A total of seven (7) bid proposals were accepted ranging from a low bid of \$284,885.00 to a high bid of \$515,485.00. (See attachment “A”). The apparent low bid was submitted by Farallon Company Engineering (Farallon). The engineer’s estimate is \$321,815. Farallon’s bid is approximately 11.5% under the design engineer’s estimate.

When Farallon’s bid was reviewed, Farallon’s bid documents did not include a signed Addendum No. 1. The second lowest bidder, Cazadoro Construction, Inc. (Cazadoro) sent a bid protest requesting that the Town reject Farallon’s bid as nonresponsive and recommended awarding the construction contract to Cazadoro, as the second lowest bidder. The bid protest was then turned over to the City Attorney’s office for review and to respond back to Cazadoro. The City Attorney’s office reviewed the protest and responded back to Cazadoro, dismissing their claim on the basis that even though Farallon did not submit at the time of bid a signed addendum, Farallon did acknowledge Addendum No. 1 on the first page of its bid, acknowledging receipt and

understanding and full consideration of Addendum No. 1. While Farallon's bid did not include the signed copy of the Addendum, Town's legal counsel and Staff determined that Farallon sufficiently acknowledged the addendum elsewhere in the bid and updated the bid schedule to reflect the quantity change as required by Addendum No. 1. (See Attachment "D")

Accordingly, Town Staff and the City Attorney's office have determined that the bid protest is without merit and recommend that the City Council reject Cazadoro's bid protest as without merit, waive the immaterial irregularity in the bid of and award the construction contract for the F Street Retaining Wall Repair Project to Farallon Company Engineering as the lowest responsible bidder submitting a responsive bid.

COUNCIL ADOPTED VALUES

Adoption of the resolution is consistent with the City Council's value of being *responsible* to its residents and public in their desire to promote a safer environment for the public to walk, bike and travel along the Town's roadways.

ALTERNATIVES

At this time there is not an alternative except to reject all bids and reevaluate the project and the scope of work for a later date. This is not recommended given that staff feels that the pricing that has been received is very competitive, and to wait will cost more as time goes on.

CONCLUSION

Staff recommends that the City Council adopt a resolution rejecting Cazadoro's bid protest as without merit and waiving the immaterial irregularity in the bid of and awarding and authorizing the City Manager to execute a construction contract with Farallon Company Engineering for the F Street Retaining Wall Improvement Project (CIP #902).

ATTACHMENTS

- A. Resolution
- B. Example of Cobble Stones
- C. City Response to Bid Protest-Letter



RESOLUTION NO. 2022-__
OF THE CITY COUNCIL OF THE TOWN OF COLMA

RESOLUTION REJECTING CAZADORO CONSTRUCTION, INC.'S BID PROTEST AS WITHOUT MERIT AND WAIVING THE IMMATERIAL IRREGULARITY IN THE BID OF AND AWARDING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT WITH FARALLON COMPANY ENGINEERING FOR THE F STREET RETAINING WALL IMPROVEMENT PROJECT (CIP #902) IN THE AMOUNT OF \$284,885.00.

The City Council of the Town of Colma does hereby resolve:

1. Background.

(a) The Town of Colma opened bids for the F Street Retaining Wall Improvement project ("Project") on July 26, 2022.

(b) Town Staff determined that Farallon Company Engineering ("Farallon") is the lowest responsible bidder submitting a responsive bid in the amount of \$284,885.00.

(c) The bid from Farallon contained a minor irregularity given that it did not include a signed copy of Addendum No. 1; however, Farallon did acknowledge Addendum No. 1 elsewhere in its bid and included an appropriately updated bid schedule as required by Addendum No. 1.

(d) The second lowest bidder, Cazadoro Construction, Inc. (Cazadoro), submitted a bid protest claiming that this constituted a material deviation and that Farallon's bid must be rejected as nonresponsive.

(e) The Town has broad discretion to determine responsiveness and accept a responsive bid even if there are minor irregularities or mistakes, as long as such mistakes are immaterial. (See *Menefee v. County of Fresno* (1985) 163 Cal.App.3d 1175; *Ghilloti Construction Co. v. City of Richmond* (1996) 45 Cal.App.4th 897.)

(f) As Farallon's bid acknowledged Addendum No. 1 elsewhere in the bid documents and the corrected bid schedule was submitted, this constitutes an immaterial deviation which may be waived.

2. Finding.

(a) The City Council further finds that the bid protest submitted by Cazadoro is without merit and is accordingly rejected.

(b) The City Council finds that the minor bid irregularity in Farallon's bid is immaterial and waived.

(c) The City Council further finds that Farallon is the lowest responsible bidder submitting a responsive bid.

3. Order

- (a) The bid protest submitted by Cazadoro is without merit and rejected.
- (b) The minor bid irregularity in Farallon's bid is hereby waived.
- (c) Award of the construction contract for the Project in the amount of \$284,885.00 is hereby made to Farallon.
- (d) The construction contract for the Project between the Town of Colma and Farallon, a copy of which is on file with the City Clerk, is approved by the City Council of the Town of Colma.
- (e) The City Manager is authorized to execute said contract on behalf of the Town of Colma, with such minor technical amendments as may be deemed appropriate by the City Manager and the City Attorney.
- (f) A Town controlled ten percent (10%) construction contingency in the amount of \$28,500.00 to be used in the event of unforeseen conditions and certain allowance items is established for the Project.

Certification of Adoption

I certify that the foregoing Resolution No. 2022-XX was duly adopted at a regular meeting of said City Council held on August 24, 2022 by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Helen Fiscaro, Mayor					
Joanne F. del Rosario					
John Irish Goodwin					
Diana Colvin					
<i>Voting Tally</i>					

Dated _____

Helen Fiscaro, Mayor

Attest: _____
Caitlin Corley, City Clerk

Typical view of 2" to 8" Cobble's





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Rebecca A. Chaparro
(619) 525-1310
rebecca.chaparro@bbklaw.com

August 5, 2022

Bryan Holm, President
Cazadoro Construction, Inc.
1485 Bayshore Blvd., Suite 398
San Francisco, CA 94124

Re: F Street Retaining Wall Repair Project
Bid Protest

Dear Mr. Holm:

The Town of Colma (“Town”) is in receipt of your July 27, 2022 bid protest regarding the F Street Retaining Wall Repair Project (“Project”). As described in greater detail below, after reviewing Cazadoro’s bid protest against the apparent low bidder, Farallon Company Engineering (“Farallon”), the Town finds the protest to be substantively meritless.

As a threshold matter, the Town has broad discretion to determine responsiveness of a bid to its bid documents and accept a responsive bid even if there are minor deviations or mistakes, as long as such mistakes are immaterial, i.e. they do not affect the price of the bid or otherwise give a bidder an unfair competitive advantage. (See *Menefee v. County of Fresno* (1985) 163 Cal.App.3d 1175; *Ghilloti Construction Co. v. City of Richmond* (1996) 45 Cal.App.4th 897.)

Cazadoro’s bid protest claims that Farallon’s bid was non-responsive because it did not include a signed addendum acknowledgement for Addendum No. 1. Addendum No. 1 stated that the bid item #11 quantity shall be noted and submitted as 22 cubic yards.

However, Farallon’s bid lists Addendum No. 1 on the first page of its bid, acknowledging receipt, understanding, and full consideration of it. Additionally, Farallon wrote in 22 cubic yards into bid item #11 on its base bid schedule and calculated the bid item accordingly, as required by Addendum No. 1. While Farallon’s bid did not include a copy of the signed Addendum No. 1, Town staff and its legal counsel have reviewed it determined that Farallon sufficiently acknowledged the addendum elsewhere in its bid and updated the bid schedule to reflect the appropriate quantity as required by Addendum No. 1.



Cazadoro Construction, Inc.
August 5, 2022
Page 2

In light of the foregoing, the Town has determined that the alleged error in the bid is an immaterial deviation which does not amount to a material mistake requiring the Town to reject the bid as non-responsive.

Accordingly, the Town will consider award of this contract at its meeting on August 24, 2022. Town staff intends to recommend rejection of Cazadoro's bid protest as meritless and award of the contract to Farallon as the lowest responsible bidder submitting a responsive bid.

Should you have any questions regarding the foregoing, please feel free to contact me.

Sincerely,

Rebecca A. Chaparro
of BEST BEST & KRIEGER LLP



STAFF REPORT

TO: Mayor and Members of the City Council
 FROM: John Munsey, Chief of Police
 VIA: Brian Dossey, City Manager
 MEETING DATE: August 24, 2024
 SUBJECT: Full Time Dispatch Services / Contract Dispatch Services

RECOMMENDATION

Staff recommends that the City Council make the following motion:

MOTION DIRECTING STAFF TO PROCEED WITH CREATING A MORE CONCRETE STAFFING PLAN FOR FULL TIME IN-HOUSE DISPATCH SERVICES AND TO MEET AND CONFER WITH THE COLMA DISPATCHERS AS LEGALLY REQUIRED

EXECUTIVE SUMMARY

In February of 2021, the Colma Police Department was contacted by CalOES State 911 Branch regarding being out of compliance with Public Safety Answering Point (PSAP) regulations that mandates that a 911 dispatcher must be onsite taking 911 calls 24 hours a day 7 seven days a week. In particular, CalOES cites to its OES 9-1-1 Operations Manual, which states in relevant part that a dispatch center must be “staffed with 9-1-1 call-taker(s) and committed to answer 9-1-1 calls 24 hours per day, every day of the year, for a minimum of five (5) years.” On this basis, CalOES is taking the position the dispatch center must be 24/7 operations.

In terms of why this was not raised to the Town in the past, CalOES 911 could offer no explanation.

Staff began working various options to present to CalOES to work through the problem. Various options were presented to CalOES, all ending with negative results. Staff was left with two options: (1) outsource dispatch services; or (2) go to an in-house 24/7 dispatch service.

On July 13, 2024, the Town of Colma conducted a public study session during the regarding the status of dispatch services. The two above options were given to the council and public. At the

conclusion of the session all five Council Members made it clear they wanted to move forward with keeping their own in-house dispatch services by going fulltime.

FISCAL IMPACT

Current Dispatch / Records Budget	\$1,189,458
Contract Fulltime Dispatch Services Two FTE – Records Personnel	\$1,043,008
Fulltime Dispatch / Records Services 1.2 FTE Dispatch Positions	\$1,624,540

The decision to go to fulltime dispatch service would be an approximate reoccurring budget increase of \$435,082. To contract dispatch services would be a decrease of approximately \$146,450.

Considering the fiscal impact for the next five years, the decision to contract dispatch services is projected to deplete the General Fund unassigned reserves by one year – projected at FY 2027-28. The decision to change dispatch/communication operations to 24/7 is projected to deplete the General Fund unassigned reserve a year earlier, projected to be FY 2025-26. The future years projection assumes an 8 percent escalation accounting for COLA's and increases in pension and medical costs. This projection also includes current and future general fund transfer capital program costs as presented during the FY202-23 budget. Please refer to Attachment B for more information.

BACKGROUND

The Town of Colma currently contracts part-time dispatch services with the South San Francisco Police Department. The Services include coverage from 12:00 am to 8:00 am 365 days a week. The service also covers 24-hour coverage for the holidays of Christmas, Thanksgiving and New Year's Day.

In February of 2021, CALOES 911 informed the Town of Colma it was not in compliance with state regulations as a fulltime PSAP. According to CALOES 911 compliance regulations, only fulltime PSAPs are eligible for funding via technology and upgrades.

Staff worked with Radio Consultant Daryl Jones of Telecommunications Engineering Associates to explore potential solutions other than going to a fulltime contract service or in house fulltime service. Below are two of the possible solutions we brought forward:

- South San Francisco would take 911 calls 24x7 and transfer to Colma's 7-digit lines
- Mirror SSF's telephones at Colma – 911 calls would ring in both Colma's and South San Francisco's call center

CALOES rejected both options citing the compliance regulation, that the PSAP needed to be independent stand alone.

ANALYSIS

At the conclusion of our meetings with CALOES it was determined that we had two options: (1) contract for fulltime dispatch services; or (2) increase our dispatch services to provide coverage 24/7.

Based on preliminary information gathering, to contract for fulltime dispatching, the Town of Colma would need to increase our current contract with the South San Francisco Police Department or conduct a Request for Proposal (RFP) as determined by Town of Colma purchasing regulations. Dispatch services would be moved offsite but police records would continue to be maintained by the police department. This would entail the hiring of two FTE, one Records Supervisor and one Records Technician. These positions would also cover the front counter. The decrease in staff would reduce the time the lobby would be open.

To take on dispatch responsibilities in house, 24/7, staff's current estimate is that 1.2 FTE dispatchers would need to be hired resulting in dispatch staffing of one Dispatch supervisor and four full time Dispatchers and per diem Dispatchers to cover some open shifts. The Dispatchers schedule would change to a 12-hr. shift and mirror the patrol schedule.

Council Adopted Values

The direction given is the *responsible* thing to do by taking all options in to consideration, while weighing fiscal aspects by the level of service to the community.

ALTERNATIVES

The following alternative course of action is available to the City Council:

1. Contract dispatch services 24/7 with an outside service provider like South San Francisco or San Mateo County.

CONCLUSION

Staff recommends that the City Council make a motion to direct staff to move forward with determining a more concrete staffing plan for fulltime dispatch services in house and to meet and confer with the Colma Dispatchers as legally required.

ATTACHMENTS

- A. Dispatch Cost Analysis Summary
- B. 5-Year Projection Cost Impact
- C. Proposed Work Schedule
- D. Dispatch Infrastructure Improvements



Town of Colma
Dispatch Services Study Session
Attachment A: Cost Analysis Summary

Summary	2 FTE & 100% SSF	
	Contract Scenario 1	5 FTE (24-7 ops) Scenario 2
Personnel Cost	\$ 503,757.87	\$ 1,352,590.12
Non-Personnel Cost	89,250.00	211,950.00
SSF Contract	450,000.00	60,000.00
Total	\$ 1,043,007.87	\$ 1,624,540.12
Current Budget	\$ 1,189,458.00	
	\$ (146,450.13)	\$ 435,082.12
Add'l Staff		1.20



Town of Colma
Dispatch Services Study Session
Attachment B: Projected Fiscal Impact through FY 2027-28

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Baseline: Current Services	Actual	Actual	Actual	Actual	Budget	Projection	Projection	Projection	Projection	Projection
GF Revenues	\$ 34.29 M	\$ 15.70 M	\$ 18.00 M	\$ 21.98 M	\$ 19.08 M	\$ 19.35 M	\$ 19.57 M	\$ 19.78 M	\$ 20.00 M	\$ 20.22 M
GF Expenditures	\$ 33.57 M	\$ 17.05 M	\$ 14.54 M	\$ 20.72 M	\$ 20.43 M	\$ 24.32 M	\$ 20.90 M	\$ 21.00 M	\$ 21.81 M	\$ 22.70 M
Ending Balance	\$ 25.18 M	\$ 23.83 M	\$ 27.29 M	\$ 28.55 M	\$ 27.20 M	\$ 22.23 M	\$ 20.90 M	\$ 19.68 M	\$ 17.87 M	\$ 15.40 M
Budget Stabilization	\$ 12.00 M	\$ 12.00 M	\$ 12.00 M	\$ 15.00 M	\$ 15.00 M	\$ 15.00 M	\$ 15.00 M	\$ 15.00 M	\$ 14.68 M	\$ 12.10 M
Other GF Reserves	\$ 2.20 M	\$ 2.27 M	\$ 2.27 M	\$ 2.71 M	\$ 2.81 M	\$ 2.90 M	\$ 3.00 M	\$ 3.10 M	\$ 3.20 M	\$ 3.29 M
Unassigned Reserves	\$ 10.98 M	\$ 9.57 M	\$ 13.02 M	\$ 10.84 M	\$ 9.39 M	\$ 4.33 M	\$ 2.90 M	\$ 1.59 M	\$ -	\$ -

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Scenario 1: Contract	Actual	Actual	Actual	Actual	Budget	Projection	Projection	Projection	Projection	Projection
GF Revenues	\$ 34.29 M	\$ 15.70 M	\$ 18.00 M	\$ 21.98 M	\$ 19.08 M	\$ 19.35 M	\$ 19.57 M	\$ 19.78 M	\$ 20.00 M	\$ 20.22 M
GF Expenditures	\$ 33.57 M	\$ 17.05 M	\$ 14.54 M	\$ 20.72 M	\$ 20.28 M	\$ 24.19 M	\$ 20.78 M	\$ 20.88 M	\$ 21.71 M	\$ 22.61 M
Ending Balance	\$ 25.18 M	\$ 23.83 M	\$ 27.29 M	\$ 28.55 M	\$ 27.35 M	\$ 22.51 M	\$ 21.30 M	\$ 20.20 M	\$ 18.49 M	\$ 16.10 M
Budget Stabilization	\$ 12.00 M	\$ 12.00 M	\$ 12.00 M	\$ 15.00 M	\$ 15.00 M	\$ 15.00 M	\$ 15.00 M	\$ 15.00 M	\$ 15.00 M	\$ 12.81 M
Other GF Reserves	\$ 2.20 M	\$ 2.27 M	\$ 2.27 M	\$ 2.71 M	\$ 2.81 M	\$ 2.90 M	\$ 3.00 M	\$ 3.10 M	\$ 3.20 M	\$ 3.29 M
Unassigned Reserves	\$ 10.98 M	\$ 9.56 M	\$ 13.02 M	\$ 10.84 M	\$ 9.54 M	\$ 4.61 M	\$ 3.30 M	\$ 2.10 M	\$ 0.29 M	\$ -

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Scenario 2: Add'l Staff	Actual	Actual	Actual	Actual	Budget	Projection	Projection	Projection	Projection	Projection
GF Revenues	\$ 34.29 M	\$ 15.70 M	\$ 18.00 M	\$ 21.98 M	\$ 19.08 M	\$ 19.35 M	\$ 19.57 M	\$ 19.78 M	\$ 20.00 M	\$ 20.22 M
GF Expenditures	\$ 33.57 M	\$ 17.05 M	\$ 14.54 M	\$ 20.72 M	\$ 20.86 M	\$ 24.79 M	\$ 21.41 M	\$ 21.54 M	\$ 22.40 M	\$ 23.34 M
Ending Balance	\$ 25.18 M	\$ 23.83 M	\$ 27.29 M	\$ 28.55 M	\$ 26.77 M	\$ 21.33 M	\$ 19.49 M	\$ 17.73 M	\$ 15.33 M	\$ 12.21 M
Budget Stabilization	\$ 12.00 M	\$ 12.00 M	\$ 12.00 M	\$ 15.00 M	\$ 15.00 M	\$ 15.00 M	\$ 15.00 M	\$ 14.63 M	\$ 12.13 M	\$ 8.92 M
Other GF Reserves	\$ 2.20 M	\$ 2.27 M	\$ 2.27 M	\$ 2.71 M	\$ 2.81 M	\$ 2.90 M	\$ 3.00 M	\$ 3.10 M	\$ 3.20 M	\$ 3.29 M
Unassigned Reserves	\$ 10.98 M	\$ 9.56 M	\$ 13.02 M	\$ 10.84 M	\$ 8.96 M	\$ 3.43 M	\$ 1.49 M	\$ -	\$ -	\$ -



Town of Colma
Dispatch Services Study Session
Attachment C: Proposed Schedules

Scenario 1: 2 FTE & 100% SSF Contract

By Positions	Pay Period 1													
	sun	mon	tue	wed	thu	fri	sat	sun	mon	tue	wed	thu	fri	sat
Records Technician III - Lead		8	8	8	8	8			8	8	8	8	8	
Records Technician 1		8	8	8	8	8			8	8	8	8	8	
Total Hrs	0	16	16	16	16	16	0	0	16	16	16	16	16	0

By Positions	Pay Period 2														Total Hours
	sun	mon	tue	wed	thu	fri	sat	sun	mon	tue	wed	thu	fri	sat	
Records Technician III - Lead		8	8	8	8	8			8	8	8	8	8		160
Records Technician 1		8	8	8	8	8			8	8	8	8	8		160
Total Hrs	0	16	16	16	16	16	0	0	16	16	16	16	16	0	160

Town of Colma
Dispatch Services Study Session
Attachment C: Proposed Schedules

Scenario 2: 5 FTE (24-7 ops)

By Positions	Pay Period 1													
	sun	mon	tue	wed	thu	fri	sat	sun	mon	tue	wed	thu	fri	sat
Dispatch/Records Supervisor		10	10	10	10				10	10	10	10		
Dispatch 1	12	12	12				8	12	12	12				
Dispatch 2	12	12	12				8	12	12	12				
Dispatch 3				12	12	12					12	12	12	8
Dispatch 4				12	12	12					12	12	12	8
Per Diem Dispatch 1							4							
Per Diem Dispatch 2							4							
Per Diem Dispatch 3														4
Per Diem Dispatch 4														4
Total Hrs	24	34	34	34	34	24	24	24	34	34	34	34	24	24

By Positions	Pay Period 2														Total Hours
	sun	mon	tue	wed	thu	fri	sat	sun	mon	tue	wed	thu	fri	sat	
Dispatch/Records Supervisor		10	10	10	10				10	10	10	10			160
Dispatch 1	12	12	12				8	12	12	12					160
Dispatch 2	12	12	12				8	12	12	12					160
Dispatch 3				12	12	12					12	12	12	8	160
Dispatch 4				12	12	12					12	12	12	8	160
Per Diem Dispatch 1							4								8
Per Diem Dispatch 2							4								8
Per Diem Dispatch 3														4	8
Per Diem Dispatch 4														4	8
Total Hrs	24	34	34	34	34	24	24	24	34	34	34	34	24	24	832

Town of Colma
Dispatch Services Study Session
Attachment D: Dispatch Infrastructure Investme

Dispatch Furniture	
2018	-
2019	56,371.00
2020	1,157.00
Subtotal - Dispatch	<u>57,528.00</u>

Equipment Purchase	
2020: PD Radio Upgrade	50,000.00
2021: PD Radio Upgrade	167,660.93
2022: PD Lawnet	20,000.00
Subtotal - Radio	<u>237,660.93</u>

JSB Connector to SSF	
2003	266,146.75
2004	237,587.28
2005	1,000.00
Subtotal - JSB Connector	<u>504,734.03</u>

RIMS	
2015	294,129.34
Subtotal - RIMS	<u>294,129.34</u>
Total Proj Cost	<u>1,094,052.30</u>





STAFF REPORT

TO: Mayor and Members of the City Council
 FROM: Brad Donohue, Director of Public Works
 VIA: Brian Dossey, City Manager
 MEETING DATE: August 24, 2022
 SUBJECT: Smart Corridor Project - Northern Cities

RECOMMENDATION

This item is a study session for information purposes only. No City Council action is required; however, staff seeks comments, questions, impressions and opinions from City Council members and members of the public regarding the plans and future agreements as they relate to the City and County of Associated Governments (C/CAG) Smart Corridor Project, specifically the portion of the project that runs through the Town of Colma.

EXECUTIVE SUMMARY

Town and C/CAG staff will introduce the "Smart Corridor Project" to the City Council. Tonight's objects are to review and discuss the following:

- What is the Smart Corridor Project, purpose and benefits.
- Where is the project located.
- Partnership- Town of Colma-CalTrans-C/CAG (Various agreements).
- Construction agreements with Daly City.
- Potential costs; and,
- Project schedule

BACKGROUND

In the Town of Colma's Strategic Plan, one of the goals is to explore and implement Smart City Applications as defined below:

"Research and explore electronic applications and tools that will enhance the Town's ability to communicate to the residential and business community and manage assets and resources more efficiently by way of electronic data collection and technology. Applications and tools can be applied to economic development, mobility, sustainability, community, and government."

Over the past few years, in partnership with San Mateo County and various cities in San Mateo County, the Town has been participating in the Smart Corridor Project. Smart Corridors are designed to improve mobility on local arterial streets by installing Intelligent Transportation System (ITS) equipment, such as an interconnected traffic signal system, close circuit television (CCTV) cameras, dynamic message signs (Trailblazing signage), and vehicle detection systems, on predefined designated local streets and state routes. The ITS infrastructure provides local cities and Caltrans with day-to-day traffic management capabilities in addressing recurring and non-recurring traffic congestion. For example, if drivers along Interstate 280 were stalled due to an accident, this intuitive technology would divert traffic on to parts of Junipero Serra Boulevard during high traffic periods through smart applications in vehicles and handheld devices, thus allowing local authorities to manage traffic issues through an efficient process.

This project is funded by C/CAG through a combination of various grants and Measure M funds. C/CAG who has taken the lead on this project and has been responsible for project design, agreements to share, use or procure certain City or Town owned infrastructure, project related costs and project schedules.

ANALYSIS

The Northern Cities segment is the next phase of the Smart Corridor project within the County. The Northern Cities Smart Corridor Project is broken down into two projects: Daly City/Colma project and the Brisbane project. These projects are a joint effort by the above-mentioned jurisdictions along with C/CAG and the California Department of Transportation (CalTrans). The Colma portion of the project corridors include Junipero Serra Blvd (JSB), Serramonte Blvd., The main entrance into Serra Center, Southgate Ave and Colma Blvd. A map of this portion of the Northern Cities project and the proposed project elements is included as Attachment A to the staff report.

Tonight's study session will be a review of the project and update City Council and public by way of a presentation from C/CAG Staff and consultants. The presentation will detail out the purpose of the project and the many benefits that it will provide the agencies that are aligned with the Smart Corridor Project.

The study session will also go on to unveil what future agreements that will need to be in place between the Town and C/CAG for the project to move forward. Many of these items will be brought back to City Council at a future meeting for review and approval and a proposed project schedule.

Council Adopted Values

The Smart Corridor Project is consistent with the Council value of *vision*, and consistent with the Town's use of technology to assist in traffic related incidents on adjacent freeways and local streets. The Smart Corridor project is also consistent with the goals as stated in the Town's Strategic Plan.

Alternatives

None.

CONCLUSION

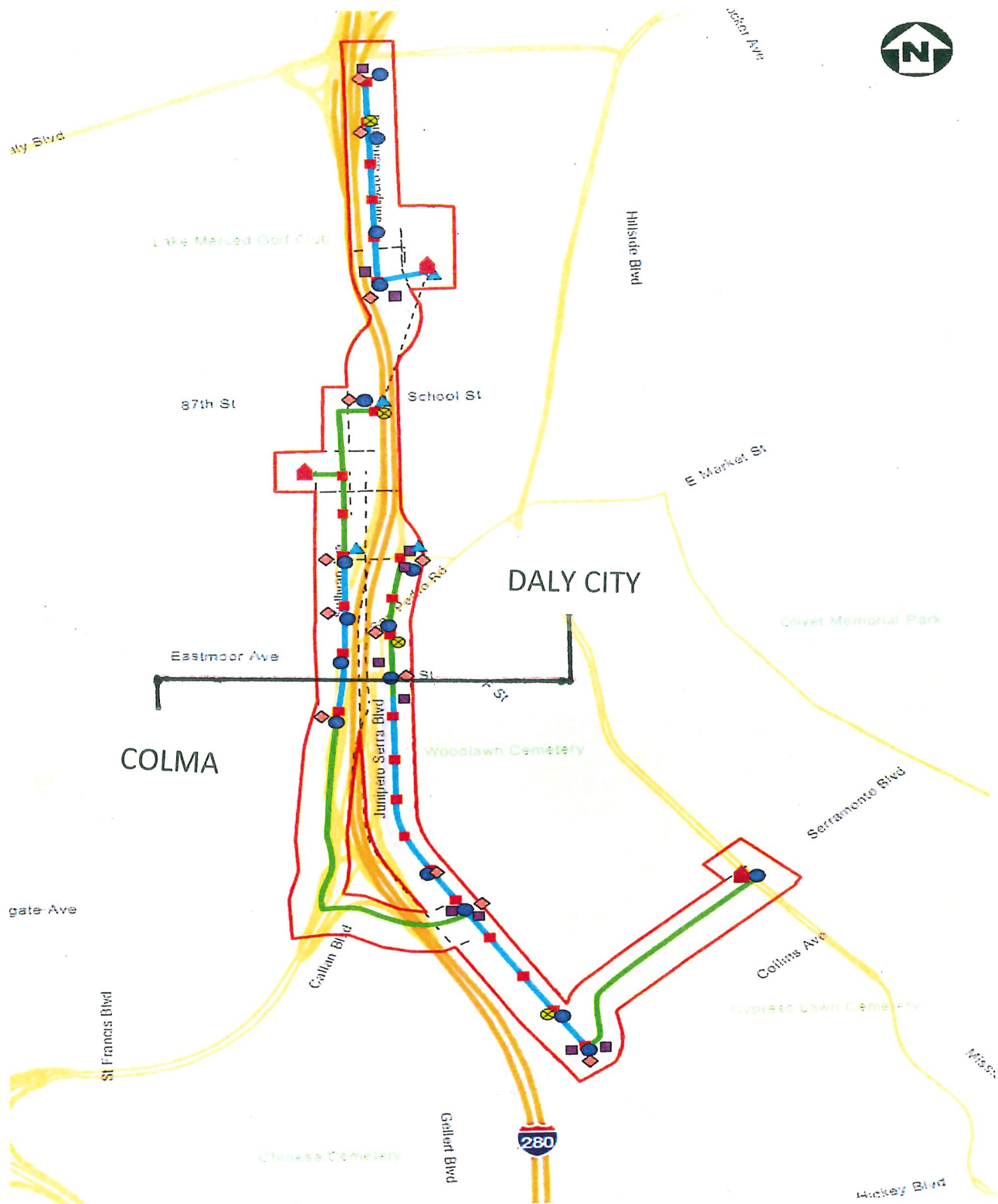
Staff recommends that the City Council listen to the presentation by C/CAG and staff, ask questions, and provide feedback to staff regarding the various components of the Smart Corridor Project.

ATTACHMENTS

- A. Project Map



Daly City and Colma, CA



Legend

- | | |
|--------------------------------------|--|
| Wireless Radio | Pull Box |
| Trail Blazer | New Conduit and Fiber Optic Cable |
| Traffic Signal Controllers | Project Boundary |
| Fiber Hub (City Building Connection) | Wireless Communication |
| Camera | Existing Conduit and New Fiber Optic Cable |
| Arterial System Detection Station | |

