



**CITY OF CORNING
CITY COUNCIL
CLOSED SESSION AGENDA
TUESDAY, OCTOBER 10, 2023
CITY COUNCIL CHAMBERS
794 THIRD STREET**

This is an Equal Opportunity Program; Federal Law prohibits discrimination. Complaints of discrimination may be filed with the Secretary of Agriculture, Washington, D.C. 20250.

In compliance with the Americans with Disabilities Act and Title VI. If you need special assistance or translation services to participate in this meeting, please contact the City Clerk's Office at 530/824-7033 or via email at llinnet@corning.org. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

A. CALL TO ORDER: 5:30 p.m.

B. ROLL CALL:

Council: Dave Demo
Jose "Chuy" Valerio
Shelly Hargens
Lisa Lomeli
Mayor: Robert Snow

The **Brown Act** requires that the Council provide the opportunity for people in the audience to briefly address the Council on the subject(s) scheduled for tonight's closed session. Is there anyone wanting to comment on the subject(s) the Council will be discussing in closed session? If so, please come to the podium, identify yourself and give us your comments.

C. PUBLIC COMMENTS:

D. REGULAR AGENDA:

1. Public Employment (Pursuant to Government Code § 54957)
Title: City Manager

2. Conference with Labor Negotiators (§54957.6)

- Agency designated representative: City Manager Brant Mesker
- Employee Organization: Operating Engineers Union Local No. 3

E. ADJOURN TO REGULARLY SCHEDULED CITY COUNCIL MEETING AND REPORT ON CLOSED SESSION: 6:30 p.m.

POSTED: FRIDAY, OCTOBER 6, 2023



**CITY OF CORNING
CITY COUNCIL MEETING AGENDA
TUESDAY, OCTOBER 10, 2023
CITY COUNCIL CHAMBERS
794 THIRD STREET**

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In compliance with the Americans with Disabilities Act and Title VI. If you need special assistance or translation services to participate in this meeting, please contact the City Clerk's Office at 530/824-7033 or via email at ljinnet@corning.org. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

A. **CALL TO ORDER:** 6:30 p.m.

B. **ROLL CALL:**

Council: Dave Demo
Jose "Chuy" Valerio
Shelly Hargens
Lisa Lomeli
Mayor: Robert Snow

C. **PLEDGE OF ALLEGIANCE:** Led by the City Manager.

D. **INVOCATION:** Led by Councilor Hargens.

E. **PROCLAMATIONS, RECOGNITIONS, APPOINTMENTS, AND PRESENTATIONS:**

1. Proclamation: October 19th – 21st, 2023 Western Open Fiddle Days. Present to accept the Proclamation will be Tex Ash and members of the Wester Open Fiddlers.

F. **PUBLIC COMMENTS AND BUSINESS FROM THE FLOOR:**

G. **CONSENT AGENDA:** It is recommended that items listed on the Consent Agenda be acted on simultaneously unless a Councilmember or members of the audience request separate discussion and/or action.

2. Waive reading, except by title, of any Ordinance under consideration at this meeting for either introduction or passage, per Government Code Section 36934.

3. Approve the Minutes of the September 26, 2023 City Council Closed Session and Regular Meetings with any necessary corrections.

4. October 5, 2023 Claim Warrant in the amount of \$215,403.40.

5. October 5, 2023 Business License Report.

6. September 2023 Wages & Salaries: \$391,941.27.

7. September 2023 Treasurer's Report.

8. September 2023 Building Permit Valuation Report in the amount of \$1,416,432.

9. September 2023 City of Corning Wastewater Operations Summary Report.

10. Approve changing the established quarterly Airport Commission Meeting start time from 6:30pm to 5:30pm.

11. Authorize payment of Invoice #3 to Builder Solutions, Inc. in the amount of \$91,414.30 for the West Street School Connectivity Project.

12. Authorize payment of Invoice #3 to Builder Solutions, Inc. in the amount of \$50,481.40 for the Olive View School Connectivity Project.

H. **ITEMS REMOVED FROM THE CONSENT AGENDA:**

I. **PUBLIC HEARINGS AND MEETINGS:** None.

J. **REGULAR AGENDA:**

13. Approve Task Order "E" in the amount of \$86,565 to Armstrong Consultants, Inc. for Professional Services for the Runway 17/35 PAPI System Project under Airport Engineering Services Contract 2019-6 and funded 90% with FAA Grant Funds and a 10% required City matching funds.
14. Approve the proposed salary percentage increase to the salary scale for the positions of City Manager and Public Works Director
15. Authorize Staff to solicit "Request for Proposals" (RFP's) for Professional Services to assist with the Housing Element Update.
16. Review and approve the request for the 5-day use of City Property for a synthetic Ice Rink
17. Review and adopt the conceptual design provided by COAR Design Group for the Corning City Plaza & Recreation Center Project or provide Staff direction on project design & funding options.
18. Declare City folding machine as excess property, authorize machine disposal, and authorize purchase of new folding/inserting machine from North Valley Business Products at \$6,110 with an annual maintenance agreement fee of \$615.

K. ITEMS PLACED ON THE AGENDA FROM THE FLOOR:

L. COMMUNICATIONS, CORRESPONDENCE, AND INFORMATION:

- M. REPORTS FROM MAYOR AND COUNCIL MEMBERS:** City Councilmembers will report on attendance at conferences/meetings reimbursed at City expense (Requirement of Assembly Bill 1234).

Demo:

Valerio:

Hargens:

Lomeli:

Snow:

N. ADJOURNMENT:

POSTED: FRIDAY, OCTOBER 6, 2023



**PROCLAMATION
WESTERN OPEN FIDDLE DAYS
OCTOBER 19 - 21, 2023**

WHEREAS the 40th Annual Western Open Fiddle Championships, are being held in Red Bluff at the Red Bluff Elks Lodge; and

WHEREAS, the Annual Western Open Fiddle Championships are supported by the California State Old-Time Fiddle Association, whose purpose is to perpetuate and promote the art of old-time fiddle music; and

WHEREAS the Western Open Fiddle Championships will be held in Red Bluff for the 26th year; and

WHEREAS, the Western Open draws fiddlers and fans, ages 3 to 93 from throughout the Western United States and Canada to Tehama County.

NOW, THEREFORE I, Robert Snow as Mayor of the City of Corning, **DO HEREBY PROCLAIM OCTOBER 19th - 21, 2023 AS "WESTERN OPEN FIDDLE DAYS"**. I invite all citizens to join in with the participants of the 26th Red Bluff Edition of the 40th Annual Western Open Fiddle Championships in promoting and perpetuating the art and music of our cultural heritage and old-time fiddling.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the Great Seal of the City of Corning to be affixed this 10th day of October 2023

Robert Snow, Mayor

ATTEST:

Lisa M. Linnet, City Clerk



**CITY OF CORNING
CITY COUNCIL
CLOSED SESSION MINUTES
TUESDAY, SEPTEMBER 26, 2023
CITY COUNCIL CHAMBERS
794 THIRD STREET**

This is an Equal Opportunity Program; Federal Law prohibits discrimination. Complaints of discrimination may be filed with the Secretary of Agriculture, Washington, D.C. 20250.

A. **CALL TO ORDER:** 5:30 p.m.

B. **ROLL CALL:**

Council: Dave Demo
Jose "Chuy" Valerio
Shelly Hargens
Lisa Lomeli

Mayor: Robert Snow

All members of the City Council were present.

C. **PUBLIC COMMENTS:** None.

D. **REGULAR AGENDA:**

1. **Public Employment (Pursuant to Government Code § 54957)**

Title: Public Works Director Position.

E. **ADJOURN TO REGULARLY SCHEDULED CITY COUNCIL MEETING AND REPORT ON CLOSED SESSION:** 6:30 p.m. Mayor Snow reported that direction was given to Staff.



**CITY OF CORNING
CITY COUNCIL MEETING MINUTES
TUESDAY, SEPTEMBER 26, 2023
CITY COUNCIL CHAMBERS
794 THIRD STREET**

A. **CALL TO ORDER:** 6:30 p.m.

B. **ROLL CALL:**

Council: Dave Demo
Jose "Chuy" Valerio
Shelly Hargens
Lisa Lomeli

Mayor: Robert Snow

All members of the City Council were present.

C. **PLEDGE OF ALLEGIANCE:** Led by the City Manager.

D. **INVOCATION:** Led by Karen Burnett.

E. **PROCLAMATIONS, RECOGNITIONS, APPOINTMENTS, PRESENTATIONS:**

1. **Proclamation: October 2023 as National Domestic Violence Awareness Month.**

Present to accept the Proclamation was Enlida Ocampo, Empower Tehama South County Coordinator. October 4, 2023 will be the Candlelight Walk in Red Bluff.

F. **PUBLIC COMMENTS AND BUSINESS FROM THE FLOOR:**

Julie Johnson asked if something could be done regarding the planter boxes on Solano Street stating that walking through them to get to your vehicle parked on the street can be difficult especially when there has been rain, mentioning that when there is a lot of rain the bark floats out.

Interim City Manager Tim Potanovic thanked the City Council for allowing him to serve the City and thanked City Staff for their help.

Delores May thanked whoever cleaned up the Theatre Marquee.

Audience Member: Stated she was excited about the upcoming installation/construction of the City Park Plaza and Community Center; it will be a great addition to the City. She is glad the

THE CITY OF CORNING IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER

roller coaster on Solano St. has been fixed; she likes the new streetlights on Solano Street; and that the Public Safety Unit (Police) negotiations have been completed. She also thanked the members of the City Police and Fire Departments for their service to the community.

Chrissy Meeds: Announced the Tuesday Night Market is next Tuesday, October 2nd; and Wednesday, October 4th there will be a Special Public Meeting to discuss the new City Plaza and Community Center design.

G. CONSENT AGENDA: It is recommended that items listed on the Consent Agenda be acted on simultaneously unless a Councilmember or members of the audience request separate discussion and/or action.

- 2. Waive reading, except by title, of any Ordinance under consideration at this meeting for either introduction or passage, per Government Code Section 36934.**
- 3. Waive the reading and approve Minutes of the following meetings with any necessary corrections:**
 - a. September 8, 2023 Special City Council Closed Session; and**
 - b. September 12, 2023 City Council Closed Session & Regular Meetings with any necessary corrections.**
- 4. September 21, 2023 Claim Warrant in the amount of \$407,787.82.**
- 5. September 21, 2023 Business License Report.**
- 6. Authorize payment to COAR Design Group for Invoice No. 21880 in the amount of \$58,325 for the Corning City Plaza and Recreation Project.**

Councilor Valerio moved to approve Consent Items 2-6 and Councilor Hargens seconded the motion. **Ayes: Snow, Demo, Valerio, Hargens, and Lomeli. Absent/Abstain/Oppose: None. Motion was approved by a 5-0 vote.**

H. ITEMS REMOVED FROM THE CONSENT AGENDA: None.

I. PUBLIC HEARINGS AND MEETINGS: None.

J. REGULAR AGENDA:

- 7. Approve City Manager Employment Agreement between the City of Corning and Brant Mesker.**

Presented by City Attorney Collin Bogener who stated that the proposed Agreement is a 3-year contract, and that Mr. Mesker will be hired at Step B, \$128,532.60 per year.

Councilor Demo moved to approve the City Manager Employment Agreement between the City of Corning and Brant Mesker. Councilor Valerio seconded the motion. **Ayes: Snow, Demo, Valerio, Hargens, and Lomeli. Absent/Abstain/Oppose: None. Motion was approved by a 5-0 vote.**

- 8. Adopt Resolution 09-26-2023-01 authorizing the City Clerk to record Tax Liens on 16 properties for delinquent water and/or sewer service accounts in the combined total amount of \$16,263.09.**

Presented by City Clerk Lisa Linnet who stated that the Resolution presented for approval authorizes her to place a property Lien on the 16 properties listed for delinquent payment of their water and/or sewer bill. The responsible parties have received numerous notifications of delinquency on their respective accounts with no response. The City's Municipal Code, under Sections 13.04.430 and 13.08.150 allows the City to place a Lien upon the premises to recover the amount owed.

Councilor Demo moved to adopt Resolution 09-26-2023-01 and authorize the City Clerk to record Liens in the combined amount of \$16,263.09 for delinquent water and/or sewer service on the 16 properties listed. Councilor Hargens seconded the motion. **Ayes: Snow, Demo, Valerio, Hargens, and Lomeli. Absent/Abstain/Oppose: None. Motion was approved by a 5-0 vote.**

- 9. Adopt Resolution No. 09-26-2023-02 approving a Rural Fire Capacity Assistance (RFC) Agreement in the amount of \$8,870.92 with CALFIRE and authorize the City Manager to sign the Agreement.**

Presented by Fire Chief Tom Tomlinson who stated that he received notification that the City of Corning Fire Department's 2023 RFC Application was selected for funding from the Department of Forestry and Fire Protection in the amount of \$8,870.92. He stated that there is a 50% grant match of \$8,80.92 required and the funding will be utilized to purchase 6 new handheld radio Wildland Packs in the amount of \$17,741.84.

Councilor Hargens to adopt Resolution 09-26-2023-02 approving Agreement No. 7GF23305 between the City and the California Department of Forestry & Fire Protection; authorize the City Manager to sign and execute the Agreement and any amendments on behalf of the City; and approve expenditure of the budgeted \$8,870.92 from fund 001-6552-2300 for the Grant matching fund criteria. Councilor Valerio seconded the motion. **Ayes: Snow, Demo, Valerio, Hargens, and Lomeli. Absent/Abstain/Oppose: None. Motion was approved by a 5-0 vote.**

10. Request City Council direction to donate or sell used Playground Equipment from Northside Kiddie Park as one lot on an "As Is" basis.

Presented by Planner II/Recreation Coordinator Christina Meeds who stated that the City was approached by New Life Assembly Church Pastor James Turnes regarding the possible donation of the City's used park playground equipment.

Councilor Demo moved to donate the used playground equipment to the New Life Assembly Church as "One Lot" on an "As Is" basis. Councilor Hargens seconded the motion. **Ayes: Snow, Demo, Valerio, Hargens, and Lomeli. Absent/Abstain/Oppose: None. Motion was approved by a 5-0 vote.**

11. Approve Development Reimbursement Agreement for a Water and Sewer crossing across Interstate 5 at Corning Road to Galleli Real Estate.

Presented by City Attorney Collin Bogener who stated that the City Council had previously approved using American Rescue Plan Act of 2021 Funds (ARPA) for this project. The City Council at that time directed City Staff to seek Requests for Proposals (RFP's) from the interested Developers with proposed projects on the west side of Interstate 5 to construct and install water and sewer lines across Interstate 5. The City Council directed the City's Attorney to put together and negotiate a Reimbursement Agreement between the City and the Company awarded the RFP. Mr. Bogener also stated that the project is CEQA exempt.

Councilor Hargens moved to approve the Development Reimbursement Agreement for a Water and Sewer Crossing across Interstate 5 at Corning Road to Galleli & Sons, LLC. Councilor Valerio seconded the motion. **Ayes: Snow, Demo, Valerio, Hargens, and Lomeli. Absent/Abstain/Oppose: None. Motion was approved by a 5-0 vote.**

K. ITEMS PLACED ON THE AGENDA FROM THE FLOOR: None

L. COMMUNICATIONS, CORRESPONDENCE, AND INFORMATION: None.

M. REPORTS FROM MAYOR AND COUNCIL MEMBERS: City Councilmembers will report on attendance at conferences/meetings reimbursed at City expense (Requirement of Assembly Bill 1234).

Demo: Reported he had no meetings.

Valerio: Announced the date of the Corning Friends of the Library Book Sale; the October 2nd Tuesday Night Market & Bed Races, and the events taking place during the Olive Festival.

Hargens: Reported she had no meetings.

Lomeli: Stated that the Corning Community Foundation/Friends of the Theater are turning the Theater back over to the City to manage.

Snow: Nothing

Tom Tomlinson: Announced the Fire Department Pancake breakfast on October 7th.

Julie Johnson: 10am flagpole dedication at the Corning Veterans Memorial Hall on Saturday, September 30th.

N. ADJOURNMENT:

Lisa M. Linnet, City Clerk

THE CITY OF CORNING IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER



MEMORANDUM

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: LORI SIMS
ACCOUNTING TECHNICIAN

DATE: October 4, 2023

SUBJECT: Cash Disbursement Detail Report for the
Tuesday October 10, 2023 Council Meeting

PROPOSED CASH DISBURSEMENTS FOR YOUR APPROVAL CONSIST OF THE FOLLOWING:

A.	Cash Disbursements	Ending 09-29-23	\$	40,822.66
B.	Payroll Disbursements	Ending 09-28-23	\$	47,096.13
C.	Cash Disbursements	Ending 10-04-23	\$	127,484.61

GRAND TOTAL \$ 215,403.40

REPORT.: Sep 29 23 Friday
 RUN...: Sep 29 23 Time: 13:50
 Run By.: LORI SIMS

CITY OF CORNING
 Cash Disbursement Detail Report
 Check Listing for 09-23 thru 09-23 Bank Account.: 1020

PAGE: 001
 ID #: PY-DP
 CTL: COR

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
035780	09/21/23	HER07	HERRERA, SARAH ELIZABETH	241.50	09202023	TRAINING/ED-ACO
035781	09/22/23	WEB02	WEBSTER, WAYNE C.	150.00	230923	REC INSTRUCTOR-REC
035782	09/25/23	HOM03	HOME DEPOT	27.07 57.99 258.34 17.64	497373 1027203 4293828 8026321	BLD MAINT-FIRE MAT & SUPPLIES-STR MAT & SUPPLIES-PARKS MAT & SUPPLIES-SWR
			Check Total.....	361.04		
035783	09/25/23	LAC01	LACY, CLINT	450.00	230923	REC INSTRUCTOR-REC
035784	09/25/23	OLI06	OLIVE GROVE APARTMENTS	665.00	230924	CDBG CV2&3-ASST-EMERGENCY RESP (JANAI MEEKS)
035785	09/27/23	BUR08	BURNETT, KAREN S.	150.00 120.00	230915 230930	REC INSTRUCTOR-REC REC INSTRUCTOR-REC
			Check Total.....	270.00		
035786	09/27/23	COM01	COMPUTER LOGISTICS, INC	2060.19 3720.00	84506 84509	EQUIP MAINT-FINANCE EQUIP MAINT- (OCTOBER)
			Check Total.....	5780.19		
035787	09/27/23	COR12	CORNING FORD MERCURY, INC	2090.25	229394	VEH OP/MAINT-POLICE
035788	09/27/23	COR2A	CORNING MINI STORAGE	75.00	35581	MAT & SUPPLIES-REC (OCTOBER 2023 RENT)
035789	09/27/23	GOL07	GOLDEN WEST INDUSTRIAL SU	367.71	2121638	SAFETY ITEMS-FIRE
035790	09/27/23	HIN01	HINDERLITER, DE LLAMAS &	513.86 1310.20	SIN031576 SIN031788	PROF SVCS-FINANCE PROF SVCS-FINANCE
			Check Total.....	1824.06		
035791	09/27/23	INL01	INLAND BUSINESS SYSTEMS	112.02	IN3705332	COMMUNICATIONS-
035792	09/27/23	PGE00	PG&E	798.43	230926	CDBG CV2&3-ASST-EMERGENCY RESP (JACKIE TANNER)
035793	09/27/23	SAL02	SALADO ORCHARD APARTMENTS	1024.00	230926	CDBG CV2&3-ASST-EMERGENCY RESP (JACKIE TANNER)
035794	09/27/23	SCH01	LES SCHWAB TIRE CENTER	1235.81	00484831	VEH OP/MAINT-POLICE
035795	09/27/23	ATT02	AT&T	504.51	20576315	COMMUNICATIONS-
035796	09/27/23	CAM02	FERGUSON ENTERPRISES INC.	1182.02	1801538-3	MAT & SUPPLIES-WTR
035797	09/27/23	COR08	CORNING LUMBER CO INC	297.55	230925	MAT & SUPPLIES-
035798	09/27/23	COR11	CORNING SAFE & LOCK	32.59	9393	MAT & SUPPLIES-TRANS FAC
035799	09/27/23	GRA02	GRAINGER, W.W., INC	132.68 163.07	984970898 985068763	MAT & SUPPLIES-PARKS MAT & SUPPLIES-PARKS
			Check Total.....	295.75		
035800	09/27/23	GRE06	GREG'S HEATING & A/C	9125.00	25673	BLD MAINT-TRANS FAC
035801	09/27/23	KNI00	KNIFE RIVER CONSTRUCTION	648.38	293484	A/C CITYWIDE-STR
035802	09/27/23	PAC29	PACE ANALYTICAL SERVICES,	220.16	230831228	PROF SVCS-WTR DEPT
035803	09/27/23	PAP00	PAPE MACHINERY INC.	149.55	14776564	MAT & SUPPLIES-PARKS
035804	09/27/23	PGE2A	PG&E	162.85	230925	ELECT-CORNING COMMUNITY PARK
035805	09/27/23	PGE2B	PG&E	10904.56	230925	ELECT-WWTP
035806	09/29/23	GRE06	GREG'S HEATING & A/C	135.00	25676	BLD MAINT-LIBRARY
035807	09/29/23	KIN14	KINETICS ACADEMY OF DANCE	368.00	231001	REC INSTRUCTOR-REC
035808	09/29/23	LEE00	LEE, JACQUELINE PATTON	150.00	230930	REC INSTRUCTOR-REC
035809	09/29/23	LNC01	LN CURTIS & SONS	127.80	INV750057	SMALL TOOLS-FIRE
035810	09/29/23	PAC29	PACE ANALYTICAL SERVICES,	220.16	230856428	PROF SVCS-WTR DEPT
035811	09/29/23	PAX00	PAXTON, WYATT	550.00	696	PROF SVCS-BLD & SAFETY
035812	09/29/23	\H084	MIRELLA HERNANDEZ	26.74	000C30901	MQ CUSTOMER REFUND FOR HER0112
035813	09/29/23	\J092	DIANE JOHNSON	115.55	000C30901	MQ CUSTOMER REFUND FOR JOH0107
035814	09/29/23	\L070	TONY LOMBARDO	34.16	000C30901	MQ CUSTOMER REFUND FOR LOM0015
035815	09/29/23	\O036	OLIVE CITY TAX PROFESSIO	50.00	000C30901	MQ CUSTOMER REFUND FOR OLI0122
035816	09/29/23	\R101	BEATRIZ RUBIO	65.61	000C30901	MQ CUSTOMER REFUND FOR RUB0011
035817	09/29/23	\W053	BRITTANY WINCHESTER	11.71	000C30901	MQ CUSTOMER REFUND FOR WIN0021
			Cash Account Total.....	40822.66		
			Total Disbursements.....	40822.66		

Cash Account Total..... .00

REPORT.: Sep 29 23 Friday
 RUN...: Sep 29 23 Time: 13:50
 Run By.: LORI SIMS

CITY OF CORNING
 Cash Disbursement Detail Report - Payroll Vendor Payment(s)
 Check Listing for 09-23 thru 09-23 Bank Account.: 1025

PAGE: 002
 ID #: PY-DP
 CTL.: COR

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
14045	09/28/23	AFL01	AFLAC	923.10	C30930	AFLAC INS.PRE TAX
				117.24	1C30930	AFLAC INS.AFTER TAX
			Check Total.....:	1040.34		
14046	09/28/23	BLU02	BLUE SHIELD OF CALIFORNIA	16089.59	C30930	MEDICAL INSURANCE
14047	09/28/23	OEU01	OPERATING ENGINEERS #3	24761.00	C30930	MEDICAL INSURANCE
14048	09/28/23	OEU02	OPERATING ENG. (DUES)	340.00	C30930	UNION DUES MGMNT
				612.00	1C30930	UNION DUES POLICE
				567.00	2C30930	UNION DUES DISPATCH
				945.00	3C30930	UNION DUES-MISC
			Check Total.....:	2464.00		
14049	09/28/23	PRI04	PRINCIPAL LIFE INSURANCE	1645.75	C30930	DENTAL INSURANCE
				284.25	1C30930	VISION INSURANCE
				811.20	2C30930	LIFE INSURANCE
			Check Total.....:	2741.20		
			Cash Account Total.....:	47096.13		
			Total Disbursements.....:	47096.13		
				=====		

REPORT.: Oct 04 23 Wednesday
 RUN...: Oct 04 23 Time: 15:50
 Run By.: LORI SIMS

CITY OF CORNING
 Cash Disbursement Detail Report
 Check Listing for 10-23 thru 10-23 Bank Account.: 1020

PAGE: 001
 ID #: PV-DP
 CTL.: COR

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
035730	10/02/23	HOL04	HOLIDAY MARKET #32	-450.16 -20.78	003202395u 003204483u	Ck# 035730 Reversed Ck# 035730 Reversed
			Check Total.....:	-470.94		
035818	10/02/23	COR07	CORBIN WILLITS SYSTEMS, I	784.77	000C310011	EQUIP MAINT-FINANCE
035819	10/02/23	COR09	CORNING CHAMBER OF COMM.	1000.00	000C310011	CngChamberComm. Economic
035820	10/02/23	DIV02	DIVISION OF THE STATE ARC	66.40 172.80	20230929 20230929J	PROF SVCS-FINANCE PROF SVCS-FINANCE
			Check Total.....:	239.20		
035821	10/02/23	MOO07	MOORE & BOGENER, INC.	5525.00	000C310031	CONSULTING SVCS-LGL SVCS
035822	10/02/23	NEL00	NELSON, JEFFREY NEIL	54.70	000C310011	PROF SVCS-FIRE DEPT
035823	10/02/23	OCH01	OCHOA CLEANING	4655.00	000C310011	JANITORIAL SERVICES-
035824	10/02/23	OLI06	OLIVE GROVE APARTMENTS	323.00	230929	CDBG CV2&3-ASST-EMERGENCY RESP (CHRISTINA HATHORN)
035825	10/02/23	PIT01	PITNEY BOWES	183.80	000C310011	Rents/Leases Finance Dept
035826	10/02/23	SCH16	SCHLERETH, DAYMON WAYNE	104.70	000C310011	PROF SVCS-FIRE DEPT
035827	10/02/23	SIL03	SILK CONSULTING GROUP	3515.00	22269	CDBG UTILITY ASSISTANCE-ADMIN-EMERGENCY RESP
035828	10/02/23	VAL12	VALENZUELA, JORGE	1300.00	231001	CDBG CV2&3-ASST-EMERGENCY RESP (BRENDA TORRES)
035829	10/02/23	PGE00	PG&E	700.00 498.90	230929 231002	CDBG CV2&3-ASST-EMERGENCY RESP (BRENDA TORRES) CDBG CV2&3-ASST-EMERGENCY RESP (BRENDA TORRES)
			Check Total.....:	1198.90		
035830	10/02/23	ROD10	RODRIGUEZ, JESENIA	1200.00 240.00	230930 230930J	REC INSTRUCTOR-REC REC INSTRUCTOR-REC
			Check Total.....:	1440.00		
035831	10/02/23	WAR05	WARREN, DANA KARL	323.00	231002	REC INSTRUCTOR-REC
035832	10/02/23	MOD02	MODOC WIRELESS	3277.50	09212023	SAFETY ITEM-POLICE
035833	10/03/23	GON02	GONZALEZ JUMPERS & PARTY	323.00	231003	MAT & SUPPLIES-COMM EVENTS (CORNING TUES NIGHT MRK
035834	10/03/23	HOL04	HOLIDAY MARKET #32	20.78	00320448A	CONF/MTGS-CITY ADMIN
035835	10/03/23	PGE00	PG&E	2000.00	231002S	CDBG CV2&3-ASST-EMERGENCY RESP (MARIA SANCHEZ)
035836	10/04/23	ACC01	ACCESS	232.00	10511530	MAT & SUPPLIES-FINANCE
035837	10/04/23	AIR00	AIRGAS USA, LLC	82.96	550280576	MAT & SUPPLIES-FIRE
035838	10/04/23	ATT15	AT&T MOBILITY	687.89	230919	COMMUNICATIONS-
035839	10/04/23	CAL35	CALIFORNIA BUILDING STAND	62.00	231002	SB1473-Bldg & Safety
035840	10/04/23	CIV00	CIVICPLUS, LLC	880.00	277968	Prof Svcs-City Clerk
035841	10/04/23	COP02	COPY CENTER	190.63	22278	Office Supplies-Finance
035842	10/04/23	COR11	CORNING SAFE & LOCK	108.43	9399	Bld Maint-Bld Maint
035843	10/04/23	CYR00	CYRACOM, LLC	25.00	202306770	COMMUNICATIONS-DISPATCH
035844	10/04/23	DEP09	DEPT OF CONSERVATION	117.34	231003	StrongMotion Bldg & Safet
035845	10/04/23	DM001	DM-TECH	119.90	202310011	Communications General Ci
035846	10/04/23	DMV01	DMV RENEWAL	20.00	2023-1004	EQUIP MAINT-SWR (RIVERHAWK REGISTRATION-WWTP)
035847	10/04/23	DOW01	DOWN RANGE	270.61	646460	Uniforms/Clothing-Police
035848	10/04/23	ECO05	ECORP CONSULTING, INC.	405.00 5729.60	99976 101346	PROF SVCS-PLANNING PROF SVCS-PLANNING
			Check Total.....:	6134.60		
035849	10/04/23	EMP01	EMPIRE INSIGNIAS	315.00	2309296	Uniforms-Clothing Police
035850	10/04/23	FIR11	FIRST NATIONAL BANK OMAHA	19.99	230927	COMP/EQUIP/SOFT-FIRE
035851	10/04/23	GRA02	GRAINGER, W.W., INC	135.51 25.51	985360587 985444872	MAT & SUPPLIES- MAT & SUPPLIES-PARKS
			Check Total.....:	161.02		
035852	10/04/23	INF00	INFRAMARK, LLC	79674.83	102330	PROF SVCS-WWTP
035853	10/04/23	INF01	INFINITY ENERGY, INC.	329.00	230920	PARTIAL REFUND-BLD PERMIT #23122
035854	10/04/23	NAP01	NAPA AUTO PARTS	182.07	230925	Veh Opr/Maint-

REPORT.: Oct 04 23 Wednesday
 RUN...: Oct 04 23 Time: 15:50
 Run By.: LORI SIMS

CITY OF CORNING
 Cash Disbursement Detail Report
 Check Listing for 10-23 thru 10-23 Bank Account.: 1020

PAGE: 002
 ID #: PY-DP
 CTL.: COR

Check Number	Check Date	Vendor Number	Name	Net Amount	Invoice #	Description
035855	10/04/23	PEN02	PENGUIN MANAGEMENT, INC.	576.00	76158	Safety Items-Fire
035856	10/04/23	PES01	PESTMASTER SERVICES, INC.	990.79	407790	Weed/Tree Spray- (PEST CONTROL SEPTEMBER)
035857	10/04/23	PGE04	PG&E	558.37 608.03	230928 231002	TranspFacility TranspFacility-
			Check Total.....:	1166.40		
035858	10/04/23	PGE05	PG&E	1169.78	231002	FIRE-ELECT & GAS
035859	10/04/23	PGE2A	PG&E	220.46 20.67 94.15	230927 230928 230927A	Elect- Elect-Cleland Prop Elect-Martini Plaza
			Check Total.....:	335.28		
035860	10/04/23	PGE2B	PG&E	786.99	82318288	Solar-WWTP
035861	10/04/23	QUI02	QUILL CORPORATION	328.61 280.32 25.42	34714109 34714116 34738636	Office Supplies OFFICE SUPPLIES- MAT & SUPPLIES-REC
			Check Total.....:	634.35		
035862	10/04/23	SOU06	SOUTH AVENUE ACE	897.96	230927	Material/Supplies-
035863	10/04/23	TH001	THOMES CREEK ROCK CO	136.97	231001	MAT & SUPPLIES-
035864	10/04/23	TPX00	TPX COMMUNICATIONS	1132.57	174735442	COMMUNICATIONS-
035865	10/04/23	USA01	USA BLUE BOOK	119.57 475.18	00149901 00150026	MAT & SUPPLIES-WTR MAT & SUPPLIES-WTR
			Check Total.....:	594.75		
035866	10/04/23	VAL11	VALLEY PACIFIC PETROLEUM	1807.01 1435.17 321.59	23682794 23682795 23682796	Material/Supplies- Vehicle Op/Maint-Police Veh Op/Maint-Fire
			Check Total.....:	3563.77		
035867	10/04/23	COR11	CORNING SAFE & LOCK	88.32	9400	MAT & SUPPLIES-REC
			Cash Account Total.....:	127484.61		
			Total Disbursements.....:	127484.61		
			=====			

Date.: Oct 4, 2023
Time.: 3:53 pm
Run by: LORI SIMS

CITY OF CORNING
NEW BUSINESSES FOR CITY COUNCIL

Page.: 1
List.: NEWB
Group: WTFMBM

Business Name	Address	CITY/STATE/ZIP	Business Desc	Bus Start Date
COOKIE BOY BREAKS LL 250	TOOMES AVE APT #B107	CORNING, CA 96021	E-COMMERCE GOODS ONLINE FROM HOME	09/26/23

CITY OF CORNING

**TREASURER'S REPORT
SEPTEMBER 2023**

<u>AGENCY</u>		<u>BALANCE</u>	<u>RATE</u>
Local Agency Investment Fund	\$	9,325,388.31	3.15%

Respectfully submitted:

Laura L. Calkins
City Treasurer



Monthly Permit Report

9/1/2023 - 09/30/2023

Permit #	Permit Date	Main Status	Parcel #	Parcel Address	Owner Name	Owner Address	Owner City	Owner Zip	Permit Type	Project Cost
23340	9/29/2023	approved " FEES DUE "	071-222-003-000	1625 Kaufman Ave.	OLIVEIRA, JOHN B & OLIVEIRA, MARGARET A	P O BOX 555	Corning	96021	Electrical	\$1,900
23339	9/29/2023	approved " FEES DUE "	073-313-003	805 Cottonwood Court -Lot 16	CHIP-Lot 16	1001 Willow Street	Chico	95928	Fire Protection	\$2,500
23338	9/29/2023	Under Review	087-050-069-000	2120 South Ave.	LOVES COUNTRY STORES OF CA c/o Ryan LLC	8131 Metcalf Ave., STE 300	Overland Park, KS	66204	ReModel	\$1,000,000
23337	9/27/2023	ISSUED	073-214-006-000	599 Stanmar Dr.	BOWEN, WILBUR L & GENEVIEVE L	599 Stanmar Dr.	Corning	96021	Mechanical	\$7,878
23336	9/26/2023	ISSUED	071-223-011-000	1621 Herbert Ave.	OLIVEIRA, JOHN B & OLIVEIRA, MARGARET A	P.O. Box 555	Corning	96021	Roof	\$11,550
23335	9/25/2023	ISSUED	071-222-005-000	1280 Hoag St.	SANCHEZ, LINO JR	1280 Hoag St.	Corning	96021	Roof	\$10,700
23334	9/22/2023	ISSUED	073-102-010-000	1113 East St.	STEINER, VICTORIA G	1113 East St.	Corning	96021	Electrical	\$1,900
23333	9/22/2023	Under Review	073-010-073-000	660 Solano St.	CHURCH, FIRST ASSEMBLY OF GOD OF CORNING	P.O. Box 226	Corning	96021	ReModel	\$220,000
23332	9/22/2023									\$0
23331	9/22/2023	ISSUED	071-152-012-000	1928 Grant Ave.	NEREY PABLO ETAL	3211 Woodson Ave.	Corning	96021	Roof	\$4,500
23330	9/21/2023	ISSUED	071-191-012-000	1708 Taft Ave.	BAUTISTA, SALVADOR & MARIA	1708 Taft Ave.	Corning	96021	Fence	\$3,000
23329	9/20/2023	HOLD (see note)	073-220-018-000	390 E Solano St.	PARDO, SALVADOR L & ZAVALA, RAMONA ANGUIANO	390 E Solano St.	Corning	96021	Mechanical	\$6,048
23328	9/20/2023	approved " FEES DUE "	073-312-005	440 Sturmgarten Drive -Lot 41	CHIP-Lot 41	1001 Willow Street	Chico	95928	Solar	\$9,818
23327	9/20/2023	approved " FEES DUE "	073-313-022	840 Cottonwood Ct-Lot 35	CHIP-Lot 35	1001 Willow Street	Chico	95928	Solar	\$9,818
23326	9/20/2023	approved " FEES DUE "	073-312-004	430 Sturmgarten Drive-Lot 40	CHIP-Lot 40	1001 Willow Street	Chico	95928	Solar	\$11,821

23325	9/20/2023	approved " FEES DUE "	073-312-007	460 Sturmgarten Drive -Lot 43	CHIP-Lot 43	1001 Willow Street	Chico	95928	Solar	\$10,981
23324	9/20/2023	approved " FEES DUE "	073-312-013	400 Sturmgarten Drive-Lot 13	CHIP-Lot 13	1001 Willow Street	Chico	95928	Solar	\$9,818
23323	9/20/2023	approved " FEES DUE "	073-313-021	830 Cottonwood Court-Lot 34	CHIP-Lot 34	1001 Willow Street	Chico	95928	Solar	\$9,818
23322	9/20/2023	approved " FEES DUE "	073-312-008	470 Sturmgarten Drive -Lot 44	CHIP-Lot 44	1001 Willow Street	Chico	95928	Solar	\$9,818
23321	9/20/2023	approved " FEES DUE "	073-313-003	805 Cottonwood Court -Lot 16	CHIP-Lot 16	1001 Willow Street	Chico	95928	Solar	\$10,981
23320	9/19/2023	ISSUED	073-300-015	966 Sunny Street	Jimenez Renato Zaragoza	625 Jacquelyn Drive	Orland	95963	Solar	\$27,790
23319	9/18/2023	ISSUED	071-162-008-000	1663 South St.	AVILA JOSE ESCOTO ETAL	1663 South St.	Corning	96021	Solar	\$24,938
23318	9/13/2023	ISSUED	073-052-010-000	418 Del Norte Ave.	WALLEN, CAROL ETAL	418 Del Norte Ave.	Corning	96021	HVAC	\$2,855
23317	9/13/2023	HOLD (see note)	071-280-018-000	1744 6 th Ave.	VERGARA IMELDA G GONZALEZ ETAL	1744 6TH Ave.	Corning	96021	Building	\$2,500
23316	9/12/2023	Under Review	087-040-077-000	3094 HWY 99E	ROYAL TRUCK WASH TIRE & LUBE	8247 Kimber Ave.	Bakersfield	93307	Building	\$5,500
23315	9/8/2023	Cancelled	061-330-029-000	3765 Butte Mtn. Rd	SUTFIN, ARTHUR E & SUTFIN, JOAN C	22447 Adobe Rd.	Red Bluff	96080	Mechanical	\$0
										\$1,416,432

Total Records: 26

10/5/2023



CITY OF CORNIG WASTEWATER OPERATIONS SUMMARY REPORT SEPTEMBER 2023

Below is a summary of the monthly operations report that will be available for review in October 2023.

- Completed monthly reports
- Held staff meeting to discuss facility operations and issues
- Held daily safety tailgate meetings
- Inspected eyewash stations and emergency showers
- Completed testing of chemical release sensors
- Calibrated SO₃ analyzer
- Inspected all fire extinguishers
- Calibrated gas detector
- Exercised emergency generator
- Submitted ESMR/DMR report to Regional Board
- Mowed lawns



- Completed monthly facility inspection
- Completed pretreatment inspections at several restaurants.
- Completed inspections on collection system trouble spots
- Completed final round of chronic toxicity most sensitive species testing
- Completed annual flow meter calibration
- Exercised clarifier isolation valve

September 2023

Effluent Flow Monthly Average= 630,000 GPD

**ITEM NO: G-10
APPROVE CHANGING ESTABLISHED
AIRPORT COMMISSION QUARTERLY
MEETING START TIME FROM 6:30
P.M. TO 5:30 P.M.**

October 10, 2023

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

**FROM: BRANT MESKER, CITY MANAGER 
LISA M. LINNET, CITY CLERK **

SUMMARY:

Currently the Corning Airport Commission meetings are scheduled for 6:30 p.m. quarterly on the first Monday of the month in January, April, July, and October. The Airport Commission members, by consensus, have requested to change the quarterly meeting times from 6:30 p.m. to 5:30 p.m. moving forward.

RECOMMENDATION:

**APPROVE CHANGE TO THE AIRPORT COMMISSION ESTABLISHED
QUARTERLY MEETING TIME FROM 6:30 P.M. TO 5:30 P.M.**

ITEM NO.: G-11
AUTHORIZE PAYMENT OF INVOICE #3
TO BUILDER SOLUTIONS, INC. IN THE
AMOUNT OF \$91,414.30 FOR THE WEST
STREET SCHOOL CONNECTIVITY
PROJECT

October 10, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: BRANT MESKER, CITY MANAGER 
ROBIN KAMPMANN, PE; PUBLIC WORKS/ENGINEER CONSULTANT

SUMMARY:

Staff requests Council authorize payment of invoice #3 to Builder Solutions, Inc. for work done on the West Street School Connectivity Project in the amount of \$91,414.30. This will be the third payment for this contract.

A description of work completed between September 1, 2023 through September 30, 2023 is included with the invoice.

BACKGROUND:

Builder Solutions, Inc. was awarded this project at the June 27, 2023 City Council Meeting after being determined to be the lowest responsive and responsible bidder in the amount of \$575,977.02

FINANCIAL:

The City of Corning was awarded an ATP Grant for the West Street School Connectivity Project. The grant funding awarded for the construction portion of the project is \$1,009,000.00. The funding is located in account 9007-118-7710.

RECOMMENDATION:

THAT MAYOR AND COUNCIL APPROVE PAYMENT OF INVOICE #3 IN THE AMOUNT OF \$91,414.30 TO BUILDER SOLUTIONS, INC. FOR THE WEST STREET SCHOOL CONNECTIVITY PROJECT FROM THE FUNDING LISTED ABOVE.

APPLICATION AND CERTIFICATE FOR PAYMENT

PROJECT: **West Street Elementary School Connectivity Project.**

TO OWNER: **City Of Corning**
794 Third Street
Corning California 96021

APPLICATION NO: 3.00
APPLICATION DATE: 10/04/23
PERIOD TO: 09/01/23 TO 09/30/23
Contractors Job #: 2305

CONTRACTOR: **BUILDER SOLUTION INC.**
3001 East Center Street
Anderson CA 96007

OWNER REP: **Robin Kampmann** CONTRACT DATE: 07/07/23

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA is attached.

1. ORIGINAL / REVISED 8..26.2020 CONTRACT SUM	\$ 575,977.02
2. Net change by Change Orders	\$ -
3. CONTRACT SUM TO DATE	\$ 575,977.02
4. TOTAL COMPLETED & STORED TO DATE	\$ 306,809.16
5. RETAINAGE:	
a. 5 % of Material and Labor	\$ 15,340.46
Total Retainage	\$ 15,340.46
6. TOTAL EARNED LESS RETAINAGE	\$ 291,468.70
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 200,054.40
8. CURRENT PAYMENT DUE	\$ 91,414.30
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$ 284,508.32

The undersigned contractor certifies that to the best of the contractor's knowledge information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the contractor for Work for which previous Certificates for Payment were issued and payments received from the owner, and that current payment shown herein is now due.

Contractor: **Builder Solutions Inc.**

By: *Robin Kampmann* Date: 10/4/2023

Construction Manager Certificate of Payment

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Manager certifies to the Owner that to the best of the Manager knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

\$91,414.30

Project Manager

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

APPLICATION AND CERTIFICATE FOR PAYMENT
 containing Contractor's signed Certification, is attached
 to tabulations below. Amounts are stated in the original dollar
 Use Column 1 on Contracts where variable releases for this items may apply.

ITEM #	QTY	UNIT	DESCRIPTION OF WORK	Estimation	Useful Cost	WORK COMPLETED				TOTAL COMPLETED AND STORED	% COMPLETE	BALANCE TO FINISH	RETAINAGE
						Totals	Previous	Current	Current				
						Totals	Previous	Current	Current				
1	1	LS	Traffic Control Plan	\$ 76,928.00	\$ 76,928.00	0.77	\$ 56,771.98	\$ 0.00	\$ 21,472.00	\$ 56,771.98	77%	\$ 20,857	\$ 2,773.59
2	1	LS	Lead Compliance Plan	\$ 4,089.00	\$ 4,089.00	1.00	\$ 4,089.00	\$ 0.00	\$ 0.00	\$ 4,089.00	100%	\$ 0	\$ 204.45
3	1	LS	Cleaning & Grubbing	\$ 39,827.00	\$ 39,827.00	0.73	\$ 29,070.59	\$ 0.64	\$ 25,713.80	\$ 29,070.59	73%	\$ 10,867	\$ 1,633.53
4	220	CV	Remove Base and Surfacing	\$ 97.00	\$ 21,384.00	137.70	\$ 13,384.44	\$ 122.00	\$ 11,659.40	\$ 13,384.44	63%	\$ 8,000	\$ 699.22
5	348	CY	Class 2 Aggregate Base	\$ 79.00	\$ 27,728.84	245.00	\$ 19,595.34	\$ 175.00	\$ 13,944.00	\$ 19,595.34	71%	\$ 8,143	\$ 079.27
6	81	TON	Hot Mix Asphalt (Type A)	\$ 554.87	\$ 44,828.27	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 44,828	\$ 0.00
7	400	SF	Remove Continuously Reinforced Concrete Pavement	\$ 115.82	\$ 6,389.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 6,389	\$ 0.00
8	400	SF	Continuously Reinforced Concrete Pavement	\$ 300.75	\$ 12,000.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 12,000	\$ 0.00
9	2	EA	Remove Inlet	\$ 2,500.50	\$ 5,001.00	2.00	\$ 5,001.00	\$ 0.00	\$ 0.00	\$ 5,001.00	100%	\$ 0	\$ 250.05
10	2	EA	Drainage Inlet	\$ 4,682.75	\$ 9,325.50	1.00	\$ 4,682.75	\$ 0.00	\$ 0.00	\$ 4,682.75	50%	\$ 4,683	\$ 233.14
11	2	EA	Remove Barricade	\$ 1,188.00	\$ 1,188.00	1.00	\$ 1,188.00	\$ 0.00	\$ 0.00	\$ 1,188.00	100%	\$ 0	\$ 91.40
12	2	EA	Pedestrian Barricade	\$ 943.50	\$ 943.50	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 943.50	\$ 0.00
13	4358	SF	Detachable Warning Surface	\$ 322.95	\$ 1,344.45	165.00	\$ 5,292.70	\$ 21.00	\$ 899.90	\$ 5,292.70	37%	\$ 8,992	\$ 268.14
14	1,378	LF	Minor Concrete (Curb and Gutter)	\$ 7.89	\$ 10,860.31	1,044.10	\$ 8,207.95	\$ 375.50	\$ 2,971.39	\$ 8,207.95	76%	\$ 2,442	\$ 411.90
15	10,733	SF	Minor Concrete (Curb, Shoulder, and Curb Ramp)	\$ 4,977	\$ 53,943.01	7,559.59	\$ 37,585.75	\$ 3,626.00	\$ 11,031.18	\$ 37,585.75	70%	\$ 15,777	\$ 1,679.29
16	625	SF	Minor Concrete (Driveway Concrete)	\$ 14.05	\$ 8,781.25	624.00	\$ 8,778.44	\$ 26.00	\$ 4,590.30	\$ 8,778.44	100%	\$ 0	\$ 439.92
17	2,841	SF	Remove Concrete (Curb and Stilewalk)	\$ 8.41	\$ 23,882.81	184.10	\$ 4,912.28	\$ 27.00	\$ 4,432.07	\$ 4,912.28	21%	\$ 18,881	\$ 245.81
18	755	LF	Remove Concrete (Curb and Gutter)	\$ 14.41	\$ 10,879.35	470.00	\$ 6,806.95	\$ 330.00	\$ 4,765.30	\$ 6,806.95	59%	\$ 4,119	\$ 303.04
19	147	LF	Paint Curb (2-Coat)	\$ 9.15	\$ 1,345.05	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 1,345	\$ 0.00
20	6	LF	Remove and Replace Chain Link Fence	\$ 99.00	\$ 584.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 584	\$ 0.00
21	281	EA	Relocate Chain Link Fence	\$ 294.38	\$ 83,078.18	281.00	\$ 83,078.18	\$ 0.00	\$ 0.00	\$ 83,078.18	100%	\$ 0	\$ 342.54
22	4	EA	Relocate Roadside Sign-One Post	\$ 297.00	\$ 1,188.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 1,188	\$ 0.00
23	4	EA	Roadside Sign - One Post	\$ 513.00	\$ 3,078.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 3,078	\$ 0.00
24	1	EA	Reset Roadside Sign	\$ 1,188.00	\$ 1,188.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 1,188	\$ 0.00
25	2,564	SF	Thermoplastic Traffic Stripe	\$ 4.20	\$ 10,788.00	1,000	\$ 4,200.00	\$ 0.00	\$ 0.00	\$ 4,200.00	39%	\$ 6,588	\$ 0.00
26	1,739	SF	Thermoplastic Pavement Marking	\$ 7.35	\$ 12,816.15	1,000	\$ 7,350.00	\$ 0.00	\$ 0.00	\$ 7,350.00	57%	\$ 5,466	\$ 0.00
27	2,264	SF	Remove Pavement Marking	\$ 5.25	\$ 11,981.00	2,264.00	\$ 11,981.00	\$ 0.00	\$ 0.00	\$ 11,981.00	100%	\$ 0	\$ 599.35
28	1	LS	Pedestrian Hybrid Beacon Systems	\$ 5,476.00	\$ 5,476.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 5,476	\$ 0.00
29	1	LS	Remove Flashing Beacon Systems	\$ 5,954.00	\$ 5,954.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 5,954	\$ 0.00
30	1	LS	Modular Flashing Beacon Systems	\$ 52,272.00	\$ 52,272.00	0.75	\$ 39,244.00	\$ 0.75	\$ 10,000.00	\$ 39,244.00	75%	\$ 13,068	\$ 1,999.20
31	1	LS	Control Sign Staging	\$ 5,059.00	\$ 5,059.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 5,059	\$ 1,722.00
32	1	LS	Water Pollution Control	\$ 12,379.00	\$ 12,379.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 12,379	\$ 467.63
Change Orders				\$ 975,977.02	\$ 306,809.16		\$ 271,583.58	\$ 96,275.58	\$ 0.00	\$ 271,583.58	53%	\$ 269,168	\$ 15,340.46
Subtotal Change Orders				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100%	\$ 0.00	\$ 0.00
Totals				\$ 975,977.02	\$ 3,066,089.16	\$ 2,110,583.58	\$ 696,225.58	\$ 0.00	\$ 2,110,583.58	\$ 696,225.58	53.27%	\$ 269,167.67	\$ 15,340.46

ITEM NO.: G-12
AUTHORIZE PAYMENT OF INVOICE #3
TO BUILDER SOLUTIONS, INC. IN THE
AMOUNT OF \$50,481.40 FOR THE OLIVE
VIEW SCHOOL CONNECTIVITY
PROJECT

October 10, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: BRANT MESKER, CITY MANAGER 
ROBIN KAMPMANN, PE; PUBLIC WORKS/ENGINEER CONSULTANT

SUMMARY:

Staff requests Council authorize payment of invoice #3 to Builder Solutions, Inc. for work done on the Olive View School Connectivity Project in the amount of \$50,481.40. This will be the third payment for this contract.

A description of work completed between September 1, 2023 through September 30, 2023 is included with the invoice.

BACKGROUND:

Builder Solutions, Inc. was awarded this project at the June 27, 2023 City Council Meeting after being determined to be the lowest responsive and responsible bidder in the amount of \$534,530.98

FINANCIAL:

The City of Corning was awarded an ATP Grant for the Olive View Elementary School Connectivity Project. The grant funding awarded for the construction portion of the project is in the amount of \$858,000.00. The funding is located in account 9006-118-7710.

RECOMMENDATION:

THAT MAYOR AND COUNCIL APPROVE PAYMENT OF INVOICE #3 IN THE AMOUNT OF \$50,481.40 TO BUILDER SOLUTIONS, INC. FOR THE OLIVE VIEW SCHOOL CONNECTIVITY PROJECT FROM THE FUNDING LISTED ABOVE.

APPLICATION AND CERTIFICATE FOR PAYMENT

PROJECT: Olive View Elementary School Connectivity Project.

TO OWNER: **City Of Corning**
794 Third Street
Corning California 96021

APPLICATION NO: 3.00
APPLICATION DATE: 10/04/23
PERIOD TO: 09/01/23 to 09/30/23
Contractors Job #: 2304

CONTRACTOR: **BUILDER SOLUTION INC.**
3001 East Center Street
Anderson CA 96007

OWNER REP: **Robin Kampmann**

CONTRACT DATE: 07/07/23

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA is attached.

1. ORIGINAL / REVISED 8..26.2020 CONTRACT SUM	\$ 534,530.98
2. Net change by Change Orders	\$ -
3. CONTRACT SUM TO DATE	\$ 534,530.98
4. TOTAL COMPLETED & STORED TO DATE	\$ 218,610.58
5. RETAINAGE:	
a. 5 % of Material and Labor	\$ 10,930.53
Total Retainage	\$ 10,930.53
6. TOTAL EARNED LESS RETAINAGE	\$ 207,680.05
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	-
8. CURRENT PAYMENT DUE	\$ 50,481.40
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$ 326,850.93

The undersigned contractor certifies that to the best of the contractor's knowledge information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the contractor for Work for which previous Certificates for Payment were issued and payments received from the owner, and that current payment shown herein is now due.

Contractor: **Builder Solutions Inc.**

By:  Date: 10/4/2023

Construction Manager Certificate of Payment

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Manager certifies to the Owner that to the best of the Manager knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

\$50,481.40

Project Manager

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET
 APPLICATION NO 3.00
 APPLICATION DATE 10/04/23
 PERIOD TO 9/30/2023
 GENERAL CONTRACTORS PROJECT NO 2304

ITEM #	DESCRIPTION OF WORK	QTY	UNIT	UNIT COST	ESTIMATION	WORK COMPLETED				Materials On Hand	TOTAL COMPLETED AND STORED	% COMPLETE	BALANCE TO FINISH	RETAINAGE
						Totals	Previous Day	Previous \$	Current					
		Totals	Previous Day	Previous \$	Current	Current Day	Current \$							
1	Traffic Control Plan	1	LS	\$ 71,253.00	\$ 71,253.00	0.47	\$ 33,844.15	\$ 0.00	\$ 0.00	\$ 33,844.15	47%	\$ 37,409	\$ 1,602.21	
2	Lead Compliance Plan	1	LS	\$ 4,752.00	\$ 4,752.00	0.61	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 2,500.00	53%	\$ 2,252	\$ 125.00	
3	Cleaning and Grubbing	1	LS	\$ 36,795.00	\$ 36,795.00	0.74	\$ 26,818.00	\$ 0.33	\$ 13,330.00	\$ 13,330.00	80%	\$ 7,077	\$ 1,400.00	
4	Remove Base and Surfacing	289	CY	\$ 120.85	\$ 34,925.65	214.40	\$ 25,910.24	\$ 131.00	\$ 15,831.35	\$ 33.40	\$ 110,028.46	71%	\$ 9,915	\$ 1,765.51
5	Asphalt Driveway Conform	609	SF	\$ 9.63	\$ 5,857.87	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
6	Class 2 Aggregate Base	350	CY	\$ 42.18	\$ 14,763.50	101.00	\$ 4,281.19	\$ 61.00	\$ 2,584.82	\$ 33.00	\$ 11,382.270	29%	\$ 10,595	\$ 2,193.81
7	Hot Mix Asphalt (Type A)	105	TON	\$ 536.80	\$ 56,374.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
8	Inch Ramp	20	SF	\$ 149.25	\$ 2,985.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
9	Detachable Warning Surface	307	SF	\$ 31.54	\$ 9,685.94	143.00	\$ 4,510.22	\$ 143.00	\$ 4,510.22	\$ 0.00	\$ 4,510.22	48%	\$ 4,893	\$ 735.51
10	Adjust Frame and Cover to Grade	1	EA	\$ 8,702.25	\$ 8,702.25	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
11	Speedy Drainage Inlet	1	EA	\$ 3,951.00	\$ 3,951.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
12	Under Sidewalk Drain	1,677	LF	\$ 9.83	\$ 16,489.51	228.00	\$ 2,285.64	\$ 228.00	\$ 2,285.64	\$ 0.00	\$ 2,285.64	14%	\$ 13,654	\$ 1,067.78
13	Minor Concrete (Curb, Sidewalk, and Curb Ramp)	11,411	SF	\$ 6.90	\$ 78,735.90	3,175.00	\$ 21,907.50	\$ 3,175.00	\$ 21,907.50	\$ 0.00	\$ 21,907.50	29%	\$ 56,828	\$ 1,095.20
14	Minor Concrete (Driveway Concrete)	1,092	SF	\$ 13.98	\$ 15,169.76	277.00	\$ 3,872.46	\$ 277.00	\$ 3,872.46	\$ 0.00	\$ 3,872.46	29%	\$ 10,074	\$ 1,03.07
15	Minor Concrete (Driveway Concrete)	78	SF	\$ 53.35	\$ 4,161.30	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
16	Concrete Driveway Conform	753	SF	\$ 12.57	\$ 9,465.21	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
17	Minor Concrete (Turn Down Sidewalk)	1,335	SF	\$ 5.75	\$ 7,676.25	606.00	\$ 3,484.50	\$ 606.00	\$ 3,484.50	\$ 0.00	\$ 3,484.50	45%	\$ 4,192	\$ 174.23
18	Remove Concrete (Curb and Sidewalk)	2,365	LF	\$ 10.41	\$ 24,571.31	224.70	\$ 2,339.13	\$ 185.00	\$ 2,070.85	\$ 28.70	\$ 2,300.13	21%	\$ 9,018	\$ 110.98
19	Remove Concrete (Curb and Sidewalk)	126	LF	\$ 23.02	\$ 2,900.52	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
20	Relocate Chain Link Fence	5	EA	\$ 850.40	\$ 4,252.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
21	Relocate Roadside Sign - One Post	2	EA	\$ 1,188.00	\$ 2,376.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
22	Relocate Roadside Sign - One Post	10	EA	\$ 2,976.00	\$ 29,760.00	5.59	\$ 3,813.39	\$ 5.59	\$ 3,813.39	\$ 0.00	\$ 3,813.39	59%	\$ 2,216	\$ 180.65
23	Remove & Replace Roadside Sign	1	EA	\$ 2,976.00	\$ 2,976.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
24	Remove & Replace Roadside Sign	1	EA	\$ 2,976.00	\$ 2,976.00	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
25	Thermoplastic Pavement Marking	1,107	SF	\$ 6.45	\$ 7,140.15	1,281.00	\$ 8,277.75	\$ 1,281.00	\$ 8,277.75	\$ 0.00	\$ 8,277.75	100%	\$ 0.00	\$ 0.00
26	Remove Pavement Marking	1,201	SF	\$ 5.25	\$ 6,305.25	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
27	Remove Pavement Marking	11	EA	\$ 609.75	\$ 6,707.25	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
28	Paint Traffic Stripes	198	LF	\$ 3.15	\$ 622.70	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0%	\$ 0.00	\$ 0.00	
29	Paint Traffic Stripes	1	LS	\$ 53,222.40	\$ 53,222.40	0.75	\$ 39,916.80	\$ 0.75	\$ 39,916.80	\$ 0.00	\$ 39,916.80	75%	\$ 13,306	\$ 1,865.84
30	Construction Staking	1	LS	\$ 26,250.00	\$ 26,250.00	1.00	\$ 26,250.00	\$ 0.39	\$ 10,250.00	\$ 0.61	\$ 16,000.00	100%	\$ 0.00	\$ 1,312.50
31	Water Pollution Control Program	1	LS	\$ 11,025.00	\$ 11,025.00	0.87	\$ 7,410.00	\$ 0.56	\$ 6,205.00	\$ 0.11	\$ 7,410.00	67%	\$ 3,615	\$ 370.50
32	Water Pollution Control Program	1	LS	\$ 11,025.00	\$ 11,025.00	0.87	\$ 7,410.00	\$ 0.56	\$ 6,205.00	\$ 0.11	\$ 7,410.00	67%	\$ 3,615	\$ 370.50
Sub Total Contract Work													\$ 10,930.53	
Change Orders														
Subtotal Change Orders													\$ 0.00	
Totals													\$ 315,920	
Totals													\$ 10,930.53	

Lump Sum Schedule of Values

APPLICATION AND CERTIFICATE FOR PAYMENT,

Detail sheet for the G703 detail sheet

In tabulations below, amounts are stated to the nearest dollar.

Use Column 1 on Contracts where variable retainage for line items may apply.

APPLICATION NO: 3.00
 APPLICATION DATE: 10/04/23
 PERIOD TO: 9/1/2023 09/30/23
 GENERAL CONTRACTORS PROJECT NO: 2304

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E Current THIS PERIOD	F MATERIALS PRESENTLY STORED	G TOTAL COMPLETED AND STORED	H BALANCE TO FINISH
			FROM PREVIOUS APPLICATION	THIS PERIOD				
1 Traffic Control Plan								
1.1	Prepare Traffic Control Plan	\$ 17,813.25	\$ 20,309.97	\$ 5,343.98		\$33,844.15	\$ 37,409	40%
1.2	Implement Traffic Control System	\$ 53,439.75	\$ 17,813.25	\$ 5,343.98		\$17,813.25	\$ 37,409	0%
			\$ 10,686.92	\$ 5,343.98		\$16,030.90	\$ 37,409	
2 Lead Compliance Plan								
2.2	Prepare Lead Compliance Plan	\$ 2,500.00	\$ -	\$ 2,500.00		\$2,500.00	\$ 1,589	0%
2.3	Implement Lead Compliance Plan	\$ 1,589.00	\$ -	\$ -		\$0.00	\$ 1,589	
3 Clearing & Grubbing								
3.2	Clear Fig Street	\$ 13,309.00	\$ 13,309.00	\$ 16,309.00		\$29,618.00	\$10,309.00	33%
3.3	Clear Almond Street	\$ 13,309.00	\$ 13,309.00	\$ 3,000.00		\$13,309.00	\$ 10,309	
3.4	Clear Pear Street	\$ 13,309.00	\$ 13,309.00	\$ 13,309.00		\$13,309.00	\$ -	
30 Mobilization								
30.1	Insurance Premiums	\$ 5,500.00	\$ 5,500.00	\$ -		\$39,916.80	\$ -	75%
30.2	Bond Cost	\$ 13,363.00	\$ 13,363.00	\$ -		\$5,500.00	\$ -	
30.3	Prepare Submittals	\$ 7,500.00	\$ 7,500.00	\$ -		\$13,363.00	\$ -	
30.4	Set Up Staging Area	\$ 5,000.00	\$ 5,000.00	\$ -		\$7,500.00	\$ -	
30.5	Mobilize Equipment	\$ 8,553.80	\$ 8,553.80	\$ -		\$5,000.00	\$ -	
30.6	Demobilize Job Site	\$ 8,000.00	\$ -	\$ -		\$8,553.80	\$ -	
30.7	Project Close Out	\$ 5,305.60	\$ -	\$ -		\$ -	\$ -	
31 Construction Staking								
31.1	Stake Fig Street	\$ 8,000.00	\$ 8,000.00	\$ 16,000.00		\$26,250.0000	\$ -	39%
31.2	Stake Almond Street	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00		\$8,000.00	\$ -	
31.3	Stake Pear Street	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00		\$8,000.00	\$ -	
31.4	Staking S Marjunte Ave	\$ 2,250.00	\$ 2,250.00	\$ -		\$2,250.00	\$ -	
32 Water Pollution Control Plan								
32.1	Prepare Water Pollution Control Plan	\$ 11,025.00	\$ 6,205.00	\$ 1,205.00		\$7,410.00	\$ 3,615	56%
32.2	Implement Water Pollution Control Plan	\$ 5,000.00	\$ 5,000.00	\$ -		\$5,000.00	\$ -	
32.3	Implement Water Pollution Control Plan	\$ 6,025.00	\$ 1,205.00	\$ 1,205.00		\$2,410.00	\$ 3,615	

\$ 205,766.40 \$ 98,180.97 \$ 41,357.98 \$ - \$ 139,538.95 \$ 4.25 \$ 52,921.85

ITEM NO.: J-13
APPROVE TASK ORDER "E" TO
ARMSTRONG CONSULTANTS, INC FOR
PROFESSIONAL SERVICES FOR THE
RUNWAY 17/35 PAPI SYSTEM PROJECT
UNDER AIRPORT ENGINEERING
SERVICES CONTRACT 2019-6

October 10, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: BRANT MESKER, CITY MANAGER
ROBIN KAMPMANN, PE; PUBLIC WORKS/ENGINEER CONSULTANT 

SUMMARY:

Staff requests Council approve Task Order "E" (TO-E) for Armstrong Consultants, Inc., to provide Professional Services for the Runway 17/35 PAPI System Project under Airport Engineering Services Agreement 2019-6. The provided services would include preparing plans and specification, assisting in the bidding of the construction project, construction management services and project closeout for the runway PAPI system project. Task Order "E" is attached for Council review.

This project includes rehabilitation of the PAPI systems on both ends of Runway 17/35. The age of these systems justifies replacing the associated equipment in order to improve reliability and reduce maintenance requirements. In addition to replacing the related equipment, the foundations for the PAPI system on the Runway 35 approach end of the runway requires evaluation and potential replacement due to apparent differential settlement of the concrete foundations.

BACKGROUND:

On January 28, 2020 Council awarded the City Airport Engineering Services contract 2019-6 to Armstrong Consultants, Inc. The proposed services fall within this contract and can be issued as a Task Order.

As required by the FAA funding guidelines staff prepared a record of negotiation for the consulting costs and find that the proposed costs appear to be reasonable and recommends approving the task order. Also attached to this staff report is a copy of the Record of Negotiations that summarize the fees and have been submitted to the FAA for compliance.

FUNDING:

Task Order E is in the amount of \$86,565.00. Funding for this task order and for the proposed project, including design, will be 90% FAA grant funded and up to a 10% City match totaling \$8,656.00. There is a potential that the City may be able to receive a portion of the City match through a Caltrans Aeronautical grant but funding availability is not know at this time.

RECOMMENDATION:

MAYOR AND COUNCIL:

- APPROVE TASK ORDER "D" TO ARMSTRONG CONSULTANTS, INC. FOR PROFESSIONAL SERVICES FOR THE 2023 CORNING AIPIORT PAVEMENT PROJECT UNDER AIRPORT ENGINEERING SERVICES CONTRACT 2019-6; and,
- AUTHORIZE THE CITY MANAGER TO SIGN THE TASK ORDER AUTHORIZATIONS

**TASK ORDER E
ATTACHMENT TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN SPONSOR AND ENGINEER,
DATED _____, 2023**

FURTHER DESCRIPTION OF SERVICES OF ENGINEER

1. This Attachment is made a part of and incorporated by reference into the Professional Services Agreement made on March 10, 2020, between **CITY OF CORNING, CALIFORNIA (Sponsor)** and **ARMSTRONG CONSULTANTS, INC., (Engineer)** providing for professional engineering services. The Services of Engineer as described in Section 1 of the Agreement are amended or supplemented as indicated below and the time periods for the performance of certain services are stipulated as indicated below.

2. **LOCATION** – Corning Municipal Airport – Corning, California

3. **WORK PROGRAM** – Attached

Element 1 – Rehabilitate Runway 17/35 PAPI Systems

4. **FEES** - The fees will be as noted below. (All lump sums)

Element 1 – Project Development \$3,350.00

Element 1 – Design

Preliminary Design \$19,000.00

Final Design \$14,710.00

Element 1 – Bidding Services \$6,880.00

Element 1 – Construction Period Services

Construction Administration Services \$10,030.00

Construction Inspection Services \$14,660.00

Element 1 – Project Closeout \$6,050.00

Element 1 – Special Services

Categorical Exclusion Form \$4,885.00

Electrical Engineering \$7,000.00

Engineering Total \$86,565.00

5. **ATTACHMENTS** - Required Contract Provisions for A/E Contracts Under Airport Improvement Program

SPONSOR:
CITY OF CORNING, CALIFORNIA

ENGINEER:
ARMSTRONG CONSULTANTS, INC.

Tim Potanovic, City Manager

Erik Vlieg, Business Manager

**SCOPE OF WORK
CORNING MUNICIPAL AIRPORT**

ELEMENT #1 REHABILITATE RUNWAY 17/35 PAPI SYSTEMS

1. This project includes rehabilitation of the PAPI systems on both ends of Runway 17/35. The age of these systems justifies replacing the associated equipment in order to improve reliability and reduce maintenance requirements. In addition to replacing the related equipment, the foundations for the PAPI system on the Runway 35 approach end of the runway requires evaluation and potential replacement due to apparent differential settlement of the concrete foundations.
 - 1.1. The existing PAPI systems are 2-box, incandescent systems, likely installed approximately 15-20 years ago. Both systems appear to voltage driven units. The system on the Runway 35 approach end of the runway has visibly settled, causing the light unit to no longer be level. Due to concerns that this settlement has affected the aiming of this system, the Airport currently has the system powered off and NOTAM'ed out of service.
 - 1.2. Design work associated with this project will be to evaluate Runway 35 PAPI system foundations and determine whether or not the foundations can be repaired, or if new foundations need to be installed. Additionally, evaluation will also be performed to determine what influence the adjacent drainage ditch has on the foundations, and a determination will be made regarding what mitigation measures may be needed to prevent future foundation issues.
 - 1.3. The replacement PAPI systems will be 2-box LED based systems, and are anticipated to be voltage driven based on the current understanding of the existing systems' configuration. The existing cabling, ducting, junction boxes, and controls within the airfield lighting vault will be evaluated during the design to determine if any these components require replacement.
 - 1.4. Upon completion of this project, an FAA flight check will be coordinated in order to commission the systems and put them back in service.

Estimated Construction Cost (Element 1) is: \$125,000

Estimated Construction Period (Element 1) is: 14 days¹

Note: ¹ Should the Contractor exceed the specified construction period, additional construction period fees will be assessed at a rate of \$2,500/day. The Sponsor may offset these fees by charging the Contractor liquidated damages in accordance with the Contract Agreement and Special Provisions developed as part of the bid documents for the project.

I. PROJECT DEVELOPMENT

The project development phase is intended to complete the necessary preliminary actions required to initiate the project in accordance with established Federal, State and Local policies and procedures.

Activities include:

1. Conduct a pre-design meeting/scoping conference with the Sponsor and FAA to establish parameters for the project definition and work areas, budget, schedule, and needs for topographic survey and geotechnical investigations.
2. Develop preliminary cost estimates for the proposed work.
3. Develop a draft Scope of Work narrative for review and approval. The Sponsor may be required to have an independent fee estimate (IFE) performed to validate the proposed engineering fees. The Engineer will assist the Sponsor in getting reimbursed for the cost of this IFE as part of the grant by preparing a request for reimbursement. Upon receiving approval of the scope of work narrative, engineering fees will be calculated and provided with the final Scope of Work. The Engineer will assist the Sponsor with the submittal of a Record of Negotiations to document the fee negotiation performed for the project.
4. Coordinate with Electrical Engineer subconsultant to develop scope of work and fees for their services.
5. Prepare final Scope of Work and Contract.
6. Prepare Preliminary FAA Grant Application. Preparation of the application will include the following:
 - a. Prepare the following forms: SF424 and FAA Form 5100-100.
 - b. Prepare Project Narrative and Sketch.
 - c. Prepare Preliminary Estimate.
 - d. Prepare the Sponsor's Certifications.
 - e. Attach the current Grant Assurances.

The Engineer will submit the application to the Sponsor for approval and signatures.

II. PRELIMINARY DESIGN

The preliminary design phase is intended to identify and evaluate cost effective and practical solutions for the work items identified. The designer will complete its evaluation of alternatives through contacts with local authorities, field investigations, and a practical design approach. The design will take advantage of local knowledge and experience and utilize expertise from recent construction projects to design a cost-effective project. Cost efficiencies will be realized in a lower initial cost and in lower long-term maintenance costs.

Activities include:

1. Prepare an overall Construction Safety and Phasing Plan (CSPP) in order to maximize project constructability and operational safety. A draft CSPP will be submitted to the FAA for review and comment when the design is approximately 25-35% complete. This final CSPP will be submitted to the FAA when plans are 95% completed. The final CSPP will be coordinated, by the FAA Program Manager, with other FAA Lines of Business (LOBs). Comments received by the FAA LOBs will be incorporated into the CSPP prior to submitting the bid advertisement for the project.
2. Analyze and process topographical survey data from a previous topographic survey completed at the airport. Input raw survey data into computer aided drafting program, develop TIN surface model of existing ground contours, pavement edges, electrical system components, utilities, and any other miscellaneous items. Generate 3D contour model and prepare and process data for spot elevations, grading, drainage and pavement cross sections.
3. Review available soils data from past geotechnical reports and Soil Survey reports. Develop design conclusions based on the available data.
4. Review and evaluate project layout.
 - a. Utilizing an aeronautical survey collected as part of the recent ALP update, the existing PAPI siting will be reviewed to identify any potential siting criteria issues.
 - b. Verify existing ALP dimensions and data.
5. Evaluate local conditions:
 - a. Conduct an initial design site visit by the Project Manager and Project Engineer to collect pertinent site data, and evaluate the PAPI foundations and the adjacent drainage ditch.
 - b. Review existing electrical system layouts and determine system requirements.
 - c. Review available record drawings of the project site.
6. Prepare preliminary construction plans. Construction plans will be prepared depicting all of the work involved for Element 1. The following list of drawings will be used as a guideline.

	DESCRIPTION	ELEMENT 1
a	Cover Sheet	1 Sheet
b	General Notes, Legend and Survey Control	1 Sheet
c	Removals Plan	1 Sheet
d	Layout and Grading Plan	2 Sheets
e	Typical Sections and Details	1 Sheets
f	Electrical Layout and Details, including PAPI aiming details	3 Sheets
g	Construction Safety and Phasing Plan	2 Sheets
	TOTAL SHEET COUNT	11 Sheets

7. Prepare preliminary contract documents. The Engineer will prepare the contract documents including invitation for bids, instructions to bidders, proposal, equal employment opportunity clauses and applicable wage rates, construction contract agreement, performance bond, payment bond, general and special provisions. Preparation will include establishing the location for the bid opening and description of the work schedule. Contract documents will be prepared early during the design phase and submitted to the FAA and Sponsor for review. Sponsor is ultimately responsible for reviewing and ensuring construction contract terms comply with local law and requirements.
8. Prepare preliminary technical specifications. The Engineer will assemble the technical specifications necessary for the intended work. Standard FAA specifications will be utilized where possible. Additional specifications will be prepared to address work items or material that is not covered by the FAA specifications.

The standard specifications to be utilized for Element 1 may include the following items:

Item C-105	Mobilization
Item P-152	Excavation and Embankment
Item P-610	Structural Portland Cement Concrete
Item L-108	Underground Power Cable for Airports
Item L-110	Underground Electrical Duct Banks and Conduits
Item L-115	Electrical Manholes and Junction Structures
Item L-125	Installation of Airport Lighting Systems

The added technical specifications for Element 1 may include but not be limited to the following items:

Item S-2	Removals
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9. Prepare preliminary special provisions to address conditions that require additional clarification and/or definition beyond what is described in the standard general provisions or technical specifications. Items may include:
 - a. Project Location Information
 - b. Insurance Requirements
 - c. Contract Period and Work Schedule and Phasing
 - d. Pre-Construction Conference
 - e. Utilities
 - f. Permits, Taxes and Compliance with Laws
 - g. Field Office Requirements
 - h. Haul Roads
 - i. Testing and Staking
 - j. Airport Security, Closure of Air Operations Areas
 - k. Accident Prevention
 - l. Warranty
10. Prepare and submit FAA design Modifications to Standards, if necessary.
11. Conduct preliminary review of the construction plans, technical specifications, contract documents and special provisions by submitting copies of the preliminary documents to the FAA and Sponsor and solicit preliminary design review comments.

III. FINAL DESIGN

In the final design phase, the designer will provide well-defined construction requirements, with selected bid alternatives as appropriate to solicit competitive construction bids. Construction schedules will be coordinated around good weather conditions and as little as practical interference with airport operations.

Activities include:

Final Design

1. Incorporate preliminary design comments and respond as necessary to requests for additional information.
2. Calculate Estimated Quantities. The Engineer will calculate all necessary quantities for the various work items in each Element.
3. Prepare Estimate of Probable Construction Cost for each Element. Using the final quantities calculated following the completion of the plans and specifications, the Engineer will prepare the construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers and other databases available.
4. Prepare Engineer's Design Report. During the preparation of the construction plans and specifications, an engineer design report will be prepared. The report will include the summary of the project, pavement, drainage design, schedule and cost estimate for the completion of the project. The design report will follow the current FAA Airports guidance where applicable. The design report will be submitted for Sponsor and FAA review. Review comments will be incorporated in the final revised report.
5. Develop work schedules for construction. This task involves dividing the construction work into schedules to allow for maximum contract award flexibility in cases of limited available funds, and allow the project to be executed in a manner that minimizes the disruption of the airport aircraft operations.
6. Submit final CSPP by uploading it to the OE/AAA website. Alternatively, at the request of the FAA PM, the CSPP may be submitted directly to the FAA PM.
7. Prepare 95% design construction plans, technical specifications, contract documents and special provisions.
8. Submit 95% design review package to the FAA, and Sponsor and solicit design review comments.
9. Incorporate 95% design review comments and respond as necessary to requests for additional information.
10. Conduct final internal review of all design documents and incorporate any necessary changes. Final review will include one (1) site visit by the Project Manager to field verify project plans and specifications.
11. Prepare and submit final plans and specifications. Copies will be submitted to the FAA and Sponsor. A final set of plans, specifications and contract documents will be prepared which incorporates revisions, modifications and corrections determined during the FAA and Sponsor's review. After final plan acceptance, plan sets will be provided to the FAA and Sponsor.

12. Assist the Sponsor with coordinating a Reimbursable Agreement (RA) with the FAA Flight Procedures team for a flight check on the PAPI systems. The cost of this RA will be included in the final grant application for this project.
13. Prepare and/or assist with necessary forms:
 - a. Sponsor Quarterly Report
 - b. Strategic Event Coordination Form
 - c. Standard Form 271
 - d. Standard Form 425

IV. BIDDING SERVICES

During the bidding phase of the project, the Engineer will assist the Airport in advertising and letting the project for bid. Engineer will assist in dialogue with potential bidders to quantify bidder questions assist Sponsor in attaining economic bids. Activities outlined below and the fees listed on pages 1-2 cover one iteration of the bidding process. Preparing multiple bid processes, packages, or re-bidding may incur additional or repeated services.

Activities include:

1. Assist the Sponsor with advertising and interpretation of the project requirements. Plans and specifications will be available via the web site of Armstrong Consultants. The Sponsor, State, and FAA will be given a digital copy of the final plans, specifications and contract documents.
2. Provide technical assistance and recommendations to the Airport during construction bidding.
3. Attend and assist with pre-bid conference. Answer Contractor questions and issue necessary clarifications and addenda. The pre-bid conference will be held via online video conference run by the Project Manager.
4. Provide an on-line bidding platform and read the bids aloud via online video conference at the date, and time agreed by the Sponsor.
5. Prepare an abstract of bids, perform necessary review of the bids to determine responsiveness, and prepare award recommendation letter.
6. Update preliminary Federal Grant Application prepared during Project Development phase based on bids. The Engineer will submit the application to the Sponsor for approval and signatures.
7. Assist the Sponsor in preparing a CalTrans Aeronautics grant funding application.
8. Assist in award notification to successful bidder and notify and return bid bonds to the unsuccessful bidders. The DBE goal and all bidding requirements will be reviewed for responsiveness. Any issues or concerns that arise from the bidding documents will be brought to the attention of the Sponsor for clarification.

V. CONSTRUCTION PERIOD SERVICES

During the construction phase of the project, the Engineer will assist the Airport with monitoring, documenting progress for quality and cost control and overall grant administration during construction.

Activities include:

A. Construction Administration Services

1. Coordinate construction contract documents for successful bidder, including contract agreement, bond forms, certificates of inclusion, and Notice to Proceed. Review contractor's bonds, insurance certificates, construction schedules. Review contractor's sub-contracts.
2. Provide Sponsor and FAA with a digital copy of the Contract Documents, Specifications, and Construction Plans. Provide Contractor with a digital copy of the Contract Documents, Specifications, and Construction Plans; complete with all addenda.
3. Review and accept the Contractor's Safety Plan Compliance Documents prior to issuing the Notice to Proceed.
4. Conduct pre-construction conference. The conference will be conducted on-site prior to the commencement of construction activities.
5. Identify local survey control points used for project design and layout. Engineering staff will assist, as necessary, the resident inspector and Contractor's surveyor during construction by compiling and sending supplemental information regarding issues arising related to construction surveying. Work may include developing alternative survey control based on site conditions discovered during construction and/or findings of the Contractor's surveyor.
6. Provide technical assistance and recommendations to the airport during construction. This item also includes daily construction coordination from the office that does not fit in another item such as phone calls to and from the Contractor, inspector and Owner for project updates, questions, and instruction.
7. Assist the Sponsor in coordinating the scheduling of an FAA flight check of the newly installed PAPI systems. This task also involves coordinating with Sponsor and Contractor staff to ensure both are represented during the flight check operations. This task will involve one (1) additional trip and one (1) day on-site for the RPR.
8. Construction Site Visits. This item includes one (1) additional trip to the job site for on-site clarification by the Project Manager.
9. Prepare change orders and supplemental agreements, if required; including appropriate cost/price analyses. All coordination of change orders will be provided by the Engineer.
10. Prepare and confirm monthly payment requests. Payment requests will be reviewed for accuracy with contractor and resident inspector. Engineer will prepare FAA payment documents for the Sponsor. The Sponsor will be required to complete the payment reimbursement through the FAA e-invoicing system.

B. Construction Inspection Services

1. Provide review of all submittals for materials to be used on the project. Review all shop drawings items as required during construction.
2. Provide a part time Resident Project Representative (RPR) to monitor and document construction progress, confirm conformance with schedules, plans and specifications, measure and document construction pay quantities, document significant conversations or situations, document input or visits by local authorities, etc. Maintain daily log of construction activities. Conduct interviews of the Contractor's and Subcontractor's employees regarding Davis Bacon wage rates and the review of their weekly payroll reports. It is anticipated that the inspector will be on-site for a total of 7 days, split between two separate visits.
3. Prepare and submit weekly inspection reports. Reports will be submitted to the FAA and Sponsor.
4. Conduct final project inspection with the Sponsor, FAA, and the Contractor. Any punch list items will be noted and coordinated with the contractor for necessary action.

VI. PROJECT CLOSEOUT

During the project closeout phase of the project, the Engineer will assist the Sponsor with compiling all of the reports, documents, and other items necessary to successfully close out the associated grant and provide an accurate historical record for the project.

Activities include:

1. Prepare Summary of Tests report to document the acceptance testing performed on the project.
2. Assist the Sponsor with completing all necessary grant closeout certifications and forms, including final SF425, SF271, draft grant closeout request letter.
3. Update Airport Layout Plan, Sheet 2, to reflect as-built conditions, if a PAPI relocation is deemed required during the design phase of this project.
4. Prepare record drawings, indicating changes made to the design during construction. The FAA, State, and Sponsor will each receive one copy of the record drawings in half size (11"x17") format, as well as one in electronic format.
5. Prepare Final Engineers Report. The final report will follow the current FAA AIP Final Report guidance.

VII. SPECIAL SERVICES

Special Services are those services that aren't considered "basic" services such as those listed above. When a Special Service is needed that we do not provide in-house, we will contract with other firms that provide those services. The following are activities that are included in this project that fall under Special Service tasks.

Activities include:

1. Prepare and submit a Categorical Exclusion (CatEx) package.
2. Electrical Engineering associated with the PAPI rehabilitation.

Detailed Engineering Fee Breakout

AIRPORT: Coming Municipal Airport
 LOCATION: Coming, California
 AIP GRANT NO.: 3-06-0053-0XX-2024
 PROJECT DESCRIPTION: Rehabilitate Runway 17/35 PAPI Systems

ACI PROJECT NUMBER: TBD
 DATE: 8/18/23
 REV. NO:

Note: This spreadsheet is provided to show how the lump sum totals for each phase have been established. The monthly billing will be a simple percentage of each phases total lump sum amount.

	Proposed Fee	Independent Fee Analysis	Negotiated Fee
I PROJECT DEVELOPMENT (ELEMENT 1)	\$3,350.00		
II PRELIMINARY DESIGN (ELEMENT 1)	\$19,000.00		
III FINAL DESIGN (ELEMENT 1)	\$14,710.00		
IV BIDDING SERVICES (ELEMENT 1)	\$6,880.00		
V CONSTRUCTION PERIOD SERVICES (ELEMENT 1)			
Construction Admin	\$10,030.00		
Construction Inspection	\$14,660.00		
VI PROJECT CLOSEOUT (ELEMENT 1)	\$6,050.00		
VII SPECIAL SERVICES (ELEMENT 1)			
Update CalEx Form	\$4,885.00		
Electrical Engineering	\$7,000.00		
TOTAL ENGINEERING SERVICES (ELEMENT 1)	\$86,565.00	\$0.00	\$0.00

Detailed Engineering Fee Breakout

AIRPORT: Coming Municipal Airport
 LOCATION: Coming, California
 AIP GRANT NO.: 3-06-0053-OXX-2024

ACI PROJECT NUMBER: TBD
 DATE: 8/18/23
 REV. NO:

I. PROJECT DEVELOPMENT (ELEMENT 1)

Item No.	Principal	Dept Mgr/ Senior PM	Project Manager	Project Engineer	Designer (CAD)	Project Coordinator	Total	Cost
PROJECT DEVELOPMENT PHASE	\$242.00	\$193.00	\$175.00	\$147.00	\$121.00	\$99.00	Hours	Summary
1 Conduct PreDesign Meeting	1	1					2	\$435.00
2 Develop Prelim Cost Estimates			2		2		4	\$592.00
3 Develop Draft SOW and Assist with IFE	1	2					3	\$628.00
4 Coordinate with Bachtal Engineer	2						2	\$484.00
5 Prepare Final SOW	1	2					3	\$628.00
6 Prepare Prelim FAA Grant Application		1				4	5	\$589.00
Estimated Total Man-hours	5	6	2	0	2	4	19	
Summary Costs	\$1,210.00	\$1,158.00	\$360.00	\$0.00	\$242.00	\$396.00		\$3,356.00
Reimbursables								
Meals and Incidental Expenses Per Diem						0 Days	\$59.00	\$0.00
Lodging Per Diem						0 Days	\$98.00	\$0.00
Rental Car						0 Days	\$110.00	\$0.00
Mileage						0 Miles	\$0.655	\$0.00
Airfare						0 Trips	\$1,000.00	\$0.00
Misc Expenses						\$	- Actual Cost	\$0.00
Total Project Development Phase:								\$3,356.00
								use \$3,350.00

II. PRELIMINARY DESIGN (ELEMENT 1)

Item No.	Principal	Dept Mgr/ Senior PM	Project Manager	Project Engineer	Designer (CAD)	Project Coordinator	Total	Cost
PRELIMINARY DESIGN PHASE	\$242.00	\$193.00	\$175.00	\$147.00	\$121.00	\$99.00	Hours	Summary
1 Topographical Survey - Not Required								
2 Geotechnical Investigation - Not Required								
3 Prepare Overall CSPP		1	4	4	2	1	12	\$1,822.00
4 Analyze Survey Data from Past Survey			1	4	6			
5 Review Available Soils Data			1	4				
6 Review and Evaluate Project Layout		2	4	4			10	\$1,674.00
7 Evaluate Local Conditions		2	12	16			30	\$4,838.00
8 Prepare Preliminary Construction Plans		1	2	4	32		39	\$5,003.00
9 Prepare Preliminary Contract Docs				1		2	3	\$345.00
10 Prepare Preliminary Technical Specs			1	3		2	6	\$814.00
11 Prepare Preliminary Special Provisions			1	1		1	3	\$421.00
10 Prepare and Submit FAA Mods to Standards			1	1		1	3	\$421.00
11 Conduct Prelim Review of Design Set	1	1	1	1			4	\$757.00
Estimated Total Man-hours	1	7	28	43	40	7	110	
Summary Costs	\$242.00	\$1,351.00	\$4,900.00	\$6,321.00	\$4,840.00	\$493.00		\$18,347.00
Reimbursables								
Meals and Incidental Expenses Per Diem			1	1		2 Days	\$59.00	\$118.00
Lodging Per Diem			1	1		2 Days	\$98.00	\$196.00
Rental Car						0 Days	\$110.00	\$0.00
Mileage			530			530 Miles	\$0.655	\$347.15
Airfare						0 Trips	\$1,000.00	\$0.00
Misc Expenses						\$	- Actual Cost	\$0.00
Total Prelim Design Phase:								\$19,008.15
								use \$19,000.00

III. FINAL DESIGN (ELEMENT 1)

Item No.	Principal	Dept Mgr/ Senior PM	Project Manager	Project Engineer	Designer (CAD)	Project Coordinator	Total	Cost
FINAL DESIGN PHASE	\$242.00	\$193.00	\$175.00	\$147.00	\$121.00	\$99.00	Hours	Summary
1 Incorporate prelim design comments			1	1	2	2	6	\$762.00
2 Calculate Estimated Quantities			1	1	2		4	\$564.00
3 Prepare Estimate of Probable Const Cost			1	2			3	\$469.00
4 Prepare Engineer's Design Report		1	1	4		1	7	\$1,055.00
5 Develop Work Schedules			1		2	1	4	\$516.00
6 Submit Final CSPP			1	2		1	4	\$568.00
7 Prepare 95% Design/Bid Documents		1	2	6	6	2	17	\$2,349.00
8 Submit 95% Design/Bid Documents							1	\$175.00
9 Incorporate 95% Design Review Comments			1	2	2	2	7	\$909.00
10 Conduct Final Internal Review of Design Documents	1	2	12	4			19	\$3,316.00
11 Prepare and Submit Final Design/Bid Documents	1	1	1		1	1	5	\$830.00
12 Assist Sponsor with Establishing Reimbursable Agreement	1	4				2	7	\$1,212.00
12 Prepare and/or Assist with necessary forms		1	4			6	11	\$1,487.00
Estimated Total Man-hours	3	10	27	22	15	18	95	
Summary Costs	\$726.00	\$1,930.00	\$4,725.00	\$3,234.00	\$1,815.00	\$1,782.00		\$14,212.00
Reimbursables								
Meals and Incidental Expenses Per Diem			1			1 Days	\$59.00	\$59.00
Lodging Per Diem			1			1 Days	\$98.00	\$98.00
Rental Car						0 Days	\$110.00	\$0.00
Mileage			530			530 Miles	\$0.655	\$347.15
Airfare						0 Trips	\$1,000.00	\$0.00
Misc Expenses						\$	- Actual Cost	\$0.00
Total Final Design Phase:								\$14,716.15
								use \$14,710.00

Detailed Engineering Fee Breakout

AIRPORT: Corning Municipal Airport
 LOCATION: Corning, California
 AIP GRANT NO.: 3-06-0053-0XX-2024

ACI PROJECT NUMBER: TBD
 DATE: 8/18/23
 REV. NO:

IV. BIDDING SERVICES (ELEMENT 1)

Item No.	Principal	Dept Mgr/ Senior PM	Project Engineer	Project Engineer	Designer (CAD)	Project Coordinator	Total	Cost	
BIDDING PHASE		\$242.00	\$193.00	\$147.00	\$147.00	\$121.00	\$99.00	Hours	Summary
1	Assist Sponsor with Advertising Invitation for Bids		1			1	2	\$246.00	
2	Provide technical assistance during bidding		1	2	8	1	12	\$1,762.00	
3	Attend and assist with prebid meeting		12				12	\$1,764.00	
4	Provide online bidding platform, conduct bid reading		2			2	4	\$492.00	
5	Prepare abstract of bids		1	2		4	7	\$837.00	
6	Update FAA grant application			1		2	3	\$345.00	
7	Assist Sponsor with Preparing Catrans Application		1	2		2	5	\$685.00	
8	Assist in Award Notification		1			1	2	\$246.00	
Estimated Total Man-hours		0	2	21	11	0	13	47	
Summary Costs		\$0.00	\$384.00	\$3,087.00	\$1,417.00	\$0.00	\$1,287.00	\$4,377.00	
Reimbursables									
Meals and Incidental Expenses Per Diem			1			1 Days	\$59.00	\$59.00	
Lodging Per Diem			1			1 Days	\$98.00	\$98.00	
Rental Car						0 Days	\$110.00	\$0.00	
Mileage			530			530 Miles	\$0.655	\$347.15	
Airfare						0 Trips	\$1,000.00	\$0.00	
Misc Expenses							\$ - Actual Cost	\$0.00	
Total Bidding Phase:								\$6,881.15	use \$6,880.00

V. A. CONSTRUCTION ADMINISTRATION SERVICES (ELEMENT 1)

Item No.	Principal	Dept Mgr/ Senior PM	Project Manager	Project Engineer	Field Engineering Supervisor	Project Coordinator	Total	Cost	
CONSTRUCTION ADMINISTRATION		\$242.00	\$193.00	\$175.00	\$147.00	\$147.00	\$99.00	Hours	Summary
1	Coordinate Const Contract Documents		1	2		2	5	\$667.00	
2	Provide Sponsor and FAA with Contract Documents		1			1	2	\$274.00	
3	Review and Accept Contractor SPCD		1	1			2	\$322.00	
4	Conduct Pre-Construction Conference		1	1	2	1	5	\$809.00	
5	Identify local survey control points				2		2	\$294.00	
6	Provide Technical Assistance During Construction		4	1	8		13	\$2,123.00	
7	Assist Sponsor with Flight Check Coordination		4	4			8	\$1,472.00	
8	Construction Site Visits		12				12	\$2,100.00	
9	Prepare Change Orders and Supplemental Agreements		1	1	1	1	4	\$614.00	
10	Prepare and Confirm Monthly Pay Requests		1	1	2	2	6	\$860.00	
Estimated Total Man-hours		0	11	23	16	3	6	59	
Summary Costs		\$0.00	\$2,123.00	\$4,025.00	\$2,352.00	\$441.00	\$594.00	\$9,535.00	
Reimbursables									
Meals and Incidental Expenses Per Diem			1			1 Days	\$59.00	\$59.00	
Lodging Per Diem			1			1 Days	\$98.00	\$98.00	
Rental Car						0 Days	\$110.00	\$0.00	
Mileage			530			530 Miles	\$0.655	\$347.15	
Airfare						0 Trips	\$1,000.00	\$0.00	
Misc Expenses							\$ - Actual Cost	\$0.00	
Total Construction Admin Phase:								\$10,039.15	use \$10,030.00

V. B. CONSTRUCTION INSPECTION SERVICES (ELEMENT 1)

Item No.	Principal	Dept Mgr/ Senior PM	Project Engineer	Field Engineering Supervisor	RPR	RPR (OT)	Project Coordinator	Total	Cost	
CONSTRUCTION INSPECTION		\$242.00	\$193.00	\$147.00	\$147.00	\$135.00	\$202.50	\$99.00	Hours	Summary
1	Provide Review of Submittals		2	4	2			10	\$1,538.00	
2	Provide Part-time Resident Inspector				56	14		70	\$10,395.00	
3	Prepare and Submit Weekly Inspection Reports			2				2	\$294.00	
4	Conduct Final Inspection		1		2			3	\$417.00	
Estimated Total Man-hours		0	2	5	4	60	14	0	85	
Summary Costs		\$0.00	\$384.00	\$795.00	\$588.00	\$8,100.00	\$2,835.00	\$0.00	\$12,644.00	
Reimbursables										
Meals and Incidental Expenses Per Diem					7		7 Days	\$59.00	\$413.00	
Lodging Per Diem					7		7 Days	\$98.00	\$686.00	
Rental Car							0 Days	\$110.00	\$0.00	
Mileage					1410		1410 Miles	\$0.655	\$923.55	
Airfare							0 Trips	\$1,000.00	\$0.00	
On-site Cell Phone and Internet Costs							0 Months	\$75.00	\$0.00	
Misc Expenses								\$ - Actual Cost	\$0.00	
Total Construction Inspection:								\$14,666.55	use \$14,660.00	

Detailed Engineering Fee Breakout

AIRPORT: Corning Municipal Airport
 LOCATION: Corning, California
 AIP GRANT NO.: 3-06-0053-0XX-2024

ACI PROJECT NUMBER: TBD
 DATE: 8/18/23
 REV. NO:

VI. PROJECT CLOSEOUT (ELEMENT 1)

Item No.	Principal	Dept Mgr/ Senior PM	Project Manager	Project Engineer	Designer (CAD)	Project Coordinator	Total Hours	Cost Summary
PROJECT CLOSEOUT								
	\$242.00	\$193.00	\$175.00	\$147.00	\$121.00	\$99.00		
1 Prepare Summary of Tests			1	4		2	7	\$961.00
2 Assist Sponsor with Grant Closeout Docs			1	3		4	8	\$1,012.00
3 Update ALP Sheet	2			2	6		10	\$1,504.00
4 Prepare Record Drawings			1	2	4		7	\$953.00
5 Prepare Final Report			1	6		2	11	\$1,623.00
Estimated Total Man-hours	2	1	8	17	10	8	43	
Summary Costs	\$484.00	\$193.00	\$875.00	\$2,499.00	\$1,210.00	\$792.00		\$6,053.00
Reimbursables								
Meals and Incidental Expenses Per Diem						0 Days	\$59.00	\$0.00
Lodging Per Diem						0 Days	\$98.00	\$0.00
Rental Car						0 Days	\$110.00	\$0.00
Mileage						0 Miles	\$0.655	\$0.00
Airfare						0 Trips	\$1,000.00	\$0.00
Misc Expenses							\$ - Actual Cost	\$0.00
							Total Project Closeout:	\$6,053.00
							use	\$6,050.00

VII. SPECIAL SERVICES (ELEMENT 1)

Item No.	Principal	Dept Mgr/ Senior PM	Project Manager	Project Planner	Designer (CAD)	Project Coordinator	Total Hours	Cost Summary
SPECIAL SERVICES - Armstrong								
	\$242.00	\$193.00	\$175.00	\$143.00	\$121.00	\$99.00		
1 Prepare CalEx Form	2	2		24	4	1	33	\$4,885.00
2 Electrical Engineering			40				40	\$7,000.00
Estimated Total Man-hours	2	2	40	24	4	1	73	
Summary Costs	\$484.00	\$384.00	\$7,000.00	\$3,432.00	\$484.00	\$99.00		\$11,885.00
Reimbursables								
Meals and Incidental Expenses Per Diem						0 Days	\$59.00	\$0.00
Lodging Per Diem						0 Days	\$98.00	\$0.00
Rental Car						0 Days	\$110.00	\$0.00
Mileage						0 Miles	\$0.655	\$0.00
Airfare						0 Trips	\$1,000.00	\$0.00
Misc Expenses							\$ - Actual Cost	\$0.00
							Total Special Services	\$11,885.00
							use	\$11,880.00



City of Corning

794 Third St. Corning, CA 96021 (530) 824-7029 Fax (530) 824-2489

RECORD OF NEGOTIATION

September 25, 2023

Element 1 – Rehabilitate Runway 17/35 PAPI Systems

Location: Corning Municipal Airport | Corning, California

Anticipated AIP Grant: 3-06-0053-OXX-2024

1. The consulting firm of Armstrong Consultants, Inc. was selected on March 10, 2020 from those consultants who submitted their qualifications for this project.
2. The scope of work and fee proposal was developed by Armstrong Consultants, Inc. on August 18, 2023, the proposed fees are as follows:

Element 1 – Project Development	\$3,350.00
Element 1 – Design	
Preliminary Design	\$19,000.00
Final Design	\$14,710.00
Element 1 – Bidding Services	\$6,880.00
Element 1 – Construction Period Services	
Construction Administration Services	\$10,030.00
Construction Inspection Services	\$14,660.00
Element 1 – Project Closeout	\$6,050.00
Element 1 – Special Services	
Categorical Exclusion Form	\$4,885.00
Electrical Engineering	\$7,000.00
Engineering Total	\$86,565.00

3. Based upon our experience, the fees submitted appear to be reasonable and a contract has been prepared for the agreement between the Sponsor and the Consultant. The scope of work is attached to this record of negotiations and hereby, submitted to the ADO for reasonableness of cost determination.

4. The negotiations were conducted in good faith to ensure the fees are fair and reasonable. The procedures outlined in AC 150/5100-14E have been followed.

City of Corning

A handwritten signature in black ink, appearing to read 'Robin Kampmann', with a large, sweeping flourish at the end.

Robin Kampmann, P.E.
Public Works Director

ITEM NO: J-14
**APPROVE PROPOSED SALARY
 SCHEDULES FOR THE CITY MANAGER
 (5% INCREASE) AND PUBLIC WORKS
 DIRECTOR (7% INCREASE) POSITIONS**
 October 10, 2023

TO: HONORABLE MAYOR AND COUNCIL MEMBERS
FROM: BRANT MESKER, CITY MANAGER *BM*
LISA M. LINNET, ADMINISTRATIVE SERVICES MANAGER *LML*

SUMMARY:

City Manager Salary Schedule:

Due to the delay in concluding the negotiations with one bargaining unit and the subsequent departure of the previous City Manager, this City Manager salary increase was not formally addressed upon conclusion of negotiations. At the direction of the City Council, staff is requesting action to provide the City Manager with the same salary percentage increase that was approved for the Management Unit. The ratification of request increases the salary schedule of the City Manager position five percent (5%) per step, with an annual salary increase of not less than 3%, or more that 5% based on the CPI-W "West" schedule for urban and clerical workers, effective on January 1, 2024 and on January 1, 2025. It should be clearly stated that the current City Manager was hired within this salary range and will not receive any additional salary increase. Proposed salary schedule is listed below:

Step w/5% increase	A	B	C	D	E
Monthly	\$10,176	\$10,711	\$11,275	\$11,868	\$12,493
Annually	\$122,107	\$128,533	\$135,298	\$142,419	\$149,915

Public Works Director Salary Schedule with the proposed 7% increase:

At the direction of the City Council, staff is also seeking approval of a seven percent (7%) increase to the Public Works Director salary schedule to better entice perspective job applicants. If approved, the increase, including benefits is projected to annually cost the City an additional \$9,000 at top (e) step. Although, this would only bump the position up one step on the salary survey, it will bring it more in line with the closest Cities of similar size.

Since 2018, staff has, on three separate occasions, opened public recruitment for the City's Public Works Director position. Each time we have been unsuccessful in obtaining a candidate that meets the qualifications or is willing to complete the hiring process. As a result of the unsuccessful first job recruitment (internal and external), the City contracted with the City's contracted Engineering Services provider NorthStar Engineering to provide part-time Public Works Consulting Services. In response to the most recent unsuccessful recruitment process, Staff performed a Public Works Director salary survey encompassing the following jurisdictions: Counties of Tehama and Glenn, Cities of Anderson, Red Bluff, Orland, Willows, and Gridley. The outcome of the survey was that the City's current salary schedule for this position was second from the bottom, which was roughly an average of \$1,100 per step below the current salary schedule.

Step w/7% increase	A	B	C	D	E
Monthly	\$8,651	\$9,106	\$9,585	\$10,089	\$10,621
Annually	\$103,811	\$109,268	\$115,021	\$121,068	\$127,450

RECOMMENDATION:

MAYOR AND COUNCIL APPROVE THE FOLLOWING SALARY SCHEDULE INCREASES:

- **5% INCREASE PER STEP FOR THE CITY MANAGER POSITION WITH AN ANNUAL SALARY INCREASE OF NOT LESS THAN 3%, OR MORE THAN 5% BASED UPON THE CPI-W"WEST" SCHEDULE FOR URBAN AND CLERICAL WORKERS EFFECTIVE ON JANUARY 1, 2024 AND JANUARY 1, 2025; AND**

- **7% SALARY INCREASE PER STEP FOR THE CITY'S PUBLIC WORKS DIRECTOR POSITION WITH SUBSEQUENT ANNUAL INCREASES AS STATED IN THE CITY'S MANAGEMENT BARGAINING UNIT MEMORANDUM OF UNDERSTANDING (MOU).**

Effective December 26, 2021 through December 24, 2022
CITY MANAGER CURRENT SALARY SCHEDULE

Step	A	B	C	D	E
Monthly	\$9,691	\$10,201	\$10,738	\$11,303	\$11,898
Annually	\$116,292	\$122,412	\$128,856	\$135,636	\$142,776

5% increase based on Management Unit's Negotiated increase effective 1/24/2023.
2023 PROPOSED SALARY SCHEDULE

Step w/5% increase	A	B	C	D	E
Monthly	\$10,176	\$10,711	\$11,275	\$11,868	\$12,493
Annually	\$122,107	\$128,533	\$135,298	\$142,419	\$149,915

Effective January 24, 2023 through December 24, 2024
PUBLIC WORKS DIRECTOR CURRENT SALARY SCHEDULE

Step	A	B	C	D	E
Monthly	\$8,085	\$8,510	\$8,958	\$9,429	\$9,926
Annually	\$97,020	\$102,120	\$107,496	\$113,148	\$119,112

PUBLIC WORKS DIRECTOR PROPOSED SALARY WITH 7% INCREASE

Step w/7% increase	A	B	C	D	E
Monthly	\$8,651	\$9,106	\$9,585	\$10,089	\$10,621
Annually	\$103,811	\$109,268	\$115,021	\$121,068	\$127,450

ITEM NO.: J-15
AUTHORIZE STAFF TO SEEK
REQUESTS FOR PROPOSALS
(RFP'S) FOR CONSULTANT
SERVICES TO ASSIST WITH THE
HOUSING ELEMENT UPDATE.

October 10, 2023

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: BRANT MESKER, CITY MANAGER *BM*
CHRISSEY MEEDS, PLANNER II/RECREATION COORDINATOR *CM*

SUMMARY:

The City of Corning's current Housing Element will expire on June 30, 2024 and will require updating to meet State compliance requirements. Staff is seeking City Council authorization to solicit "Requests for Proposals" (RFP's) for professional services to assist with updating the 7th Cycle Housing Element.

BACKGROUND:

The City of Corning's current Housing Element will expire on June 30, 2024. Staff are currently working with the State of California to utilize the remaining Local Early Action Planning (LEAP) grant monies to fund a portion of the updated element. The amount of funds remaining in the City of Corning's LEAP grant is \$32,000. Staff anticipates that the remaining LEAP funds will be insufficient to finance the required Housing Element Update and that a General Fund appropriation may be required to supplement the grant funding in order to complete the project. The exact amount of supplementary funding needed is not known at this time and will depend upon the proposal selected.

RECOMMENDATION:

MAYOR AND COUNCIL AUTHORIZE STAFF TO:

- **SEEK REQUESTS FOR PROPOSALS (RFP'S) FOR PROFESSIONAL SERVICES TO ASSIST STAFF WITH UPDATING THE 7TH CYCLE HOUSING ELEMENT; AND**
- **AUTHORIZE THE CITY MANAGER TO APPOINT THE SELECTION REVIEW COMMITTEE**

ITEM NO.: J-16
REVIEW AND APPROVE THE
USE OF CITY PROPERTY FOR
A SYNTHETIC ICE RINK SET UP
FOR 5 DAYS.

October 10, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: BRANT MESKER, CITY MANAGER *BM*
CHRISSE MEEDS, RECREATION COORDINATOR *CM*

BACKGROUND:

Staff were approached by the owners of Circus Royal Spectacular with the proposal of setting up a temporary synthetic ice rink for the community to enjoy. The synthetic ice rink requires placement on a flat hard surface. The proposed location is the City's empty lot on the corner of Third and Marin Street which would meet the required needs for this temporary use and will be perfect for the rink. The ice rink is made of a synthetic material that allows for ice skating but does not use water or power.

The owners of the traveling rink are all inclusive. They have the skate rentals, the rink and all the other items that go with the use of an ice rink. The purposed time period for the ice rink to be set up is from October 12th through October 16th.

There is no charge to the City to have the rink on the property and the Company purposes to pay the City 15% of the ticket sales in exchange for allowing them to set up here. The Ice Rink will take care of all ticketing and advertising. The proponents have signed an Indemnification Agreement meeting the City's Standards and have provided the required Insurance Indemnification Certificates to the City for any and all liability.

RECOMMENDATION:

MAYOR AND COUNCIL, HAVING REVIEWED THE PROPOSED REQUEST FOR USE OF CITY PROPERTY FOR THE 5 DAY USE TO HOUSE A TEMPORARY PORTABLE SYNTHETIC ICE RINK, APPROVE THE EVENT FOR THE COMMUNITY.

**ITEM NO.: J-17
REVIEW AND ADOPT THE
CONCEPTUAL DESIGN PROVIDED
BY COAR DESIGN GROUP FOR THE
CORNING CITY PLAZA AND
RECREATION CENTER PROJECT, OR
PROVIDE STAFF DIRECTION
REGARDING PROJECT DESIGN AND
FUNDING OPTIONS**

October 10, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: BRANT MESKER, CITY MANAGER 
ROBIN KAMPMANN, PE; PUBLIC WORKS/ENGINEER CONSULTANT
CHRISTINA MEEDS, PLANNER II/RECREATION COORDINATOR

SUMMARY:

Staff requests the City Council review and adopt the conceptual design site plan as presented by staff for the Corning City Plaza and Recreation Center, designed by COAR Design Group. The design before you this evening has been created by input desired by the community in the planning stages of applying for the Proposition 68 Grant and the requirements put in place by the State as required project deliverables for the grant.

Should the City Council desire significant changes to the design present, staff requests the City Council provide direction regarding the design and funding options.

BACKGROUND:

On March 14, 2023, the City Council awarded the Corning City Plaza and Recreation Center Request for Proposals (RFP) Project to COAR Design Group in the amount of \$898,000 for Architectural and Engineering Design Services for the development, design and construction of the Corning City Plaza and Recreation Center.

Staff are continuing to work with the design team to complete the site assessment and conceptual design. All proposed features, including the proposed design style, listed in the grant application will be included in the project, but due to the anticipated cost of the project, Staff continues working with the design team to potentially reconfigure the layout to be more cost effective.

The proposed estimate from COAR design for the entire project (Exhibit A) cost is \$15,315,990. The grant the City was awarded was in the amount of \$8,500,000. The City has incurred approximately \$1,000,000 in the purchase of the properties, required asbestos and soil testing, removal of asbestos and the demolition of the existing buildings.

Staff have held a total of two community meetings with the Ad Hoc Committee. The most recent meeting was held on October 4th, discussion was regarding the budget, the estimate cost of the project, and funding of the project. Ideas were also discussed regarding how to make the current project feasible. The state is requiring the following deliverables to be met within the grant:

- The theme of the overall plaza and recreation center should be consistent with the surrounding Mission/Mediterranean City buildings and town history.

- The splash pad design is open with basic water features in the center and interactive water features on the outer edge.
- A mural to reflect the cultural indigenous history of, as well as present-day Corning will be in the center of the splash pad.
- The amphitheater will be an open-air theater with a large shade structure over the stage area. The amphitheater will also have a Mission/Mediterranean design with an open area for dancing or other community activities and concrete planters that can also be used for seating.
- The ADA friendly musical playground equipment will be colorful and interactive for children of all ages and abilities.
- The tables with chess boards will be a mix of picnic tables and circle tables and will be placed throughout the park.
- Permanent shade structures will be placed over the equipment to increase longevity of equipment and engage greater use of recreation equipment when temperatures exceed 95 degrees.

Currently, the Recreation program runs on average over 30 different programs throughout the year and has an estimated 1,200 community members participating in programs. The department utilizes different locations in the community to run these classes. We currently use the City Council Chambers, the Transportation Center, Rodgers Theater, the First Christian Church, the Senior Center, and the local parks. As the recreation program continues to grow, so does the programming requests and the space has become very limited and congested. Therefore, we are not always able to accommodate the community's requests.

FINANCIAL:

This project is funded by the Department of Parks and Recreation Statewide Park Development and Community Revitalization Program of 2018 Grant for the Corning Recreation Center and Plaza Project.

RECOMMENDATION:

MAYOR AND COUNCIL:

- **ADOPT THE CONCEPTUAL DESIGN PROVIDED BY COAR DESIGN GROUP FOR THE CORNING CITY PLAZA AND RECREATION CENTER PROJECT EXHIBIT A; OR**
- **PROVIDE STAFF DIRECTION REGARDING DESIGN AND FUNDING OPTIONS FOR THE CORNING CITY PLAZA AND RECREATION CENTER PROJECT**

EXHIBIT A



CORNING CITY PLAZA + RECREATION CENTER

PLAZA DESIGN

CORNING, CA





Exhibit A

CORNING PLAZA & REC CENTER

FLOOR PLAN - OPTION A

**ITEM NO.: J-18
DECLARE CITY FOLDING
MACHINE AS EXCESS
PROPERTY AND AUTHORIZE
STAFF PROCEED WITH ITS
DISPOSAL**

October 10, 2023

TO: CITY COUNCIL OF THE CITY OF CORNING

FROM: BRANT MESKER, CITY MANAGER
MARIANA BRIMM, ACCOUNTING MANAGER

BACKGROUND:

For the last six and a half years the Finance Department has been utilizing a folding and inserter machine for the City's monthly utility bills. This machine was purchased in April of 2017 from Advanced Document Concepts of Chico. The equipment was purchased for \$4,305 with an annual maintenance agreement of \$395 per year. This equipment came from the company's used inventory, making it exempt from our purchasing procedures, (Corning Municipal Code 3.12.082 A.5). Although the machine is currently functioning, we have recently needed extra maintenance for constant jams, alignment issues, and needing replacement parts. As the machine was originally manufactured in 2003, replacement parts will be an issue in the future.

Finance Department staff reached out to Advanced Document Concepts of Chico to have them review their surplus inventory for options of replacement, with no response. Following City of Corning Municipal Code purchasing procedures, (CMC 3.12.080) at least three quotes were obtained for the purchase of a new folding/inserter machine. These quotes are listed below:

1. Advanced Document Concepts – **NO RESPONSE**
2. Office Depot (**Exhibit 2**) – online \$7,350.00 with no annual maintenance offered.
3. Whitaker Brothers (**Exhibit 3**) – \$6,999.00 with no annual maintenance offered.
4. North Valley Business Products (**Exhibit 4**) - \$6,110.00 with annual maintenance option (**Staff's recommendation**)

Should the City Council authorize the purchase of the new equipment, the Finance Department will review the options for disposing of the excess machine. The challenge will lie in the fact that many schools, public agencies, and businesses have long ago moved away from paper products and/or mailings. Therefore, the Finance Department does not believe there to be any interest in the current equipment being used.

Although the City has also begun shifting away from paper in recent years, staff feels confident making such a recommendation for purchase and investment, knowing that many Corning residents still prefer paper invoicing.

RECOMMENDATIONS:

MAYOR AND COUNCIL DECLARE THE EXISTING FOLDING MACHINE AS EXCESS PROPERTY AND AUTHORIZE STAFF TO:

- **DETERMINE THE BEST METHOD OF DISPOSAL AND TAKE ASSOCIATED ACTION FOR DISPOSAL OR TRANSFER OF THE FOLDING MACHINE; AND**
- **AUTHORIZE STAFF TO PURCHASE NEW FOLDING/INSERTING MACHINE EQUIPMENT FROM NORTH VALLEY BUSINESS PRODUCTS FOR THE AMOUNT OF \$6,110 AND SIGN ANNUAL MAINTENANCE AGREEMENT FOR \$615/YEAR.**

Home / Folder-Inserters / FPI / FPI 700 Folder Inserter

Exhibit 3



FPI 700 Folder Inserter

SKU: FPI700

\$6,999.00

Quantity: 1

Add To Cart

Request a Quote

Need Advice?

Call us at (800) 243-9226

This product requires Liftgate Service. If you don't have a loading dock or a forklift available to move the delivery off of the truck, please add Liftgate Service to your cart.



- Price \$6999.00
- Delivery only. No maintenance offered.

20% off select reg. priced Supplies and Print & Copy services with code SUMMER20 Shop Now | Special \$46.99 Multi-Use Print & Copy Paper, 10-1m Case Shop Now

Free most business-day shipping on qualifying \$45 order Free store & curbside pickup in 20 minutes

20+ Employee Business

Home / Office Supplies / Basic Supplies / Paper Punches / Cutters & Folding Machines / Paper-Folding Machines / Product Details / Paper-Folding Machines

Formax FD 6104 Paper Folder/Inserter

Item #6972951

www.officemax.com



Exhibit 2



\$7350.00/each

1 Add To Cart

As low as \$11.51/mo with PayPal Credit

Estimated 3-7 Business Day Delivery



- Price: \$7350.000
- Delivery only. No maintenance offered.



BUSINESS CASE

NVBS/Quadiant Proposal for a DS401 folder/Inserter system

Prepared for: **City of Corning**

Proposal date: **September 20th 2023**

Valid until: **October 20th 2023**

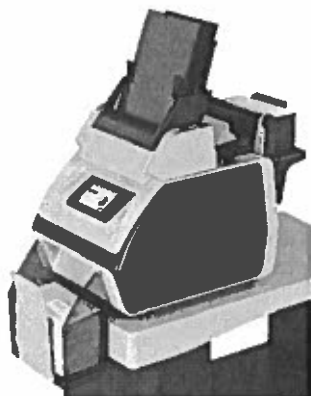
Submitted by: **Michael O'Halloran**
Sr. Account Executive
North Valley Business Systems



Corning City Hall DS40i Folder/Inserter Proposal

We tested the statement document envelope through the DS40i Folder/Inserter system. It worked perfectly

DS-40i Folder-Inserter



- Intuitive full-color touchscreen with easy, step-by-step wizard to create and store up to 15 jobs
- 2 document feeders with 100-sheet capacity and 1 insert feeder that holds 100 reply envelopes
- Folds your documents, adds a BRE and inserts the package into a #10 or 6" x 9.5" envelope
- Tri-folds or single-folds letter-size documents and double-folds legal-size sheets
- Operational efficiency up to 1,350 filled envelopes per hour – about 10 times faster than by hand

Purchase Price:

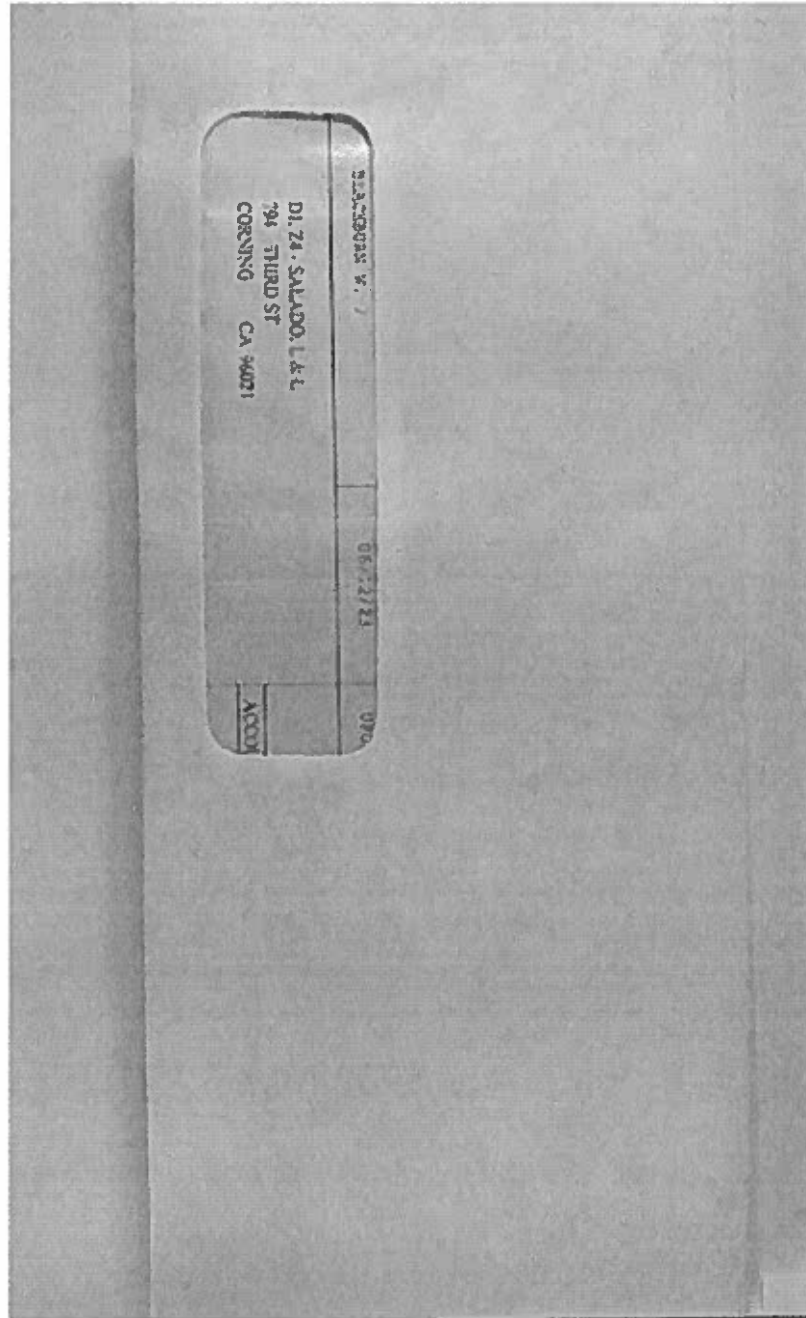
\$5,750.00

Annual Maintenance:

\$615.00



Envelope Insert Test





PURCHASE AGREEMENT

Section (A) Office Information

Office Number	Office Name	Phone #	Date Submitted
934	North Valley Business System	(530) 242-1000	09/20/2023

Section (B) Billing Information

Company Name	City of Corning		
DBA			
Billing Address	794 3RD ST		
City State Zip+4	CORNING	CA	96021-2517
Contact Name	Mary Brimm	Phone	(530) 824-7033
Contact Title	Accounting Manager		
Email Address	mbrimm@corning.org	PO #	

Section (C) Installation Information (if different from billing information)

Company Name	City of Corning		
Installation Address	794 3RD ST		
City State Zip+4	CORNING	CA	96021-2517
Contact Name	Mary Brimm	Phone	(530) 824-7033
Contact Title	Accounting Manager		
Email Address	mbrimm@corning.org		
Main Post Office		PO 5-Digit Zip Code	

Section (D) Purchased Products

	Qty	Model / Part Number	Description (include Serial Number, if applicable)	Price
1	1	DS40I	DS40i Folder Inserter	\$5,750.00
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				

Recurring Annual Costs	Equipment Maintenance	\$615.00	Product Subtotal	\$5,750.00
	Software Support	\$0.00	Shipping	\$360.00
	*Software Subscription	\$0.00	Installation	\$0.00
	Depot Repair	\$0.00	One-Time Total	\$6,110.00

Section (E) Service Products (Check all that apply)

Maintenance
 Installation & Training
 Software Support for premise (non-cloud) solutions

Section (F) Approval

Existing customers who currently fund the Postage account by ACH Debit will not be converted to a Postage Funding Account unless initial here _____.

This document consists of a Product Purchase and Online Services and Software Agreement with Quadiant, Inc. Your signature constitutes an offer to enter into such agreements, and acknowledges that you have received, read, and agree to all applicable terms and conditions (version Purchase-Equipment-Terms-Dealer-V9-2020, which are also available at www.quadiant.com/Purchase-Equipment-Terms-Dealer-V9-2020, and that you are authorized to sign the agreements on behalf of the customer identified above. The applicable agreements will become binding on the companies identified above only after an authorized individual accepts the offer by signing below, or when the equipment is shipped to you.

Guided by Quadiant, Inc.'s Sustainable Design and Responsible Manufacturing Policy, our Products may contain reused components. For more information visit <https://www.quadiant.com/about-us/sustainable-design-and-manufacturing>.

_____ Authorized Signature _____ Print Name and Title _____ Date Accepted

_____ Accepted by Quadiant Inc and its Affiliates _____ Date Accepted