



Midpeninsula Regional
Open Space District



BOND OVERSIGHT COMMITTEE – MEASURE AA

February 7, 2019

AGENDA ITEM 2

AGENDA ITEM

Review documentation supporting the Selected Sample Transactions

GENERAL MANAGER'S RECOMMENDATION

Review the Measure AA documentation supporting the sample expenditures selected at the Bond Oversight Committee (BOC) meeting on January 16, 2019. This review will enable the BOC to obtain reasonable assurance that expenditures incurred were solely for uses, purposes, and projects authorized in the ballot measure language for Measure AA.

SUMMARY

At their January 16, 2019 meeting, the Bond Oversight Committee (BOC) affirmed Agreed Upon Procedures to select 4 land purchases, the 10 highest non-land expenditures, and 6 other expenditures. The sample expenditures were selected for review to verify conformity to the Measure AA expenditure plan. Review of these selected samples will enable the BOC to obtain reasonable assurance that expenditures incurred by the District were solely for uses, purposes, and projects specified in the Measure AA expenditure plan.

DISCUSSION

The BOC has the following three responsibilities for each of the years the Measure AA general obligation tax is collected or revenues expended:

1. Review Plan expenditures on an annual basis to verify conformity with the Expenditure Plan.
2. Review the District's Annual Audit and Annual Accountability report and present the Committee's findings to the Board at a public meeting.
3. Review any proposed amendments to the Expenditure Plan.

For the BOC to perform responsibilities 1 and 2, verification of selected expenditures is needed to obtain or provide reasonable assurance that the expenditures incurred were for projects authorized under Measure AA.

To obtain this verification and reasonable assurance, the BOC confirmed the Agreed-Upon Procedures at their meeting on January 16, 2019, to review four land purchases, the ten invoices with the highest dollar amount, and six other expenditures, as selected by the BOC for the Fiscal Year 2017-18. The BOC also adopted an agreed set of procedures to be used by BOC members when analyzing the sample expenditures.

The adopted set of procedures to be used when analyzing sample expenditures includes the guidelines listed below. In addition, District staff created a cover sheet for each selected transaction to support the procedure criteria.

- Confirm that the amount listed on the expenditure report corresponds to the backup documentation.
- Verify that the date of the expenditures is within the timeframe of the fiscal year.
- Verify that the vendors included in any backup documentation are correctly listed in the spreadsheet of Measure AA expenditures.
- Verify that the project manager has signed off on the invoice payment.
- Verify that the expenditures listed in the Expenditure Report are eligible for Measure AA bond funds reimbursement.
- Confirm that the project number is listed within the correct portfolio.
- At least one of the sample selections should be an internal labor transfer of funds. Confirm that backup documentation shows the Measure AA project associated with the labor reimbursement, the staff member's pay rate, title, date work was performed, total calculation of hours being reimbursed by Measure AA funds, and project manager sign-off on the document.
- For land purchases, confirm the Board resolution and staff report to approve the purchase is included in backup documentation, and confirm the correct purchase price is listed in the wire transfer for the actual transaction.

The following samples of expenditures were selected to be reviewed:

Table 1	4 Expenditures related to land purchases
Table 2	10 non-land expenditures with the highest dollar values
Table 3	6 assorted project expenditures not previously tested in prior BOC reviews

Also at their January 16, 2019 meeting, the BOC selected the sample expenditures in the categories as follows:

TABLE 1 - 4 Expenditures related to land purchases			
Project	Payment Date	Description	Amount
MAA23-007	5/31/2018	Wire to Old Republic - Twin Creeks property purchase	\$2,800,000.00
MAA19-001	2/28/2018	Wire to Fidelity National - Gupta-Khan purchase	\$400,000.00
MAA03-005	12/20/2017	Wire to Old Republic - Chamberlin Lundell Easement	\$150,000.00
MAA19-002	5/31/2018	Dunham Easement	\$15,000.00

TABLE 2 - 10 non-land expenditures with the highest dollar values

Project	Payment Date	Vendor	Description	Amount
MAA23-004	08/30/2017	11709 - D-LINE CONSTRUCTORS, INC.	Mt Umunhum Summit Project	\$902,484.60
MAA23-004	10/02/2017	11709 - D-LINE CONSTRUCTORS, INC.	Mt. Um Summit Public Access Improvements Construction	\$687,035.60
MAA23-006	10/13/2017	11716 - O.C.. JONES & SONS, INC.	Mt. Umunhum Rd Rehab Project thru 9/30/17	\$389,187.25
MAA21-005	06/30/2018	10343 - GRANITE ROCK COMPANY	Bear Creek Redwoods Public Access Project thru 06/30/18	\$372,708.00
MAA23-006	09/21/2017	11716 - O.C.. JONES & SONS, INC.	Mt. Umunhum Road Rehab Project thru 8/31/17	\$313,704.75
MAA23-002	08/30/2017	11709 - D-LINE CONSTRUCTORS, INC.	Mt Umunhum Summit Project	\$299,984.50
MAA23-006	01/10/2018	11716 - O.C.. JONES & SONS, INC.	Mt. Umunhum Rd Rehab Project	\$261,724.54
MAA07-009	11/29/2017	11236 - GRADETECH	Sears Ranch Road Improvements & Parking	\$259,661.33
MAA07-009	09/19/2017	11236 - GRADETECH	Sears Ranch Road & Parking Lot Improvements & Demo of House	\$236,898.65
MAA23-004	11/07/2017	11709 - D-LINE CONSTRUCTORS, INC.	Mt. Um Summit Public Access Improvements Project	\$167,726.34

TABLE 3 - 6 assorted project expenditures not previously tested in prior BOC reviews

Project	Payment Date	Vendor	Description	Amount
MAA23-002	12/31/2017	N/A	MAA Labor Reimbursement - Q2	129,949.78
MAA02-001	12/11/2017	11049 - CITY OF EAST PALO ALTO	Landscape Architect Reimbursement to City per Agreement	88,009.81
MAA07-004	11/28/2017	11432 - SAN MATEO COUNTY RESOURCE CONSERVATION DISTRICT	Event Center Fisheries enhancement grant	30,000.00
MAA02-002	11/13/2017	11593 - H.T. HARVEY & ASSOCIATES	Bio On-Call Ravenswood Nesting Habitat & Plant Survey	7,376.19
MAA21-005	06/08/2018	N/A	MAA Labor Reimbursement - Q4	1,001.57
MAA23-004	02/28/2018	11369 - BANK OF THE WEST COMMERCIAL CARD USA	\$1,433.72 Credit Card Statement (includes CEQA Conference Expenses, Mt Um Trailer)	514.90

The supporting documentation for all the samples/expenditures listed in the 3 tables is attached to this report.

FISCAL IMPACT

No fiscal impact.

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

This item is not a project subject to the California Environmental Quality Act.

NEXT STEPS

Incorporate the findings from the discussion and review of the selected sample expenditures in the BOC report to the Board of Directors. Discuss the draft report at the next BOC meeting on March 6st in preparation for a presentation to the Board of Directors on April 10th.

Responsible Department Head:

Stefan Jaskulak, Chief Financial Officer/Director of Administrative Services

Prepared by:

Stefan Jaskulak, Chief Financial Officer/Director of Administrative Services

Attachments:

- 1 - Documentation for the 4 Expenditures related to land purchases
- 2 - Documentation for the 10 non-land expenditures with the highest dollar values
- 3 - Documentation for the 6 assorted project expenditures not previously tested

Attachment 1 - 4 Expenditures related to land purchases

Project	Payment Date	Description	Amount
MAA23-007	5/31/2018	Wire to Old Republic - Twin Creeks property purchase	\$2,800,000.00
MAA19-001	2/28/2018	Wire to Fidelity National - Gupta-Khan purchase	\$400,000.00
MAA03-005	12/20/2017	Wire to Old Republic - Chamberlin Lundell Easement	\$150,000.00
MAA19-002	5/31/2018	Dunham Easement	\$15,000.00

Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)

Invoice Details: ☒ *Land Acquisition* ☐ *Top 10 Expenses* ☐ *BOC Member Invoice Selection*

Vendor	23760 Alamitos Road LLC	Date	05/31/18
Project #	MAA23-007	GL #	30-20-230-8101.01
Invoice Amount	\$2,800,000.00	Invoice #	N/A
Description	Purchase of the 153.59-acre Twin Creeks Property as an addition to Sierra Azul Open Space Preserve. The Gordon and Betty Moore Foundation awarded a \$750,000 grant towards the purchase price of \$2,800,000. A significant clean-up project was completed on this property in the fall of 2018 (40 cabins and other significant improvements were removed) and the property was restored to a natural condition.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer



Midpeninsula Regional
Open Space District

R-18-35
Meeting 18-14
April 11, 2018

AGENDA ITEM 6

AGENDA ITEM

Proposed purchase of the 23760 Alamitos Road, LLC Property as an addition to Sierra Azul Open Space Preserve located at 23760 Alamitos Road, San Jose in unincorporated Santa Clara County, Assessor's Parcel Numbers 562-23-007.

ACTING GENERAL MANAGER'S RECOMMENDATIONS

1. Determine that the recommended actions are categorically exempt under the California Environmental Quality Act, as set out in the staff report.
2. Adopt a Resolution authorizing the purchase of the 23760 Alamitos Road, LLC property at a cost of \$2,800,000 with corresponding authorization for a Fiscal Year 2017-18 budget increase of the same amount.
3. Adopt a Preliminary Use and Management Plan for the property, as set out in the staff report.
4. Withhold dedication of the 23760 Alamitos Road, LLC property as public open space.
5. Authorize the Acting General Manager to enter into a grant agreement with the Gordon and Betty Moore Foundation to receive \$750,000 for property acquisition costs.

SUMMARY

The Midpeninsula Regional Open Space District (District) has an opportunity to purchase the 153.59-acre 23760 Alamitos Road, LLC property (Property) at a price of \$2,800,000 as an addition to Sierra Azul Open Space Preserve (Preserve). The property offers high natural resource, wildlife connectivity, and trail connectivity value and the potential to recover sensitive riparian habitat through creek restoration work. Time is of the essence and avoidance of a foreclosure sale is why this item is coming to the Board of Directors at this time to allow the District to enter into a purchase agreement. To proceed with the recommended purchase, a line item budget increase of \$2,800,000 to the Fiscal Year 2017-18 budget is required, which is expected to be partially offset with \$750,000 in funding from the Gordon and Betty Moore Foundation (GMBF). This report contains a description of the Property, a Preliminary Use and Management Plan, findings of the environmental review, the purchase terms and conditions, and financial considerations.

DISCUSSION

The 19,030-acre Sierra Azul Open Space Preserve (Preserve) bounds the Property on two sides. The Property is situated at the confluence of Alamitos and Barret Creeks, and drains into

Almaden Reservoir. The Property is visible from the Preserve and Almaden Quicksilver County Park. This purchase advances Measure AA Portfolio #23 Sierra Azul Open Space Preserve: "Mt. Umunhum Public Access and Interpretation Projects," which includes the preservation of additional open space and completion of wildlife corridors. The purchase of the Property would preserve and improve water quality and riparian habitat along two perennial creeks, protect forested uplands within the Alamitos Creek watershed, and further the connection of protected open space and wildlife corridors between District and Santa Clara Valley Open Space Authority (Authority) lands. The purchase also facilitates future trail connections between the District Preserve and the Authority's Rancho Canada del Oro Open Space Preserve.

Property Description and Regional Context (see attached map)

The rectangle shaped 153.59-acre property consists of one legal parcel, situated in unincorporated Santa Clara County. Access to the Property is via Alamitos Road, which is a public County owned and maintained road. The Property rises to approximately 1,500 feet in elevation and has views of the Preserve and Almaden Quicksilver County Park. The Property contains approximately 2,458 linear feet of Alamitos Creek and 2,089 linear feet of Barret Creek, which is why the Property is commonly referred to as "Twin Creeks." Alamitos and Barret Creeks converge on the Property before flowing into Almaden Reservoir.

Vegetation comprises a mix of hardwood forest (California bay-coast live oak), grassland, riparian vegetation, and chaparral, which is a fire-dependent vegetation. The parcel hosts several uncommon native communities, including manzanita, serpentine and riparian woodlands with areas of sensitive white alder. The riparian vegetation buffering Alamitos and Barret Creeks is considered sensitive and biologically significant, offering an aquatic linkage to other larger streams. The nearby Almaden Reservoir is home to western pond turtle, a California species of special concern. This property is also located within a terrestrial linkage for a large number of animal species between the Santa Cruz Mountains and the Diablo and Gabilan ranges.

Land Use and Improvements

The Property contains a number of dwellings in poor condition. There are approximately 42 structures, consisting of 37 dwellings and accessory buildings. Most are located in very close proximity to Alamitos and Barret Creeks, with some cantilevering over the perennial creeks. Only three dwellings are located outside a 100-foot creek setback. A single water well, associated piping, individual propane tanks, and overhead electrical utilities serve the improvements. Wastewater from the dwellings is dispersed to individual septic systems or holding tanks, many located within 100 feet of a creek. There is also a large community swimming pool and separate kids pool on the site. Originally developed in the 1930's as a summer resort with rental cabins, the structures were extensively modified to serve as year-round residences in the 1960's and 1970's, and the property was held for rental income. In recent years, the County has ordered the demolition of at least two structures.

Several bridges cross Alamitos and Barret Creeks to provide access to the dwellings and adjacent properties in Barret Canyon to the east. A firebreak on the ridgeline of the property was reopened by Cal Fire during the 2016 Loma Fire. Alamitos Road serves and crosses the Property. In addition, a private dirt road known as "Canyon Road" follows Barret Creek and crosses the Property.

Code Violations, Nuisance Issues, and Lack of Habitability

On or about June 2015, Santa Clara County (County) became aware of numerous code violations on the Property, including but not limited to the following: (a) substandard housing conditions due to the lack of adequate sanitation and potable water; (b) unpermitted demolition work; (c) unpermitted electrical and plumbing work; (d) fire code violations, and (e) unpermitted septic systems. Due to these violations and habitability problems, the County recorded numerous building code violations against the property in June of 2016. As these issues were not remedied, the County filed a "Notice and Order to Vacate Substandard Buildings" on January 19, 2017, and posted "Do Not Occupy Notices" at each occupied dwelling on February 21, 2017, and all units were vacated by March 20, 2017. All units have remained vacant since.

In order to gain compliance and to protect public health, the County filed a code enforcement complaint for nuisance and abatement against the property owner on March 8, 2017, and in May 2017 the court ordered the property owner to take certain actions to bring the dwellings into compliance with County health and safety standards. As of the date of this Board Report, the seller has not completed all the required actions and the County is still pursuing its civil action. District staff is working with County staff to understand the nature of these violations and identify the measures necessary to address and remove these conditions.

The County deems the dwellings as uninhabitable structures. Given the lack of habitation for over a year, the County has the authority under the zoning code to eliminate the possibility of reusing the units as residential structures in the future.

With the number of structures in poor condition, proximity of the structures and septic systems to the creek, and inadequate wastewater facilities on the Property, the use of the property for human habitation has threatened water quality in the Alamitos Creek Watershed. Santa Clara Valley Water District's monitoring of the bacterial levels in Barret Creek and Alamitos Creek reveals that bacteria in the watershed is likely originating from this Property. Based on the condition of the structures, poor maintenance practices, and health concerns associated with the proximity of multiple septic systems to the creeks, the Acting General Manager and District staff recommend that all remaining structures be removed from the property. County staff supports the removal of the structures due to the habitability, and public health and safety issues. The cost estimate for demolition and site cleanup is \$1,000,000.

Water Resources and Rights

The Property has a single well, drilled to 395' below ground surface, with a rated capacity of 1,800 gallons per day. In July 2017, water quality tests on the well showed that the levels for all constituents except iron are below the State Drinking Water limits.

USE AND MANAGEMENT

Planning Considerations

The Property is located in unincorporated Santa Clara County and outside the urban service area or sphere of influence of any incorporated municipality. The Property has a County General Plan designation of Hillside and a County zoning designation of Hillside (HS). In 1999, the Santa Clara County Planning Department found that all open space acquisitions by the District in unincorporated areas comply with the General Plan. Per the County's Zoning Regulations, recreation, open space, and natural preserves are allowable uses in HS zoning designation.

If purchased, the Property will be incorporated into the Preserve. Subsequent planning for the Property would be coordinated with the District's planning efforts for the Preserve and include consultation with appropriate agencies and organizations.

Preliminary Use and Management Plan

The Preliminary Use and Management Plan (PUMP) establishes a status quo land management approach in the interim between the purchase and the completion of a subsequent long-term plan. The PUMP would take effect at the close of escrow and remain effective until the PUMP is amended or a Comprehensive Use and Management Plan or Preserve Plan is approved for Sierra Azul Open Space Preserve. The PUMP includes securing the site, posting signs, and conducting resource management activities as described more fully below. The Acting General Manager anticipates returning to the Board later this year with a recommended demolition and site cleanup contract to remove all the structures. Other changes to the physical environment, such as future creek and riparian habitat restoration of the property, would also be subject to further environmental review.

- | | |
|-----------------------------------|--|
| Public Access: | Designate the Property as closed to public use at this time. |
| Signs and Site Security: | Install preserve boundary and closed area signs. Work with the two neighboring property owners along Canyon Road to the east to maintain site security. If necessary, hire outside site security services for added surveillance and monitoring until the structures are demolished. |
| Structures and Improvements: | Board up and/or secure all structures until demolition is undertaken.

Contract for hazardous materials abatement as needed, demolition of structures, clean up, and site restoration for future consideration by the Board. |
| Fences and Gates: | Install gates at the two bridge crossings of Alamitos Creek and fencing as necessary to prevent unauthorized entry and use. |
| Roads and Trails: | Maintain existing private roads, driveways, and bridges in a serviceable condition in order to access the site and facilitate subsequent demolition and removal of all structures and improvements. Implement maintenance and minor erosion and sediment control measures in accordance with District standards. |
| Water Resources and Water Rights: | Maintain existing well and associated improvements. |
| Patrol: | Routinely patrol property using existing private and public roads. |

Resource Management: Conduct invasive plant and animal management activities consistent with the District's Resource Management Policies.

Develop plans to remove artificial improvements from the creek channels and to restore the riparian areas for future consideration by the Board.

Wildfire Fuel Management: Implement standard District-wide fuel management and defensible space practices consistent with the District's Resource Management Policies.

Name: Name the property as an addition to Sierra Azul Open Space Preserve.

Dedication: Indicate the District's intention to withhold dedication of the subject property as open space at this time.

CEQA COMPLIANCE

Project Description

The project consists of the purchase of the 153.59-acre Twin Creeks Property as an addition to the District's Sierra Azul Open Space Preserve and concurrent adoption of a PUMP, including fencing, minor erosion and sediment control measures, and minor resource management activities. On behalf of the Board and with Board approval, the Acting General Manager may enter into a grant agreement with the GBMF to receive funding to assist with property acquisition costs. When acquired, the land would be permanently preserved as open space and maintained in a natural condition. Demolition of structures and channel restoration will be undertaken as separate projects and subject to separate environmental determination under CEQA.

CEQA Determination

The District concludes that this project will not have a significant effect on the environment. It is categorically exempt under the California Environmental Quality Act (CEQA) under Article 19, Sections 15301, 15317, 15325, 15330, and Article 20, Section 15378 of the CEQA Guidelines as follows:

Section 15301 exempts the repair, maintenance, or minor alteration of existing public or private structures, facilities, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. No alteration or expansion of use at this time beyond activities associated with maintenance of the existing private roads, installation of boundary gates and fencing, and minor activities to implement maintenance and minor erosion and sediment control measures in accordance with District standards.

Section 15317 exempts the acceptance of fee interests in order to maintain the open space character of an area. The District will acquire fee interest in order to maintain the open space character of the property.

Section 15325 (a) and (f) exempts transfers of ownership of interests in land in order to preserve habitat and open space. This acquisition will transfer fee ownership of the property to the District. The property will be preserved as habitat and open space and will be incorporated into the Sierra Azul Open Space Preserve.

Section 15330 exempts minor clean up actions taken to prevent, minimize, stabilize, mitigate or eliminate the release or threat of release of a hazardous waste or substance associated with the former residential use of the site.

Sections 15378 (b) (4) exempts the recommended action to enter into a grant agreement because the creation of government funding mechanisms or other governmental fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment is not considered a project

TERMS AND CONDITIONS

The Twin Creeks property is proposed for purchase at a sale price of \$2,800,000 (\$18,230 per acre). The property would be purchased as-is on an all-cash basis.

The seller purchased the property for \$5,000,000 in 2013 (\$2,500,000 was financed). Due to non-payment on the loan (from lack of tenants, lack of rental income, and the existing lawsuit) the property is now in foreclosure. The Notice of Default was recorded on January 2, 2018, which means that the lender could take action to sell the property as of April 2, 2018 in order to recover its funds. The lender initiated the foreclosure process on April 2, 2018, which allows a minimum of 30 days (May 2, 2018) before foreclosure sale would occur. The lender has indicated a willingness to delay the foreclosure upon the seller and District entering into a purchase and sale agreement. The District's purchase would be canceled in the event that the lender proceeds with a foreclosure sale.

When considering this purchase, the demolition and restoration of the Property needs to be accounted. The initial estimates for demolition and complete creek restoration is approximately \$3,000,000 (\$1,000,000 for demolition and \$2,000,000 for creek restoration). It is anticipated that the demolition work will occur in the summer or fall of 2018 and the creek restoration will occur in 2021 and/or 2022. Grant funding would be sought for the creek restoration. Given the public safety and nuisance concerns regarding the structures, the Action Plan and Budget for Fiscal Year 2018-19, which is currently under refinement, would be updated to replace other planned demolition projects with the demolition of structures on this property.

The all-in cost for this purchase, including the restoration is estimated to be approximately \$5,800,000. The Gordon and Betty Moore Foundation has recently invited a \$750,000 proposal, which, if successful, would contribute to 27% of the acquisition costs. The proposal is currently being reviewed by GBMF staff and the District will know whether the proposal is approved by the close of escrow. Approval and receipt of the GBMF grant funds will be reported to the Board at a future Board meeting. Since a funding agreement has not been approved by GBMF, the Board is asked to make its purchase determination upon payment of the full purchase price.

The property would be purchased on an "As-Is" basis. Staff has been conducting significant due diligence investigations on the property to reduce any unanticipated issues. The due diligence has included the following: meetings with Santa Clara County representatives, including Planning, Building, Environmental Health, Code Enforcement staff and County Counsel's office; reviewing the status of the code enforcement actions and Santa Clara Valley Water District records related to the Property; analyzing title exceptions; and conducting numerous onsite Property inspections/tours. A Phase 1 environmental investigation is currently underway. If remaining due diligence investigations and conditions are not met satisfactory to the District, the

District may withdraw from the purchase agreement, and the purchase deposit will be returned to the District. If this occurs, the Acting General Manager would promptly notify the Board of this action.

FISCAL IMPACT

Land acquisitions brought before the Board for approval include a budget adjustment/increase to the adopted budget. If approved, a budget adjustment/increase of \$2,800,000 to the FY2017-18 budget is required.

Total Twin Creeks Property purchase (including \$50,000 option deposit)	\$2,800,000
Total Land purchases approved to date for FY 2017-18	\$991,000
Total Land Purchases (if approved)	\$3,791,000

The following table outlines the Measure AA Portfolio #23 budget, costs to date, and the fiscal impact related to the Twin Creeks Property Purchase:

MAA 023 - Sierra Azul: Mount Umunhum Public Access and Interpretive Project Portfolio Allocation:	\$27,972,000
<i>Life-to-date Spent (as of 03/19/2018):</i>	\$18,879,517
<i>Encumbrances:</i>	\$398,944
<i>Twin Creeks Property Purchase (including \$50,000 deposit):</i>	\$2,800,000
<i>Future demolition, site cleanup (FY2018-19):</i>	\$1,000,000
Balance Remaining (Proposed):	\$4,893,539

There are sufficient funds in the FY2017-18 budget to cover additional expenditures up to \$50,000 for site security fencing and gates, boarding up of structures, and miscellaneous costs related to this transaction.

Demolition and site cleanup costs of \$1,000,000 will use Measure AA Portfolio #23 funds and be budgeted in FY 2018-19, and creek restoration costs (\$2,000,000) will use general funds and grants and be budgeted in FY 2020-21.

BOARD COMMITTEE REVIEW

Due to the potential foreclosure sale and short timeframe related to this potential purchase opportunity, this item was not presented to the Real Property Committee.

PUBLIC NOTICE

Property owners of land located adjacent to or surrounding the subject property have been mailed a copy of the agenda for this meeting. Accordingly, all notice required by the Brown Act and District policy has been provided.

NEXT STEPS

Upon approval by the Board of Directors, staff would finish the due diligence, prepare to close escrow by April 30, 2018, and take the next steps identified in the PUMP as contained in this report.

1. If the GBMF proposal is successful, District staff will work with GBMF to finalize the grant agreement in early May (GBMF staff has approved using the funds after the proposal is approved, but before the grant agreement is finalized).
2. The District's South Area Outpost Field Office will manage the property as an addition to the Sierra Azul Open Space Preserve.
3. Land and Facilities will install gates at the two bridge crossings of Alamitos Creek, and install temporary fencing as needed along Alamitos Road to provide site security until the demolition work begins.
4. Engineering and Construction will oversee the demolition and site cleanup of the property during the summer/fall of 2018.

Attachments:

1. Resolution Authorizing Acceptance of Purchase and Sale Agreement, Authorizing General Manager or Other Officer to Execute Certificate of Acceptance of Grant to District, and Authorizing General Manager to Execute any and all Other Documents Necessary or Appropriate to Closing of the Transaction (Sierra Azul Open Space Preserve - Lands of 23760 Alamitos Road, LLC)
2. Location Map

Responsible Department Manager:
Michael Williams, Real Property Manager

Prepared by:
Allen Ishibashi, Senior Real Property Agent
Elish Ryan, Real Property Planner III

Graphics prepared by:
Nathan Greig, GIS Technician
Anna Costanza, GIS Intern

RESOLUTION 18-13

RESOLUTION OF THE BOARD OF DIRECTORS OF MIDPENINSULA REGIONAL OPEN SPACE DISTRICT AUTHORIZING ACCEPTANCE OF PURCHASE AND SALE AGREEMENT, AUTHORIZING GENERAL MANAGER OR OTHER OFFICER TO EXECUTE CERTIFICATE OF ACCEPTANCE OF GRANT TO DISTRICT, AND AUTHORIZING GENERAL MANAGER TO EXECUTE ANY AND ALL OTHER DOCUMENTS NECESSARY OR APPROPRIATE TO CLOSING OF THE TRANSACTION (SIERRA AZUL OPEN SPACE PRESERVE - LANDS OF 23760 ALAMITOS ROAD, LLC)

The Board of Directors of Midpeninsula Regional Open Space District does hereby resolve as follows:

SECTION ONE. The Board of Directors of Midpeninsula Regional Open Space District (District) does hereby accept the offer contained in that certain Purchase and Sale Agreement between 23760 Alamitos Road, LLC, and the Midpeninsula Regional Open Space District, a copy of which purchase agreement is attached hereto and by reference made a part hereof, and authorizes the President of the Board of Directors, General Manager, or other appropriate officer to execute the Agreement and all related transactional documents on behalf of the District to acquire the real property described therein ("Property").

SECTION TWO. The Board of Directors of Midpeninsula Regional Open Space District authorizes the expenditure of \$2,800,000.00 covering the purchase price for the Property, which includes a deposit of \$100,000.

SECTION THREE. The Board of Directors of Midpeninsula Regional Open Space District authorizes amending the Budget and Action Plan for the Midpeninsula Regional Open Space District for Fiscal Year 2017-18 by increasing the Measure AA Capital budget in the amount of \$2,800,000.00. Except as herein modified, the Fiscal Year 2017-18 Budget and Action Plan, Resolution No. 17-14 as amended, shall remain in full force and effect.

SECTION FOUR. The General Manager, President of the Board of Directors, or other appropriate officer is authorized to execute a Certificate of Acceptance for the Grant Deed on behalf of the District.

SECTION FIVE. The General Manager or the General Manager's designee is authorized to provide notice of acceptance to the seller, sign all escrow documents and to extend escrow if necessary.

SECTION SIX. The General Manager or the General Manager's designee is authorized to expend up to \$50,000.00 to cover the cost of site security, title insurance, escrow fees, and other miscellaneous costs related to this transaction.

SECTION SEVEN. The General Manager or the General Manager's designee is authorized to make management decisions for the Property after the close of escrow such as retaining site security services and other management actions necessary to prepare the Property for demolition and restoration.

SECTION EIGHT. The General Manager and General Counsel are further authorized to approve any technical revisions to the attached Agreement and documents, which do not involve any material change to any term of the Agreement or documents, which are necessary or appropriate to the closing or implementation of this transaction.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Midpeninsula Regional Open Space District on April 11, 2018, at a regular meeting thereof, by the following vote:

AYES: CYR, HANKO, HARRIS, HASSETT, RIFFLE

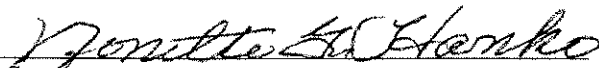
NOES: NONE

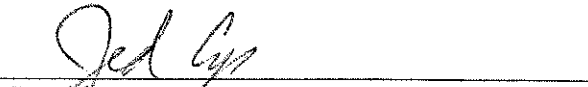
ABSTAIN: NONE

ABSENT: KISHIMOTO, SIEMENS

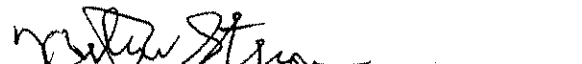
ATTEST:

APPROVED:


Secretary
Board of Directors


President
Board of Directors

APPROVED AS TO FORM:


General Counsel

I, the District Clerk of the Midpeninsula Regional Open Space District, hereby certify that the above is a true and correct copy of a resolution duly adopted by the Board of Directors of the Midpeninsula Regional Open Space District by the above vote at a meeting thereof duly held and called on the above day.


District Clerk

Electronic deposits/bank credits (continued)

Effective date	Posted date	Amount	Transaction detail
	04/24	500.00	Tsys/Transfirst Bkcd Stmt 180423 39300979973830 39300979973830 Open Space District 042118
	04/26	300.00	Tsys/Transfirst Bkcd Stmt 180425 39300979973830 39300979973830 Open Space District 042418
	04/27	250,000.00	Santa Clara Coun Vendor Pmt 2003212513
		\$1,308,881.07	Total electronic deposits/bank credits
		\$1,308,881.07	Total credits

Debits**Electronic debits/bank debits**

Effective date	Posted date	Amount	Transaction detail
	04/05	177,990.54	< Business to Business ACH Debit - Calpers 1800 2857159579 100000015235954
	04/05	802.91	< Business to Business ACH Debit - Calpers 1800 2857159579 100000015235960
	04/10	45.05	< Business to Business ACH Debit - Tsys/Transfirst Discount Mar 18 39300979973830 39300979973830 Open Space District Discount
	04/11	502.48	Client Analysis Srvc Chrg 180410 Svc Chge 0318 000000108390201
X	04/12	100,000.00	WT Fed#03947 Comerica Bank /Ftr/Bnf=Old Republic Title Company Srff# Twin Creeks Trn#180412115580 Rfb# 143
	04/13	30,000.00	Online Transfer Ref #Bb04Gwmw87 to 110653801 on 04/13/2018 1239 PM
		\$309,340.98	Total electronic debits/bank debits

< **Business to Business ACH:** If this is a business account, this transaction has a return time frame of one business day from post date. This time frame does not apply to consumer accounts.

Checks paid

Number	Amount	Date	Number	Amount	Date	Number	Amount	Date
77061	69.59	04/24	77612	186.00	04/02	77632	6,962.10	04/03
77457*	518.58	04/03	77613	9,637.50	04/05	77633	264.40	04/03
77482*	445.29	04/24	77614	3,051.50	04/09	77634	17.52	04/03
77485*	1,586.93	04/25	77615	51.95	04/02	77635	88,057.46	04/03
77504*	354.53	04/03	77616	800.00	04/16	77636	1,852.43	04/02
77531*	2,065.87	04/25	77617	200.00	04/04	77637	3,015.30	04/04
77537*	1,200.00	04/02	77618	1,052.05	04/20	77638	83.00	04/26
77542*	550.00	04/17	77619	49,450.00	04/04	77639	472.50	04/12
77569*	19,223.98	04/02	77621*	15,245.22	04/02	77640	490.45	04/03
77574*	130.91	04/02	77622	32,864.00	04/03	77641	334.34	04/04
77588*	1,133.90	04/02	77623	4,998.00	04/04	77642	20.00	04/17
77589	333.00	04/06	77624	9.27	04/17	77643	2,369.25	04/02
77592*	83.00	04/26	77625	121.78	04/03	77644	1,121.12	04/18
77601*	1,049.80	04/02	77626	8,275.75	04/02	77645	1,459.49	04/03
77607*	37.90	04/03	77627	2,081.90	04/03	77646	600.00	04/10
77608	1,172.00	04/05	77628	37,500.00	04/09	77647	2,051.91	04/04
77609	650.00	04/17	77629	962.44	04/02	77648	169.56	04/03
77610	10,840.00	04/02	77630	114.00	04/04	77649	83.00	04/04
77611	6,500.86	04/06	77631	2,437.50	04/04	77650	1,182.00	04/03

MODIFIED ACCRUAL

X



Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)



Invoice Details: ☒ *Land Acquisition* ☐ *Top 10 Expenses* ☐ *BOC Member Invoice Selection*

Vendor	Fidelity National (Escrow Co.)	Date	02/28/18
Project #	MAA19-001RP	GL #	30-20-230-8101.01
Invoice Amount	\$400,000.00	Invoice #	N/A
Description	Gupta Kahn Property Purchase-Purchase of 9.37-acre fee property and 1.87-acre floating trail easement. The fee property and trail easement meet the goal of connecting El Sereno Open Space Preserve with Sanborn County Park via a new segment of the Bay Area Ridge Trail. One property right remains to make the full connection.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer



Midpeninsula Regional
Open Space District

R-18-14
Meeting 18-07
February 14, 2018

AGENDA ITEM 3

AGENDA ITEM

Proposed Purchase of the Gupta/Khan Property as an addition to El Sereno Open Space Preserve located off Bohlman Road in unincorporated Santa Clara County, Assessor's Parcel Numbers 517-24-030 (fee) and 517-24-024 (trail easement).

ACTING GENERAL MANAGER'S RECOMMENDATIONS

A handwritten signature in black ink, appearing to be "J. K. Smith", written over the "ACTING GENERAL MANAGER'S RECOMMENDATIONS" header.

1. Determine that the recommended actions are categorically exempt under the California Environmental Quality Act (CEQA), as set out in the staff report.
2. Adopt a Resolution authorizing the purchase of the Gupta/Khan property at a cost of \$400,000 with corresponding authorization for a Fiscal Year 2017-18 budget increase of the same amount.
3. Adopt a Preliminary Use and Management Plan for the property, as set out in the staff report.
4. Withhold dedication of the Gupta/Khan property as public open space.

SUMMARY

The General Manager recommends purchasing the 9.37-acre Gupta/Khan property along with a 1.87-acre trail easement (Property) at a purchase price of \$400,000 as an addition to El Sereno Open Space Preserve (Preserve). As part of the purchase approval, a line item budget increase of \$400,000 to the Fiscal Year 2017-18 budget is required to proceed with the acquisition. This report contains a description of the Property, a Preliminary Use and Management Plan, findings of the environmental review, the purchase terms and conditions, and financial considerations.

DISCUSSION

The Property is bordered by the 1,418-acre El Sereno Open Space Preserve and Sanborn County Park. The Property drains into the Los Gatos Creek watershed and is visible from within the Preserve and from Sanborn County Park. This purchase advances Measure AA Portfolio #19 El Sereno Open Space Preserve: "Dog trails, and connection to Skyline/Sanborn County Park and Lexington Reservoir." The purchase of the Property would further the ability to provide for future trail connections between the Preserve and Sanborn County Park along a feasible route.

Property Description and Regional Context (see attached map)

The rectangle shaped 9.37-acre fee property consists of one legal parcel, situated in unincorporated Santa Clara County (Fee Title Property). The 1.87-acre trail easement is over the

lower portion of an adjacent Gupta/Khan parcel (Trail Easement). Access to both properties is from both Bohlman Road and an older road cut from a private road. The Fee Title Property rises to approximately 2,500 feet in elevation and has excellent views of the Preserve, Sanborn County Park, and Lyndon Canyon. The Property is situated in the Los Gatos Creek Watershed and include the upper end of a small tributary that eventually flows into Lexington Reservoir.

The vegetation on the Fee Title Property is mainly comprised of chamise chaparral and mixed broadleaf hardwood forest. Chamise chaparral is a fire dependent vegetation community. The Fee Title Property provides varied habitat for animal species associated with the upper elevations of the Preserve, including larger mammals such as deer, coyotes, bobcats, and mountain lions. A wide variety of bird species occupy and migrate through the general area.

Land Use and Improvements

The Property is mostly unimproved. A water well, and associated piping, propane tank, electrical utilities and some old road cuts are located on the Fee Title Property. The water well and propane tank serve an adjacent residential property and there are easement rights over the Fee Title Property associated with these improvements. Access to the water well, propane tank, and electrical service is from Bohlman Road.

Water Rights

The Property has limited water rights, as 7/8 interest to all available water existing on the Property is held by others. A prior seller reserved the water rights when the property was originally subdivided in the 1950's. In addition, an adjacent residential property has easement rights for an existing water well, which is the only existing water-related improvement on the Property. If the District purchases the Property, it has no affirmative obligation to maintain or guarantee water to the water rights holders, including the adjacent residential property.

USE AND MANAGEMENT

Planning Considerations

Both the Fee Title Property and Trail Easement are located in unincorporated Santa Clara County and outside the urban service area or sphere of influence of any incorporated municipality. Both the Fee Title Property and Trail Easement have a County General Plan designation of Hillside, classified as a Resource Conservation Area. Both have a County zoning designation of Hillside Scenic Road Combined District (HS-sr). In 1999, the Santa Clara County Planning Department found that all open space acquisitions by the District in unincorporated areas that are classified as a Resource Conservation Area in the County's General Plan comply with the General Plan. Per the County's Zoning Regulations, recreation, open space, and natural preserves are allowable uses in HS-sr zoning designation.

If purchased, the Property will be incorporated into the Preserve. Subsequent planning for the Property would be coordinated with the District's planning efforts for the Preserve and include consultation with appropriate agencies and organizations.

Preliminary Use and Management Plan

The Preliminary Use and Management Plan (PUMP) establishes a status quo land management approach in the interim between the purchase and the completion of a subsequent long-term plan. The PUMP would take effect at the close of escrow and remain effective until the PUMP is amended or a Comprehensive Use and Management Plan or Preserve Plan is approved for El

Sereno Open Space Preserve. The PUMP includes minor restoration and maintenance of the Property in its natural condition, as described more fully below. If changes to land use or the physical environment were proposed in the future, the plan would be subject to further environmental review and public input.

- Public Access:** Designate the Property as closed to public use at this time.
- Signs and Site Security:** Install preserve boundary and closed area signs.
- Fences and Gates:** Install gates and fencing on the access road and property boundary as necessary to prevent unauthorized entry and use.
- Ensure that physical access to the water well and associated piping, propane tank, and electrical service on the Fee Title Property, along with easement rights for this use, are not obstructed.
- Roads and Trails:** Implement maintenance and minor erosion and sediment control measures in accordance with District standards. Access road to be used for District patrol, maintenance and emergency purposes.
- Water Resources and Water Rights:** While a 7/8 interest to all available water existing on the Property is held by others, the District has no obligation to maintain or guarantee water to interest holders. The District also has no affirmative obligation to maintain an existing water well or guarantee water supply to an adjacent residential property that is serviced by this well.
- Patrol:** Routinely patrol property using adjacent roads.
- Resource Management:** Conduct invasive plant and animal management activities consistent with the District's Resource Management Policies.
- Wildfire Fuel Management:** Implement standard District-wide fuel management and defensible space practices consistent with the District's Resource Management Policies.
- Name:** Name the property as an addition to El Sereno Open Space Preserve.
- Dedication:** Indicate the District's intention to withhold dedication of the subject property as open space at this time.

TERMS AND CONDITIONS

The 9.37-acre Fee Title Property and 1.87-acre Trail Easement are proposed for purchase at a sale price of \$400,000. The scope of the Trail Easement is designed to grant the District maximum flexibility regarding design and final location of any future trail alignment. Under the terms, the District would have the ability to locate a trail within an area of approximately 1.87 acres and upon construction, reduce the trail easement to 100 feet wide (50 feet from centerline). The property would be purchased as-is on an all-cash basis. Escrow would close by March 10, 2018.

The purchase of the Property would be for future trail connections between the Preserve and Sanborn County Park. As such, the Santa Clara County Parks and Recreation Department has agreed to recommend a contribution of one-half (50%) of the purchase price or \$200,000 to the County Board of Supervisors for approval. The County has previously approved similar funding agreements for the District's purchase of numerous properties in Stevens Canyon. This contribution is subject to County Board of Supervisor approval. In exchange for this contribution, the District would grant the County a conservation easement over the 9.37-acre Fee Title Property. Approval of a funding agreement with the County and the conservation easement would come to the Board as a future agenda item. Since the County has not approved a funding agreement, the Board should make its purchase determination based upon payment of the full purchase price or \$400,000.

FISCAL IMPACT

Land acquisitions brought before the Board for approval include a budget adjustment/increase to the adopted budget. If approved, a budget adjustment/increase of \$400,000 to the FY2017-18 budget is required.

Gupta/Khan Property Amount (includes \$12,000 option deposit)	\$400,000
Total Land purchases approved to date for FY 2017-18	\$591,000
Total Land Purchases (if approved)	\$991,000

The following table outlines the Measure AA Portfolio #19 budget, costs to date, and the fiscal impact related to the Gupta/Khan Property Purchase:

MAA 019 Portfolio Allocation:	\$2,254,000
Life to date Spent, <i>less \$12,000 deposit</i> (as of 01/19/2018):	\$715
Gupta/Khan Property Purchase:	\$400,000
Balance Remaining (Proposed):	\$1,853,285

There are sufficient funds in the FY2017-18 budget to cover additional expenditures up to \$10,000 for title insurance, escrow fees, and other miscellaneous costs related to this transaction.

BOARD COMMITTEE REVIEW

The District's Real Property Committee held a meeting at the District Administrative Office on January 16, 2018 to discuss the proposed property purchase. Notice of the meeting was distributed to property owners of land located adjacent to and surrounding the property. Four neighbors attended the meeting and all four neighbors asked questions or provided comment. Two neighbors were interested in the location of the proposed trail, one neighbor voiced interest for including parking on the Property and one noted their consent with preserve users currently parking on their property. Two members of the Real Property Committee were in attendance. Staff provided a presentation of the property, described how it would be managed as an extension of the adjacent Preserve, and reviewed the proposed purchase terms. The Real Property Committee unanimously recommended forwarding this purchase to the full Board of Directors by a 2-0 vote.

PUBLIC NOTICE

Property owners of land located adjacent to or surrounding the subject property have been mailed a copy of the agenda for this meeting. Accordingly, all notice required by the Brown Act and District policy has been provided.

CEQA COMPLIANCE

Project Description

The project consists of the purchase of the 9.37-acre Fee Title Property and 1.87-acre Trail Easement as an addition to the District's El Sereno Open Space Preserve and concurrent adoption of a Preliminary Use and Management Plan (PUMP), including minor erosion control and sediment control measures that may be conducted to prevent erosion and water quality degradation. Minor resource management activities may be conducted to control invasive plants. The land would be permanently preserved as open space and maintained in a natural condition.

CEQA Determination

The District concludes that this project will not have a significant effect on the environment. It is categorically exempt under the California Environmental Quality Act (CEQA) under Article 19, Sections 15301, 15316, and 15325 of the CEQA Guidelines as follows:

Section 15301 exempts the repair, maintenance, or minor alteration of existing public or private structures, facilities, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The PUMP specifies no alteration or expansion of use at this time beyond activities associated with the maintenance of the existing access road, installation of boundary gates and fencing, and minor activities to implement maintenance and minor erosion and sediment control measures in accordance with District standards.

Section 15316 exempts the acquisition of land in order to create parks if the land is in a natural condition and the management plan proposes to keep the area in a natural condition. The PUMP specifies that the land will not be developed, will remain in a natural condition, and will be designated as an addition to the District's El Sereno Open Space Preserve.

Section 15325 exempts transfers of ownership of interests in land in order to preserve open space. This acquisition will transfer fee ownership of the property to the District and ensure that the open space will be preserved. The PUMP ensures that the property is preserved as open space by incorporating it into the El Sereno Open Space Preserve.

NEXT STEPS

Upon approval by the Board of Directors, staff would proceed with the close of escrow for the purchase of the property by March 10, 2018, and take the next steps identified in the PUMP as contained in this report. The District's South Area Outpost Field Office would manage the property as an addition to the El Sereno Open Space Preserve. In addition, staff would work with County staff to support their process in forwarding a funding contribution recommendation to the County Board of Supervisors. If approved, staff would bring the funding agreement and associated conservation easement to the Board for their approval.

Attachments:

1. Resolution Authorizing Acceptance of Purchase and Sale Agreement, Authorizing General Manager or Other Officer to Execute Certificate of Acceptance of Grant to District, and Authorizing General Manager to Execute any and all Other Documents Necessary or Appropriate to Closing of the Transaction (El Sereno Open Space Preserve - Lands of Gupta/Khan)
2. Location Map

Responsible Department Manager:

Michael Williams, Real Property Manager

Prepared by:

Allen Ishibashi, Senior Real Property Agent, Real Property Department

Graphics prepared by:

Nathan Greig, GIS Technician

RESOLUTION 18-03

RESOLUTION OF THE BOARD OF DIRECTORS OF MIDPENINSULA REGIONAL OPEN SPACE DISTRICT AUTHORIZING ACCEPTANCE OF PURCHASE AND SALE AGREEMENT, AUTHORIZING GENERAL MANAGER OR OTHER OFFICER TO EXECUTE CERTIFICATE OF ACCEPTANCE OF GRANT TO DISTRICT, AND AUTHORIZING GENERAL MANAGER TO EXECUTE ANY AND ALL OTHER DOCUMENTS NECESSARY OR APPROPRIATE TO CLOSING OF THE TRANSACTION (EL SERENO OPEN SPACE PRESERVE - LANDS OF GUPTA/KHAN)

The Board of Directors of Midpeninsula Regional Open Space District does hereby resolve as follows:

SECTION ONE. The Board of Directors of Midpeninsula Regional Open Space District (District) does hereby accept the offer contained in that certain Purchase and Sale Agreement between Nitin K. Gupta and Gazala Gupta, trustees of the Gupta Family Trust, dated June 7, 2012, as to an undivided 50% interest, and Arshad Khan, an unmarried man as to an undivided 50% interest, as tenants in common (Gupta/Khan), and the Midpeninsula Regional Open Space District, a copy of which purchase agreement is attached hereto and by reference made a part hereof, and authorizes the President of the Board of Directors, General Manager, or other appropriate officer to execute the Agreement and all related transactional documents on behalf of the District to acquire the real property described therein ("the Gupta-Khan Property").

SECTION TWO. The Board of Directors of Midpeninsula Regional Open Space District authorizes the expenditure of \$400,000.00 covering the purchase price funds for the Gupta/Khan Property, which includes an option deposit of \$12,000.

SECTION THREE. The Board of Directors of Midpeninsula Regional Open Space District authorizes amending the Budget and Action Plan for the Midpeninsula Regional Open Space District for Fiscal Year 2017-18 by increasing the Measure AA Capital budget in the amount of \$400,000.00. Except as herein modified, the FY 2017-18 Budget and Action Plan, Resolution No. 17-14 as amended, shall remain in full force and effect.

SECTION FOUR. The General Manager, President of the Board of Directors, or other appropriate officer is authorized to execute a Certificate of Acceptance for the Grant Deed on behalf of the District.

SECTION FIVE. The General Manager or the General Manager's designee is authorized to provide notice of acceptance to the seller, sign all escrow documents and to extend escrow if necessary.

SECTION SIX. The General Manager or the General Manager's designee is authorized to expend up to \$10,000.00 to cover the cost of title insurance, escrow fees, and other miscellaneous costs related to this transaction.

SECTION SEVEN. The General Manager and General Counsel are further authorized to approve any technical revisions to the attached Agreement and documents, which do not involve any material change to any term of the Agreement or documents, which are necessary or appropriate to the closing or implementation of this transaction.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Midpeninsula Regional Open Space District on February 14, 2018, at a regular meeting thereof, by the following vote:

AYES: CYR, HANKO, HARRIS, KISHIMOTO, SIEMENS

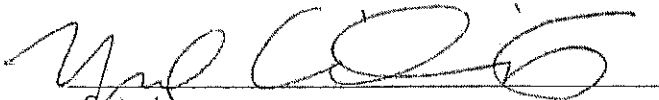
NOES: NONE


ABSTAIN: NONE

ABSENT: HASSETT, RIFFLE

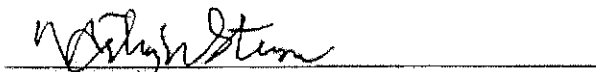
ATTEST:

APPROVED:



Secretary
Board of Directors


President
Board of Directors

APPROVED AS TO FORM:


General Counsel

I, the District Clerk of the Midpeninsula Regional Open Space District, hereby certify that the above is a true and correct copy of a resolution duly adopted by the Board of Directors of the Midpeninsula Regional Open Space District by the above vote at a meeting thereof duly held and called on the above day.


District Clerk

Checks paid (continued)

Number	Amount	Date	Number	Amount	Date	Number	Amount	Date
76768	532.41	12/14	76820	326.86	12/12	76881 *	237.63	12/27
76769	552.00	12/11	76821	2,520.00	12/14	76883 *	66,968.37	12/26
76770	1,468.00	12/12	76822	1,255.09	12/15	76884	783.50	12/28
76771	3,000.00	12/15	76823	10,000.00	12/11	76885	169.39	12/28
76772	380.00	12/27	76824	816.80	12/12	76886	473.57	12/26
76774 *	12,045.75	12/12	76825	1,548.66	12/12	76887	341.00	12/26
76775	1,354.25	12/14	76826	1,474.52	12/11	76890 *	439.09	12/27
76776	421.42	12/11	76827	371.45	12/13	76896 *	450.00	12/29
76777	400.00	12/11	76828	300.00	12/11	76900 *	2,268.88	12/28
76778	892.93	12/12	76830 *	222.37	12/14	76902 *	42,086.58	12/27
76780 *	550.00	12/18	76831	132.79	12/20	76905 *	100.00	12/27
76781	4,183.58	12/12	76832	4,118.98	12/26	76907 *	921.62	12/27
76782	23,788.18	12/12	76833	8,120.00	12/26	76909 *	955.00	12/26
76783	2,100.00	12/11	76834	2,312.72	12/26	76910	190.76	12/27
76784	409.31	12/11	76835	300.00	12/22	76911	269.50	12/26
76785	215.16	12/13	76837 *	850.00	12/21	76914 *	794.84	12/29
76786	190.76	12/11	76840 *	1,172.00	12/21	76919 *	100.50	12/27
76787	324.15	12/12	76841	2,500.00	12/27	76922 *	45.00	12/27
76788	2,094.00	12/13	76843 *	40.00	12/21	76923	112.28	12/28
76789	259,661.33	12/14	76844	4,613.00	12/22	76925 *	639.24	12/26
76790	13,196.76	12/12	76845	938.42	12/27	76929 *	1,150.00	12/28
76791	1,554.51	12/13	76846	92.69	12/26	76930	1,852.50	12/26
76792	45.00	12/13	76847	256.74	12/22	76932 *	787.50	12/28
76793	254.28	12/08	76848	1,333.38	12/15	76933	1,568.85	12/27
76795 *	198.00	12/14	76850 *	4,117.50	12/26	76934	246.42	12/26
76796	3,484.00	12/11	76851	250.00	12/14	76935	240.00	12/26
76797	37.00	12/11	76853 *	300.00	12/27	76936	1,664.00	12/26
76798	1,365.00	12/11	76854	511.61	12/22	76938 *	1,063.94	12/26
76799	260.63	12/20	76855	4,364.61	12/29	76940 *	747.82	12/26
76800	1,661.47	12/13	76856	32,220.00	12/22	76941	20.58	12/28
76801	17,636.43	12/11	76857	1,201.72	12/22	76944 *	2,764.25	12/29
76802	1,872.00	12/11	76858	300.00	12/14	76945	1,764.22	12/28
76803	585.11	12/13	76859	34.45	12/18	76946	422.37	12/29
76804	647.41	12/12	76861 *	247.84	12/26	76947	867.64	12/29
76805	3,572.25	12/19	76862	150.28	12/29	76950 *	27.25	12/27
76806	611.94	12/18	76863	705.38	12/27	76953 *	70.47	12/28
76807	285.94	12/19	76864	42,575.38	12/28	76954	5,950.00	12/27
76808	8,640.00	12/11	76865	425.00	12/26	76956 *	472.50	12/28
76809	3,610.00	12/13	76866	1,038.41	12/22	76957	443.05	12/29
76810	3,306.98	12/12	76868 *	8,450.21	12/21	76959 *	102.19	12/28
76811	982.81	12/11	76869	5,022.34	12/26	76964 *	412.89	12/28
76812	1,167.50	12/11	76870	1,227.00	12/21	76965	1,457.24	12/28
76813	373.91	12/12	76871	170.00	12/26	76966	138.37	12/28
76815 *	208.81	12/11	76872	12,000.00	12/15	76967	653.67	12/26
76816	2,239.19	12/13	76873	146.90	12/15	76968	2,088.00	12/29
76817	905.50	12/12	76874	3,398.85	12/28	76969	1,400.00	12/28
76818	84.98	12/12	76875	689.13	12/18	76971 *	2,817.15	12/27
76819	851.06	12/13	76878 *	5,518.53	12/26	76972	878.00	12/26

MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

**\$50,000,000
General Obligation Bonds,
Series 2018**

**WRITTEN REQUISITION NO. 2
FOR DISBURSEMENT FROM THE
2018 SERIES PROJECT ACCOUNT
OF THE BOND PROCEEDS FUND**

The undersigned hereby states and certifies:

(i) that the undersigned is the Controller of the Midpeninsula Regional Open Space District (the "District"), a regional open space district organized and existing under the laws of the State of California, and as such, is familiar with the facts herein certified and is authorized and qualified to certify the same;

(ii) that pursuant to Section 4.01(b) of that certain Fiscal Agent Agreement, dated as of February 1, 2018 (the "Fiscal Agent Agreement"), by and between the District and ZB, National Association dba Zions Bank, as fiscal agent (the "Fiscal Agent"), the undersigned hereby authorizes the disbursement from the Project Account of the Bond Proceeds Fund (the "Account") established under the Fiscal Agent Agreement, to the payee or payees set forth on Schedule A attached hereto and by this reference incorporated herein, the amount set forth opposite such payee for the purposes set forth on Schedule A (which purpose may include reimbursement of the District for previous payments), and all such payments shall be made by check or wire transfer in accordance with payment instructions contained in Schedule A and the Fiscal Agent shall have no duty or obligation to authenticate such payment instructions or the authorization thereof;

(iii) that the amounts to be disbursed constitute Project Costs;

(iv) that such amounts are required to be disbursed pursuant to a contract entered into by or on behalf of the District, or were necessarily and reasonably incurred and such amounts are not being paid in advance of the time, if any, fixed for payment;

(v) that no amount set forth in Schedule A was included in any certificate requesting disbursement previously filed with the Fiscal Agent pursuant to Section 4.01 of the Fiscal Agent Agreement;

(vi) that the requested requisition will not cause the District to violate its covenants set forth in Sections 5.05-5.09 of the Fiscal Agent Agreement.

Capitalized terms not otherwise defined shall have the meanings ascribed to them in the Fiscal Agent Agreement.

Dated: February 26, 2018

MIDPENINSULA REGIONAL OPEN SPACE
DISTRICT

By: 

Michael L. Foster, Controller

SCHEDULE A
REQUISITION NO. 2
DISBURSEMENTS FROM
2018 SERIES PROJECT ACCOUNT
OF THE BOND PROCEEDS FUND

<u>Payee Name and Address</u>	<u>Purpose of Obligation</u>	<u>Amount</u>
Beneficiary Account: Fidelity National Title Company Saratoga, CA 95070 Account No. 4970996914 Ref: FSBC-2061700722-DT Beneficiary Bank: Wells Fargo 420 Montgomery St San Francisco, CA 94104 ABA: 121000248	Purchase of real property located at 17045 Bohlman Road, Saratoga, CA (MAA expenditure)	\$388,000.00

Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)

Invoice Details: ☒ *Land Acquisition* ☐ *Top 10 Expenses* ☐ *BOC Member Invoice Selection*

Chamberlain Lundell Trust/Old

Vendor	Republic	Date	12/20/17
Project #	MAA03-005RP	GL #	30-20-230-8101.01
Invoice Amount	\$150,000.00	Invoice #	N/A
Description	Purchase of Chamberlain/Lundell Easement		
	Purchase of 45-acre conservation and public trail easement as an addition to the Purisima Creek Redwoods Open Space Preserve. The conservation and trail easement protects the riparian corridor of Lobitos Creek and it provides the ability to place a future public trail over the property.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer



Midpeninsula Regional
Open Space District

R-17-136
Meeting 17-31
December 13, 2017

AGENDA ITEM 4

AGENDA ITEM

Proposed Purchase of the Lobitos Creek Conservation and Public Trail Easement from the Chamberlain/Lundell Trust as an addition to the Purisima Creek Redwoods Open Space Preserve, located at the end of Lucy Lane in unincorporated San Mateo County (Portion of Assessor's Parcel Number 066-320-160).

GENERAL MANAGER'S RECOMMENDATIONS

1. Determine that the recommended actions are categorically exempt from the California Environmental Quality Act (CEQA) as set out in the staff report.
2. Adopt a Resolution authorizing the purchase of the Lobitos Creek Conservation and Public Trail Easement at a cost of \$150,000, with a corresponding authorization for a Fiscal Year 2017-2018 budget increase of the same amount.
3. Adopt a Preliminary Use and Management Plan for the property as contained in the staff report.
4. Indicate the intention to withhold dedication of the Lobitos Creek Conservation and Public Trail Easement as public open space at this time.

SUMMARY

The General Manager recommends purchase of the 45-acre Lobitos Creek Conservation and Public Trail Easement (conservation easement) at a purchase price of \$150,000 as an addition to the Purisima Creek Redwoods Open Space Preserve. As part of purchase approval, a line item budget increase of \$150,000 to the Fiscal Year 2017-18 budget is required to proceed with the acquisition. This Report contains a description of the conservation easement property, a Preliminary Use and Management Plan, findings of the environmental review, purchase terms and conditions, and financial considerations.

DISCUSSION

Property Description (see attached Location Map)

The proposed 45-acre conservation easement is adjacent to the 4,752-acre Purisima Creek Redwoods Open Space Preserve (Preserve). The property is highly visible from Bald Knob and Lobitos Ridge within the Preserve. Rising about 600 feet in elevation, the property has panoramic views of the Pacific Ocean, Lobitos Ridge, Bald Knob, and the western Santa Cruz Mountains.

The conservation easement covers 45 acres of the larger 60-acre property located near the eastern terminus of Lucy Lane, a private road, in an unincorporated area of San Mateo County. Preserve lands are adjacent to the northeast and southeast. The South Cowell Conservation Easement (held by Peninsula Open Space Trust) runs along Lobitos Creek and forms the property boundary to the northwest. Access to the property is via a deeded 50-foot-wide road easement over Lucy Lane. Highway 1 is approximately one half mile to the west.

Water Resources and Water Rights

The conservation easement area drains to Lobitos Creek, a perennial creek that forms the main stem of the Lobitos Creek watershed, and contains over 2000 linear feet of creek frontage. The conservation easement also fronts Rogers Gulch, an intermittent stream along the property's eastern boundary. The property contains three springs located outside of the conservation easement, one of which is developed for domestic use. One undeveloped spring occurs within the conservation easement. No water is mechanically drawn from either creek.

Habitat and Natural Resources Value

The conservation easement is mostly vegetated in coastal scrub. The District's Vision Plan Conservation Atlas indicates that locally uncommon fire-dependent Blueblossom-Jimbrush chaparral is found in the upper slopes. Lower slopes are densely vegetated with coastal scrub species, Douglas fir, and eucalyptus. The riparian corridor includes groves of Red Alder, willows, and other riparian plants. The plant communities provide habitat for varied wildlife, including coyotes, bobcats, badgers and dusky-footed woodrats. California red-legged frog inhabit the wetter areas. A wide variety of birds frequent the area, such as Red-shouldered, Cooper's, and Sharp-Shinned Hawks. Lobitos Creek provides potential spawning and rearing habitat for Threatened steelhead trout.

Land Use and Improvements

The underlying parcel was created in the 1970s as part of a subdivision of a 184-acre property known as the Bell Ranch. The parcel contains a single-family residence in good condition, a domestic water system based upon one developed spring located outside the conservation easement, four water storage tanks, and a septic system. The house and improvements are located on the southwestern knoll of the property outside the conservation easement. The conservation easement area of the property is vacant with no improvements with the exception of a bench near the high point of the property.

Conservation Easement

The property possesses significant scenic, open space, riparian habitat, natural, and recreational values, collectively known as the Conservation Values. The purpose of the conservation easement is to protect in perpetuity the property's Conservation Values. In addition to protection of the Conservation Values, the conservation easement allows the District to perform creek restoration and other natural resource management activities and for the owner to continue to use the property for quiet enjoyment and low impact recreation.

The conservation easement includes the typical prohibition of any use or activity that degrades or is likely to degrade the Conservation Values of the conservation easement. These include such activities as residential, commercial, or industrial uses, disturbance of wetlands, stream, ponds, or riparian areas, tree cutting, and dumping. It also prohibits hunting, fishing, grading, sale or

transfer of water rights, well drilling or creation of any other water impoundments. Pasturing of horses or livestock is prohibited except with District approval.

The District has prepared Baseline documentation of the Conservation Values, including an inventory of relevant features, conditions, and natural resources of the conservation easement area. The Baseline includes maps, photographs, and other documentation that collectively provides an accurate representation of the conservation easement as of its effective date. The Baseline serves as a basis for monitoring compliance with the terms of conservation easement. At minimum, monitoring of the conservation easement would occur annually.

Public Trail Easement

The conservation easement contains provisions for a possible future public trail. The trail may be located within the conservation easement for public recreational use, and for District patrol and emergency access. The location and design of the future trail is subject to a separate planning process and environmental review. Construction and maintenance of the trail would be the responsibility of the District.

COASTAL ANNEXATION AREA SERVICE PLAN COMPLIANCE

The conservation easement is within the boundaries of the District's Service Plan for the San Mateo County Coastal Annexation Area (Service Plan), adopted June 2003. The Service Plan and subsequent conditions approved by San Mateo Local Agency Formation Commission (LAFCo) established policies and procedures for conducting the Coastsides Protection Program (Program). The Program guides the District's purchase, as well as the use and management of open space land within the Service Plan Area.

The Service Plan requires solicitation of public input into the planning process prior to the Board's consideration of an acquisition. On November 16, 2017, the District notified contiguous property owners and interested parties in writing of the intent to acquire the conservation easement and on opportunities to provide comment. On November 21, 2017, the District's Real Property Committee held a publically noticed meeting to review the proposed purchase (refer to section on Board Committee Review for more information).

The District's coastsides land purchases are subject to a Memorandum of Understanding between the San Mateo County Farm Bureau and the District. In accordance with this memorandum, District staff presented information and solicited comments on the proposed conservation easement purchase at a regularly scheduled Farm Bureau meeting on November 6, 2017. The Farm Bureau was supportive of the purchase.

USE AND MANAGEMENT

Planning Considerations

The property is comprised of one legal 60-acre parcel, located in unincorporated San Mateo County. The parcel has a General Plan designation of Agriculture-Grazing, with a zoning designation of PAD-CD (Planned Agriculture District - Coastal District). Per the California Farmland Mapping and Monitoring Program, the property is suitable for grazing. However, no grazing or other agricultural use has occurred on the property in over 40 years and the property is not under voluntary restrictions of the Land Conservation Agreement under the California Land Conservation Act of 1965 (Williamson Act). Per the San Mateo County General Plan,

recreation, open space, and natural preserves are allowable uses in rural land use areas with a PAD-CD designation. Per Zoning Regulations Section 6353, any development related to recreational use in a PAD is subject to the issuance of a Planned Agricultural Permit.

If purchased, the conservation easement would be incorporated into Purisima Creek Redwoods Open Space Preserve and a Preliminary Use and Management Plan implemented. When undertaken, a subsequent planning process that includes this property would analyze opportunities for natural resource management and compatible public use. Further environmental review would be prepared as needed. Subsequent planning would be in accordance with the District's Service Plan, including consultation with appropriate agencies and organizations.

Preliminary Use and Management Plan

The Preliminary Use and Management Plan (PUMP) establishes a status quo land management approach in the interim between the purchase and the completion of a subsequent long-term plan. The PUMP would take effect at the close of escrow and remains effective until it is amended or a Comprehensive Use and Management Plan or Preserve Plan is approved for the Preserve. The PUMP includes site security, new signage, and maintenance of the property in its natural condition, as described more fully below. If changes to land use or the environment are proposed in the future, the plan would be subject to further environmental review and public input.

Public Access:	Designate the property as closed to public use at this time.
Signs and Site Security:	Install signs in accordance with terms of the conservation easement indicating that the property is protected by the District, if and when necessary.
Patrol:	Conduct visual inspection of the conservation easement from access along Lucy Lane and vantage points within the surrounding Preserve as a part of routine patrol.
Roads and Trails:	Monitor the conservation easement to ensure that the maintenance of existing trails are compatible with the terms of the conservation easement. Construction of new roads or trails is subject to District approval.
Water Rights and Resources	Monitor the conservation easement to ensure protection of water rights and resources.
Resource Management:	Perform creek restoration and other resource management activities in accordance with the terms of the conservation easement. Resource management activities covered by previously approved programmatic CEQA documents and/or are categorically exempt from CEQA may be conducted. Resource management activities not evaluated in a programmatic document or exempt from CEQA require separate project-specific review and permitting. Provide owner reasonable prior notice of such management and restoration activities and do not unreasonably interfere with owner's use and quiet enjoyment of the conservation easement area.
Wildfire Fuel Management:	Monitor conservation easement to ensure adherence to District fuel management and defensible space practices.
Site Safety Inspection:	A preliminary site safety inspection was conducted and no safety hazards were identified within the conservation easement area.

Baseline Conditions	Continue to maintain Baseline Conditions documents prepared for the conservation easement to serve as a basis for monitoring compliance with the terms of conservation easement.
Easement Monitoring	Conduct regular inspections of the conservation easement area to monitor the easement and ensure compliance with the conservation easement terms and conditions. At minimum, easement monitoring shall occur annually. Provide owner reasonable prior notice of such visits and do not unreasonably interfere with the use of the easement area by the owner or its lessees.
Name:	Name the property as an addition to Purisima Creek Redwoods Open Space Preserve.
Dedication:	Indicate the Board's intention to withhold dedication of the conservation easement for public open space and park purposes at this time.
Subsequent Planning:	A subsequent planning process that includes this property may be undertaken and may analyze additional opportunities for natural resource management and implementation of the Public Trail component of the conservation easement. Further environmental review will be prepared as needed. Subsequent planning will be in accordance with the District's Service Plan and Environmental Impact Report, including consultation with appropriate agencies and organizations.

CEQA COMPLIANCE

Project Description

The project consists of the purchase of the 45-acre Lobitos Creek Conservation and Public Trail Easement as an addition to the District's open space preserve system, and concurrent adoption of a Preliminary Use and Management Plan. Minor erosion control and sediment control measures in accordance with District and Service Plan standards may be conducted along the existing access route to prevent erosion and water quality degradation. Resource management activities covered by previous programmatic CEQA documents and/or are categorically exempt from CEQA may be conducted. Resource management activities not evaluated in a programmatic document or exempt from CEQA will require separate project-specific review and permitting. The land would be preserved as open space and maintained in a natural condition.

The property is within the boundaries of the District's Service Plan for the San Mateo County Coastal Annexation Area. The Service Plan and Final Environmental Impact Report (FEIR) incorporated policies, guidelines, and mitigations to ensure compatibility with the County General Plan and Local Coastal Plan. Actions proposed to purchase the property and implement the Preliminary Use and Management Plan are in compliance with the Service Plan and FEIR. Uses proposed are in compliance with the San Mateo County's General Plan.

CEQA Determination

The District concludes that this project will not have a significant effect on the environment. It is categorically exempt from the California Environmental Quality Act (CEQA) under Article 19, Sections 15316 and 15325 of the CEQA Guidelines as follows:

Section 15316 exempts the acquisition of land in order to create parks if the land is in a natural condition and the management plan proposes to keep the area in a natural condition. The

Preliminary Use and Management Plan specifies that the land will not be developed and will remain in a natural condition.

Section 15325 exempts transfers of ownership of interests in land in order to preserve open space. The acquisition of the conservation easement will transfer a significant interest in the property to the District and ensure that the open space will be preserved. The Preliminary Use and Management Plan ensures that the property is preserved as open space by incorporating it into Purisima Creek Redwoods Open Space Preserve.

TERMS AND CONDITIONS

The 45-acre Lobitos Creek Conservation and Public Trail Easement has a proposed purchase price of \$150,000 (approximately \$3,333 per acre), based upon a fair market value appraisal commissioned by the District.

The conservation easement grants the District the right to enhance and restore the riparian habitat of Lobitos Creek, including removal of invasive plants and revegetation, and the monitoring of stream flows. In addition, the conservation easement provides for the development of a future public trail below the improved residence area and at least 100 feet above Lobitos Creek. The public trail uses include hiking, equestrian use, and mountain bicycling.

FISCAL IMPACT

If the purchase of the conservation easement is approved, a budget increase of \$150,000 to the FY2017-18 Land Purchases budget is required.

Lobitos Creek Conservation Easement Property Purchase Amount	\$ 140,000
Lobitos Creek Conservation Easement Option Deposit	\$ 10,000
Total Land purchases approved to date for FY 2017-18	\$ 441,000
Total Land Purchases (if approved)	\$ 591,000

The following table outlines the Measure AA Portfolio 03 budget, costs to date, and the fiscal impact related to the Lobitos Creek Conservation Easement Purchase:

MAA03 Portfolio Allocation:	\$7,608,000
<i>Life-to-Date Spent</i>	<i>\$614,781</i>
<i>(as of 11/22/2017, less \$10,000 deposit):</i>	
<i>Lobitos Creek Conservation Easement Purchase:</i>	<i>\$150,000</i>
Balance Remaining (Proposed):	\$6,843,219

No other capital costs are required as part of the purchase.

Current Coastside Protection Area Fiscal Considerations

The property is not located within the service area of San Mateo County Fire or the La Honda-Pescadero Unified School District. Therefore, the District is not required to pay any County Fire or La Honda-Pescadero School fees.

BOARD COMMITTEE REVIEW

The District's Real Property Committee held a meeting on November 21, 2017 to review information about the property and receive public input on the proposed purchase. The District distributed a notice of the meeting on November 16, 2017 to property owners located adjacent to or surrounding the subject property, and to interested parties. Staff provided a presentation of the conservation easement, reviewed the purchase terms, and described how the property would be managed as an addition to the adjacent Preserve. No members of the public attended. The Real Property Committee approved a recommendation to the District Board of Directors that this conservation easement be purchased in a vote of 2-0 (one member was absent).

PUBLIC NOTICE

Property owners of land located adjacent to or surrounding the subject property, the Coastsides Protection Area mailing list, and recipients of the November 21, 2017 Real Property Committee meeting agenda have been mailed a copy of this agenda. Accordingly, all notice required by the Brown Act and the Coastal Protection Program has been provided.

NEXT STEPS

Upon approval by the Board of Directors, staff would proceed with the close of escrow for the purchase of the conservation easement and take the next steps identified in the Preliminary Use and Management Plan as contained in this report. Staff will conduct annual easement monitoring of the property. The fee owner of the property will be invited to accompany staff on annual easement monitoring inspections. The District's Skyline Field Office would manage the property as an addition to Purisima Creek Redwoods Open Space Preserve.

Attachments:

1. Resolution – Authorizing Acceptance of Purchase and Sale Agreement, Authorizing General Manager or Other Officer to Execute Certificate of Acceptance of Grant of Conservation and Public Trail Easement to District, and Authorizing General Manager to Execute Any and All Other Documents Necessary or Appropriate to Closing of the Transaction (Purisima Creek Redwoods Open Space Preserve – Lobitos Creek Conservation and Public Trail Easement Lands of Chamberlain/Lundell Trust)
2. Location Map

Responsible Department Manager:
Michael Williams, Real Property Manager

Prepared by:
Michael Williams, Real Property Manager
Elish Ryan, Real Property Planner III
Alicia Halpern, Planner I

Graphics prepared by:
Nathan Greig, GIS Data Analyst I

RESOLUTION NO. 17-__

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT AUTHORIZING APPROVAL OF THE PURCHASE AND SALE AGREEMENT WITH JO CHAMBERLAIN AND JONATHAN K. LUNDELL, TRUSTEES OF THE CHAMBERLAIN LUNDELL TRUST AGREEMENT DATED SEPTEMBER 26, 2008, AUTHORIZE THE GENERAL MANAGER TO EXECUTE AND ACCEPT THE GRANT OF CONSERVATION AND PUBLIC TRAIL EASEMENT, AND AUTHORIZING THE GENERAL MANAGER TO EXECUTE ANY AND ALL OTHER DOCUMENTS NECESSARY OR APPROPRIATE TO THE CLOSING OF THE TRANSACTION (LOBITOS CREEK CONSERVATION EASEMENT LANDS OF CHAMBERLAIN LUNDELL TRUST), AND AMEND THE BUDGET FOR FISCAL YEAR 2017-18.

The Board of Directors of Midpeninsula Regional Open Space District does resolve as follows:

SECTION ONE. The Board of Directors of the Midpeninsula Regional Open Space District does hereby accept the offer contained in that certain Purchase and Sale Agreement with the Jo Chamberlain and Jonathan K. Lundell, Trustees of the Chamberlain Lundell Trust Agreement dated September 26, 2008 (“Seller”) and the Midpeninsula Regional Open Space District (“Agreement”) to purchase a Grant of Conservation and Public Trail Easement (“Conservation Easement”), as attached hereto and by reference made a part hereof, and authorizes the President of the Board of Directors or other appropriate officer to execute the Agreement on behalf of the District to acquire the Conservation Easement covering a portion of the Seller’s Property described therein.

SECTION TWO. The Board of Directors of Midpeninsula Regional Open Space District authorizes the expenditure of \$150,000.00 covering the purchase of the Conservation Easement, including a deposit of \$10,000.00.

SECTION THREE. The Board of Directors of Midpeninsula Regional Open Space District authorizes amending the Budget and Action Plan for the Midpeninsula Regional Open Space District for Fiscal Year 2017-18 by increasing the Measure AA Fund Capital budget in the amount of \$150,000.00. Except as herein modified, the FY 2017-18 Budget and Action Plan, Resolution No. 17-14 as amended, shall remain in full force and effect.

SECTION FOUR. The General Manager, President of the Board of Directors or other appropriate officer is authorized to execute Certificates of Acceptance for the Grant of Conservation Easement on behalf of the District.

SECTION FIVE. The General Manager or the General Manager’s designee is authorized to expend up to \$5,000.00 to cover the cost of title insurance, escrow fees, and other miscellaneous costs related to this transaction.

SECTION SIX. The General Manager or the General Manager's designee shall cause to be given appropriate notice of acceptance to Seller. The General Manager of the General Manager's designee is further authorized to execute any and all other documents in escrow necessary or appropriate to the closing of the transaction.

SECTION SEVEN. The General Manager and General Counsel are further authorized to approve any technical revisions to the attached Agreement, Conservation Easement, and other documents in escrow which do not involve any material change to any term of the Agreement or Conservation Easement, which are necessary or appropriate to the closing or implementation of this transaction.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Midpeninsula Regional Open Space District on _____, 2017, at a Regular Meeting thereof, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

Secretary
Board of Directors

President
Board of Directors

APPROVED AS TO FORM:

General Counsel

I, the District Clerk of the Midpeninsula Regional Open Space District, hereby certify that the above is a true and correct copy of a resolution duly adopted by the Board of Directors of the Midpeninsula Regional Open Space District by the above vote at a meeting thereof duly held and called on the above day.

District Clerk

Andrew Taylor

From: Andrew Taylor
Sent: Thursday, January 24, 2019 3:42 PM
To: Andrew Taylor
Subject: FW: Chamberlain/Lundell Trust Reso
Attachments: 20171213_BOD_Minutes_APPROVED.pdf

From: Jennifer Woodworth <jwoodworth@openspace.org>
Sent: Thursday, January 24, 2019 2:47 PM
To: Andrew Taylor <ataylor@openspace.org>
Subject: Chamberlain/Lundell Trust Reso

At the December 13, 2017 Board meeting, the Board of Directors voted 6-0-0 (Director Hanko absent) to adopt a resolution authorizing the purchase of the Lobitos Creek Conservation and Public Trail Easement at a cost of \$150,000, with a corresponding authorization for a Fiscal Year 2017-2018 budget increase of the same amount. Following the Board meeting, a typo in the resolution was noticed and corrected subsequent to the meeting. The corrected resolution was inadvertently not signed by the Board President (Larry Hassett) and Board Secretary (Pete Siemens). The District Clerk is in the process of gathering the needed signatures, and a copy of the fully executed resolution will be provided to the Bond Oversight Committee prior to the February 7, 2019 meeting. The approved minutes for the 12/13/17 meeting are attached showing the Board's adoption of the resolution.



Jennifer Woodworth, MMC
District Clerk/ Assistant to the General Manager
jwoodworth@openspace.org
Midpeninsula Regional Open Space District
330 Distel Circle, Los Altos, CA 94022
P: (650) 691-1200 - F: (650) 691-0485

E-mail correspondence with the Midpeninsula Regional Open Space District (and attachments, if any) may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the Act.



Midpeninsula Regional
Open Space District

December 13, 2017
Board Meeting 17-31

SPECIAL AND REGULAR MEETING

BOARD OF DIRECTORS MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

Administrative Office
330 Distel Circle
Los Altos, CA 94022

Wednesday, December 13, 2017

APPROVED MINUTES*

SPECIAL MEETING

President Hassett called the special meeting of the Midpeninsula Regional Open Space District to order at 6:00 p.m.

ROLL CALL

Members Present: Jed Cyr, Nonette Hanco, Larry Hassett, Yoriko Kishimoto Curt Riffle, and Pete Siemens

Members Absent: Cecily Harris

Staff Present: General Manager Steve Abbors, General Counsel Sheryl Schaffner, Assistant General Manager Ana Ruiz, Chief Financial Officer/Administrative Services Director Stefan Jaskulak, Acting Assistant General Manager Christine Butterfield, District Clerk/Assistant to the General Manager Jennifer Woodworth, Real Property Manager Mike Williams; Land and Facilities Manager Brian Malone

1. Proposed Quitclaim of a Cultural Conservation Easement to the Amah Mutsun Tribal Band over the Mount Umunhum property (Santa Clara County Assessor's Parcel Number 562-08-003) at Sierra Azul Open Space Preserve, related Memorandum of Agreement, and amendment of the property's Use and Management Plan (R-17-131)

Real Property Manager Mike Williams presented the staff report describing the area to be included in the proposed conservation easement and explained the purpose of a conservation easement to impose limitations, restrictions and some affirmative obligations, which include natural, resource, scenic and open space values; availability for recreational and open space uses; protecting natural resources; maintaining or enhancing air or water quality; or preserving the historical, archeological or cultural aspects of real property. Mr. Williams summarized the public benefits provided by the Amah Mutsun with the proposed conservation easement and the

*Approved by the Board of Directors on January 10, 2018

conservation values of the site, including the cultural and historic, educational, natural resources, and scenic and open space values of the proposed conservation easement.

Director Harris arrived at 6:04 p.m.

Mr. Williams outlined the proposed affirmative activities included in the proposed conservation easement, including, restoration, conservation, and stewardship of natural and cultural resources; providing cultural and ecological education services; engagement in traditional, cultural, and education activities; performance of cultural resources research on Mount Umunhum; and hosting tribal ceremonies at the Ceremonial Space. The proposed conservation easement also prohibits development of the property for commercial or industrial uses; subdivision of the property; and building or expansion of existing or new buildings except for employee or residence uses for land management purposes. The District reserves the right to manage the land consistent with the Board-approved Mount Umunhum Restoration and Public Access Project, such as vegetation management, radar tower repairs, public recreational use, law enforcement, etc. Finally, Mr. Williams outlined the terms of the proposed Memorandum of Agreement.

Director Riffle inquired regarding the possible building of a roundhouse on the site.

Mr. Williams explained any future roundhouse would require environmental study and Board approval.

General Counsel Sheryl Schaffner explained that language related to a possible roundhouse was included in the proposed memorandum of agreement to allow for any future building of a roundhouse would not be in violation of the proposed conservation easement.

Director Riffle inquired regarding what regulations would be in place to ensure any use of fire was done in a safe manner. Additionally, the lack of water on the site could further complicate use of fire at the site.

Mr. Williams explained a District permit would be required and is subject oversight and approval by the Visitor Services department to prevent accidental forest fires in windy and/or dry conditions.

Ms. Schaffner explained the proposed conservation easement does not include any provisions for the District to provide water.

Director Kishimoto spoke in favor of the tribal garden being open to public access.

Mr. Williams explained the tribal garden will be open for docent-led education programs, but the tribal band may want to monitor visitors entering the garden to prevent visitor harvesting of the plants there. Additionally, the tribal garden will be visible from public trails and educational and interpretive materials will be available for public consumption.

Director Kishimoto expressed her support for any future changes to the proposed conservation easement to be brought to the Board of Directors for approval rather than administrative approval by staff, who would then inform the Board of any changes.

Director Harris inquired if other groups would be able to have permitted events on the site.

Ms. Schaffner stated the District reserves the right to permit other events on the site that would also be required to follow the District's regulations, as would the Amah Mutsun Tribal Band. Director Harris inquired whether the proposed conservation easement could ever be severed at a future date.

Ms. Schaffner explained language is included in the proposed conservation easement to allow for extinguishing the conservation easement.

Director Cyr inquired how the area currently closed to the public is signed.

Land and Facilities Manager Brian Malone reported the District's standard "closed area" signs are used as they are throughout the District.

Public comment opened at 6:36 p.m.

Gary Wesley of Mountain View spoke regarding the permanent nature of the proposed conservation easement that could not be altered by a future General Manager or Board of Directors. Mr. Wesley spoke regarding the need for the Board to read the documents in detail.

Basim Jaber spoke in favor of the proposed conservation easement to allow the Amah Mutsun to provide educational opportunities. Mr. Jaber stated his belief that the radar tower should not be included in the proposed conservation easement and suggested the prohibition on using the radar tower should be removed from the proposed conservation easement.

Eck Ong Kar Singh Khalsa spoke in favor of the proposed conservation easement explaining the Amah Mutsun Tribal Band will be able to provide resources to the District, protect the cultural and natural resources of the site, and provide educational opportunities to the public.

Valentin Lopez responded to questions previously asked regarding the tribal band's proposed use of the site. Mr. Lopez explained the native plants for the proposed tribal garden would not need water after the first two years during which time the tribal band would work with the District to bring water to the site. Mr. Lopez reported he has already spoken with Visitor Services department staff to discuss safe use of fire on the site to prevent the possibility of forest fire. Mr. Lopez discussed the proposed easement as an opportunity for the Ohlone people and Amah Mutsun to have a voice and an opportunity to return to the lands.

Nancy Park spoke in favor of the proposed conservation easement and its positive effect on the well-being of those in the area and the Amah Mutsun people. Ms. Park thanked staff and the Board for bringing forward the proposed conservation easement.

Mark Hylkema, Santa Cruz district archaeologist, spoke in favor of the proposed conservation easement and spoke regarding other conservation easements with the Amah Mutsun with other organizations. Additionally, Mr. Hylkema spoke regarding the service of Native American veterans.

Lester Earnest spoke in favor of the proposed conservation easement and spoke regarding continued public access to the site. Mr. Earnest spoke in favor of demolishing the radar tower because the technology used there was fraudulent.

Public comment closed at 7:02 p.m.

Director Kishimoto spoke in favor of the proposed conservation easement and the need to learn from Native Americans. Director Kishimoto suggested two alterations to the documents:

To Section 7(d) of the Quitclaim Deed to read “To provide public access for recreational uses in all areas except for i) within the Tribal Garden Area, except as provided for in the MOA;”

To the end of Section 4 of the resolution approving the Memorandum of Approval: “Any such revisions shall be brought back to the Board for approval, in advance of its execution.”

Director Hanko spoke in favor of the proposed conservation easement.

Director Harris expressed concern regarding Section 2(F) of the Memorandum of Understanding related to grants and fundraising.

Ms. Schaffner explained the clause was included to allow the District and Amah Mutsun to leverage their partnership to secure outside funding to further a mutual shared vision.

Motion: Director Kishimoto moved, and Director Cyr seconded the motion to:

1. Determine that the activities authorized under the recommended actions have previously been evaluated in the *Mount Umunhum Environmental Restoration and Public Access Project Final Environmental Impact Report* and have been mitigated to less than significant by the Mitigation Measures adopted as part of the Project, and that there will be no new significant environmental effects or substantial increase in the severity of previously identified significant effects.
2. Determine that the Quitclaim of a Cultural Conservation Easement, and amendment to the Use and Management Plan are categorically exempt under the California Environmental Quality Act (CEQA), as set out in the staff report.
3. Adopt a Resolution authorizing the Quitclaim of a Cultural Conservation Easement to the Amah Mutsun Tribal Band, including the changes suggested by Director Kishimoto.
4. Adopt a Resolution authorizing the General Manager to enter into a Memorandum of Agreement with the Amah Mutsun Tribal Band for implementation of authorized activities included in the Cultural Conservation Easement, including the changes suggested by Director Kishimoto.
5. Adopt the Amended Use and Management Plan, as set out in the staff report.

VOTE: 7-0-0

ADJOURNMENT

President Hassett adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 7:20 p.m.

REGULAR MEETING

President Hassett called the regular meeting of the Midpeninsula Regional Open Space District to order at 7:40 p.m.

ROLL CALL

Members Present: Jed Cyr, Cecily Harris, Larry Hassett, Yoriko Kishimoto Curt Riffle, and Pete Siemens

Members Absent: Nonette Hanco

Staff Present: General Manager Steve Abbors, Assistant General Manager Ana Ruiz, General Counsel Sheryl Schaffner, Chief Financial Officer/Administrative Services Director Stefan Jaskulak, Acting Assistant General Manager Christine Butterfield, District Clerk/Assistant to the General Manager Jennifer Woodworth

ORAL COMMUNICATIONS

No speakers present.

ADOPTION OF AGENDA

Motion: Director Kishimoto moved, and Director Cyr seconded the motion to adopt the agenda.

VOTE: 6-0-0 (Director Hanco absent)

SPECIAL ORDERS OF THE DAY

- Proclamations Honoring Thomas Lausten and Frances Reneau on their Retirements

CONSENT CALENDAR

Public comment opened at 7:57 p.m.

No speakers present.

Public comment closed at 7:57 p.m.

Motion: Director Harris moved, and Director Riffle seconded the motion to approve the Consent Calendar.

VOTE: 6-0-0 (Director Hanco absent)

1. Approve December 6, 2017 Minutes

Director Harris explained that her remarks related to open space in Redwood City were specific to open space located in downtown Redwood City.

2. Claims Report

3. Annual Dedication Report of Certain District Lands (R-17-138)

General Manager's Recommendation: Accept the annual report on the status of dedicated interests in District lands held for public open space purposes.

4. Proposed Purchase of the Lobitos Creek Conservation and Public Trail Easement from the Chamberlain/Lundell Trust as an addition to the Purisima Creek Redwoods Open Space Preserve, located at the end of Lucy Lane in unincorporated San Mateo County (Portion of Assessor's Parcel Number 066-320-160) (R-17-136)

General Manager's Recommendation:

1. Determine that the recommended actions are categorically exempt from the California Environmental Quality Act (CEQA) as set out in the staff report.
2. Adopt a Resolution authorizing the purchase of the Lobitos Creek Conservation and Public Trail Easement at a cost of \$150,000, with a corresponding authorization for a Fiscal Year 2017-2018 budget increase of the same amount.
3. Adopt a Preliminary Use and Management Plan for the property as contained in the staff report.
4. Indicate the intention to withhold dedication of the Lobitos Creek Conservation and Public Trail Easement as public open space at this time.

5. Contract Renewals for Printing and Mailing Services (R-17-140)

General Manager's Recommendation: Authorize the General Manager to renew the contracts for printing and mailing services with Patsons Press and Dakota Press for amounts not-to-exceed \$150,000 (each) through end of Fiscal Year (FY) 2018-2019.

BOARD BUSINESS**6. Approval of Salary Adjustments and Revised Employment Agreement for Board Appointee General Counsel (R-17-141)**

As a result of the Board's evaluation of the performance of the District's Board Appointees for Fiscal Year 2016-17, the Board Appointee Evaluation Committee recommends the following compensation adjustments for the General Counsel for Fiscal Year 2017-18: Increase the General Counsel's base salary by 3% to \$229,439 plus a one-time merit pay bonus of \$11,472.

The Board Appointee Evaluation Committee recommends the adoption of a resolution approving the salary adjustments set out in Recommendations and authorizing the Board President to execute a revised Board Appointee Employment Agreement.

Public comment opened at 8:00 p.m.

No speakers present.

Public comment closed at 8:00 p.m.

Motion: Director Siemens moved, and Director Harris seconded the motion to approve the Board Appointee Committee's recommendations.

VOTE: 6-0-0 (Director Hanco absent)

President Hassett presented Ms. Schaffner with a proclamation to honor her on her retirement.

7. Approval of Salary Adjustments and Revised Employment Agreement for Board Appointee Controller (R-17-142)

As a result of the Board's evaluation of the performance of the District's Board Appointees for Fiscal Year 2016-17, the Board Appointee Evaluation Committee recommends the following compensation adjustments for the Controller for Fiscal Year 2017-18: Increase the Controller's base salary by 3% to \$44,187 plus a one-time merit pay bonus of \$2,209.

The Board Appointee Evaluation Committee recommends the adoption of a resolution approving the salary adjustments set out in Recommendations and authorizing the Board President to execute a revised Board Appointee Employment Agreement.

Public comment opened at 8:01 p.m.

No speakers present.

Public comment closed at 8:01 p.m.

Motion: Director Riffle moved, and Director Cyr seconded the motion to approve the Board Appointee Committee's recommendations.

VOTE: 6-0-0 (Director Hanco absent)

8. Approval of Salary Adjustments and Revised Employment Agreement for Board Appointee General Manager (R-17-143)

As a result of the Board's evaluation of the performance of the District's Board Appointees for Fiscal Year 2016-17, the Board Appointee Evaluation Committee recommends the following compensation adjustments for the General Manager for Fiscal Year 2017-18: Increase the General Manager's base salary by 3% to \$255,024 plus a one-time merit pay bonus of \$12,751.

The Board Appointee Evaluation Committee recommends the adoption of a resolution approving the salary adjustments set out in Recommendations and authorizing the Board President to execute a revised Board Appointee Employment Agreement.

Public comment opened at 8:02 p.m.

No speakers present.

Public comment closed at 8:02 p.m.

Motion: Director Cyr moved, and Director Kishimoto seconded the motion to approve the Board Appointee Committee's recommendations.

VOTE: 6-0-0 (Director Hanko absent)

President Hassett presented Mr. Abbors with a proclamation to honor him on his retirement.

INFORMATIONAL MEMORANDUM

- Picchetti Winery Eucalyptus Tree Removal

INFORMATIONAL REPORTS

A. Committee Reports

No committee reports.

B. Staff Reports

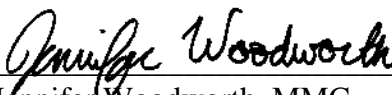
Chief Financial Officer provided an update on the day's successful bond sale.

C. Director Reports

The Board members submitted their compensatory reports.

Director Harris suggested the District may want to consider endorsing SB5 and asked that it be brought back to the Board for consideration.

President Hassett adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 8:51 p.m.



Jennifer Woodworth, MMC
District Clerk



Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)



Invoice Details: ☐ Land Acquisition ☐ Top 10 Expenses ☒ BOC Member Invoice Selection

Vendor	Gordon S. & Anne W. DUNHAM	Date	05/31/2018
Project #	MAA19-002	GL #	30-20-240-8101.01
Invoice Amount	\$15,000.00	Invoice #	2018.05.31
Description	Purchased a public trail easement over the Dunhum Property with the goal of connecting El Sereno Open Space Preserve and Sanborn County Park via a new section of the Bay Area Ridge Trail (one property right remains in order to make the full connection). Due to the low value and that it is an easement, this transaction was within the General Manager's authority and no board resolution Required.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer

PURCHASE AND SALE AGREEMENT

This Purchase and Sale Agreement (hereinafter called "Agreement") is made and entered into by and between **Gordon S. Dunham and Anne W. Dunham**, Trustees of the Dunham Family Trust, created on August 11, 1995 (hereinafter called "Seller") and the **MIDPENINSULA REGIONAL OPEN SPACE DISTRICT** a Public District formed pursuant to Article 3 of Chapter 3 of Division 5 of the California Public Resources Code, (hereinafter called "District").

RECITALS

WHEREAS, Seller is the owner of certain real property which provides access to District's El Sereno Open Space Preserve ("Preserve"), located within an unincorporated area of the County of Santa Clara, and being more particularly described within the body of this Agreement; and

WHEREAS, District was formed by voter initiative to solicit and receive conveyances of real property by purchase, exchange, gift, or bargain purchase for public park, recreation, scenic and open space purposes; and

WHEREAS, District desires to purchase said access rights over Seller's property for open space access and as part of the ecological, recreational, and aesthetic resources of the midpeninsula area; and

WHEREAS, Seller wishes to sell and convey a Public Access, Patrol and Maintenance Easement ("Easement") to District, and District wishes to purchase said Easement upon the terms and conditions set forth herein.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual promises and covenants herein contained, the parties hereto agree as follows:

1. **Purchase and Sale.** Seller agrees to sell to District and District agrees to purchase from Seller, a Public Access, Patrol and Maintenance Easement ("Easement") along Bohlman Road as it traverses Seller's property, located in an unincorporated area of the County of Santa Clara, State of California. A copy of said Easement Agreement is attached hereto as **Exhibit A**, and incorporated herein by this reference. The servient property is further described in the Legal Description attached to the Quit Claim Deed in Book N978, Page 0260, and Document # 12997036 ("Property"). A copy of said document is attached hereto as **Exhibit B**, and incorporated herein by this reference.

2. **Purchase Price.** The total purchase price ("Purchase Price") for the Easement shall be **Fifteen Thousand Dollars (\$15,000.00)**, which shall be paid in cash at the "Closing" as defined in Section 3 hereof.

Attachment 2 - 10 non-land expenditures with the highest dollar values

Project	Payment Date	Vendor	Description	Amount
MAA23-004	08/30/2017	11709 - D-LINE CONSTRUCTORS, INC.	Mt Umunhum Summit Project	\$902,484.60
MAA23-004	10/02/2017	11709 - D-LINE CONSTRUCTORS, INC.	Mt. Um Summit Public Access Improvements Construction	\$687,035.60
MAA23-006	10/13/2017	11716 - O.C.. JONES & SONS, INC.	Mt. Umunhum Rd Rehab Project thru 9/30/17	\$389,187.25
MAA21-005	06/30/2018	10343 - GRANITE ROCK COMPANY	Bear Creek Redwoods Public Access Project thru 06/30/18	\$372,708.00
MAA23-006	09/21/2017	11716 - O.C.. JONES & SONS, INC.	Mt. Umunhum Road Rehab Project thru 8/31/17	\$313,704.75
MAA23-002	08/30/2017	11709 - D-LINE CONSTRUCTORS, INC.	Mt Umunhum Summit Project	\$299,984.50
MAA23-006	01/10/2018	11716 - O.C.. JONES & SONS, INC.	Mt. Umunhum Rd Rehab Project	\$261,724.54
MAA07-009	11/29/2017	11236 - GRADETECH	Sears Ranch Road Improvements & Parking	\$259,661.33
MAA07-009	09/19/2017	11236 - GRADETECH	Sears Ranch Road & Parking Lot Improvements & Demo of House	\$236,898.65
MAA23-004	11/07/2017	11709 - D-LINE CONSTRUCTORS, INC.	Mt. Um Summit Public Access Improvements Project	\$167,726.34

Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)

Invoice Details: ☐ Land Acquisition ☒ Top 10 Expenses ☐ BOC Member Invoice Selection

Vendor	D-Line Constructors, Inc.	Date	8/30/17
Project #	MAA23-002	GL #	30-35-325-8205.01
Invoice Amount	\$902,484.60	Invoice #	1608-12
Description	Mt. Um Summit Public Access Improvements Project. Work performed for this invoice include general conditions, demobilization, electrical ductbank, fencing, asphalt concrete paving, trail pathway paving, ceremonial circle surfacing guardrail, handrail, shelter structure metal roof, concrete paving, paved ditch, bollards, benches, tables, bike rack, signboards, mulch, waterline, fire hydrant, aggregate base, and other miscellaneous items.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 1608-12

To Owner: Midpeninsula Regional Open Space District
330 Distel Circle
Los Altos, CA 94022-1404

Project: ~~1608-Mt Umunhum Summit Project~~ **Batch: 2018-315**

Application No.: 16

Description:

PO#:

Period To:

From Contractor: D-Line Constructors Inc.
499 Embarcadero Post 3 Box 6
Oakland, CA 94606

Via Architect:

G/L Account:

Project#:

Project Nos: PO #2017-124

Contract For: PO #2017-124

Approved By:

Contract Date:

Distribution to:

☐ Owner
☐ Architect
☐ Contractor

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. Original Contract Sum	\$7,385,000.00
2. Net Change By Change Order	\$1,231,143.00
3. Contract Sum To Date	\$8,616,143.00
4. Total Completed and Stored To Date	\$7,735,453.05
5. Retainage:	
a. 5.00% of Completed Work	\$386,772.66
b. 0.00% of Stored Material	\$0.00
Total Retainage	\$386,772.66
6. Total Earned Less Retainage	\$7,348,680.39
7. Less Previous Certificates For Payments	\$6,206,334.75
8. Current Payment Due	\$1,142,345.64
9. Balance To Finish, Plus Retainage	\$1,267,462.61

MAA 23-02 (\$299,984.50)
LINE 109

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$1,231,143.00	\$0.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$1,231,143.00	\$0.00
Net Changes By Change Order	\$1,231,143.00	

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: D-Line Constructors Inc.

By:  Date: 08/28/17

State of:
Subscribed and sworn to before me this
Notary Public:
My Commission expires:

County of:
day of

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's 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.

AMOUNT CERTIFIED \$ 1,142,345.64

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

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

Page 2 of 5

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 16

Application Date : 08/28/17

To:

Architect's Project No.: PO #2017-124

Invoice #: 1608-12

Contract : 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
1	Payment & Performance Bond	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00%	0.00	3,750.00
2	Detailing, Modeling & Engineering	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00%	0.00	4,000.00
3	Mobilization	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	0.00	12,500.00
4	General Conditions (7 Months)	770,000.00	723,800.00	23,100.00	0.00	746,900.00	97.00%	23,100.00	37,345.00
5	Demobilization	75,000.00	0.00	11,250.00	0.00	11,250.00	15.00%	63,750.00	562.50
6	Temp Veg Protection Fence	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
7	SWPPP BMP's	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	4,500.00
8	Survey & Staking	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	4,500.00
9	Mass Grading & Off-haul to Thayer	450,000.00	450,000.00	0.00	0.00	450,000.00	100.00%	0.00	22,500.00
10	Select, Procure & Import Stone Materials	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
11	Electrical Ductbank	250,000.00	212,500.00	37,500.00	0.00	250,000.00	100.00%	0.00	12,500.00
12	Omega Type Fencing (Owner Furnished)	50,000.00	37,500.00	7,500.00	0.00	45,000.00	90.00%	5,000.00	2,250.00
13	Restoration Fence	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00%	0.00	3,750.00
14	Asphalt Paving (Simultaneous, All Areas)	150,000.00	0.00	150,000.00	0.00	150,000.00	100.00%	0.00	7,500.00
15	Anti-Graffiti Coating	50,000.00	0.00	0.00	0.00	0.00	0.00%	50,000.00	0.00
16	Striping, Signage, Wheelstops	40,000.00	0.00	0.00	0.00	0.00	0.00%	40,000.00	0.00
17	Ceremonial & Stone Walls	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
18	Stone Steps	240,000.00	240,000.00	0.00	0.00	240,000.00	100.00%	0.00	12,000.00
19	Boulder Placement	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
20	Bioretention & Drainage Improvements	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
21	Native Rock Mulch	60,000.00	60,000.00	0.00	0.00	60,000.00	100.00%	0.00	3,000.00
22	Stabilized ADA Pathways	100,000.00	30,000.00	60,000.00	0.00	90,000.00	90.00%	10,000.00	4,500.00
23	Ceremonial Surfacing	20,000.00	0.00	20,000.00	0.00	20,000.00	100.00%	0.00	1,000.00
24	Guardrail at Grade	80,000.00	20,000.00	60,000.00	0.00	80,000.00	100.00%	0.00	4,000.00
25	Benches	54,000.00	13,500.00	0.00	0.00	13,500.00	25.00%	40,500.00	675.00
26	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
27	Foundations & CIP Walls	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00%	0.00	10,000.00
28	Slab on Grade, Steps, Ramp	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
29	Structural Steel Framing	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
30	Stone Veneer	180,000.00	171,000.00	0.00	0.00	171,000.00	95.00%	9,000.00	8,550.00

CONTINUATION SHEET

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 16

Application Date : 08/28/17

To:

Architect's Project No.: PO #2017-124

Invoice #: 1608-12

Contract : 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
31	Timber Frame, Decking, Cladding, Sheeting	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
32	Standing Seam Metal Roof	42,000.00	0.00	37,800.00	0.00	37,800.00	90.00%	4,200.00	1,890.00
33	Guard Rail & Handrail	100,000.00	15,000.00	80,000.00	0.00	95,000.00	95.00%	5,000.00	4,750.00
34	Perforated Metal Panels	50,000.00	35,000.00	0.00	0.00	35,000.00	70.00%	15,000.00	1,750.00
35	Compass Rose	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,250.00
36	CIP Benches	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,500.00
37	Paint & Stains	20,000.00	10,000.00	0.00	0.00	10,000.00	50.00%	10,000.00	500.00
38	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
39	CIP Seatwall	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,250.00
40	Boulder Placement	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
41	Guardrail at Turnaround at Seatwall	50,000.00	10,000.00	40,000.00	0.00	50,000.00	100.00%	0.00	2,500.00
42	Curbs & Gutters	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
43	Concrete Paving w/ Truncated Domes	80,000.00	64,000.00	16,000.00	0.00	80,000.00	100.00%	0.00	4,000.00
44	Stone Paving	40,000.00	0.00	0.00	0.00	0.00	0.00%	40,000.00	0.00
45	Bollards	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
46	Call Box	10,000.00	0.00	0.00	0.00	0.00	0.00%	10,000.00	0.00
47	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
48	Install Vault Toilet	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
49	Bioretention & Drainage Improvements	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
50	Boulder Replacement	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
51	Curbs & Gutters	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
52	Permeable Paving	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	0.00	12,500.00
53	Concrete SOG with CMU Privacy Wall	50,000.00	40,000.00	10,000.00	0.00	50,000.00	100.00%	0.00	2,500.00
54	Concrete Paving w/ Truncated Domes	70,000.00	59,500.00	10,500.00	0.00	70,000.00	100.00%	0.00	3,500.00
55	Pipe Gate	10,000.00	0.00	0.00	0.00	0.00	0.00%	10,000.00	0.00
56	Native Rock Mulch	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
57	Metal Beam Guardrail	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,500.00
58	Benches	6,000.00	0.00	0.00	0.00	0.00	0.00%	6,000.00	0.00
59	Call Box	10,000.00	0.00	0.00	0.00	0.00	0.00%	10,000.00	0.00
60	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
61	Bioretention & Drainage Improvements	130,000.00	130,000.00	0.00	0.00	130,000.00	100.00%	0.00	6,500.00

CONTINUATION SHEET

Page 4 of 5

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 16

Application Date : 08/28/17

To:

Architect's Project No.: PO #2017-124

Invoice #: 1608-12

Contract: 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
62	Pulverize Road in Place	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,250.00
63	Deep Pavement Repairs	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00%	0.00	300.00
64	Final Roadway Compaction	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
65	Paved Ditch	20,000.00	0.00	16,000.00	0.00	16,000.00	80.00%	4,000.00	800.00
66	Set Precast Barriers (Owner Furnished)	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
67	AC Berm	10,000.00	0.00	9,000.00	0.00	9,000.00	90.00%	1,000.00	450.00
68	Metal Beam Guardrail	40,000.00	0.00	40,000.00	0.00	40,000.00	100.00%	0.00	2,000.00
69	Split Rail Fence	20,000.00	0.00	0.00	0.00	0.00	0.00%	20,000.00	0.00
70	Pipe Gate & Bollard	20,000.00	0.00	2,000.00	0.00	2,000.00	10.00%	18,000.00	100.00
71	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
72	AP #1 Excavation & Prep	89,000.00	89,000.00	0.00	0.00	89,000.00	100.00%	0.00	4,450.00
73	AP #1 Concrete & Rebar	330,000.00	330,000.00	0.00	0.00	330,000.00	100.00%	0.00	16,500.00
74	AP #1 Boulder Placement	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,500.00
75	AP #1 Handrail & Guardrail	60,000.00	15,000.00	0.00	0.00	15,000.00	25.00%	45,000.00	750.00
76	AP #1 Timber Benches	6,000.00	0.00	0.00	0.00	0.00	0.00%	6,000.00	0.00
77	AP #1 Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
78	AP #2 Excavation & Prep	91,000.00	91,000.00	0.00	0.00	91,000.00	100.00%	0.00	4,550.00
79	AP #2 Concrete & Rebar	350,000.00	350,000.00	0.00	0.00	350,000.00	100.00%	0.00	17,500.00
80	AP #2 Boulder Placement	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	750.00
81	AP #2 Handrail & Guardrail	60,000.00	15,000.00	0.00	0.00	15,000.00	25.00%	45,000.00	750.00
82	AP #2 Timber Benches	9,000.00	0.00	0.00	0.00	0.00	0.00%	9,000.00	0.00
83	AP #2 Stabilized Terrace Pathway	10,000.00	0.00	10,000.00	0.00	10,000.00	100.00%	0.00	500.00
84	AP #2 Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
85	AP #3 Foundations & CIP Walls	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	4,500.00
86	AP #3 Slab on Grade	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
87	AP #3 Structural Steel Framing	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
88	AP #3 Stone Veneer	58,000.00	58,000.00	0.00	0.00	58,000.00	100.00%	0.00	2,900.00
89	AP #3 Boulder Placement	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
90	AP #3 Timber Frame, Decking, Cladding, Sheeting	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
91	AP #3 Standing Seam, Metal Roof	42,000.00	0.00	42,000.00	0.00	42,000.00	100.00%	0.00	2,100.00
92	AP #3 Metal Plating	5,000.00	0.00	5,000.00	0.00	5,000.00	100.00%	0.00	250.00
93	AP #3 CIP Benches	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00%	0.00	600.00

CONTINUATION SHEET

Page 5 of 5

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 16

Application Date : 08/28/17

To:

Architect's Project No.: PO #2017-124

Invoice # : 1608-12

Contract : 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
94	AP #3 Paint & Stains	20,000.00	10,000.00	0.00	0.00	10,000.00	50.00%	10,000.00	500.00
95	AP #3 Benches, Tables, Bike Rack	10,000.00	0.00	10,000.00	0.00	10,000.00	100.00%	0.00	500.00
96	AP #3 Signboards (Owner Furnished)	3,000.00	0.00	3,000.00	0.00	3,000.00	100.00%	0.00	150.00
97	AP #3 Native Rock Mulch	5,000.00	0.00	5,000.00	0.00	5,000.00	100.00%	0.00	250.00
98	AP #3 Stabilized ADA Pathways	15,000.00	0.00	0.00	0.00	0.00	0.00%	15,000.00	0.00
99	AP #3 Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
100	AP #4 Water Tank Procurement	90,000.00	0.00	18,000.00	0.00	18,000.00	20.00%	72,000.00	900.00
101	AP #4 Waterline & Hydrant Construction	60,000.00	0.00	54,000.00	0.00	54,000.00	90.00%	6,000.00	2,700.00
102	AP #4 Aggregate Base Paving	15,000.00	0.00	15,000.00	0.00	15,000.00	100.00%	0.00	750.00
103	AP #4 Final Touch & Cleanup	2,000.00	0.00	0.00	0.00	0.00	0.00%	2,000.00	0.00
104	Change Order 02	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
105	Change Order 03	80,003.00	80,003.00	0.00	0.00	80,003.00	100.00%	0.00	4,000.15
106	Change Order 04	50,000.00	15,201.00	10,246.49	0.00	25,447.49	50.89%	24,552.51	1,272.37
107	Change Order 05	424,419.00	277,595.95	85,228.11	0.00	362,824.06	85.49%	61,594.94	18,141.21
108	Change Order 01 - Schedule	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
109	CO #6 - Summit Trail Steps	599,969.00	149,992.00	299,984.50	0.00	449,976.50	75.00%	149,992.50	22,498.83
110	Change Order 07 - Multiple PCO's	76,752.00	62,392.00	14,360.00	0.00	76,752.00	100.00%	0.00	3,837.60
111	Change Order 8	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
Grand Totals		8,616,143.00	6,532,983.95	1,202,469.10	0.00	7,735,453.05	89.78%	880,689.95	386,772.66

D-Line Constructors

499 Embarcadero, Suite Q, Oakland, CA 94606

T 510 251 6400 | F 510 251 6401 | C 510 358 0630

CONDITIONAL WAIVER AND RELEASE UPON PROGRESS PAYMENT

NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

IDENTIFYING INFORMATION

Name of Claimant: D-Line Constructors, Inc.

Name of Customer: Midpeninsula Regional Open Space District

Job Location: Sierra Azul Open Space, Santa Clara County, Ca

Owner: Midpeninsula Regional Open Space District

Through Date: July 31, 2017

CONDITIONAL WAIVER AND RELEASE

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check: Midpeninsula Regional Open Space District

Amount of Check: \$ 1,142,345.64

Check Payable to D-Line Constructors, Inc.

EXCEPTIONS

This document does not affect any of the following:

- (1) Retentions.
- (2) Extras for which the claimant has not received payment.

- (3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment:

Date(s) of waiver and release:

Check payable to

Amount(s) of unpaid progress payments

- (4) Contract rights, including (A) a right based on rescission, abandonment, or breach of contract, and (B) the right to recover compensation for work not compensated by the payment.

SIGNATURE

Claimant's Signature:



Claimant's Title:

President

Date of Signature

08/28/17



Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)



Invoice Details: ☐ *Land Acquisition* ☒ *Top 10 Expenses* ☐ *BOC Member Invoice Selection*

Vendor	D-Line Constructors, Inc.	Date	10/03/17
Project #	MAA23-002	GL #	30-35-325-8205.01
Invoice Amount	\$687,035.60	Invoice #	1608-12
Description	Mt. Um Summit Public Access Improvements Project. Work performed for this invoice includes general conditions, demobilization, concrete anti-graffiti coating, striping, signage, wheelstops, trail pathway paving, benches, shelter structure stone veneer and roof, guardrail, handrail, paint & stain, stone paving, call box, pipe gate, paved ditch, fencing, and bollards.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 1608-13

* Ask Matt Brunnings if questions

To Owner: Midpeninsula Regional Open Space District
330 Distel Circle
Los Altos, CA 94022-1404

Project: 1608. Mt Umunhum Summit Project

Application No.: 17

Distribution to:
☐ Owner
☐ Architect
☐ Contractor

Contract # & Amt: 2017-11 \$8,813,465.00

Period To: 8/31/2017

From Contractor: D-Line Constructors Inc.
499 Embarcadero Post Box 6
Oakland, CA 94606

PO # & Balance: 2018-107 \$1,078,011.95

PO Complete ☐ Amt to Pay: \$738,179.64

Project Nos: PO#2018-107

Contract For: PO#2018-107

G/L Acct: 30-35-325-8205.01

Contract Date:

Project #: MAA 23-04 Batch #: 2018-43

CONTRACTOR'S APPLICATION FOR PAYMENT

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

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.

Approved By: *Matt Brunnings*

MAA 23-04 = \$652,683.82 (Steps)
MA 23-02 = \$85,495.82

1. Original Contract Sum	\$7,385,000.00
2. Net Change By Change Order	\$1,280,329.66
3. Contract Sum To Date	\$8,665,329.66
4. Total Completed and Stored To Date	\$8,512,484.25
5. Retainage:	
a. 5.00% of Completed Work	\$425,624.22
b. 0.00% of Stored Material	\$0.00
Total Retainage	\$425,624.22
6. Total Earned Less Retainage	\$8,086,860.03
7. Less Previous Certificates For Payments	\$7,348,680.39
8. Current Payment Due	\$738,179.64
9. Balance To Finish, Plus Retainage	\$578,469.63

CONTRACTOR: D-Line Constructors Inc.

By: *[Signature]* Date: 09/07/17

State of:
Subscribed and sworn to before me this
Notary Public:
My Commission expires:

County of:
day of:

ARCHITECT'S CERTIFICATE FOR PAYMENT
In accordance with the Contract Documents, based on the above application, the Architect, in his knowledge, information, and belief, the quality of the Work is in accordance with the Contract Documents and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 738,179.64

(Attach explanation if amount certified differs from the Continuation Sheet that are changed to conform with the Contract Documents.)

ARCHITECT:

By:

This Certificate is not negotiable. The AMOUNT CERTIFIED is the only amount payable to the Contractor named herein. Issuance, payment of this Certificate shall not constitute a release of the Contractor from any liability or prejudice to any rights of the Owner or Contractor.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$1,231,143.00	\$0.00
Total Approved this Month	\$49,186.66	\$0.00
TOTALS	\$1,280,329.66	\$0.00
Net Changes By Change Order	\$1,280,329.66	

777031.20 x 5% = 38851.56
89995.60 x 5% = 4499.78
687035.60 x 5% = 34351.78
777031.20 38851.56

89995.60
687035.60
\$ 777031.20

CONTINUATION SHEET

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 17

Application Date : 09/04/17

To: 08/31/17

Architect's Project No.: PO#2018-107

Invoice #: 1608-13

Contract : 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
1	Payment & Performance Bond	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00%	0.00	3,750.00
2	Detailing, Modeling & Engineering	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00%	0.00	4,000.00
3	Mobilization	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	0.00	12,500.00
4	General Conditions (7 Months)	770,000.00	746,900.00	23,100.00	0.00	770,000.00	100.00%	0.00	38,500.00
5	Demobilization	75,000.00	11,250.00	56,250.00	0.00	67,500.00	90.00%	7,500.00	3,375.00
6	Temp Veg Protection Fence	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
7	SWPPP BMP's	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	4,500.00
8	Survey & Staking	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	4,500.00
9	Mass Grading & Off-haul to Thayer	450,000.00	450,000.00	0.00	0.00	450,000.00	100.00%	0.00	22,500.00
10	Select, Procure & Import Stone Materials	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
11	Electrical Ductbank	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	0.00	12,500.00
12	Omega Type Fencing (Owner Furnished)	50,000.00	45,000.00	0.00	0.00	45,000.00	90.00%	5,000.00	2,250.00
13	Restoration Fence	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00%	0.00	3,750.00
14	Asphalt Paving (Simultaneous, All Areas)	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
15	Anti-Graffiti Coating	50,000.00	0.00	50,000.00	0.00	50,000.00	100.00%	0.00	2,500.00
16	Striping, Signage, Wheelstops	40,000.00	0.00	40,000.00	0.00	40,000.00	100.00%	0.00	2,000.00
17	Ceremonial & Stone Walls	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
18	Stone Steps	240,000.00	240,000.00	0.00	0.00	240,000.00	100.00%	0.00	12,000.00
19	Boulder Placement	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
20	Bioretention & Drainage Improvements	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
21	Native Rock Mulch	60,000.00	60,000.00	0.00	0.00	60,000.00	100.00%	0.00	3,000.00
22	Stabilized ADA Pathways	100,000.00	90,000.00	10,000.00	0.00	100,000.00	100.00%	0.00	5,000.00
23	Ceremonial Surfacing	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
24	Guardrail at Grade	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00%	0.00	4,000.00
25	Benches	54,000.00	13,500.00	40,500.00	0.00	54,000.00	100.00%	0.00	2,700.00
26	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
27	Foundations & CIP Walls	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00%	0.00	10,000.00
28	Slab on Grade, Steps, Ramp	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
29	Structural Steel Framing	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
30	Stone Veneer	180,000.00	171,000.00	9,000.00	0.00	180,000.00	100.00%	0.00	9,000.00

CONTINUATION SHEET

Page 3 of 5

Application and Certification for Payment, containing

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Application No. : 17

Application Date : 09/04/17

To: 08/31/17

Architect's Project No.: PO#2018-107

Invoice #: 1608-13

Contract : 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
31	Timber Frame, Decking, Cladding, Sheeting	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
32	Standing Seam Metal Roof	42,000.00	37,800.00	4,200.00	0.00	42,000.00	100.00%	0.00	2,100.00
33	Guard Rail & Handrail	100,000.00	95,000.00	5,000.00	0.00	100,000.00	100.00%	0.00	5,000.00
34	Perforated Metal Panels	50,000.00	35,000.00	15,000.00	0.00	50,000.00	100.00%	0.00	2,500.00
35	Compass Rose	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,250.00
36	CIP Benches	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,500.00
37	Paint & Stains	20,000.00	10,000.00	10,000.00	0.00	20,000.00	100.00%	0.00	1,000.00
38	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
39	CIP Seatwall	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,250.00
40	Boulder Placement	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
41	Guardrail at Turnaround at Seatwall	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
42	Curbs & Gutters	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
43	Concrete Paving w/ Truncated Domes	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00%	0.00	4,000.00
44	Stone Paving	40,000.00	0.00	40,000.00	0.00	40,000.00	100.00%	0.00	2,000.00
45	Bollards	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
46	Call Box	10,000.00	0.00	10,000.00	0.00	10,000.00	100.00%	0.00	500.00
47	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
48	Install Vault Toilet	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
49	Bioretention & Drainage Improvements	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
50	Boulder Replacement	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
51	Curbs & Gutters	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
52	Permeable Paving	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	0.00	12,500.00
53	Concrete SOG with CMU Privacy Wall	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
54	Concrete Paving w/ Truncated Domes	70,000.00	70,000.00	0.00	0.00	70,000.00	100.00%	0.00	3,500.00
55	Pipe Gate	10,000.00	0.00	10,000.00	0.00	10,000.00	100.00%	0.00	500.00
56	Native Rock Mulch	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
57	Metal Beam Guardrail	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,500.00
58	Benches	6,000.00	0.00	6,000.00	0.00	6,000.00	100.00%	0.00	300.00
59	Call Box	10,000.00	0.00	10,000.00	0.00	10,000.00	100.00%	0.00	500.00
60	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
61	Bioretention & Drainage Improvements	130,000.00	130,000.00	0.00	0.00	130,000.00	100.00%	0.00	6,500.00

CONTINUATION SHEET

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 17

Application Date : 09/04/17

To: 08/31/17

Architect's Project No.: PO#2018-107

Invoice #: 1608-13

Contract : 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
62	Pulverize Road in Place	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,250.00
63	Deep Pavement Repairs	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00%	0.00	300.00
64	Final Roadway Compaction	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
65	Paved Ditch	20,000.00	16,000.00	4,000.00	0.00	20,000.00	100.00%	0.00	1,000.00
66	Set Precast Barriers (Owner Furnished)	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
67	AC Berm	10,000.00	9,000.00	1,000.00	0.00	10,000.00	100.00%	0.00	500.00
68	Metal Beam Guardrail	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00%	0.00	2,000.00
69	Split Rail Fence	20,000.00	0.00	20,000.00	0.00	20,000.00	100.00%	0.00	1,000.00
70	Pipe Gate & Bollard	20,000.00	2,000.00	18,000.00	0.00	20,000.00	100.00%	0.00	1,000.00
71	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
72	AP #1 Excavation & Prep	89,000.00	89,000.00	0.00	0.00	89,000.00	100.00%	0.00	4,450.00
73	AP #1 Concrete & Rebar	330,000.00	330,000.00	0.00	0.00	330,000.00	100.00%	0.00	16,500.00
74	AP #1 Boulder Placement	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,500.00
75	AP #1 Handrail & Guardrail	60,000.00	15,000.00	42,000.00	0.00	57,000.00	95.00%	3,000.00	2,850.00
76	AP #1 Timber Benches	6,000.00	0.00	6,000.00	0.00	6,000.00	100.00%	0.00	300.00
77	AP #1 Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
78	AP #2 Excavation & Prep	91,000.00	91,000.00	0.00	0.00	91,000.00	100.00%	0.00	4,550.00
79	AP #2 Concrete & Rebar	350,000.00	350,000.00	0.00	0.00	350,000.00	100.00%	0.00	17,500.00
80	AP #2 Boulder Placement	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	750.00
81	AP #2 Handrail & Guardrail	60,000.00	15,000.00	42,000.00	0.00	57,000.00	95.00%	3,000.00	2,850.00
82	AP #2 Timber Benches	9,000.00	0.00	9,000.00	0.00	9,000.00	100.00%	0.00	450.00
83	AP #2 Stabilized Terrace Pathway	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
84	AP #2 Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
85	AP #3 Foundations & CIP Walls	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	4,500.00
86	AP #3 Slab on Grade	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
87	AP #3 Structural Steel Framing	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
88	AP #3 Stone Veneer	58,000.00	58,000.00	0.00	0.00	58,000.00	100.00%	0.00	2,900.00
89	AP #3 Boulder Placement	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
90	AP #3 Timber Frame, Decking, Cladding, Sheeting	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
91	AP #3 Standing Seam, Metal Roof	42,000.00	42,000.00	0.00	0.00	42,000.00	100.00%	0.00	2,100.00
92	AP #3 Metal Plating	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	250.00
93	AP #3 CIP Benches	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00%	0.00	600.00

D-Line Constructors

499 Embarcadero, Suite Q, Oakland, CA 94606

T 510 251 6400 | F 510 251 6401 | C 510 358 0630

CONDITIONAL WAIVER AND RELEASE UPON PROGRESS PAYMENT

NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

IDENTIFYING INFORMATION

Name of Claimant: D-Line Constructors, Inc.

Name of Customer: Midpeninsula Regional Open Space District

Job Location: Sierra Azul Open Space, Santa Clara County, Ca

Owner: Midpeninsula Regional Open Space District

Through Date: August 31, 2017

CONDITIONAL WAIVER AND RELEASE

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check: Midpeninsula Regional Open Space District

Amount of Check: \$ 738,179.64

Check Payable to D-Line Constructors, Inc.

EXCEPTIONS

This document does not affect any of the following:

- (1) Retentions.
- (2) Extras for which the claimant has not received payment.

CONTINUATION SHEET

Page 5 of 5

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 17

Application Date : 09/04/17

To: 08/31/17

Architect's Project No.: PO#2018-107

Invoice # : 1608-13

Contract : 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
94	AP #3 Paint & Stains	20,000.00	10,000.00	10,000.00	0.00	20,000.00	100.00%	0.00	1,000.00
95	AP #3 Benches, Tables, Bike Rack	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
96	AP #3 Signboards (Owner Furnished)	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00%	0.00	150.00
97	AP #3 Native Rock Mulch	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	250.00
98	AP #3 Stabilized ADA Pathways	15,000.00	0.00	15,000.00	0.00	15,000.00	100.00%	0.00	750.00
99	AP #3 Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
100	AP #4 Water Tank Procurement	90,000.00	18,000.00	63,000.00	0.00	81,000.00	90.00%	9,000.00	4,050.00
101	AP #4 Waterline & Hydrant Construction	60,000.00	54,000.00	0.00	0.00	54,000.00	90.00%	6,000.00	2,700.00
102	AP #4 Aggregate Base Paving	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	750.00
103	AP #4 Final Touch & Cleanup	2,000.00	0.00	0.00	0.00	0.00	0.00%	2,000.00	0.00
104	Change Order 02	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
105	Change Order 03	80,003.00	80,003.00	0.00	0.00	80,003.00	100.00%	0.00	4,000.15
106	Change Order 04	50,000.00	25,447.49	7,204.00	0.00	32,651.49	65.30%	17,348.51	1,632.57
107	Change Order 05	424,419.00	362,824.06	61,594.94	0.00	424,419.00	100.00%	0.00	21,220.96
108	Change Order 01 - Schedule	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
109	CO #6 - Summit Trail Steps	599,969.00	449,976.50	89,995.60	0.00	539,972.10	90.00%	59,996.90	26,998.61
110	Change Order 07 - Multiple PCO's	76,752.00	76,752.00	0.00	0.00	76,752.00	100.00%	0.00	3,837.60
111	Change Order 8	49,186.66	0.00	49,186.66	0.00	49,186.66	100.00%	0.00	2,459.33
Grand Totals		8,665,329.66	7,735,453.05	777,031.20	0.00	8,512,484.25	98.24%	152,845.41	425,624.22

(3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment:

Date(s) of waiver and release:

Check payable to

Amount(s) of unpaid progress payments

(4) Contract rights, including (A) a right based on rescission, abandonment, or breach of contract, and (B) the right to recover compensation for work not compensated by the payment.

SIGNATURE

Claimant's Signature:



Claimant's Title:

President

Date of Signature

09/07/17



Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)



Invoice Details: ☐ Land Acquisition ☒ Top 10 Expenses ☐ BOC Member Invoice Selection

Vendor	O.C. Jones & Sons, Inc.	Date	11/08/17
Project #	MAA23-006	GL #	30-35-325-8205.01
Invoice Amount	\$389,187.25	Invoice #	70079
Description	Mt. Umunhum Road Rehab Project. Work performed in this invoice includes pavement repairs, traffic control, concrete barriers, guardrail, and signage.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer

O.C. JONES & SONS, INC.

GENERAL ENGINEERING CONTRACTOR

INVOICE

MIDPENINSULA REGIONAL OPEN SPACE DISTF
330 DISTEL CIRCLE
LOST ALTOS, CA 94022-1404
Attention: ZACHARY ALEXANDER


INVOICE NO.: 70079
BILLING NO.: 11
DATE: 10/13/17
OCJ JOB NO.: 216515

JOB DESCRIPTION:
MOUNT UMUNHUM RD REHAB PROJECT
PURCHASE ORDER # 2018 - 134

BILLED TO DATE THRU 9/30/17 \$5,392,104.79
PREVIOUS BILLED TO DATE \$5,002,917.54

GROSS BILLING THIS INVOICE \$389,187.25
RETENTION 5% \$19,459.36

NET BILLING THIS INVOICE \$369,727.89

Contract # & Amt: 2017-13 \$5,764,672.00
PO # & Balance: 2018 - 134 \$843,013.69
PO Complete ☐ Amt to Pay: \$369,727.89
G/L Acct: 30-35-325-8205.01
Project #: 23-6 Batch #: 2018-520
Approved By: ZA 

If you have any questions regarding this billing, please contact:

Project Manager: Juan Hernandez
Project Administrator: Sushila Sharma

OWNER

MAIN OFFICE ADDRESS
1520 FOURTH STREET
BERKELEY, CA 94710

TELEPHONE (510) 526-3424
FAX (510) 525-0457

O.C. JONES & SONS, INC.

1520 Fourth Street
Berkeley, CA 94710
Direct Line: (510) 809-3422
Direct Fax: (510) 809-3522
ssharma@ocjones.com

LETTER OF TRANSMITTAL

TO: MIDPENINSULA REGIONAL OPEN SPACE (650) 691-1200 SUBJECT: MOUNT UMUNHUM RD REHAB PROJECT
330 DISTEL CIRCLE OCJ Job No. 216515
LOST ALTOS, CA 94022-1404 zalexander@openspace.org

ATTN: ZACHARY ALEXANDER

DATE: October 13, 2017

No. of Copies	WE SEND YOU THE FOLLOWING DOCUMENTS FOR ACTION OR USE AS INDICATED	For Your Files or Information	Sign & Return Both Copies for Our Signature	Returned Signed as Requested	For Approval or Action	For Your Review and Comment	Returned as Requested	See Note Below
1	SEPTEMBER PROGRESS BILLING PACKAGE	XX			XX			XX
1	UNCONDITIONAL PROGRESS THRU 8/31	XX			XX			XX

NOTES: Please let me know if you need any additional information in order to process our payment. Original to follow via mail. Thank you.

Contract # & Amt: _____
PO # & Balance: _____
PO Complete ☐ Amt to Pay: _____
G/L Acct: _____
Project #: 23-6 Batch #: _____
Approved By: _____

Sincerely,
O.C. JONES & SONS, INC.
Sushila Sharma

Project Administrator

O.C. JONES & SONS, INC.

Project: MOUNT UMUNHUM RD REHAB PROJECT
 General: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
 OCJ Job 216515

Date 10/13/17
 Work Complete Thru 09/30/17
 Progress Estimate No. 11

ITEM NO.	DESCRIPTION	UNIT MEAS	ORIG QTY	REV QTY	UNIT PRICE	CONTRACT AMOUNT	PREVIOUS QTY	PREVIOUS AMOUNT	CURRENT QTY	CURRENT AMOUNT	TO DATE QTY	%	TO DATE AMOUNT
CONTRACT WORK													
1.0	MOBILIZATION	LS	1.00		492,000.00	492,000.00	1.00	492,000.00	0.00	0.00	1.00	100%	492,000.00
2.0	TRAFIC CONTROL	LS	1.00		115,000.00	115,000.00	0.95	109,250.00	0.05	5,750.00	1.00	100%	115,000.00
3.0	POTHOLE UTILITIES	LS	1.00		25,000.00	25,000.00	1.00	25,000.00	0.00	0.00	1.00	100%	25,000.00
4.0	EROSION CONTROL & SWPPP	LS	1.00		50,000.00	50,000.00	1.00	50,000.00	0.00	0.00	1.00	100%	50,000.00
5.0	LAYOUT & STAKING	LS	1.00		30,000.00	30,000.00	1.00	30,000.00	0.00	0.00	1.00	100%	30,000.00
6.0	CLEANING & GRUBBING	LS	1.00		90,000.00	90,000.00	1.00	90,000.00	0.00	0.00	1.00	100%	90,000.00
7.0	TREE REMOVAL	EA	15.00		2,734.00	41,010.00	15.00	41,010.00	0.00	0.00	15.00	100%	41,010.00
8.0	STUMP REMOVAL	EA	3.00		1,600.00	4,800.00	3.00	4,800.00	0.00	0.00	3.00	100%	4,800.00
9.0	TREE ROOT REMOVAL	SF	2,750.00		4.00	11,000.00	2,750.00	11,000.00	0.00	0.00	2,750.00	100%	11,000.00
10.0	DEMOLITION	LS	1.00		100,000.00	100,000.00	1.00	100,000.00	0.00	0.00	1.00	100%	100,000.00
11.0	ROCK & BOULDER CLEARING	LF	2,700.00		15.00	40,500.00	2,700.00	40,500.00	0.00	0.00	2,700.00	100%	40,500.00
12.0	GRADING & EXCAVATION	CY	4,000.00		50.00	200,000.00	4,000.00	200,000.00	0.00	0.00	4,000.00	100%	200,000.00
13.0	DISPOSAL OF GRADED & EXCAVATED MATERIAL	CY	4,000.00		16.00	64,000.00	4,000.00	64,000.00	0.00	0.00	4,000.00	100%	64,000.00
14.0	SHALLOW PAVEMENT REPAIRS	SF	18,700.00		4.25	79,475.00	7,766.00	33,005.50	1,977.00	8,402.25	9,743.00	52%	41,407.75
15.0	DEEP PAVEMENT REPAIRS	SF	13,000.00		5.90	76,700.00		0.00	0.00	0.00			0.00
16.0	INSTALL GABION WALL	LF	180.00		500.00	90,000.00	72.00	36,000.00	0.00	0.00	72.00	40%	36,000.00
17.0	INSTALL TYPE A DROP INLET STRUCTURE	EA	50.00		6,500.00	325,000.00	50.00	325,000.00	0.00	0.00	50.00	100%	325,000.00
18.0	INSTALL TYPE B DROP INLET STRUCTURE	EA	8.00		7,300.00	58,400.00	8.00	58,400.00	0.00	0.00	8.00	100%	58,400.00
19.0	INSTALL TYPE C DROP INLET STRUCTURE	EA	1.00		4,000.00	4,000.00	0.00	0.00	0.00	0.00	0.00		0.00
20.0	INSTALL 18" CMP PIPE EXTENSION AT INLETS	EA	6.00		2,300.00	13,800.00	0.00	0.00	0.00	0.00	0.00		0.00
21.0	INSTALL 12" CMP PIPE	LF	80.00		115.00	9,200.00	80.00	9,200.00	0.00	0.00	80.00	100%	9,200.00
22.0	INSTALL INLET STRUCTURE HIGH HEADWALL	EA	17.00		6,000.00	102,000.00	16.97	101,800.00	0.00	0.00	16.97	100%	101,800.00
23.0	INSTALL DOWN DRAIN	LS	1.00		10,000.00	10,000.00	1.00	10,000.00	0.00	0.00	1.00	100%	10,000.00
24.0	INSTALL PCC CURB	LF	200.00		100.00	20,000.00	200.00	20,000.00	0.00	0.00	200.00	100%	20,000.00
25.0	INSTALL PCC SWALE	LF	220.00		90.00	19,800.00	110.00	9,900.00	0.00	0.00	110.00	50%	9,900.00
26.0	INSTALL ROCK DRAINAGE PROTECTION	SF	320.00		10.00	3,200.00	320.00	3,200.00	0.00	0.00	320.00	100%	3,200.00
27.0	ROCK LINED DITCH	LF	180.00		20.00	3,600.00	145.00	2,900.00	0.00	0.00	145.00	81%	2,900.00
28.0	INSTALL ROADWAY SUBDRAIN PIPING	LF	280.00		40.00	11,200.00	280.00	11,200.00	0.00	0.00	280.00	100%	11,200.00
29.0	INSTALL SUBDRAIN/EDGE DRAIN CLEANOUTS	EA	7.00		325.00	2,275.00	7.00	2,275.00	0.00	0.00	7.00	100%	2,275.00
30.0	INSTALL EDGE DRAIN	LF	250.00		35.00	8,750.00	250.00	8,750.00	0.00	0.00	250.00	100%	8,750.00

O.C. JONES & SONS, INC.

Project: MOUNT UMUNHUM RD REHAB PROJECT
 General: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
 OCJ Job 216515

Date: 10/13/17
 Work Complete Thru: 09/30/17
 Progress Estimate No.: 11

ITEM NO.	DESCRIPTION	UNIT MEAS	ORIG QTY	REV QTY	UNIT PRICE	CONTRACT AMOUNT	PREVIOUS QTY	PREVIOUS AMOUNT	CURRENT QTY	CURRENT AMOUNT	TO DATE QTY	%	TO DATE AMOUNT
31.0	CONNECT EDGE DRAIN TO INLET	EA	1.00		900.00	900.00	1.00	900.00	0.00	0.00	1.00	100%	900.00
32.0	REHABILITATION & RESURFACING: PULVERIZE & HMA RESURFACE	SF	500,000.00		2.38	1,190,000.00	623,448.82	1,483,808.19	0.00	0.00	623,448.82	125%	1,483,808.19
33.0	MISCELLANEOUS PAVING	SF	28,200.00		4.50	126,900.00	28,200.00	126,900.00	0.00	0.00	28,200.00	100%	126,900.00
34.0	INSTALL MOUNTABLE HMA BERM - TYPE E	LF	300.00		4.00	1,200.00	300.00	1,200.00	0.00	0.00	300.00	100%	1,200.00
35.0	INSTALL HMA BERM - TYPE F	LF	18,400.00		2.40	44,160.00	18,400.00	44,160.00	0.00	0.00	18,400.00	100%	44,160.00
36.0	INSTALL PRE-CAST CONCRETE BARRIERS & END SECTIONS	EA	520.00		830.00	431,600.00	90.00	74,700.00	430.00	356,900.00	520.00	100%	431,600.00
37.0	INSTALL ROCK FENCE	LF	920.00		74.00	68,080.00	305.00	22,570.00	0.00	0.00	305.00	33%	22,570.00
38.0	SHOULDER BACKING	LF	14,500.00		1.90	27,550.00	14,500.00	27,550.00	0.00	0.00	14,500.00	100%	27,550.00
39.0	PLACE BASE ROCK	SF	1,840.00		3.20	5,888.00	1,840.00	5,888.00	0.00	0.00	1,840.00	100%	5,888.00
40.0	GUARDRAILS & END TERMINALS	SF	5,800.00		59.00	342,200.00	5,800.00	342,200.00	0.00	0.00	5,800.00	100%	342,200.00
41.0	INSTALL ROAD SIGNAGE	EA	52.00		265.00	13,780.00		0.00	52.00	13,780.00	52.00	100%	13,780.00
42.0	INSTALL ROADSIDE PADDLES	EA	67.00		65.00	4,355.00		0.00	67.00	4,355.00	67.00	100%	4,355.00
43.0	INSTALL ROAD STRIPING	LS	1.00		87,850.00	87,850.00	1.00	87,850.00	0.00	0.00	1.00	100%	87,850.00
44.0	INSTALL CONDUIT	LS	600.00		40.00	24,000.00	600.00	24,000.00	0.00	0.00	600.00	100%	24,000.00
45.0	INSTALL PIPE GATE	EA	8.00		1,870.00	14,960.00	8.00	14,960.00	0.00	0.00	8.00	100%	14,960.00
46.0	PROVIDE & INSTALL SOLAR POWERED AUTOMATIC GATE SYSTEM	EA	3.00		22,675.00	68,025.00	3.00	68,025.00	0.00	0.00	3.00	100%	68,025.00
47.0	PROVIDE AND INSTALL SOLAR POWERED LIGHT SYSTEM	EA	1.00		16,000.00	16,000.00	1.00	16,000.00	0.00	0.00	1.00	100%	16,000.00
48.0	INSTALL DOUBLE CHIP SEAL	SF	500,000.00		0.43	215,000.00		0.00	0.00	0.00			0.00
49.0	INSTALL INLET STRUCTURE LOW HEADEALL	EA	41.00		5,600.00	229,600.00	41.00	229,600.00	0.00	0.00	41.00	100%	229,600.00
						0.00		0.00	0.00	0.00			0.00

SUBTOTAL CONTRACT WORK

5,012,758.00

4,459,501.69

389,187.25

4,848,688.94

CHANGE ORDERS

CCO # 01	ADDN'L TREE REMOVAL-INC IN BID ITEM #7	EA	2.00		2,734.00	5,468.00	2.00	5,468.00	0.00	0.00	2.00	100%	5,468.00
CCO # 02	ADDN'L EXV MATERIAL-INC IN BID ITEM #12	CY	2,037.00		50.00	101,875.00	2,037.50	101,875.00	0.00	0.00	2,037.50	100%	101,875.00
CCO #02	ADDN'L GRADING & DISPOSAL-INC IN BID ITEM #13	CY	1,303.00		16.00	20,848.00	1,303.00	20,848.00	0.00	0.00	1,303.00	100%	20,848.00
CCO #02	ADDN'L ROCK CLEARING-INC IN BID ITEM #11	LF	60.00		15.00	900.00	60.00	900.00	0.00	0.00	60.00	100%	900.00
CCO #03	MBGR INCREASED POST LENGTH	LS	1.00		11,299.17	11,299.17	1.00	11,299.17	0.00	0.00	1.00	100%	11,299.17

O.C. JONES & SONS, INC.

Project: MOUNT UMUNHUM RD REHAB PROJECT
 General: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
 OCJ Job 216515

Date: 10/13/17
 Work Complete Thru: 09/30/17
 Progress Estimate No. 11

ITEM NO.	DESCRIPTION	UNIT MEAS	ORIG QTY	REV QTY	UNIT PRICE	CONTRACT AMOUNT	PREVIOUS QTY	PREVIOUS AMOUNT	CURRENT QTY	CURRENT AMOUNT	TO DATE QTY	%	TO DATE AMOUNT
CCO #04	WINTER SUSPENSION	LS				0.00		0.00	0.00	0.00			0.00
CCO #05	ADDN'L EXC MATERIAL-INC IN BID ITEM #12	CY	1,750.00		50.00	87,500.00	1,750.00	87,500.00	0.00	0.00	1,750.00	100%	87,500.00
CCO #05	ADDN'L GRADING & DISPOSAL-INC IN BID ITEM #13	CY	1,750.00		16.00	28,000.00	1,750.00	28,000.00	0.00	0.00	1,750.00	100%	28,000.00
CCO #05	ADDN'L ROCK CLEARING-CLEARING IN BID ITEM #11	LF	300.00		15.00	4,500.00	300.00	4,500.00	0.00	0.00	300.00	100%	4,500.00
CCO #05	EQUIPMENT MOBILIZATION	EA	1.00		3,000.00	3,000.00	1.00	3,000.00	0.00	0.00	1.00	100%	3,000.00
CCO #06	THAYER ROAD REPAIR	LS	1.00		7,753.13	7,753.13	1.00	7,753.13	0.00	0.00	1.00	100%	7,753.13
CCO #08	ITEM 44 INSTALL CONDUIT ITEM INCREASE BY 600 LF & T/CONTROL FOR ITEM 44-INSTALL CONDUIT BY 600LF	CY	1.00		31,200.00	31,200.00	1.00	31,200.00	0.00	0.00	1.00	100%	31,200.00
CCO #12	ADDN'L EXCAVATED MATERIAL -INCREASE IN BID ITEM #2	CY	1,907.50		50.00	95,375.00	1,907.50	95,375.00	0.00	0.00	1,907.50	100%	95,375.00
CCO #12	ADDN'L GRADING & DISPOSAL- INC IN BID ITEM #13	CY	1,907.50		16.00	30,520.00	1,907.50	30,520.00	0.00	0.00	1,907.50	100%	30,520.00
CCO #13	ALTERATION OF DRAINAGE INLET STRUCTURES	LS	1.00		7,632.80	7,632.80	1.00	7,632.80	0.00	0.00	1.00	100%	7,632.80
CCO #14	RE STOCKING FEE OF ROCK PROTECTION NETTING MATERIAL	LS	1.00		3,949.55	3,949.55	1.00	3,949.55	0.00	0.00	1.00	100%	3,949.55
CCO #15	GABION WALL BASE REPAIRS	LS	1.00		25,624.26	25,624.26	1.00	25,624.26	0.00	0.00	1.00	100%	25,624.26
CCO #16	ADDITIONAL METAL BEAM GUARDRAIL	LS	1.00		11,268.75	11,268.75	1.00	11,268.75	0.00	0.00	1.00	100%	11,268.75
CCO #17	WIDENING OF ROAD BENCH AT STATION 141+40-142+30	LS	1.00		32,547.52	32,547.52	1.00	32,547.52	0.00	0.00	1.00	100%	32,547.52
CCO #18	FLAGPOLE ISLAND CLEARING, GRADING, AND FLAGPOLE & BASE REMOVAL	LS	1.00		8,399.50	8,399.50	1.00	8,399.50	0.00	0.00	1.00	100%	8,399.50
CCO #19	INSTALLATION OF DRAINAGE INLET TOPPER AT DI #55	LS	1.00		1,074.60	1,074.60	1.00	1,074.60	0.00	0.00	1.00	100%	1,074.60
CCO #20	INSTALLATION OF ROCK LINED DITCH AT STATION 70	LS	1.00		3,180.70	3,180.70	1.00	3,180.70	0.00	0.00	1.00	100%	3,180.70
CCO #21	PREMIUM WEEKEND RATE	LS	1.00		12,165.41	12,165.41	1.00	12,165.41	0.00	0.00	1.00	100%	12,165.41
CCO #22	PROJECT DELAYS & STAND DOWN	LS	1.00		9,334.46	9,334.46	1.00	9,334.46	0.00	0.00	1.00	100%	9,334.46
						0.00		0.00	0.00	0.00			0.00
						0.00		0.00	0.00	0.00			0.00

SUBTOTAL CHANGE ORDERS

543,415.85

543,415.85

0.00

543,415.85

TOTAL

RETENTION

NET AMOUNT OF ESTIMATE

5,556,173.85

Page 3 of 3

5,002,917.54

250,145.88

4,752,771.66

389,187.25

19,459.38

369,727.89

5,392,104.79

269,605.24

5,122,499.55



O.C. JONES & SONS, INC.
GENERAL ENGINEERING CONTRACTOR
1520 FOURTH STREET
BERKELEY, CA 94710

OCJ# 70079

CONDITIONAL WAIVER AND RELEASE UPON PROGRESS PAYMENT

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

IDENTIFYING INFORMATION

Name of Claimant: O.C. JONES & SONS, INC.
Name of Customer: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
Job Location: HICKS RD & MT UMUNHUM RD
Owner: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
Through Date: September 30, 2017

CONDITIONAL WAIVER AND RELEASE

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

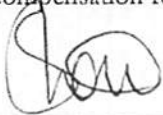
Maker of Check: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
Amount of Check: \$369,727.89
Check Payable to: O.C. JONES & SONS, INC.

EXCEPTIONS

This document does not affect any of the following:

- (1) Retentions.
- (2) Extras for which the claimant has not received payment.
- (3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment:
Date(s) of waiver and release: _____
- (4) Contract rights, including (A) a right based on rescission, abandonment, or breach of contract, and (B) the right to recover compensation for work not compensated by the payment.

SIGNATURE

Claimant's Signature: 
Claimant's Title: Sushila Sharma, Project Administrator
Date of Signature: 10/13/17



O.C. JONES & SONS, INC.
GENERAL ENGINEERING CONTRACTOR
1520 FOURTH STREET
BERKELEY, CA 94710-1774

UNCONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES AND RELEASES LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL WAIVER AND RELEASE FORM.

IDENTIFYING INFORMATION

Name of Claimant: O. C. JONES & SONS, INC.
Name of Customer: MIDPENINSULA REGIONAL
OPEN SPACE DISTRICT
Job Location: HICKS RD & MT UMUNHUM RD
Owner: MIDPENINSULA REGIONAL
SPACE DISTRICT
Through Date: 08/31/17

UNCONDITIONAL WAIVER AND RELEASE


This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. The claimant has received the following progress payment:
\$ 298,019.51

EXCEPTIONS

This document does not affect any of the following:

- (1) Retentions.
- (2) Extras for which the claimant has not received payment.
- (3) Contract rights, including (A) a right based on rescission, abandonment, or breach of contract, and (B) the right to recover compensation for work not compensated by the payment.

SIGNATURE

Claimant's Signature: 
PROJECT ADMINISTRATOR
Claimant's Title: _____
10/13/17
Date of Signature: _____

Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)

Invoice Details: ☐ Land Acquisition ☒ Top 10 Expenses ☐ BOC Member Invoice Selection

Vendor	Granite Rock Company	Date	7/27/18
Project #	MAA21-005	GL #	30-35-325-8205.01
Invoice Amount	\$372,708.00	Invoice #	982778
Description	Bear Creek Redwoods Public Access Project. Work performed for this invoice includes general conditions, traffic control, erosion control, construction staking, phytophthora contamination prevention, tree protection, mobilization, clearing & grubbing, asphalt concrete removal, and earth moving.		

Bond Oversight Committee Review:

Invoice Review Checklist:

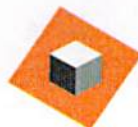
- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer



Graniterock®

5225 Hellyer Ave, Suite 220
San Jose, CA 95138
Phone: 408-574-1400 Fax: 408-365-9548

INVOICE

Bill To: Midpeninsula Regional Open Space District
330 Distel Circle
Los Altos, CA 94022-1404

Invoice No: 982778

Application: 1

Job Name: Bear Creek Redwoods Public Access

Period Thru: 06/30/18

Contract No: PO # 2018-580

Graniterock Job #: 6387

Total Completed To Date	372,708.00
Less Previous Amount Invoiced	0.00
Current Invoice Amount	372,708.00
Less Current Retention	18,635.40
Current Amount Due	<u>354,072.60</u>

Contract # & Amt: 2018-154 \$3,369,858
PO # & Balance: 2018-580 \$500,000
PO Complete ☐ Amt to Pay: \$354,072.60
G/L Acct: 30-35-325-8205.01
Project #: AA 21-05 Batch #: 2018-1410
Approved By: M. D. [Signature]

Job No : 6387 Bear Creek Redwoods Public Acc

Application: 1

Period Thru: 06/30/18

2

Contract No : PO # 2018-580

Invoice No: 982778

Date Printed: 07/6/18

Item Number	Description	Unit of Measure	Unit Price	Contract Units	UNITS		AMOUNT	
					This Period	Job to Date	This Period	Job to Date
0001	GENERAL CONDITIONS, SAFETY, SI	LS	307,000.00	1.00	0.20	0.20	61,400.00	61,400.00
0002	TRAFFIC CONTROL	LS	45,000.00	1.00	0.20	0.20	9,000.00	9,000.00
0003	SITE SWPPP / BMP'S	LS	85,000.00	1.00	0.75	0.75	63,750.00	63,750.00
0004	CONSTRUCTION STAKING	LS	20,000.00	1.00	0.50	0.50	10,000.00	10,000.00
0005	PHYTOPHTHORA CONTAMINATION PREVENTION REQUIRMENT	LS	120,000.00	1.00	0.20	0.20	24,000.00	24,000.00
0006	STAND-DOWN TIME ALLOWANCE	LS	50,000.00	1.00	0.00	0.00	0.00	0.00
0007	ALLOWANCE FOR REMOVAL AND DISPOSAL OF UNFORSEEN	LS	20,000.00	1.00	0.00	0.00	0.00	0.00
0008	TEMPORARY PROTECTION OF SITE TREES TO REMAIN	LS	37,000.00	1.00	0.75	0.75	27,750.00	27,750.00
0009	ACCESS ROAD IMPROVEMENTS: BLADE AND PLACE 4" OF 90	SF	3.00	13,000.00	0.00	0.00	0.00	0.00
0010	ALLOWANCE FOR TREE REMOVAL	LS	25,000.00	1.00	0.06	0.06	1,600.00	1,600.00
010	MOBILIZATION / DEMOBILIZATION	LS	4,300.00	1.00	0.00	0.00	0.00	0.00
011	RETAINING WALL PROJECT AREA PER RETAINING WALL	LS	149,000.00	1.00	0.00	0.00	0.00	0.00
020	MOBILIZATION / DEMOBILIZATION	LS	63,000.00	1.00	0.00	0.00	0.00	0.00
2.1	SUPPLY AND PLACE GABION ROCK	CY	245.00	8.00	0.00	0.00	0.00	0.00
2.10	CLEAN DITCH RELIEF CULVERT	EA	780.00	3.00	0.00	0.00	0.00	0.00
2.11	REVERSE GRADE DIPS	EA	550.00	55.00	0.00	0.00	0.00	0.00
2.12	KNICKS	EA	630.00	3.00	0.00	0.00	0.00	0.00
2.13	REMOVE AND DISPOSE OF TWO 8 FT DIA. X 14 FT	LS	43,700.00	1.00	0.00	0.00	0.00	0.00
2.14	WORK AREA MP202 PER SHEET C3 AND C8	LS	42,000.00	1.00	0.00	0.00	0.00	0.00
2.15	WORK AREA MP 205.1 PER SHEET C3	LS	15,000.00	1.00	0.00	0.00	0.00	0.00
2.16	WORK AREA MP 206 PER SHEET C3	LS	31,000.00	1.00	0.00	0.00	0.00	0.00
2.17	WORK AREA MP 207 PER SHEET C3	LS	38,000.00	1.00	0.00	0.00	0.00	0.00
2.18	WORK AREA MP 210 PER SHEET C3	LS	15,000.00	1.00	0.00	0.00	0.00	0.00
2.19	WORK AREA WW2 PER SHEET C3	LS	8,000.00	1.00	0.00	0.00	0.00	0.00
2.2	LIME TREATED AGGREGATE BASE (4" THICK)	SF	1.80	140,000.00	0.00	0.00	0.00	0.00
2.20	WORK AREA WW3 PER SHEET C3	LS	17,000.00	1.00	0.00	0.00	0.00	0.00
2.21	WORK AREA WW3.1 PER SHEET C3	LS	7,500.00	1.00	0.00	0.00	0.00	0.00
2.22	WORK AREA WW4 PER SHEET C3	LS	8,000.00	1.00	0.00	0.00	0.00	0.00
2.23	WORK AREA MP 216 PER SHEET C3,	LS	48,000.00	1.00	0.00	0.00	0.00	0.00
2.24	WORK AREA MP 216.1 PER SHEET C	LS	6,500.00	1.00	0.00	0.00	0.00	0.00
2.25	WORK AREA MP 216.2 PER SHEET C	LS	28,000.00	1.00	0.00	0.00	0.00	0.00
2.26	WORK AREA MP 217 PER SHEET C3	LS	74,000.00	1.00	0.00	0.00	0.00	0.00
2.27	WORK AREA MP 217.1 PER SHEET C	LS	7,000.00	1.00	0.00	0.00	0.00	0.00
2.28	WORK AREA MP 217.2 PER SHEET C	LS	7,000.00	1.00	0.00	0.00	0.00	0.00
2.29	WORK AREA MP 219 PER SHEET C3	LS	7,000.00	1.00	0.00	0.00	0.00	0.00

Job No : 6387 Bear Creek Redwoods Public Acc

Application: 1

Period Thru: 06/30/18

3

Contract No : PO # 2018-580

Invoice No: 982778

Date Printed: 07/6/18

Item Number	Description	Unit of Measure	Unit Price	Contract Units	UNITS		AMOUNT	
					This Period	Job to Date	This Period	Job to Date
2.3	NEW INBOARD DITCH	LF	11.00	1,280.00	0.00	0.00	0.00	0.00
2.30	WORK AREA MP 221 PER SHEET C3	LS	8,000.00	1.00	0.00	0.00	0.00	0.00
2.31	WORK AREA MP 221.1 PER SHEET C3	LS	7,300.00	1.00	0.00	0.00	0.00	0.00
2.32	WORK AREA 225.1 PER SHEET C3 A	LS	20,000.00	1.00	0.00	0.00	0.00	0.00
2.33	WORK AREA 265 PER SHEET C5 AND C17	LS	70,000.00	1.00	0.00	0.00	0.00	0.00
2.4	CLEAN INBOARD DITCH	LF	10.00	930.00	0.00	0.00	0.00	0.00
2.5	ROCK & FABRIC, PER DETAIL 'I	LF	146.00	780.00	0.00	0.00	0.00	0.00
2.6	SUBGRADE STABILIZATION	LF	16.00	280.00	0.00	0.00	0.00	0.00
2.7	TIMBER HEADWALL PROTECTION	EA	2,000.00	1.00	0.00	0.00	0.00	0.00
2.8	RESHAPE ROAD SECTION	LF	7.00	550.00	0.00	0.00	0.00	0.00
2.9	NEW REVERSE GRADE DIP WITH KNOCK OUT	EA	420.00	9.00	0.00	0.00	0.00	0.00
3	MOBILIZATION / DEMOBILIZATION	LS	78,496.00	1.00	0.75	0.75	58,872.00	58,872.00
3.1	SITE CLEARING AND GRUBBING	LS	65,000.00	1.00	1.00	1.00	65,000.00	65,000.00
3.10	POND OVERFLOW 30" HDPE PIPE	LF	250.00	170.00	0.00	0.00	0.00	0.00
3.11	CONNECTION FROM NEW 30" HDPE PIPE TO EXISTING 60"	LS	7,200.00	1.00	0.00	0.00	0.00	0.00
3.12	DRIVEWAY ENTRANCE - AC CONFORM AND BASEROCK	LS	3,700.00	1.00	0.00	0.00	0.00	0.00
3.13	CONCRETE WHEELSTOP	EA	75.00	51.00	0.00	0.00	0.00	0.00
3.14	OPEN GRADED CRUSHED DRAIN ROCK	SF	2.50	17,500.00	0.00	0.00	0.00	0.00
3.15	PERMEABLE CONCRETE PAVING (6" THICK)	SF	8.75	11,500.00	0.00	0.00	0.00	0.00
3.16	PERMEABLE CONCRETE PAVING WITH MACROFIBER	SF	9.00	6,000.00	0.00	0.00	0.00	0.00
3.17	PARKING LOT SIGNS - INCLUDES S	EA	260.00	5.00	0.00	0.00	0.00	0.00
3.18	PARKING LOT AND SIDEWALK STRIP	LS	5,700.00	1.00	0.00	0.00	0.00	0.00
3.19	CONCRETE EDGER (FLUSH CURB)	LF	32.00	800.00	0.00	0.00	0.00	0.00
3.2	BROKEN ASPHALT PAVING REMOVAL	SF	0.50	20,000.00	20,000.00	20,000.00	10,000.00	10,000.00
3.20	CONCRETE CURB RAMP, INCLUDES DOME	EA	5,400.00	1.00	0.00	0.00	0.00	0.00
3.21	CONCRETE VERTICAL CURB (6")	LF	32.00	250.00	0.00	0.00	0.00	0.00
3.22	TRUNCATED DOME PANELS	SF	43.00	72.00	0.00	0.00	0.00	0.00
3.23	TRUNCATED DOME PANELS IN RESIN	SF	35.00	500.00	0.00	0.00	0.00	0.00
3.24	RESIN PAVING PATHWAY (2.5" OVE	SF	17.00	17,000.00	0.00	0.00	0.00	0.00
3.25	AGGREGATE BASE PATHWAY (9" THI	SF	5.00	3,800.00	0.00	0.00	0.00	0.00
3.26	AGGREGATE BASE SHOULDER (4" THICK)	SF	8.00	950.00	0.00	0.00	0.00	0.00
3.27	SPLIT RAIL FENCE (DOUBLE)	LF	25.00	105.00	0.00	0.00	0.00	0.00
3.28	WIRE FENCE	LF	35.00	650.00	0.00	0.00	0.00	0.00


Graniterock.

Job No : 6387 Bear Creek Redwoods Public Acc

Application: 1

Period Thru: 06/30/18

4

Contract No : PO # 2018-580

Invoice No: 982778

Date Printed: 07/6/18

Item Number	Description	Unit of Measure	Unit Price	Contract Units	UNITS		AMOUNT	
					This Period	Job to Date	This Period	Job to Date
3.29	INSTALLATION OF 10' REDWOOD LO	EA	500.00	8.00	0.00	0.00	0.00	0.00
3.3	SCARIFY AND COMPACT EXISTING G	SF	0.44	4,400.00	4,400.00	4,400.00	1,936.00	1,936.00
3.30	8' BENCH	EA	1,900.00	3.00	0.00	0.00	0.00	0.00
3.31	6' BENCH	EA	2,100.00	2.00	0.00	0.00	0.00	0.00
3.32	INSTALLATION OF DISTRICT PROVI	EA	900.00	3.00	0.00	0.00	0.00	0.00
3.33	REINSTALL SALVAGED GATES	EA	2,500.00	2.00	0.00	0.00	0.00	0.00
3.34	HORSE HITCHING POST	EA	1,000.00	1.00	0.00	0.00	0.00	0.00
3.35	BICYCLE PARKING BOLLARD	EA	900.00	2.00	0.00	0.00	0.00	0.00
3.36	FOLDING BOLLARD	EA	1,400.00	4.00	0.00	0.00	0.00	0.00
3.37	BOOT BRUSH	EA	950.00	1.00	0.00	0.00	0.00	0.00
3.38	STEP UP STONE (2' X 2' X 4')	EA	1,200.00	1.00	0.00	0.00	0.00	0.00
3.39	LANDSCAPE AND SOIL PREP	LS	45,000.00	1.00	0.00	0.00	0.00	0.00
3.4	RELOCATE MORTAR ROCKS AND OTHE	LS	6,300.00	1.00	0.00	0.00	0.00	0.00
3.40	RECTANGULAR RAPID FLASHING BEACON	LS	45,000.00	1.00	0.00	0.00	0.00	0.00
3.41	BEAR CREEK ROAD PAVEMENT STRIP	LS	6,100.00	1.00	0.00	0.00	0.00	0.00
3.42	BEAR CREEK ROAD CROSSING SIGNAGE	LS	3,200.00	1.00	0.00	0.00	0.00	0.00
3.43	ELECTRICAL CONNECTION PER SHEET E-2	LS	25,000.00	1.00	0.00	0.00	0.00	0.00
3.5	REMOVAL OF EXISTING IMPROVEMENTS (SITE DEMO)	LS	4,400.00	1.00	1.00	1.00	4,400.00	4,400.00
3.6	EARTH MOVING	LS	70,000.00	1.00	0.50	0.50	35,000.00	35,000.00
3.7	IMPORT FILL	CY	59.00	705.00	0.00	0.00	0.00	0.00
3.8	EXCAVATE PIT AND INSTALL DISTR	LS	12,000.00	1.00	0.00	0.00	0.00	0.00
3.9	POND OVERFLOW CONNECTION AND VAULT	LS	3,400.00	1.00	0.00	0.00	0.00	0.00
4	MOBILIZATION / DEMOBILIZATION	LS	10,250.00	1.00	0.00	0.00	0.00	0.00
4.1	SITE CLEARING AND GRUBBING	LS	1,500.00	1.00	0.00	0.00	0.00	0.00
4.2	DEMOLITION OF EXISTING BRIDGE	LS	19,000.00	1.00	0.00	0.00	0.00	0.00
4.3	STRUCTURE EXCAVATION AND EXPORT	CY	200.00	60.00	0.00	0.00	0.00	0.00
4.4	DRILLED PIERS	LS	69,000.00	1.00	0.00	0.00	0.00	0.00
4.5	CONCRETE ABUTMENTS	LS	70,900.00	1.00	0.00	0.00	0.00	0.00
4.6	FURNISH AND INSTALL STEEL GIRD	LS	127,000.00	1.00	0.00	0.00	0.00	0.00
4.7	ROADWAY EXCAVATION AND EMBANKMENTS	LS	3,400.00	1.00	0.00	0.00	0.00	0.00
4.8	CLASS II AGGREGATE BASE FOR RO AND PULLOUT	SF	2.00	2,500.00	0.00	0.00	0.00	0.00
5	ELECTRIC GATE	LS	26,950.00	1.00	0.00	0.00	0.00	0.00
							<u>372,708.00</u>	<u>372,708.00</u>



Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)



Invoice Details: ☐ Land Acquisition ☒ Top 10 Expenses ☐ BOC Member Invoice Selection

Vendor	O.C. Jones & Sons, Inc.	Date	9/27/17
Project #	MAA23-006	GL #	30-35-325-8205.01
Invoice Amount	\$313,704.75	Invoice #	70066
Description	Mt. Umunhum Rd Rehab Project. Work performed for this invoice include asphalt pavement repairs, drainage improvements, concrete barrier, miscellaneous asphalt work, base rock, road striping, pipe gate, solar powered gates, solar and powered lighting.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer

O.C. JONES & SONS, INC.

GENERAL ENGINEERING CONTRACTOR

INVOICE

MIDPENINSULA REGIONAL OPEN SPACE DISTF
330 DISTEL CIRCLE
LOST ALTOS, CA 94022-1404
Attention: ZACHARY ALEXANDER

INVOICE NO.: 70066
BILLING NO.: 10
DATE: 09/06/17
OCJ JOB NO.: 216515

JOB DESCRIPTION:
MOUNT UMUNHUM RD REHAB PROJECT
PURCHASE ORDER # 2018 - 134

BILLED TO DATE THRU	8/31/17	\$5,002,917.54
PREVIOUS BILLED TO DATE		\$4,689,212.79

GROSS BILLING THIS INVOICE		\$313,704.75
RETENTION	5%	\$15,685.24

NET BILLING THIS INVOICE		\$298,019.51
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If you have any questions regarding this billing, please contact:

Project Manager:	Juan Hernandez
Project Administrator:	Sushila Sharma

OWNER

MAIN OFFICE ADDRESS
1520 FOURTH STREET
BERKELEY, CA 94710

TELEPHONE (510) 526-3424
FAX (510) 525-0457

O.C. JONES & SONS, INC.

1520 Fourth Street
Berkeley, CA 94710
Direct Line: (510) 809-3422
Direct Fax: (510) 809-3522
ssharma@ocjones.com

LETTER OF TRANSMITTAL

TO: MIDPENINSULA REGIONAL OPEN SPACE (650) 691-1200 SUBJECT: MOUNT UMUNHUM RD REHAB PROJECT
330 DISTEL CIRCLE OCJ Job No. 216515
LOST ALTOS, CA 94022-1404 zalexander@openspace.org

ATTN: ZACHARY ALEXANDER

DATE: September 13, 2017

No. of Copies	WE SEND YOU THE FOLLOWING DOCUMENTS FOR ACTION OR USE AS INDICATED	For Your Files or Information	Sign & Return Both Copies for Our Signature	Returned Signed as Requested	For Approval or Action	For Your Review and Comment	Returned as Requested	See Note Below
1	REVISED AUGUST WITH PO # 2018-134	XX			XX			XX

NOTES: Please let me know if you need any additional information in order to process our payment. Original to follow via mail. Thank you.

Sincerely,
O.C. JONES & SONS, INC.

Sushila Sharma

Project Administrator

O.C. JONES & SONS, INC.

GENERAL ENGINEERING CONTRACTOR

INVOICE

MIDPENINSULA REGIONAL OPEN SPACE DISTF
330 DISTEL CIRCLE
LOST ALTOS, CA 94022-1404
Attention: ZACHARY ALEXANDER

INVOICE NO.: 70066
BILLING NO.: 10
DATE: 09/06/17
OCJ JOB NO.: 216515

JOB DESCRIPTION:
MOUNT UMUNHUM RD REHAB PROJECT
PURCHASE ORDER # 2018-126

BILLED TO DATE THRU 8/31/17 \$5,002,917.54
PREVIOUS BILLED TO DATE \$4,689,212.79

GROSS BILLING THIS INVOICE \$313,704.75
RETENTION 5% \$15,685.24

NET BILLING THIS INVOICE \$298,019.51

Contract # & Amt: 2017-13
PO # & Balance: 2018-134
PO Complete ☒ Amt to Pay: \$298,019.51
G/L Acct: 30-35-325-8205.01
Project #: 23-06 Batch #: 2018-411
Approved By: JK

If you have any questions regarding this billing, please contact:

Project Manager: Juan Hernandez
Project Administrator: Sushila Sharma

OWNER

MAIN OFFICE ADDRESS
1520 FOURTH STREET
BERKELEY, CA 94710

TELEPHONE (510) 526-3424
FAX (510) 525-0457

O.C. JONES & SONS, INC.

1520 Fourth Street
Berkeley, CA 94710
Direct Line: (510) 809-3422
Direct Fax: (510) 809-3522
ssharma@ocjones.com

LETTER OF TRANSMITTAL

TO: MIDPENINSULA REGIONAL OPEN SPACE (650) 691-1200 SUBJECT: MOUNT UMUNHUM RD REHAB PROJECT
330 DISTEL CIRCLE OCJ Job No. 216515
LOST ALTOS, CA 94022-1404 zalexander@openspace.org

ATTN: ZACHARY ALEXANDER

DATE: September 6, 2017

No. of Copies	WE SEND YOU THE FOLLOWING DOCUMENTS FOR ACTION OR USE AS INDICATED	For Your Files or Information	Sign & Return Both Copies for Our Signature	Returned Signed as Requested	For Approval or Action	For Your Review and Comment	Returned as Requested	See Note Below
1	AUGUST BILLING PACKAGE	XX			XX			XX
1	UNCONDITIONAL PROGRESS THRU 6/30	XX			XX			XX

NOTES: Please let me know if you need any additional information in order to process our payment. Original to follow via mail. Thank you.

Sincerely,
O.C. JONES & SONS, INC.

Sushila Sharma

Project Administrator

O.C. JONES & SONS, INC.

GENERAL ENGINEERING CONTRACTOR

INVOICE

MIDPENINSULA REGIONAL OPEN SPACE DISTF
330 DISTEL CIRCLE
LOST ALTOS, CA 94022-1404
Attention: ZACHARY ALEXANDER

INVOICE NO.: 70066
BILLING NO.: 10
DATE: 09/06/17
OCJ JOB NO.: 216515

JOB DESCRIPTION:
MOUNT UMUNHUM RD REHAB PROJECT

BILLED TO DATE THRU 8/31/17 \$5,002,917.54
PREVIOUS BILLED TO DATE \$4,689,212.79

GROSS BILLING THIS INVOICE \$313,704.75
RETENTION 5% \$15,685.24

NET BILLING THIS INVOICE \$298,019.51

If you have any questions regarding this billing, please contact:

Project Manager: Juan Hernandez
Project Administrator: Sushila Sharma

OWNER

MAIN OFFICE ADDRESS
1520 FOURTH STREET
BERKELEY, CA 94710

TELEPHONE (510) 526-3424
FAX (510) 525-0457

O.C. JONES & SONS, INC.

Project: MOUNT UMUNHUM RD REHAB PROJECT
 General: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
 OCJ Job 216515

Date: 09/06/17
 Work Complete Thru: 08/31/17
 Progress Estimate No.: 10

ITEM NO.	DESCRIPTION	UNIT MEAS	ORIG QTY	REV QTY	UNIT PRICE	CONTRACT AMOUNT	PREVIOUS QTY	PREVIOUS AMOUNT	CURRENT QTY	CURRENT AMOUNT	TO DATE QTY	%	TO DATE AMOUNT
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CONTRACT WORK													
1.0	MOBILIZATION	LS	1.00		492,000.00	492,000.00	1.00	492,000.00	0.00	0.00	1.00	100%	492,000.00
2.0	TRAFFIC CONTROL	LS	1.00		115,000.00	115,000.00	0.95	109,250.00	0.00	0.00	0.95	95%	109,250.00
3.0	POTHOLE UTILITIES	LS	1.00		25,000.00	25,000.00	1.00	25,000.00	0.00	0.00	1.00	100%	25,000.00
4.0	EROSION CONTROL & SWPPP	LS	1.00		50,000.00	50,000.00	1.00	50,000.00	0.00	0.00	1.00	100%	50,000.00
5.0	LAYOUT & STAKING	LS	1.00		30,000.00	30,000.00	1.00	30,000.00	0.00	0.00	1.00	100%	30,000.00
6.0	CLEANING & GRUBBING	LS	1.00		90,000.00	90,000.00	1.00	90,000.00	0.00	0.00	1.00	100%	90,000.00
7.0	TREE REMOVAL	EA	15.00		2,734.00	41,010.00	15.00	41,010.00	0.00	0.00	15.00	100%	41,010.00
8.0	STUMP REMOVAL	EA	3.00		1,600.00	4,800.00	3.00	4,800.00	0.00	0.00	3.00	100%	4,800.00
9.0	TREE ROOT REMOVAL	SF	2,750.00		4.00	11,000.00	2,750.00	11,000.00	0.00	0.00	2,750.00	100%	11,000.00
10.0	DEMOLITION	LS	1.00		100,000.00	100,000.00	1.00	100,000.00	0.00	0.00	1.00	100%	100,000.00
11.0	ROCK & BOULDER CLEARING	LF	2,700.00		15.00	40,500.00	2,700.00	40,500.00	0.00	0.00	2,700.00	100%	40,500.00
12.0	GRADING & EXCAVATION	CY	4,000.00		50.00	200,000.00	4,000.00	200,000.00	0.00	0.00	4,000.00	100%	200,000.00
13.0	DISPOSAL OF GRADED & EXCAVATED MATERIAL	CY	4,000.00		16.00	64,000.00	4,000.00	64,000.00	0.00	0.00	4,000.00	100%	64,000.00
14.0	SHALLOW PAVEMENT REPAIRS	SF	18,700.00		4.25	79,475.00	4,095.00	17,403.75	3,671.00	15,601.75	7,766.00	42%	33,005.50
15.0	DEEP PAVEMENT REPAIRS	SF	13,000.00		5.90	76,700.00		0.00	0.00	0.00			0.00
16.0	INSTALL GABION WALL	LF	180.00		500.00	90,000.00	72.00	36,000.00	0.00	0.00	72.00	40%	36,000.00
17.0	INSTALL TYPE A DROP INLET STRUCTURE	EA	50.00		6,500.00	325,000.00	50.00	325,000.00	0.00	0.00	50.00	100%	325,000.00
18.0	INSTALL TYPE B DROP INLET STRUCTURE	EA	8.00		7,300.00	58,400.00	8.00	58,400.00	0.00	0.00	8.00	100%	58,400.00
19.0	INSTALL TYPE C DROP INLET STRUCTURE	EA	1.00		4,000.00	4,000.00	0.00	0.00	0.00	0.00	0.00		0.00
20.0	INSTALL 18" CMP PIPE EXTENSION AT INLETS	EA	6.00		2,300.00	13,800.00	0.00	0.00	0.00	0.00	0.00		0.00
21.0	INSTALL 12" CMP PIPE	LF	80.00		115.00	9,200.00	80.00	9,200.00	0.00	0.00	80.00	100%	9,200.00
22.0	INSTALL INLET STRUCTURE HIGH HEADWALL	EA	17.00		6,000.00	102,000.00	16.97	101,800.00	0.00	0.00	16.97	100%	101,800.00
23.0	INSTALL DOWN DRAIN	LS	1.00		10,000.00	10,000.00	0.50	5,000.00	0.50	5,000.00	1.00	100%	10,000.00
24.0	INSTALL PCC CURB	LF	200.00		100.00	20,000.00	200.00	20,000.00	0.00	0.00	200.00	100%	20,000.00
25.0	INSTALL PCC SWALE	LF	220.00		90.00	19,800.00	110.00	9,900.00	0.00	0.00	110.00	50%	9,900.00
26.0	INSTALL ROCK DRAINAGE PROTECTION	SF	320.00		10.00	3,200.00	320.00	3,200.00	0.00	0.00	320.00	100%	3,200.00
27.0	ROCK LINED DITCH	LF	180.00		20.00	3,600.00	145.00	2,900.00	0.00	0.00	145.00	81%	2,900.00
28.0	INSTALL ROADWAY SUBDRAIN PIPING	LF	280.00		40.00	11,200.00	280.00	11,200.00	0.00	0.00	280.00	100%	11,200.00
29.0	INSTALL SUBDRAIN/EDGE DRAIN CLEANOUTS	EA	7.00		325.00	2,275.00	7.00	2,275.00	0.00	0.00	7.00	100%	2,275.00
30.0	INSTALL EDGE DRAIN	LF	250.00		35.00	8,750.00	250.00	8,750.00	0.00	0.00	250.00	100%	8,750.00

O.C. JONES & SONS, INC.

Project: MOUNT UMUNHUM RD REHAB PROJECT
 General: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
 OCJ Job 216515

Date 09/06/17
 Work Complete Thru 08/31/17
 Progress Estimate No. 10

ITEM NO.	DESCRIPTION	UNIT MEAS	ORIG QTY	REV QTY	UNIT PRICE	CONTRACT AMOUNT	PREVIOUS QTY	PREVIOUS AMOUNT	CURRENT QTY	CURRENT AMOUNT	TO DATE QTY	%	TO DATE AMOUNT
31.0	CONNECT EDGE DRAIN TO INLET	EA	1.00		900.00	900.00	1.00	900.00	0.00	0.00	1.00	100%	900.00
32.0	REHABILITATION & RESURFACING: PULVERIZE & HMA RESURFACE	SF	500,000.00		2.38	1,180,000.00	623,448.82	1,483,808.19	0.00	0.00	623,448.82	125%	1,483,808.19
33.0	MISCELLANEOUS PAVING	SF	28,200.00		4.50	126,900.00	28,200.00	126,900.00	0.00	0.00	28,200.00	100%	126,900.00
34.0	INSTALL MOUNTABLE HMA BERM - TYPE E	LF	300.00		4.00	1,200.00	300.00	1,200.00	0.00	0.00	300.00	100%	1,200.00
35.0	INSTALL HMA BERM - TYPE F	LF	18,400.00		2.40	44,160.00	18,400.00	44,160.00	0.00	0.00	18,400.00	100%	44,160.00
36.0	INSTALL PRE-CAST CONCRETE BARRIERS & END SECTIONS	EA	520.00		830.00	431,600.00		0.00	90.00	74,700.00	90.00	17%	74,700.00
37.0	INSTALL ROCK FENCE	LF	920.00		74.00	68,080.00	305.00	22,570.00	0.00	0.00	305.00	33%	22,570.00
38.0	SHOULDER BACKING	LF	14,500.00		1.90	27,550.00		0.00	14,500.00	27,550.00	14,500.00	100%	27,550.00
39.0	PLACE BASE ROCK	SF	1,840.00		3.20	5,888.00	0.00	0.00	1,840.00	5,888.00	1,840.00	100%	5,888.00
40.0	GUARDRAILS & END TERMINALS	SF	5,800.00		59.00	342,200.00	5,800.00	342,200.00	0.00	0.00	5,800.00	100%	342,200.00
41.0	INSTALL ROAD SIGNAGE	EA	52.00		265.00	13,780.00		0.00	0.00	0.00			0.00
42.0	INSTALL ROADSIDE PADDLES	EA	67.00		65.00	4,355.00		0.00	0.00	0.00			0.00
43.0	INSTALL ROAD STRIPING	LS	1.00		87,850.00	87,850.00		0.00	1.00	87,850.00	1.00	100%	87,850.00
44.0	INSTALL CONDUIT	LS	600.00		40.00	24,000.00	600.00	24,000.00	0.00	0.00	600.00	100%	24,000.00
45.0	INSTALL PIPE GATE	EA	8.00		1,870.00	14,960.00	1.00	1,870.00	7.00	13,090.00	8.00	100%	14,960.00
46.0	PROVIDE & INSTALL SOLAR POWERED AUTOMATIC GATE SYSTEM	EA	3.00		22,675.00	68,025.00		0.00	3.00	68,025.00	3.00	100%	68,025.00
47.0	PROVIDE AND INSTALL SOLAR POWERED LIGHT SYSTEM	EA	1.00		16,000.00	16,000.00		0.00	1.00	16,000.00	1.00	100%	16,000.00
48.0	INSTALL DOUBLE CHIP SEAL	SF	500,000.00		0.43	215,000.00		0.00	0.00	0.00			0.00
49.0	INSTALL INLET STRUCTURE LOW HEADEALL	EA	41.00		5,600.00	229,600.00	41.00	229,600.00	0.00	0.00	41.00	100%	229,600.00
						0.00		0.00	0.00	0.00			0.00

SUBTOTAL CONTRACT WORK

5,012,758.00

4,145,796.94

313,704.75

4,459,501.69

CHANGE ORDERS

CCO # 01	ADDN'L TREE REMOVAL-INC IN BID ITEM #7	EA	2.00		2,734.00	5,468.00	2.00	5,468.00	0.00	0.00	2.00	100%	5,468.00
CCO # 02	ADDN'L EXV MATERIAL-INC IN BID ITEM #12	CY	2,037.00		50.00	101,875.00	2,037.50	101,875.00	0.00	0.00	2,037.50	100%	101,875.00
CCO #02	ADDN'L GRADING & DISPOSAL-INC IN BID ITEM #13	CY	1,303.00		16.00	20,848.00	1,303.00	20,848.00	0.00	0.00	1,303.00	100%	20,848.00
CCO #02	ADDN'L ROCK CLEARING-INC IN BID ITEM #11	LF	60.00		15.00	900.00	60.00	900.00	0.00	0.00	60.00	100%	900.00
CCO #03	MBGR INCREASED POST LENGTH	LS	1.00		11,299.17	11,299.17	1.00	11,299.17	0.00	0.00	1.00	100%	11,299.17

O.C. JONES & SONS, INC.

Project: MOUNT UMUNHUM RD REHAB PROJECT
 General: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
 OCJ Job 216515

Date: 09/06/17
 Work Complete Thru: 08/31/17
 Progress Estimate No. 10

ITEM NO.	DESCRIPTION	UNIT MEAS	ORIG QTY	REV QTY	UNIT PRICE	CONTRACT AMOUNT	PREVIOUS QTY	PREVIOUS AMOUNT	CURRENT QTY	CURRENT AMOUNT	TO DATE QTY	%	TO DATE AMOUNT
CCO #04	WINTER SUSPENSION	LS				0.00		0.00	0.00	0.00			0.00
CCO #05	ADDN'L EXC MATERIAL-INC IN BID ITEM #12	CY	1,750.00		50.00	87,500.00	1,750.00	87,500.00	0.00	0.00	1,750.00	100%	87,500.00
CCO #05	ADDN'L GRADING & DISPOSAL-INC IN BID ITEM #13	CY	1,750.00		16.00	28,000.00	1,750.00	28,000.00	0.00	0.00	1,750.00	100%	28,000.00
CCO #05	ADDN'L ROCK CLEARING-CLEARING IN BID ITEM #11	LF	300.00		15.00	4,500.00	300.00	4,500.00	0.00	0.00	300.00	100%	4,500.00
CCO #05	EQUIPMENT MOBILIZATION	EA	1.00		3,000.00	3,000.00	1.00	3,000.00	0.00	0.00	1.00	100%	3,000.00
CCO #08	THAYER ROAD REPAIR	LS	1.00		7,753.13	7,753.13	1.00	7,753.13	0.00	0.00	1.00	100%	7,753.13
CCO #08	ITEM 44 INSTALL CONDUIT ITEM INCREASE BY 600 LF & T/CONTROL FOR ITEM 44-INSTALL CONDUIT BY 600LF	CY	1.00		31,200.00	31,200.00	1.00	31,200.00	0.00	0.00	1.00	100%	31,200.00
CCO #12	ADDN'L EXCAVATED MATERIAL -INCREASE IN BID ITEM #2	CY	1,907.50		50.00	95,375.00	1,907.50	95,375.00	0.00	0.00	1,907.50	100%	95,375.00
CCO #12	ADDN'L GRADING & DISPOSAL- INC IN BID ITEM #13	CY	1,907.50		16.00	30,520.00	1,907.50	30,520.00	0.00	0.00	1,907.50	100%	30,520.00
CCO #13	ALTERATION OF DRAINAGE INLET STRUCTURES	LS	1.00		7,632.80	7,632.80	1.00	7,632.80	0.00	0.00	1.00	100%	7,632.80
CCO #14	RESTOCKING FEE OF ROCK PROTECTION NETTING MATERIAL	LS	1.00		3,949.55	3,949.55	1.00	3,949.55	0.00	0.00	1.00	100%	3,949.55
CCO #15	GABION WALL BASE REPAIRS	LS	1.00		25,624.26	25,624.26	1.00	25,624.26	0.00	0.00	1.00	100%	25,624.26
CCO #16	ADDITIONAL METAL BEAM GUARDRAIL	LS	1.00		11,268.75	11,268.75	1.00	11,268.75	0.00	0.00	1.00	100%	11,268.75
CCO #17	WIDENING OF ROAD BENCH AT STATION 141+40-142+30	LS	1.00		32,547.52	32,547.52	1.00	32,547.52	0.00	0.00	1.00	100%	32,547.52
CCO #18	FLAGPOLE ISLAND CLEARING, GRADING, AND FLAGPOLE & BASE REMOVAL	LS	1.00		8,399.50	8,399.50	1.00	8,399.50	0.00	0.00	1.00	100%	8,399.50
CCO #19	INSTALLATION OF DRAINAGE INLET TOPPER AT DI #55	LS	1.00		1,074.60	1,074.60	1.00	1,074.60	0.00	0.00	1.00	100%	1,074.60
CCO #20	INSTALLATION OF ROCK LINED DITCH AT STATION 70	LS	1.00		3,180.70	3,180.70	1.00	3,180.70	0.00	0.00	1.00	100%	3,180.70
CCO #21	PREMIUM WEEKEND RATE	LS	1.00		12,165.41	12,165.41	1.00	12,165.41	0.00	0.00	1.00	100%	12,165.41
CCO #22	PROJECT DELAYS & STAND DOWN	LS	1.00		9,334.46	9,334.46	1.00	9,334.46	0.00	0.00	1.00	100%	9,334.46
						0.00		0.00	0.00	0.00			0.00
						0.00		0.00	0.00	0.00			0.00

SUBTOTAL CHANGE ORDERS

543,415.85

543,415.85

0.00

543,415.85

TOTAL
 RETENTION
 NET AMOUNT OF ESTIMATE

5,556,173.85

4,689,212.79
 234,460.64
 4,454,752.15

313,704.75
 15,685.24
 298,019.51

5,002,917.54
 250,145.88
 4,752,771.66



O.C. JONES & SONS, INC.
GENERAL ENGINEERING CONTRACTOR
1520 FOURTH STREET
BERKELEY, CA 94710

OCJ# 70066

CONDITIONAL WAIVER AND RELEASE UPON PROGRESS PAYMENT

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

IDENTIFYING INFORMATION

Name of Claimant: O.C. JONES & SONS, INC.
Name of Customer: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
Job Location: HICKS RD & MT UMUNHUM RD
Owner: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
Through Date: August 31, 2017

CONDITIONAL WAIVER AND RELEASE

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
Amount of Check: \$298,019.51
Check Payable to: O.C. JONES & SONS, INC.

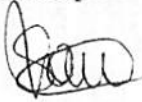
EXCEPTIONS

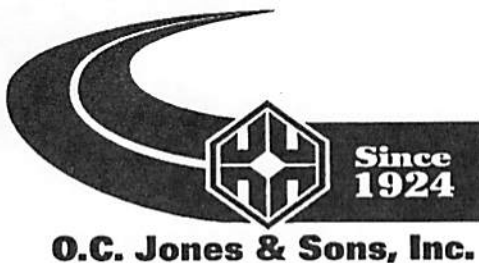
This document does not affect any of the following:

- (1) Retentions.
- (2) Extras for which the claimant has not received payment.
- (3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment:
Date(s) of waiver and release: 7/31/17

- (4) Contract rights, including (A) a right based on rescission, abandonment, or breach of contract, and (B) the right to recover compensation for work not compensated by the payment.

SIGNATURE

Claimant's Signature: 
Claimant's Title: Sushila Sharma, Project Administrator
Date of Signature: 09/06/17



O.C. JONES & SONS, INC.
GENERAL ENGINEERING CONTRACTOR
1520 FOURTH STREET
BERKELEY, CA 94710-1774

UNCONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES AND RELEASES LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL WAIVER AND RELEASE FORM.

IDENTIFYING INFORMATION

Name of Claimant: O. C. JONES & SONS, INC.
Name of Customer: MIDPENINSULA REGIONAL
OPEN SPACE DISTRICT
Job Location: HICKS RD & MT UMUNHUM RD
Owner: MIDPENINSULA REGIONAL
SPACE DISTRICT
Through Date: 06/30/17

UNCONDITIONAL WAIVER AND RELEASE


This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. The claimant has received the following progress payment:
\$ 278,514.87

EXCEPTIONS

This document does not affect any of the following:

- (1) Retentions.
- (2) Extras for which the claimant has not received payment.
- (3) Contract rights, including (A) a right based on rescission, abandonment, or breach of contract, and (B) the right to recover compensation for work not compensated by the payment.

SIGNATURE

Claimant's Signature: 
PROJECT ADMINISTRATOR
Claimant's Title: _____
Date of Signature: 09/06/17



Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)



Invoice Details: ☐ *Land Acquisition* ☒ *Top 10 Expenses* ☐ *BOC Member Invoice Selection*

Vendor	D-Line Constructors, Inc.	Date	8/30/17
Project #	MAA23-002	GL #	30-35-325-8205.01
Invoice Amount	\$299,984.50	Invoice #	1608-12
Description	Mt. Um Summit Public Access Improvements Project. Work performed for this invoice include trail steps grading, concrete work, stone veneer, and handrails.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 1608-12

To Owner: Midpeninsula Regional Open Space District
330 Distel Circle
Los Altos, CA 94022-1404

Project: ~~1608 Mt Umunhum Summit Project~~ **Batch: 2018-315**

Application No.: 16

Description:

PO#: 2018-107

Period To:

Via Architect:

G/L Account: 30-35-325-8205.01

Project#: MAA 23-04

Project Nos: PO #2017-124

From Contractor: D-Line Constructors Inc.
499 Embarcadero Post 3 Box 6
Oakland, CA 94606

Contract For: PO #2017-124

Approved By: *MCW*

Contract Date:

Distribution to:

☐ Owner
☐ Architect
☐ Contractor

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. Original Contract Sum	\$7,385,000.00
2. Net Change By Change Order	\$1,231,143.00
3. Contract Sum To Date	\$8,616,143.00
4. Total Completed and Stored To Date	\$7,735,453.05
5. Retainage:	
a. 5.00% of Completed Work	\$386,772.66
b. 0.00% of Stored Material	\$0.00
Total Retainage	\$386,772.66
6. Total Earned Less Retainage	\$7,348,680.39
7. Less Previous Certificates For Payments	\$6,206,334.75
8. Current Payment Due	\$1,142,345.64
9. Balance To Finish, Plus Retainage	\$1,267,462.61

*MAA 23-02 (\$299,984.50)
LINE 109*

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$1,231,143.00	\$0.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$1,231,143.00	\$0.00
Net Changes By Change Order	\$1,231,143.00	

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: D-Line Constructors Inc.

By: *[Signature]* Date: 08/28/17

State of:
Subscribed and sworn to before me this
Notary Public:
My Commission expires:

County of:
day of

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's 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.

AMOUNT CERTIFIED \$ 1,142,345.64

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

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

Page 2 of 5

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 16

Application Date : 08/28/17

To:

Architect's Project No.: PO #2017-124

Invoice #: 1608-12

Contract : 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
1	Payment & Performance Bond	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00%	0.00	3,750.00
2	Detailing, Modeling & Engineering	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00%	0.00	4,000.00
3	Mobilization	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	0.00	12,500.00
4	General Conditions (7 Months)	770,000.00	723,800.00	23,100.00	0.00	746,900.00	97.00%	23,100.00	37,345.00
5	Demobilization	75,000.00	0.00	11,250.00	0.00	11,250.00	15.00%	63,750.00	562.50
6	Temp Veg Protection Fence	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
7	SWPPP BMP's	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	4,500.00
8	Survey & Staking	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	4,500.00
9	Mass Grading & Off-haul to Thayer	450,000.00	450,000.00	0.00	0.00	450,000.00	100.00%	0.00	22,500.00
10	Select, Procure & Import Stone Materials	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
11	Electrical Ductbank	250,000.00	212,500.00	37,500.00	0.00	250,000.00	100.00%	0.00	12,500.00
12	Omega Type Fencing (Owner Furnished)	50,000.00	37,500.00	7,500.00	0.00	45,000.00	90.00%	5,000.00	2,250.00
13	Restoration Fence	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00%	0.00	3,750.00
14	Asphalt Paving (Simultaneous, All Areas)	150,000.00	0.00	150,000.00	0.00	150,000.00	100.00%	0.00	7,500.00
15	Anti-Graffiti Coating	50,000.00	0.00	0.00	0.00	0.00	0.00%	50,000.00	0.00
16	Striping, Signage, Wheelstops	40,000.00	0.00	0.00	0.00	0.00	0.00%	40,000.00	0.00
17	Ceremonial & Stone Walls	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
18	Stone Steps	240,000.00	240,000.00	0.00	0.00	240,000.00	100.00%	0.00	12,000.00
19	Boulder Placement	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
20	Bioretention & Drainage Improvements	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
21	Native Rock Mulch	60,000.00	60,000.00	0.00	0.00	60,000.00	100.00%	0.00	3,000.00
22	Stabilized ADA Pathways	100,000.00	30,000.00	60,000.00	0.00	90,000.00	90.00%	10,000.00	4,500.00
23	Ceremonial Surfacing	20,000.00	0.00	20,000.00	0.00	20,000.00	100.00%	0.00	1,000.00
24	Guardrail at Grade	80,000.00	20,000.00	60,000.00	0.00	80,000.00	100.00%	0.00	4,000.00
25	Benches	54,000.00	13,500.00	0.00	0.00	13,500.00	25.00%	40,500.00	675.00
26	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
27	Foundations & CIP Walls	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00%	0.00	10,000.00
28	Slab on Grade, Steps, Ramp	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
29	Structural Steel Framing	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
30	Stone Veneer	180,000.00	171,000.00	0.00	0.00	171,000.00	95.00%	9,000.00	8,550.00

CONTINUATION SHEET

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 16

Application Date : 08/28/17

To:

Architect's Project No.: PO #2017-124

Invoice #: 1608-12

Contract : 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
31	Timber Frame, Decking, Cladding, Sheeting	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
32	Standing Seam Metal Roof	42,000.00	0.00	37,800.00	0.00	37,800.00	90.00%	4,200.00	1,890.00
33	Guard Rail & Handrail	100,000.00	15,000.00	80,000.00	0.00	95,000.00	95.00%	5,000.00	4,750.00
34	Perforated Metal Panels	50,000.00	35,000.00	0.00	0.00	35,000.00	70.00%	15,000.00	1,750.00
35	Compass Rose	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,250.00
36	CIP Benches	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,500.00
37	Paint & Stains	20,000.00	10,000.00	0.00	0.00	10,000.00	50.00%	10,000.00	500.00
38	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
39	CIP Seatwall	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,250.00
40	Boulder Placement	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
41	Guardrail at Turnaround at Seatwall	50,000.00	10,000.00	40,000.00	0.00	50,000.00	100.00%	0.00	2,500.00
42	Curbs & Gutters	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
43	Concrete Paving w/ Truncated Domes	80,000.00	64,000.00	16,000.00	0.00	80,000.00	100.00%	0.00	4,000.00
44	Stone Paving	40,000.00	0.00	0.00	0.00	0.00	0.00%	40,000.00	0.00
45	Bollards	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
46	Call Box	10,000.00	0.00	0.00	0.00	0.00	0.00%	10,000.00	0.00
47	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
48	Install Vault Toilet	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
49	Bioretention & Drainage Improvements	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
50	Boulder Replacement	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
51	Curbs & Gutters	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
52	Permeable Paving	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	0.00	12,500.00
53	Concrete SOG with CMU Privacy Wall	50,000.00	40,000.00	10,000.00	0.00	50,000.00	100.00%	0.00	2,500.00
54	Concrete Paving w/ Truncated Domes	70,000.00	59,500.00	10,500.00	0.00	70,000.00	100.00%	0.00	3,500.00
55	Pipe Gate	10,000.00	0.00	0.00	0.00	0.00	0.00%	10,000.00	0.00
56	Native Rock Mulch	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
57	Metal Beam Guardrail	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,500.00
58	Benches	6,000.00	0.00	0.00	0.00	0.00	0.00%	6,000.00	0.00
59	Call Box	10,000.00	0.00	0.00	0.00	0.00	0.00%	10,000.00	0.00
60	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
61	Bioretention & Drainage Improvements	130,000.00	130,000.00	0.00	0.00	130,000.00	100.00%	0.00	6,500.00

CONTINUATION SHEET

Page 4 of 5

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 16

Application Date : 08/28/17

To:

Architect's Project No.: PO #2017-124

Invoice #: 1608-12

Contract: 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
62	Pulverize Road in Place	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,250.00
63	Deep Pavement Repairs	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00%	0.00	300.00
64	Final Roadway Compaction	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
65	Paved Ditch	20,000.00	0.00	16,000.00	0.00	16,000.00	80.00%	4,000.00	800.00
66	Set Precast Barriers (Owner Furnished)	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
67	AC Berm	10,000.00	0.00	9,000.00	0.00	9,000.00	90.00%	1,000.00	450.00
68	Metal Beam Guardrail	40,000.00	0.00	40,000.00	0.00	40,000.00	100.00%	0.00	2,000.00
69	Split Rail Fence	20,000.00	0.00	0.00	0.00	0.00	0.00%	20,000.00	0.00
70	Pipe Gate & Bollard	20,000.00	0.00	2,000.00	0.00	2,000.00	10.00%	18,000.00	100.00
71	Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
72	AP #1 Excavation & Prep	89,000.00	89,000.00	0.00	0.00	89,000.00	100.00%	0.00	4,450.00
73	AP #1 Concrete & Rebar	330,000.00	330,000.00	0.00	0.00	330,000.00	100.00%	0.00	16,500.00
74	AP #1 Boulder Placement	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,500.00
75	AP #1 Handrail & Guardrail	60,000.00	15,000.00	0.00	0.00	15,000.00	25.00%	45,000.00	750.00
76	AP #1 Timber Benches	6,000.00	0.00	0.00	0.00	0.00	0.00%	6,000.00	0.00
77	AP #1 Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
78	AP #2 Excavation & Prep	91,000.00	91,000.00	0.00	0.00	91,000.00	100.00%	0.00	4,550.00
79	AP #2 Concrete & Rebar	350,000.00	350,000.00	0.00	0.00	350,000.00	100.00%	0.00	17,500.00
80	AP #2 Boulder Placement	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	750.00
81	AP #2 Handrail & Guardrail	60,000.00	15,000.00	0.00	0.00	15,000.00	25.00%	45,000.00	750.00
82	AP #2 Timber Benches	9,000.00	0.00	0.00	0.00	0.00	0.00%	9,000.00	0.00
83	AP #2 Stabilized Terrace Pathway	10,000.00	0.00	10,000.00	0.00	10,000.00	100.00%	0.00	500.00
84	AP #2 Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
85	AP #3 Foundations & CIP Walls	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	4,500.00
86	AP #3 Slab on Grade	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
87	AP #3 Structural Steel Framing	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
88	AP #3 Stone Veneer	58,000.00	58,000.00	0.00	0.00	58,000.00	100.00%	0.00	2,900.00
89	AP #3 Boulder Placement	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
90	AP #3 Timber Frame, Decking, Cladding, Sheeting	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
91	AP #3 Standing Seam, Metal Roof	42,000.00	0.00	42,000.00	0.00	42,000.00	100.00%	0.00	2,100.00
92	AP #3 Metal Plating	5,000.00	0.00	5,000.00	0.00	5,000.00	100.00%	0.00	250.00
93	AP #3 CIP Benches	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00%	0.00	600.00

CONTINUATION SHEET

Page 5 of 5

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 16

Application Date : 08/28/17

To:

Architect's Project No.: PO #2017-124

Invoice # : 1608-12

Contract : 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
94	AP #3 Paint & Stains	20,000.00	10,000.00	0.00	0.00	10,000.00	50.00%	10,000.00	500.00
95	AP #3 Benches, Tables, Bike Rack	10,000.00	0.00	10,000.00	0.00	10,000.00	100.00%	0.00	500.00
96	AP #3 Signboards (Owner Furnished)	3,000.00	0.00	3,000.00	0.00	3,000.00	100.00%	0.00	150.00
97	AP #3 Native Rock Mulch	5,000.00	0.00	5,000.00	0.00	5,000.00	100.00%	0.00	250.00
98	AP #3 Stabilized ADA Pathways	15,000.00	0.00	0.00	0.00	0.00	0.00%	15,000.00	0.00
99	AP #3 Final Touch & Cleanup	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
100	AP #4 Water Tank Procurement	90,000.00	0.00	18,000.00	0.00	18,000.00	20.00%	72,000.00	900.00
101	AP #4 Waterline & Hydrant Construction	60,000.00	0.00	54,000.00	0.00	54,000.00	90.00%	6,000.00	2,700.00
102	AP #4 Aggregate Base Paving	15,000.00	0.00	15,000.00	0.00	15,000.00	100.00%	0.00	750.00
103	AP #4 Final Touch & Cleanup	2,000.00	0.00	0.00	0.00	0.00	0.00%	2,000.00	0.00
104	Change Order 02	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
105	Change Order 03	80,003.00	80,003.00	0.00	0.00	80,003.00	100.00%	0.00	4,000.15
106	Change Order 04	50,000.00	15,201.00	10,246.49	0.00	25,447.49	50.89%	24,552.51	1,272.37
107	Change Order 05	424,419.00	277,595.95	85,228.11	0.00	362,824.06	85.49%	61,594.94	18,141.21
108	Change Order 01 - Schedule	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
109	CO #6 - Summit Trail Steps	599,969.00	149,992.00	299,984.50	0.00	449,976.50	75.00%	149,992.50	22,498.83
110	Change Order 07 - Multiple PCO's	76,752.00	62,392.00	14,360.00	0.00	76,752.00	100.00%	0.00	3,837.60
111	Change Order 8	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
Grand Totals		8,616,143.00	6,532,983.95	1,202,469.10	0.00	7,735,453.05	89.78%	880,689.95	386,772.66

D-Line Constructors

499 Embarcadero, Suite Q, Oakland, CA 94606

T 510 251 6400 | F 510 251 6401 | C 510 358 0630

CONDITIONAL WAIVER AND RELEASE UPON PROGRESS PAYMENT

NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

IDENTIFYING INFORMATION

Name of Claimant: D-Line Constructors, Inc.

Name of Customer: Midpeninsula Regional Open Space District

Job Location: Sierra Azul Open Space, Santa Clara County, Ca

Owner: Midpeninsula Regional Open Space District

Through Date: July 31, 2017

CONDITIONAL WAIVER AND RELEASE

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check: Midpeninsula Regional Open Space District

Amount of Check: \$ 1,142,345.64

Check Payable to D-Line Constructors, Inc.

EXCEPTIONS

This document does not affect any of the following:

- (1) Retentions.
- (2) Extras for which the claimant has not received payment.

- (3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment:

Date(s) of waiver and release:

Check payable to

Amount(s) of unpaid progress payments

- (4) Contract rights, including (A) a right based on rescission, abandonment, or breach of contract, and (B) the right to recover compensation for work not compensated by the payment.

SIGNATURE

Claimant's Signature:



Claimant's Title:

President

Date of Signature

08/28/17



Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)



Invoice Details: ☐ Land Acquisition ☒ Top 10 Expenses ☐ BOC Member Invoice Selection

Vendor	O.C. Jones & Sons, Inc.	Date	1/31/18
Project #	MAA23-006	GL #	30-35-325-8205.01
Invoice Amount	\$261,724.54	Invoice #	70145
Description	Mt. Umunhum Rd Rehab Project. Work performed for this invoice include gabion retaining wall, chip seal asphalt pavement, changeable message signs, rock erosion protection, concrete swale, rock ditch, drainage improvements, bollards, additional asphalt pavement, and concrete barriers.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer

O.C. JONES & SONS, INC.

GENERAL ENGINEERING CONTRACTOR

INVOICE

MIDPENINSULA REGIONAL OPEN SPACE DISTF
330 DISTEL CIRCLE
LOST ALTOS, CA 94022-1404
Attention: ZACHARY ALEXANDER

INVOICE NO.: 70145
BILLING NO.: 12
DATE: 01/08/18
OCJ JOB NO.: 216515

JOB DESCRIPTION:
MOUNT UMUNHUM RD REHAB PROJECT
PURCHASE ORDER # 2018 - 134

BILLED TO DATE THRU 1/31/18 \$5,654,680.69
PREVIOUS BILLED TO DATE \$5,392,104.79

GROSS BILLING THIS INVOICE \$262,575.90
RETENTION 5% \$13,128.79

NET BILLING THIS INVOICE \$249,447.10

Contract # & Amt: 2017-13 \$5,764,672.00
PO # & Balance: 2018-134 \$453,826.44
PO Complete ☐ Amt to Pay: _____
G/L Acct: 30-35-325-8205.01
Project #: 23-6 Batch #: _____
Approved By: ZA JK

If you have any questions regarding this billing, please contact:

Project Manager: Juan Hernandez
Project Administrator: Sushila Sharma

OWNER

MAIN OFFICE ADDRESS
1520 FOURTH STREET
BERKELEY, CA 94710

TELEPHONE (510) 526-3424
FAX (510) 525-0457

O.C. JONES & SONS, INC.

1520 Fourth Street
Berkeley, CA 94710
Direct Line: (510) 809-3422
Direct Fax: (510) 809-3522
ssharma@ocjones.com

LETTER OF TRANSMITTAL

TO: MIDPENINSULA REGIONAL OPEN SPACE (650) 691-1200 SUBJECT: MOUNT UMUNHUM RD REHAB PROJECT
330 DISTEL CIRCLE OCJ Job No. 216515
LOST ALTOS, CA 94022-1404 zalexander@openspace.org

ATTN: ZACHARY ALEXANDER

DATE: January 8, 2018

No. of Copies	WE SEND YOU THE FOLLOWING DOCUMENTS FOR ACTION OR USE AS INDICATED	For Your Files or Information	Sign & Return Both Copies for Our Signature	Returned Signed as Requested	For Approval or Action	For Your Review and Comment	Returned as Requested	See Note Below
1	JANUARY BILLING PACKAGE	XX			XX			XX

NOTES: Please let me know if you need any additional information in order to process our payment. Original to follow via mail. Thank you.

Contract # & Amt: _____
PO # & Balance: _____
PO Complete ☐ Amt to Pay: _____
G/L Acct: _____
Project #: _____ Batch #: _____
Approved By: _____

Sincerely,
O.C. JONES & SONS, INC.

Sushila Sharma

Project Administrator

O.C. JONES & SONS, INC.

Project: MOUNT UMUNHUM RD REHAB PROJECT
 General: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
 OCJ Job 216515

Date 01/08/18
 Work Complete Thru 01/31/18
 Progress Estimate No. 12

ITEM NO.	DESCRIPTION	UNIT MEAS	ORIG QTY	REV QTY	UNIT PRICE	CONTRACT AMOUNT	PREVIOUS QTY	PREVIOUS AMOUNT	CURRENT QTY	CURRENT AMOUNT	TO DATE QTY	%	TO DATE AMOUNT
CONTRACT WORK													
1.0	MOBILIZATION	LS	1.00		492,000.00	492,000.00	1.00	492,000.00	0.00	0.00	1.00	100%	492,000.00
2.0	TRAFFIC CONTROL	LS	1.00		115,000.00	115,000.00	1.00	115,000.00	0.00	0.00	1.00	100%	115,000.00
3.0	POTHOLE UTILITIES	LS	1.00		25,000.00	25,000.00	1.00	25,000.00	0.00	0.00	1.00	100%	25,000.00
4.0	EROSION CONTROL & SWPPP	LS	1.00		50,000.00	50,000.00	1.00	50,000.00	0.00	0.00	1.00	100%	50,000.00
5.0	LAYOUT & STAKING	LS	1.00		30,000.00	30,000.00	1.00	30,000.00	0.00	0.00	1.00	100%	30,000.00
6.0	CLEANING & GRUBBING	LS	1.00		90,000.00	90,000.00	1.00	90,000.00	-0.72	-65,000.00	0.28	28%	25,000.00
7.0	TREE REMOVAL	EA	15.00		2,734.00	41,010.00	15.00	41,010.00	0.00	0.00	15.00	100%	41,010.00
8.0	STUMP REMOVAL	EA	3.00		1,600.00	4,800.00	3.00	4,800.00	-3.00	-4,800.00	0.00		0.00
9.0	TREE ROOT REMOVAL	SF	2,750.00		4.00	11,000.00	2,750.00	11,000.00	-2,750.00	-11,000.00	0.00		0.00
10.0	DEMOLITION	LS	1.00		100,000.00	100,000.00	1.00	100,000.00	0.00	0.00	1.00	100%	100,000.00
11.0	ROCK & BOULDER CLEARING	LF	2,700.00		15.00	40,500.00	2,700.00	40,500.00	0.00	0.00	2,700.00	100%	40,500.00
12.0	GRADING & EXCAVATION	CY	4,000.00		50.00	200,000.00	4,000.00	200,000.00	0.00	0.00	4,000.00	100%	200,000.00
13.0	DISPOSAL OF GRADED & EXCAVATED MATERIAL	CY	4,000.00		16.00	64,000.00	4,000.00	64,000.00	0.00	0.00	4,000.00	100%	64,000.00
14.0	SHALLOW PAVEMENT REPAIRS	SF	18,700.00		4.25	79,475.00	9,743.00	41,407.75	0.00	0.00	9,743.00	52%	41,407.75
15.0	DEEP PAVEMENT REPAIRS	SF	13,000.00		5.90	76,700.00		0.00	0.00	0.00			0.00
16.0	INSTALL GABION WALL	LF	180.00		500.00	90,000.00	72.00	36,000.00	24.86	12,430.00	96.86	54%	48,430.00
17.0	INSTALL TYPE A DROP INLET STRUCTURE	EA	50.00		6,500.00	325,000.00	50.00	325,000.00	0.00	0.00	50.00	100%	325,000.00
18.0	INSTALL TYPE B DROP INLET STRUCTURE	EA	8.00		7,300.00	58,400.00	8.00	58,400.00	0.00	0.00	8.00	100%	58,400.00
19.0	INSTALL TYPE C DROP INLET STRUCTURE	EA	1.00		4,000.00	4,000.00	0.00	0.00	0.00	0.00	0.00		0.00
20.0	INSTALL 18" CMP PIPE EXTENSION AT INLETS	EA	6.00		2,300.00	13,800.00	0.00	0.00	0.00	0.00	0.00		0.00
21.0	INSTALL 12" CMP PIPE	LF	80.00		115.00	9,200.00	80.00	9,200.00	0.00	0.00	80.00	100%	9,200.00
22.0	INSTALL INLET STRUCTURE HIGH HEADWALL	EA	17.00		6,000.00	102,000.00	16.97	101,800.00	0.00	0.00	16.97	100%	101,800.00
23.0	INSTALL DOWN DRAIN	LS	1.00		10,000.00	10,000.00	1.00	10,000.00	0.00	0.00	1.00	100%	10,000.00
24.0	INSTALL PCC CURB	LF	200.00		100.00	20,000.00	200.00	20,000.00	0.00	0.00	200.00	100%	20,000.00
25.0	INSTALL PCC SWALE	LF	220.00		90.00	19,800.00	110.00	9,900.00	0.00	0.00	110.00	50%	9,900.00
26.0	INSTALL ROCK DRAINAGE PROTECTION	SF	320.00		10.00	3,200.00	320.00	3,200.00	0.00	0.00	320.00	100%	3,200.00
27.0	ROCK LINED DITCH	LF	180.00		20.00	3,600.00	145.00	2,900.00	0.00	0.00	145.00	81%	2,900.00
28.0	INSTALL ROADWAY SUBDRAIN PIPING	LF	280.00		40.00	11,200.00	280.00	11,200.00	0.00	0.00	280.00	100%	11,200.00
29.0	INSTALL SUBDRAIN/EDGE DRAIN CLEANOUTS	EA	7.00		325.00	2,275.00	7.00	2,275.00	0.00	0.00	7.00	100%	2,275.00
30.0	INSTALL EDGE DRAIN	LF	250.00		35.00	8,750.00	250.00	8,750.00	0.00	0.00	250.00	100%	8,750.00

O.C. JONES & SONS, INC.

Project: MOUNT UMUNHUM RD REHAB PROJECT
 General: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
 OCJ Job 216515

Date 01/08/18
 Work Complete Thru 01/31/18
 Progress Estimate No. 12

ITEM NO.	DESCRIPTION	UNIT MEAS	ORIG QTY	REV QTY	UNIT PRICE	CONTRACT AMOUNT	PREVIOUS QTY	PREVIOUS AMOUNT	CURRENT QTY	CURRENT AMOUNT	TO DATE QTY	%	TO DATE AMOUNT
31.0	CONNECT EDGE DRAIN TO INLET	EA	1.00		900.00	900.00	1.00	900.00	0.00	0.00	1.00	100%	900.00
32.0	REHABILITATION & RESURFACING: PULVERIZE & HMA RESURFACE	SF	500,000.00		2.38	1,190,000.00	623,448.82	1,483,808.19	0.00	0.00	623,448.82	125%	1,483,808.19
33.0	MISCELLANEOUS PAVING	SF	28,200.00		4.50	126,900.00	28,200.00	126,900.00	0.00	0.00	28,200.00	100%	126,900.00
34.0	INSTALL MOUNTABLE HMA BERM - TYPE E	LF	300.00		4.00	1,200.00	300.00	1,200.00	0.00	0.00	300.00	100%	1,200.00
35.0	INSTALL HMA BERM - TYPE F	LF	18,400.00		2.40	44,160.00	18,400.00	44,160.00	0.00	0.00	18,400.00	100%	44,160.00
38.0	INSTALL PRE-CAST CONCRETE BARRIERS & END SECTIONS	EA	520.00		830.00	431,600.00	520.00	431,600.00	0.00	0.00	520.00	100%	431,600.00
37.0	INSTALL ROCK FENCE	LF	920.00		74.00	68,080.00	305.00	22,570.00	0.00	0.00	305.00	33%	22,570.00
38.0	SHOULDER BACKING	LF	14,500.00		1.80	27,550.00	14,500.00	27,550.00	0.00	0.00	14,500.00	100%	27,550.00
39.0	PLACE BASE ROCK	SF	1,840.00		3.20	5,888.00	1,840.00	5,888.00	0.00	0.00	1,840.00	100%	5,888.00
40.0	GUARDRAILS & END TERMINALS	SF	5,800.00		59.00	342,200.00	5,800.00	342,200.00	0.00	0.00	5,800.00	100%	342,200.00
41.0	INSTALL ROAD SIGNAGE	EA	52.00		265.00	13,780.00	52.00	13,780.00	0.00	0.00	52.00	100%	13,780.00
42.0	INSTALL ROADSIDE PADDLES	EA	67.00		65.00	4,355.00	67.00	4,355.00	-4.00	-260.00	63.00	94%	4,095.00
43.0	INSTALL ROAD STRIPING	LS	1.00		87,850.00	87,850.00	1.00	87,850.00	0.00	0.00	1.00	100%	87,850.00
44.0	INSTALL CONDUIT	LS	600.00		40.00	24,000.00	600.00	24,000.00	0.00	0.00	600.00	100%	24,000.00
45.0	INSTALL PIPE GATE	EA	8.00		1,870.00	14,960.00	8.00	14,960.00	0.00	0.00	8.00	100%	14,960.00
46.0	PROVIDE & INSTALL SOLAR POWERED AUTOMATIC GATE SYSTEM	EA	3.00		22,675.00	68,025.00	3.00	68,025.00	0.00	0.00	3.00	100%	68,025.00
47.0	PROVIDE AND INSTALL SOLAR POWERED LIGHT SYSTEM	EA	1.00		16,000.00	16,000.00	1.00	16,000.00	0.00	0.00	1.00	100%	16,000.00
48.0	INSTALL DOUBLE CHIP SEAL	SF	500,000.00		0.43	215,000.00		0.00	500,000.00	215,000.00	500,000.00	100%	215,000.00
49.0	INSTALL INLET STRUCTURE LOW HEADEALL	EA	41.00		5,600.00	229,600.00	41.00	229,600.00	0.00	0.00	41.00	100%	229,600.00
						0.00		0.00	0.00	0.00			0.00

SUBTOTAL CONTRACT WORK

5,012,758.00

4,848,688.94

146,370.00

4,995,058.94

CHANGE ORDERS

CCO # 01	ADDN'L TREE REMOVAL-INC IN BID ITEM #7	EA	2.00		2,734.00	5,468.00	2.00	5,468.00	0.00	0.00	2.00	100%	5,468.00
CCO # 02	ADDN'L EXV MATERIAL-INC IN BID ITEM #12	CY	2,037.00		50.00	101,875.00	2,037.50	101,875.00	0.00	0.00	2,037.50	100%	101,875.00
CCO #02	ADDN'L GRADING & DISPOSAL-INC IN BID ITEM #13	CY	1,303.00		16.00	20,848.00	1,303.00	20,848.00	0.00	0.00	1,303.00	100%	20,848.00
CCO #02	ADDN'L ROCK CLEARING-INC IN BID ITEM #11	LF	60.00		15.00	900.00	60.00	900.00	0.00	0.00	60.00	100%	900.00
CCO #03	MBGR INCREASED POST LENGTH	LS	1.00		11,299.17	11,299.17	1.00	11,299.17	0.00	0.00	1.00	100%	11,299.17

O.C. JONES & SONS, INC.

Project: MOUNT UMUNHUM RD REHAB PROJECT
 General: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
 OCJ Job 216515

Date 01/08/18
 Work Complete Thru 01/31/18
 Progress Estimate No. 12

ITEM NO.	DESCRIPTION	UNIT MEAS	ORIG QTY	REV QTY	UNIT PRICE	CONTRACT AMOUNT	PREVIOUS QTY	PREVIOUS AMOUNT	CURRENT QTY	CURRENT AMOUNT	TO DATE QTY	%	TO DATE AMOUNT
CO # 25	CHANGEABLE MESSAGE SIGN RENTALS	LS	1.00		28,750.00	28,750.00		0.00	1.00	28,750.00	1.00	100%	28,750.00
CO # 25	INSTALL ROCK EROSION PROTECTION	LS	1.00		4,914.19	4,914.19		0.00	1.00	4,914.19	1.00	100%	4,914.19
CO # 25	ADDN'L MICROSURF DUE TO WIDEN	LS	1.00		14,800.00	14,800.00		0.00	1.00	14,800.00	1.00	100%	14,800.00
CO # 25	INSTALL ROCK LINED PROTECTION	LS	1.00		1,950.00	1,950.00		0.00	1.00	1,950.00	1.00	100%	1,950.00
CO # 25	INSTALL 30" OF ROCK LINE V DITCH	LS	1.00		1,560.00	1,560.00		0.00	1.00	1,560.00	1.00	100%	1,560.00
CO # 25	BIT ITEM #25-ADDN'L CONC SWALES	LS	1.00		9,900.00	9,900.00		0.00	1.00	9,900.00	1.00	100%	9,900.00
CO # 25	EXPANED METAL ENCL FOR GATE	LS	1.00		5,949.78	5,949.78		0.00	1.00	5,949.78	1.00	100%	5,949.78
CO # 25	ADDN'L REMOTES FOR GATE AUTOMAT	LS	1.00		932.40	932.40		0.00	1.00	932.40	1.00	100%	932.40
CO # 25	SAW CUT NEW RAIL BET DRAIN INLETS	LS	1.00		2,715.11	2,715.11		0.00	1.00	2,715.11	1.00	100%	2,715.11
CO # 25	INTALL 6" GRC BOLLARD	LS	1.00		2,256.24	2,256.24		0.00	1.00	2,256.24	1.00	100%	2,256.24
CO # 26	GRIND & PREP SURFACE FOR DI HMA CONFORMS	LS	1.00		16,729.15	16,729.15		0.00	1.00	16,729.15	1.00	100%	16,729.15
CO # 26	GRIND & PREP SURFACE FOR DI HMA CONFORMS	LS	1.00		9,361.12	9,361.12		0.00	1.00	9,361.12	1.00	100%	9,361.12
CO # 26	GRIND & PREP SURFACE FOR DI HMA CONFORMS	LS	1.00		9,361.12	9,361.12		0.00	1.00	9,361.12	1.00	100%	9,361.12
CO # 26	GRIND & PREP SURFACE FOR DI HMA CONFORMS	LS	1.00		9,361.12	9,361.12		0.00	1.00	9,361.12	1.00	100%	9,361.12
CO # 26	GRIND & PREP SURFACE FOR DI HMA CONFORMS	LS	1.00		9,361.12	9,361.12		0.00	1.00	9,361.12	1.00	100%	9,361.12
CO # 26	GRIND & PREP SURFACE FOR DI HMA CONFORMS	LS	1.00		10,963.86	10,963.86		0.00	1.00	10,963.86	1.00	100%	10,963.86
CO # 26	FILL IN DIPS AT DIPS LEEBOY PAVING	LS	1.00		25,892.00	25,892.00		0.00	1.00	25,892.00	1.00	100%	25,892.00
CO # 26	LEEBOY MACHINE PAVING DI HMA CONFORMS	LS	1.00		16,022.75	16,022.75		0.00	1.00	16,022.75	1.00	100%	16,022.75
						0.00		0.00	0.00	0.00			0.00

SUBTOTAL CHANGE ORDERS

659,621.75

543,415.85

116,205.90

659,621.75

TOTAL

5,672,379.75

5,392,104.79

262,575.90

5,654,680.69

RETENTION

269,605.24

13,128.80

282,734.03

NET AMOUNT OF ESTIMATE

5,122,499.55

249,447.11

5,371,946.65

\$851.36

GL# 40-35-325-8205.01

Rosetta Remotes

O.C. JONES & SONS, INC.

Project: MOUNT UMUNHUM RD REHAB PROJECT
 General: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
 OCJ Job 216515

Date 01/08/18
 Work Complete Thru 01/31/18
 Progress Estimate No. 12

ITEM NO.	DESCRIPTION	UNIT MEAS	ORIG QTY	REV QTY	UNIT PRICE	CONTRACT AMOUNT	PREVIOUS QTY	PREVIOUS AMOUNT	CURRENT QTY	CURRENT AMOUNT	TO DATE QTY	%	TO DATE AMOUNT
CCO #04	WINTER SUSPENSION	LS				0.00		0.00	0.00	0.00			0.00
CCO #05	ADDNL EXC MATERIAL-INC IN BID ITEM #12	CY	1,750.00		50.00	87,500.00	1,750.00	87,500.00	0.00	0.00	1,750.00	100%	87,500.00
CCO #05	ADDNL GRADING & DISPOSAL-INC IN BID ITEM #13	CY	1,750.00		16.00	28,000.00	1,750.00	28,000.00	0.00	0.00	1,750.00	100%	28,000.00
CCO #05	ADDNL ROCK CLEARING-CLEARING IN BID ITEM #11	LF	300.00		15.00	4,500.00	300.00	4,500.00	0.00	0.00	300.00	100%	4,500.00
CCO #05	EQUIPMENT MOBILIZATION	EA	1.00		3,000.00	3,000.00	1.00	3,000.00	0.00	0.00	1.00	100%	3,000.00
CCO #08	THAYER ROAD REPAIR	LS	1.00		7,753.13	7,753.13	1.00	7,753.13	0.00	0.00	1.00	100%	7,753.13
CCO #08	ITEM 44 INSTALL CONDUIT ITEM INCREASE BY 600 LF & T/CONTROL FOR ITEM 44-INSTALL CONDUIT BY 600LF	CY	1.00		31,200.00	31,200.00	1.00	31,200.00	0.00	0.00	1.00	100%	31,200.00
CCO #09	ADDNL PRE-CAST CONC BARRIERS & END SECTION	LS	1.00		19,166.00	19,166.00		0.00	1.00	19,166.00	1.00	100%	19,166.00
CCO #10	TYPE II MICRO SURFACING SUBSTITUTION	LS	1.00		-106,957.75	-106,957.75		0.00	1.00	-106,957.75	1.00	100%	-106,957.75
CCO #12	ADDNL EXCAVATED MATERIAL -INCREASE IN BID ITEM #2	CY	1,907.50		50.00	95,375.00	1,907.50	95,375.00	0.00	0.00	1,907.50	100%	95,375.00
CCO #12	ADDNL GRADING & DISPOSAL- INC IN BID ITEM #13	CY	1,907.50		16.00	30,520.00	1,907.50	30,520.00	0.00	0.00	1,907.50	100%	30,520.00
CCO #13	ALTERATION OF DRAINAGE INLET STRUCTURES	LS	1.00		7,632.80	7,632.80	1.00	7,632.80	0.00	0.00	1.00	100%	7,632.80
CCO #14	RESTOCKING FEE OF ROCK PROTECTION NETTING MATERIAL	LS	1.00		3,949.55	3,949.55	1.00	3,949.55	0.00	0.00	1.00	100%	3,949.55
CCO #15	GABION WALL BASE REPAIRS	LS	1.00		25,624.26	25,624.26	1.00	25,624.26	0.00	0.00	1.00	100%	25,624.26
CCO #16	ADDITIONAL METAL BEAM GUARDRAIL	LS	1.00		11,268.75	11,268.75	1.00	11,268.75	0.00	0.00	1.00	100%	11,268.75
CCO #17	WIDENING OF ROAD BENCH AT STATION 141+40-142+30	LS	1.00		32,547.52	32,547.52	1.00	32,547.52	0.00	0.00	1.00	100%	32,547.52
CCO #18	FLAGPOLE ISLAND CLEARING, GRADING, AND FLAGPOLE & BASE REMOVAL	LS	1.00		8,399.50	8,399.50	1.00	8,399.50	0.00	0.00	1.00	100%	8,399.50
CCO #19	INSTALLATION OF DRAINAGE INLET TOPPER AT DI #55	LS	1.00		1,074.60	1,074.60	1.00	1,074.60	0.00	0.00	1.00	100%	1,074.60
CCO #20	INSTALLATION OF ROCK LINED DITCH AT STATION 70	LS	1.00		3,180.70	3,180.70	1.00	3,180.70	0.00	0.00	1.00	100%	3,180.70
CCO #21	PREMIUM WEEKEND RATE	LS	1.00		12,165.41	12,165.41	1.00	12,165.41	0.00	0.00	1.00	100%	12,165.41
CCO #22	PROJECT DELAYS & STAND DOWN	LS	1.00		9,334.46	9,334.46	1.00	9,334.46	0.00	0.00	1.00	100%	9,334.46
CO #23	SUMMIT ACCESS ROAD MICRO SURFACING	LS	1.00		23,217.69	23,217.69		0.00	1.00	23,217.69	1.00	100%	23,217.69
						0.00		0.00	0.00	0.00	0.00		0.00
CO #25	BALANCE OF GABION WALL MAT = \$12,427.79 SEE ITEM #16	LS	1.00					0.00	0.00	0.00			0.00



O.C. JONES & SONS, INC.
GENERAL ENGINEERING CONTRACTOR
1520 FOURTH STREET
BERKELEY, CA 94710

OCJ# 70145

CONDITIONAL WAIVER AND RELEASE UPON PROGRESS PAYMENT

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

IDENTIFYING INFORMATION

Name of Claimant: O.C. JONES & SONS, INC.
Name of Customer: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
Job Location: HICKS RD & MT UMUNHUM RD
Owner: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
Through Date: January 31, 2018

CONDITIONAL WAIVER AND RELEASE

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check: MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
Amount of Check: \$249,447.10
Check Payable to: O.C. JONES & SONS, INC.

EXCEPTIONS

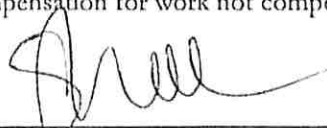
This document does not affect any of the following:

- (1) Retentions.
- (2) Extras for which the claimant has not received payment.
- (3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment:
Date(s) of waiver and release: _____

(4)

Contract rights, including (A) a right based on rescission, abandonment, or breach of contract, and (B) the right to recover compensation for work not compensated by the payment.

SIGNATURE

Claimant's Signature: 
Claimant's Title: Sushila Sharma, Project Administrator
Date of Signature: 01/08/18

Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)

Invoice Details: ☐ *Land Acquisition* ☒ *Top 10 Expenses* ☐ *BOC Member Invoice Selection*

Vendor	Gradetech Inc.	Date	9/20/17
Project #	MAA07-009	GL #	30-35-325-8205.01
Invoice Amount	\$259,661.33	Invoice #	3 Oct Billing
Description	Sears Ranch Road Improvements & Parking. Work performed for this invoice include demobilization, sediment erosion control, grading, excavation, asphalt concrete paving, striping, drainage improvements, rock placement, solar powered gates, Preserve signboards, wheelstops, bioswale, mulch and seed, straw wattles, and vehicle salvage.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer

GRADETECH INC

General Engineering contractor

Lic.A 628365

	5.9	ADA Parking Sign	\$420.00	1	EA	\$420.00	1	\$420.00	1	\$420.00
	5.1	Redwood Log Wheel Stops	\$130.00	14	EA	\$1,820.00	0	\$0.00	0	\$0.00
6. Revegetation and Erosion Control	6.1A	Vegetation Depression and Bioswale Plantings(Planting Deleted)	\$16,000.00	1	LS	\$16,000.00	0.5	\$8,000.00	0.5	\$8,000.00
	6.1B	Mulch and Seed on Graded Areas	\$8,000.00	1	LS	\$8,000.00	1	\$8,000.00	1	\$8,000.00
	6.2	Straw Wattles	\$2.40	800	LF	\$1,920.00	800	\$1,920.00	800	\$1,920.00
7. ADD ALTERNATE #1	7	Add Alternate #1							0	
	7.1	Sears Ranch Road House Site Abatement	\$25,000.00	1	LS	\$25,000.00		\$0.00	1	\$25,000.00
	7.2	Sears Ranch Road House Site Demo, Debris Removal, Restoration	\$39,000.00	1	LS	\$39,000.00		\$0.00	1	\$39,000.00
	7.3	Vehicle Salvage	\$1,000.00	1	LS	\$1,000.00	1	\$1,000.00	1	\$1,000.00
	7.4	Salvage Allowance (work done at T&M)	\$5,000.00	1	LS	\$5,000.00	0	\$0.00	0	\$0.00
Total Base Bid						\$678,888.00		\$216,965.00		\$664,858.00

Change Orders/Extra Work

CO 1	PCO 2	Increase V-Curb to 6" Wide x 9" Tall	1,500.00	1.0	LS	\$1,500.00	0%	\$ -	100%	\$ 1,500.00
CO 1	PCO 3	360 Day timer	170.20	1.0	LS	\$170.20	100%	\$ 170.20	100%	\$ 170.20
CO 2	PCO 1	Conc Headwalls, HDPE Culvert, Gravel & Drain Rock	34,268.48	1.0	LS	\$34,268.48	100%	\$ 34,268.48	100%	\$ 34,268.48
CO 2	PCO 4	BioSwale Inlet, Raise by 18"	560.29	1.0	LS	\$560.29	100%	\$ 560.29	100%	\$ 560.29
PCO	5r2	Pave 450 LF of AC ditch	18,033.75	1.0	LS	\$18,033.75	100%	\$ 18,033.75	100%	\$ 18,033.75
CO 3		Add Rock Apron and Road Signs	3,330.00	1.0	LS	\$3,330.00	100%	\$ 3,330.00	100%	\$ 3,330.00
Total Change Orders						\$57,862.72		\$56,362.72		\$57,862.72

TOTAL Bid & CO's	736,750.72	273,327.72	722,720.72
Less Retention	5%	\$13,666.39	\$36,136.04
Total Payable	\$259,661.33		\$ 686,584.68

Total Completed to Date	722,720.72
Less Retention 5%	\$36,136.04
Total Earned Less Retention	\$686,584.68
Previous Billing	\$ 426,923.35
Amount Payable	\$259,661.33

Contract # & Amt: 2018-4 / \$780,721

PO # & Balance: 2018-22 / \$353,797.45

PO Complete ☐ Amt to Pay: \$259,661.33

G/L Acct: 36-35-325-8205.01 -

Project #: MAA 07-009 Batch #: 2018-706

Approved By: Iselin Chan

Christopher R Jordan PM Date 10/27/17
 CHRIS JORDAN PM
 By GRADETECH INC

GRADETECH INC
General Engineering contractor
Lic.A 628365

GTI 1701 -Sears Ranch Road Improvement and Parking Lot Installation Project, La Honda Creek Open Space Preserve MROSD P.O. 2018-22

To: Midpeninsula Regional Open Space District

Date: Friday, October 27, 2017
rev'd Date: Monday, November 13, 2017

Attn: Leslie Chan

GradeTech Project: 1701 Sears Ranch Rd
Payment Request 3 October Billing

Total Payable \$259,661.33

	Item	Description of Work	PRICE	QTY		TOTAL	THIS REQUEST QTY \$		TOTAL COMPLETED QTY \$	
1. Site Preparation	1.1	Mobilization/ Demobilization	\$60,000.00	1	LS	\$60,000.00	0.333333	\$20,000.00	1	\$60,000.00
	1.2	Clearing and Grubbing	\$44,418.00	1	LS	\$44,418.00		\$0.00	1	\$44,418.00
	1.3	Tree Protection Measures	\$160.00	3	EA	\$480.00	-3	-\$480.00	0	\$0.00
	1.4	Tree Removal	\$1,280.00	1	EA	\$1,280.00	-1	-\$1,280.00	0	\$0.00
	1.5	SWPPP	\$9,500.00	1	EA	\$9,500.00	0.5	\$4,750.00	1	\$9,500.00
2. Site Grading and Excavation	2.1	Grading and Excavation of Parking Lot	\$29.00	1000	CY	\$29,000.00		\$0.00	1000	\$29,000.00
	2.2	Grading and Excavation- Road Improvements and Ditch	\$13.00	950	LF	\$12,350.00	475	\$6,175.00	950	\$12,350.00
3. Surfacing and Striping	3.1	3.1 Sears Ranch Road							0	
	3.1A	Baseroack (9" thick includes hauling, placement and compaction)	\$139.00	605	CY	\$84,095.00		\$0.00	605	\$84,095.00
	3.1B	AC Surfacing (3" thick, includes hauling and installation)	\$3.40	21900	SF	\$74,460.00	21900	\$74,460.00	21900	\$74,460.00
	3.2	3.2 Parking Lot							0	
	3.2A	Baseroack (6" thick includes hauling, placement and compaction)	\$139.00	205	CY	\$28,495.00		\$0.00	205	\$28,495.00
	3.2B	AC Surfacing (3" thick, includes hauling and installation)	\$3.40	11000	SF	\$37,400.00	11000	\$37,400.00	11000	\$37,400.00
	3.3A	Concrete Baseroack (6" thick includes hauling, placement and compaction)	\$500.00	17	CY	\$8,500.00		\$0.00	17	\$8,500.00
	3.3B	Concrete Surfacing (4" thick, includes hauling, placement, finish)	\$9.00	1250	SF	\$11,250.00		\$0.00	1250	\$11,250.00
	3.4	Concrete Valley Gutter	\$70.00	50	LF	\$3,500.00		\$0.00	50	\$3,500.00
	3.5	Concrete Edger	\$60.00	600	LF	\$36,000.00		\$0.00	600	\$36,000.00
4. Stormwater Management and Drainage	3.6	Vault Toilet Excavation and Backfill	\$400.00	20	CY	\$8,000.00		\$0.00	20	\$8,000.00
	3.7	Thermoplastic Striping	\$2.50	2000	LF	\$5,000.00	2000	\$5,000.00	2000	\$5,000.00
	4.1	Rock for Roadside Drainage Ditch (hauling and install) (Rock only placed along Half of Road but twice the thickness)	\$350.00	54	CY	\$18,900.00	54	\$18,900.00	54	\$18,900.00
	4.2A	Bioswale Media	\$200.00	110	CY	\$22,000.00		\$0.00	110	\$22,000.00
	4.2B	Bioswale 3/4" Gravel Underdrain 43 tons/22.5 CY installed	\$300.00	14	CY	\$4,200.00		\$0.00	22.5	\$6,750.00
	4.3A	4"-6" Angular Rock (hauling, placement, compaction)	\$500.00	8	CY	\$4,000.00	8	\$4,000.00	8	\$4,000.00
	4.3B	Trenching and Recomaction for Overflow Pipe	\$240.00	30	CY	\$7,200.00		\$0.00	30	\$7,200.00
5. Site Circulation and Equipment	4.3C	12" Dia. HDPE Overflow Pipe and Fittings	\$80.00	150	LF	\$12,000.00		\$0.00	150	\$12,000.00
	4.4	Concrete Catch Basins plus Grate	\$3,150.00	2	EA	\$6,300.00		\$0.00	2	\$6,300.00
	5.1	Perimeter Cattle Fencing	\$20.00	800	LF	\$16,000.00		\$0.00	800	\$16,000.00
	5.2	Double Leaf Access Gate	\$5,000.00	2	EA	\$10,000.00	1	\$5,000.00	2	\$10,000.00
	5.3	Single Leaf Access Gate	\$3,000.00	1	EA	\$3,000.00	0.5	\$1,500.00	1	\$3,000.00
	5.4	Solar Powered Gate Controller	\$10,000.00	1	EA	\$10,000.00	1	\$10,000.00	1	\$10,000.00
	5.5	Concrete Wheel Stops	\$75.00	22	EA	\$1,650.00	22	\$1,650.00	22	\$1,650.00
	5.6	"One Lane Road Ahead" Traffic Signs 2 added CO 3 for total of 4	\$275.00	2	EA	\$550.00	2	\$550.00	2	\$550.00
	5.7	Pedestrian Walk Gate (Installation)	\$600.00	2	EA	\$1,200.00		\$0.00	2	\$1,200.00
	5.8	Preserve Signboards	\$5,000.00	2	EA	\$10,000.00	2	\$10,000.00	2	\$10,000.00

Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)

Invoice Details: ☐ *Land Acquisition* ☒ *Top 10 Expenses* ☐ *BOC Member Invoice Selection*

Vendor	Gradetech Inc.	Date	9/20/17
Project #	MAA07-009	GL #	30-35-325-8205.01
Invoice Amount	\$236,898.65	Invoice #	1rev3 August
Description	Sears Ranch Road & Parking Lot Improvements & House Site Abatement. Work performed for this invoice include mobilization, clearing & grubbing, tree protection, tree removal, grading, excavation, backfill, baserock, drainage piping and fitting, catch basin, and house hazardous material abatement.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer

GRADETECH INC
General Engineering contractor
Lic.A 628365

GTI 1701 -Sears Ranch Road Improvement and Parking Lot Installation Project, La Honda Creek Open Space Preserve

MROSD P.O. 2018-22

To: Midpeninsula Regional Open Space District

Date: Thursday, August 24, 2017
Rev Date: Friday, September 1, 2017
Rev Date: Wednesday, September 6, 2017

Attn: Leslie Chan

GradeTech Project: 1701 Sears Ranch Rd
Payment Request 1rev3 August Billing

Total Payable \$ 236,898.65

	Item	Description of Work	PRICE	QTY		TOTAL	THIS REQUEST		TOTAL COMPLETED	
							QTY	\$	QTY	\$
1. Site Preparation	1.1	Mobilization/ Demobilization	\$60,000.00	1	LS	\$60,000.00	0.666667	\$40,000.00	0.666667	\$40,000.00
	1.2	Clearing and Grubbing	\$44,418.00	1	LS	\$44,418.00	1	\$44,418.00	1	\$44,418.00
	1.3	Tree Protection Measures	\$160.00	3	EA	\$480.00	3	\$480.00	3	\$480.00
	1.4	Tree Removal	\$1,280.00	1	EA	\$1,280.00	1	\$1,280.00	1	\$1,280.00
	1.5	SWPP	\$9,500.00	1	EA	\$9,500.00	0.25	\$2,375.00	0.25	\$2,375.00
2. Site Grading and Excavation	2.1	Grading and Excavation of Parking Lot	\$29.00	1000	CY	\$29,000.00	1000	\$29,000.00	1000	\$29,000.00
	2.2	Grading and Excavation- Road Improvements and Ditch	\$13.00	950	LF	\$12,350.00	0	\$0.00	0	\$0.00
3. Surfacing and Striping	3.1A	Base rock (9" thick includes hauling, placement and compaction)	\$139.00	605	CY	\$84,095.00	423.5	\$58,866.50	423.5	\$58,866.50
	3.1B	AC Surfacing (3" thick, includes hauling and installation)	\$3.40	21900	SF	\$74,460.00	0	\$0.00	0	\$0.00
	3.2A	Base rock (6" thick includes hauling, placement and compaction)	\$139.00	205	CY	\$28,495.00	102.5	\$14,247.50	102.5	\$14,247.50
	3.2B	AC Surfacing (3" thick, includes hauling and installation)	\$3.40	11000	SF	\$37,400.00		\$0.00	0	\$0.00
	3.3A	Concrete Base rock (6" thick includes hauling, placement and compaction)	\$500.00	17	CY	\$8,500.00	0	\$0.00	0	\$0.00
	3.3B	Concrete Surfacing (4" thick, includes hauling, placement, finish)	\$9.00	1250	SF	\$11,250.00		\$0.00	0	\$0.00
	3.4	Concrete Valley Gutter	\$70.00	50	LF	\$3,500.00	0	\$0.00	0	\$0.00
	3.5	Concrete Edger	\$60.00	600	LF	\$36,000.00	0	\$0.00	0	\$0.00
	3.6	Vault Toilet Excavation and Backfill	\$400.00	20	CY	\$8,000.00	10	\$4,000.00	10	\$4,000.00
	3.7	Thermoplastic Striping	\$2.50	2000	LF	\$5,000.00		\$0.00	0	\$0.00
4. Stormwater Management and Drainage	4.1	Rock for Roadside Drainage Ditch (hauling and install)	\$350.00	54	CY	\$18,900.00	0	\$0.00	0	\$0.00
	4.2A	Bioswale Media	\$200.00	110	CY	\$22,000.00	0	\$0.00	0	\$0.00
	4.2B	3/4" Gravel Underdrain 43 tons/22.5 CY installed	\$300.00	14	CY	\$4,200.00	14	\$4,200.00	14	\$4,200.00
	4.3A	4"-6" Angular Rock (hauling, placement, compaction)	\$500.00	8	CY	\$4,000.00	0	\$0.00	0	\$0.00
	4.3B	Trenching and Recomposition for Overflow Pipe	\$240.00	30	CY	\$7,200.00	30	\$7,200.00	30	\$7,200.00
	4.3C	12" Dia. HDPE Overflow Pipe and Fittings	\$80.00	150	LF	\$12,000.00	150	\$12,000.00	150	\$12,000.00
5. Site Circulation and Equipment	4.4	Concrete Catch Basins plus Grate	\$3,150.00	2	EA	\$6,300.00	2	\$6,300.00	2	\$6,300.00
	5.1	Perimeter Cattle Fencing	\$20.00	800	LF	\$16,000.00		\$0.00	0	\$0.00
	5.2	Double Leaf Access Gate	\$5,000.00	2	EA	\$10,000.00		\$0.00	0	\$0.00
	5.3	Single Leaf Access Gate	\$3,000.00	1	EA	\$3,000.00		\$0.00	0	\$0.00
	5.4	Solar Powered Gate Controller	\$10,000.00	1	EA	\$10,000.00		\$0.00	0	\$0.00
	5.5	Concrete Wheel Stops	\$75.00	22	EA	\$1,650.00		\$0.00	0	\$0.00
	5.6	"One Lane Road Ahead" Traffic Signs	\$275.00	2	EA	\$550.00		\$0.00	0	\$0.00
	5.7	Pedestrian Walk Gate (Installation)	\$600.00	2	EA	\$1,200.00		\$0.00	0	\$0.00

GRADETECH INC
General Engineering contractor
Lic.A 628365

	5.8	Preserve Signboards	\$5,000.00	2	EA	\$10,000.00		\$0.00	0	\$0.00
	5.9	ADA Parking Sign	\$420.00	1	EA	\$420.00		\$0.00	0	\$0.00
	5.1	Redwood Log Wheel Stops	\$130.00	14	EA	\$1,820.00		\$0.00	0	\$0.00
	6.1A	Vegetation Depression and Bioswale Plantings	\$16,000.00	1	LS	\$16,000.00		\$0.00	0	\$0.00
6. Revegetation and Erosion Control	6.1B	Mulch and Seed on Graded Areas	\$8,000.00	1	LS	\$8,000.00		\$0.00	0	\$0.00
	6.2	Straw Wattles	\$2.40	800	LF	\$1,920.00		\$0.00	0	\$0.00
7. ADD ALTERNATE #1	7	Add Alternate #1								
	7.1	Sears Ranch Road House Site Abatement	\$25,000.00	1	LS	\$25,000.00	1	\$25,000.00	1	\$25,000.00
	7.2	Sears Ranch Road House Site Demo, Debris Removal, Restoration	\$39,000.00	1	LS	\$39,000.00		\$0.00	0	\$0.00
	7.3	Vehicle Salvage	\$1,000.00	1	LS	\$1,000.00		\$0.00	0	\$0.00
	7.4	Salvage Allowance (work done at T&M)	\$5,000.00	1	LS	\$5,000.00		\$0.00	0	\$0.00
Total Base Bid						\$678,888.00		\$249,367.00		\$249,367.00
Change Orders/Extra Work										
CO 1	PCO 2	Increase V-Curb to 6"Wide x 9" Tall	1,500.00	1.0	LS	\$1,500.00		\$ -	0%	\$ -
CO 1	PCO 3	360 Day timer	170.20	1.0	LS	\$170.20		\$ -	0%	\$ -
Total Change Orders						\$1,670.20		\$0.00		\$0.00

TOTAL Bid & CO's 680,558.20 249,367.00 249,367.00
Less Retention 5% \$12,468.35 \$12,468.35
Total Payable \$ 236,898.65 \$ 236,898.65

Total Completed to Date 249,367.00
Less Retention 5% \$12,468.35
Total Earned Less Retention \$236,898.65
Previous Billing \$ -
Amount Payable \$236,898.65

Contract # & Amt: 2018-4 / \$780,721
 PO # & Balance: 2018-22 / \$678,888
 PO Complete ☐ Amt to Pay: \$211,898.65
 G/L Acct: 30-35-325-8205.01

Project #: MAA 07-009 Batch #: 2018-393

Approved By: Lisli Chan

Christopher R Jordan PM Date 09/01/17
 CHRIS JORDAN PM
 By GRADETECH INC

Contract # & Amt: 2018-4 / \$780,721
 PO # & Balance: 2018-22 / \$678,888
 PO Complete ☐ Amt to Pay: \$25,000.00
 G/L Acct: 30-35-325-8205.01
 Project #: MAA 07-007 Batch #: 2018-393
 Approved By: Lisli Chan



Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)



Invoice Details: ☐ *Land Acquisition* ☒ *Top 10 Expenses* ☐ *BOC Member Invoice Selection*

Vendor	D-Line Constructors, Inc.	Date	11/08/17
Project #	MAA23-004	GL #	30-35-325-8205.01
Invoice Amount	\$167,726.34	Invoice #	1608-14
Description	Mt. Um Summit Public Access Improvements Project. Work performed for this invoice include demobilization, electrical ductbank, benches, final touches and cleanup, handrail, guardrail, water tanks, waterline, fire hydrant, and trail steps concrete and veneer.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 1608-14

(Stamp on very back →)

To Owner: Midpeninsula Regional Open Space District
330 Distel Circle
Los Altos, CA 94022-1404

Project: 1608. Mt Umunhum Summit Project

Application No.: 18

Distribution to:

☐ Owner
☐ Architect
☐ Contractor

Period To: 9/30/2017

From Contractor: D-Line Constructors Inc.
499 Embarcadero Post 3 Box 6
Oakland, CA 94606

Via Architect:

Project Nos: PO#2018-107

Contract For: PO#2018-107

Contract Date:

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. Original Contract Sum	\$7,385,000.00
2. Net Change By Change Order	\$1,295,210.60
3. Contract Sum To Date	\$8,680,210.60
4. Total Completed and Stored To Date	\$8,680,210.60
5. Retainage:	
a. 5.00% of Completed Work	\$434,010.53
b. 0.00% of Stored Material	\$0.00
Total Retainage	\$434,010.53
6. Total Earned Less Retainage	\$8,246,200.07
7. Less Previous Certificates For Payments	\$8,086,860.03
8. Current Payment Due	\$159,340.04
9. Balance To Finish, Plus Retainage	\$434,010.53

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: D-Line Constructors Inc.

By: 

Date:

09/29/17

State of:
Subscribed and sworn to before me this
Notary Public:
My Commission expires:

County of:
day of

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's 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.

AMOUNT CERTIFIED \$ 159,340.04

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

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.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$1,280,329.66	\$0.00
Total Approved this Month	\$14,880.94	\$0.00
TOTALS	\$1,295,210.60	\$0.00
Net Changes By Change Order	\$1,295,210.60	

CONTINUATION SHEET

Page 2 of 5

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 18

Application Date : 09/29/17

To: 09/30/17

Architect's Project No.: PO#2018-107

Invoice #: 1608-14

Contract : 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
1	Payment & Performance Bond	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00%	0.00	3,750.00
2	Detailing, Modeling & Engineering	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00%	0.00	4,000.00
3	Mobilization	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	0.00	12,500.00
4	General Conditions (7 Months)	770,000.00	770,000.00	0.00	0.00	770,000.00	100.00%	0.00	38,500.00
5	Demobilization	75,000.00	67,500.00	7,500.00	0.00	75,000.00	100.00%	0.00	3,749.98
6	Temp Veg Protection Fence	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
7	SWPPP BMP's	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	4,500.00
8	Survey & Staking	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	4,500.00
9	Mass Grading & Off-haul to Thayer	450,000.00	450,000.00	0.00	0.00	450,000.00	100.00%	0.00	22,500.00
10	Select, Procure & Import Stone Materials	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
11	Electrical Ductbank	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	0.00	12,500.00
12	Omega Type Fencing (Owner Furnished)	50,000.00	45,000.00	5,000.00	0.00	50,000.00	100.00%	0.00	2,500.00
13	Restoration Fence	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00%	0.00	3,750.00
14	Asphalt Paving (Simultaneous, All Areas)	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
15	Anti-Graffiti Coating	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
16	Striping, Signage, Wheelstops	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00%	0.00	2,000.00
17	Ceremonial & Stone Walls	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
18	Stone Steps	240,000.00	240,000.00	0.00	0.00	240,000.00	100.00%	0.00	12,000.00
19	Boulder Placement	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
20	Bioretention & Drainage Improvements	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
21	Native Rock Mulch	60,000.00	60,000.00	0.00	0.00	60,000.00	100.00%	0.00	3,000.00
22	Stabilized ADA Pathways	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
23	Ceremonial Surfacing	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
24	Guardrail at Grade	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00%	0.00	4,000.00
25	Benches	54,000.00	54,000.00	0.00	0.00	54,000.00	100.00%	0.00	2,700.00
26	Final Touch & Cleanup	5,000.00	0.00	5,000.00	0.00	5,000.00	100.00%	0.00	250.00
27	Foundations & CIP Walls	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00%	0.00	10,000.00
28	Slab on Grade, Steps, Ramp	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
29	Structural Steel Framing	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
30	Stone Veneer	180,000.00	180,000.00	0.00	0.00	180,000.00	100.00%	0.00	9,000.00

CONTINUATION SHEET

Page 3 of 5

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 18

Application Date : 09/29/17

To: 09/30/17

Architect's Project No.: PO#2018-107

Invoice #: 1608-14

Contract : 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
31	Timber Frame, Decking, Cladding, Sheeting	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
32	Standing Seam Metal Roof	42,000.00	42,000.00	0.00	0.00	42,000.00	100.00%	0.00	2,100.00
33	Guard Rail & Handrail	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
34	Perforated Metal Panels	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
35	Compass Rose	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,250.00
36	CIP Benches	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,500.00
37	Paint & Stains	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
38	Final Touch & Cleanup	5,000.00	0.00	5,000.00	0.00	5,000.00	100.00%	0.00	250.00
39	CIP Seatwall	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,250.00
40	Boulder Placement	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
41	Guardrail at Turnaround at Seatwall	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
42	Curbs & Gutters	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
43	Concrete Paving w/ Truncated Domes	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00%	0.00	4,000.00
44	Stone Paving	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00%	0.00	2,000.00
45	Bollards	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
46	Call Box	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
47	Final Touch & Cleanup	5,000.00	0.00	5,000.00	0.00	5,000.00	100.00%	0.00	250.00
48	Install Vault Toilet	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
49	Bioretention & Drainage Improvements	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
50	Boulder Replacement	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
51	Curbs & Gutters	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
52	Permeable Paving	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00%	0.00	12,500.00
53	Concrete SOG with CMU Privacy Wall	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
54	Concrete Paving w/ Truncated Domes	70,000.00	70,000.00	0.00	0.00	70,000.00	100.00%	0.00	3,500.00
55	Pipe Gate	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
56	Native Rock Mulch	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
57	Metal Beam Guardrail	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,500.00
58	Benches	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00%	0.00	300.00
59	Call Box	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
60	Final Touch & Cleanup	5,000.00	0.00	5,000.00	0.00	5,000.00	100.00%	0.00	250.00
61	Bioretention & Drainage Improvements	130,000.00	130,000.00	0.00	0.00	130,000.00	100.00%	0.00	6,500.00

CONTINUATION SHEET

Page 4 of 5

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 18

Application Date : 09/29/17

To: 09/30/17

Architect's Project No.: PO#2018-107

Invoice #: 1608-14

Contract: 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
62	Pulverize Road in Place	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,250.00
63	Deep Pavement Repairs	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00%	0.00	300.00
64	Final Roadway Compaction	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
65	Paved Ditch	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
66	Set Precast Barriers (Owner Furnished)	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
67	AC Berm	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
68	Metal Beam Guardrail	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00%	0.00	2,000.00
69	Split Rail Fence	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
70	Pipe Gate & Bollard	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
71	Final Touch & Cleanup	5,000.00	0.00	5,000.00	0.00	5,000.00	100.00%	0.00	250.00
72	AP #1 Excavation & Prep	89,000.00	89,000.00	0.00	0.00	89,000.00	100.00%	0.00	4,450.00
73	AP #1 Concrete & Rebar	330,000.00	330,000.00	0.00	0.00	330,000.00	100.00%	0.00	16,500.00
74	AP #1 Boulder Placement	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,500.00
75	AP #1 Handrail & Guardrail	60,000.00	57,000.00	3,000.00	0.00	60,000.00	100.00%	0.00	3,000.00
76	AP #1 Timber Benches	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00%	0.00	300.00
77	AP #1 Final Touch & Cleanup	5,000.00	0.00	5,000.00	0.00	5,000.00	100.00%	0.00	250.00
78	AP #2 Excavation & Prep	91,000.00	91,000.00	0.00	0.00	91,000.00	100.00%	0.00	4,550.00
79	AP #2 Concrete & Rebar	350,000.00	350,000.00	0.00	0.00	350,000.00	100.00%	0.00	17,500.00
80	AP #2 Boulder Placement	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	750.00
81	AP #2 Handrail & Guardrail	60,000.00	57,000.00	3,000.00	0.00	60,000.00	100.00%	0.00	3,000.00
82	AP #2 Timber Benches	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00%	0.00	450.00
83	AP #2 Stabilized Terrace Pathway	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
84	AP #2 Final Touch & Cleanup	5,000.00	0.00	5,000.00	0.00	5,000.00	100.00%	0.00	250.00
85	AP #3 Foundations & CIP Walls	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	4,500.00
86	AP #3 Slab on Grade	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
87	AP #3 Structural Steel Framing	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
88	AP #3 Stone Veneer	58,000.00	58,000.00	0.00	0.00	58,000.00	100.00%	0.00	2,900.00
89	AP #3 Boulder Placement	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
90	AP #3 Timber Frame, Decking, Cladding, Sheeting	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,500.00
91	AP #3 Standing Seam, Metal Roof	42,000.00	42,000.00	0.00	0.00	42,000.00	100.00%	0.00	2,100.00
92	AP #3 Metal Plating	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	250.00
93	AP #3 CIP Benches	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00%	0.00	600.00

CONTINUATION SHEET

Page 5 of 5

Application and Certification for Payment, containing

Contractor's signed certification is attached.

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

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

Application No. : 18

Application Date : 09/29/17

To: 09/30/17

Architect's Project No.: PO#2018-107

Invoice #: 1608-14

Contract : 1608. Mt Umunhum Summit Project

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	Retainage
			From Previous Application (D+E)	This Period In Place					
94	AP #3 Paint & Stains	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	1,000.00
95	AP #3 Benches, Tables, Bike Rack	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
96	AP #3 Signboards (Owner Furnished)	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00%	0.00	150.00
97	AP #3 Native Rock Mulch	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	250.00
98	AP #3 Stabilized ADA Pathways	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	750.00
99	AP #3 Final Touch & Cleanup	5,000.00	0.00	5,000.00	0.00	5,000.00	100.00%	0.00	250.00
100	AP #4 Water Tank Procurement	90,000.00	81,000.00	9,000.00	0.00	90,000.00	100.00%	0.00	4,500.00
101	AP #4 Waterline & Hydrant Construction	60,000.00	54,000.00	6,000.00	0.00	60,000.00	100.00%	0.00	3,000.00
102	AP #4 Aggregate Base Paving	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	750.00
103	AP #4 Final Touch & Cleanup	2,000.00	0.00	2,000.00	0.00	2,000.00	100.00%	0.00	100.00
104	Change Order 02	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
105	Change Order 03	80,003.00	80,003.00	0.00	0.00	80,003.00	100.00%	0.00	4,000.15
106	Change Order 04	50,000.00	32,651.49	17,348.51	0.00	50,000.00	100.00%	0.00	2,500.00
107	Change Order 05	424,419.00	424,419.00	0.00	0.00	424,419.00	100.00%	0.00	21,220.96
108	Change Order 01 - Schedule	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
109	CO #6 - Summit Trail Steps	599,969.00	539,972.10	59,996.90	0.00	599,969.00	100.00%	0.00	29,998.46
110	Change Order 07 - Multiple PCO's	76,752.00	76,752.00	0.00	0.00	76,752.00	100.00%	0.00	3,837.60
111	Change Order 8	49,186.66	49,186.66	0.00	0.00	49,186.66	100.00%	0.00	2,459.33
112	Change Order 9	14,880.94	0.00	14,880.94	0.00	14,880.94	100.00%	0.00	744.05
Grand Totals		8,680,210.60	8,512,484.25	167,726.35	0.00	8,680,210.60	100.00%	0.00	434,010.53

D-Line Constructors

499 Embarcadero, Suite Q, Oakland, CA 94606

T 510 251 6400 | F 510 251 6401 | C 510 358 0630

CONDITIONAL WAIVER AND RELEASE UPON PROGRESS PAYMENT

NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

IDENTIFYING INFORMATION

Name of Claimant: D-Line Constructors, Inc.

Name of Customer: Midpeninsula Regional Open Space District

Job Location: Sierra Azul Open Space, Santa Clara County, Ca

Owner: Midpeninsula Regional Open Space District

Through Date: September 29, 2017

CONDITIONAL WAIVER AND RELEASE

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check: Midpeninsula Regional Open Space District

Amount of Check: \$ 159,340.04

Check Payable to D-Line Constructors, Inc.

EXCEPTIONS

This document does not affect any of the following:

- (1) Retentions.
- (2) Extras for which the claimant has not received payment.

- (3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment:

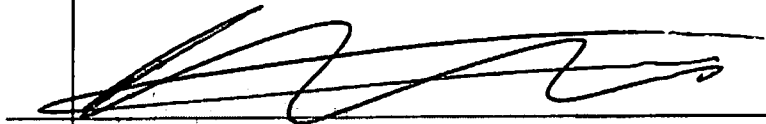
Date(s) of waiver and release:
1608-13- August Billing

Check payable to
Amount(s) of unpaid progress payments
\$738,179.64

- (4) Contract rights, including (A) a right based on rescission, abandonment, or breach of contract, and (B) the right to recover compensation for work not compensated by the payment.

SIGNATURE

Claimant's Signature:



Claimant's Title:

President

Date of Signature

09/29/17

Contract # & Amt: 2017-011 \$8,813,465
PO # & Balance: 2018-107 \$300,980.75
PO Complete ☐ Amt to Pay: \$159,340.04
G/L Acct: 30-35-325-8205.01
Project #: AA 23-04 Batch #: 2018-622
Approved By: M. D. B.

Attachment 3 - 6 assorted project expenditures not previously tested in prior BOC reviews				
Project	Payment Date	Vendor	Description	Amount
MAA23-002	12/31/2017	N/A	MAA Labor Reimbursement - Q2	129,949.78
MAA02-001	12/11/2017	11049 - CITY OF EAST PALO ALTO	Landscape Architect Reimbursement to City per Agreement	88,009.81
MAA07-004	11/28/2017	11432 - SAN MATEO COUNTY RESOURCE CONSERVATION DISTRICT	Event Center Fisheries enhancement grant	30,000.00
MAA02-002	11/13/2017	11593 - H.T. HARVEY & ASSOCIATES	Bio On-Call Ravenswood Nesting Habitat & Plant Survey	7,376.19
MAA21-005	06/08/2018	N/A	MAA Labor Reimbursement - Q4	1,001.57
MAA23-004	02/28/2018	11369 - BANK OF THE WEST COMMERCIAL CARD USA	\$1,433.72 Credit Card Statement (includes CEQA Conference Expenses, Mt Um Trailer)	514.90



Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)



Invoice Details: ☐ Land Acquisition ☐ Top 10 Expenses ☒ BOC Member Invoice Selection

Vendor	N/A	Date	12/31/17
Project #	MAA23-002	GL #	30-61-611-4109
Invoice Amount	\$129,749.78	Invoice #	N/A
Description	MAA Labor Reimbursement – Q2		
	Reimbursement of labor for District field staff from Land & Facilities working on		
	the MAA23-002 project relating to the construction of the new trail to the summit		
	of Mt. Umunhum.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer



Project Name:

Mt. Um Trail and Mt. Um Road

Measure AA Number:

23

Pay Period:

7-17-2017 to 7-28-2017

WEEK 1

Name	Title	M	T	W	TH	F	TOTAL	Project Tasks
	MRS						-	
	EMO							
	EMO						-	
Cody Fickes	LOST	8	9				17.00	Post Installation for Speed Signs
Frank Healy	OST	8	9				17.00	Post Installation for Speed Signs
Joe Mckessy	OST	8	9				17.00	Post Installation for Speed Signs
	OST						-	
	OST						-	
	SOST							
	SOST						-	
	SOST						-	
	SOST						-	

WEEK 2

Name	Title	M	T	W	TH	F	TOTAL	Project Tasks
	MRS						-	
Holden Neal	EMO		9	9	9	9	36.00	Finish work on Mt. Um trail
	EMO						-	
Joe Mckessy	OST		9	9	9	9	36.00	Speed Sign Installation
Frank Healy	OST		9	9	9	9	36.00	Speed Sign Installation
	OST						-	
	OST						-	
	OST						-	
September Ward	SOST		9	9	9	9	36.00	Speed Sign Installation
Ron Blankenship	SOST		9	9	9	9	36.00	Speed Sign Installation
Justin Wiles	SOST		9	9	9	9	36.00	Finish work on MT. um Trail
	SOST						-	

Operations Department Manager Signature

Date

8/9/17



Project Name:

Mt. UM Road to Trail

Measure AA Number:

23

Pay Period:

7-17-2017 to 7-28-2017

PP 7-16

WEEK 1

Name	Title	M	T	W	TH	F	TOTAL	Project Tasks
	MRS						-	
	EMO							
	EMO						-	
	OST							
	OST						-	
	OST						-	
	OST						-	
	OST						-	
	SOST							
	SOST						-	
	SOST						-	
	SOST						-	

WEEK 2

Name	Title	M	T	W	TH	F	TOTAL	Project Tasks
	MRS						-	
Holden Neal	EMO			9	9	9	27.00	Mt Um trail drainage work + 36 from 1st week
	EMO						-	
	LOST						-	
	OST						-	
	OST						-	
	OST						-	
	OST						-	
Ron	SOST			9			9.00	Mt. Um trail drainage work + 36 from 1st week
Dave	SOST				9		9.00	Mt. Um trail drainage work
Justin	SOST				9	9	18.00	Mt. Um trail drainage work + 36 from 1st week
	SOST						-	

Operations Department Manager Signature

Date

7/27/17



Project Name:

Measure AA Number:

Pay Period:

14-

7/31/17 - 8/3/17

WEEK 1

Name	Title	M 7/31	T 8/1	W 8/2	TH 8/3	F 8/4	TOTAL	Project Tasks
	MRS						-	
	EMO						-	
	EMO						-	
VINCE HERNANDEZ	OST LEAD	9	9	7	9	7	41-	INSTALL FENCING
ALEX RODRIGUEZ	OST	9	9	7	9	7	41-	"
	OST						-	
	OST						-	
	OST						-	
JOHN P.	SOST	9	9				18-	"
JUSTIN	SOST			7			7-	"
	SOST						-	
	SOST						-	
							107	

WEEK 2

Name	Title	M	T	W	TH	F	TOTAL	Project Tasks
	MRS						-	
	EMO						-	
	EMO						-	
	OST						-	
	OST						-	
	OST						-	
	OST						-	
	OST						-	
	OST						-	
	SOST						-	
	SOST						-	
	SOST						-	
	SOST						-	

Operations Department Manager Signature

Date

8/21/17



Project Name:

Mt. Um Trail and Restoration Fencing Installation

Measure AA Number:

AA 23

Pay Period:

7-31-2017 to 8-11-2017

PP12-17

WEEK 1

Name	Title	M	T	W	TH	F	TOTAL	Project Tasks
Michael Gorman	SUP.		9	9			18.00	Restoration Fence on Summit
Holden Neal	EMO				9	9	18.00	Finish work on Mt. Um trail
	EMO						-	
Cody Fickes	LOST			9			9.00	Restoration Fence on Summit
	OST						-	
	OST						-	
	OST						-	
	OST						-	
Dave Dekruif	SOST				9	9	18.00	Finish work on Mt. Um trail
September Ward	SOST		9	9			18.00	Restoration Fence on Summit
Dave Dekruif	SOST			9			9.00	Restoration Fence on Summit
	SOST						-	

WEEK 2

Name	Title	M	T	W	TH	F	TOTAL	Project Tasks
	MRS						-	
Holden Neal	EMO		9				9.00	Finish work on Mt. Um trail
	EMO						-	
Cody Fickes	LOST				9	9	18.00	Restoration Fence on Summit
Frank Healy	OST						-	Sign Installation on Summit
Brian Fair	OST						-	Sign Installation on Summit
September Ward	OST						-	Sign Installation on Summit
	OST						-	
Dave Dekruif	SOST				9	9	18.00	Restoration Fence on Summit
	SOST							
Dave Dekruif	SOST		9				9.00	Finish work on MT. Um Trail
	SOST						-	

Operations Department Manager Signature

Date

8/18/17



Project Name:

Mt. UM Trail

Measure AA Number:

AA 23 - 2

Pay Period:

8-14-2017 to 8-25-2017

WEEK 1

Name	Title	M	T	W	TH	F	TOTAL	Project Tasks
	MRS						-	
	EMO							
	EMO						-	
Cody Fickes	LOST	8	9	9			26.00	Finish work on summit
Ignacio Zavala	OST	8	9	9	9		35.00	Finish work on summit
Brian Fair	OST	8	9	9	9	9	44.00	Sign Installation on Summit
Frank Healy	OST	8	9	9	9	9	44.00	Sign Installation on Summit
Alex Rodriguez	OST	8	9	9	9	9	44.00	Sign Installation on Mt. Um Trail
Ron blankenship	SOST	8	9	9	9	9	44.00	Finish work on summit
September Ward	SOST	8	9	9	9	9	44.00	Sign Installation on Summit
Deodato Frutuoso	SOST	8	9	9	9		35.00	Finish work on summit
Daniel Turner	SOST	8	9	9	9	9	44.00	Sign Installation on Summit
Justin Wiles	SOST	8	9	9	9	9	44	Sign Installation on Mt. Um Trail

WEEK 2

Name	Title	M	T	W	TH	F	TOTAL	Project Tasks
	MRS						-	
Cody Fickes	LOST			9	9	9	27.00	Split Rail Fence Loma Prieta/Mt. Um Road
Vince Hernandez	LOST		9	9	9	9	36.00	Sign/Split Rail Fencing
Ignacio Zavala	OST		9	9	9	9	36.00	Finish work on summit/Split Rail Fencing
Alex Rodriguez	OST		9	9	9	9	36.00	Sign Installation on Summit
Frank Healy	OST		9	9	9	9	36.00	Electrical Work
Brian Fair	OST				9	9	18.00	Sign Installation on Summit
Stephanie Towne	OST			9	9	9	27.00	Split Rail Fence Loma Prieta/Mt. Um Road
Ron blankenship	SOST		9	9	9	9	36.00	Finish work on summit/Split Rail Fencing
Justin Wiles	SOST		9	9	9	9	36.00	Sign Installation on Summit
Daniel Turner	SOST		9	9	9	9	36.00	Finish work on summit/Split Rail Fencing
	SOST						-	
	SOST							

Operations Department Manager Signature

Date

8/28/17



Project Name:

Mt. UM Trail

Measure AA Number:

23

Pay Period:

8-28-2017 to 9-8-2017

WEEK 1

Name	Title	M	T	W	TH	F	TOTAL	Project Tasks
Holden Neal	EMO					9	9.00	Finish work on summit
Dan Chamberlin	EMO	8	9	9	9	9	44.00	Installing Horse Trough & Tank
Tom Hanson	EMO	8	9	9	9	9	44.00	Installing Horse Trough & Tank
Vince Hernandez	LOST	8	9	9	9	9	44.00	Trail Head Finish Work
Cody Fickes	LOST	8	9	9	9	9	44.00	Finish work on summit
Stephanie Towne	OST	8	9	9	9	9	44.00	Finish work on summit/Trail Brushing
Ignacio Zavala	OST	8		9	9		26.00	Finish work on summit
Brian Fair	OST	8	9	9	9	9	44.00	Sign & Bike Rack Installation
Frank Healy	OST	8	9	9	9	9	44.00	Sign & Bike Rack Installation
Alex Rodriguez	OST	8	9	9	9	9	44.00	Trail Head Finish Work
Ron Blankenship	SOST	8	9	9	9	9	44.00	Finish work on summit/Trail Brushing
September Ward	SOST	8	9	9	9	9	44.00	Finish work on summit/Trail Brushing
Deodato Frutuoso	SOST	8	9	9	9	9	44.00	Finish work on summit/Trail Brushing
John Poultney	SOST	8	9	9	9	9	44.00	Finish work on summit/Trail Brushing
Daniel Turner	SOST	8	9	9	9	9	44.00	Finish work on summit/Trail Brushing
Dave Dekruif	SOST	8	9	9	9	9	44	Finish work on summit/Trail Brushing

WEEK 2

Name	Title	M	T	W	TH	F	S	TOTAL	Project Tasks
Holden Neal	EMO			9	9	9		27.00	Finish work on Upper Mt. Um Trail
Dan Chamberlin	EMO			9	9	9		27.00	Installing Horse Trough & Tank
Tom Hanson	EMO			9	9	9		27.00	Installing Horse Trough & Tank
Vince Hernandez	LOST		9	9	9	9	8	52.00	Trail Head Finish Work
Cody Fickes	LOST			10	9	9		28.00	Finish work on summit
Stephanie Towne	OST			9	9	9		27.00	Finish work on summit
Ignacio Zavala	OST						8	8.00	Trail Head Finish Work
Brian Fair	OST			9	9	9	8	35.00	Sign & Bike Rack Installation
Frank Healy	OST		9	9	9	9	8	52.00	Sign & Bike Rack Installation
Rob Scilingo	OST			9	9	9		27.00	Finish work on summit
Alex Rodriguez	OST		9	9	9	9	8	52.00	Trail Head Finish Work
Ron blankenship	SOST			9	9	9		27.00	Trail Head Finish Work
September Ward	SOST			9	9	9		27.00	Finish work on summit
Deodato Frutuoso	SOST			9	9	9		27.00	Trail Head Finish Work
Greg Paredes	SOST			9	9	9		27.00	Finish work on summit
Kyle Putnam	SOST			9	9	9		27.00	Finish work on summit
Daniel Turner	SOST			9	9	9		27	Finish work on summit
John Poultney	SOST		9	9	9	9		36	Trail Head Finish Work
Dave Dekruif	SOST			9	9	9		27.00	Finish work on summit

Overtime Rate

Operations Department Manager Signature

Date

9/11/17



Project Name:

Mt. UM Trail

Measure AA Number:

23

Pay Period:

9-11-2017 to 9-22-2017

WEEK 1

Name	Title	M	T	W	TH	F		TOTAL	Project Tasks
Holden Neal	EMO	8	9	9	9	9		44.00	Finish work on summit
Dan Chamberlin	EMO	8	9	9	9	9		44.00	Installing Horse Trough & Tank
Tom Hanson	EMO	8	9	9	9	9		44.00	Installing Horse Trough & Tank
Vince Hernandez	LOST	8	9	9	9	9		44.00	Trail Head Finish Work
Cody Fickes	LOST	8	9	9	9	9		44.00	Finish work on summit
Stephanie Towne	OST	8	9	9	9	9		44.00	Finish work on summit/Trail Brushing
Ignacio Zavala	OST	8	9	9	9	9		44.00	Finish work on summit
Brian Fair	OST	8	9	9	9	9		44.00	Sign & Bike Rack Installation
Frank Healy	OST	8	9	9	9	9		44.00	Sign & Bike Rack Installation
Alex Rodriguez	OST	8	9	9	9	9		44.00	Trail Head Finish Work
Ron Blankenship	SOST	8	9	9	9	9		44.00	Finish work on summit/Trail Brushing
September Ward	SOST	8	9	9	9	9		44.00	Finish work on summit/Trail Brushing
Deodato Frutuoso	SOST	8	9	9	9	9		44.00	Finish work on summit/Trail Brushing
John Poultney	SOST	8	9	9	9	9		44.00	Finish work on summit/Trail Brushing
Daniel Turner	SOST	8	9	9	9	9		44.00	Finish work on summit/Trail Brushing
Dave Dekruif	SOST	8	9	9	9	9		44	Finish work on summit/Trail Brushing

WEEK 2

Name	Title	M	T	W	TH	F	S	TOTAL	Project Tasks
	EMO							-	
Vince Hernandez	LOST		9	9	9	9		36.00	Loma Preta/Mt. Um Road Fencing
	LOST							-	
	OST							-	
	OST								
	OST								
	OST								
	OST								
	SOST								
	SOST								
Justin Wiles	SOST		9	9	9	9		36.00	Loma Preta/Mt. Um Road Fencing
Daniel Turner	SOST		9	9	9	9		36	Loma Preta/Mt. Um Road Fencing
	SOST							-	

Operations Department Manager Signature

Date

9/25/17

MAA 23-2
Meredith MANNING
Holden NEAL
Ken BOLLE
Michael GORMAN
Ignacio ZAVALA
Warren JENKINS
Vince HERNANDEZ
John CIFELLI
Brian FAIR
Dan CHAMBERLIN
Dave DEKRUIF
Don MACKESSY
Jim Mort
Craig YEAGER
Cody FICKES
Amanda MILLS
Stephanie TOWNE
Sal CERMENO
Alex RODRIGUEZ
Ron BLANKENSHIP
Frank HEALY
Justin WILES
Nate MARTINEZ
September WARD
Deo FRUTUOSO
Tom HANSON
MARSHALL
PAREDES
PUTNAM
TURNER
WOODSON
Joe MACKESSY
John POULTNEY

61.91	
41.90	
41.90	
45.01	
34.47	
36.13	
38.01	
29.00	
34.47	
34.40	
23.89	
42.84	
33.59	
30.47	
27.60	
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24.49	
21.11	
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31.19	
20.10	

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71

44

27

677.70

27

661.23

80

71

80

-

1,653.07

2,854.20

40% added
92,821.28 for benefits
129,949.78 and overhead

Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)

Invoice Details: ☐ Land Acquisition ☐ Top 10 Expenses ☒ BOC Member Invoice Selection

Vendor	City of East Palo Alto	Date	6/27/18
Project #	MAA02-001	GL #	30-30-320-8201.01
Invoice Amount	\$88,009.81	Invoice #	2
Description	Landscape Architect Reimbursement to City per Agreement		
	There are seven invoices for Callander Associates related to the completion of 100% construction design and bid documents, including interpretive sign panel design, for Cooley Landing Park Phases IV and V. Included are reimbursable expenses, communication and insurance, Callander staff hours, and Callander Associates' subconsultants' expenses.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer



CITY OF EAST PALO ALTO
Public Works Department - Engineering Division
1960 Tate Street, East Palo Alto, CA 94303
Tel. No. 650.853.3189, Fax. No. 650.853.3179

Date: June 6, 2018

To: Tina Hugg
Midpeninsula Regional Open Space District
330 Distel Circle
Los Altos, CA 94022

Subject: Reimbursement Request MROSD PO #2018-290
Cooley Landing Park Project Phase IV & V (and remaining elements Phase II-III)

Dear Tina,

Attached are invoices from Callander Associates that the City of East Palo Alto have paid for the Cooley Landing Park Project Phase IV & V (and remaining elements Phase II-III). Work has been completed for the 100% design documents and bid documents.

This reimbursement request is for the amount of ~~\$88,009.80~~¹ for corresponding Callander Associate invoices noted as 17035-9 through 17035-15.

All reimbursements support are attached to invoices and describe the details in the cost.

Please contact the Assistant Engineer, Fanny Yu at (650) 853-7252 or by email fannyyu@cityofepa.org with any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Fanny Yu".

Fanny Yu for

Kamal Fallaha, P.E.
kfallaha@cityofepa.org
Public Work Director
City of East Palo Alto

**CITY OF EAST PALO ALTO****Public Works Department - Engineering Division**

1960 Tate Street, East Palo Alto, CA 94303

Tel. No. 650.853.3189, Fax. No. 650.853.3179

INVOICE # 2

INVOICE DATE:	6/6/2018
INVOICE TOTAL:	\$88,009.80
PAYMENT TERMS:	UPON RECEIPT

TINA HUG
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
330 DISTEL CIRCLE
LOS ALTOS, CA 9422

MROSD PO. #2018-290 ✓

DESCRIPTION	AMOUNT DUE
Callander Associates Invoice 17035-9	\$9,367.95
Callander Associates Invoice 17035-10	\$19,089.04
Callander Associates Invoice 17035-11	\$13,526.08
Callander Associates Invoice 17035-12	\$3,219.94
Callander Associates Invoice 17035-13	\$24,081.13
Callander Associates Invoice 17035-14	\$10,691.15
Callander Associates Invoice 17035-15	\$8,034.52

INVOICE TOTAL: \$88,009.80

(City had rounding error in spreadsheet)

Contract # & Amt: 2010-004 \$1,250,000

PO # & Balance: 208-290 \$141,932.43

PO Complete ☐ Amt to Pay: \$88,009.81

G/L Acct: 30-30-320-8201.01

Project #: MAA 2-1 Batch #: _____

Approved By: Tina Hugg

COOLEY LANDING

LANDSCAPE ARCHITECT SERVICES

REIMBURSEMENT TO CITY OF
EAST PALO ALTO PER
AGREEMENT

**New Remit Address**

12150 Tributary Point Drive, Suite 140
Gold River, CA 95670
T 916.985.4366
F 916.985.4391

www.callanderassociates.com

City of East Palo Alto

1960 Tate Street

East Palo Alto, CA 94303

Attn: Kamal Fallaha via kfallaha@cityofepa.org
and Fanny Yu via fannyu@cityofepa.org

INVOICE

No. 17035-9

11/29/2017

Cooley Landing Phase 2-5

17035

For Services Rendered Through 10/31/2017

For professional service rendered and other charges as noted:
Per Professional Services Agreement dated May 26, 2017.

Reimbursable expense budget includes 1) direct project expenses (backup provided), and 2) a 2.5% surcharge on total fees for communication and insurance costs. Amounts billed appear in the Contract Summary at the bottom of this invoice.

Professional Services

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
3.0 Construction Documents			
Principal	.50	190.00	\$95.00
Designer 1	4.50	117.00	\$526.50
Project Manager 2	9.00	138.00	\$1,242.00
Project Administrator	.50	105.00	\$52.50
Total for 3.0 Construction Documents	14.50		\$1,916.00

Fee Summary 3.0 Construction Documents

Fees for 3.0 Construction Documents	\$52,407.00
Less fees previously invoiced	\$12,231.00
Less fees this invoice	\$1,916.00
Fees remaining	\$38,260.00

Reimbursable Expenses

\$86.95

Outside Services

	Invoice	Unit Rate	Qty	Markup	Amount
1.0 1.0 Concept Submittal					
Ninyo & Moore	212162	5,685.00	1.00	1.00	\$5,685.00
Total for 1.0 Concept Submittal					\$5,685.00
3.0 3.0 Construction Documents					
BKF	17100125	1,680.00	1.00	1.00	\$1,680.00
Total for 3.0 Construction Documents					\$1,680.00
Total Outside Services					\$7,365.00

Invoice Amount**\$9,367.95****Contract Summary**

	Contract	Previously Billed	Current Billing	Billed To Date	Remaining
Labor	\$116,456.00	\$53,458.00	\$1,916.00	\$55,374.00	\$61,082.00
Outside Consultants	\$86,850.00	\$20,020.00	\$7,365.00	\$27,385.00	\$59,465.00
Reimbursable	\$7,400.00	\$2,589.57	\$39.05	\$2,628.62	\$4,771.38
Communication and Insurance		\$0.00	\$47.90	\$47.90	
Total	\$210,706.00	\$76,067.57	\$9,367.95	\$85,435.52	\$125,270.48

OK TO
PAY
12/5/17 F.Y.W

Progress update through October 31, 2017

17035

Phase	Contract	Previously Earned	Earned To Date	% Complete	Current Amount
1.01 Kick-Off Meeting	\$1,405.00	\$1,405.00	\$1,405.00	100%	\$0.00
1.02 Site Reconnaissance	\$1,388.00	\$1,388.00	\$1,388.00	100%	\$0.00
1.03 Project Schedule	\$482.00	\$482.00	\$482.00	100%	\$0.00
1.04 Review Materials	\$587.00	\$587.00	\$587.00	100%	\$0.00
1.05 Permit Review	\$1,069.00	\$1,069.00	\$1,069.00	100%	\$0.00
1.06 Review Existing Geotech	\$482.00	\$482.00	\$482.00	100%	\$0.00
1.07 Topographic Survey	\$1,008.00	\$1,008.00	\$1,008.00	100%	\$0.00
1.08 Utility Evaluation	\$336.00	\$336.00	\$336.00	100%	\$0.00
1.09 Conceptual Design Plan	\$6,664.00	\$6,664.00	\$6,664.00	100%	\$0.00
1.10 Preliminary Cost Estimate	\$2,320.00	\$2,320.00	\$2,320.00	100%	\$0.00
1.11 Staff Meeting	\$1,259.00	\$1,259.00	\$1,259.00	100%	\$0.00
1.40 BKF	\$8,000.00	ASA #1 \$8,000.00	\$8,000.00	100%	\$0.00
1.41 Ninyo & Moore	CONTRACT \$9,800.00	\$0.00	\$5,685.00	58%	\$5,685.00
2.01 SD / CD 30% Submittal	ORIG \$17,792.00	DIFF \$17,792.00	\$17,792.00	100%	\$0.00
2.02 Design Development Book	#2212 \$2,402.00	+190 \$2,402.00	\$2,402.00	100%	\$0.00
2.03 Cost Estimate	\$1,581.00	\$1,581.00	\$1,581.00	100%	\$0.00
2.04 Staff Meeting	2603 \$4,239.00	+1636 \$2,364.00	\$2,364.00	56%	\$0.00
2.40 BKF	\$2,000.00	\$2,000.00	\$2,000.00	100%	\$0.00
3.01 CD's - 90% Submittal	\$17,736.00	\$9,672.36	\$11,588.36	65%	\$1,916.00
3.02 Cost Estimate	1201 \$1,443.50	+242.50 \$264.22	\$264.22	18%	\$0.00
3.03 Storm Water Pollution	\$2,878.00	\$0.00	\$0.00	0%	\$0.00
3.04 BCDC Review	7316 \$7,842.00	+526 \$0.00	\$0.00	0%	\$0.00
3.05 Staff Meeting	1259 \$2,077.00	+313 \$0.00	\$0.00	0%	\$0.00
3.06 CD's - 100% Submittal	10130 \$10,890.00	+760 \$2,382.42	\$2,382.42	22%	\$0.00
3.07 City Council & MROSD Board	2793 \$4,137.00	+1344 \$0.00	\$0.00	0%	\$0.00
3.08 Permit Re-submittal and Bid	2870 \$3,396.00	+526 \$0.00	\$0.00	0%	\$0.00
3.09 Final Landscape Arch	926 \$1,057.50	+131.50 \$0.00	\$0.00	0%	\$0.00
3.10 Project Archive	\$950.00	\$0.00	\$0.00	0%	\$0.00
3.40 BKF	\$10,000.00	\$1,420.00	\$3,100.00	31%	\$1,680.00
3.41 Ninyo & Moore	\$750.00	\$0.00	\$0.00	0%	\$0.00
3.42 Zeiger	3800 \$8,600.00	+4800 \$8,600.00	\$8,600.00	100%	\$0.00
3.43 Structural	\$3,000.00	\$0.00	\$0.00	0%	\$0.00
4.01 Respond to RFI's	\$2,010.00	\$0.00	\$0.00	0%	\$0.00
4.02 Prepare Addenda	\$1,458.00	\$0.00	\$0.00	0%	\$0.00
4.03 Pre-Construction Meeting	1678 \$3,166.00	+1288 \$0.00	\$0.00	0%	\$0.00
4.04 Submittal Review	\$2,676.00	\$0.00	\$0.00	0%	\$0.00
4.05 Field Reviews	4628 \$5,224.00	+596 \$0.00	\$0.00	0%	\$0.00
4.06 RFI Responses	\$2,738.00	\$0.00	\$0.00	0%	\$0.00
4.07 Substantial Completion	\$2,369.00	\$0.00	\$0.00	0%	\$0.00
4.08 Record Drawings	\$1,394.00	\$0.00	\$0.00	0%	\$0.00
4.40 BKF	\$2,000.00	\$0.00	\$0.00	0%	\$0.00
4.41 Ninyo & Moore	\$15,700.00	\$0.00	\$0.00	0%	\$0.00
4.42 Zeiger	\$1,000.00	\$0.00	\$0.00	0%	\$0.00
4.43 Structural	\$1,000.00	\$0.00	\$0.00	0%	\$0.00
5.01 Interpretation	\$25,000.00	\$0.00	\$0.00	0%	\$0.00
Total Professional Services	\$203,306.00	\$73,478.00	\$82,759.00	41%	\$9,281.00
Reimbursable Expenses	6400 7,400.00 + 900	\$2,589.57	\$2,676.52	36%	\$86.95
Total Amount	\$210,706.00 ✓	\$76,067.57	\$85,435.52	41%	\$9,367.95

Labor Transactions - CALLANDER ASSOCIATES

10/1/2017 to 10/31/2017

	Date	Reg Hrs	OT Hrs	Total Hrs	Effort Amount
17035 Cooley Landing Phase 2-5		14.5	.	14.5	1,916.00
17035-3.0 3.0 Construction Documents		14.5	.	14.5	1,916.00
Fletcher, Brian G	10/25/2017	.5		.5	95.00
Richards, Megan F	10/5/2017	4.5		4.5	526.50
Ritchie, Nathan D	10/2/2017	1		1	138.00
	10/3/2017	1.5		1.5	207.00
	10/4/2017	2.5		2.5	345.00
	10/11/2017	1.5		1.5	207.00
	10/13/2017	.5		.5	69.00
	10/18/2017	.5		.5	69.00
	10/31/2017	1.5		1.5	207.00
Zepeda, Danielle T	10/3/2017	.5		.5	52.50

INVOICE

Mr. Brian Fletcher
CALLANDER ASSOCIATES
1633 Bayshore Highway, Suite 133
Burlingame, CA 4010

October 25, 2017
Project No: 401634010
Invoice No: 212162

Geotechnical & Environmental Consulting Services
Cooley Landing Phase 4
East Palo Alto, California

Invoice through September 29, 2017 for consulting services regarding Phase 4 of the park improvements at Cooley Landing in East Palo Alto, California. Ninyo & Moore's services reflected on this invoice included performance of a limited geotechnical evaluation with subsurface exploration consisting of one hand auger boring, laboratory testing, data compilation, engineering analysis, and preparation of a geotechnical evaluation report with recommendations for a new modular restroom foundation and paved walkways.

Tax ID No. 33-0269828

Professional Services

Task 01 Field Services

			Hours	Rate	Amount
Staff Engineer/Geologist/Scientist					
Celino, Kenneth	8/21/2017		2.50	110.00	275.00
Field Operations Manager					
Surraco, Sebastian	8/8/2017		3.00	105.00	315.00
Total Labor					590.00

Task 02 Data Compilation & Analysis

			Hours	Rate	Amount
Principal Engineer/Geologist/Scientist					
Connolly, Peter	8/22/2017		1.00	155.00	155.00
Connolly, Peter	9/13/2017		1.75	155.00	271.25
Connolly, Peter	9/19/2017		3.00	155.00	465.00
Total Labor					891.25

Task 03 Report Preparation

			Hours	Rate	Amount
Principal Engineer/Geologist/Scientist					
Connolly, Peter	9/21/2017		5.00	155.00	775.00
Connolly, Peter	9/22/2017		3.00	155.00	465.00
Connolly, Peter	9/23/2017		6.25	155.00	968.75
Connolly, Peter	9/25/2017		2.25	155.00	348.75

5710 Ruffin Road • San Diego, California 92123 • Phone (858) 576-1000 • Fax (858) 576-9600

San Diego • Irvine • Los Angeles • Rancho Cucamonga • Oakland • San Francisco • San Jose • Sacramento
Las Vegas • Phoenix • Tucson • Prescott Valley • Denver • Broomfield • Houston

Project 401634010 CALLANDER/COOLEY LANDING PH 4 Invoice 212162

Sr. Staff Engineer/Geologist/Scientist

Soe, Su 9/13/2017 2.25 120.00 270.00

Total Labor 2,827.50

Task 04 Data Processing

Hours Rate Amount

Data Processor

Nino, Vanessa 8/11/2017 .50 65.00 32.50

Nino, Vanessa 9/26/2017 .50 65.00 32.50

Total Labor 65.00

Task 06 Work Plan Preparation

Hours Rate Amount

Staff Engineer/Geologist/Scientist

Celino, Kenneth 8/18/2017 .50 110.00 55.00

Total Labor 55.00

Task 09 Technical Illustration

Hours Rate Amount

Technical Illustrator/CAD Operator

Petitjean, Jon 9/19/2017 1.75 80.00 140.00

Total Labor 140.00

Task 11 Project Coordination

Hours Rate Amount

Principal Engineer/Geologist/Scientist

Connolly, Peter 8/7/2017 1.25 155.00 193.75

Connolly, Peter 8/15/2017 .50 155.00 77.50

Connolly, Peter 8/16/2017 .50 155.00 77.50

Connolly, Peter 8/17/2017 .50 155.00 77.50

Connolly, Peter 9/11/2017 .75 155.00 116.25

Total Labor 542.50

Task 17 Laboratory Testing

Hours Rate Amount

Laboratory Hours

Levin, Dustin 8/24/2017 2.00 0.00

Steinbrueck, Bryan 9/5/2017 2.00 0.00

Senior Technician

Steinbrueck, Bryan 8/25/2017 1.25 85.00 106.25

Steinbrueck, Bryan 8/30/2017 1.00 85.00 85.00

Steinbrueck, Bryan 8/31/2017 2.00 85.00 170.00



Geotechnical and Environmental Sciences Consultants

Project 401634010 CALLANDER/COOLEY LANDING PH 4 Invoice 212162

Steinbrueck, Bryan 9/1/2017 2.50 85.00 212.50

Total Labor

573.75

TOTAL THIS INVOICE

\$5,685.00

10/17

Nate Ritchey
Callander Associates
12150 Tributary Point Drive
Suite 140
Gold River, CA 95670

October 8, 2017
No: 20170225-10
Invoice No: 17100125

Project Manager Cuong Tran

20170225-10 Cooley Landing Survey and Civil

Topographic survey and civil engineering support.

****Reimbursables inc. in fee and additional services to be T&M per client letter 6/5/17****

Professional Services from August 28, 2017 to September 24, 2017

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topo Survey	8,000.00	100.00	8,000.00	8,000.00	0.00
Civil Engineering	12,000.00	42.50	5,100.00	3,420.00	1,680.00
Total Fee	20,000.00		13,100.00	11,420.00	1,680.00
					1,680.00
				Total this Invoice	\$1,680.00

Outstanding Invoices

Number	Date	Balance
17080412	8/25/2017	11,420.00
Total		11,420.00

Billings to Date

	Current	Prior	Total
Fixed fee	1,680.00	11,420.00	13,100.00
Totals	1,680.00	11,420.00	13,100.00

INVOICE NO. 17100125

Date: October 16, 2017

BKF Job Number: 20170225-10

Deliver To: Nate Ritchie
Project Manager
Callander Associates
1633 Bayshore Highway, Suite 133
Burlingame, CA 94010
Attn: Michael Kimsal

From: Cuong Tran
BKF Engineers

Subject: **Cooley Landing – Survey and Civil Engineering Services**

For professional services rendered for the period July 1, 2017 to July 31, 2017 for the subject project.

Fee Charges

Phase 02- Civil Engineering

<u>TITLE</u>	<u>HOURS</u>
Engineer III	8
Project Manager	2
TOTAL	10

Invoice Total \$1,680

Project Name	Sq Ft	Qty	Total	
17035-2.0-Cooley Landing Phase 2-5-2.0 Schematic Design Package				
Large Format BW				
Unassigned	Total:	9.00	1	\$6.75
Total For : Large Format BW		9.00	1	\$6.75
Total For : Cooley Landing Phase 2-5-2.0 Schematic Design Pa		9.00	1	\$6.75
17035-7.0-Cooley Landing Phase 2-5-Reimbursables				
Small Format BW				
Unassigned	Total:	46.00	40	\$32.30
Total For : Small Format BW		46.00	40	\$32.30
Total For : Cooley Landing Phase 2-5-Reimbursables		46.00	40	\$32.30
Grand Total :				\$39.05

End Of Report

**New Remit Address**

12150 Tributary Point Drive, Suite 140
Gold River, CA 95670
T 916.985.4366
F 916.985.4391

www.callanderassociates.com

City of East Palo Alto

1960 Tate Street

East Palo Alto, CA 94303

Attn: Kamal Fallaha via kfallaha@cityofepa.org
and Fanny Yu via fannyyu@cityofepa.org

INVOICE

No. 17035-10

12/29/2017

Cooley Landing Phase 2-5

17035

For Services Rendered Through 11/30/2017

For professional service rendered and other charges as noted:
Per Professional Services Agreement dated May 26, 2017.

Reimbursable expense budget includes 1) direct project expenses (backup provided), and 2) a 2.5% surcharge on total fees for communication and insurance costs. Amounts billed appear in the Contract Summary at the bottom of this invoice.

Professional Services

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
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3.0 Construction Documents

Designer 1	4.50	117.00	\$526.50
Designer 1	9.50	117.00	\$1,111.50
Principal	3.00	190.00	\$570.00
Designer 2	43.50	108.00	\$4,698.00
Designer 1	44.50	117.00	\$5,206.50
Project Manager 2	38.50	138.00	\$5,313.00

Total for 3.0 Construction Documents

143.50		\$17,425.50
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5.2 ASA #2 Site Lighting

Principal	3.50	190.00	\$665.00
Designer 1	2.00	117.00	\$234.00
Project Manager 2	.50	138.00	\$69.00

Total for 5.2 ASA #2 Site Lighting

6.00		\$968.00
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Fee Summary 3.0 Construction Documents

Fees for 3.0 Construction Documents	\$52,407.00
Less fees previously invoiced	\$14,147.00
Less fees this invoice	\$17,425.50
Fees remaining	\$20,834.50

Fee Summary 5.2 ASA #2 Site Lighting

Fees for 5.2 ASA #2 Site Lighting	\$968.00
Less fees previously invoiced	\$0.00
Less fees this invoice	\$968.00
Fees remaining	\$0.00

Reimbursable Expenses

Invoice Amount

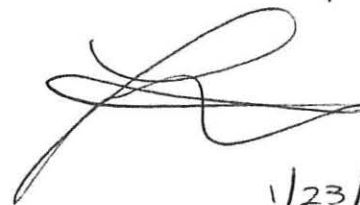
\$695.54

\$19,089.04

Contract Summary

	Contract	Previously Billed	Current Billing	Billed To Date	Remaining
Labor	\$234,848.00	\$55,374.00	\$18,393.50	\$73,767.50	\$161,080.50
Outside Consultants	\$91,150.00	\$27,385.00	\$0.00	\$27,385.00	\$63,765.00
Reimbursable	\$7,500.00	\$2,676.52	\$235.70	\$2,912.22	\$4,587.78
Communication and Insurance		\$0.00	\$459.84	\$459.84	
Total	\$333,498.00	\$85,435.52	\$19,089.04	\$104,524.56	\$228,973.44

OK TO PAY



1/23/2018

Progress update through November 30, 2017

17035

Phase	Contract	Previously Earned	Earned To Date	% Complete	Current Amount
1.01 Kick-Off Meeting	\$1,405.00	\$1,405.00	\$1,405.00	100%	\$0.00
1.02 Site Reconnaissance	\$1,388.00	\$1,388.00	\$1,388.00	100%	\$0.00
1.03 Project Schedule	\$482.00	\$482.00	\$482.00	100%	\$0.00
1.04 Review Materials	\$587.00	\$587.00	\$587.00	100%	\$0.00
1.05 Permit Review	\$1,069.00	\$1,069.00	\$1,069.00	100%	\$0.00
1.06 Review Existing Geotech	\$482.00	\$482.00	\$482.00	100%	\$0.00
1.07 Topographic Survey	\$1,008.00	\$1,008.00	\$1,008.00	100%	\$0.00
1.08 Utility Evaluation	\$336.00	\$336.00	\$336.00	100%	\$0.00
1.09 Conceptual Design Plan	\$6,664.00	\$6,664.00	\$6,664.00	100%	\$0.00
1.10 Preliminary Cost Estimate	\$2,320.00	\$2,320.00	\$2,320.00	100%	\$0.00
1.11 Staff Meeting	\$1,259.00	\$1,259.00	\$1,259.00	100%	\$0.00
1.40 BKF	\$8,000.00	\$8,000.00	\$8,000.00	100%	\$0.00
1.41 Ninyo & Moore	\$9,800.00	\$5,685.00	\$5,685.00	58%	\$0.00
2.01 SD / CD 30% Submittal	\$17,792.00	\$17,792.00	\$17,792.00	100%	\$0.00
2.02 Design Development Book	\$2,402.00	\$2,402.00	\$2,402.00	100%	\$0.00
2.03 Cost Estimate	\$1,581.00	\$1,581.00	\$1,581.00	100%	\$0.00
2.04 Staff Meeting	\$4,239.00	\$2,364.00	\$2,364.00	56%	\$0.00
2.40 BKF	\$2,000.00	\$2,000.00	\$2,000.00	100%	\$0.00
3.01 CD's - 90% Submittal	\$17,736.00	\$11,588.36	\$24,956.58	141%	\$13,368.22
3.02 Cost Estimate	\$1,443.50	\$264.22	\$1,443.50	100%	\$1,179.28
3.03 Storm Water Pollution	\$2,878.00	\$0.00	\$2,878.00	100%	\$2,878.00
3.04 BCDC Review	\$7,842.00	\$0.00	\$0.00	0%	\$0.00
3.05 Staff Meeting	\$2,077.00	\$0.00	\$0.00	0%	\$0.00
3.06 CD's - 100% Submittal	\$10,890.00	\$2,382.42	\$2,382.42	22%	\$0.00
3.07 City Council & MROSD Board	\$4,137.00	\$0.00	\$0.00	0%	\$0.00
3.08 Permit Re-submittal and Bid	\$3,396.00	\$0.00	\$0.00	0%	\$0.00
3.09 Final Landscape Arch	\$1,057.50	\$0.00	\$0.00	0%	\$0.00
3.10 Project Archive	\$950.00	\$0.00	\$0.00	0%	\$0.00
3.40 BKF	\$10,000.00	\$3,100.00	\$3,100.00	31%	\$0.00
3.41 Ninyo & Moore	\$750.00	\$0.00	\$0.00	0%	\$0.00
3.42 Zeiger	\$8,600.00	\$8,600.00	\$8,600.00	100%	\$0.00
3.43 Structural	\$3,000.00	\$0.00	\$0.00	0%	\$0.00
4.01 Respond to RFI's	\$2,010.00	\$0.00	\$0.00	0%	\$0.00
4.02 Prepare Addenda	\$1,458.00	\$0.00	\$0.00	0%	\$0.00
4.03 Pre-Construction Meeting	\$3,166.00	\$0.00	\$0.00	0%	\$0.00
4.04 Submittal Review	\$2,676.00	\$0.00	\$0.00	0%	\$0.00
4.05 Field Reviews	\$5,224.00	\$0.00	\$0.00	0%	\$0.00
4.06 RFI Responses	\$2,738.00	\$0.00	\$0.00	0%	\$0.00
4.07 Substantial Completion	\$2,369.00	\$0.00	\$0.00	0%	\$0.00
4.08 Record Drawings	\$1,394.00	\$0.00	\$0.00	0%	\$0.00
4.40 BKF	\$2,000.00	\$0.00	\$0.00	0%	\$0.00
4.41 Ninyo & Moore	\$15,700.00	\$0.00	\$0.00	0%	\$0.00
4.42 Zeiger	\$1,000.00	\$0.00	\$0.00	0%	\$0.00
4.43 Structural	\$1,000.00	\$0.00	\$0.00	0%	\$0.00
5.01 Interpretation	\$25,000.00	\$0.00	\$0.00	0%	\$0.00
5.02-01 Site Lighting AS #2	\$968.00	\$0.00	\$968.00	100%	\$968.00
5.02-42 Zeiger AS #2	\$4,300.00	\$0.00	\$0.00	0%	\$0.00
Total Professional Services	\$208,574.00	\$82,759.00	\$101,152.50	48%	\$18,393.50
Reimbursable Expenses	7,500.00	\$2,676.52	\$3,372.06	45%	\$695.54
Total Amount	\$216,074.00	\$85,435.52	\$104,524.56	48%	\$19,089.04

Labor Transactions - CALLANDER ASSOCIATES

11/1/2017 to 11/30/2017

	Date	Reg Hrs	OT Hrs	Total Hrs	Effort Amount
17035 Cooley Landing Phase 2-5		149.5	.	149.5	18,393.50
17035-3.0 3.0 Construction Documents		143.5	.	143.5	17,425.50
Castro, Dania					
	11/29/2017	1.5		1.5	175.50
	11/30/2017	3		3	351.00
Deng, Alice					
	11/15/2017	4		4	468.00
	11/17/2017	2.5		2.5	292.50
	11/20/2017	3		3	351.00
Fletcher, Brian G					
	11/1/2017	1		1	190.00
	11/17/2017	.5		.5	95.00
	11/22/2017	1		1	190.00
	11/27/2017	.5		.5	95.00
Kong, Kelly M					
	11/7/2017	6		6	648.00
	11/8/2017	9		9	972.00
	11/9/2017	6		6	648.00
	11/10/2017	6		6	648.00
	11/13/2017	5		5	540.00
	11/14/2017	8		8	864.00
	11/15/2017	3.5		3.5	378.00
Richards, Megan F					
	11/9/2017	2		2	234.00
	11/10/2017	1.5		1.5	175.50
	11/13/2017	2		2	234.00
	11/14/2017	.5		.5	58.50
	11/15/2017	3.5		3.5	409.50
	11/17/2017	6.5		6.5	760.50
	11/20/2017	3.5		3.5	409.50
	11/21/2017	2		2	234.00
	11/22/2017	7		7	819.00
	11/28/2017	1		1	117.00
	11/29/2017	7		7	819.00
	11/30/2017	8		8	936.00
Ritchie, Nathan D					
	11/1/2017	3.5		3.5	483.00
	11/2/2017	.5		.5	69.00
	11/5/2017	1.5		1.5	207.00
	11/6/2017	2.5		2.5	345.00
	11/7/2017	3		3	414.00
	11/8/2017	4.5		4.5	621.00
	11/9/2017	2.5		2.5	345.00
	11/10/2017	1		1	138.00
	11/11/2017	.5		.5	69.00
	11/13/2017	3		3	414.00
	11/14/2017	1		1	138.00

Labor Transactions - CALLANDER ASSOCIATES

11/1/2017 to 11/30/2017

	11/21/2017	2	2	276.00
	11/22/2017	2.5	2.5	345.00
	11/26/2017	4.5	4.5	621.00
	11/27/2017	2	2	276.00
	11/28/2017	2	2	276.00
	11/29/2017	.5	.5	69.00
	11/30/2017	1.5	1.5	207.00
17035-5.2 5.2 ASA #2 Site Lighting				
		6.	6.	968.00
Fletcher, Brian G				
	11/2/2017	2	2	380.00
	11/9/2017	.5	.5	95.00
	11/13/2017	.5	.5	95.00
	11/20/2017	.5	.5	95.00
Richards, Megan F				
	11/21/2017	2	2	234.00
Ritchie, Nathan D				
	11/20/2017	.5	.5	69.00

Project Name		Sq Ft	Qty	Total
17035-2.0-Cooley Landing Phase 2-5-2.0 Schematic Design Package				
Small Format BW				
Unassigned	Total:	4.00	2	\$1.70
Total For : Small Format BW		4.00	2	\$1.70
Total For : Cooley Landing Phase 2-5-2.0 Schematic Design Pa		4.00	2	\$1.70
17035-3.0-Cooley Landing Phase 2-5-3.0 Construction Documents				
Small Format BW				
Unassigned	Total:	20.00	10	\$8.50
Total For : Small Format BW		20.00	10	\$8.50
Total For : Cooley Landing Phase 2-5-3.0 Construction Docume		20.00	10	\$8.50
17035-7.0-Cooley Landing Phase 2-5-Reimbursables				
Large Format BW				
Unassigned	Total:	27.00	3	\$20.25
Total For : Large Format BW		27.00	3	\$20.25
Small Format BW				
Unassigned	Total:	310.00	253	\$205.25
Total For : Small Format BW		310.00	253	\$205.25
Total For : Cooley Landing Phase 2-5-Reimbursables		337.00	256	\$225.50
Grand Total :				\$235.70

End Of Report

\$235.70



Callander Associates Landscape Architecture

New Remit Address

12150 Tributary Point Drive, Suite 140
Gold River, CA 95670
T 916.985.4366
F 916.985.4391

www.callanderassociates.com

City of East Palo Alto

1960 Tate Street

East Palo Alto, CA 94303

Attn: Kamal Fallaha via kfallaha@cityofepa.org
and Fanny Yu via fannyu@cityofepa.org

INVOICE

No. 17035-11

01/19/2018

Cooley Landing Phase 2-5

17035

For Services Rendered Through 12/31/2017

For professional service rendered and other charges as noted:
Per Professional Services Agreement dated May 26, 2017.

Reimbursable expense budget includes 1) direct project expenses (backup provided), and 2) a 2.5% surcharge on total fees for communication and insurance costs. Amounts billed appear in the Contract Summary at the bottom of this invoice.

Professional Services

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
3.0 Construction Documents			
Designer 1	29.50	117.00	\$3,451.50
Project Manager 2	34.00	138.00	\$4,692.00
Project Administrator	2.00	105.00	\$210.00
Total for 3.0 Construction Documents	65.50		\$8,353.50

Fee Summary 3.0 Construction Documents

Fees for 3.0 Construction Documents	\$52,407.00
Less fees previously invoiced	\$31,572.50
Less fees this invoice	\$8,353.50
Fees remaining	\$12,481.00

Reimbursable Expenses

\$765.08

Outside Services

	<u>Invoice</u>	<u>Unit Rate</u>	<u>Qty</u>	<u>Markup</u>	<u>Amount</u>
5.2 5.2 ASA #2 Site Lighting					
Zeiger Engineers, Inc.	1002056	4,300.00	1.00	1.00	\$4,300.00

Project 17035 Cooley Landing Phase 2-5

Total for 5.2 ASA #2 Site Lighting

Total Outside Services

Invoice 17035-11

\$4,300.00

\$4,300.00

Invoice Amount

\$13,418.58

Contract Summary

	Contract	Previously Billed	Current Billing	Billed To Date	Remaining
Labor	\$234,848.00	\$73,767.50	\$8,353.50	\$82,121.00	\$152,727.00
Outside Consultants	\$91,150.00	\$27,385.00	\$4,300.00	\$31,685.00	\$59,465.00
Reimbursable	\$7,500.00	\$3,372.06	\$556.24	\$3,928.30	\$3,571.70
Communication and Insurance		\$0.00	\$208.84	\$208.84	
Total	\$333,498.00	\$104,524.56	\$13,418.58	\$117,943.14	\$215,554.86

OK TO PAY


1/23/2018

Progress update through December 31, 2017

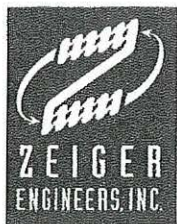
17035

Phase	Contract	Previously Earned	Earned To Date	% Complete	Current Amount
1.01 Kick-Off Meeting	\$1,405.00	\$1,405.00	\$1,405.00	100%	\$0.00
1.02 Site Reconnaissance	\$1,388.00	\$1,388.00	\$1,388.00	100%	\$0.00
1.03 Project Schedule	\$482.00	\$482.00	\$482.00	100%	\$0.00
1.04 Review Materials	\$587.00	\$587.00	\$587.00	100%	\$0.00
1.05 Permit Review	\$1,069.00	\$1,069.00	\$1,069.00	100%	\$0.00
1.06 Review Existing Geotech	\$482.00	\$482.00	\$482.00	100%	\$0.00
1.07 Topographic Survey	\$1,008.00	\$1,008.00	\$1,008.00	100%	\$0.00
1.08 Utility Evaluation	\$336.00	\$336.00	\$336.00	100%	\$0.00
1.09 Conceptual Design Plan	\$6,664.00	\$6,664.00	\$6,664.00	100%	\$0.00
1.10 Preliminary Cost Estimate	\$2,320.00	\$2,320.00	\$2,320.00	100%	\$0.00
1.11 Staff Meeting	\$1,259.00	\$1,259.00	\$1,259.00	100%	\$0.00
1.40 BKF	\$8,000.00	\$8,000.00	\$8,000.00	100%	\$0.00
1.41 Ninyo & Moore	\$9,800.00	\$5,685.00	\$5,685.00	58%	\$0.00
2.01 SD / CD 30% Submittal	\$17,792.00	\$17,792.00	\$17,792.00	100%	\$0.00
2.02 Design Development Book	\$2,402.00	\$2,402.00	\$2,402.00	100%	\$0.00
2.03 Cost Estimate	\$1,581.00	\$1,581.00	\$1,581.00	100%	\$0.00
2.04 Staff Meeting	\$4,239.00	\$2,364.00	\$2,364.00	56%	\$0.00
2.40 BKF	\$2,000.00	\$2,000.00	\$2,000.00	100%	\$0.00
3.01 CD's - 90% Submittal	\$17,736.00	\$24,956.58	\$31,349.58	177%	\$6,393.00
3.02 Cost Estimate	\$1,443.50	\$1,443.50	\$1,443.50	100%	\$0.00
3.03 Storm Water Pollution	\$2,878.00	\$2,878.00	\$2,878.00	100%	\$0.00
3.04 BCDC Review	\$7,842.00	\$0.00	\$1,960.50	25%	\$1,960.50
3.05 Staff Meeting	\$2,077.00	\$0.00	\$0.00	0%	\$0.00
3.06 CD's - 100% Submittal	\$10,890.00	\$2,382.42	\$2,382.42	22%	\$0.00
3.07 City Council & MROSD Board	\$4,137.00	\$0.00	\$0.00	0%	\$0.00
3.08 Permit Re-submittal and Bid	\$3,396.00	\$0.00	\$0.00	0%	\$0.00
3.09 Final Landscape Arch	\$1,057.50	\$0.00	\$0.00	0%	\$0.00
3.10 Project Archive	\$950.00	\$0.00	\$0.00	0%	\$0.00
3.40 BKF	\$10,000.00	\$3,100.00	\$3,100.00	31%	\$0.00
3.41 Ninyo & Moore	\$750.00	\$0.00	\$0.00	0%	\$0.00
3.42 Zeiger	\$8,600.00	\$8,600.00	\$8,600.00	100%	\$0.00
3.43 Structural	\$3,000.00	\$0.00	\$0.00	0%	\$0.00
4.01 Respond to RFI's	\$2,010.00	\$0.00	\$0.00	0%	\$0.00
4.02 Prepare Addenda	\$1,458.00	\$0.00	\$0.00	0%	\$0.00
4.03 Pre-Construction Meeting	\$3,166.00	\$0.00	\$0.00	0%	\$0.00
4.04 Submittal Review	\$2,676.00	\$0.00	\$0.00	0%	\$0.00
4.05 Field Reviews	\$5,224.00	\$0.00	\$0.00	0%	\$0.00
4.06 RFI Responses	\$2,738.00	\$0.00	\$0.00	0%	\$0.00
4.07 Substantial Completion	\$2,369.00	\$0.00	\$0.00	0%	\$0.00
4.08 Record Drawings	\$1,394.00	\$0.00	\$0.00	0%	\$0.00
4.40 BKF	\$2,000.00	\$0.00	\$0.00	0%	\$0.00
4.41 Ninyo & Moore	\$15,700.00	\$0.00	\$0.00	0%	\$0.00
4.42 Zeiger	\$1,000.00	\$0.00	\$0.00	0%	\$0.00
4.43 Structural	\$1,000.00	\$0.00	\$0.00	0%	\$0.00
5.01 Interpretation	\$25,000.00	\$0.00	\$0.00	0%	\$0.00
5.02-01 Site Lighting AS #2	\$968.00	\$968.00	\$968.00	100%	\$0.00
5.02-42 Zeiger AS #2	\$4,300.00	\$0.00	\$4,300.00	100%	\$4,300.00
Total Professional Services	\$208,574.00	\$101,152.50	\$113,806.00	55%	\$12,653.50
Reimbursable Expenses	7,500.00	\$3,372.06	\$4,137.14	55%	\$765.08
Total Amount	\$216,074.00	\$104,524.56	\$117,943.14	55%	\$13,418.58

Labor Transactions - CALLANDER ASSOCIATES

12/1/2017 to 12/31/2017

	Date	Reg Hrs	OT Hrs	Total Hrs	Effort Amount
17035 Cooley Landing Phase 2-5		65.5	.	65.5	8,353.50
17035-3.0 3.0 Construction Documents		65.5	.	65.5	8,353.50
Richards, Megan F					
	12/1/2017	7		7	819.00
	12/4/2017	4		4	468.00
	12/6/2017	8.5		8.5	994.50
	12/7/2017	5.5		5.5	643.50
	12/29/2017	4.5		4.5	526.50
Ritchie, Nathan D					
	12/1/2017	2.5		2.5	345.00
	12/4/2017	1		1	138.00
	12/6/2017	6		6	828.00
	12/7/2017	9		9	1,242.00
	12/8/2017	.5		.5	69.00
	12/15/2017	.5		.5	69.00
	12/17/2017	.5		.5	69.00
	12/18/2017	1		1	138.00
	12/19/2017	.5		.5	69.00
	12/21/2017	.5		.5	69.00
	12/25/2017	1.5		1.5	207.00
	12/26/2017	2		2	276.00
	12/27/2017	5		5	690.00
	12/28/2017	3.5		3.5	483.00
Zepeda, Danielle T					
	12/7/2017	2		2	210.00



ZEIGER ENGINEERS, INC.

478 3RD STREET, OAKLAND, CALIFORNIA 94607

TEL: (510) 452-9391

FAX: (510) 452-0661

www.zeigerengineers.com

CALLANDER ASSOCIATES

12150 TRIBUTARY POINT DR STE 140

GOLD RIVER, CA 95670

December 15, 2017

Invoice No: 1002056

Project No: 4275C

Attn: MICHAEL KIMSAL/ACCT'G DEP

Re: COOLEY LANDING AMENDMENT # 2, ADD SVC NOV 13,2017

For professional services rendered for the period November 1, 2017 to November 30, 2017
for the referenced project.

Fee Charges

<u>Description</u>	<u>Title</u>	<u>Rate</u>	<u>Hours</u>	<u>Amount</u>
ZEIGER, R.	PRINCIPAL	240.00	13.00	\$3,120.00
GOFEN, ANNA	SR. AUTOCAD OPERATOR	127.00	9.30	\$1,180.00
Phase Total			22.30	\$4,300.00
Total Fee Charges			22.30	\$4,300.00

Total Current Billing

\$4,300.00

12/29



363 North Amphlett Blvd
San Mateo, CA 94401
650.696.2100 Phone
650.696.2199 Fax
www.barkerblue.com

DMT	Page	1	INVOICE
Invoice Number	0000602903		
Order Number	0000255334		
Customer	CALLA		
Order Date	12/19/2017		

Bill To: CALLANDER ASSOCIATES
1633 BAYSHORE HIGHWAY, STE 133
ATTN: ACCOUNTS PAYABLE
BURLINGAME, CA 94010

Ship To: CALLANDER ASSOCIATES
1633 BAYSHORE HIGHWAY, STE 133
DISTRIBUTION (2)
BURLINGAME, CA 94010

Invoice Creation Date: 12/22/2017 9:27:42AM

Cust. WO#: 20171219-020

Project Name: COOLEY LANDING

Ordered By: NATE RITCHIE

Project Number: #17035

PO Number: 17035

Num Orig	Num Sets	Description	Size of Reproduction	Amount	Tax
33	1	1ST PRINT BOND FROM DIGITAL FILE PDF FILES	30x 42	178.20	Y
33	1	1ST HALF SZ PRINT BOND/DIGITAL FILE PDF FILES	15x 22	86.13	Y
	2.0	STAPLED / EDGE BINDING		4.60	Y
	1.0	DELIVERY / BURLINGAME-HILLSBOROUGH		15.00	Y
	1.0	FUEL SURCHARGE		2.29	N
	1.0	PACKAGING W/PROCESS TO SHIP		5.20	Y
	1.0	GOLDEN STATE OVERNIGHT/10:30AM		21.51	N

$\$338.95 * 1.15 = \389.79

17035
12/19
DEC

Sub-Total	Sales Tax	Balance Due
312.93	26.02	338.95

Terms: Net 30 Days

CURRENT	30 DAYS	60 DAYS	90 DAYS	120 DAYS
338.95	0.00	0.00	0.00	0.00

Project Name	Sq Ft	Qty	Total
17035-7.0-Cooley Landing Phase 2-5-Reimbursables			
Small Format BW			
Unassigned			
	Total:	314.00	201
			\$166.45
Total For : Small Format BW	314.00	201	\$166.45
Total For : Cooley Landing Phase 2-5-Reimbursables	314.00	201	\$166.45
Grand Total :			\$166.45
End Of Report			



Callander Associates Landscape Architecture

New Remit Address

12150 Tributary Point Drive, Suite 140
Gold River, CA 95670
T 916.985.4366
F 916.985.4391

www.callanderassociates.com

City of East Palo Alto

1960 Tate Street

East Palo Alto, CA 94303

Attn: Kamal Fallaha via kfallaha@cityofepa.org
and Fanny Yu via fannyyu@cityofepa.org

INVOICE

No. 17035-12

02/22/2018

Cooley Landing Phase 2-5

17035

For Services Rendered Through 1/31/2018

For professional service rendered and other charges as noted:
Per Professional Services Agreement dated May 26, 2017.

Reimbursable expense budget includes 1) direct project expenses (backup provided), and 2) a 2.5% surcharge on total fees for communication and insurance costs. Amounts billed appear in the Contract Summary at the bottom of this invoice.

Professional Services

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
3.0 Construction Documents			
Project Manager 2	9.50	138.00	\$1,311.00
Project Administrator	.50	105.00	\$52.50
Total for 3.0 Construction Documents	10.00		\$1,363.50

Fee Summary 3.0 Construction Documents

Fees for 3.0 Construction Documents	\$55,407.00
Less fees previously invoiced	\$39,926.00
Less fees this invoice	\$1,363.50
Fees remaining	\$14,117.50

Reimbursable Expenses

\$42.19

Outside Services

	<u>Invoice</u>	<u>Unit Rate</u>	<u>Qty</u>	<u>Markup</u>	<u>Amount</u>
1.0 1.0 Concept Submittal					
Ninyo & Moore	214339	1,814.25	1.00	1.00	\$1,814.25
Total for 1.0 Concept Submittal					\$1,814.25

Project 17035 Cooley Landing Phase 2-5

Total Outside Services

Invoice 17035-12

\$1,814.25

Invoice Amount

\$3,219.94

Contract Summary

	Contract	Previously Billed	Current Billing	Billed To Date	Remaining
Labor	\$120,424.00	\$82,121.00	\$1,363.50	\$83,484.50	\$36,939.50
Outside Consultants	\$88,150.00	\$31,685.00	\$1,814.25	\$33,499.25	\$54,650.75
Reimbursable	\$7,500.00	\$4,137.14	\$8.10	\$4,145.24	\$3,354.76
Communication and Insurance		\$0.00	\$34.09	\$34.09	
Total	\$216,074.00	\$117,943.14	\$3,219.94	\$121,163.08	\$94,910.92

OK TO PAY

2/26/18

F.YU

Progress update through January 31, 2018

17035

Phase	Contract	Previously Earned	Earned To Date	% Complete	Current Amount
1.01 Kick-Off Meeting	\$1,405.00	\$1,405.00	\$1,405.00	100%	\$0.00
1.02 Site Reconnaissance	\$1,388.00	\$1,388.00	\$1,388.00	100%	\$0.00
1.03 Project Schedule	\$482.00	\$482.00	\$482.00	100%	\$0.00
1.04 Review Materials	\$587.00	\$587.00	\$587.00	100%	\$0.00
1.05 Permit Review	\$1,069.00	\$1,069.00	\$1,069.00	100%	\$0.00
1.06 Review Existing Geotech	\$482.00	\$482.00	\$482.00	100%	\$0.00
1.07 Topographic Survey	\$1,008.00	\$1,008.00	\$1,008.00	100%	\$0.00
1.08 Utility Evaluation	\$336.00	\$336.00	\$336.00	100%	\$0.00
1.09 Conceptual Design Plan	\$6,664.00	\$6,664.00	\$6,664.00	100%	\$0.00
1.10 Preliminary Cost Estimate	\$2,320.00	\$2,320.00	\$2,320.00	100%	\$0.00
1.11 Staff Meeting	\$1,259.00	\$1,259.00	\$1,259.00	100%	\$0.00
1.40 BKF	\$8,000.00	\$8,000.00	\$8,000.00	100%	\$0.00
1.41 Ninyo & Moore	\$7,499.25	\$5,685.00	\$7,499.25	100%	\$1,814.25
2.01 SD / CD 30% Submittal	\$17,792.00	\$17,792.00	\$17,792.00	100%	\$0.00
2.02 Design Development Book	\$2,402.00	\$2,402.00	\$2,402.00	100%	\$0.00
2.03 Cost Estimate	\$1,581.00	\$1,581.00	\$1,581.00	100%	\$0.00
2.04 Staff Meeting	\$2,364.00	\$2,364.00	\$2,364.00	100%	\$0.00
2.40 BKF	\$2,000.00	\$2,000.00	\$2,000.00	100%	\$0.00
3.01 CD's - 90% Submittal	\$17,736.00	\$31,349.58	\$31,349.58	177%	\$0.00
3.02 Cost Estimate	\$1,443.50	\$1,443.50	\$1,443.50	100%	\$0.00
3.03 Storm Water Pollution	\$2,878.00	\$2,878.00	\$2,878.00	100%	\$0.00
3.04 BCDC Review	\$7,842.00	\$1,960.50	\$1,960.50	25%	\$0.00
3.05 Staff Meeting	\$2,077.00	\$0.00	\$0.00	0%	\$0.00
3.06 CD's - 100% Submittal	\$18,065.75	\$2,382.42	\$3,745.92	21%	\$1,363.50
3.07 City Council & MROSD Board	\$4,137.00	\$0.00	\$0.00	0%	\$0.00
3.08 Permit Re-submittal and Bid	\$3,396.00	\$0.00	\$0.00	0%	\$0.00
3.09 Final Landscape Arch	\$1,057.50	\$0.00	\$0.00	0%	\$0.00
3.10 Project Archive	\$950.00	\$0.00	\$0.00	0%	\$0.00
3.40 BKF	\$10,000.00	\$3,100.00	\$3,100.00	31%	\$0.00
3.41 Ninyo & Moore	\$750.00	\$0.00	\$0.00	0%	\$0.00
3.42 Zeiger	\$8,600.00	\$8,600.00	\$8,600.00	100%	\$0.00
4.01 Respond to RFI's	\$2,010.00	\$0.00	\$0.00	0%	\$0.00
4.02 Prepare Addenda	\$1,458.00	\$0.00	\$0.00	0%	\$0.00
4.03 Pre-Construction Meeting	\$3,166.00	\$0.00	\$0.00	0%	\$0.00
4.04 Submittal Review	\$2,676.00	\$0.00	\$0.00	0%	\$0.00
4.05 Field Reviews	\$5,224.00	\$0.00	\$0.00	0%	\$0.00
4.06 RFI Responses	\$2,738.00	\$0.00	\$0.00	0%	\$0.00
4.07 Substantial Completion	\$2,369.00	\$0.00	\$0.00	0%	\$0.00
4.08 Record Drawings	\$1,394.00	\$0.00	\$0.00	0%	\$0.00
4.40 BKF	\$2,000.00	\$0.00	\$0.00	0%	\$0.00
4.41 Ninyo & Moore	\$15,700.00	\$0.00	\$0.00	0%	\$0.00
4.42 Zeiger	\$1,000.00	\$0.00	\$0.00	0%	\$0.00
4.43 Structural	\$1,000.00	\$0.00	\$0.00	0%	\$0.00
5.01 Interpretation	\$25,000.00	\$0.00	\$0.00	0%	\$0.00
5.02-01 Site Lighting AS #2	\$968.00	\$968.00	\$968.00	100%	\$0.00
5.02-42 Zeiger AS #2	\$4,300.00	\$4,300.00	\$4,300.00	100%	\$0.00
Total Professional Services	\$208,574.00	\$113,806.00	\$116,983.75	56%	\$3,177.75
Reimbursable Expenses	7,500.00	\$4,137.14	\$4,179.33	56%	\$42.19
Total Amount	\$216,074.00	\$117,943.14	\$121,163.08	56%	\$3,219.94

Labor Transactions - CALLANDER ASSOCIATES

1/1/2018 to 1/31/2018

	Date	Reg Hrs	OT Hrs	Total Hrs	Effort Amount
17035 Cooley Landing Phase 2-5		10.	.	10.	1,363.50
17035-3.0 3.0 Construction Documents		10.	.	10.	1,363.50
Ritchie, Nathan D					
	1/1/2018	3		3	414.00
	1/2/2018	1.5		1.5	207.00
	1/3/2018	.5		.5	69.00
	1/8/2018	.5		.5	69.00
	1/9/2018	.5		.5	69.00
	1/10/2018	2		2	276.00
	1/12/2018	1.5		1.5	207.00
Zepeda, Danielle T					
	1/2/2018	.5		.5	52.50

INVOICE

Mr. Brian Fletcher
CALLANDER ASSOCIATES
1633 Bayshore Highway, Suite 133
Burlingame, CA 94010

January 22, 2018
Project No: 401634010
Invoice No: 214339

Geotechnical & Environmental Consulting Services
Cooley Landing Phase 4
East Palo Alto, California

Invoice through December 31, 2017 for consulting services regarding Phase 4 of the park improvements at Cooley Landing in East Palo Alto, California. Ninyo & Moore's services reflected on this invoice included the review of proposed development activities and plans to evaluate consistency with the site remedial action plan (RAP), site soil and groundwater management plan (SGMP), and the site operations and maintenance plan (O&M).

Tax ID No. 33-0269828

Professional Services

Task	02	Data Compilation & Analysis	Hours	Rate	Amount	
		Project Engineer/Geologist/Scientist				
		Budny, Lucas 8/21/2017	3.50	133.00	465.50	
		Total Labor				465.50

Task	05	Background Review	Hours	Rate	Amount	
		Project Engineer/Geologist/Scientist				
		Sims, Peter 8/11/2017	1.00	133.00	133.00	
		Sims, Peter 8/15/2017	2.00	133.00	266.00	
		Sims, Peter 12/1/2017	2.00	133.00	266.00	
		Sr. Staff Engineer/Geologist/Scientist				
		Hild, Helen 8/11/2017	1.50	120.00	180.00	
		Total Labor				845.00

Task	11	Project Coordination	Hours	Rate	Amount	
		Principal Engineer/Geologist/Scientist				
		Connolly, Peter 11/28/2017	1.75	155.00	271.25	
		Larson, Kristopher 8/10/2017	1.00	155.00	155.00	
		Larson, Kristopher 8/11/2017	.50	155.00	77.50	
		Total Labor				503.75

5710 Ruffin Road • San Diego, California 92123 • Phone (858) 576-1000 • Fax (858) 576-9600

San Diego • Irvine • Los Angeles • Rancho Cucamonga • Oakland • San Francisco • San Jose • Sacramento
Las Vegas • Phoenix • Tucson • Prescott Valley • Denver • Broomfield • Houston



Geotechnical and Environmental Sciences Consultants

Project 401634010

CALLANDER/COOLEY LANDING PH 4

Invoice 214339

TOTAL THIS INVOICE

\$1,814.25

Project Name	Sq Ft	Qty	Total	
17035-7.0-Cooley Landing Phase 2-5-Reimbursables				
Small Format BW				
Unassigned	Total:	12.00	10	\$8.10
Total For : Small Format BW		12.00	10	\$8.10
Total For : Cooley Landing Phase 2-5-Reimbursables		12.00	10	\$8.10
Grand Total :				\$8.10
End Of Report				



Callander Associates
Landscape Architecture

Remit Address

12150 Tributary Point Drive, Suite 140
Gold River, CA 95670
T 916.985.4366
F 916.985.4391

www.callanderassociates.com

City of East Palo Alto

1960 Tate Street

East Palo Alto, CA 94303

Attn: Kamal Fallaha via kfallaha@cityofepa.org
and Fanny Yu via fannyyu@cityofepa.org

INVOICE

No. 17035-13

03/16/2018

Cooley Landing Phase 2-5

17035

For Services Rendered Through 2/28/2018

For professional service rendered and other charges as noted:
Per Professional Services Agreement dated May 26, 2017.

Reimbursable expense budget includes 1) direct project expenses (backup provided), and 2) a 2.5% surcharge on total fees for communication and insurance costs. Amounts billed appear in the Contract Summary at the bottom of this invoice.

Professional Services

Hours Rate Amount

3.0 Construction Documents

Designer 1	.50	117.00	\$58.50
Principal	3.00	190.00	\$570.00
Designer 1	41.50	117.00	\$4,855.50
Project Manager 2	23.00	138.00	\$3,174.00
Construction Manager	.50	149.00	\$74.50
Project Administrator	2.50	105.00	\$262.50
Total for 3.0 Construction Documents	71.00		\$8,995.00

Fee Summary 3.0 Construction Documents

Fees for 3.0 Construction Documents	\$55,407.00
Less fees previously invoiced	\$41,289.50
Less fees this invoice	\$8,995.00
Fees remaining	\$5,122.50

Reimbursable Expenses

\$429.88

Outside Services

	Invoice	Unit Rate	Qty	Markup	Amount
3.0 3.0 Construction Documents					
BKF	18020052	1,170.00	1.00	1.00	\$1,170.00
Ninyo & Moore	215342	736.25	1.00	1.00	\$736.25
Total for 3.0 Construction Documents					\$1,906.25
5.0 5.0 Interpretation					
Jane Bolling Design	Callander01-1	12,750.00	1.00	1.00	\$12,750.00
Total for 5.0 Interpretation					\$12,750.00
Total Outside Services					\$14,656.25

Invoice Amount**\$24,081.13****Contract Summary**

	Contract	Previously Billed	Current Billing	Billed To Date	Remaining
Labor	\$120,424.00	\$83,484.50	\$8,995.00	\$92,479.50	\$27,944.50
Outside Consultants	\$88,150.00	\$33,499.25	\$14,656.25	\$48,155.50	\$39,994.50
Reimbursable	\$7,500.00	\$4,179.33	\$205.00	\$4,384.33	\$3,115.67
Communication and Insurance		\$0.00	\$224.88	\$224.88	
Total	\$216,074.00	\$121,163.08	\$24,081.13	\$145,244.21	\$70,829.79

VOUCHER

P.O. C317054
 VENDOR NAME Callander Assoc.
 ACCOUNT _____
 AMOUNT \$24,081.13
 CLAIMANT SA DATE 3/22/18
 APPROVED BY _____ DATE _____
 DESCRIPTION Cooley Landing
Phase 2-5

OK TO PAY

F.W.

3/22/2018

Progress update through February 28, 2018

17035

Phase	Contract	Previously Earned	Earned To Date	% Complete	Current Amount
1.01 Kick-Off Meeting	\$1,405.00	\$1,405.00	\$1,405.00	100%	\$0.00
1.02 Site Reconnaissance	\$1,388.00	\$1,388.00	\$1,388.00	100%	\$0.00
1.03 Project Schedule	\$482.00	\$482.00	\$482.00	100%	\$0.00
1.04 Review Materials	\$587.00	\$587.00	\$587.00	100%	\$0.00
1.05 Permit Review	\$1,069.00	\$1,069.00	\$1,069.00	100%	\$0.00
1.06 Review Existing Geotech	\$482.00	\$482.00	\$482.00	100%	\$0.00
1.07 Topographic Survey	\$1,008.00	\$1,008.00	\$1,008.00	100%	\$0.00
1.08 Utility Evaluation	\$336.00	\$336.00	\$336.00	100%	\$0.00
1.09 Conceptual Design Plan	\$6,664.00	\$6,664.00	\$6,664.00	100%	\$0.00
1.10 Preliminary Cost Estimate	\$2,320.00	\$2,320.00	\$2,320.00	100%	\$0.00
1.11 Staff Meeting	\$1,259.00	\$1,259.00	\$1,259.00	100%	\$0.00
1.40 BKF	\$8,000.00	\$8,000.00	\$8,000.00	100%	\$0.00
1.41 Ninyo & Moore	\$7,499.25	\$7,499.25	\$7,499.25	100%	\$0.00
2.01 SD / CD 30% Submittal	\$17,792.00	\$17,792.00	\$17,792.00	100%	\$0.00
2.02 Design Development Book	\$2,402.00	\$2,402.00	\$2,402.00	100%	\$0.00
2.03 Cost Estimate	\$1,581.00	\$1,581.00	\$1,581.00	100%	\$0.00
2.04 Staff Meeting	\$2,364.00	\$2,364.00	\$2,364.00	100%	\$0.00
2.40 BKF	\$2,000.00	\$2,000.00	\$2,000.00	100%	\$0.00
3.01 CD's - 90% Submittal	\$17,736.00	\$31,349.58	\$31,349.58	177%	\$0.00
3.02 Cost Estimate	\$1,443.50	\$1,443.50	\$1,443.50	100%	\$0.00
3.03 Storm Water Pollution	\$2,878.00	\$2,878.00	\$2,878.00	100%	\$0.00
3.04 BCDC Review	\$7,842.00	\$1,960.50	\$1,960.50	25%	\$0.00
3.05 Staff Meeting	\$2,077.00	\$0.00	\$0.00	0%	\$0.00
3.06 CD's - 100% Submittal	\$18,079.50	\$3,745.92	\$12,740.92	70%	\$8,995.00
3.07 City Council & MROSD Board	\$4,137.00	\$0.00	\$0.00	0%	\$0.00
3.08 Permit Re-submittal and Bid	\$3,396.00	\$0.00	\$0.00	0%	\$0.00
3.09 Final Landscape Arch	\$1,057.50	\$0.00	\$0.00	0%	\$0.00
3.10 Project Archive	\$950.00	\$0.00	\$0.00	0%	\$0.00
3.40 BKF	\$10,000.00	\$3,100.00	\$4,270.00	43%	\$1,170.00
3.41 Ninyo & Moore	\$736.25	\$0.00	\$736.25	100%	\$736.25
3.42 Zeiger	\$8,600.00	\$8,600.00	\$8,600.00	100%	\$0.00
4.01 Respond to RFI's	\$2,010.00	\$0.00	\$0.00	0%	\$0.00
4.02 Prepare Addenda	\$1,458.00	\$0.00	\$0.00	0%	\$0.00
4.03 Pre-Construction Meeting	\$3,166.00	\$0.00	\$0.00	0%	\$0.00
4.04 Submittal Review	\$2,676.00	\$0.00	\$0.00	0%	\$0.00
4.05 Field Reviews	\$5,224.00	\$0.00	\$0.00	0%	\$0.00
4.06 RFI Responses	\$2,738.00	\$0.00	\$0.00	0%	\$0.00
4.07 Substantial Completion	\$2,369.00	\$0.00	\$0.00	0%	\$0.00
4.08 Record Drawings	\$1,394.00	\$0.00	\$0.00	0%	\$0.00
4.40 BKF	\$2,000.00	\$0.00	\$0.00	0%	\$0.00
4.41 Ninyo & Moore	\$15,700.00	\$0.00	\$0.00	0%	\$0.00
4.42 Zeiger	\$1,000.00	\$0.00	\$0.00	0%	\$0.00
4.43 Structural	\$1,000.00	\$0.00	\$0.00	0%	\$0.00
5.01 Interpretation	\$25,000.00	\$0.00	\$12,750.00	51%	\$12,750.00
5.02-01 Site Lighting AS #2	\$968.00	\$968.00	\$968.00	100%	\$0.00
5.02-42 Zeiger AS #2	\$4,300.00	\$4,300.00	\$4,300.00	100%	\$0.00
Total Professional Services	\$208,574.00	\$116,983.75	\$140,635.00	67%	\$23,651.25
Reimbursable Expenses	7,500.00	\$4,179.33	\$4,609.21	61%	\$429.88
Total Amount	\$216,074.00	\$121,163.08	\$145,244.21	67%	\$24,081.13

Labor Transactions - CALLANDER ASSOCIATES

2/1/2018 to 2/28/2018

	Date	Reg Hrs	OT Hrs	Total Hrs	Effort Amount
17035 Cooley Landing Phase 2-5		71.	.	71.	8,995.00
17035-3.0 3.0 Construction Documents		71.	.	71.	8,995.00
Deng, Alice	2/27/2018	.5		.5	58.50
Fletcher, Brian G	2/6/2018	3		3	570.00
Richards, Megan F	2/7/2018	5		5	585.00
	2/8/2018	6.5		6.5	760.50
	2/9/2018	3.5		3.5	409.50
	2/15/2018	.5		.5	58.50
	2/19/2018	2.5		2.5	292.50
	2/20/2018	6		6	702.00
	2/21/2018	1.5		1.5	175.50
	2/22/2018	4		4	468.00
	2/23/2018	7		7	819.00
	2/26/2018	5		5	585.00
Ritchie, Nathan D	2/1/2018	1.5		1.5	207.00
	2/2/2018	2.5		2.5	345.00
	2/5/2018	3		3	414.00
	2/6/2018	4		4	552.00
	2/7/2018	2		2	276.00
	2/8/2018	2		2	276.00
	2/9/2018	1		1	138.00
	2/12/2018	1		1	138.00
	2/13/2018	.5		.5	69.00
	2/19/2018	1.5		1.5	207.00
	2/20/2018	2		2	276.00
	2/21/2018	1		1	138.00
	2/27/2018	.5		.5	69.00
	2/28/2018	.5		.5	69.00
Sanfilippo, Shawn M	2/23/2018	.5		.5	74.50
Zepeda, Danielle T	2/13/2018	2.5		2.5	262.50



BKF Engineers
Remit to: Accounting Department
255 Shoreline Drive, #200
Redwood City, CA 94065
(650) 482-6300

INVOICE

Nate Ritchey
Callander Associates
12150 Tributary Point Drive
Suite 140
Gold River, CA 95670

February 6, 2018
No: 20170225-10
Invoice No: 18020052
Project Manager Cuong Tran

20170225-10 Cooley Landing Survey and Civil

Topographic survey and civil engineering support.

****Reimbursables inc. in fee and additional services to be T&M per client letter 6/5/17****

Professional Services from January 1, 2018 to January 28, 2018

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topo Survey	8,000.00	100.00	8,000.00	8,000.00	0.00
Civil Engineering	12,000.00	52.25	6,270.00	5,100.00	1,170.00
Total Fee	20,000.00		14,270.00	13,100.00	1,170.00
					1,170.00
				Total this Invoice	\$1,170.00

Billings to Date

	Current	Prior	Total
Fixed fee	1,170.00	13,100.00	14,270.00
Totals	1,170.00	13,100.00	14,270.00



Jane Bolling Design
108 Locust Street... suite b
Santa Cruz CA 95060
831 458 0599
janeb@cruzio.com

INVOICE
#callander 01/18

DATE February 21, 2018

CLIENT Callander Associates Landscape Architecture, Inc.
300 South First Street, Ste. 232
San Jose, CA 95113
408.275.0565

PROJECT Cooley Landing Interpretive Display Program

SERVICE Four 36" x 24" interpretive display panels.

	per panel	
Concept/Design/Coordination	\$1,200.00	\$4,800.00
Content/Writing	\$850.00	\$3,400.00
Illustration/photos	\$750.00	\$3,000.00
One 30" x 15" interpretive display panel.		
Concept/Design/Coordination		\$650.00
Content/Writing		\$500.00
Illustration		\$400.00

SUBTOTAL	\$12,750.00
TAXABLE TOTAL	\$0.00
NONTAXABLE TOTAL	\$12,750.00
9% CA SALES TAX	\$0.00
TOTAL	\$12,750.00

NOTE Net 30 days. Thank you!

Project Name	Sq Ft	Qty	Total	
17035-7.0-Cooley Landing Phase 2-5-Reimbursables				
Small Format BW				
Unassigned	Total:	366.00	241	\$199.05
Total For : Small Format BW		366.00	241	\$199.05
Small Format Color				
Unassigned	Total:	7.00	7	\$5.95
Total For : Small Format Color		7.00	7	\$5.95
Total For : Cooley Landing Phase 2-5-Reimbursables		373.00	248	\$205.00
Grand Total :				
				\$205.00

End Of Report

\$205.00



Callander Associates

Landscape Architecture

New Remit Address

12150 Tributary Point Drive, Suite 140
Gold River, CA 95670
T 916.985.4366
F 916.985.4391

www.callanderassociates.com

City of East Palo Alto

1960 Tate Street

East Palo Alto, CA 94303

Attn: Kamal Fallaha via kfallaha@cityofepa.org
and Fanny Yu via fannyyu@cityofepa.org

INVOICE

No. 17035-14

04/19/2018

Cooley Landing Phase 2-5

17035

For Services Rendered Through 3/31/2018

For professional service rendered and other charges as noted:
Per Professional Services Agreement dated May 26, 2017.

Reimbursable expense budget includes 1) direct project expenses (backup provided), and 2) a 2.5% surcharge on total fees for communication and insurance costs. Amounts billed appear in the Contract Summary at the bottom of this invoice.

Professional Services

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
3.0 Construction Documents			
Designer 1	16.50	117.00	\$1,930.50
Principal	4.00	190.00	\$760.00
Designer 1	13.00	117.00	\$1,521.00
Project Manager 2	33.50	138.00	\$4,623.00
Associate	1.00	168.00	\$168.00
Principal	1.00	190.00	\$190.00
Project Administrator	10.30	105.00	\$1,081.50
Total for 3.0 Construction Documents	79.30		\$10,274.00

Fee Summary 3.0 Construction Documents

Fees for 3.0 Construction Documents	\$60,596.50
Less fees previously invoiced	\$50,284.50
Less fees this invoice	\$10,274.00
Fees remaining	\$38.00

Reimbursable Expenses

\$417.15

Invoice Amount**\$10,691.15****Contract Summary**

	Contract	Previously Billed	Current Billing	Billed To Date	Remaining
Labor	\$124,790.50	\$92,479.50	\$10,274.00	\$102,753.50	\$22,037.00
Outside Consultants	\$84,835.50	\$48,155.50	\$0.00	\$48,155.50	\$36,680.00
Reimbursable	\$7,500.00	\$4,609.21	\$160.30	\$4,769.51	\$2,730.49
Communication and Insurance		\$0.00	\$256.85	\$256.85	
Total	\$217,126.00	\$145,244.21	\$10,691.15	\$155,935.36	\$61,190.64

Project 17035 Cooley Landing Phase 2-5

Invoice 17035-14

Invoice Amount

\$10,691.15

Contract Summary

	Contract	Previously Billed	Current Billing	Billed To Date	Remaining
Labor	\$124,790.50	\$92,479.50	\$10,274.00	\$102,753.50	\$22,037.00
Outside Consultants	\$84,835.50	\$48,155.50	\$0.00	\$48,155.50	\$36,680.00
Reimbursable	\$7,500.00	\$4,609.21	\$160.30	\$4,769.51	\$2,730.49
Communication and Insurance		\$0.00	\$256.85	\$256.85	
Total	\$217,126.00	\$145,244.21	\$10,691.15	\$155,935.36	\$61,190.64

OK TO PAY

\$10,691.15

F.VW

4/20/18

Progress update through March 31, 2018

17035

Phase	Contract	Previously Earned	Earned To Date	% Complete	Current Amount
1.01 Kick-Off Meeting	\$1,405.00	\$1,405.00	\$1,405.00	100%	\$0.00
1.02 Site Reconnaissance	\$1,388.00	\$1,388.00	\$1,388.00	100%	\$0.00
1.03 Project Schedule	\$482.00	\$482.00	\$482.00	100%	\$0.00
1.04 Review Materials	\$587.00	\$587.00	\$587.00	100%	\$0.00
1.05 Permit Review	\$1,069.00	\$1,069.00	\$1,069.00	100%	\$0.00
1.06 Review Existing Geotech	\$482.00	\$482.00	\$482.00	100%	\$0.00
1.07 Topographic Survey	\$1,008.00	\$1,008.00	\$1,008.00	100%	\$0.00
1.08 Utility Evaluation	\$336.00	\$336.00	\$336.00	100%	\$0.00
1.09 Conceptual Design Plan	\$6,664.00	\$6,664.00	\$6,664.00	100%	\$0.00
1.10 Preliminary Cost Estimate	\$2,320.00	\$2,320.00	\$2,320.00	100%	\$0.00
1.11 Staff Meeting	\$1,259.00	\$1,259.00	\$1,259.00	100%	\$0.00
1.40 BKF	\$8,000.00	\$8,000.00	\$8,000.00	100%	\$0.00
1.41 Ninyo & Moore	\$7,499.25	\$7,499.25	\$7,499.25	100%	\$0.00
2.01 SD / CD 30% Submittal	\$17,792.00	\$17,792.00	\$17,792.00	100%	\$0.00
2.02 Design Development Book	\$2,402.00	\$2,402.00	\$2,402.00	100%	\$0.00
2.03 Cost Estimate	\$1,581.00	\$1,581.00	\$1,581.00	100%	\$0.00
2.04 Staff Meeting	\$2,364.00	\$2,364.00	\$2,364.00	100%	\$0.00
2.40 BKF	\$2,000.00	\$2,000.00	\$2,000.00	100%	\$0.00
3.01 CD's - 90% Submittal	\$17,736.00	\$31,349.58	\$31,349.58	177%	\$0.00
3.02 Cost Estimate	\$1,443.50	\$1,443.50	\$1,443.50	100%	\$0.00
3.03 Storm Water Pollution	\$2,878.00	\$2,878.00	\$2,878.00	100%	\$0.00
3.04 BCDC Review	\$7,842.00	\$1,960.50	\$1,960.50	25%	\$0.00
3.05 Staff Meeting	\$2,077.00	\$0.00	\$2,077.00	100%	\$2,077.00
3.06 CD's - 100% Submittal	\$18,079.50	\$12,740.92	\$19,903.67	110%	\$7,162.75
3.07 City Council & MROSD Board	\$4,137.00	\$0.00	\$1,034.25	25%	\$1,034.25
3.08 Permit Re-submittal and Bid	\$4,396.00	\$0.00	\$0.00	0%	\$0.00
3.09 Final Landscape Arch	\$1,057.50	\$0.00	\$0.00	0%	\$0.00
3.10 Project Archive	\$950.00	\$0.00	\$0.00	0%	\$0.00
3.40 BKF	\$10,000.00	\$4,270.00	\$4,270.00	43%	\$0.00
3.41 Ninyo & Moore	\$736.25	\$736.25	\$736.25	100%	\$0.00
3.42 Zeiger	\$8,600.00	\$8,600.00	\$8,600.00	100%	\$0.00
4.01 Respond to RFI's	\$2,010.00	\$0.00	\$0.00	0%	\$0.00
4.02 Prepare Addenda	\$1,458.00	\$0.00	\$0.00	0%	\$0.00
4.03 Pre-Construction Meeting	\$3,166.00	\$0.00	\$0.00	0%	\$0.00
4.04 Submittal Review	\$2,676.00	\$0.00	\$0.00	0%	\$0.00
4.05 Field Reviews	\$5,224.00	\$0.00	\$0.00	0%	\$0.00
4.06 RFI Responses	\$2,738.00	\$0.00	\$0.00	0%	\$0.00
4.07 Substantial Completion	\$2,369.00	\$0.00	\$0.00	0%	\$0.00
4.08 Record Drawings	\$1,394.00	\$0.00	\$0.00	0%	\$0.00
4.40 BKF	\$2,000.00	\$0.00	\$0.00	0%	\$0.00
4.41 Ninyo & Moore	\$15,700.00	\$0.00	\$0.00	0%	\$0.00
4.42 Zeiger	\$1,000.00	\$0.00	\$0.00	0%	\$0.00
5.01 Interpretation	\$25,000.00	\$12,750.00	\$12,750.00	51%	\$0.00
5.02-01 Site Lighting AS #2	\$968.00	\$968.00	\$968.00	100%	\$0.00
5.02-42 Zeiger AS #2	\$4,300.00	\$4,300.00	\$4,300.00	100%	\$0.00
5.3 AS #3 Interpretive Panels	\$1,052.00	\$0.00	\$0.00	0%	\$0.00
Total Professional Services	\$209,626.00	\$140,635.00	\$150,909.00	72%	\$10,274.00
Reimbursable Expenses	7,500.00	\$4,609.21	\$5,026.36	67%	\$417.15
Total Amount	\$217,126.00	\$145,244.21	\$155,935.36	72%	\$10,691.15

Labor Transactions -

3/1/2018 to 3/31/2018

	Date	Reg Hrs	OT Hrs	Total Hrs	Effort Amount
Org Path SM		79.3	.	79.3	10,274.00
17035 Cooley Landing Phase 2-5		79.3	.	79.3	10,274.00
17035-3.0 3.0 Construction Documents					
Deng, Alice					
	3/1/2018	.5		.5	58.50
	3/12/2018	8		8	936.00
	3/13/2018	8		8	936.00
Fletcher, Brian G					
	3/9/2018	1		1	190.00
	3/20/2018	2.5		2.5	475.00
	3/26/2018	.5		.5	95.00
Richards, Megan F					
	3/5/2018	.5		.5	58.50
	3/15/2018	4.5		4.5	526.50
	3/16/2018	8		8	936.00
Ritchie, Nathan D					
	3/1/2018	3		3	414.00
	3/2/2018	.5		.5	69.00
	3/6/2018	1		1	138.00
	3/7/2018	1.5		1.5	207.00
	3/8/2018	4		4	552.00
	3/9/2018	5		5	690.00
	3/12/2018	4		4	552.00
	3/13/2018	4.5		4.5	621.00
	3/14/2018	1.5		1.5	207.00
	3/15/2018	3		3	414.00
	3/16/2018	5.5		5.5	759.00
Rubin, David C					
	3/8/2018	1		1	168.00
	3/9/2018	1		1	190.00
Zepeda, Danielle T					
	3/1/2018	1		1	105.00
	3/14/2018	.3		.3	31.50
	3/15/2018	5		5	525.00
	3/16/2018	4		4	420.00

Project Name	Sq Ft	Qty	Total
17035-7.0-Cooley Landing Phase 2-5-Reimbursables			
Small Format BW			
Unassigned			
	Total:	192.19	194
			\$160.30
Total For : Small Format BW	192.19	194	\$160.30
Total For : Cooley Landing Phase 2-5-Reimbursables	192.19	194	\$160.30
Grand Total :			\$160.30

End Of Report



Callander Associates

Landscape Architecture

New Remit Address

12150 Tributary Point Drive, Suite 140
Gold River, CA 95670
T 916.985.4366
F 916.985.4391

www.callanderassociates.com

City of East Palo Alto

1960 Tate Street

East Palo Alto, CA 94303

Attn: Kamal Fallaha via kfallaha@cityofepa.org
and Fanny Yu via fannyyu@cityofepa.org

INVOICE

No. 17035-15

05/30/2018

Cooley Landing Phase 2-5

17035

For Services Rendered Through 4/30/2018

For professional service rendered and other charges as noted:
Per Professional Services Agreement dated May 26, 2017.

Reimbursable expense budget includes 1) direct project expenses (backup provided), and 2) a 2.5% surcharge on total fees for communication and insurance costs. Amounts billed appear in the Contract Summary at the bottom of this invoice.

Professional Services

	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
3.0 Construction Documents			
Designer 1	8.00	117.00	\$936.00
Project Manager 2	10.50	138.00	\$1,449.00
Construction Manager	2.50	149.00	\$372.50
Total for 3.0 Construction Documents	21.00		\$2,757.50
4.0 Construction Review			
Project Manager 2	13.00	138.00	\$1,794.00
Total for 4.0 Construction Review	13.00		\$1,794.00
5.3 ASA #3 Interpretive Panels			
Project Manager 2	2.50	138.00	\$345.00
Total for 5.3 ASA #3 Interpretive Panels	2.50		\$345.00

Fee Summary 3.0 Construction Documents

Fees for 3.0 Construction Documents	\$63,356.50
Less fees previously invoiced	\$60,558.50
Less fees this invoice	\$2,757.50
Fees remaining	\$40.50

Fee Summary 4.0 Construction Review

Fees for 4.0 Construction Review	\$21,035.00
Less fees previously invoiced	\$0.00
Less fees this invoice	\$1,794.00
Fees remaining	\$19,241.00

Fee Summary 5.3 ASA #3 Interpretive Panels

Fees for 5.3 ASA #3 Interpretive Panels	\$1,052.00
Less fees previously invoiced	\$0.00
Less fees this invoice	\$345.00
Fees remaining	\$707.00

Reimbursable Expenses


\$168.02

Outside Services

	Invoice	Unit Rate	Qty	Markup	Amount
3.0 3.0 Construction Documents					
BKF	18040012	2,130.00	1.00	1.00	\$2,130.00
BKF	18050019	840.00	1.00	1.00	\$840.00
Total for 3.0 Construction Documents					\$2,970.00
Total Outside Services					\$2,970.00

Invoice Amount

OK TO PAY
5/31/2018


\$8,034.52

Contract Summary

	Contract	Previously Billed	Current Billing	Billed To Date	Remaining
Labor	\$127,550.50	\$102,753.50	\$4,896.50	\$107,650.00	\$19,900.50
Outside Consultants	\$82,075.50	\$48,155.50	\$2,970.00	\$51,125.50	\$30,950.00
Reimbursable	\$7,500.00	\$5,026.36	\$45.60	\$5,071.96	\$2,428.04
Communication and Insurance		\$0.00	\$122.42	\$122.42	
Total	\$217,126.00	\$155,935.36	\$8,034.52	\$163,969.88	\$53,156.12

Progress update through April 30, 2018

17035

Phase	Contract	Previously Earned	Earned To Date	% Complete	Current Amount
1.01 Kick-Off Meeting	\$1,405.00	\$1,405.00	\$1,405.00	100%	\$0.00
1.02 Site Reconnaissance	\$1,388.00	\$1,388.00	\$1,388.00	100%	\$0.00
1.03 Project Schedule	\$482.00	\$482.00	\$482.00	100%	\$0.00
1.04 Review Materials	\$587.00	\$587.00	\$587.00	100%	\$0.00
1.05 Permit Review	\$1,069.00	\$1,069.00	\$1,069.00	100%	\$0.00
1.06 Review Existing Geotech	\$482.00	\$482.00	\$482.00	100%	\$0.00
1.07 Topographic Survey	\$1,008.00	\$1,008.00	\$1,008.00	100%	\$0.00
1.08 Utility Evaluation	\$336.00	\$336.00	\$336.00	100%	\$0.00
1.09 Conceptual Design Plan	\$6,664.00	\$6,664.00	\$6,664.00	100%	\$0.00
1.10 Preliminary Cost Estimate	\$2,320.00	\$2,320.00	\$2,320.00	100%	\$0.00
1.11 Staff Meeting	\$1,259.00	\$1,259.00	\$1,259.00	100%	\$0.00
1.40 BKF	\$8,000.00	\$8,000.00	\$8,000.00	100%	\$0.00
1.41 Ninyo & Moore	\$7,499.25	\$7,499.25	\$7,499.25	100%	\$0.00
2.01 SD / CD 30% Submittal	\$17,792.00	\$17,792.00	\$17,792.00	100%	\$0.00
2.02 Design Development Book	\$2,402.00	\$2,402.00	\$2,402.00	100%	\$0.00
2.03 Cost Estimate	\$1,581.00	\$1,581.00	\$1,581.00	100%	\$0.00
2.04 Staff Meeting	\$2,364.00	\$2,364.00	\$2,364.00	100%	\$0.00
2.40 BKF	\$2,000.00	\$2,000.00	\$2,000.00	100%	\$0.00
3.01 CD's - 90% Submittal	\$17,736.00	\$31,349.58	\$31,349.58	177%	\$0.00
3.02 Cost Estimate	\$1,443.50	\$1,443.50	\$1,443.50	100%	\$0.00
3.03 Storm Water Pollution	\$2,878.00	\$2,878.00	\$2,878.00	100%	\$0.00
3.04 BCDC Review	\$7,842.00	\$1,960.50	\$1,960.50	25%	\$0.00
3.05 Staff Meeting	\$2,077.00	\$2,077.00	\$2,077.00	100%	\$0.00
3.06 CD's - 100% Submittal	\$18,079.50	\$19,903.67	\$19,903.67	110%	\$0.00
3.07 City Council & MROSD Board	\$4,137.00	\$1,034.25	\$1,034.25	25%	\$0.00
3.08 Permit Re-submittal and Bid	\$4,396.00	\$0.00	\$2,757.50	63%	\$2,757.50
3.09 Final Landscape Arch	\$1,057.50	\$0.00	\$0.00	0%	\$0.00
3.10 Project Archive	\$950.00	\$0.00	\$0.00	0%	\$0.00
3.40 BKF	\$10,000.00	\$4,270.00	\$7,240.00	72%	\$2,970.00
3.41 Ninyo & Moore	\$736.25	\$736.25	\$736.25	100%	\$0.00
3.42 Zeiger	\$8,600.00	\$8,600.00	\$8,600.00	100%	\$0.00
4.01 Respond to RFI's	\$2,010.00	\$0.00	\$0.00	0%	\$0.00
4.02 Prepare Addenda	\$1,458.00	\$0.00	\$1,794.00	123%	\$1,794.00
4.03 Pre-Construction Meeting	\$3,166.00	\$0.00	\$0.00	0%	\$0.00
4.04 Submittal Review	\$2,676.00	\$0.00	\$0.00	0%	\$0.00
4.05 Field Reviews	\$5,224.00	\$0.00	\$0.00	0%	\$0.00
4.06 RFI Responses	\$2,738.00	\$0.00	\$0.00	0%	\$0.00
4.07 Substantial Completion	\$2,369.00	\$0.00	\$0.00	0%	\$0.00
4.08 Record Drawings	\$1,394.00	\$0.00	\$0.00	0%	\$0.00
4.40 BKF	\$2,000.00	\$0.00	\$0.00	0%	\$0.00
4.41 Ninyo & Moore	\$15,700.00	\$0.00	\$0.00	0%	\$0.00
4.42 Zeiger	\$1,000.00	\$0.00	\$0.00	0%	\$0.00
5.01 Interpretation	\$25,000.00	\$12,750.00	\$12,750.00	51%	\$0.00
5.02-01 Site Lighting AS #2	\$968.00	\$968.00	\$968.00	100%	\$0.00
5.02-42 Zeiger AS #2	\$4,300.00	\$4,300.00	\$4,300.00	100%	\$0.00
5.3 AS #3 Interpretive Panels	\$1,052.00	\$0.00	\$345.00	33%	\$345.00
Total Professional Services	\$209,626.00	\$150,909.00	\$158,775.50	76%	\$7,866.50
Reimbursable Expenses	7,500.00	\$5,026.36	\$5,194.38	69%	\$168.02
Total Amount	\$217,126.00	\$155,935.36	\$163,969.88	76%	\$8,034.52

Labor Transactions - CALLANDER ASSOCIATES

4/1/2018 to 4/30/2018

	Date	Reg Hrs	OT Hrs	Total Hrs
Org Path SM				
		36.5	.	36.5
17035 Cooley Landing Phase 2-5				
		36.5	.	36.5
17035-3.0 3.0 Construction Documents				
		21.	.	21.
Richards, Megan F				
	4/11/2018	5.5		5.5
	4/12/2018	2.5		2.5
Ritchie, Nathan D				
	4/3/2018	1		1
	4/4/2018	1.5		1.5
	4/5/2018	2.5		2.5
	4/12/2018	.5		.5
	4/13/2018	5		5
Sanfilippo, Shawn M				
	4/10/2018	.5		.5
	4/11/2018	.5		.5
	4/23/2018	1		1
	4/24/2018	.5		.5
17035-4.0 4.0 Construction Review				
		13.	.	13.
Ritchie, Nathan D				
	4/6/2018	.5		.5
	4/10/2018	1.5		1.5
	4/11/2018	3		3
	4/17/2018	1		1
	4/18/2018	.5		.5
	4/19/2018	.5		.5
	4/20/2018	.5		.5
	4/21/2018	3		3
	4/26/2018	2		2
	4/30/2018	.5		.5
17035-5.3 5.3 ASA #3 Interpretive Panels				
		2.5	.	2.5
Ritchie, Nathan D				
	4/16/2018	1		1
	4/17/2018	1.5		1.5

Project Name	Sq Ft	Qty	Total
17035-7.0-Cooley Landing Phase 2-5-Reimbursables			
Small Format BW			
Unassigned	Total:	37.01	57
			\$45.60
Total For : Small Format BW	37.01	57	\$45.60
Total For : Cooley Landing Phase 2-5-Reimbursables	37.01	57	\$45.60
Grand Total :			\$45.60

End Of Report



BKF Engineers
Remit to: Accounting Department
255 Shoreline Drive, #200
Redwood City, CA 94065
(650) 482-6300

INVOICE

4/9

Nate Ritchey
Callander Associates
12150 Tributary Point Drive
Suite 140
Gold River, CA 95670

April 5, 2018
Project No: 20170225-10
Invoice No: 18040012
Project Manager: Cuong Tran

Project 20170225-10 Cooley Landing Survey and Civil
Topographic survey and civil engineering support.
Reimbursables inc. in fee and additional services to be T&M per client letter 6/5/17
Professional Services from February 26, 2018 to April 1, 2018

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topo Survey	8,000.00	100.00	8,000.00	8,000.00	0.00
Civil Engineering	12,000.00	70.00	8,400.00	6,270.00	2,130.00
Total Fee	20,000.00		16,400.00	14,270.00	2,130.00

Total this Invoice 2,130.00
\$2,130.00

Outstanding Invoices

Number	Date	Balance
18020052	2/6/2018	1,170.00
Total		1,170.00

Billings to Date

	Current	Prior	Total
Fixed fee	2,130.00	14,270.00	16,400.00
Totals	2,130.00	14,270.00	16,400.00



BKF Engineers
 Remit to: Accounting Department
 255 Shoreline Drive, #200
 Redwood City, CA 94065
 (650) 482-6300

INVOICE

Nate Ritchey
 Callander Associates
 12150 Tributary Point Drive
 Suite 140
 Gold River, CA 95670

April 30, 2018
 Project No: 20170225-10
 Invoice No: 18050019
 Project Manager: Cuong Tran

Project 20170225-10 Cooley Landing Survey and Civil
 Topographic survey and civil engineering support.
 Reimbursables inc. in fee and additional services to be T&M per client letter 6/5/17
Professional Services from April 2, 2018 to April 29, 2018

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topo Survey	8,000.00	100.00	8,000.00	8,000.00	0.00
Civil Engineering	12,000.00	77.00	9,240.00	8,400.00	840.00
Total Fee	20,000.00		17,240.00	16,400.00	840.00

840.00
Total this Invoice 840.00

Outstanding Invoices

Number	Date	Balance
18040012	4/5/2018	2,130.00
Total		2,130.00

Billings to Date

	Current	Prior	Total
Fixed fee	840.00	16,400.00	17,240.00
Totals	840.00	16,400.00	17,240.00



Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)



Invoice Details: ☐ Land Acquisition ☐ Top 10 Expenses ☒ BOC Member Invoice Selection

Vendor	S.M. Co. Resource Conv. Dist.	Date	11/28/17
Project #	MAA07-004	GL #	30-80-850-8205.01
Invoice Amount	\$30,000.00	Invoice #	1MROSD_DR
Description	Event Center Fisheries enhancement grant		
	Construction "matching funds" for Large wood fisheries habitat installations in San Gregorio Creek, within La Honda Creek OSP, Driscoll Event Center area. MROSD matching funds were obligated and incorporated into California Department of Fish and Wildlife, Fisheries Restoration Grant Agreement (P1530401). San Mateo County Resource Conservation District was our project partner, who applied for and administered the grant project.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:



Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)



- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer



San Mateo County Resource Conservation District
625 Miramontes St., #103
Half Moon Bay, CA 94019-1942

Invoice

Date	Invoice #
11/21/2017	1MROSD_DR

Bill To
MROSD Attn: Matthew Baldzikowski 330 Distel Circle Los Altos, CA 94022-1414

Contract # & Amt: \$38,000
PO # & Balance: 2018-289 38,438.00
PO Complete ☒ Amt to Pay: \$30,000
G/L Acct: 30-80-850-8205
Project #: MAA 7-4 Batch #:
Approved By: MTB

Project	Period

Quantity	Description	Rate	Authorization	Amount
	Driscoll Ranch LWD - MROSD Fisheries Enhancement- Event Center PO# 2018-289 Match Funds	30,000.00		30,000.00
			Total	\$30,000.00



State of California – Natural Resources Agency
DEPARTMENT OF FISH AND WILDLIFE
Director's Office
1416 Ninth Street, 12th Floor
Sacramento, CA 95814
www.wildlife.ca.gov

EDMUND G. BROWN JR., Governor
CHARLTON H. BONHAM, Director



FISHERIES RESTORATION GRANT PROGRAM GRANT AGREEMENT NUMBER P1530401

GRANTOR: State of California, acting by and through (Grantor)
The California Department of Fish and Wildlife,
P.O. Box 44209
Sacramento, CA 94244-2090

GRANTEE: San Mateo County Resource Conservation District (Grantee)
625 Miramontes Street, Suite 103
Half Moon Bay, CA 94019
Phone: (650) 712-7765

SECTION 1- LEGAL BASIS OF AWARD

Pursuant to Public Resource Code 6217.1, Grantor is authorized to enter into a Grant Agreement ("Agreement") and to make an award to the Grantee for the purposes set forth herein. Grantor and Grantee ("the parties") accept the grant on the terms and conditions of this Agreement. Accordingly, the parties hereby agree as follows:

SECTION 2 - GRANT AWARD

- 2.01 Grant:** In accordance with the terms and conditions of this Agreement, Grantor shall provide Grantee with a maximum of \$160,382 to financially support and assist Grantee's implementation of the **San Gregorio Creek Habitat Enhancement Project – Phase 2**.
- 2.02 Term:** The term of this agreement is June 1, 2016, or upon Grantor approval, whichever is later, through March 31, 2020. Grantee must obtain an executed grant and a Notice to Proceed letter before commencing work. The Grantee should be aware that time is of the essence and the Grantor expects work will be started during the first available field season, or as soon as practicable. This Grant must commence work within one year of execution date of the grant or the State reserves the right to terminate this agreement.

SECTION 3 – USES OF GRANT

- 3.01 Eligible Uses of Grant:** Grantee's use of the Grant monies is limited to those expenditures necessary to implement the Project and that are eligible under applicable Federal and State of California law. Furthermore, Grantee's expenditure of Grant moneys must be in accordance with the Project budget and

SECTION 8 - BUDGET

8.01 Expenditure Summary

The Grantor will provide an amount not to exceed \$160,382, as shown below in this Budget. The Grantee or their partners will provide up to \$38,803 in funds or in-kind services as cost share to complete tasks described in Section 6 - Project Statement: Objectives and Timelines. Accurate records of in-kind funds or services will be provided to the Grantor with the Final Report.

PERSONNEL SERVICES

LEVEL OF STAFF	TOTALS
Executive Director (1)	\$ 3,685
Finance Director (1)	\$ 3,672
Natural Resource Specialist (1)	\$ 16,200
Conservation Assistant (1)	\$ 10,800
Program Assistant (1)	\$ 5,610
Staff Benefits @ 20%	\$ 7,993
Total Personnel Services	\$ 47,960

OPERATING EXPENSES

SUBCONTRACTOR COSTS	
Blencowe Watershed Management (Responsible for selection of LWD; engineering, placement and oversight of LWD structures in channel; monitoring of structures)	\$ 98,300
OTHER COSTS	
Tools and instruments	\$ 1,796
Mileage (@ \$0.56/mile)	\$ 627
LSAA application fee	\$ 1,352
<u>Subtotal Other Costs</u>	\$ 3,775
Total Operating Expenses	\$ 102,075
Subtotal (personnel & operating minus subcontractor & equipment purchase)	\$ 51,735

INDIRECT CHARGES

Administrative Overhead @ 20 % (max 20%) (Less Equipment & Subcontractor Costs)	\$ 10,347
<u>GRAND TOTAL</u>	\$ 160,382

San Mateo County Resource Conservation District
GRANT AGREEMENT NUMBER P1530401

Table of Funding Sources and Cost Share

SOURCE OF FUNDS	CASH	IN-KIND (If Applicable)	TOTAL
Fisheries Restoration Grant Program	\$ 160,382	\$	\$ 160,382
Other State Agency(ies) (List by name)			
Federal (List by name) NRCS		\$ 365	\$ 365
Applicant (Indicate if Federal)			
Other(s) including partners (if applicable, state name) Mid-Peninsula Open Space District; Peninsula Open Space Trust; Alnus Ecological; Stillwater Sciences; Blencowe Watershed Management		\$ 38,438	\$ 38,438
Total Project Cost	\$ 160,382	\$ 38,803	\$ 199,185

Note: Any changes or modifications to a fund source indicated above must be promptly reported to the Grantor Project Manager. Projects with undisclosed fund sources may be subject to an audit.

8.02 Payment Provisions

8.02.1 Disbursements: Grant disbursements will be made to the Grantee not more frequently than monthly in arrears, upon receipt of an original itemized invoice and any required progress report or other mandatory documentation as identified within this agreement. The invoice package must be sent to the Grantor Project Manager at:

California Department of Fish and Wildlife
Attention: Michelle Leicester
Via email to Michelle.Leicester@wildlife.ca.gov
with a hard copy or CD for large size files to the address listed in
Section 6.04 (Contacts).

Matt Baldzikowski

From: Matt Baldzikowski
Sent: Friday, November 21, 2014 10:54 AM
To: 'Kellyx Nelson'; 'Joe Issel'
Cc: Kirk Lenington
Subject: RE: Driscoll Event Center moving forward?
Attachments: Adopted Measure AA 5-year Project List.pdf

Kellyx, Joe,

This e-mail is to confirm our commitment to the \$20K match requested for design work at the Event Center location. We will be building this cost into our next fiscal year budget, which begins April 1, so we won't have the funding available until after that date.

I've attached a list of projects that our Board recently adopted, the first 5-years of projects to be implemented under our recently successful funding Measure AA. Portfolio #7 (La Honda Creek) specifically calls out support for 'scoping and design' for fisheries enhancement at the Event Center (project 7-4). I will be working on budgets and will also add an implementation match of \$30K for project construction at the Event Center, estimated for 2017.

We look forward to partnering on this exciting fisheries restoration project, and others within the watershed.

Sincerely,

Matt

Matt Baldzikowski
Planner III
mbaldzikowski@openspace.org
Midpeninsula Regional Open Space District
330 Distel Circle, Los Altos, CA 94022
P: (650) 691-1200 - F: (650) 691-0485



From: Kellyx Nelson [mailto:Kellyx@sanmateorcd.org]
Sent: Thursday, November 20, 2014 10:32 PM
To: Kirk Lenington; Matt Baldzikowski
Cc: Joe Issel
Subject: Driscoll Event Center moving forward?

Hi Matt and Kirk. Sorry we are bugging you so much about this. I know you are busy with a myriad of other projects and deadlines, but we need to know if we are moving forward with restoration designs at the Driscoll Event Center site.

We expedited our RFP and consultant selection process to leverage Coastal Conservancy funds and keep on a tight timeline for the Fisheries Restoration Grant Program.

We need to know at your earliest possible convenience whether or not MROSD can provide \$20K for just under half of the cost for the portion of the design that would take place on your property, and costs associated with developing the FRGP proposal.

Without your approval we can't move forward. We hope to hear from you soon, and thank you.

Best,
Kx

Sent from my Verizon Wireless 4G LTE DROID

ADOPTED MEASURE AA 5-YEAR PROJECT LIST

PORTFOLIO NUMBER AND TITLE	PROJECT NO.	BRIEF PROJECT PURPOSE AND DESCRIPTION
1 <i>Miramontes Ridge:</i> Gateway to the Coast Public Access, Stream Restoration and Agriculture Enhancement	1-1	RESTORATION / AGRICULTURE • Agricultural Well at Madonna Creek Ranch Design & Implementation
	1-2	ACCESS / PATROL • Madonna Bridge Replacement Design, Permitting, & Implementation
2 <i>Regional:</i> Bayfront Habitat Protection and Public Access Partnerships	2-1	PUBLIC ACCESS • Cooley Landing - Interpretative Facilities & Infrastructure Design & Implementation
	2-2	PUBLIC ACCESS • Ravenswood Bay Trail Design, CEQA, Permitting, & Implementation
3 <i>Purisima Creek Redwoods:</i> Purisima-to-Sea Trail, Watershed Protection and Conservation Grazing	3-1	LAND CONSERVATION • Lot Line Adjustment / Property Transfer (Guisti - Purisima Uplands) and Protection of Lobitos Creek Watershed
	3-2	RESTORATION • Site Clean Up and Soil Remediation Post-Purchase (Guisti - Purisima uplands)
	3-3	RESTORATION / AGRICULTURE • Grazing Plan Assessment, Scoping, & Implementation • Water Systems Infrastructure
	3-4	PUBLIC ACCESS • Harkins Bridge Replacement Implementation
4 <i>El Corte de Madera Creek:</i> Bike Trail and Water Quality Projects	4-1	LAND CONSERVATION • Pursue Land Conservation Opportunities
	4-2	RESTORATION • Watershed Protection Measures, Final Phase Implementation
	4-3	RESTORATION • Watershed Protection Measures Re-Assessment & Implementation
	4-4	PUBLIC ACCESS • Oljon Trail Permitting & Implementation
5 <i>La Honda Creek:</i> Upper Area Recreation, Habitat Restoration and Conservation Grazing Projects	5-1	LAND CONSERVATION • Pursue Land Conservation Opportunities
	5-2	RESTORATION • Grazing Infrastructure Assessment, Scoping, & Implementation • Water Systems Infrastructure
	5-3	RESTORATION • Green House next to Paulin Cabin Demolition • Water Systems Infrastructure
6 <i>Windy Hill:</i> Trail Improvements, Preservation & Hawthorns Area Historic Partnership	6-1	RESTORATION • Hawthorns Historic Complex Partner Selection & Site Development

PORTFOLIO NUMBER AND TITLE	PROJECT NO.	BRIEF PROJECT PURPOSE AND DESCRIPTION
7 La Honda Creek: <i>Driscoll Ranch Public Access, Endangered Wildlife Protection and Conservation Grazing</i>	7-1	LAND CONSERVATION <ul style="list-style-type: none"> Event Center and Apple Orchard Purchase
	7-2	RESTORATION <ul style="list-style-type: none"> Fisheries Restoration Design, Permitting & Implementation
	7-3	RESTORATION <ul style="list-style-type: none"> Fisheries Enhancement - Apple Orchard Scoping, Design, & Implementation
	7-4	RESTORATION <ul style="list-style-type: none"> Fisheries Enhancement - Event Center Scoping & Design
	7-5	RESTORATION <ul style="list-style-type: none"> Grazing Infrastructure Assessment, Scoping, & Implementation <ul style="list-style-type: none"> Water Systems Infrastructure
8 La Honda/Russian Ridge: <i>Preservation of Upper San Gregorio Creek Watershed & Ridge Trail Completion</i>		No projects in first 5 years
9 Russian Ridge: Public Recreation, Grazing and Wildlife Protection Projects	9-1	RESTORATION <ul style="list-style-type: none"> Grazing Infrastructure Assessment, Scoping, & Implementation <ul style="list-style-type: none"> Grazing Lease Water Systems Infrastructure
	9-2	RESTORATION <ul style="list-style-type: none"> Mindego Public Access and Demo - True Ranch Remediation, Demolition, & Restoration Design, Permitting & Implementation <ul style="list-style-type: none"> Water Systems Infrastructure
	9-3	RESTORATION <ul style="list-style-type: none"> Pond Improvements (1-2 ponds) Design, Permitting, & Implementation
	9-4	PUBLIC ACCESS <ul style="list-style-type: none"> Mindego Hill Trail - Open to Public (once grazing infrastructure & True Ranch demo and restoration completed)
	9-5	PUBLIC ACCESS <ul style="list-style-type: none"> Public Trail Access to Council Circle (once grazing infrastructure & True Ranch demo and restoration completed) Design, Permitting, & Implementation
10 Coal Creek: <i>Reopen Alpine Road for Trail Use</i>	10-1	PUBLIC ACCESS <ul style="list-style-type: none"> Alpine Road Trail - Urgent Improvements Design, Permitting, & Implementation
	10-2	LAND CONSERVATION <ul style="list-style-type: none"> Alpine Road & Drainage Improvements - Memorandum of Understanding (MOU) Coordination with San Mateo County
11 Rancho San Antonio: <i>Interpretive Improvements, Refurbishing, and Transit Solutions</i>	11-1	PUBLIC ACCESS <ul style="list-style-type: none"> New Trails to Connect Quarry Trail to Black Mountain Trail Design, CEQA, & Implementation



Midpeninsula Regional
Open Space District

Memorandum

DATE: August 10, 2016

MEMO TO: Board of Directors

THROUGH: Stephen E. Abbors, General Manager *SEA*

FROM: Matt Baldzikowski, Senior Resource Management Specialist

SUBJECT: Salmonid Habitat Restoration Projects, San Gregorio Creek

This memorandum describes two in-stream fisheries habitat restoration projects that will be implemented within San Gregorio Creek, the first scheduled for September 2016, and the second in September 2017. The fish habitat restoration projects will entail strategically anchoring redwood logs in-stream to benefit Coho Salmon (an endangered species), and Steelhead rainbow trout (listed as a threatened species). Both of these species have experienced significant population declines statewide, with Coho Salmon nearly extirpated south of San Francisco.

A significant factor which is limiting habitat for both species is the historic reduction of in-stream wood (identified in the San Gregorio Creek Watershed Management Plan, 2010, and the National Marine Fisheries Service Recovery Plan for Central California Coast Coho Salmon, NMFS, 2012). The subject restoration projects are located within an area designated by the NMFS as a "Core Area" with first priority for restoration, critical for Coho Salmon survival.

Large wood in-stream creates structural complexity within the stream which is utilized by Coho Salmon and Steelhead throughout their life cycles. Wood creates high-flow refuge for fish, important for spawning adults to rest and hold while moving upstream for spawning, and also provides juvenile fish with a place to escape high flows which could otherwise prematurely flush them from the stream system. Additionally, wood creates scour of the stream bed, sorting gravels and cobbles, resulting in quality spawning gravels as well as washing away silt which is detrimental to eggs in the gravels. This same scour also creates pools, which are essential for juvenile Coho Salmon and 1-2-year-old juvenile Steelhead, prior to their migration out to sea. Finally, in-stream wood also provides critical escape cover from predators throughout the salmonids life cycle.

The recent purchase of the former Driscoll "Apple Orchard" / "Event Center" properties included critical frontage on San Gregorio Creek, where beneficial in-stream habitat restoration projects could be undertaken. The Peninsula Open Space Trust (POST) purchased the property in 2012. District staff identified the potential habitat restoration value to the San Mateo County Resource Conservation District (RCD) who had secured grant funding to investigate and develop in-stream fisheries restoration projects, with a particular focus on San Gregorio Creek, following the completion of the 2010 San Gregorio Creek Watershed Management Plan.

District staff worked with staff from the RCD and POST during the development of these projects, contributing \$15,000 toward project design at the Apple Orchard project location, and \$20,000 for design work at the Event Center location. The RCD utilized the design work in successful grant applications for implementation to the California Department of Fish and Wildlife Fisheries Restoration Grant Program (FRGP) in 2014 (Apple Orchard) and 2015 (Event Center).

The design for the Apple Orchard project, set for implementation this September, included an understanding between the RCD and POST to provide locally sourced redwood for the project. Nine (9) redwood trees of approximately 24" diameter will be felled on the property for project use. Specific trees were carefully selected, reviewed, and approved by then landowner POST, the RCD, the forester/ contractor, and were also observed/ acknowledged by District staff at the time. The trees to be utilized are smaller trees from a substantial, relatively dense stand located away from the creek edge which are accessible to project site locations. One additional MROSD tree will be removed and used from the Event Center location for the project to be implemented next year (with additional trees donated by the neighboring project partner Optimist Volunteers for Youth Camp).

An example of the Project Engineer's site design for San Gregorio Creek at the Apple Orchard is included on the following page. Also included is an example of a fish habitat restoration structure constructed on the Clackamas River in Oregon to benefit Coho salmon, Steelhead, and Chinook salmon. Construction techniques and habitat structures at the Apple Orchard project site will be similar to the Oregon example provided.

Both San Gregorio Creek projects are identified in the Revised Adopted Measure AA 5-Year Project List, adopted March 25, 2015, under Portfolio #7. Project 7-3 Fisheries Enhancement – Apple Orchard, will be implemented this September. \$17,250 is approved in the FY2016-2017 budget for the Apple Orchard project. Project 7-4 Fisheries Enhancement – Event Center, will be implemented in September 2017. The District will contribute \$30,000 to help implement Project 7.4. This funding will be included in the FY2017-2018 budget.

The project will be overseen by the RCD with the help of a contracted Registered Professional Forester (Blencowe Watershed Management), who have substantial experience with similar salmonid restoration projects, working in conjunction with a Licensed Timber Operator familiar with felling, moving, and securing logs. District staff will also be present on-site during the project to provide biological monitoring and a District representative during implementation.



PROJECT MANAGER Matt Baldzikowski

DATE: 11/21/17

DEPARTMENT Natural Resources

Grant Agreement with San Mateo RCD for

CONTRACT NAME Fisheries Restoration at Event Center MAA 7-

☐ TYPE of Contract: ☒ New Contract ☐ Contract Amendment Contract No. _____
☐ BOARD Approval: Date _____ ☒ Not Required Budget Adjustment? ☐ Yes ☒ No

Note: If Board Approval is required, attach a copy of the Board Report

☐ NAME of Contracting Party: San Mateo County RCD ☐ NEW ☒ VENDOR # _____

Note: If an amendment, include any name changes since the original agreement

☐ Project Name: MAA 7-4 Event Center Fisheries Enhancement ☐ NEW ☒ PROJECT # MAA 7-4

☐ District Preserve/Location Description: Former Driscoll Event Center, La Honda Creek OSP

☐ TERM of the Agreement: _____ ☒ End of Fiscal Year

Note: The term should extend past the Schedule of Performance.

☐ DATE for Contracting Party to begin work (New Contracts): 9/15/17

☐ Maximum amount of COMPENSATION: \$38,000.00 Base _____ N/A

Contingency _____ Retention ☐ Yes ☒ No

☐ CONTACT INFORMATION for Contracting Party: (Fill out if it is a new vendor)

Principal Contact: Kellyx Nelson, San Mateo County RCD

Address: 625 Miramontes St, Suite 103

Half Moon Bay, CA 94019

Phone Number: (650) 712-7765

Fax Number: _____

Email Address: kellyx@sanmateorcd.org

☐ ATTACHMENTS: To be completed for both New and Amended contracts

☒ Contract

☐ Bids/Quotes

☐ Contract Approval Slip

☐ Board Report

☐ Any other Required Docs

☐ W-9 (if new vendor)

☐ Verify Required Licenses

☐ Fund Source: G/L Account 30-80-850-8205

Purchase Order 2018-289

*****FOR ACCOUNTING USE ONLY*****

Return to Project Manager after IFAS Input

Project Number (if new) _____

Vendor Number (if new) _____

Contract Number _____

PO Number _____ Date _____



Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)



Invoice Details: ☐ Land Acquisition ☐ Top 10 Expenses ☒ BOC Member Invoice Selection

Vendor	H.T. Harvey	Date	11/13/17
Project #	MAA02-002	GL #	30-30-320-8203.01
Invoice Amount	\$7,376.19	Invoice #	46814
Description	Ravenswood Bay Trail Connection Geotechnical Monitoring Services		
	Preconstruction surveys for rare plants and Salt Marsh Harvest Mouse;		
	monitoring during boring work.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer



H. T. HARVEY & ASSOCIATES

Ecological Consultants

Invoice

Invoice number
Date

46814 ✓
10/26/2017 ✓

To: Midpeninsula Regional Open Space District
Gretchen Lausten
330 Distel Circle
Los Altos, CA 94022

Professional Services Performed Through September 30, 2017

Project: 4031-02 Ravenswood Bay Trail Connection Geotechnical Monitoring Services
Contract: PO # 2018-121
Manager: Danielle Tannourji
Services: Preconstruction rare plant and salt marsh harvest mouse surveys and monitoring for boring work.

Invoice Summary

Description	Contract Amount	Prior Billed	Current	Remaining
01 Ecological Consulting	9,550.00	386.75	7,376.19	1,787.06
Total	9,550.00	386.75	7,376.19	1,787.06

Ecological Consulting

Professional Fees

	Hours	Rate	Billed Amount
Principal			
Kelly Hardwicke	1.25	221.00	276.25
Stephen Rottenborn	2.00	231.00	462.00
Associate Ecologist			
Ginger Bolen	0.25	184.00	46.00
Senior Ecologist 2			
Danielle Tannourji	5.50	167.00	918.50
Ecologist 2			
Matthew Timmer	30.50	134.00	4,087.00
Senior GIS Analyst			
Mark Lagarde	2.00	123.00	246.00
Ecologist 1			
Gregory Sproull	9.50	119.00	1,130.50
Technical Support			
Liesl Bross	0.50	82.00	41.00
Liza Bodistow	0.50	82.00	41.00
Professional Fees subtotal	52.00		7,248.25

Contract # & Amt: 2018-23 / \$50,000
PO # & Balance: 2018-121 / \$9,163.25
PO Complete ☐ Amt to Pay: \$7,376.19
G/L Acct: 30-30-320-8203.01
Project #: MAA 2-2 Batch #: 2018-642
Approved By: JTL

Ecological Consulting

Reimbursables

		Units	Rate	Billed Amount
GIS Computer Graphics	In-House Expense	2.00	10.0000	20.00
2017 Miles	Gregory Sproull	54.00	0.5350	28.89
2017 Miles	Matthew Timmer	126.00	0.5350	67.41
	Markup on Expenses			11.64
	Reimbursables subtotal			127.94
	Ecological Consulting subtotal			7,376.19 ✓

Invoice total 7,376.19

Aging Summary

PAYMENT TERMS: Net 30 days

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
46517	09/29/2017	386.75	386.75				
46814	10/26/2017	7,376.19	7,376.19				
	Total	7,762.94	7,762.94	0.00	0.00	0.00	0.00

100-443888-1000

[illegible]

Date		Time		Location		Remarks	
1944	10/10	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/11	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/12	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/13	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/14	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/15	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/16	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/17	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/18	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/19	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/20	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/21	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/22	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/23	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/24	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/25	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/26	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/27	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/28	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/29	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/30	10:00	10:15	10:30	10:45	11:00	11:15
1944	10/31	10:00	10:15	10:30	10:45	11:00	11:15

2017 OCT 30 AM 6:52
MIDCENIRUGLA REGIONAL
OPEN SPACE DISTRICT

Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)

Invoice Details: ☐ Land Acquisition ☐ Top 10 Expenses ☒ BOC Member Invoice Selection

Vendor	N/A	Date	06/08/18
Project #	MAA21-005	GL #	30-35-315-4109
Invoice Amount	\$1,001.57	Invoice #	N/A
Description	MAA Labor Reimbursement – Q4		
	This represents a test of the transition to automating time recording for work on MAA projects. Timecards are approved electronically by managers for their direct reports. For this period Mr. Brunnings (E&C Sr Capital Project Mgr) recorded 17 hours of project mgmt work on MAA21-005 and 30 hours on MAA23-007. As this is driven by payroll system, amount is calculated directly from bi-weekly payroll.		

Bond Oversight Committee Review:

Invoice Review Checklist:

- ☐ Confirm the date of the expenditure is within the timeframe of the fiscal year in review
- ☐ Verify that the vendor listed on the invoice matches what is listed in the expenditure report
- ☐ Confirm the amount listed on the invoice matches what is listed the expenditure report
- ☐ Confirm the project number listed is within the correct portfolio
- ☐ Verify that the scope of work listed on the invoice is eligible for reimbursement
- ☐ Verify the project manager has signed off on the invoice payment

For staff labor reimbursements, confirm the following are present on the backup documentation:

- ☐ Project number
- ☐ Staff members pay rate
- ☐ Staff member's title
- ☐ Date work was performed
- ☐ Total calculation of reimbursable hours
- ☐ Project manager's signature

For land purchases, confirm the following:

- ☐ The Board resolution and board report to approve purchase are included
- ☐ The correct purchase price is listed in the wire transfer

YOU ARE CURRENTLY VIEWING THE TIMESHEET OF 7000741 - BRUNNINGS, MATTHEW

DEPARTMENT: ENG & CONSTR - E&C



EMPLOYEE: 7000741 - BRUNNINGS, MATTHEW



05/21/2018 - 06/03/2018

STATUS: UPLOADED

80.0000 HOURS TOTAL

APPROVE

REJECT

PRINT

SUMMARY INFORMATION

expand

PREVIOUS WEEK MAY 28, 2018

LOAD SCHEDULE

JOB *	HOURS CODE *	SHIFT	PROJECT	G/L ORG	MON 28	TUE 29	WED 30	THU 31	FRI 01	SAT 02	SUN 03	TOTAL
Senior Capital Project Manager	MAA Project Labor		AA21-005	30-35-315		1.0000	2.0000	2.0000	1.0000			6.0000
Senior Capital Project Manager	MAA Project Labor		AA23-007	30-35-315		7.0000	5.0000	5.0000	2.0000			19.0000
Senior Capital Project Manager	Regular Hours					1.0000	2.0000	2.0000	2.0000			7.0000
Senior Capital Project Manager	Holiday				8.0000							8.0000
TOTAL					8.0000	9.0000	9.0000	9.0000	5.0000			40.0000

* Required Field

SAVE

SUBMIT

PAY PERIOD HISTORY

YOU ARE CURRENTLY VIEWING THE TIMESHEET OF 7000741 - BRUNNINGS, MATTHEW

DEPARTMENT: ENG & CONSTR - E&C



EMPLOYEE: 7000741 - BRUNNINGS, MATTHEW



05/21/2018 - 06/03/2018

STATUS: UPLOADED

80.0000 HOURS TOTAL

APPROVE

REJECT

PRINT

SUMMARY INFORMATION

expand

MAY 21, 2018 NEXT WEEK

LOAD SCHEDULE

JOB *	HOURS CODE *	SHIFT	PROJECT	G/L ORG	MON 21	TUE 22	WED 23	THU 24	FRI 25	SAT 26	SUN 27	TOTAL
Senior Capital Project Manager	MAA Project Labor		AA21-005	30-35-315	4.0000	3.0000	2.0000		2.0000			11.0000
Senior Capital Project Manager	MAA Project Labor		AA23-007	30-35-315	3.0000	3.0000	3.0000		2.0000			11.0000
Senior Capital Project Manager	Regular Hours				2.0000	3.0000	4.0000	9.0000				18.0000
Senior Capital Project Manager	Holiday											0.0000
TOTAL					9.0000	9.0000	9.0000	9.0000	4.0000			40.0000

* Required Field

SAVE

SUBMIT

PAY PERIOD HISTORY



Bond Oversight Committee

Invoice Cover Sheet (FY2017-18)



Invoice Details: ☐ Land Acquisition ☐ Top 10 Expenses ☒ BOC Member Invoice Selection

Vendor	Bank of the West	Date	02/28/18
Project #	MAA23-004	GL #	30-35-325-8205.10
Invoice Amount	\$514.90	Invoice #	02/18 Borges
Description	Construction trailer rental for the Mt. Umunhum Summit Restoration project		
	Monthly rental fee for Feb 2018 – temporary construction trailer for project managers.		

Bond Oversight Committee Review:

Invoice Review Checklist:

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Melissa Borgesi

From: customerassistance@as.willscot.com
Sent: Tuesday, January 30, 2018 8:22 AM
To: Melissa Borgesi
Subject: Payment Processed

Thank you for your payment. Your payment will be processed on 01/30/2018 and will be applied towards the invoice(s).

Payment Method: Melissa's Credit Card

Payment Date: 01/30/2018

Total Amount: **\$514.90**

Customer Number #	Invoice #	PO #	Inv Date	Due Date	Payment Amount	Con
18812621	5544936	PURCHASE ORDER 2018-258	01/30/2018	02/09/2018	514.90	5

Sign in to Williams Scotsman Invoice Gateway to review your bill and payment history.

Contract # & Amt: _____
PO # & Balance: 2018-258 \$4,119.20
PO Complete ☐ Amt to Pay: _____
G/L Acct: 30-35-315-8205.10
Project #: 23-4 Batch #: _____
Approved By: MBorgesi
Mt UM Summit Trailer



An ALGECO SCOTSMAN Company

Corporate Operations
901 S. Bond Street, Suite 600
Baltimore, MD 21231-3357

INVOICE

Invoice #	Amount Due	Due Date
5544936	\$514.90	02/09/2018
PLEASE REMIT PAYMENT VIA ACH OR GO TO BILLTRUST: http://willscot.billtrust.com		Amount Enclosed

Do not include correspondence with your remittance. Correspondence should be directed to the Williams Scotsman Branch address indicated below.

Billed To:

MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
330 DISTEL CIRCLE
LOS ALTOS, CA 94022

Go paperless by paying via ACH or remit payment to:
WILLIAMS SCOTSMAN, INC.
PO BOX 91975
CHICAGO, IL 60693-1975

FORM 1

5/1/18/16

2/2/17

▲ Please detach and return top portion with your payment to insure proper credit to your account. Thank you. ▲

Page 1 of 1

INVOICE



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www.willscot.com

Questions regarding your account
should be directed to:

Williams Scotsman
12705 Monterey Rd
San Martin, CA 95046-9503

888-378-9084

Invoice Date:	01/30/2018	Unit Location
Invoice #:	5544936	MIDPENINSULA REGIONAL OPEN SPACE DISTRICT 17000 MT. UMNHUM ROAD LOS GATOS, CA 95030
Due Date:	02/09/2018	
Customer #:	18812621	Purchasing Agent
PURCHASE ORDER 2018-258		BRYAN APPLE

Federal ID NO. 52-0665775 The buyer agrees to pay all applicable state and municipal taxes on this transaction

UNIT NO.	BILLING TERMS	DESCRIPTION	AMOUNT
When paying multiple invoices, please enclose all remittance forms or a list of all dollar amounts paid on each invoice number to assure accurate timely application of payment. Billing questions may be emailed to: customerassistance@as.willscot.com			
EVG-04311	01/30/18 THRU 02/28/18	20X8 MOBILE OFFICE (16X8 BOX)	\$221.76
		STEPS - OSHA ALUMINUM RENTAL	\$39.60
		BASIC CONFERENCE PACKAGE	\$99.00
		WINDOW/DOOR SECURITY BUNDLE -	\$39.60
		LICENSING FEES	\$7.00
		DATA HUB RENTAL	\$66.00
		SALES TAX	\$41.94
		CURRENT INVOICE AMOUNT DUE:	\$514.90



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Sign up and activate your account today!

<http://willscot.billtrust.com>.



TO VIEW AND PAY ONLINE GO TO:	http://willscot.billtrust.com	USE THIS ENROLLMENT TOKEN:	DDB LMX GFZ
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Late fee of 1 1/2% per month on all past due accounts. A \$30.00 fee will be charged for any returned checks.