
City of Santa Maria



REQUEST FOR PROPOSALS

Facility Condition Assessment

ISSUING OFFICE: City of Santa Maria
Public Works Department
110 S. Pine Street, Ste. 221
Santa Maria, CA 93458

SUBMITTAL:

One (1) original and four (4) copies must be received on or before 4:00 p.m., Friday, November 18, 2022 with the one (1) copy of the consultant's cost proposal submitted in a separate sealed envelope

REQUEST FOR PROPOSALS (RFPs) RECEIVED AFTER THE TIME AND DATE STATED ABOVE SHALL BE DEEMED UNRESPONSIVE AND RETURNED UNOPENED TO THE PROPOSER.

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PUBLIC NOTICE

REQUEST FOR PROPOSALS

Facility Condition Assessment Services

Scope of Work

The City of Santa Maria hereby invites qualified firms or individuals (Offerors) to submit written proposals to collect, analyze and manage objective data that the City of Santa Maria can use in making decisions regarding capital planning, budget forecasting and investment strategies related to the maintenance, repair and replacement of major facility assets.

Pre-Proposal Conference and Inquires

A pre-proposal conference will be held 1:30 PM, Thursday, October 27, 2022 via Microsoft Teams. Please contact Thomas M. Korman, P.E. via email tkorman@cityofsantamaria.org for a link to the meeting. Attendance is optional.

For those not able to attend the pre-proposal conference, questions regarding this solicitation should be directed to Thomas M. Korman, P.E. (805-361-9291, tkorman@cityofsantamaria.org). To ensure a timely response, inquiries should be made by close of business [5:00 PM, Friday, November 11, 2022]. Information in response to inquiries may be published as an RFP Addendum.

Proposal Deadline

All proposals must be received by Public Works Department located at 110 S. Pine Street, Ste. 221, Santa Maria, CA 93458 no later than Friday, November 18th, 2022, 4:00 PM Pacific Standard Time (PST). Proposals received after the established deadline will be returned to the Offeror, and will not receive further consideration in the evaluation process. Proposals are not publicly opened (disclosed).

Offerors shall not discriminate in employment practices on the basis of race, color, national origin, ancestry, disability, gender, or religion.

No qualified handicapped person shall, on the basis of handicap, be excluded from participating in, be denied the benefits of, or otherwise be subjected to discrimination in any matter leading to the award of contract.

The right is reserved by the City of Santa Maria to reject any or all proposals, to waive any irregularities or informalities not affected by law, to evaluate the proposals submitted, and to award the contract according to the proposal which best serves the interests of the City.

Dated this 7th day of October 7, 2022 at Santa Maria, California.

By: Thomas M. Korman, P.E., Principal Civil Engineer

City of Santa Maria, California Publication Date: October 7th, 2022

SECTION 1

INSTRUCTIONS AND CONDITIONS

1.1 Information

The City of Santa Maria is soliciting proposals to conduct a detailed and thorough facility condition assessment and analysis of its facilities, grounds and misc. structures on City property including developing an asset inventory, identification of current facility condition deficiencies, recommend corrections for all deficiencies, provide cost estimates for corrections and forecast future capital renewal cost.

- (a) The anticipated Contract type is Firm Fixed Price.
- (b) This Request for Proposals (RFP) consists of the RFP cover page and Sections 1 through 4 of this document, including forms and exhibits. The Instructions and Conditions to Offerors are set forth in Section 1, and must be followed completely in order for the submitted proposal to be given full consideration for award of a potential contract.
- (c) A sample of the City's Standard Contract is included in Section 3. Should a proposal be selected for award, any resultant Contract is expected to contain substantially the same terms and conditions set forth in the Sample Contract. Any proposed modifications or exceptions taken to the terms and conditions of the Sample Contract are subject to review and approval by the City of Santa Maria contracting authorities. Offerors are advised to thoroughly read the Sample Contract to assure complete understanding of the terms and conditions. Use of the words "contract" or "agreement" in this RFP does not imply any obligation on the part of the City of Santa Maria to enter into a Contract.

1.2 Communication

The City of Santa Maria Public Works Department is issuing this Request for Proposals. Unless otherwise directed, all communications regarding this Request for Proposals should be directed to Thomas M. Korman, P.E., Principal Civil Engineer, via email at tkorman@cityofsantamaria.org.

1.3 Proposal Delivery

Proposals must be submitted no later than Friday, November 18th, 2022, 4:00 PM, on the date indicated on the RFP Cover Page. Late proposals will be returned to the Offeror.

Proposals must be submitted in a sealed envelope to the following address:

For Hand Delivery:
City of Santa Maria
Public Works Department
110 S. Pine Street, Ste. 221
Santa Maria, CA 93458

Note: Please note that City Offices are closed on all Fridays.

For Mailing:
City of Santa Maria
Public Works Department
110 S. Pine Street, Ste. 101
Santa Maria, CA 93458

The envelope must be clearly marked with the RFP Number and the date/time for receipt. Offerors will be wholly responsible for the timely delivery of submitted proposals. Faxed proposals are not allowed and will not be considered.

- Proposals must be submitted in the exact format specified below in accordance with the detailed "Proposal Format". Failure to follow the format instructions may result in a negative evaluation of the Offeror's proposal.
- Offerors assume all costs associated with the submission of a proposal including any potential negotiation or interview costs.
- Offers must be valid for a minimum of 120 days.

Any revisions to the Request for Proposals will be issued and distributed as Addenda. Proposers are specifically directed not to contact any other City personnel for meetings, conferences, or technical discussions related to this Request for Proposals. Failure to adhere to this policy may be grounds for rejection of proposal.

1.4 Important Notice

The City of Santa Maria will not be responsible for oral interpretations given by any City employee, representative, or others. Proposers are cautioned that any statements made that materially change any portion of the proposal documents shall not be relied upon unless subsequently ratified by a formal written amendment to the proposal document. The issuance of a written addendum is the only official method whereby interpretation, clarification, or additional information can be given. If any addenda are issued to this Request for Proposal, the City will attempt to notify all prospective bidders. However, it will be the responsibility of each prospective consultant, prior to submitting its Proposal, to contact Thomas M. Korman, P.E., Principal Engineer (tkorman@cityofsantamaria.org) with the City of Santa Maria, 110 S. Pine Street, Suite 221, Santa Maria, CA 93458, (805) 925-0951 ext. 1958, to determine if addenda were issued, and to make such addenda a part of their proposal.

1.5 Definitions

1. "Agency" refers to the City of Santa Maria, an Agency established under the laws of the State of California.
2. "Days" refers to working days of the City of Santa Maria when used in context with Agency's bid protest procedures.

3. The terms "file" or "submit" refer to the date of receipt by Agency.
4. "Interested party" includes all bidders on the contract or procurement. The term may also include a subconsultant or vendor at any tier who shows that it has a substantial economic interest in a provision of the Invitation for Request for Proposals (RFP), or of the interpretation of such a provision.
5. "Local" as used herein refers to the County of Santa Barbara and the State of California. When used in conjunction with the phrase "laws and regulations" it is construed to mean only those laws or regulations associated with the provision of public mass transportation and the use of public funds. It is not construed to include the purchasing and/or protest procedures used by either of the aforementioned entities.
6. "Request for Proposal" as used herein, also includes the term "offer" or "RFP" as used in the context of negotiated procurements.
7. "Administrator" or "Manager" as used herein refers to the project manager of the City of Santa Maria.

1.6 Contracting Agency

The City of Santa Maria will administer the contract resulting from this Request for Proposal.

1.7 Legal Responsibilities

All proposals must be submitted, filed, made, and executed in accordance with State of California and Federal laws relating to proposals for contracts of this nature, whether the same or expressly referred to herein or not.

1.8 Business Tax Certificate

Possession of a City of Santa Maria Business Tax Certificate is not required to submit a proposal in response to this invitation. However, Consultant shall be required to possess, at its own expense, a valid and current City of Santa Maria Business Tax Certificate prior to commencing work. Fee is based on gross receipts for all business transactions in the City of Santa Maria. For additional information, contact the City of Santa Maria at (805) 925-0951 ext. 2422.

1.9 Withdrawal of Statement of Qualifications

Any proposal may be withdrawn at any time prior to the time fixed in the public notice for the receipt of proposals only by written request filed with the City of Santa Maria Project Manager. The request shall be executed by the offeror or his duly authorized representative. The withdrawal of a proposal does not prejudice the right of the offeror to file a new proposal. No proposal may be withdrawn after the time fixed in the public notice for the receipt of proposals.

1.10 Rejection of Proposal

Failure to meet the requirements of the Request for Proposal (RFP) will be cause for rejection of the proposal. The City may reject the proposal if it is incomplete, contains irregularities of any kind, or is offered conditionally. The City reserves the right to reject any and all proposals without cause.

The proposal is to be prepared in such a way as to provide a straightforward, concise delineation of the information requested. Proposals which contain false or misleading statements, or which do not support an attribute or condition claimed by the proposer, may be cause for rejection of the proposal. If, in the sole opinion of the City, such information was intended to mislead the City in its evaluation of the proposal, it will be cause for rejection of the proposal.

1.11 Evaluation

Evaluation and selection of proposals will be based on the qualifications and evaluation criteria outlined in the RFP. Brochures or other promotional presentations beyond that which is deemed sufficient to submit a complete and effective proposal are not desired. Elaborate artwork, expensive paper or binders, and expensive visuals are not necessary and will not affect the evaluation process.

The City of Santa Maria reserves the right to make the selection of a proposer based on any or all factors of value, whether quantitatively identifiable or not, including, but not limited to, the anticipate initiative and ability of the proposer to perform the services set forth herein.

The City of Santa Maria reserves the right to reject any or all proposals, to waive any requirements, both the City's and those proposed by the proposer; to waive any irregularities or informalities in any proposal or the RFP process when it is in the best interest of the City to do so; to negotiate for the modification of any proposal with mutual consent of the proposer; to re-advertise for proposals, if desired; to sit and act as sole judge of the merit and qualifications of the service offered; and to evaluate in its absolute discretion, the proposal of each proposer, so as to select the proposer which best serves the requirements of the City, thus providing that the best interest of the City will be served. The proposer's past performance, and the City's assurance that each proposer will provide service as proposed, will be taken into consideration when statement of qualifications are being evaluated.

The City may make such investigation as it deems necessary to determine the ability of a proposer to furnish the required services, and the proposer will furnish to the City all such information and data for this purpose as the City may request. The City reserves the right to reject any proposal if the evidence submitted by, or investigation of, such proposer fails to satisfy the City that such proposer is properly qualified to carry out the obligations of a contract and to deliver the services contemplated herein or the service of any consultant who has previously

failed to perform properly, or complete on time, contracts of a similar nature. Any material misrepresentation or material falsification of information provided to the City in the proposer's submission, or at any point in the evaluation process, including any interview conducted, is grounds for rejection of the proposal. In the event that the misrepresentation or falsification is not discovered until after any agreement is awarded, the agreement may be terminated at that time. A determination as to whether a misrepresentation or falsification of the submission is material shall be made solely in the exercise of the City's sole discretion. The City expressly reserves the right to reject the proposal of any consultant who is in default on the payment of taxes, licenses, or other monies due the City of Santa Maria.

The City reserves the right to conduct a background inquiry of each proposer which may include the collection of appropriate criminal history information, contractual and business associations and practices, employment histories, and reputation in the business community. By submitting a statement of qualifications to the City, the proposer consents to such an inquiry and agrees to make available to the City such books and records as the City deems necessary to conduct the inquiry.

1.12 Request for Proposal Pricing Guidelines

Proposers shall provide proposed fees and cost information as a part of this Request for Proposal. Fee schedules submitted in response to this Request for Proposal shall identify hourly rates and be no higher than the proposer's standard commercial rates for same services. Fees submitted may be used as a basis of negotiation with the successful consultant.

1.13 Proprietary Information

The proposals received shall become the property of the City of Santa Maria and are subject to public disclosure. Proposers are to indicate any restrictions on the use of data contained in their responses. Those parts of a proposal which are defined by the bidder as business or trade secrets, as that term is defined in California Government Code, Section 6254.7, and are reasonably marked as "Trade Secrets", "Confidential" or "Proprietary" shall only be disclosed to the public if such disclosure is required or permitted under the California Public Records Act or otherwise by law. Proposers who indiscriminately and without justification identify most or all, of their proposal as exempt from disclosure may be deemed non-responsive.

1.14 Tentative Selection Schedule

Issuance of RFQ: October 7, 2022
Pre-Proposal Conference: 1:30 p.m., October 27, 2022
Question Submission deadline: 5:00 p.m., November 11, 2022
Submission deadline 4:00 p.m.: November 18, 2022
Award of contract: January 2023 (tentative)

SECTION 2
PROJECT OVERVIEW

2.1 Project Objectives

The objectives of the proposed project are:

- To develop an inventory of building system and equipment assets of each City property
- To identify all existing backlog maintenance and deficient conditions against each asset in terms of Routine Maintenance, Deferred Maintenance, Capital Repair and Capital Renewal.
- To calculate the costs for all identified projects, utilizing Professional Cost Estimators or R.S. Means Corporation's published construction and remodeling cost estimating data and format.
- To assist with the development of present and future budgets.
- To rank and prioritize all projects by severity and anticipated life cycle that best take advantage of available funds and improve the functional aspects of the facilities.
- To provide a plan to strategically and efficiently reduce the current backlog of deferred maintenance.
- To enhance facility planning capabilities and compare conditions between City's facilities by addressing the highest priority needs and future needs.
- Make recommendations where noted for improving facilities with the goal of establishing a facility condition baseline for goal setting and progress tracking

The information developed during the facility condition assessment will be useful to various functions and levels of users within the organization and the public.

2.2 Term of Contract

The expected duration of the desired services is to be completed with one-hundred and eighty (180) days.

2.3 Scope of Work

Please review Section 4 - Attachment B, Scope of Services for a description

2.4 Qualifications

This contract will require detailed inspections of all facilities as specified herein by architectural and engineering professionals or other equivalent facility assessment professionals such as building surveyors to produce an accurate analysis that identifies visible and discernable (through non-destructive means) components and elements requiring maintenance or other planned action.

The project team ideally would include a company office within the State of California and must include a professional cost estimator with similar work experience and local knowledge of cost rates.

2.5 Competitive Selection and Award

The City of Santa Maria is under no obligation to award a Contract(s) for these services. The basis for any potential award would be a review and evaluation of the submitted proposals, and award would be made to the responsive and responsible Offeror(s) whose proposal(s) is most advantageous to the City of Santa Maria, with price, quality, and other factors considered. The City of Santa Maria may award a Contract, with or without further discussions, to one or more Offerors. Award of any Contract(s) will only be made upon approval of the City of Santa Maria or its designee. The City of Santa Maria reserves the right to reject any and all proposals received, and to award the Contract in the aggregate, by individual service, or any combination, whichever is in the best interest of the City.

2.6 Selection and Evaluation Criteria

Each proposal will be evaluated and ranked by City of Santa Maria. Evaluation factors to be considered, and the corresponding weight for each, shall be as follows:

EVALUATION FACTOR	PERCENT
Consultant's qualifications, including but not limited to:	
• Experience in similar facilities assessments and demonstrated ability	
• References from existing assessment clients	30%
• Personnel qualifications and availability for project implementation	
Technical approach, including but not limited to: (30%)	
• Details of data collection and process	
• Comprehensiveness of approach	40%
• Methodology	

Sample deliverables, including but not limited to: (20%)

- Hardcopy report 30%
- Schedule of implementation

2.7 Presentation from Selected Finalists

After proposals are received by the City of Santa Maria, an evaluation team may select from the pool of Offerors a short list to give a presentation to the City of Santa Maria and/or may request further information from Offerors. Failure to provide requested information or a presentation may eliminate an Offeror from further consideration. All costs associated with providing a presentation or additional information shall be the responsibility of the Offeror. Presentations may be in person or by teleconference.

2.8 Inquiries

Inquiries must be submitted in writing. City shall issue any necessary clarification in writing to all proposers. Proposers should not rely on verbal discussion in lieu of written communication. Failure to adhere to this requirement could render your proposal non-responsive. All inquiries shall be directed to Thomas M. Korman, P.E., Principal Civil Engineer, City of Santa Maria, 110 S. Pine Street, Suite 221, Santa Maria, CA 93458, or via email at tkorman@cityofsantamaria.org.

2.9 Statement of Qualification Acceptance Period

All RFPs must include a statement that the RFP is valid for the ninety (90) days after the date of submission. Any escalation rates shall be included with the proposal, or the proposal rates shall remain unaltered for the life of the short list.

2.10 Contract Incorporation

Proposer should be aware that the City of Santa Maria's attached "agreement" shall become the actual contract document. The terms and conditions defined in Section 3 are to be used as a basis for a contemplated contract. Any modifications to this recommended sample contract will require prior negotiations and approval of the City. Failure of a proposer to accept this obligation may result in the rejections of its proposal or cancellation of any award. Any damages accruing to the City as a result of a proposer's failure or refusal to execute a contract with the City, if awarded the contract, may be recovered from the Consultant. The requirements of Request for Proposals dated October 7, 2022, on file at the Department of Public Works – Engineering Division, 110 S. Pine Street, Ste. 221, Santa Maria, CA are hereby incorporated by reference.

2.11 Negotiations

The City of Santa Maria reserves the right to negotiate all elements which comprise the proposal to ensure the best possible consideration for all concerned.

2.12 Required Proposal Format

Proposals must follow the format outlined in Section 4 - Attachment A, Proposal Formant and Content. All requested information must be supplied. Failure to submit a complete Proposal in the required format shall be considered non-responsive.

SECTION 3

AGREEMENTS

AGREEMENT FOR PROFESSIONAL SERVICES

On-Call Consultant Services

This Agreement is made on DATE, by and between, a NAME California Corporation (“Consultant”) and the City of Santa Maria, a California Municipal Corporation and charter city (“City”), in Santa Maria, California, based on the following recitals:

WHEREAS, City has determined it is in the public interest to proceed with the work hereinafter described as "Project"; and

WHEREAS, City does not have available employees to perform the services for the Project; and

WHEREAS, City has requested the Consultant to provide manpower to complete the Project; and

WHEREAS, Consultant is registered or licensed in California to perform desired services for the Project.

NOW, THEREFORE, IT IS AGREED:

1. **Recitals true.** The above recitals are true.
2. **General.**
 - 2.1 **Term and Termination.** The term of this contract is one year, beginning on the date first written above. This contract may be extended by mutual consent of the parties. This contract may be terminated for breach of its terms or conditions, or because of discovery of any act which violates local, state or federal law. Termination is effective 14 days after deposit of notice as specified in this Agreement.
 - 2.2 **Services to be Performed.** Consultant shall determine the method, details and means of providing [Project Info] services. More specifically, Consultant agrees to perform the specific services listed in Exhibit “A.”
 - 2.3 **City’s Duties.** City’s duties under this Agreement are to cooperate with Consultant in the performance of the contract and timely pay invoices.
 - 2.4 **Payment.** Payment terms under this Agreement are listed in Exhibit “B.”

2.5 Insurance. Consultant shall provide insurance as listed in Exhibit "C."

2.6 Exhibits. Exhibits "A," "B," and "C" are attached and incorporated.

3. Consultant's Obligations.

3.1 Minimum Amount of Service. Consultant shall devote sufficient time to perform services under this agreement efficiently and effectively. Consultant may represent, perform services for and be employed by additional individuals or entities, in Consultant's sole discretion, as long as the performance of these extra-contractual services does not interfere with or present a conflict with City's business.

3.2 Tools and Equipment. Except as otherwise stated in this Agreement, Consultant will supply all tools and equipment necessary to perform this Agreement.

3.3 Status. Consultant (including its employees) is an independent Consultant. No employer/employee relationship exists between Consultant and the City. Consultant's assigned personnel shall not be entitled to any benefits payable to employees of the City. The City is not required to make any deductions or withholdings from the compensation payable to Consultant under this agreement.

3.4 Indemnification. To the fullest extent permitted by law, the Consultant shall indemnify, defend (with independent counsel approved by the City) and hold harmless the City, and its directors, officers, and employees from and against all liabilities (including without limitation all claims, losses, damages, penalties, fines, and judgments, associated investigation and administrative expenses, and defense costs, including but not limited to reasonable attorneys' fees, court costs and costs of alternative dispute resolution) regardless of nature or type that arise out of, pertain to, or relate to the negligence, reckless, or willful misconduct of the Consultant or the acts or omissions of an employee, agent or subconsultant of the Consultant. The provisions of this paragraph survive completion of the services or the termination of this contract. The provisions of this Section are not limited by the provisions of the Section relating to insurance.

4. Miscellaneous

4.1 Notices. All communication relating to the day-to-day activities of this Agreement shall be exchanged between a designated representative of the CITY and a representative of CONSULTANT, listed below. All notices shall be addressed as follows unless a written change is filed with the City:

To City:

Thomas M. Korman, P.E., Principal Engineer
110 S. Pine St., Suite 221
Santa Maria, CA 93454

To Consultant:

If the designated Representative or address of either party changes during the term of this agreement, a written notice shall be given to the other party prior to the effective date of change. Any written notices required under this agreement shall be effective five (5) days after deposit into United States mail, postage prepaid, addressed to the designated Representative, or upon confirmation of receipt of delivery if another notification process is used.

- 4.2 Compliance With Laws, etc. Consultant shall comply with all laws, including but not limited to the rules and policies of the City, in performing this agreement.
- 4.3 Integration. This agreement constitutes the entire agreement of the parties with respect to the subject matter. All modifications, amendments, or waivers of the terms of this agreement must be in writing and signed by the appropriate representatives of the parties.
- 4.4 Interpretation. This agreement shall be interpreted in accordance with the laws of the State of California.
- 4.5 Jurisdiction. Jurisdiction and venue of all disputes over the terms of this agreement shall be in the County of Northern Santa Barbara, State of California.
- 4.6 Warranty of authority. Each person signing this agreement on behalf of a party warrants that he or she has authority to do so.
- 4.7 No Waiver. Failure to enforce with respect to a default shall not be construed as a waiver.
- 4.8 Severability. The provisions of this agreement are severable. If any part of this agreement is held invalid by a court of competent jurisdiction, the remainder of the agreement shall remain in full force and effect unless amended or modified by mutual written consent of the parties.
- 4.9 Submittals. In addition to any other submittals required by this agreement, Consultant shall submit copies of its current business license and current certificate of workers compensation coverage to the City before beginning work on this project.

4.10 Prevailing Wage. Prevailing Wage. If applicable, Consultant and all subconsultants are required to pay the general prevailing wage rates of per diem wages and overtime and holiday wages determined by the Director of the Department of Industrial Relations under Section 1720 et seq. of the California Labor Code. The Director's determination is on file and open to inspection at www.dir.ca.gov and is referred to and made a part hereof; the wage rates therein ascertained, determined and specified are referred to and made a part hereof as though fully set forth herein.

IN WITNESS WHEREOF, this agreement is executed by the parties on the date first written above.

NAME of COMPANY

CITY OF SANTA MARIA, a political
subdivision of the State of California

NAME
TITLE

Brett Fulgoni
Public Works Director

ATTEST:

Rhonda M. White, CMC
Chief Deputy City Clerk

APPROVED AS TO FORM:

Risk Manager

City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

EXHIBIT "B"

PAYMENT

I. Progress Authorization

Written authorization to proceed from the City authorizes the Consultant to generate the not-to-exceed cost of **XXXX DOLLARS (\$XX,XXX)** in fees for all work.

Task 1: \$

Task 2: \$

Task 3: \$

Task 4: \$

Total Not-To-Exceed Cost: \$X,XXX.XX

II. Invoice procedure.

- A. Payment shall be at the conclusion of the Project based on the billable charges.
- B. The Consultant shall present the bill for charges by the second day of the month.
- C. The Consultant's bill shall be substantiated by appropriate documentation, and include an itemized listing of personnel, subConsultants, and other direct costs incurred.

III. Maximum billable amounts

Under no circumstance shall the total of all payments to the Consultant exceed ninety percent (90%) of the maximum not-to-exceed cost, prior to acceptance by the City of all items to be completed as noted within Exhibit "A".

EXHIBIT "C"

INSURANCE REQUIREMENTS

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, his/her agents, representatives, or employees. If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the City requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant.

A. Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001), including products and completed operations, property damage, bodily injury and personal & advertising injury.
2. Insurance Services Office Business Auto Coverage Form Number CA 00 01 covering any auto (Code 1), or if Consultant has no owned autos, covering hired (Code 8) and non-owned autos (Code 9).
3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.
4. Errors and Omissions liability insurance appropriate to the Consultant's profession. Architects' and engineers' coverage is to be endorsed to include contractual liability.
5. Cyber Liability Insurance, Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Vendor in this agreement and shall include, but not be limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.

B. Minimum Limits of Insurance

Consultant shall maintain limits no less than:

1. General Liability - \$2,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability - \$1,000,000 per accident for bodily injury and property damage.
3. Workers' Compensation: Statutory limits.
4. Employer's Liability - \$1,000,000 per accident for bodily injury or disease.
5. Errors and Omissions Liability - \$1,000,000 per occurrence or claim, \$2,000,000 aggregate.
6. Cyber Liability- \$2,000,000 per occurrence or claim, \$2,000,000 aggregate.

C. Self-insured Retentions

Self-insured retentions must be declared to and approved by the City. The City may require the Consultant to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration and defense expenses within the retention.

D. Other Insurance Provisions

The liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its officers, officials, employees and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form or an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38 **and** CG 20 37 forms if later revisions are used).
2. For any claims related to this project, the Consultant's insurance coverage shall be primary insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled or reduced, except with notice **stating the title of this contract** to the City. **All notices provided pursuant to this Agreement shall be given to the City representative listed for notice in this agreement and shall specify the title of this Agreement.** Notice may be given by overnight mail, facsimile with confirmation of receipt, or certified mail with return-receipt requested.
4. Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. If any of the required policies provide claims-made coverage:
 - a. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
 - b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
 - c. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of work.

E. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

F. Verification of Coverage

Consultant shall furnish the City with original certificates and amendatory endorsements of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications at any time.

G. Special Risks or Circumstances

The City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances

SECTION 4

ATTACHMENTS

ATTACHMENT A

PROPOSAL FORMAT AND CONTENT

Offerors shall:

- (a) Submit the entire proposal on standard 8 1/2" x 11" paper size, not to exceed 35 double sided pages, with tabbed dividers labeled by section to correspond with the specific sections listed below. Tabbed dividers and sample Deliverables are not considered in the page count.
- (b) Not include advertising materials or brochures.
- (c) Submit one (1) original and four (4) copies of the proposal. The original must be unbound, have no holes punched in the pages, and be suitable for processing through a copying machine without causing a paper jam. Offerors are encouraged to submit a sixth copy electronically, on compact disk or USB flash drive.
- (d) It is the Offeror's responsibility to provide all documentation required in this RFP, and to clearly identify the services being offered. Failure to provide the information requested in this RFP, or the inclusion of any conditional limitations or misrepresentations, may adversely affect the evaluation of a submittal or be cause for considering a submittal non-responsive.
- (e) Offeror's are cautioned that organization and thoroughness of the submittal is critical to the City of Santa Maria's evaluation process. The RFP forms must be completed legibly and in their entirety. All required supplemental information must be furnished and presented in an organized, comprehensive and easy to follow manner. Unnecessary, elaborate brochures or other presentations beyond that sufficient to present a complete and effective proposal are not desired. Elaborate artwork, expensive paper, binding, and visual and other presentation aids are not required.

Proposals should include all of the information listed in the following five sections, in the order in which it is listed.

Section 1 – Offeror Statement and Business Information.

Cover letter containing: name of firm submitting proposal; main office address; when organized; if a corporation - when and where incorporated;

Section 2 –Qualifications and Experience.

Include the following information:

- (f) Organizational and Staff Experience. Offerors must describe their qualifications and experience to perform the work described in this RFP. Information about experience should include direct experience with the specific subject matter, noting state or local

government experience if applicable. Include information and examples which demonstrate successful and reliable past performance. Include a brief description of the Offeror's business history including mergers, acquisitions and re-organizations.

- (g) If the project is to be accomplished through an affiliation or joint venture of two (2) or more firms, the names and addresses of those firms must be furnished, including the roles and responsibilities for each. Additionally, for each affiliated firm or joint venture participant, the information regarding experience and qualifications described in (a) above, must be provided.
- (h) Personnel and staffing plan. Identify full-time and part-time staff, proposed consultants, and sub-consultants who will be assigned direct work on this project. Show the composition of the task or work group, its specific qualifications, and recent relevant experience. Include current resumes for key personnel and consultants to be assigned to the project. Indicate the technical area, character and extent of participation by any sub-consultant or consultant activity, and identify anticipated sources.
- (i) References. Identify at least three similar or related programs for municipalities performed. Include organization names, addresses, names of contact persons, telephone numbers and e-mail addresses for each reference. Additionally, the Offeror shall describe their organizational and staff experience providing similar goods or services, as described in the RFP, in sufficient detail to demonstrate the ability to perform the requirements.

Section 3 – Preliminary Work Plan.

In this section, the Offeror is to provide a proposed approach to satisfy the requirements set forth in this RFP. As part of the work plan, the Offer should address the following items:

- (a) Understanding of the problem and technical approach. Statement and discussion of requirements as they are analyzed by the Offeror. Include preliminary layouts, sketches, diagrams or other graphic representations, calculations, curves and any other data that may be necessary for presentation, substantiation, justification or understanding of the proposed program. Explain the Offeror's technical approach and give a detailed outline of the proposed program for executing the scope and achieving the objectives of the project. Demonstrate your awareness of difficulties in the completion of the undertaking and show a plan for overcoming them. Special attention should be given to any potential shortcomings of your standard methodology that could be encountered in such a project.
- (b) Offeror's Proposed Schedule. Include a proposed Schedule of Work clearly identifying the project tasks, milestones and durations commencing with a notice to proceed.

- (c) List of Deliverables. List and describe all Deliverables to be produced under this Contract. Deliverables must include, at minimum
 - i. Hardcopy report for each facility, including digital photographs of major deficiencies
 - ii. Hardcopy Executive Summary report aggregating the results of each facility report.
 - iii. Formal, multimedia presentation of results to City management

- (d) Sample Deliverables. Include the following sample Deliverables, which must be actual work-product produced under similar contracts:
 - i. A sample hard copy facility report
 - ii. A sample executive summary report

Section 4 – Pricing.

Complete and submit in **a separate sealed envelope**, proposed pricing for the facility survey, analyses and reports providing a breakdown of amount per square foot pricing in sufficient detail to fully understand the cost of each element being proposed. Examples include, but are not limited to, labor hours and dollars, subcontracted material, material handling fees and all overhead rates, and general and administrative (G&A) costs. The City of Santa Maria reserves the right to request clarification from Offerors for any information submitted. Evaluation will be based on methodology as well as actual pricing.

Section 5 – Exceptions to the RFP or Sample Contract.

In this section, list any exceptions taken to the RFP or to the attached “Sample Contract”, Exhibit B. It is intended that any resultant Contract awarded will contain substantially the same terms and conditions set forth in the “Sample Contract”, Exhibit B. Such exceptions will be taken in consideration during the evaluation and may impact the evaluation results. If no exceptions are included in the RFP, the terms and conditions will not be subject to negotiation and shall be deemed accepted by the Successful Offeror.

ATTACHMENT B

SCOPE OF SERVICES

Facilities to be Assessed

The assessment will include approximately one-hundred (100) existing facilities that occupy an estimated 1,500,000 SF. Refer to exhibit A Schedule of Facilities for a complete list of building names, address, approximate ages and gross square foot size.

Facility Condition Assessment

The facility condition assessment will consist of the following elements:

1. Facility Condition Assessment Planning
2. On-Site Facility Condition Assessment
3. Analysis of Facility Condition Assessment Information
4. Facility Condition Assessment Report Preparation
5. Presentation of Findings
6. Preparation of Strategic Plan

Phase I - Facility Condition Assessment Planning

Prior to the on-site facility condition assessment, the contractor will gather existing asset information, establish access protocol, and develop interfaces with facility contacts. The City of Santa Maria will provide contact information. This will enable the contractor to keep City of Santa Maria resource requirements to a minimum during the on-site assessment. The contractor will prepare a project memorandum to each facility contact which briefly explains the purpose of the assessment, what is to be included in the assessment, and a proposed schedule for the assessment of facilities.

Phase II - On-site Facility Condition Assessment

A detailed on-site condition assessment will be conducted for each facility in the City of Santa Maria's portfolio.

The primary goal of the on-site assessment will be to verify the square footage of each structure/facility and identify all maintenance, repair, and replacement requirements. In addition, recommended upgrades and improvements where applicable will be identified. The following guidelines will be followed by the contractor:

- The contractor is responsible for the assessment of Real Plant Property such as buildings, structures, and utilities (and their integral components/systems). Copies of the building floor plans (where available) and maintenance history records as they exist will be made available to the contractor.

- The contractor will provide qualified personnel (engineers and/or technicians) to perform a thorough visual assessment of all architectural, civil/structural, mechanical, and electrical components/systems of each facility. The assessment team(s) will identify and report all civil, structural, roof, mechanical and electrical deficiencies and recommended upgrades and improvements.
- The on-site assessment will be performed using both component-level and system-level inspection methods. The assessment team(s) will evaluate each asset to determine whether there is sufficient evidence to warrant complete replacement of the system, or if repairing only portions of the system is preferable. For example: an assessment may indicate the need to replace all the windows in a facility, instead of repairing various windows throughout the facility; or that electrical capacity needs to be increased to meet the current and anticipated future needs at a facility.
- The contractor will inventory the maintainable equipment within each building and collect the following information to be inputted into a structured spreadsheet:

Equipment

- Boiler
- Package HVAC Unit
- Condenser Unit
- Compressors
- Chiller
- Major Exhaust Equipment
- Fire Alarm
- Cooling Tower
- Hot Water Heaters
- Electrical Service Equipment
- Air Handling Unit
- Elevators
- Commercial
- Overhead Doors

Equipment Data

- Equipment type
- Model number
- Location
- Serial number
- Function and area served
- Installation date
- Manufacturer
- Capacity

- The on-site assessment will include entering accessible crawl spaces, and attic spaces. Crawl spaces and attic spaces which have suspected environmental hazards will not be entered until the type of contamination has been identified or under a separate contract. Information regarding areas of known contamination will be provided to the contractor at the commencement of the on-site assessment or as it becomes available.
- Items that are considered urgent (endangering life and/or property, etc.) will be appropriately marked on the assessment reports and immediately brought to the City of Santa Maria's attention.
- If the visual inspection of a component indicates the need for an in-depth study, analysis, or specialized inspection, the cost of the recommended specialized inspection will be included in the report. However, the performance of such inspections will not be included in this scope of work.
- The assessment should be structured and include all necessary information to assign an industry standard building system classification such as Uniformat II Level 4

The facility condition assessments will focus on the following property elements:

- Substructure – foundations, basements/structure
- Exterior Systems - roofs, walls, window systems, doors
- Interior Construction - walls, partitions, doors, flooring, visible structural components
- Interior Finishes: Flooring, ceiling, wall finishes
- Health/Fire/Life Safety systems
- Heating, Ventilation and Air Conditioning
- Plumbing
- Electrical and Service Distribution
- Fire Suppression
- Special Electrical Systems, Emergency Power, Telecommunications
- Special Construction
- Vertical Transportation

Phase III - Analysis of Facility Condition Information

The contractor will evaluate the information generated from the condition assessment data to determine trends and comparisons.

The contractor will provide an expanded evaluation and analysis providing projections and analyses for the following areas:

- Deficiency costs summarized by building system across all facilities.
- Deficiency costs summarized by Priority across all facilities.
- Deficiency costs summarized by Category type across all facilities.
- Calculation of the Facility Condition Index (FCI) for each facility
- Multi-year annual expenditure forecast for each facility.

Life Cycle Analysis for Component Renewal

The contractor will utilize life cycle analysis to develop component renewal costs. A facility's useful life is limited by the durability of its systems, and generally does not fail as a whole but as individual components or systems. Building components will be evaluated based on their individual life cycles, determined by an evaluation of the age and condition. The renewal cost for the components will be computed and identified by renewal year. The contractor will report the life cycle costs at the component-level, and building-level, and will provide a grand total for the City of Santa Maria's entire portfolio.

Prioritization/Categorization/Classification of Assessment Data

Each deficiency and project shall include the following decision-making classifications prioritizing each action according to its criticality and classification type:

DEFICIENCY PRIORITIES

Each deficiency identified in the field assessment shall be prioritized in the following manner:

Priority 1 - Currently Critical

Conditions in this category require immediate action to:

- (a) Correct a cited safety hazard
- (b) Stop accelerated deterioration
- (c) Return equipment to operation

Priority 2 - Potentially Critical

Conditions in this category, if not corrected expeditiously, will become critical within a year.

Situations within this category include:

- (a) intermittent operations
- (b) rapid deterioration
- (c) potential life safety hazards

Priority 3 - Necessary - Not yet critical

Conditions in this category require appropriate attention to preclude predictable deterioration or potential downtime and the associated damage or higher costs if deferred further.

DEFICIENCY CATEGORIES

Each deficiency identified in the field assessment shall be classified in the following manner:

Category 1

Deferred Maintenance

Maintenance that was not performed when it was scheduled or past its useful life resulting in immediate repair or replacement

Category 2 Scheduled Maintenance	Maintenance that is planned and performed on a routine basis to maintain and preserve the condition
Category 3 Capital Renewal	Planned replacement of building systems that have reached the end of their useful life
Category 4 Energy & Sustainability	When the repair or replace of equipment or systems are recommended to improve energy and sustainability performance.
Category 5 Security	When a system requires replacement due to a security risk or requirement

Multi-Year Expenditure Plan

The contractor shall develop a multi-year expenditure plan, which is a schedule of all deficiencies and actions required to maintain and repair facilities, including projects developed during the analysis of facility condition information, unconstrained by available funding limitations.

Facility Condition Index

The contractor's analysis will include the calculation of the facility condition index (FCI) for each building in the City of Santa Maria's portfolio. An FCI will provide a simple measure of the relative condition of a facility. The FCI is the ratio of the cost of existing maintenance and repair backlog to the current replacement value.

$$\text{FCI} = \text{Deferred Maintenance} / \text{Current Replacement Value}$$

Phase IV - Facility Condition Assessment Report Preparation

Using the data collected during the on-site facility condition assessment and analysis phase, the contractor will provide a comprehensive narrative report. For each facility, the contractor will provide a separate report and an executive summary report aggregating the results of the individual building reports to provide a City-wide overview.

Reports will be submitted in accordance with the schedule, or as agreed upon during contract negotiations.

Reporting Capabilities

The condition assessment report package for each completed facility will contain the following components:

1.0 Executive Summary

An executive summary containing:

- Deficiency costs summarized by building system across all facilities.
- Deficiency costs summarized by Priority across all facilities.
- Deficiency costs summarized by Category type across all facilities.
- Calculation of the Facility Condition Index (FCI) for each facility
- Multi-year annual expenditure forecast for each facility.

2.0 Asset Description and Condition

A detailed description of building assets and equipment detailing the observed condition and deficiency cause providing recommendations to correct the deficiency, summarizing how much longer the City can expect to use each individual facility and what the recapitalization costs will be for replacement if the building is determined to be obsolete.

3.0 Asset Inventory

An inventory of the information provided and collected for each asset, such as equipment type, manufacturer, model number, serial number, capacity and year installed. Separate Excel file of equipment shall be submitted in a flat file format to upload into City of Santa Marias CMMS.

4.0 Photographs

Provide digital photographs for each facility and piece of equipment inventoried. Exterior photographs will be used for campus identification and documentation of structural problems, major site deficiencies or special conditions. Interior photographs will be used to document critical or unusual conditions. Photographs will be used to explain and / or justify the prioritization of corrective actions.

5.0 Expenditure Forecast

A schedule of annual forecast expenditures itemizing each deficiency against each Uniformat II asset classification of the total cost for the actions required to correct the deficiencies for each facility by building system.

Phase V - Presentation of Findings

A condition assessment is valuable only if the results can present the case for funding facilities as well as provide a tool at all levels of an organization to develop and execute a strategic plan. With this in mind, the contractor will present the findings through reports, graphs, and charts. The charts and graphs will provide a visual representation of the condition assessment data in order to assist decision makers and policy makers in understanding the scope of the funding needs.

Phase VI - Strategic Plan

The contractor will develop a strategic plan to make the best use of facility funds. The true test of a successful project is taking the financially unconstrained assessment information and developing a strategic plan that addresses the most critical needs with a limited budget. The contractor will work closely with the City of Santa Maria to investigate potential opportunities to accomplish corrective actions through alternative means, such as construction, renovation and alteration projects. The City of Santa Maria will provide projected financial resource availability for the plan.

ATTACHMENT C
SCHEDULE OF FACILITIES

	Facility Name	Department	Address	Yr. Built	SF
1	City Attorney/Code Compliance	CMO	204 E. Cook St.	1957	3,268
2	City Hall	CMO	110 E. Cook St.	1934	11,401
3	Finance Department	CMO	206 E. Cook Street	1957	6,220
4	Museum / Chamber of Commerce	CMO	616 S. Broadway	1973	6,700
5	Old Library	CMO	110 E. Cook St.	1937	28,147
6	Old Police Department Building	CMO	222 E. Cook Street	1954	17,773
7	Emergency Operations Center/ Credit Union	Fire	314 W. Cook St.		4,000
8	Fire Administration Complex	Fire	314 W. Cook St.	1952 & 60	12,313
9	Fire Station No. 1	Fire	300 W. Cook St.	2002	7,068
10	Fire Station No. 2	Fire	416 W. Carmen Ln.	1964	7,622
11	Fire Station No. 3	Fire	1527 N. College Dr.	1940	6,500
12	Fire Station No. 3	Fire	2305 Preisker Ln.	2012	6,500
13	Fire Station No. 4	Fire	2637 #A S. College Dr.		6,579

14	Fire Station No. 5	Fire	1670 E. Donovan Rd.	2012	6,500
15	Fire Station No. 6	Fire	3339 Terminal Dr.		6,500
16	Library (Main Library)	Library	421 S. McClelland St.	2008	60,000
17	Library Parking Structure	Library	421 S. McClelland St.	2007	56,656
18	Orcutt Branch Library	Library	175 S. Broadway, Orcutt		4,370
19	California Convservation Corp.	Police	705 W. Cypress Street		9,175
20	Los Flores (Police Training Bldg.)	Police	6245 Dominion Rd.		250
21	PD Support Services (Antenna Tower)	Police	1520 Prell Rd.		418
22	Police Department Headquarters	Police	1111 W. Betteravia Road	1983	72,369
23	Public Works Operations	Public Works	810 W. Church Street	1946	20,212
24	Ruffoni Building	Public Works	110 S. Pine Street	1990	15,000
25	Abel Maldonado Youth Center	Rec and Parks	600 S. McClelland St.	2001	22,462
26	Acquistapace Park (Restroom)	Rec and Parks	1921 S. Western Ave.		220
27	Atkinson Community Center	Rec and Parks	1000 N. Railroad Ave.	1962	9,647
28	Atkinson Community Center (Modular Classrooms & Restroom)	Rec and Parks	1000 N. Railroad Ave.		2,400
29	Bob Orach Park Restroom	Rec and Parks	1300 Marsala Ave.		300
30	Buena Vista Park (Camp Fire Cabin)	Rec and Parks	833 S. Pine St.	1920	285

31	Buena Vista Park (Restroom Bldg)	Rec and Parks	833 S. Pine St.		440
32	Edwards Community Center	Rec and Parks	809 N. Panther Dr.	2000	11,713
33	Elk's Field (including Bleachers)	Rec and Parks	622 S. McClelland St.		2,650
34	Elwin Mussell Senior Center (Rec Division Office)	Rec and Parks	510 E. Park Ave.		2,250
35	Elwin Mussell Senior Center (Senior Center)	Rec and Parks	510 E. Park Ave.	1983	9,997
36	Fletcher Park (Restroom)	Rec and Parks	2200 S. College Dr.		420
37	Fletcher Park (Gazebo)	Rec and Parks	2200 S. College Dr.		900
38	Grogan Park	Rec and Parks	1155 W. Rancho Verde	1992	3,234
39	Hagerman Complex (Score Booth)	Rec and Parks	3300 Skyway Drive		625
40	Hagerman Complex (Main Bldg - Restroom, Office, Resturant)	Rec and Parks	3300 Skyway Drive	1989	4,210
41	Hagerman Complex (Maintenance Fac.)	Rec and Parks	3300 Skyway Drive		1,120
42	Jim May Park (Boat Shed)	Rec and Parks	809 Stanford Dr.		420
43	Jim May Park (Restroom)	Rec and Parks	809 Stanford Dr.		200
44	Jim May Park (Gazebo)	Rec and Parks	809 Stanford Dr.		1,225
45	Lawn Bowling	Rec and Parks	420 S. McClelland St.		1,835
46	Los Flores (Antenna Tower)	Rec and Parks	6245 Dominion Rd.		100
47	Los Flores (Corral Barn)	Rec and Parks	6245 Dominion Rd.		500

48	Los Flores (Patch Barn)	Rec and Parks	6245 Dominion Rd.		500
49	Los Flores (Well No. 1)	Rec and Parks	6245 Dominion Rd.		100
50	Los Flores (Well No. 2)	Rec and Parks	6245 Dominion Rd.		100
51	Los Flores (Well No. 3)	Rec and Parks	6245 Dominion Rd.		100
52	Los Flores Ranch (Shop)	Rec and Parks	6245 Dominion Rd.		250
53	Los Flores Ranch (Visitor Center)	Rec and Parks	6245 Dominion Rd.		500
54	Maramonte Community Center	Rec and Parks	620 E. Sunrise Dr.	1991	2,026
55	Minami Community Center	Rec and Parks	600 W. Enos Dr.	1977	18,262
56	Natural History Museum (Reuben Hart Home)	Rec and Parks	412 S. McClelland St.		1,265
57	Newlove Comm. Bldg (House)	Rec and Parks	1619 S. Thornburg	1940	4,600
58	Newlove Comm. Bldg (Modular A)	Rec and Parks	1619 S. Thornburg		700
59	Newlove Comm. Bldg (Modular B)	Rec and Parks	1619 S. Thornburg		700
60	North Preisker Ranch Park (Restroom)	Rec and Parks	801 W. Boxcar Pl.		180
61	Oakley Park (Broadcast Booth #1)	Rec and Parks	1300 N. Western		150
62	Oakley Park (Broadcast Booth #2)	Rec and Parks	1300 N. Western		150
63	Oakley Park (Restroom)	Rec and Parks	1300 N. Western		300
64	Oakley Park (Snack Bar)	Rec and Parks	1300 N. Western		300

65	Parks Equipment Yard	Rec and Parks	810 W. Church St.		1,900
66	Paul Nelson Aquatic Center (Office/Storage)	Rec and Parks	516 S. McClelland St.	1957	6,625
67	Paul Nelson Aquatic Center (Pool Equipment Bldg)	Rec and Parks	516 S. McClelland St.	1990	2,000
68	Pioneer Park (Boy Scout Cabin)	Rec and Parks	1150 W. Foster Rd.		1,025
69	Pioneer Park (Restrooms/Storage room)	Rec and Parks	1150 W. Foster Rd.		1,200
70	Preisker Park (Office/Storage)	Rec and Parks	2301 Preisker Lane	1965	1,820
71	Preisker Park (Restroom Bldg A)	Rec and Parks	2301 Preisker Lane		432
72	Preisker Park (Restroom Bldg B)	Rec and Parks	2301 Preisker Lane		432
73	Preisker Park (Restroom Bldg C)	Rec and Parks	2301 Preisker Lane		432
74	Recreation & Parks Administration Office	Rec and Parks	615 S. McClelland St.	1930	3,650
75	Recreation & Parks Carriage House	Rec and Parks	615 S. McClelland St.		504
76	Recreation and Parks Annex (A)	Rec and Parks	622 S. McClelland St.	1940	2,550
77	Recreation and Parks Annex (B)	Rec and Parks	622 S. McClelland St.		1,080
78	Recreation and Parks Annex (C)	Rec and Parks	622 S. McClelland St.		4,000
79	Recreation and Parks Annex (D)	Rec and Parks	622 S. McClelland St.		2,400
80	Rice Park (Restroom)	Rec and Parks	700 E. Sunset Ave.		280
81	Rotary Centennial Park (Restroom Bldg. A)	Rec and Parks	2625 S. College Dr.		440

82	Rotary Centennial Park (Restroom Bldg. B)	Rec and Parks	2625 S. College Dr.		440
83	Rotary Centennial Park Gazebo	Rec and Parks	2625 S. College Dr.		1,600
84	Rotary Centennial Park Picnic Shelter	Rec and Parks	2625 S. College Dr.		2,700
85	Russel Park (Restroom)	Rec and Parks	1000 W. Church St.		280
86	Town Center Mall Parking "A"	Rec and Parks	Cook/Miller	1976	638,292
87	Town Center Mall Parking "B" (w/ Elevator & Electrical Rm.)	Rec and Parks	120 E. Main St.	1990	315,614
88	Town Center Pedestrian Overpass (w/ Elevator, RR, Electrical Room)	Rec and Parks	345 Town Center East		2,325
89	Tunnel Park (Broadcast Booth, Snack Bar)	Rec and Parks	1100 N. Palisade Dr.		384
90	Tunnel Park (Restroom)	Rec and Parks	1100 N. Palisade Dr.		230
91	Veterans Memorial Center	Rec and Parks	313 W. Tunnell St.	1933	26,513
92	Westgate Community Building (Bob Orach Park)	Rec and Parks	1300 Marsala Ave.		1,100
93	SMRT Operations	Transit	1303 Fairway Dr.	2004	11,000
94	Transit Center	Transit	400 E. Boone St.	2011	2,410
95	Blending Facility	Utilities	1301 Fairway Dr.	1996	3,023
96	Landfill Scalehouse Building	Utilities	2065 East Main Street	2001	10,396
97	Res. 4	Utilities	1520 Prell Road		50,625
98	Res. 5	Utilities	1520 Prell Road		50,625

99	Res. 6	Utilities	1520 Prell Road		50,625
100	Wastewater Treatment Plant (A)	Utilities	601 Black Road		7,500
101	Wastewater Treatment Plant (B)	Utilities	601 Black Road		2,100
102	Wastewater Treatment Plant (C)	Utilities	601 Black Road		2,100
103	Wastewater Treatment Plant (Main Building)	Utilities	601 Black Road	1979	11,844
104	Single Family Home	Property Management	1132 E. Miller Street		1,140
105	Single Family Home	Property Management	1126 S. Miller Street		
106	Single Family Home	Property Management	1122 S. Miller Street		1,540
107	Single Family Home	Property Management	1116 S. Miller Street		1,422
108	Single Family Home	Property Management	1112 S. Miller Street		1,890
109	Single Family Home	Property Management	1106 S. Miller Street		1,060
110	Single Family Home	Property Management	403 E. Mariposa Way		1,364
111	Single Family Home	Property Management	401 E. Camino Colegio		1,615