



111 E. COMMERCIAL STREET
WILLITS, CALIFORNIA 95490
(707) 459-4601 TEL
(707) 459-1562 FAX

WILLITS CITY COUNCIL AGENDA

FEBRUARY 23, 2011 ♦ 6:00 P.M. ♦ COUNCIL CHAMBERS

1. **OPENING MATTERS** – a) Call to Order; b) Pledge to Flag; c) Roll Call

2. **PUBLIC MATTERS**

3. **PUBLIC COMMUNICATIONS**

Council welcomes participation in its meetings. Comments shall be limited to five minutes per person so that everyone may be given an opportunity to be heard. To expedite matters and avoid repetition, whenever any group of persons wishes to address the Council on the same subject matter, the Mayor may request that a spokesperson be chosen by the group. This item is limited to matters under the jurisdiction of the City Council which are not on the posted agenda. Public criticism of the City Council, Commission, Boards and Agencies will not be prohibited. No action shall be taken.

4. **CONSENT CALENDAR**

Matters listed under the Consent Calendar are considered to be routine by the City Council and will be enacted by a single motion and roll call vote by the City Council. Items may be removed from the Consent Calendar upon request of a Councilmember and acted upon separately by the City Council.

The following items are recommended for approval:

a. Disbursements Journals:

- Warrant Nos. 17149-17167, Totaling \$214,235.21
- Warrant Nos. 17168- 17243, Totaling \$ 673,387.28

b. Resolution Authorizing Placement of “No Parking/No Stopping” Sign and Red Curb Markings on North Curb of West Commercial Street West of Intersection with Main Street

c. Award of Construction Contract with Mendocino Construction Services, Inc., for the Railroad Avenue Bridge Project, Contract No. 2010-03, in an Amount Not to Exceed \$629,894, and Authorize City Manager to Approve Construction Change Orders Up to a Cumulative Total of 10% of the Total Contract Amount

d. Appointment to the Cultural Arts Commission

5. **RIGHT TO APPEAL**

Persons who are dissatisfied with the decisions of the City Council may have the right to a review of that decision by a court. The City has adopted Section 1094.6 of the Code of Civil Procedure which generally limits to 90 days the time within which the decisions of the City boards and agencies may be judicially challenged.

6. **COMMISSIONS, AGENCIES AND AUTHORITIES**

The City of Willits City Council meets concurrently as the City of Willits Community Development Agency and Planning Commission.

7. **OLD BUSINESS**

8. **CITY MANAGER REPORTS AND RECOMMENDATIONS**

a. Discussion and Possible Approval of Agreement with MVP Repair Service Company for the Repair and Calibration of Water Meters Size 2” To 8”

- b. Discussion and Possible Approval to Purchase Water Meters and Parts from National Meter and Automation
- c. Discussion and Possible Approval of Contract Amendment No. 3, with Winzler & Kelly, for Design Support Services During Construction for the Railroad Avenue Bridge Project, in an Amount Not to Exceed \$21,500
- d. Other Reports – Verbal/No Action

9. DEPARTMENT RECOMMENDATIONS

- a. Police Chief
- b. City Planner
- c. City Attorney
- d. Public Works Director
- e. City Engineer
- f. Finance Director/City Treasurer
- g. City Clerk/Human Resources Director

10. CITY COUNCIL AND COMMITTEE REPORTS

- a. Mendocino Council of Governments (MCOG)
- b. Local Agency Formation Commission (LAFCO)
- c. Mendocino Transit Authority (MTA)
- d. Revit-ED Committee
- e. Mendocino Solid Waste Management Authority-Joint Powers Authority (MSWMA-JPA)
- f. Economic Development and Financing Corporation (EDFC)
- g. League of California Cities
- h. Water Resources Committee
- i. Sewer System Committee
- j. Finance Committee
- k. Caltrans Ad Hoc Committee
- l. Other Committee Reports

11. COUNCIL MEMBER REPORTS AND RECOMMENDATIONS

12. ENACTMENT OF ORDINANCES

13. GOOD & WELFARE

14. CLOSED SESSION NOTICE

15. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Willits City Hall, located at 111 East Commercial Street, Willits, California, not less than 72 hours prior to the meeting set forth on this agenda.

*Dated this 18th day of February, 2011.
Adrienne Moore, City Clerk*

AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE

The meeting room is wheelchair accessible and disabled parking is available. If you are a person with a disability and need disability-related modifications or accommodations to participate in this meeting, please contact Adrienne Moore, City Clerk, at (707) 459-4601 or cityclerk@willitscity.com. Requests for such modifications or accommodations must be made at least two full business days prior to the meeting.

ADDITIONAL MEETING INFORMATION FOR INTERESTED PARTIES

Materials related to an item on this Agenda submitted to the Willits City Council, Planning Commission, or Community Development Agency after distribution of the agenda packet are available for public inspection at City Clerk's office at 111 E. Commercial Street, Willits, during normal business hours.

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
17149	02/01/11	CHEVRON USA, INC.	27 PD FUEL	41.50	510587	548889		P N H	100.1022.2044.000
17150	02/02/11	WILLIAMS SCOTSMAN IN	4116 MOBILE OFFICE RENT SP	281.08	510588	95467471		P N H	501.5010.2096.000
17151	02/02/11	WESTAMERICA BANK	4161 PRINCIPAL	3,232.65	510589	526-01054		P N H	501.5011.3001.000
17151	02/02/11	WESTAMERICA BANK	4161 INTEREST	1,078.14	510589	526-01054		P N H	501.5011.3002.000
				4,310.79	*CHECK TOTAL				
17152	02/02/11	BANK OF AMERICA	10 ENG SUPPLIES	556.16	510590	4510		P N H	100.1042.2041.000
17152	02/02/11	BANK OF AMERICA	10 AIRPORT FUEL TEST	20.00	510590	4510		P N H	500.5001.2081.030
17152	02/02/11	BANK OF AMERICA	10 LODGING	269.55	510590	4510		P N H	100.1005.2105.000
17152	02/02/11	BANK OF AMERICA	10 REPLACEMENT BATTERY	56.87	510590	4510		P N H	100.1001.2199.000
17152	02/02/11	BANK OF AMERICA	10 WP INTERNET	59.99	510590	4510		P N H	503.5030.2015.000
17152	02/02/11	BANK OF AMERICA	10 CONFERENCE CANCELATIO	350.00CR	510590	4510		P N H	100.1003.2105.000
				612.57	*CHECK TOTAL				
17153	02/02/11	BANK OF AMERICA	4395 INTERVIEW PANEL LUNCH	45.00	510591	71475889		P N H	100.1005.2199.000
17154	02/04/11	MENDO-LAKE CREDIT UN	104 DIRECT DEPOSIT	2,800.00	510592	02042011		P N H	690.237
17155	02/04/11	AFLAC	4036 125 PLAN POLICY PREMI	869.90	510593	811276		P N H	690.246
17156	02/04/11	HARTFORD LIFE INSURA	709 DEFERRED COMPENSATI	2,110.00	510594	0109420		P N H	690.236
17157	02/04/11	MENDOCINO CHILD SUPP	1057 CHILD SUPPORT	295.00	510595	02042011		P N H	690.233
17158	02/04/11	FRANCHISE TAX BOARD	695 PAYROLL DEDUCTION	252.13	510596	02042011		P N H	690.233
17159	02/04/11	PERS	256 EMPLOYER CONTRIBUT	19,296.78	510597	0876		P N H	690.229
17159	02/04/11	PERS	256 EMPLOYEE CONTRIBUTI	7,565.08	510597	0876		P N H	690.230
				26,861.86	*CHECK TOTAL				
17160	02/04/11	STRANSKE/LARRY	4570 REFUND CANDIDATE STMT	357.05	510598	110204		P N H	100.1006.6207.000
17161	02/04/11	JOSEPH/LISA	.08736 REFUND CANDIDATE STMT	132.05	510599	110204		P N H	100.1006.6207.000
17162	02/07/11	WELLS FARGO FINANCIA	4249 PRINCIPAL	1,264.73	510585	7844250634		P N H	501.5013.3001.000
17162	02/07/11	WELLS FARGO FINANCIA	4249 INTEREST	204.13	510585	7844250634		P N H	501.5013.3002.000
17162	02/07/11	WELLS FARGO FINANCIA	4249 TAX	128.52	510585	7844250634		P N H	501.5013.3010.000
				1,597.38	*CHECK TOTAL				
17163	02/07/11	COURTYARD SACRAMENTO	.08735 LODGING-RONCO	606.24	510586	TRAINING		P N H	100.1042.2105.000
17164	02/08/11	PETTY CASH	123 OFFICE SUPPLIES	46.27	510584	02082011		P N H	100.1002.2055.000
17164	02/08/11	PETTY CASH	123 DEIONIZED WATER	3.75	510584	02082011		P N H	501.5013.2101.034
17164	02/08/11	PETTY CASH	123 CONCESSION STAND PARTS	12.96	510584	02082011		P N H	405.4050.4003.000
17164	02/08/11	PETTY CASH	123 PER DIEM	18.23	510584	02082011		P N H	100.1002.2105.000
17164	02/08/11	PETTY CASH	123 PVC PIPE	1.78	510584	02082011		P N H	100.1016.2025.000
17164	02/08/11	PETTY CASH	123 PART FOR TV VAN SP	10.88	510584	02082011		P N H	501.5011.2041.000
17164	02/08/11	PETTY CASH	123 NEWSPAPER BL	1.00	510584	02082011		P N H	100.1003.2055.000

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
				94.87		*CHECK TOTAL			
17165	02/09/11	US BANK CORPORATE TR	4043 WATER SYS IMPRVMT	147,500.00	510583	109314/WILLITS		P N H	503.5038.3001.000
17165	02/09/11	US BANK CORPORATE TR	4043 WATER SYS IMPRVMT	22,415.05	510583	109314/WILLITS		P N H	503.5038.3002.000
				169,915.05		*CHECK TOTAL			
17166	02/09/11	DE LAGE LANDEN PUBLI	4183 COPIER LEASE	86.37	510582	8471775		P N H	100.1040.2095.000
17166	02/09/11	DE LAGE LANDEN PUBLI	4183 COPIER LEASE	86.37	510582	8471775		P N H	100.1042.2095.000
				172.74		*CHECK TOTAL			
17167	02/09/11	LANCE/JAMES H.	4054 MATRIX CONSULTING G	2,880.00	510581	3		P M H	100.1003.2081.030
GENERAL CHECK FORM									
			TOTAL	214,235.21					

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S ACCOUNT
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REPORT TOTALS:

214,235.21

RECORDS PRINTED - 000036

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
17168	02/15/11	ACS	1432 MONTHLY NEW VISION	3,285.34	510501	628398		P N W	100.1003.2041.000
17169	02/15/11	ADAM'S TIRE & AUTO S	225 VEHICLE MAINT UNIT	234 27.00	510568	608591		P M W	100.1022.2044.000
17170	02/15/11	ALPHA ANALYTICAL LAB	7 LANDFILL TESTS	1,290.00	510503	1010934-WILLLF		P N W	213.2133.2061.015
17170	02/15/11	ALPHA ANALYTICAL LAB	7 SEWER PLANT TESTS	238.00	510504	1010261		P N W	501.5013.2061.015
				1,528.00	*CHECK TOTAL				
17171	02/15/11	ANDERSON/JON	4526 EVIDENCE TRANSMITTAL	21.90	510569	02112011		P N W	100.1022.2101.031
17171	02/15/11	ANDERSON/JON	4526 EVIDENCE TRANSMITTAL	30.67	510569	02112011		P N W	100.1022.2101.031
17171	02/15/11	ANDERSON/JON	4526 WIPER BLADES UNIT 241	21.95	510569	02112011		P N W	100.1022.2044.000
				74.52	*CHECK TOTAL				
17172	02/15/11	ARAMARK UNIFORM SERV	4065 MATS	13.25	510502	37557000		P N W	100.1040.2081.030
17172	02/15/11	ARAMARK UNIFORM SERV	4065 MATS/MOPS/RAGS	287.57	510502	37557000		P N W	100.1016.2199.000
17172	02/15/11	ARAMARK UNIFORM SERV	4065 MATS/RAGS	194.46	510502	37557000		P N W	501.5013.2199.000
				495.28	*CHECK TOTAL				
17173	02/15/11	AT&T	4123 POLICE	653.21	510579	02032011		P N W	100.1020.2015.000
17173	02/15/11	AT&T	4123 PUBLIC WORKS	102.91	510579	02032011		P N W	100.1040.2015.000
17173	02/15/11	AT&T	4123 ENGINEERING	102.90	510579	02032011		P N W	100.1042.2015.000
17173	02/15/11	AT&T	4123 POOL	14.43	510579	02032011		P N W	100.1030.2015.000
17173	02/15/11	AT&T	4123 SEWER PLANT	224.33	510579	02032011		P N W	501.5013.2015.000
17173	02/15/11	AT&T	4123 WATER PLANT	66.23	510579	02032011		P N W	503.5030.2015.000
17173	02/15/11	AT&T	4123 AIRPORT	15.68	510579	02032011		P N W	500.5001.2110.000
17173	02/15/11	AT&T	4123 WCAC	30.12	510579	02032011		P N W	600.601
17173	02/15/11	AT&T	4123 4601-2-3 40%	284.19	510579	02032011		P N W	100.1002.2015.000
17173	02/15/11	AT&T	4123 24%	170.51	510579	02032011		P N W	206.2060.2015.000
17173	02/15/11	AT&T	4123 12%	85.25	510579	02032011		P N W	210.2100.2015.000
17173	02/15/11	AT&T	4123 12%	85.25	510579	02032011		P N W	100.1015.2015.000
17173	02/15/11	AT&T	4123 12%	85.25	510579	02032011		P N W	100.1010.2015.000
17173	02/15/11	AT&T	4123 PLANNING 9341 1/3	10.46	510579	02032011		P N W	206.2060.2015.000
17173	02/15/11	AT&T	4123 1/3	10.45	510579	02032011		P N W	100.1010.2015.000
17173	02/15/11	AT&T	4123 1/3	10.45	510579	02032011		P N W	210.2100.2015.000
				1,951.62	*CHECK TOTAL				
17174	02/15/11	AUTO MART	750 VEHICLE MAINT	611.83	510572	02112011		P M W	100.1022.2044.000
17175	02/15/11	BAY AREA BARRICADE	478 CONES	514.51	510576	0267170-IN		P N W	200.2003.2101.045
17176	02/15/11	C. OVERAA & CO.	4515 USDA-WWTP CONSTRU	414,602.00	510510	BILLING 5-JAN		P N W	430.4330.4003.000
17177	02/15/11	CABLES/MARY	.08728 WATER DEPOSIT REFUND	58.90	510506	10000070004		P N W	503.111
17178	02/15/11	CATHERINE KILLION'S	4027 JANITORIAL CITY HALL	800.00	510512	87		P M W	100.1016.2061.020
17178	02/15/11	CATHERINE KILLION'S	4027 2 HRS EXTRA	100.00	510512	87		P M W	600.602
				900.00	*CHECK TOTAL				

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
17179	02/15/11	CAVALLARI/JOANNE	4469 FAREWELL TO MARI	41.55	510507	02092011		P N W	100.1003.2199.000
17180	02/15/11	CDW-G	4018 PRINTER AND TONER	443.00	510564	WFS6884/WJF443		P N W	651.6510.2199.000
17180	02/15/11	CDW-G	4018 UPS DEVICES	424.76	510564	WFS6884/WJF443		P N W	651.6510.2199.000
				867.76	*CHECK TOTAL				
17181	02/15/11	CINTAS FAS LOCKBOX 6	4171 FIRST AID CABINET SVC	63.54	510508	156425108		P N W	100.1041.2101.045
17181	02/15/11	CINTAS FAS LOCKBOX 6	4171 FIRST AID CABINET SVC	34.25	510508	156425108		P N W	100.1002.2055.000
				97.79	*CHECK TOTAL				
17182	02/15/11	CLEARLY MENDOCINO WA	4221 WATER JAN 2011	50.00	510570	1312011		P M W	100.1020.2199.000
17183	02/15/11	COAST HARDWARE	31 HARDWARE	36.41	510578	2150		P N W	100.1022.2101.031
17183	02/15/11	COAST HARDWARE	31 HARDWARE	36.17	510578	2150		P N W	100.1020.2199.000
17183	02/15/11	COAST HARDWARE	31 HARDWARE	6.92	510578	2150		P N W	501.5011.2041.000
17183	02/15/11	COAST HARDWARE	31 HARDWARE	8.04	510578	2150		P N W	501.5013.2041.000
17183	02/15/11	COAST HARDWARE	31 HARDWARE	16.69	510578	2150		P N W	100.1041.2101.045
17183	02/15/11	COAST HARDWARE	31 HARDWARE	9.00	510578	2150		P N W	100.1042.2101.045
17183	02/15/11	COAST HARDWARE	31 HARDWARE	97.13	510578	2150		P N W	503.5033.2041.000
17183	02/15/11	COAST HARDWARE	31 HARDWARE	25.85	510578	2150		P N W	405.4050.4003.000
17183	02/15/11	COAST HARDWARE	31 HARDWARE	31.69	510578	2150		P N W	503.5031.2041.000
17183	02/15/11	COAST HARDWARE	31 HARDWARE RANGE SUPPLIES	7.17	510578	2150		P N W	100.1022.2101.032
17183	02/15/11	COAST HARDWARE	31 HARDWARE	52.81	510578	2150		P N W	501.5013.2101.034
				327.88	*CHECK TOTAL				
17184	02/15/11	COAST RANGE DIGITAL	4048 COUNCIL MEETING VIDEO	300.00	510514	11 107		P M W	100.1001.2081.030
17185	02/15/11	COMPUTER WORKS OF UK	4230 COMPUTER SUPPORT	224.35	510516	2351		P M W	100.1003.2041.000
17185	02/15/11	COMPUTER WORKS OF UK	4230 COMPUTER SUPPORT	46.83	510516	2351		P M W	100.1040.2081.030
17185	02/15/11	COMPUTER WORKS OF UK	4230 COMPUTER SUPPORT	46.83	510516	2351		P M W	100.1042.2081.030
				318.01	*CHECK TOTAL				
17186	02/15/11	COUNTY OF MENDOCINO	197 JUSTICE FACILITY S	15,000.00	510515	01272011		P N W	100.1020.2096.000
17186	02/15/11	COUNTY OF MENDOCINO	197 COURT/STATE FEES PARKI	44.00	510515	01272011		P N W	100.1020.2081.030
				15,044.00	*CHECK TOTAL				
17187	02/15/11	COUNTY OF MENDOCINO	198 MAP COPY PRE PAY	1,000.00	510528	02042011		P N W	100.1042.2055.000
17188	02/15/11	COUNTY OF MENDOCINO	4287 SUPPORT FY 2010-201	3,152.00	510509	REHIT		P N W	100.1025.2081.030
17189	02/15/11	CREATIVE FORMS & CON	4005 PAYROLL SUPPLIES	608.67	510513	109791		P N W	100.1002.2055.000
17190	02/15/11	CREDIT BUREAU OF UKI	34 L STOUT COLLECTION FEE	59.95	510511	283700000165		P N W	503.5030.2199.000
17191	02/15/11	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	166.35	510517	01312011		P N W	100.1015.2055.000
17191	02/15/11	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	100.00	510517	01312011		P N W	503.5033.2055.000
17191	02/15/11	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	577.29	510517	01312011		P N W	100.1002.2055.000
17191	02/15/11	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	555.65	510517	01312011		P N W	206.2060.2055.000
17191	02/15/11	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	75.10	510517	01312011		P N W	100.1040.2101.045
17191	02/15/11	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	61.41	510517	01312011		P N W	100.1042.2101.045

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
17191	02/15/11	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	82.28	510517	01312011		P N W	501.5010.2055.000
17191	02/15/11	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	39.16	510517	01312011		P N W	100.1001.2199.000
17191	02/15/11	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	45.86	510517	01312011		P N W	213.2130.2001.003
17191	02/15/11	CURRY'S DISCOUNT INC	4198 OFFICE SUPPLIES	74.61	510517	01312011		P N W	503.5033.2055.000
17191	02/15/11	CURRY'S DISCOUNT INC	4198 SAFETY SUPPLIES	24.60	510517	01312011		P N W	100.1022.2101.033
17191	02/15/11	CURRY'S DISCOUNT INC	4198 TONER/MSC OFFICE SUPP	208.58	510517	01312011		P N W	100.1020.2055.000
17191	02/15/11	CURRY'S DISCOUNT INC	4198 DISPATCH CHAIR	410.41	510517	01312011		P N W	100.1021.2199.000
				2,421.30	*CHECK TOTAL				
17192	02/15/11	DEEP VALLEY SECURITY	40 SECURITY	16.48	510518	198314		P N W	100.1040.2081.030
17192	02/15/11	DEEP VALLEY SECURITY	40 SECURITY	32.95	510518	198314		P N W	100.1042.2081.030
17192	02/15/11	DEEP VALLEY SECURITY	40 SECURITY	22.00	510518	198314		P N W	100.1041.2081.030
17192	02/15/11	DEEP VALLEY SECURITY	40 SECURITY	16.47	510518	198314		P N W	100.1042.2081.030
17192	02/15/11	DEEP VALLEY SECURITY	40 POLICE ALARM SYS	200.00	510518	198314		P N W	100.1020.2081.030
				287.90	*CHECK TOTAL				
17193	02/15/11	EBA ENGINEERING INC	3985 WP IMPLEMENTATION	10,652.54	510519	22314		P N W	201.2011.2081.030
17194	02/15/11	EEL RIVER FUELS	28 FUEL	4,393.91	510520	65600		P N W	100.125
17195	02/15/11	EVANS/NATALIE	.08729 WATER DEPOSIT REFUND	68.70	510521	10300460002		P N W	503.111
17196	02/15/11	FISHER WIRELESS	4105 PD RADIO MAINT-MARC	1,266.30	510566	503/208020		P N W	100.1020.2041.000
17196	02/15/11	FISHER WIRELESS	4105 EAR PIECES FOR PORTAB	108.71	510566	503/208020		P N W	100.1020.2041.000
17196	02/15/11	FISHER WIRELESS	4105 RADIO MAINT PW	43.91	510574	207851		P N W	100.1040.2041.000
17196	02/15/11	FISHER WIRELESS	4105 RADIO MAINT ENG	43.91	510574	207851	000006	P N W	100.1042.2041.000
				1,462.83	*CHECK TOTAL				
17197	02/15/11	GOVERNMENT FINANCE O	528 INTERNET TRAINING	85.00	510580	2663545		P N W	100.1003.2105.000
17198	02/15/11	GROENIGER & CO INC.	4072 GATE VALVE	134.69	510575	5044629/504481		P N W	503.5031.2041.000
17198	02/15/11	GROENIGER & CO INC.	4072 GATE VALVE	380.68	510575	5044629/504481		P N W	503.5031.2041.000
				515.37	*CHECK TOTAL				
17199	02/15/11	HASCHAK/JOHN	.08731 WATER DEPOSIT REFUND	17.60	510523	10100340010		P N W	503.111
17200	02/15/11	HD SUPPLY FACILITIES	3997 SIGNS	199.87	510524	318437		P N W	501.5013.2041.000
17201	02/15/11	HURTADO/EMILIO	.08730 WATER DEPOSIT REFUND	26.00	510522	10303270004		P N W	503.111
17202	02/15/11	LANCE/JAMES H.	4054 LEGAL SERVICES	4,512.00	510526	2784/2785		P M W	100.1004.2061.020
17202	02/15/11	LANCE/JAMES H.	4054 LEGAL SERVICES	1,419.50	510526	2784/2785		P M W	201.2011.2081.030
17202	02/15/11	LANCE/JAMES H.	4054 LEGAL SERIVCE BROOK	8,253.46	510526	2784/2785		P M W	501.5017.6001.000
				14,184.96	*CHECK TOTAL				
17203	02/15/11	LITTLE LAKE AUTO PAR	46 AUTO PARTS	124.97	510527	10057		P N W	201.2011.2101.045
17203	02/15/11	LITTLE LAKE AUTO PAR	46 AUTO PARTS	176.11	510527	10057		P N W	503.5031.2044.000
17203	02/15/11	LITTLE LAKE AUTO PAR	46 AUTO PARTS	52.20	510527	10057		P N W	200.2003.2101.045
17203	02/15/11	LITTLE LAKE AUTO PAR	46 AUTO PARTS	20.64	510527	10057		P N W	100.1040.2015.000
17203	02/15/11	LITTLE LAKE AUTO PAR	46 AUTO PARTS	182.07	510527	10057		P N W	201.2011.2041.000

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
17203	02/15/11	LITTLE LAKE AUTO PAR	46 AUTO PARTS	10.44	510527	10057		P N W	501.5011.2041.000
17203	02/15/11	LITTLE LAKE AUTO PAR	46 AUTO PARTS	65.64	510527	10057		P N W	501.5013.2041.000
17203	02/15/11	LITTLE LAKE AUTO PAR	46 AUTO PARTS	62.52	510527	10057		P N W	100.1022.2044.000
17203	02/15/11	LITTLE LAKE AUTO PAR	46 AUTO PARTS	192.20	510527	10057		P N W	100.1041.2101.045
				886.79	*CHECK TOTAL				
17204	02/15/11	LUND/TIFFANY	.08732 WATER DEPOSIT REFUND	55.50	510525	10300090005		P N W	503.111
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	6.36	510529	221090		P N W	100.1011.2055.000
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	34.79	510529	221090		P N W	100.1015.2055.000
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	5.21	510529	221090		P N W	100.1016.2025.000
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	361.51	510529	221090		P N W	100.1041.2101.045
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	18.87	510529	221090		P N W	100.1042.2101.045
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	54.81	510529	221090		P N W	100.1050.2101.045
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	22.49	510529	221090		P N W	200.2003.2101.045
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	8.79	510529	221090		P N W	201.2011.2101.045
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	53.56	510529	221090		P N W	201.2012.2101.045
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	1,953.23	510529	221090		P N W	207.2070.4003.000
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	31.24	510529	221090		P N W	213.2133.2101.045
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	1,033.19	510529	221090		P N W	405.4050.4003.000
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	6.25	510529	221090		P N W	500.5001.2041.000
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	47.86	510529	221090		P N W	501.5011.2041.000
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	277.28	510529	221090		P N W	501.5013.2041.000
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	118.90	510529	221090		P N W	503.5031.2041.000
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	28.84	510529	221090		P N W	503.5031.2044.000
17205	02/15/11	MENDO MILL & LUMBER	101 HARDWARE	62.38	510529	221090		P N W	503.5033.2041.000
				4,125.56	*CHECK TOTAL				
17206	02/15/11	MUNISERVICES	1441 STARS SERVICE	500.00	510530	24074		P N W	100.1003.2081.030
17207	02/15/11	NTU TECHNOLOGIES	211 WP CHEMICALS	28,510.80	510531	7196		P N W	503.5033.2101.034
17208	02/15/11	OCE IMAGISTICS	158 COPIER MAINT	14.64	510532	01212011		P M W	100.1040.2055.000
17208	02/15/11	OCE IMAGISTICS	158 COPIER MAINT	14.64	510532	01212011		P M W	100.1042.2055.000
17208	02/15/11	OCE IMAGISTICS	158 COPIER MAINT	51.16	510532	01212011		P M W	100.1040.2095.000
17208	02/15/11	OCE IMAGISTICS	158 COPIER MAINT	51.15	510532	01212011		P M W	100.1042.2095.000
				131.59	*CHECK TOTAL				
17209	02/15/11	PARKSON	4564 SEWER PLANT SUPPLIE	2,782.96	510537	1110114		P N W	501.5013.2041.000
17210	02/15/11	PEAT/LESTER	4281 WATER OPERATOR III	1,020.00	510534	02152011		P M W	503.5033.2081.030
17211	02/15/11	PERPETUAL ENERGY SYS	4254 SOLAR WATER PLANT	5,035.85	510533	WIL-1101		P N W	503.5033.2110.000
17212	02/15/11	PMC INC	4040 HOUSING ELEMENT UPDAT	300.00	510535	32937		P N W	210.2100.2061.020
17213	02/15/11	PRINTING PLUS	127 PROBABLE CAUSE FORMS	190.31	510536	1312011		P M W	100.1020.2055.000
17213	02/15/11	PRINTING PLUS	127 RR AVE BRIDGE PRINTIN	763.19	510536	1312011		P M W	208.2080.2101.038
17213	02/15/11	PRINTING PLUS	127 WATER BILL ENVELOPES	589.43	510536	1312011		P M W	503.5030.2055.000
17213	02/15/11	PRINTING PLUS	127 MAILING ENVELOPES	244.80	510536	1312011		P M W	100.1002.2055.000

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
17213	02/15/11	PRINTING PLUS	127 PRINTING-ENVELOPES	170.74	510571	12717		P M W	100.1020.2055.000
				1,958.47	*CHECK TOTAL				
17214	02/15/11	R E M I F	135 DENTAL INSURANCE	5,812.00	510540	MARCH 2011		P N W	690.231
17214	02/15/11	R E M I F	135 VISION INSURANCE	855.00	510540	MARCH 2011		P N W	690.231
17214	02/15/11	R E M I F	135 EAP INSURANCE	222.07	510540	MARCH 2011		P N W	690.231
17214	02/15/11	R E M I F	135 WC DEDUCTIBLE JULY-	8,471.96	510541	02012011		P N W	100.1002.2032.000
17214	02/15/11	R E M I F	135 WC DEDUCTIBLE JULY-	4,565.00	510541	02012011		P N W	100.1002.2033.000
17214	02/15/11	R E M I F	135 LIABILITY DEDUCTIBL	9,826.48	510541	02012011		P N W	100.1002.2032.000
				29,752.51	*CHECK TOTAL				
17215	02/15/11	R J RICCIARDI INC	4153 AUDIT SERVICES	4,149.87	510539	6889		P N W	100.1003.2081.030
17216	02/15/11	REDWOOD TOXICOLOGY I	291 LAB SCREENING JAN 2011	92.25	510567	193020111		P N W	100.1020.2061.014
17217	02/15/11	RESERVE ACCOUNT	4129 POSTAGE	2,000.00	510538	20415030		P N W	100.1002.2055.000
17218	02/15/11	SIERRA CHEMICAL CO.	4330 WP CHLORINE	1,816.20	510542	90088		P N W	503.5033.2101.034
17218	02/15/11	SIERRA CHEMICAL CO.	4330 SP SULFUR DIOXIDE/C	3,231.75	510542	90088		P N W	501.5013.2041.000
17218	02/15/11	SIERRA CHEMICAL CO.	4330 SP SULFUR DIOXIDE/C	3,231.75	510542	90088		P N W	501.5013.2101.034
17218	02/15/11	SIERRA CHEMICAL CO.	4330 CONTAINER DEPOSIT R	2,000.00CR	510542	90088		P N W	501.5013.2101.034
17218	02/15/11	SIERRA CHEMICAL CO.	4330 CONTAINER DEPOSIT R	2,000.00CR	510542	90088		P N W	501.5013.2101.034
17218	02/15/11	SIERRA CHEMICAL CO.	4330 CONTAINER DEPOSIT REF	750.00CR	510542	90088		P N W	503.5033.2101.034
				3,529.70	*CHECK TOTAL				
17219	02/15/11	SIRCHIE FINGER PRINT	762 DRUG TEST KIDS	240.01	510563	24767-IN		P N W	100.1022.2101.031
17220	02/15/11	SOLID WASTE OF WILLI	330 SP BIN SERVICE	199.99	510543	109		P N W	501.5013.2199.000
17221	02/15/11	SPARETIME SUPPLY INC	124 LAWN MIX	156.48	510544	22065		P N W	100.1050.2101.045
17222	02/15/11	STATE OF CALIFORNIA	843 DUI ANALYSIS - JANUAR	140.00	510565	831450		P N W	100.1020.2061.014
17223	02/15/11	STRANSKE/LARRY	4570 REFUND CAMPAIGN SIGN P	25.00	510545	52406		P N W	100.1006.6207.000
17224	02/15/11	TONELLI/DEBRA	4542 MILEAGE	23.97	510573	2112011		P N W	100.1023.2105.000
17225	02/15/11	TRINCADO/ANDREA	4406 POSTAGE REIMBURSEMENT	6.32	510546	97		P N W	501.5010.2055.000
17226	02/15/11	UKIAH VALLEY MEDICAL	332 EMPLOYMENT SCREENING	319.18	510500	26589		P M W	100.1005.2061.013
17227	02/15/11	UNITED PARCEL SERVIC	165 POSTAGE	35.00	510548	5382F9021		P N W	100.1040.2055.000
17227	02/15/11	UNITED PARCEL SERVIC	165 POSTAGE	35.00	510548	5382F9021		P N W	100.1042.2055.000
17227	02/15/11	UNITED PARCEL SERVIC	165 POSTAGE	75.41	510548	5382F9021		P N W	503.5030.2055.000
17227	02/15/11	UNITED PARCEL SERVIC	165 POSTAGE	19.75	510548	5382F9021		P N W	208.2080.2101.038
				165.16	*CHECK TOTAL				
17228	02/15/11	US BANK CORPORATE TR	4043 2002 TAX ALLOCATIO	92,183.07	510547	TRUST 131353		P N W	206.2060.3002.000

Disbursements Journal

WARRANT	DATE	VENDOR	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F 9 S	ACCOUNT
GENERAL CHECK FORM									
17229	02/15/11	VWR INTERNATIONAL LL	4573 FUNNEL HIRSCH	100.86	510549	44489647		P N W	501.5013.2041.000
17230	02/15/11	WEST	4122 LEGAL SERVICES	597.35	510550	822202105		P N W	100.1004.2050.000
17230	02/15/11	WEST	4122 2011 EDUCATION CODE	68.52	510550	822202105		P N W	100.1020.2050.000
17230	02/15/11	WEST	4122 2011 GOVERNMENT CODE	38.83	510550	822202105		P N W	100.1020.2050.000
				704.70	*CHECK TOTAL				
17231	02/15/11	WHITE/SHAWN	.08734 WATER DEPOSIT REFUND	44.40	510559	10102000006		P N W	503.111
17232	02/15/11	WHITMAN/JAMI	.08733 WATER DEPOSIT REFUND	43.80	510554	10401120002		P N W	503.111
17233	02/15/11	WILLITS KIDS CLUB	3981 PAYROLL DEDUCTION	40.00	510558	02042011		P N W	690.248
17234	02/15/11	WILLITS NEWS	179 LEGAL AD	32.41	510555	3844771		P N W	100.1002.2090.000
17235	02/15/11	WILLITS POWER	1245 CYLINDER/PISTON REPAI	425.41	510556	122293		P M W	100.1041.2101.045
17236	02/15/11	WILLITS RENTAL CENTE	4100 DOOR HANDLE/BLACK PAD	83.68	510551	360802/1100021		P N W	201.2011.2041.000
17236	02/15/11	WILLITS RENTAL CENTE	4100 BLACK PADS	29.33	510551	360802/1100021		P N W	100.1050.2101.045
				113.01	*CHECK TOTAL				
17237	02/15/11	WILLITS TIRE CENTER	183 FLAT REPAIR	31.04	510553	96247		P M W	201.2011.2041.000
17238	02/15/11	WINZLER & KELLY CONS	590 RAILROAD BRIDGE PRO	5,900.00	510552	55848/56261		P N W	203.2030.4003.000
17239	02/15/11	WIPF CONSTRUCTION	1032 BORE SLEEVES FOR WA	3,611.29	510557	29537/29571		P M W	503.5031.2101.038
17239	02/15/11	WIPF CONSTRUCTION	1032 POTHOLE VARIOUS LOCAT	800.00	510557	29537/29571		P M W	201.2012.2101.045
				4,411.29	*CHECK TOTAL				
17240	02/15/11	WITZEL/ALLEN	591 COPIES	21.21	510505	258		P M W	100.1042.2055.000
17240	02/15/11	WITZEL/ALLEN	591 RR AVE BRIDGE COPIES	572.56	510505	258		P M W	208.2080.2101.038
				593.77	*CHECK TOTAL				
17241	02/15/11	XEROX CORP	185 COPIER	109.17	510560	53125480		P N W	206.2060.2055.000
17242	02/15/11	ZFA STRUCTURAL ENGIN	4220 WP METAL BLDG ADDIT	1,478.75	510562	9870		P N W	503.5034.2081.030
17243	02/15/11	ZONES	4365 FIREWALL	397.95	510561	3419		P N W	100.1003.2041.000
17243	02/15/11	ZONES	4365 FIREWALL	218.55	510561	3419		P N W	100.1040.2081.030
17243	02/15/11	ZONES	4365 FIREWALL	218.55	510561	3419		P N W	100.1042.2081.030
				835.05	*CHECK TOTAL				
GENERAL CHECK FORM				TOTAL	673,387.28				

Disbursements Journal

WARRANT DATE VENDOR

DESCRIPTION

AMOUNT

CLAIM

INVOICE

PO#

F 9 S ACCOUNT

REPORT TOTALS:

673,387.28

RECORDS PRINTED - 000186



Item No. **4b**

Meeting Date: **February 23, 2011**

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Gerardo Gonzalez, Chief of Police

Agenda Title: ADOPTION OF RESOLUTION AUTHORIZING THE PLACEMENT OF A NO PARKING/ NO STOPPING SIGN AND RED CURB MARKINGS ON THE NORTH CURB OF WEST COMMERCIAL STREET WEST OF ITS INTERSECTION WITH MAIN STREET

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: N/A

Summary of Request: The City Council has previously approved the current street improvements which have changed the street markings on West Commercial Street. Though the improvements were reviewed by W-TRANS' Traffic Engineer, there have been complaints that larger vehicles and school buses are having a problem making a right hand turn when vehicles are parked on the north curb of West Commercial Street just west of the intersection with Main Street. Upon consultation with the W-TRANS Traffic Engineer, Mary Jo Yung, who reviewed the project she agrees that the installation of extended red curb markings in this area would make turning movements for school buses and larger vehicles easier when turning right from the southbound lane of North Main Street on to West Commercial Street. Placement of the signage and curb markings would allow for greater visibility and an unobstructed turning radius for those larger vehicles making either left turns or right turns on to West Commercial Street. The Chief of Police is authorized by resolution of the City Council pursuant Willits Municipal Code Section 10.32.100 to place red curb markings as described in the attached resolution.

Recommended Action: Adopt resolution authorizing the Chief of Police to cause the placement of a "No Parking/No Stopping" sign on the north side of West Commercial Street and red curb markings beginning at the intersection with Main Street and continuing west for +/- 50 feet to the existing red curb markings in front of the existing fire hydrant on the north side of West Commercial Street.

Alternative(s): Do not adopt the resolution

Fiscal Impact: Minimal.

Personnel Impact: Some staff time to replace the existing "Time Limit" parking sign with the "No Parking/No Stopping" sign and, when weather permits, to apply red curb markings to the curbing in this area.

Reviewed by: City Manager City Attorney Finance Director Human Resources Risk

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

RESOLUTION 2011-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS AUTHORIZING THE INSTALLATION AND EXTENSION OF THE EXISTING RED CURB NO PARKING ZONE ON THE NORTH CURB OF WEST COMMERCIAL STREET NEAR ITS INTERSECTION WITH MAIN STREET

WHEREAS, the Chief of Police is authorized pursuant a resolution of the City Council as outlined in Municipal Code Section 10.30.1000 to place a red curb prohibiting stopping, standing or parking except as permitted by the Vehicle Code of the State; and

WHEREAS, the City Council, which previously approved the current street improvements which have changed the street markings on West Commercial Street, finds that the installation of extended Red Curb Markings in this area would make turning movements for school buses and larger vehicles easier when turning right from the Southbound lane of North Main Street on to West Commercial Street; and

WHEREAS, a traffic engineering study had previously approved the turning movements described above and the Chief of Police recommends the adoption of this resolution, which should provide greater visibility and an unobstructed turning radius for larger vehicles such as school buses in this area.

NOW, THEREFORE BE IT RESOLVED that pursuant Section 10.32.100 of the Willits Municipal Code, the Willits City Council does hereby approve the following:

- a) The placement of a No Parking/No Stopping sign on the North side of West Commercial Street and red curb markings beginning at the intersection with Main Street and continuing west for +/- 50 feet to the existing red curb markings in front of the existing Fire Hydrant on the North Side of West Commercial Street.

BE IT FURTHER RESOLVED that the Chief of Police is hereby authorized and directed to cause the installation of the red curb markings and sign as outlined above.

The above and foregoing Resolution was introduced by Councilmember _____ seconded by Councilmember _____, and passed and adopted at a regular meeting of the City Council of the City of Willits, held on the _____ day of _____, 2010, by the following vote:

AYES:
NOES:
ABSENT:

BRUCE BURTON, Mayor
City Council of the City of Willits

ATTEST:

ADRIENNE MOORE
City Clerk

10.32.100 - Curb markings.

The chief of police is authorized, pursuant to resolution of the city council, and subject to the provisions and limitations of Chapters 10.04 through 10.48 and Chapters 10.68 and 10.76, to place, and when required in this chapter shall place, the following curb markings to indicate parking or standing regulations, and said curb markings shall have the meanings as set forth in this section.

A.

Red means no stopping, standing or parking at any time except as permitted by the Vehicle Code of the state and except that a bus may stop in a red zone marked or signed as a bus zone.



AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Paul Cayler, City Manager

Agenda Title: APPROVAL OF AWARD OF CONSTRUCTION CONTRACT WITH MENDOCINO CONSTRUCTION SERVICES, INC., FOR THE RAILROAD AVENUE BRIDGE PROJECT, CONTRACT NO. 2010-03, IN AN AMOUNT NOT TO EXCEED \$629,894, AND AUTHORIZE CITY MANAGER TO APPROVE CONSTRUCTION CHANGE ORDERS UP TO A CUMULATIVE TOTAL OF 10% OF THE TOTAL CONTRACT AMOUNT

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: N/A

Summary of Request: On December 31, 2011, staff began the advertisement for the construction of the Railroad Avenue Bridge Replacement project. Bids were opened on Wednesday, February 16, 2011, and the following is a summary of the bids received:

01	<u>Mendocino Construction Services, Inc.</u>	<u>\$ 629,894.00</u>
02	<u>Green Right O'Way</u>	<u>\$ 733,276.00</u>
03	<u>Daniel Steel & Machine</u>	<u>\$ 745,981.69</u>
04	<u>Ghilotti Construction Co., Inc.</u>	<u>\$ 764,574.00</u>
05	<u>Team Ghilotti, Inc.</u>	<u>\$ 768,630.70</u>
06	<u>Able General Engineering</u>	<u>\$ 785,841.49</u>
07	<u>Granite Construction</u>	<u>\$ 786,145.00</u>
08	<u>Maggiora & Ghilotti, Inc.</u>	<u>\$ 795,174.00</u>
09	<u>Fedco Construction, Inc.</u>	<u>\$ 941,026.00</u>
10	<u>Shasta Constructors, Inc.</u>	<u>\$ 969,212.00</u>

After bids were opened, staff did a comprehensive evaluation of the bid packages received and determined that Mendocino Construction Services, Inc., has submitted a bid in accordance with the plans and specifications, and is considered the lowest responsive, responsible bidder. Staff therefore, recommends award of contract to Mendocino Construction Services, Inc., in an amount not to exceed \$629,894. Staff also requests the City Council authorize the City Manager to approve construction change orders up to a cumulative total of 10% of the total contract price.

Recommended Action: Award a construction contract to Mendocino Construction Services, Inc., for the Railroad Ave. Bridge Project, Contract No. 2010-03, in an amount not to exceed \$629,894, and authorize the City Manager to approve construction change orders up to a cumulative total of 10% of the total contract amount.

Alternative(s): None Recommended

Fiscal Impact: The full fiscal impact includes the cost of construction at \$629,894, the cost of the Construction Management at \$176,660, and the cost of the Design Support at \$21,500, for a collective total of \$828,054. The City currently has committed funding from Caltrans in the amount of \$638,703; however, this money may not be used for the water line portion of this work. The following is a breakdown of the expenses and funding:

Work Task	Task Total	Caltrans Portion	City Portion
Construction Participating	\$ 551,927.00	88.53% \$ 488,620.97	11.47% \$ 63,306.03
Construction Non Participating	\$ 77,967.00	0% \$ -	100.00% \$ 77,967.00
Sub-Total	\$ 629,894.00	\$ 488,620.97	\$ 141,273.03

Work Task	Task Total	Caltrans Remaining after Construction	City Portion
Construction Management	\$ 176,660.00	\$ 150,082.03	\$ 26,577.97
Design Support Durr. Const./Geotech	\$ 21,500.00	\$ -	\$ 21,500.00
Sub-Total	\$ 198,160.00	\$ 150,082.03	\$ 48,077.97

TOTAL	\$ 828,054.00	\$ 638,703.00	\$ 189,351.00
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Staff will be submitting a second Caltrans Cost Adjustment Request in an attempt to gain additional funding; however, additional funding may not be granted. Staff is recommending that any remaining balance be funded from the half-cent sales tax, Fund 202. Council is advised that in the Fiscal Year 2010/11 budget, \$112,726 was allocated for this project from Fund 202. We will have a more definitive answer regarding the exact amount of the City's portion as we develop the budget for Fiscal Year 2011/12.

Personnel Impact: Staff time will be needed to oversee some portions of construction related to managing the funding, manage the Construction Management contract and the design support contract.

Reviewed by: City Manager City Attorney Finance Director Human Resources Risk

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

RESOLUTION NO. 2011-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLITS AWARDING A CONSTRUCTION CONTRACT TO MENDOCINO CONSTRUCTION SERVICES, INC., OF WILLITS, CALIFORNIA, FOR THE CONSTRUCTION OF THE RAILROAD AVENUE BRIDGE REPLACEMENT PROJECT, CONTRACT NO. 2010-03

WHEREAS, the scope of work for this project includes removal of existing bridge and constructing a new reinforced concrete slab bridge and the adjacent bridge approaches. Existing storm drain facilities will be modified and replaced; new curb, gutter, and sidewalks will be constructed; existing driveways will be reconstructed to conform with new horizontal and vertical alignments; and

WHEREAS, the project was advertised for competitive bids on December 31, 2010, and ten bids were received for the project and publicly opened on February 16, 2011; and

WHEREAS, Mendocino Construction Services, Inc., of Willits, California, is the lowest responsive, responsible bidder; and

WHEREAS, the bid analysis indicates that the bid is responsive and competitive, the contractor has good references, and has completed similar projects with the City of Willits; and

WHEREAS, Staff recommends that this contract for the Railroad Avenue Bridge Replacement Project, Contract 2010-03 be awarded to the lowest bidder, Mendocino Construction Services, Inc., of Willits, California, for their bid amount of \$629,894; and

WHEREAS, the anticipated summary of revenues and expenditures for this project, if awarded to Mendocino Construction Services, Inc., of Willits, California, is estimated as follows:

Work Task	Task Total	Caltrans Portion		City Portion
Construction Participating	\$ 551,927.00	88.53% \$ 488,620.97	11.47%	\$ 63,306.03
Construction Non Participating	\$ 77,967.00	0% \$ -	100.00%	\$ 77,967.00
Sub-Total	\$ 629,894.00	\$ 488,620.97	\$	141,273.03

Work Task	Task Total	Caltrans Remaining after Construction	City Portion
Construction Management	\$ 176,660.00	\$ 150,082.03	\$ 26,577.97
Design Support/Geotech	\$ 21,500.00	\$ -	\$ 21,500.00
Sub-Total	\$ 198,160.00	\$ 150,082.03	\$ 48,077.97

TOTAL	\$ 828,054.00	\$ 638,703.00	\$ 189,351.00
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WHEREAS, Caltrans has provided funding to the City in the amount of \$638,703 thru the Highway Bridge Replacement & Rehabilitation program for the construction of this project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Willits hereby awards a construction contract to Mendocino Construction Services, Inc., in the amount of \$629,894 for the Railroad Avenue Bridge Replacement Project, Contract No. 2010-03, and authorizes the City Manager to execute the contract;

BE IT FURTHER RESOLVED, that the City Council, upon recommendation from the City Engineer, authorizes City Manager to approve and execute change orders up to a cumulative total of 10% of the total contract amount.

The above and foregoing Resolution was introduced by Councilmember seconded by Councilmember , and passed and adopted at a regular meeting of the City Council of the City of Willits, held on the 23rd day of February, 2011, by the following vote:

AYES:
NOES:
ABSENT:

BRUCE BURTON, Mayor
City Council of the City of Willits

ATTEST:

ADRIENNE MOORE
City Clerk



Item No. **4d**

Meeting Date: **February 23, 2011**

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Adrienne Moore, City Clerk/Human Resources Director

Agenda Title: APPROVAL OF APPOINTMENT TO THE WILLITS CULTURAL ARTS COMMISSION

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: N/A

Summary of Request: In response to a duly noticed vacancy on the Willits Cultural Arts Commission, the Willits Cultural Arts Commission, at a special meeting on February 16, 2011, voted unanimously to recommend Mimi Cézanne Stoll to fill the vacancy (term ending May 1, 2015). Accordingly, they are now requesting the City Council approval of said appointment.

Recommended Action: Accept the Commission's recommendation and appoint Mimi Cézanne Stoll to the Willits Cultural Arts Commission, term ending May 1, 2015.

Alternative(s): Do not make an appointment at this time.

Fiscal Impact: None.

Personnel Impact: None.

Reviewed by: City Manager City Attorney Finance Director Human Resources Risk

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____



Item No. 8a

Meeting Date: February 23, 2011

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members
From: Paul Cayler, City Manager
Steve Anderson, Chief Water Plant Operator

AGENDA TITLE: DISCUSSION AND POSSIBLE APPROVAL OF AGREEMENT WITH MVP REPAIR SERVICE COMPANY FOR THE REPAIR AND CALIBRATION OF WATER METERS SIZE 2" TO 8"

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: 10 min.

Summary of Request: The Water Department has been researching contract services with MVP Repair Service Co for repair and calibration of existing large diameter water meters. For several years the city's water meter replacement program focused on residential meters of 1" and smaller. This program has proven very beneficial for decreasing unaccounted for water (UAF) and decreased personnel hours for meter reading. It is believed that larger meters (2-8 inch) may register a fraction of the actual water that passes thru them. This results in loss of revenue and distorted UAF figures. MVP Repair Service Co. will test, calibrate and repair these larger meters in place thus saving costs associated with removal, shipping, and replacement. A report will be generated with assumptions based on years of experience as to the amount of lost water thru these under or non-registering water meters. Also a quick survey will be done by the contractor to determine if the existing water meters are of the proper type and size for that particular water installation. The number of qualified contractors in this field is limited. A reference check of MVP found that they are a company in good standing with other municipal water providers. The not to exceed estimate of \$8,944.44 is for labor only. Please see accompanying Agenda Summary Report regarding the purchase of 17 two inch meters and necessary meter parts for the meter repair project. Parts needed for meter repair will be secured in advance. Parts not used for repairs will be returned for credit. The Water Department recommends the purchase of 17 two inch meters because parts for some water meters are no longer available to repair them, or the meters are not compatible with the automated meter reading system.

Recommended Action: Approve contract with MVP Repair Service Company for the repair, reconditioning, and calibration of the City's larger water meters, in an amount not to exceed \$8,966.44.

Alternative(s): None recommended.

Fiscal Impact: Funds for these services are budgeted in Fund 503-5031-2041-000.

Personnel Impact: Some personnel time is needed to administer the contract as well as accompany the contractor during the testing.

Reviewed by: City Manager City Attorney Finance Director Human Resources Risk

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____



Item No. **8b**

Meeting Date: **February 23, 2011**

AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members
From: Paul Cayler, City Manager
Steve Anderson, Chief Water Plant Operator

Agenda Title: DISCUSSION AND POSSIBLE APPROVAL TO PURCHASE WATER METERS AND PARTS FROM NATIONAL METER AND AUTOMATION

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: 10 min.

Summary of Request: This purchase of parts and water meters needed to repair failing larger water meters (2-8 inch) throughout the City's water system. All parts not used in the recondition of these larger meters will be returned in new condition for credit. All water meters replaced shall be stripped down and recycled. The recycling revenue will be returned to the Water Fund. It is not possible to determine what parts or the amount of reconditioning needed for meter repair, therefore this contract is presented in a not to exceed amount. This sum also includes the purchase of 17 two inch Badger Record All Meters. The new two inch meters will be installed by City forces. The new two inch meters will replace meters for which parts are no longer available, or cannot be upgraded to the automated meter reading system. This Agenda Summary Report accompanies the report recommending making an agreement with MVP Repair Service Company. This action permits the purchase of the meter parts needed in order that MVP Repair Service Company may provide the labor to repair the water meters.

Recommended Action: Approve purchase of parts needed from National Meter and Automation to repair large diameter water meters in an amount not to exceed \$27,424.58. This cost includes the purchase of 17 two-inch water meters for replacement.

Alternative(s): None recommended.

Fiscal Impact: Funds for these services are budgeted in Fund 503-5031-2041-000.

Personnel Impact: City forces will be used in the replacement of the 17 two-inch meters.

Reviewed by: City Manager City Attorney Finance Director Human Resources Risk

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____



AGENDA SUMMARY REPORT

To: Honorable Mayor and Council Members

From: Paul Cayler, City Manager

Agenda Title: DISCUSSION AND POSSIBLE ACTION TO APPROVE CONTRACT AMENDMENT NO. 3, WITH WINZLER & KELLY, TO PROVIDE DESIGN SUPPORT SERVICES DURING CONSTRUCTION FOR THE RAILROAD AVENUE BRIDGE PROJECT, IN AN AMOUNT NOT TO EXCEED \$21,500

Type: Presentation Consent Regular Agenda Public Hearing Urgent Time: 15 min.

Summary of Request: In October 2006, the City executed a contract amendment with Winzler & Kelly to update the Plans, Specifications, and Estimates (PS&E), for the Railroad Avenue Bridge project. The PS&E was updated and, in September 2010, staff received approval from Caltrans, as the funding agent, to advertise the construction of the bridge. Bids were opened on Wednesday, February 16, 2011, and staff is ready to award the construction contract.

As the original contract and subsequent amendments with Winzler & Kelly did not take into consideration support from the design engineer during construction, staff is now recommending that a contract amendment be executed to provide such support. The services to be provided include providing support to the construction management firm, by way of responding to requests for information from the construction contractor, reviewing submittals to ensure compliance with the plans and specifications, making design changes, if needed, and providing geotechnical monitoring. Winzler & Kelly is proposing to provide respective services on a time and materials basis with a not to exceed amount of \$21,500. The Winzler & Kelly proposal is attached for your review.

Recommended Action: Approve Contract Amendment No. 3, with Winzler & Kelly, to provide Design Support Services During Construction for the Railroad Avenue Bridge Project, for the Not to Exceed Amount of \$21,500.

Alternative(s): None recommended.

Fiscal Impact: The full fiscal impact includes the cost of construction at \$629,894, the cost of the Construction Management at \$176,660, and the cost of the Design Support at \$21,500, for a collective total of \$828,054. The City currently has committed funding from Caltrans in the amount of \$638,703; however, this money may not be used for the water line portion of this work. The following is a breakdown of expenses and funding:

Work Task	Task Total	Caltrans Portion		City Portion
Construction Participating	\$ 551,927.00	88.53%	\$ 488,620.97	11.47% \$ 63,306.03
Construction Non Participating	\$ 77,967.00	0%	\$ -	100.00% \$ 77,967.00
Sub-Total	\$ 629,894.00		\$ 488,620.97	\$ 141,273.03

Work Task	Task Total	Caltrans Remaining after Construction	City Portion
Construction Management	\$ 176,660.00	\$ 150,082.03	\$ 26,577.97
Design Support Durr. Const./Geotech	\$ 21,500.00	\$ -	\$ 21,500.00
Sub-Total	\$ 198,160.00	\$ 150,082.03	\$ 48,077.97

TOTAL	\$ 828,054.00	\$ 638,703.00	\$ 189,351.00
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Staff will be submitting a second Caltrans Cost Adjustment Request in an attempt to gain additional funding; however, additional funding may not be granted. Staff is recommending that any remaining balance be funded from the half-cent sales tax, Fund 202. Council is advised that in the Fiscal Year 2010/11 budget, \$112,726 was allocated for this project from Fund 202. We will have a more definitive answer regarding the exact amount of the City's portion as we develop the budget for Fiscal Year 2011/12.

Personnel Impact: Staff time will be needed to oversee some portions of construction related to managing the funding, manage the Construction Management contract and the design support contract.

Reviewed by: City Manager City Attorney Finance Director Human Resources Risk

Council Action: Approved Denied Other: _____

Records: Agreement Resolution # _____ Ordinance # _____ Other _____

February 14, 2011

Mr. Paul Cayler
City Manager
City of Willits
111 East Commercial Street
Willits, CA 95490-3188

Re: City of Willits Railroad Avenue Bridge – Engineering Support during Construction

Dear Mr. Cayler,

Per the City's request we have developed the following scope of services and fee to assist the City with engineering support services during construction of the Railroad Avenue Bridge:

Scope of Services

Winzler & Kelly will complete the following tasks:

1. Engineering Support during Construction – Winzler & Kelly will provide Construction Engineering Services for support of the civil and structural design associated with the project. Submittal review and response to RFI's via telephone, email and/or fax is included. We have budgeted 40 hours for engineering support and for reasonable response to RFI's and assuming that the onsite CM firm will be able to manage normal requests for information and questions from the Contractor. We have budgeted a total of one site visit per month for four months of construction and two additional on site visits for viewing of the structural construction of the project for a total of six site visits by Susan O'Gorman – total 48 hours based on 8 hours per trip. Additional construction management services, and site visits if required can be provided on a time-and-material basis based on our current fee schedule in effect at the time the work is completed. Full time inspection and testing services are not included in our scope of services.
2. Geotechnical Support – Taber Consultants provided Geotechnical Engineering services for the design of the Railroad Avenue Bridge. Per your request Winzler & Kelly can contract with Taber to provide onsite geotechnical services per their recommendations from the project design. Recommendations included field review of footing excavations and field observation of pile driving operations. This is recommended to be a minimum of the first pile driven at each support location. Taber has proposed to provide these services on a time and materials basis and effort is dependent on the contractor's progress, site conditions and other conditions outside of their control. For the purpose of the proposal they have assumed up to 24 hours of field time including travel. In addition, a letter report will be provided summarizing the field review and observations.

Mr. Paul Cayler
February 14, 2011
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General Assumptions/Exclusions

This proposal is based on the following assumptions:

- All fees proposed are based on a time and materials basis.
- Additional site meetings and effort beyond the scope of the proposal not specifically budgeted for will be provided for on a Time and Materials basis.
- No field surveying is included in the proposal.
- Additional efforts required by Taber outside of the proposed 24 hours will be provided for on a time and materials basis.

Engineering Fee

Winzler & Kelly will provide the Task 1 Engineering Support Services for an estimated Time and Material fee of \$15,500.

Taber Consultant Geotechnical Support Services will be provided for an estimated Time and Material fee of \$6,000.

Additional services not included in this proposal will be provided on a Time and Materials basis or by a negotiated fee. We look forward to working with you on this important project. If you have any questions, please feel free to contact me.

Sincerely,
WINZLER & KELLY



Alex Culick, P.E.
Managing Principal

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