Last Resolution No. 16-987
Last Ordinance No. 16-318

REGULAR MEETING OF THE SOLVANG CITY COUNCIL

COUNCIL CHAMBERS
1644 OAK STREET

May 9, 2016
6:30 p.m.

Please be advised that, pursuant to State Law, any member of the public may address the Council concerning any item on the Agenda. Please be aware that Items on the Consent Calendar are considered to be routine and are normally enacted by one vote of the Council.
If you wish to speak on Items 3, 4, or 5 please do so during Public Communications.
Regular City Council meetings are broadcast live on **Channel 23** in the Santa Ynez Valley

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PRESENTATIONS

CITY MANAGERS REPORT

1. **PUBLIC COMMUNICATIONS – WRITTEN OR VERBAL**

   At this time, please direct comments to the City Council regarding Consent Calendar Items or matters NOT on the agenda but within the jurisdiction of the Council. (Speakers are limited to five (**5**) minutes).

2. **COUNCIL COMMENTS AND REQUESTS**

   Comments and requests from City Council Members. No action will be taken at this meeting.

3. **APPROVAL OF AGENDA AS PRESENTED**

4. **CITY COUNCIL MINUTES OF APRIL 25, 2016**

   Approval of Minutes.

5. **CONSENT AGENDA**
   a. Approval of Warrant Register

REGULAR AGENDA

6. **WATER PROJECTS UPDATE AND CAPITAL IMPROVEMENT PROJECT DIRECTION**
   a. Provide staff with direction on priorities and scheduling for Upland, and River Wells projects; and
   b. Provide staff with direction on repair, or replacement of Reservoir 2.

7. **DISCUSSION & DIRECTION FOR AD HOC COMMITTEE WITH THE SANTA YNEZ RIVER WATER CONSERVATION DISTRICT, IMPROVEMENT DISTRICT NO. 1**
   Discuss and provide committee with direction for discussions with the ID#1 ad hoc committee.

8. **AWARD SANTA YNEZ VALLEY TRANSIT OPERATIONS CONTRACT**
   a. Award a new five-year Contract (with optional extension of up to five additional years) to Roadrunner Management Systems Inc. to provide day-to-day operations of the Santa Ynez Valley Transit program for Fiscal Years 2016-17 through 2020-21.
   b. Authorize the City Attorney to make minor edits, if necessary, to the Contract to obtain Caltrans approval prior to execution.
   c. Authorize the Mayor to execute the Contract following City Attorney and Caltrans approval.

9. **COUNCIL MEMBER REPORTS (Oral reports: Each Council Member will give oral reports on their activities in relation to the following committee or agencies. In addition, each member may report on items that will be included on the agenda for such committee or agency and seek guidance from the Council as a whole on such items, including on what position to take on behalf of the City)**

   - Santa Barbara County Association of Governments
   - Air Pollution Control Board
   - Joint Wastewater Committee
   - Finance Committee
   - Chumash Tribe
   - Indian Gaming Benefit Committee
   - California Joint Powers Insurance Authority

10. **ADVANCE CALENDAR**

    Informational Calendar – no action.

11. **CLOSED SESSION**

    Government Code Section 54957.6 Conference with Labor Negotiators – Agency designated representative, Brad Vidro, City Manager – Employee Organization Teamsters Local 986

    Government Code Subdivision (a) of Section 54956.9 Existing Litigation – Amendment to Permit 15878 in front of the State Water Resources Control Board

12. ADJOURNMENT

Copies of staff reports and supporting documentation pertaining to each item on this agenda are available for public viewing and inspection at City Hall, 1644 Oak Street, Solvang, during regular business hours and on the City's website www.cityofsolvang.com, in addition, any writings relating to an open session agenda item provided to a majority of the Council that is distributed within 72 hours of the meeting, after the posting of the agenda, will be identified and available separately at City Hall and may be posted to the website.

In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the office of Administrative Services at 688-5575 or the California Relay Service. Notification 48 hours prior to the meeting would enable the City to make reasonable arrangements to ensure accessibility to this meeting.

MINUTES OF THE REGULAR MEETING OF THE
SOLVANG CITY COUNCIL

Council Chambers
1644 Oak Street
Solvang, CA 93463

April 25, 2016
Monday
6:30 pm

CALL TO ORDER: "Mayor for a Day" Alice Olla called the meeting to order at 6:30 p.m.

ROLL CALL:

PRESENT: Mayor Richardson, Council Members Duus, Jamieson, Skytt, and Zimmerman

STAFF: Brad Vidro, City Manager; Roy Hanley, City Attorney; Matt van der Linden, Public Works Director; Sandra Featherson, Administrative Services Director; Charlie Uhrig, Community Resource Officer; Lisa S. Martin, City Clerk

PLEDGE OF ALLEGIANCE: Led by Alice Olla

Mayor Richardson returned to the dias to assume control of the meeting.

CITY MANAGERS REPORT: Informational report only

1. PUBLIC COMMUNICATIONS – WRITTEN OR VERBAL

Tracy Farhad, Executive Director, SCVB
- Solvang will be featured in USA Today as the #6 rated Best Historic Small Towns
- Solvang is also a finalist for a Sunset Travel Award for Best Wine Tasting Town
- Taste of Solvang survey found that 76% of attendees stayed overnight, 70% shopped, 77% dined, and 49% said they would attend again next year
- A diversity training will be held on May 23, 2016 at Hotel Corque

James Rhode, Solvang Senior Center Board of Directors
- Thanked the City Council for their support
- Discussed the "life issues" group session
- Center has been very active, with several new members each month
- The new Executive Director is doing a great job

Ellen Albefiori, Solvang Senior Center Executive Director
- Discussed her first 8-9 months on the job

- The Center is growing each month and now has approximately 400 members
- Tai Chi and Pilates will be offered at the new outdoor area
- Thanked the City Council for their continued support and extended a lunch invitation

Jeff Clay, ID#1

- Appreciated Matt's attendance and attitude of cooperation at their last board meeting
- Suggested that our entities band together with Buellton, Lompoc, etc. for river water rights

Fred Kovol, Resident

- Suggested reading the CCWA and DWR contracts
- Commented on the management of State water
- People are ignoring the Governor's drought order

2. COUNCIL REQUESTS

Council Member Zimmerman requested that a discussion item be added to the May 9, 2016 Council agenda regarding a potential merger with ID#1.

3. APPROVAL OF AGENDA AS PRESENTED

No changes to the agenda.

4. CITY COUNCIL MINUTES OF APRIL 11, 2016

***Motion** made by Council Member Duus to approve the minutes as written, seconded by Council Member Skytt, and **carried** with a verbal response of 5 ayes.*

5. CONSENT AGENDA

a. Receive and File Sheriff's Department Report for March 2016
b. Adopt Resolution No. 16-___ authorizing Signers to perform Investment Activities with Multi-Bank Securities (MSB)
c. Adopt Resolution No. 16-___ authorizing the City Manager to execute an FTA Section 5311 Grant Agreement with the California Department of Transportation for operations assistance for the Santa Ynez Valley Transit System

Item 5b was pulled for discussion by Mayor Richardson.

Item 5b staff report presentation by Sandra Featherson.

Mayor Richardson opened the item for public comment at 7:05 p.m.

Karen Waite, former ID#1 Board Member

- Her career is in finance and she is concerned that we have not interviewed enough companies
- Have never seen an instance where only one signer was required for City investments
- Investment of public funds should be low risk
- Is the investment properly insured?
- Would suggest the City get other bids

- Uncomfortable with online investing, too open to fraud

Item 5b closed to public comment at 7:10 p.m.

Sandra Featherson responded to public comment. MBS provided extensive information including references and ratings/qualifications of their bond managers. Initial investments would be approximately $1 million, in CDs of approximately $248,000 each. We do not have to use the online platform, a one on one approach with the bond manager could also be utilized.

Council Member Jamieson inquired as to whether other companies were interviewed. Sandra Featherson responded that she did not interview per se but that this company provided information in line with our investment policies.

Council Member Jamieson asked if staff had checked with the other municipal references provided by the brokerage company. Sandra Featherson indicated that she had.

Council Member Zimmerman questioned if there are charges or fees for the investments. Sandra Featherson answered that there are no fees charged by the company per investment, they make their money in other ways.

Mayor Richardson indicated that the Orange County fiasco has made him extremely uneasy as far as investments. Is opposed to the use of a broker.

Council Member Jamieson suggested that the selection of MBS be returned to the finance committee for additional review.

Sandra Featherson explained that the president of this securities company actually met with her in person, giving her a much higher level of trust in this company than many of the others who call or email soliciting investment. This is one of the largest securities brokers in the country. Additionally, CDs are known to be the lowest risk investment.

Mayor Richardson would like to table Item 5b until a meeting of the ad hoc committee can be held. There is consensus by Council to table and continue the item to a future meeting.

***Motion** made by Council Member Duus to approve Consent agenda items 5a and 5c, seconded by Council Member Skytt. **Motion carried** with a roll call vote of 5 ayes.*

REGULAR AGENDA

6. CENTRAL COAST WATER AUTHORITY WATER BOND REFINANCING

Staff report by Sandra Featherson, Administrative Services Director.

Council Member Skytt mentioned that ID#1 is a member of CCWA but that we are cooperating.

Roy Hanley explained that the purpose of this resolution is to certify the official statement by clarifying and updating information so that CCWA can successfully sell the bond.

Doug Brown, CCWA Bond Council, stated that the regulatory authority for municipal bonds has become more strict and that because of this, CCWA has asked all of their participants to pass the resolution before you. Financing will be at a lower interest rate mainly due to the shorter term, and is predicted to save the City of Solvang approximately $60,000-$65,000 per year.

Mayor Richardson opened the item to public comment at 7:26 p.m.

Fred Kovol, Resident

- Pointed out a difference in the Exhibit and Appendix letters in the resolution versus the exhibit itself
- No one is certifying that the information or data provided by Solvang or ID#1 is correct

The item was closed to public comment at 7:29 p.m.

CCWA Bond Council Brown responded to public comment in reference to the appropriate Appendix identifier for the resolution. The appropriate appendix depends whether the bond is insured by a bond insurer. The underwriters have no concern relative to credit worthiness.

***Motion** made by Council Member Skytt to approve staff's recommendation and adopt Resolution 16-987, seconded by Council Member Duus. **Motion carried** with a roll call vote of 5 ayes.*

7. AWARD CONSTRUCTION CONTRACT – ALISAL BRIDGE SEISMIC RETROFIT

Council Member Jamieson recuses herself from the item and leaves the council chambers.

Staff presentation by Matt van der Linden, Public Works Director.

Council Member Duus questioned why Cushman was so much lower than the other bids.

Matt van der Linden explained that he and his staff conducted a very thorough bid analysis and that only six of the twenty-two line items analyzed were lower than the other bids. It could be related to overhead or the fact that Cushman owns the equipment necessary for the project instead of having to rent it. Staff was extremely careful during every step of the bid process because of the federal grant funding, and could not find any major flaw in the Cushman bid. The vast majority of the project is reinforced concrete, which is pretty simple.

Council Member Duus inquired if there was a particular line item (such as caissons) where Cushman was significantly lower than all of the other bids. Typically, when he analyzes a bid, he would throw out the high and the low bid. Then, if the majority of the middle bidders are much higher he would think that the low bidder missed something.

Council Member Skytt questioned where the earthquake fault was located. Matt van der Linden stated that although there are many small fault lines in the area, they do not have huge potential for ground acceleration.

Council Member Skytt asked if we have had experience working with Cushman previously.

Matt van der Linden answered that we worked with Cushman on the wastewater treatment plan bank restoration project, which they successfully completed. They are a very reputable company.

Council Member Zimmerman stated that he appreciated staff's thorough analysis of the bid.

Matt van der Linden discussed some examples of why we might need change orders. Basically they are to cover unforeseen conditions.

Mayor Richardson opened the item for public comment at 8:00 p.m. and, seeing none, closed the public comment period.

***Motion** made by Council Member Skytt to approve the construction agreement and staff's recommendations. **Motion seconded** by Council Member Zimmerman, and **carried** with a roll call vote of 4-0-1 (Council Member Jamieson does not participate).*

8. CITY OF SOLVANG GOALS UPDATE

Staff presentation by Brad Vidro, City Manager.

Council Member Jamieson would like to add a new objective for Goal 5 relative to Library Services. Objective to work together with the City of Buellton via an ad hoc committee, or to include all libraries within our same district.

Council Member Jamieson mentioned the Emergency Plan goal and the CERT Trailer. The City of Buellton will be getting another trailer because they are concerned with the citizens east of Highway 101. If the trailer is Solvang's, it should be on the East side anyway.

Discussion ensued regarding emergency supplies that are stored in several different areas. An inventory should be conducted to determine if the supplies are still good. An inventory should be added as an objective.

Council Member Skytt suggested we delete objective 1 of Goal 2 since we have completed.

Council Member Jamieson inquired as to Goal 3 (Parking) whether we ever contacted Solvang School. Brad Vidro indicated we would need to have a formal discussion and agreement, add signage to the lot, and add the lot to our insurance. Council Member Jamieson confirmed that she would like this to be added as an objective.

Council Member Duus asked if we know what the balance is of our parking in-lieu fee fund. Brad Vidro indicated that he thought it was approximately $250,000.

Council Member Zimmerman asked if we had ever conducted a study relating to metered parking. City Manager Vidro responded that it was not a popular topic in the city.

Council Member Skytt commented that one of the advantages of visiting Solvang is that you don't have to pay to park.

Council Member Jamieson commented that possibly an informal survey could be conducted by the Solvang Chamber.

Mayor Richardson suggested that we do not go down that road, and would oppose any type of study on the issue.

Mayor Richardson opened the item for public comment at 8:24 p.m.

Fred Kovol, Resident

- His suggested edits to the City's goals: Add an objective for Valley to Lompoc JPA re: water, get rid of the recycled water objective, synchronize the traffic signals, pursue economic diversity should be objective number one, focus on a technical education center, add a resident response team to the Emergency Plan goal, improve financial stability by privatizing the workforce.
- Thinks there should be a public workshop on the matter.

The item was closed to public comment at 8:29 p.m.

Council Member Jamieson asked when the last time was that we involved the public?

City Manager Vidro responded that it was about 3-4 years ago.

Council Member Duus stated that a public workshop on the City's goals should be held every five years. There was consensus to wait until after the election for the public workshop so that the new council member can be involved in the goal prioritizing.

***Motion** made by Council Member Duus to approve the staff recommendation, seconded by Council Member Skytt. **Motion carried** with a verbal response of 5 ayes.*

9. COUNCIL MEMBER REPORTS (Oral reports: Each Council Member will give oral reports on their activities in relation to the following committee or agencies. In addition, each member may report on items that will be included on the agenda for such committee or agency and seek guidance from the Council as a whole on such items, including on what position to take on behalf of the City)

- Santa Barbara County Association of Governments
  Mayor Richardson passed on information regarding the freeway service contract, the SBCAG overall work program, the Measure A Annual Report, and federal truck highways. The area of Highway 101 between San Francisco and Los Angeles has not been included. SBCAG is trying to convince the federal government that the 101 is an important truck route and should be included.

- Air Pollution Control Board
- Joint Wastewater Committee
- Finance Committee
- Chumash Tribe
- Water Committee
- Indian Gaming Benefit Committee
- California Joint Powers Insurance Authority

Council Member Jamieson commented that she attended the Buellton City Council meeting and they decided to participate on the Library Services ad hoc committee.

10. ADVANCE CALENDAR

11. ADJOURNMENT Mayor Richardson adjourned the meeting at 8:45 p.m.

City of Solvang

City of Solvang Warrant Register

By Check Number

Date Range: 04/01/2016 - 04/30/2016

Number	Payment Date	Vendor Number	Vendor Name	Payment Type	Payment Amount	
Payable #	Payable Type	Payable Date	Payable Description		Payable Amount	
Bank Code: APBNK-AP Bank Code						
10009	California Code Check, Inc.		04/04/2016	EFT	0.00 2,205.00	1148
osSLV16-06	Invoice	03/24/2016	Building Inspector 3/4-3/17/16		0.00 2,205.00	
11279	Carollo Engineers, Inc		04/04/2016	EFT	0.00 3,961.73	1149
0147955	Invoice	03/28/2016	Upland Wells Project - Wellhead Facilities		0.00 3,961.73	
10001	Dale Pena		04/04/2016	EFT	0.00 330.00	1150
620	Invoice	03/21/2016	March City council meetings		0.00 330.00	
10797	Engel & Gray		04/04/2016	EFT	0.00 1,578.85	1151
15502	Invoice	03/14/2016	Sludge Disposal		0.00 510.31	
15506	Invoice	03/15/2016	Sludge Disposal		0.00 523.77	
15515	Invoice	03/18/2016	Sludge Disposal		0.00 544.77	
10549	Level 3 Communications		04/04/2016	EFT	0.00 860.17	1152
42873351 n	Invoice	03/17/2016	T-1 Line		0.00 860.17	
10723	Procare Janitorial Supply, Inc		04/04/2016	EFT	0.00 2,415.20	1153
91733	Invoice	03/21/2016	ProCare RR2 supplies		0.00 777.69	
91903	Invoice	03/23/2016	Restroom 3		0.00 274.85	
91906	Invoice	03/23/2016	Restroom 1		0.00 440.95	
91908	Invoice	03/23/2016	Windsor 18gal wet recover vaccum		0.00 809.79	
91909	Invoice	03/23/2016	Vets		0.00 67.33	
92016	Invoice	03/25/2016	Restroom 3		0.00 44.59	
11320	Rafael Ruiz Janitor Service		04/04/2016	EFT	0.00 1,900.00	1154
769	Invoice	03/28/2016	Janitorial Services		0.00 1,900.00	
90794	Sandra Featherson		04/04/2016	EFT	0.00 55.37	1155
INV0002999	Invoice	03/22/2016	CSMFO conference March 1-4, 2016		0.00 55.37	
10902	Staples Advantage		04/04/2016	EFT	0.00 182.49	1156
8038527693	Invoice	03/19/2016	Supplies for WWTP		0.00 182.49	
10258	The Valley Gardener		04/04/2016	EFT	0.00 460.00	1157
21227	Invoice	02/25/2016	WWTP Bank Restoration - Long Term Maint...		0.00 460.00	
10005	Valley PC Repair		04/04/2016	EFT	0.00 3,800.00	1158
8962	Invoice	03/24/2016	City IT Support		0.00 3,800.00	
10613	Advantage Group, The		04/11/2016	EFT	0.00 164.00	1159
91605	Invoice	03/31/2016	Flex Administration & Processing Fees March..		0.00 164.00	
10875	Alliant Insurance		04/11/2016	EFT	0.00 254.00	1160
4/2016	Invoice	04/05/2016	1/1/16-3/31/16		0.00 254.00	
11279	Carollo Engineers, Inc		04/11/2016	EFT	0.00 12,420.00	1161
0147956	Invoice	04/05/2016	Well 22 & 23 Blending Study		0.00 12,420.00	
10028	Hanley & Fleishman, LLP		04/11/2016	EFT	0.00 8,481.00	1162
2694	Invoice	04/01/2016	Legal Services		0.00 8,481.00	
10276	Infosend, Inc		04/11/2016	EFT	0.00 2,091.44	1163
103887	Invoice	03/31/2016	Utility Bill Printing and Distribution		0.00 2,091.44	
11068	MNS Engineers, Inc.		04/11/2016	EFT	0.00 3,780.00	1164
66783	Invoice	03/23/2016	SWMP Professional Services		0.00 3,780.00	

Number / Payable #	Payment Date / Payable Type	Vendor Number / Payable Date	Vendor Name / Payable Description	Payment Type	Payable Amount	Payment Amount
10723	Procare Janitorial Supply, Inc		04/11/2016 EFT	0.00	986.87	1165
92123	Invoice	03/30/2016	Restroom 2	0.00	306.29	
92125	Invoice	03/30/2016	Wastewater	0.00	83.46	
92227	Invoice	04/01/2016	Restroom 3	0.00	313.03	
92230	Invoice	04/01/2016	Restroom 1	0.00	284.09	
10142	SP Maintenance Services, Inc		04/11/2016 EFT	0.00	3,000.00	1166
56419	Invoice	03/31/2016	Street Sweeping	0.00	3,000.00	
10902	Staples Advantage		04/11/2016 EFT	0.00	130.25	1167
8038623001	Invoice	03/26/2016	Admin supplies	0.00	130.25	
10258	The Valley Gardener		04/11/2016 EFT	0.00	460.00	1168
21328	Invoice	03/25/2016	WWTP Bank Restoration - Long Term Maint...	0.00	460.00	
11182	Underground Service Alert of Southern California		04/11/2016 EFT	0.00	24.00	1169
320160689	Invoice	04/01/2016	16 New Tickets	0.00	24.00	
11257	Aramark Uniform Service		04/18/2016 EFT	0.00	254.82	1170
531371826	Invoice	03/07/2016	Mats and towels	0.00	254.82	
10797	Engel & Gray		04/18/2016 EFT	0.00	2,097.73	1171
15530	Invoice	03/21/2016	Sludge Disposal	0.00	518.07	
15534	Invoice	03/22/2016	Sludge Disposal	0.00	521.93	
15556	Invoice	03/28/2016	Sludge Disposal	0.00	527.79	
15563	Invoice	03/29/2016	Sludge Disposal	0.00	529.94	
10224	Christophe Millner		04/18/2016 EFT	0.00	174.30	1172
3/11/16	Invoice	03/11/2016	Kung Fu Instructor	0.00	174.30	
10885	Moore & Associates, Inc.		04/18/2016 EFT	0.00	5,909.90	1173
16:3606	Invoice	04/06/2016	Moore & Assoc SYVT Marketing-Advertising	0.00	164.60	
16:3607	Invoice	04/06/2016	Moore & Assoc SYVT Prof Serv Management	0.00	5,745.30	
10790	Polydyne, Inc		04/18/2016 EFT	0.00	1,146.96	1174
1037397	Invoice	03/30/2016	Polymer	0.00	1,146.96	
10723	Procare Janitorial Supply, Inc		04/18/2016 EFT	0.00	580.23	1175
92315	Invoice	04/06/2016	Restroom 2	0.00	120.74	
92316	Invoice	04/06/2016	Restroom 2	0.00	459.49	
11320	Rafael Ruiz Janitor Service		04/18/2016 EFT	0.00	1,900.00	1176
773	Invoice	04/11/2016	Janitorial Services	0.00	1,900.00	
10281	Satcom Global FZE		04/18/2016 EFT	0.00	42.75	1177
AS04160823	Invoice	04/01/2016	SIM Card	0.00	42.75	
10526	Storer Transit Systems		04/18/2016 EFT	0.00	29,321.02	1178
7405T	Invoice	03/31/2016	SYVT Storer Operations Contract	0.00	25,037.19	
7412T	Invoice	03/31/2016	Fuel Reimbursement 2/26-3/25/16	0.00	4,283.83	
10337	Visit the Santa Ynez Valley		04/18/2016 EFT	0.00	33,400.85	1179
Feb 2016	Invoice	04/05/2016	SYVTBID for February 2016	0.00	33,400.85	
10686	ZWorld GIS		04/18/2016 EFT	0.00	2,655.00	1180
2016-0130	Invoice	04/05/2016	GIS System-Wide Updates	0.00	575.00	
2016-0131	Invoice	04/05/2016	Easements Plotted in GIS	0.00	2,080.00	
10823	Atco International		04/25/2016 EFT	0.00	134.00	1181
10457926	Invoice	04/13/2016	Lemon Drop	0.00	134.00	
10009	California Code Check, Inc.		04/25/2016 EFT	0.00	5,192.50	1182
osSLV16-07	Invoice	04/17/2016	Building Inspector 3/18 - 3/31/16	0.00	1,837.50	
SLVG16-06	Invoice	04/01/2016	Building Inspection	0.00	3,355.00	
10076	Cannon Associates		04/25/2016 EFT	0.00	1,755.00	1183

Number	Payment Date	Vendor Number	Vendor Name	Payment Type		Payment Amount	
Payable #	Payable Type	Payable Date	Payable Description		Payable Amount		
61002	Invoice	03/31/2016	WWTP Garage - Constr Engineering Services	0.00	1,755.00		
10195	City of Lompoc Finance Dept.		04/25/2016	EFT	0.00	1,666.66	1184
94367	Invoice	04/12/2016	Wine Country Express	0.00	1,666.66		
10166	Clinical Lab of San Bernardino		04/25/2016	EFT	0.00	735.00	1185
15-0201	Invoice	04/19/2016	Lab Fees Blanket PO	0.00	735.00		
10001	Dale Pena		04/25/2016	EFT	0.00	495.00	1186
621	Invoice	04/14/2016	April Council & Planning Mettings	0.00	495.00		
10797	Engel & Gray		04/25/2016	EFT	0.00	2,105.71	1187
15653	Invoice	04/01/2016	Sludge Disposal	0.00	539.84		
15663	Invoice	04/05/2016	Sludge Disposal	0.00	520.35		
15682	Invoice	04/07/2016	Sludge Disposal	0.00	531.81		
15700	Invoice	04/08/2016	Sludge Disposal	0.00	513.71		
10611	Farm Supply Co		04/25/2016	EFT	0.00	37.79	1188
17759	Invoice	04/12/2016	Turf Supreme	0.00	37.79		
10224	Christophe Millner		04/25/2016	EFT	0.00	194.60	1189
4/15/16	Invoice	04/15/2016	Kung Fu Instructor	0.00	194.60		
10247	More Office Solutions		04/25/2016	EFT	0.00	30.15	1190
1209903	Invoice	04/15/2016	Parks & Rec. copier	0.00	30.15		
10723	Procare Janitorial Supply, Inc		04/25/2016	EFT	0.00	1,304.77	1191
100075	Invoice	04/13/2016	Vets Hall supplies	0.00	124.91		
100076	Invoice	04/11/2016	Restroom 1 supplies	0.00	402.14		
100077	Invoice	04/11/2016	Streets supplies	0.00	252.13		
100104	Invoice	04/12/2016	Restroom 2 supplies	0.00	525.59		
10902	Staples Advantage		04/25/2016	EFT	0.00	571.08	1192
8038829831	Invoice	04/09/2016	Supplies	0.00	571.08		
10858	Wallace Group A California Corporation		04/25/2016	EFT	0.00	208.78	1193
41376	Invoice	04/14/2016	AP Creek Bike-Ped Bridge Project	0.00	208.78		
10042	Western Exterminator Company		04/25/2016	EFT	0.00	198.00	1194
4018165	Invoice	03/31/2016	March - May 2016	0.00	119.25		
4018166	Invoice	03/31/2016	March 2016	0.00	78.75		
10613	Advantage Group, The		04/29/2016	EFT	0.00	5,385.96	1209
INV0003128	Invoice	04/29/2016	Premiums HRA - Unreimbursed Med Prem/...	0.00	5,385.96		
10262	American Janitor Service		04/04/2016	Regular	0.00	241.00	32694
47596	Invoice	03/30/2016	Custodial	0.00	241.00		
10364	Barracuda Networks, Inc		04/04/2016	Regular	0.00	948.00	32695
1437309	Invoice	03/18/2016	Barracuda Message Arrchiver Maintenace	0.00	948.00		
11225	Clean Machine Laundromat		04/04/2016	Regular	0.00	71.00	32696
137524	Invoice	02/29/2016	8 lbs parks dept.	0.00	8.00		
137525	Invoice	02/29/2016	10 lbs maintenance dept	0.00	10.00		
137547	Invoice	03/07/2016	8 lbs parks dept.	0.00	8.00		
137548	Invoice	03/07/2016	11 lbs maintenance dept	0.00	11.00		
538639	Invoice	02/18/2016	8 lbs parks dept.	0.00	8.00		
638565	Invoice	03/14/2016	8 lbs parks dept.	0.00	8.00		
638566	Invoice	03/14/2016	8 lbs maintenance dept	0.00	8.00		
638583	Invoice	03/21/2016	10 lbs parks dept.	0.00	10.00		
10655	Comcast		04/04/2016	Regular	0.00	13.23	32697
9241 3/16	Invoice	03/20/2016	Acc# 8155 70 005 0009241	0.00	13.23		
10067	Creative Bus		04/04/2016	Regular	0.00	143,812.40	32698

Number	Payment Date	Vendor Number	Vendor Name	Payment Type		Payment Amount	
Payable #	Payable Type	Payable Date	Payable Description		Payable Amount		
1518706	Invoice	03/22/2016	1 New SYVT Buses	0.00	71,906.20		
1518707	Invoice	03/22/2016	1 New SYVT Buses	0.00	71,906.20		
10520	Harbor Freight		04/04/2016 Regular	0.00	149.36	32699	
750833	Invoice	03/21/2016	750833	0.00	149.36		
10083	Inner Nature		04/04/2016 Regular	0.00	2,100.00	32700	
10801	Invoice	03/31/2016	Village planters	0.00	2,100.00		
10895	Lee Central Coast Newspaper		04/04/2016 Regular	0.00	143.18	32701	
77821-1	Invoice	03/24/2016	Valley Plaza shopping center rebuild	0.00	143.18		
10495	Matson Industrial Finishing		04/04/2016 Regular	0.00	512.50	32702	
43024	Invoice	03/30/2016	Powdercoat trash cans	0.00	512.50		
10697	Menveg Properties LLC		04/04/2016 Regular	0.00	405.00	32703	
4/2016	Invoice	04/01/2016	April 2016 Transit rent	0.00	405.00		
11126	Mission Ready Mix		04/04/2016 Regular	0.00	309.96	32704	
55718	Invoice	03/21/2016	Sand Slurry	0.00	309.96		
11187	Nu-Tech Pest Management		04/04/2016 Regular	0.00	319.00	32705	
0117985	Invoice	03/18/2016	Sunnyfields Spiders	0.00	65.00		
0118243	Invoice	03/21/2016	HCA Ground squirrels	0.00	129.00		
0118433	Invoice	03/18/2016	Sunnyfields gopher	0.00	125.00		
10299	Praxair Distribution, Inc.		04/04/2016 Regular	0.00	45.31	32706	
54972250	Invoice	03/20/2016	Acetylene	0.00	45.31		
11227	Santa Maria Tire, Inc		04/04/2016 Regular	0.00	622.07	32707	
104208	Invoice	03/24/2016	SYVT bus tires	0.00	622.07		
11173	SCVB		04/04/2016 Regular	0.00	68,750.00	32708	
558682	Invoice	04/01/2016	Qtr 4 FY 15-16	0.00	68,750.00		
11174	Solvang Bakery Inc.		04/04/2016 Regular	0.00	55.00	32709	
59270	Invoice	03/23/2016	Cake	0.00	55.00		
11150	Sprint Communications Company		04/04/2016 Regular	0.00	38.76	32710	
1930 3/16	Invoice	03/19/2016	Acc# 921051930	0.00	38.76		
10183	State Water Resources Control Board (SWRCB)		04/04/2016 Regular	0.00	340.00	32711	
Renewal 2016	Invoice	03/30/2016	Nathan Giacinto renewal application	0.00	340.00		
11176	The Gas Company		04/04/2016 Regular	0.00	107.17	32712	
9500 0 3/16	Invoice	03/30/2016	Acc# 098 214 9500 0 2/19-3/21/16	0.00	107.17		
11179	Todd Pipe & Supply		04/04/2016 Regular	0.00	13.52	32713	
312647	Invoice	03/22/2016	Repairs & Maintenance	0.00	13.52		
10298	TotalFunds by Hasler		04/04/2016 Regular	0.00	500.00	32714	
1265 3/16	Invoice	03/16/2016	Postage 3/16/16	0.00	500.00		
11212	Verizon California		04/04/2016 Regular	0.00	266.10	32715	
6997 3/16	Invoice	03/30/2016	Acc# 01 1780 1152042750 02	0.00	266.10		
10872	Verizon Wireless Services, LLC		04/04/2016 Regular	0.00	314.82	32716	
9762388815	Invoice	03/19/2016	Wireless billing	0.00	314.82		
11295	Advanced Automotive Solutions Inc.		04/11/2016 Regular	0.00	858.41	32717	
18060	Invoice	04/05/2016	Truck 616	0.00	858.41		
51787	ALLEN, BRITTNAY		04/11/2016 Regular	0.00	75.00	32718	
INV0003005	Invoice	03/31/2016	DEPOSIT REFUND 3/19/16	0.00	75.00		
10991	A-OK Power Equipment		04/11/2016 Regular	0.00	47.41	32719	

Number	Payment Date	Vendor Number	Vendor Name	Payment Type		Payment Amount
Payable #	Payable Type	Payable Date	Payable Description		Payable Amount	
163068	Invoice	03/30/2016	Blades	0.00	47.41	
51792	ARIAS, ELIZABETH	04/11/2016	Regular	0.00	400.00	32720
INV0003010	Invoice	03/31/2016	FULL REFUND 7/23/16	0.00	400.00	
51789	BENNETT, DONNA	04/11/2016	Regular	0.00	75.00	32721
INV0003007	Invoice	03/31/2016	DEPOSIT REFUND 3/20/16	0.00	75.00	
10073	Buellflat Rock Co, Inc	04/11/2016	Regular	0.00	1,003.51	32722
2016-0250	Invoice	03/31/2016	Fuel	0.00	846.68	
92528	Invoice	03/31/2016	Cold Mix & Concrete Sand	0.00	156.83	
11032	CDW Government, Inc dba CDW Computer Cente	04/11/2016	Regular	0.00	516.72	32723
CPQ9670	Invoice	04/04/2016	Computer Support for 2016	0.00	516.72	
10655	Comcast	04/11/2016	Regular	0.00	106.05	32724
5898 3/16	Invoice	03/28/2016	Acc# 8155 70 005 0125898	0.00	106.05	
11233	Department of Justice	04/11/2016	Regular	0.00	422.00	32725
3/16	Invoice	03/31/2016	Fingerprinting March 2016	0.00	422.00	
51788	GARCIA, CARMEN	04/11/2016	Regular	0.00	100.00	32726
INV0003006	Invoice	03/31/2016	DEPOSIT REFUND 3/27/16	0.00	100.00	
10081	Harrison Hardware	04/11/2016	Regular	0.00	185.08	32727
3/16	Invoice	04/05/2016	Repairs	0.00	185.08	
11247	Hopkins Technical Products Inc	04/11/2016	Regular	0.00	3,464.14	32728
3616300381	Invoice	03/17/2016	Retrofit Kit	0.00	3,464.14	
90006	Joan Jamieson	04/11/2016	Regular	0.00	69.19	32729
INV0003016	Invoice	04/05/2016	Reimbursement	0.00	69.19	
51794	JIMENEZ, VERONICA	04/11/2016	Regular	0.00	100.00	32730
INV0003012	Invoice	03/31/2016	DEPOSIT REFUND 3/26/16	0.00	100.00	
10895	Lee Central Coast Newspaper	04/11/2016	Regular	0.00	-1,048.38	32731
10895	Lee Central Coast Newspaper	04/11/2016	Regular	0.00	1,048.38	32731
77933-1	Invoice	04/05/2016	Parks & Code Enforcement help wanted ads	0.00	884.69	
78537	Invoice	03/31/2016	Solvang Mesa Landscape & Lighting Assessm...	0.00	93.83	
78538	Invoice	03/31/2016	Measure A 5 yr local program projects 2017-...	0.00	69.86	
51790	McCUTCHEON, JILL	04/11/2016	Regular	0.00	100.00	32732
INV0003008	Invoice	03/31/2016	DEPOSIT REFUND 3/19/16	0.00	100.00	
11265	Municipal Management	04/11/2016	Regular	0.00	85.00	32733
3/2016	Invoice	03/28/2016	Sandra Featherson membership renewal	0.00	85.00	
51791	NEIGGEMANN, CAROL	04/11/2016	Regular	0.00	100.00	32734
INV0003009	Invoice	03/31/2016	DEPOSIT REFUND 3/26/16	0.00	100.00	
11128	Nielsen Building Material	04/11/2016	Regular	0.00	94.96	32735
491379	Invoice	03/17/2016	Annex sewer brake	0.00	29.01	
491794	Invoice	04/05/2016	Type 2 Barracades	0.00	18.66	
491965	Invoice	03/21/2016	Repair & Maintenance materials	0.00	9.97	
493211	Invoice	03/26/2016	Repair & Maintnenace materials	0.00	37.32	
11133	Nielsen's Market	04/11/2016	Regular	0.00	392.32	32736
3/2016	Invoice	03/31/2016	Supplies	0.00	392.32	
11187	Nu-Tech Pest Management	04/11/2016	Regular	0.00	125.00	32737
0117983	Invoice	03/25/2016	Sunnyfields gophers	0.00	125.00	
10975	O'Reilly Automotive Stores, Inc. dba O'Reilly Auto	04/11/2016	Regular	0.00	9.69	32738
4372257687	Invoice	03/28/2016	Truck 624	0.00	9.69	

Number	Payment Date	Vendor Number	Vendor Name	Payment Type	Payment Amount
Payable #	Payable Type	Payable Date	Payable Description	Payable Amount	
51785	RUIZ, FATIMA		04/11/2016 Regular	0.00	100.00 32739
INV0003003	Invoice	03/31/2016	DEPOSIT REFUND 3/20/16	0.00	100.00
11167	Santa Ynez Valley Hardware		04/11/2016 Regular	0.00	1,039.37 32740
3/16	Invoice	03/31/2016	RM Materials & supplies	0.00	1,039.37
11231	Solvang Theaterfest		04/11/2016 Regular	0.00	1,250.00 32741
Oct 2015	Invoice	10/31/2015	solvang festival theater rental	0.00	1,250.00
10183	State Water Resources Control Board (SWRCB)		04/11/2016 Regular	0.00	230.00 32742
2016 JM	Invoice	04/05/2016	Jeff Morss Grade II renewal	0.00	230.00
11178	Steve's Wheel & Tire		04/11/2016 Regular	0.00	29.39 32743
1-58108	Invoice	03/18/2016	Tire repair	0.00	29.39
51786	TEK CONSULTING INC		04/11/2016 Regular	0.00	200.00 32744
INV0003004	Invoice	03/31/2016	DEPOSIT REFUND 3/27/16	0.00	200.00
11176	The Gas Company		04/11/2016 Regular	0.00	128.58 32745
2500 7 3/19	Invoice	03/29/2016	Acc# 194 215 2500 7 2/24-3/23/16	0.00	128.58
11191	VTR Inc. dba Valley Tool Rentals		04/11/2016 Regular	0.00	111.10 32746
7871.1.2	Invoice	03/03/2016	Repair & Maintenance materials	0.00	111.10
51793	WOODILL, DESIREE		04/11/2016 Regular	0.00	200.00 32747
INV0003011	Invoice	03/31/2016	DEPOSIT REFUND 3/19/16	0.00	200.00
11352	American Leak Detection		04/18/2016 Regular	0.00	360.00 32760
42725	Invoice	03/10/2016	Water leak detection on Alisal	0.00	360.00
11155	Baker, Manock & Jensen		04/18/2016 Regular	0.00	640.34 32761
408692	Invoice	04/07/2016	Water Attorney	0.00	49.49
408693	Invoice	04/07/2016	Water Attorney	0.00	590.85
10065	Brenntag Pacific, Inc		04/18/2016 Regular	0.00	1,068.92 32762
BPI614506	Invoice	04/06/2016	Chlorine, Ammonia, and Analyzer Chemicals	0.00	1,068.92
10655	Comcast		04/18/2016 Regular	0.00	86.10 32763
8155 4/16	Invoice	04/12/2016	Acc# 8155 70 005 0228155	0.00	86.10
11278	Dudek		04/18/2016 Regular	0.00	1,832.80 32764
20161064	Invoice	03/17/2016	WWTP Bank Restoration - Monitoring & Rep...	0.00	1,832.80
11145	Ferguson Enterprises, Inc		04/18/2016 Regular	0.00	1,709.37 32765
3100341	Invoice	04/12/2016	Supplies for water dept	0.00	1,709.37
10057	FGL Environmental, Inc.		04/18/2016 Regular	0.00	220.00 32766
4/2016	Invoice	04/07/2016	Lab fees for Water Dept	0.00	220.00
10486	G. Wilikers		04/18/2016 Regular	0.00	86.88 32767
6798	Invoice	03/31/2016	Basketball Tshirts	0.00	86.88
10148	Gemplers		04/18/2016 Regular	0.00	116.68 32768
SI02183293	Invoice	01/11/2016	Tarp for Sludge bins	0.00	116.68
11262	Graphic Systems		04/18/2016 Regular	0.00	105.66 32769
66976	Invoice	03/31/2016	Skytt Mesa Design Manual	0.00	105.66
11023	Gromatici Land Surveying, Inc.		04/18/2016 Regular	0.00	1,577.05 32770
1019	Invoice	01/01/2016	Fjord Extension Record of Survey	0.00	1,577.05
10520	Harbor Freight		04/18/2016 Regular	0.00	82.19 32771
751327	Invoice	04/12/2016	Small Equipment supplies	0.00	82.19
11339	James E. Solis		04/18/2016 Regular	0.00	132.00 32772
INV0003063	Invoice	04/12/2016	Basketball Officials Feb 2016	0.00	132.00

Number	Payment Date	Vendor Number	Vendor Name	Payment Type	Payment Amount
Payable #	Payable Type	Payable Date	Payable Description	Payable Amount	
10180	Jim's Service Center		04/18/2016 Regular	0.00	1,167.57 32773
3/2016	Invoice	04/01/2016	Truck Fuel	0.00	1,167.57
11121	Jones & Jones, LLP		04/18/2016 Regular	0.00	2,185.60 32774
#4	Invoice	04/07/2016	Fire Department Building addititon	0.00	2,185.60
10895	Lee Central Coast Newspaper		04/18/2016 Regular	0.00	905.20 32775
77933	Invoice	03/27/2016	Help wanted ad Parks & Code	0.00	741.51
78537-	Invoice	03/31/2016	Solvang Mesa Landscape & Lighting Assessm...	0.00	93.83
78538-	Invoice	03/31/2016	Measure A	0.00	69.86
10313	Maintenance Superintendents		04/18/2016 Regular	0.00	150.00 32776
INV0003064	Invoice	04/12/2016	Traffic Safety class	0.00	150.00
51795	MARCHI & ASSOCIATES		04/18/2016 Regular	0.00	31.00 32777
INV0003059	Invoice	04/07/2016	MARCHI & ASSOCIATES	0.00	31.00
10034	ReadyRefresh by Nestle		04/18/2016 Regular	0.00	133.18 32778
16C0018038034	Invoice	03/26/2016	Drinking water for WWTP	0.00	133.18
11187	Nu-Tech Pest Management		04/18/2016 Regular	0.00	125.00 32779
0117984	Invoice	04/12/2016	Gopher Sunnyfields	0.00	125.00
10138	Paul Terrones		04/18/2016 Regular	0.00	429.00 32780
INV0003065	Invoice	04/12/2016	Basketball official March - April 2016	0.00	429.00
51797	PSYCHIATRIC SERVICE DOG TRAINING		04/18/2016 Regular	0.00	250.00 32781
INV0003061	Invoice	04/11/2016	DEPOSIT REFUND 4/1/16-4/3/16	0.00	250.00
10047	Robert Terrones		04/18/2016 Regular	0.00	561.00 32782
INV0003066	Invoice	04/12/2016	Basketball official Feb - April 2016	0.00	561.00
50179	Roger Wolin		04/18/2016 Regular	0.00	43.30 32783
INV0003067	Invoice	04/08/2016	Rain Barrel Rebate	0.00	43.30
10033	S.Y.R.W.C.D. ID #1		04/18/2016 Regular	0.00	4,462.53 32784
0001 3/16	Invoice	03/31/2016	Acc# 17040001 900 Alamo Pintado	0.00	662.55
5001 3/16	Invoice	03/31/2016	Acc# 17005001 1890 Old Mill Rd	0.00	2,338.62
7501 3/16	Invoice	03/31/2016	Acc# 17037501 Alamo Pintado	0.00	1,461.36
51796	SANTOS, BERENIS		04/18/2016 Regular	0.00	100.00 32785
INV0003060	Invoice	04/11/2016	DEPOSIT REFUND 4/3/16	0.00	100.00
51798	SB EDUCATION FOUNDATION		04/18/2016 Regular	0.00	250.00 32786
INV0003062	Invoice	04/11/2016	DEPOSIT REFUND 4/4/16	0.00	250.00
10183	State Water Resources Control Board (SWRCB)		04/18/2016 Regular	0.00	1,207.17 32787
LW-1006254	Invoice	04/04/2016	System number: 4210013	0.00	1,207.17
10183	State Water Resources Control Board (SWRCB)		04/18/2016 Regular	0.00	300.00 32788
2016 P.M.	Invoice	04/12/2016	License Renewal for Paul Matsukas	0.00	300.00
10478	Statewide Traffic Safety and Signs, Inc		04/18/2016 Regular	0.00	394.23 32789
03003376	Invoice	04/08/2016	Briteside panel	0.00	394.23
51435	Thomas Wendt		04/18/2016 Regular	0.00	79.98 32790
INV0003068	Invoice	04/12/2016	Rain Barrel Rebate	0.00	79.98
11179	Todd Pipe & Supply		04/18/2016 Regular	0.00	39.93 32791
313516	Invoice	04/05/2016	Repairs & Maintenance Sewer dept	0.00	51.49
640136	Credit Memo	04/05/2016	Ref invoice # 307571	0.00	-11.56
10214	USA Blue Book		04/18/2016 Regular	0.00	224.89 32792
913798	Invoice	03/31/2016	Lab Supplies	0.00	224.89
10497	West Coast Arborists, Inc		04/18/2016 Regular	0.00	6,860.00 32793

Number	Payment Date	Vendor Number	Vendor Name	Payment Type		Payment Amount
Payable #	Payable Type	Payable Date	Payable Description		Payable Amount	
112727	Invoice	01/31/2016	Street Tree Pruning	0.00	6,860.00	
11173	SCVB	04/18/2016	Regular	0.00	100,000.00	32794
558682 BAL	Invoice	04/18/2016	Qtr 4 FY 15-16 Bal	0.00	100,000.00	
51808	ARCHER, SARAH	04/25/2016	Regular	0.00	100.00	32797
INV0003081	Invoice	04/19/2016	DEPOSIT REFUND 4/16/16	0.00	100.00	
10614	Autosys, Inc.	04/25/2016	Regular	0.00	2,535.00	32798
892	Invoice	04/11/2016	Emergency SCADA repair	0.00	2,535.00	
10579	Bengal Engineering, Inc.	04/25/2016	Regular	0.00	3,117.50	32799
2873	Invoice	04/15/2016	Alisal Bridge Seismic Retrofit - Engrg Serv	0.00	3,117.50	
10112	Cal-Coast Machinery Inc.	04/25/2016	Regular	0.00	85.58	32800
319144	Invoice	04/18/2016	Repairs & Maintenance Mower Blades	0.00	84.63	
319267	Invoice	04/18/2016	Repairs & Maintenance Mower Pin Fastener	0.00	0.95	
51801	CENTRAL COAST COMMISSION FOR SENIOR CITIZ	04/25/2016	Regular	0.00	250.00	32801
INV0003074	Invoice	04/19/2016	DEPOSIT REFUND 4/7/16	0.00	250.00	
51806	DAY, DERRICK	04/25/2016	Regular	0.00	100.00	32802
INV0003079	Invoice	04/19/2016	DEPOSIT REFUND 4/16/16	0.00	100.00	
10886	Division of the State Architect	04/25/2016	Regular	0.00	53.10	32803
1/16 - 3/16	Invoice	04/20/2016	Disability Access and Education Fee Report	0.00	53.10	
10304	Federal Express Corporation	04/25/2016	Regular	0.00	21.77	32804
5-385-35834	Invoice	04/15/2016	Postage County of Santa Barbara	0.00	21.77	
10029	Firma Consultants, Inc.	04/25/2016	Regular	0.00	2,836.25	32805
21524-041116	Invoice	04/11/2016	Valley Plaza Project	0.00	2,836.25	
91029	Maricela Flores	04/25/2016	Regular	0.00	154.94	32806
INV0003122	Invoice	04/20/2016	EDD Labor Law and Payroll tax seminar	0.00	70.20	
INV0003123	Invoice	04/05/2016	EDD Federal/State Basic Payroll Tax Seminar	0.00	84.74	
51804	GARAY, MONICA	04/25/2016	Regular	0.00	200.00	32807
INV0003077	Invoice	04/19/2016	DEPOSIT REFUND 4/16/16	0.00	200.00	
51807	GOMEZ, VERONICA	04/25/2016	Regular	0.00	75.00	32808
INV0003080	Invoice	04/19/2016	DEPOSIT REFUND 4/17/16	0.00	75.00	
51805	GONZALEZ, DULCE	04/25/2016	Regular	0.00	75.00	32809
INV0003078	Invoice	04/19/2016	DEPOSIT REFUND 4/17/16	0.00	75.00	
10068	Gymnastics North	04/25/2016	Regular	0.00	1,090.50	32810
3/16/16 - 4/27/16	Invoice	04/20/2016	Gymnastics Classes	0.00	1,090.50	
11232	MRK inc. dba Santa Ynez Paint	04/25/2016	Regular	0.00	16.15	32811
335303	Invoice	04/13/2016	Repairs & Maintenance supplies	0.00	16.15	
10136	Nargan Fire Safety	04/25/2016	Regular	0.00	772.46	32812
17706	Invoice	04/11/2016	Vets Hall fre extinguisher	0.00	225.62	
17707	Invoice	04/11/2016	Water Dept fire extinguisher	0.00	34.00	
17708	Invoice	04/11/2016	Maintenance Dept fire extinguisher	0.00	8.50	
17709	Invoice	04/11/2016	Building Dept fire extinguisher	0.00	8.50	
17710	Invoice	04/11/2016	Parks Dept fire extinguisher	0.00	25.50	
17711	Invoice	04/11/2016	City Hall fire extingisher	0.00	68.98	
17712	Invoice	04/11/2016	Waste Water Dept fire extinguisher	0.00	180.46	
17713	Invoice	04/11/2016	Visitors Center fire extinguisher	0.00	8.50	
17714	Invoice	04/11/2016	Vets Ansul R-102 Wet Chemical Fire Suppress..	0.00	111.60	
17715	Invoice	04/20/2016	Parks wet chemical fire suppression system	0.00	100.80	
11128	Nielsen Building Material	04/25/2016	Regular	0.00	136.87	32813
494961	Invoice	04/05/2016	Repairs & Maintenance supplies	0.00	8.54	

Number	Payment Date	Vendor Number	Vendor Name	Payment Type		Payment Amount	
Payable #	Payable Type	Payable Date	Payable Description		Payable Amount		
495307	Invoice	04/07/2016	Repairs & Maintenance supplies	0.00	16.33		
496085	Invoice	04/12/2016	Water Dept Small Equipment	0.00	112.00		
11187	Nu-Tech Pest Management	04/25/2016	Regular	0.00	207.00	32814	
0118616	Invoice	04/01/2016	Annex Ants & Roaches	0.00	78.00		
0118880	Invoice	04/08/2016	HCA ground squirrels	0.00	129.00		
11137	Pacific Gas & Electric Company	04/25/2016	Regular	0.00	4,673.96	32815	
5526-1 4/16	Invoice	04/15/2016	Acc# 3982645526-1	0.00	4,673.96		
11136	Petty Cash	04/25/2016	Regular	0.00	92.85	32816	
Admin 4/16	Invoice	04/20/2016	Admin Petty Cash reimbursement	0.00	92.85		
10999	Platinum Plus for Business dba Business Card	04/25/2016	Regular	0.00	3,247.88	32817	
4/2016	Invoice	04/10/2016	March 2016 - April 2016	0.00	3,247.88		
51800	ROBERTSON, VANESSA	04/25/2016	Regular	0.00	650.00	32818	
INV0003073	Invoice	04/19/2016	DEPOSIT REFUND 4/15/16 - 4/16/16	0.00	650.00		
51747	SANTA BARBARA COUNTY FIRE FIGHTER LOCALI 2(	04/25/2016	Regular	0.00	100.00	32819	
INV0003082	Invoice	04/19/2016	Deposit Refund 4/16/16	0.00	100.00		
11227	Santa Maria Tire, Inc	04/25/2016	Regular	0.00	1,283.67	32820	
104594	Invoice	04/07/2016	SYVT tires	0.00	416.34		
480014	Invoice	04/19/2016	New tires for Truck # 631	0.00	867.33		
11356	Santa Ynez Valley Star LLC	04/25/2016	Regular	0.00	375.00	32821	
4/2016	Invoice	04/15/2016	1/4 page AD	0.00	375.00		
51799	SCOR	04/25/2016	Regular	0.00	2,951.14	32822	
INV0003072	Invoice	04/19/2016	SHERIFF DEPOSIT REFUND	0.00	2,951.14		
51802	SIXTO, LAURA	04/25/2016	Regular	0.00	350.00	32823	
INV0003075	Invoice	04/19/2016	DEPOSIT REFUND 4/8/16 - 4/9/16	0.00	350.00		
51803	SIXTO, LAURA	04/25/2016	Regular	0.00	33.82	32824	
INV0003076	Invoice	04/19/2016	SHERIFF DEPOSIT REFUND	0.00	33.82		
11174	Solvang Bakery Inc.	04/25/2016	Regular	0.00	85.50	32825	
59435	Invoice	04/14/2016	1/2 sheet cake for Kevin Harmer	0.00	85.50		
10762	Sterling Service Corporation	04/25/2016	Regular	0.00	807.21	32826	
29687	Invoice	04/11/2016	Transit radios	0.00	807.21		
11179	Todd Pipe & Supply	04/25/2016	Regular	0.00	81.40	32827	
313992	Invoice	04/12/2016	Water Dept supplies	0.00	81.40		
10278	TransFirst Holdings Inc. dba TransFirst Health and	04/25/2016	Regular	0.00	25.95	32828	
26089	Invoice	04/12/2016	March 2016	0.00	25.95		
10214	USA Blue Book	04/25/2016	Regular	0.00	1,464.02	32829	
925228	Invoice	04/13/2016	new vacuum pump for the WWTP Lab	0.00	785.57		
926894	Invoice	04/14/2016	Closed top drum for Water dept	0.00	288.18		
928015	Invoice	04/15/2016	Supplies Pressure Relief Valve	0.00	390.27		
10553	ValleyCrest Landscape	04/25/2016	Regular	0.00	3,292.00	32830	
4990878	Invoice	03/30/2016	SM LLMD Landscape Maintenance	0.00	3,292.00		
10261	California Building Standards	04/27/2016	Regular	0.00	42.30	32849	
INV0003126	Invoice	04/27/2016	January - March 2016	0.00	42.30		
11296	Department of Conservation	04/27/2016	Regular	0.00	42.54	32850	

Number	Payment Date	Vendor Number	Vendor Name	Payment Type	Payment Amount
Payable #	**Payable Type**	**Payable Date**	**Payable Description**		**Payable Amount**
INV0003127	Invoice	04/27/2016	January - March 2016	0.00	42.54

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	164	125	0.00	392,087.61
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-1,048.38
Bank Drafts	0	0	0.00	0.00
EFT's	73	48	0.00	147,038.93
	237	**174**	**0.00**	**538,078.16**

Fund Summary

Fund	Name	Period	Amount
998	POOLED CASH	4/2016	538,078.16
			538,078.16

CITY COUNCIL
STAFF REPORT

TO: SOLVANG CITY COUNCIL MEMBERS

FROM: Matt van der Linden, Public Works Director/City Engineer

MEETING DATE: May 9, 2016

DATE PREPARED: April 29, 2016

SUBJECT: WATER PROJECTS UPDATE & CAPITAL IMPROVEMENT PROJECT DIRECTION

I. RECOMMENDATION:

1. Provide staff with direction on priorities and scheduling for Upland, and River Wells projects; and
2. Provide staff with direction on repair, or replacement of Reservoir 2.

II. BACKGROUND:

HCA South Well Construction Status

Construction of the wellhead facilities for the HCA South Well is nearly complete. An Amendment to our Water Supply Permit with the State Division of Drinking Water is being processed. Once this Permit Amendment is approved the well should be ready to enter service. This is expected by late June 2016.

Upland Wells 22 & 23

Well 22 is located along the west side of Alamo Pintado Creek in the Creekside residential subdivision. This well has a capacity of 350 to 400 gpm but is not in use due to periodic water quality problems with high hydrogen sulfide, iron, and manganese. A preliminary study was performed about two years ago looking at the possibility of constructing a well at the north end of Sunny Fields Park, connecting this well to Well 22, and adding wellhead treatment for a combined capacity of approximately 700 gpm. This was discussed during the November 24, 2014 City Council meeting, and the City Council directed staff to proceed with drilling Well 23 (north Sunny Fields Park) as part of our Upland Wells Drilling Project.

The drilling of Well 23 was completed in January 2015 and initial water quality testing identified minor problems. Based on our hydro-geologist's (Rick Hoffman's) recommendation, the bottom 45' of Well 23 was plugged, and this has resulted in improved water quality. The geologic formations of Well 23 are very similar to Well 22. Therefore, a similar low cost plug was recommended by Rick Hoffman for Well 22. The bottom 96' of Well 22 was plugged, and this has also resulted in improved water quality.

At it's Regular Meeting of October 12, 2015 the City Council awarded a contract to Carollo Engineers to perform a Blending Study for Wells 22 and 23 to determine if it is possible to blend the water from these wells and avoid costly treatment. In addition, this fiscal year a project known as the Well 22 & 23 Improvement Project was included in the City's 10-year Capital Improvement Program and scheduled for Fiscal Years 2022 through 2024. It was anticipated that the timing and scope of this proposed project might be adjusted based on the results of the Blending Study.

River Water Rights Permit – Petitions

Through the State Water Resources Control Board (SWRCB), the City of Solvang holds Santa Ynez River Water Rights Permit 15878 to extract river underflow along a specified reach of the river. In order to proceed with new river wells as approved/adopted in the Water Master Plan EIR, the City's existing Water Rights Permit 15878 must be modified and a time extension granted through a petition process. Staff worked with our water attorney to complete the necessary documents for these two petitions associated with our Water Rights Permit: 1) Petition for Extension of Time, and 2) Petition for Change (expanded reach of diversion to locate new wells downstream of Alisal Bridge). These petitions were submitted to the SWRCB on May 4, 2015.

River Wells Project

With approval of the City's FY 2015-16 Budget and 10-Year Capital Improvement Program, the City Council approved splitting the River Wells & Water Treatment Plant Project into 2 phases, and approved proceeding with the river wells and transmission piping phase, and holding off on the water treatment plant portion of the Project until it is determined to be required for higher reliability of the river wells. At it's Regular Meeting of September 28, 2015 City Council awarded an engineering contract to Carollo Engineers for the River Wells Project and authorized them to proceed with the first four engineering tasks of that contract including: Project Management, Geotechnical Investigation & Report, Alternative Well Construction Tech Memo, and Hydrogeological Evaluation Tech Memo.

Reservoir Storage

The City's April 2011 Water Master Plan Update identified a reservoir storage deficiency of approximately 300,000 gallons. As a result, shortly after adoption of the Water Master Plan Update, the City Council incorporated the objective of "develop additional storage"

as part of their goal of Work Towards Water Independence. The additional storage is needed to help meet summertime peak hour demands and to provide the recommended fire protection storage.

III. DISCUSSION:

It was anticipated that based on the results of the Wells 22 & 23 Blending Study, results of the River Wells technical studies, the severity and continuation of drought conditions, and the progress of our River Water Rights Permit Petitions, the City Council may choose to adjust priorities and timing of several planned projects.

Upland Wells – Wells 22 & 23 Blending Study

The Wells 22 & 23 Blending Study has now been completed. It has been determined that Well 22 could be placed into service separately from Well 23 and without the need for treatment and blending. Design capacities of 325 gpm and 275 gpm are recommended for Wells 22 and 23 respectively. The remaining recommendations of the Blending Study are summarized as follows:

1. Develop plans and specifications for Well 22 wellhead improvements.
2. Construct wellhead improvements and place Well 22 into service.
3. Develop blending plan based on criteria described in Blending Study, and submit to State Division of Drinking Water for review.
4. Develop plans and specifications for Well 23.
5. Construct wellhead improvements for Well 23, utilize initially for Sunny Fields Park irrigation, perform additional water quality testing, and update blending plan.
6. Develop plans and specification for interconnecting pipeline and blending equipment.
7. Construct interconnecting pipeline and blending facility, and place Well 23 into municipal service.

River Water Rights Permit – Petitions Status

SWRCB processed the City's Petitions and on March 24, 2016 issued the public Notice of Petitions for Change and Extension of Time for Permit 15878. The purpose of the public notice is to allow interested parties to submit comments and protests. The comment/protest period closed on April 25, 2016. Protests were submitted from the following five organizations: Alisal Guest Ranch, Bureau of Reclamation, CalTrout, ID#1, and NOAA. The protests generally revolve around concerns over water rights and the southern steelhead trout. The City will have 180 days to address the protests as may be appropriate, and return to the SWRCB with proposed Petition revisions for their consideration.

River Wells Project – Technical Reports

The Geotechnical Investigation Report (including soil borings and laboratory testing) has been completed. Results indicate that the right-of-way area of the Fjord Drive extension

(west of the westerly Fjord Drive dead end) is undesirable for locating river wells. The area immediately downstream of Well 3 looks good for locating two, or possibly three, new river wells.

The Alternative Well Construction Methods Technical Memo has been completed. Four alternative well construction methods were identified and evaluated: 1) slant wells, 2) collector wells, 3) horizontal directionally-drilled wells, and 4) traditional vertical wells. A detailed evaluation of each method was undertaken. Drilling risk, well yield (production capacity), and other advantages and disadvantages of each method were identified. Construction cost was also evaluated. Vertical wells are recommended as they expose the City to the lowest risk and offer the lowest cost per expected yield.

The Hydrogeologic Evaluation Technical Memo has been completed. This study included a review/evaluation of existing hydrogeologic studies, general site geology, existing river wells, alluvial aquifer properties, estimated radius of influence, water table fluctuations, proposed locations for new river wells, proposed well design, well casing materials, well seal and gravel pack, well development and completion, permitting, and cost. Of particular importance, it was calculated that for a 12-hour pumping period at a rate of 300 gpm, the radius of influence produces only 0.5 feet of drawdown at a distance of 190 feet from the well. Therefore a well spacing of 300 feet is recommended.

The study recommends either two wells at 400 foot spacing, or three wells at 300 foot spacing immediately downstream of existing City Well 3. This suitable area for locating wells is inadequate to achieve the City's ultimate long term goal of 1,200 to 2,000 gpm additional river well capacity. Based on the consultant's analysis, staff recommends construction of two wells at an estimated cost of $2,200,000. It is hoped that if a time extension is granted for our River Water Rights Permit, the City could secure easements and pursue additional wells in Site B or the southwestern portion of Site A at a future date.

Reservoir 2 Repair or Replacement/Upsize

Reservoir 2 (Chalk Hill Reservoir) was constructed in 1981 with a diameter of 60', a height of 24' and a capacity of 423,000 gallons. The reservoir has not received significant maintenance since it was constructed. Reservoir 2 is now in need of major repairs including corrosion repairs, interior and exterior recoating, and replacement of the cathodic protection system. The cost of these repairs is estimated at $310,000. This would extend the useful life of the reservoir by approximately 20 years allowing it to exceed the design life of 50 years. However, this course of action does not achieve the City Council objective of developing additional storage.

An option staff believes the City Council should consider is performing only minor maintenance to Reservoir 2 at this time ($20,000), and plan for replacement of the reservoir in approximately 5 years (FY 2020-21). The reservoir could be replaced with a partially buried pre-stressed concrete reservoir on the same site with a diameter of 70', a height of 28' and a capacity of 750,000 gallons. The cost to replace and upsize Reservoir

2 is approximately $1,850,000. This would fully address the water system need for 300,000 gallons additional storage capacity.

IV. ALTERNATIVES:

The alternatives available to the City Council involve varying levels of risk and cost. Staff believes the decisions here are based less on engineering factors and more on policy decisions of risk and cost tolerance.

The outcome of City's Petitions associated with our River Water Rights Permit is unknown and will take several months to resolve. Also, easements must still be secured for any new River Wells and could take many months to secure. The future severity and duration of the current drought is also unknown.

Staff is requesting City Council direction whether to pursue two or three new river wells. Staff is requesting City Council direction whether to continue with the River Wells Project, or proceed with Well 22 wellhead improvements as top priority. Staff is also seeking direction on the scheduling of these projects in light of the upcoming Water & Sewer Rate Study. One option is to focus on resolving our Petitions and securing the necessary river well easements during FY 2016-17. If these two items are resolved successfully then engineering for the River Wells Project could recommence in FY 2017-18. If the Petitions are not resolved successfully, or river well easements can't be secured, then the engineering work for the Well 22 wellhead improvements could commence in FY 2017-18.

One other factor to consider is that if the drought persists through the winter of 2016-17, there will likely be no water available in Lake Cachuma for water rights releases during summer 2017, and therefore very limited water available from Wells 3 & 7A. For the past few drought years Wells 3 & 7A have provided between 20% and 30% of our annual water demand.

Staff is requesting direction whether to proceed with major repairs to Reservoir 2, or minor repairs and plan for replacement and upsizing of Reservoir 2. As mentioned above, one option is to perform only minor maintenance to Reservoir 2 at this time and plan for replacement of the reservoir in approximately 5 years (FY 2020-21). The reservoir could be replaced with a partially buried pre-stressed concrete reservoir with a capacity of 750,000 gallons. This would fully address the water system need for 300,000 gallons additional storage capacity.

The City Council could provide staff with additional direction on these various projects as deemed appropriate.

V. FISCAL IMPACT:

The cost to proceed with the design and construction of two new wells under our River Wells Project is estimated at $2,200,000. However, this does not include the unknown

cost of addressing the protests to our pending Permit 15878 Petitions, nor the cost to acquire the necessary easement to allow the River Wells Project to proceed.

The estimated cost to proceed with the design and construction of wellhead improvements for Well 22 is approximately $1,300,000.

The estimated cost to perform major repairs to Reservoir 2 is $310,000. The estimated cost to replace and upsize Reservoir 2 is approximately $1,850,000.

The direction provided to staff by the City Council will impact the Water Capital Improvement Plan and thus the water rates to be established through the upcoming Water & Sewer Rate Study.

VI. ATTACHMENTS:

1. Alternatives & Fiscal Impact Summary Table
2. Wells 22 & 23 Blending Study
3. River Wells - Alternative Well Construction Methods Technical Memo
4. River Wells - Hydrogeologic Evaluation Technical Memo
5. Reservoir 2 Corrosion Photos

STAFF REPORT, May 9, 2016

WATER PROJECTS UPDATE & CAPITAL IMPROVEMENT PROJECT DIRECTION

Alternatives & Fiscal Impact Summary Table

Description	Estimated Capacity (gpm or gallons)	Estimated Annual Yield (AFY) *	Estimated Project Cost	Issues/Challenges/Notes
Well 22	325	215	$1,300,000	CEQA
Well 23 (future)	275	182	$1,700,000	CEQA, water quality
2 New River Wells	600	398	$2,200,000	Permit Petitions, secure easements
3 New River Wells	800	530	$2,700,000	Permit Petitions, secure easements
Future River Wells	1,200	796	$3,400,000	Permit Petitions, secure easements in Site B or southwest Site A
Reservoir 2 Repair	423,000	NA	$310,000	20 year life, no additional storage
Replace Reservoir 2	750,000	NA	$1,850,000	50 year life, 327K gallons additional storage

* Assumes operating the wells 12 hrs/day for 300 days (10 months) per year.

WELL 22 AND WELL 23 BLENDING STUDY

City of Solvang

Date: April 28, 2016

Prepared By: Jason Davis

Reviewed By: Jim Meyerhofer

Subject: Blending Scenarios, Preliminary Layout, Criteria and Costs

Distribution: Matthew van der Linden, Kevin Harmer

BACKGROUND

The City of Solvang (City) owns Wells 22 and 23, but has not brought these wells into service due to poor water quality. These wells are located in the Santa Ynez Uplands Groundwater Basin. A hydrologic evaluation was performed as part of this study and the findings are presented in Appendix A. These wells are located approximately 1.5 miles north of the Santa Ynez River in the northeast corner of the City's water distribution system. Adding these wells to the City's system would improve the reliability of providing water to the community. Figure 1 shows the location of these wells.

Figure 1 Well 22 and Well 23 Blending Study

Water quality data indicate the potential for arsenic concentrations to exceed the state's primary maximum contaminant level (MCL) of 10 µg/L in Well 23. Concentrations of hydrogen sulfide in Well 22 can be high enough to create aesthetic issues related to taste and odor. Other water quality constituents including iron, manganese, hardness, and total dissolved solids are lower than the state's secondary MCLs. However, their presence indicates the potential for increased levels once full-rate pumping begins. Table 1 summarizes each wells' features and their respective water qualities.

Table 1 Well 22 and Well 23 Construction and Operational Criteria

Feature		Well 22	Well 23
Year of construction		1997	2015
Depths (ft)(1)	Casing	420	390
	Plug(2)	329 (2015)	357
	Static Water	21	37
	Drawdown(3)	110	107
Pump Rate (gpm)(4)	Max. Rate	400	400
	Recommended Rate	250 to 325	200 to 300
	City Goal	325	275
Time of Use (hrs/day)(5)	Testing	6 to 18	6 to 18
	City Goal	8 to 12 (10 months)	8 to 12 (10 months)
Contaminants of Concern(6)	Arsenic	5 µg/L	24 / 10 µg/L
	Hardness	568 mg/L $CaCO_3$	754 / 795 mg/L $CaCO_3$
	Iron	<0.03 mg/L	<0.03 / <0.03 mg/L
	Manganese	< 0.01 mg/L	0.02 / 0.01 mg/L
	Sulfide	<100 µg/L	--- / < 100 µg/L
	TDS	820 mg/L	1160 / 1140 mg/L

Notes

(1) Depths below ground surface.
(2) Plug placed to avoid pulling water from other water zones that have poorer water quality.
(3) Based on pumping rate and duration of pumping during well development.
(4) Pumping rates during well development are higher compared to more recent testing in 2015.
(5) Per 2015 pumping studies, reduced time of use may help improve the water quality and avoid pulling water from poorer water quality zones.
(6) Water quality data from sampling on June 24, 2015 (Well 22) and January 28, 2015 / February 25, 2015 (Well 23).

STUDY OBJECTIVES

Four objectives were established for this study.

1. Recommend pumping rates and duty cycles for each well.
2. Develop blending strategies that produces water in compliance with MCLs and minimizes aesthetic-related complaints (e.g., odor and color).
3. Provide a preliminary site layout, process flow diagram, and construction cost estimate.
4. Identify next steps to develop the wells.

WELL OPERATIONS

In the past, the wells were operated for relatively short durations of time to test. The hydrologic evaluation conducted as part of this study developed design pumping rates and durations to accommodate groundwater level recovery when the wells are off. This allows the wells to maintain their design pumping rate and could also help maintain water quality by controlling from where water is withdrawn from the aquifer.

Based on the hydrologic evaluation (refer to Appendix A), two operating conditions were recommended. Additional pump testing is suggested to verify the recommended operating conditions.

1. Well 22: 325 gpm for 8 to 10 hours per day (hrs/day).
2. Well 23: 275 gpm for 8 to 10 hrs/day.

These flowrates and water quality data contained in Table 1 were used to evaluate potential blending strategies.

BLENDING STRATEGIES

A blending strategy was developed based on potential varying levels of contaminants in each well. The goal is to thoroughly blend before reaching the distribution system. That is, no additional blending within the distribution system would be required to meet a target blend concentration.

The primary constituents of concern are arsenic in Well 23 and hydrogen sulfide in Well 22. For this study, it was assumed that either well could potentially restrict operations based on the contaminant in that respective well.

Well 23: Well 23 has varying arsenic levels based on historical sampling. The latest sample showed arsenic at the MCL of 10 µg/L. However, an earlier sample at 24 µg/L indicates the potential for fluctuating concentrations in this well. The blending analysis for Well 23 developed scenarios looking at ranges in contaminants as follows:

- Well 23 varies from 10 to 30 µg/L arsenic.
- Well 22 at several scenarios: 2, 5, and 7 µg/L arsenic.
- Well 22 at a reduced flow scenario assuming a high sulfide level restricted the usable flow.
- Blended water goal of 8 µg/L arsenic to provide a 20 percent safety factor below the MCL of 10 µg/L.

Figure 2 shows the range of flows that may be expected when blending Well 23 with Well 22. Because the arsenic levels could vary over time, the figure shows a range of curves for Well 22. Steps for using this figure are listed below with equivalent arrows and step numbers shown on the figure. The example below shows how to determine the maximum allowable flowrate from Well 23 under a blending arrangement with Well 22.

Steps for using Figure 2

Step 1: Determine the current raw water arsenic concentrations in Well 22 and Well 23. For this example, assume Well 22 and Well 23 are at 2 and 20 µg/L respectively.

Step 2: Start at the x-axis (Well 23 concentration) and run up until intersecting with the correct line that represents Well 22 arsenic concentration and flowrate.

Step 3: Read the y-axis value (Well 23 flowrate) at this intersection. For this example, the result is approximately 160 gpm. Allowing a flow rate in excess of 160 gpm for Well 23 would result in exceeding 8 µg/L of arsenic in the blended water stream.

In Figure 2 there are two highlighted curves. The blue curve represents what could be expected as the upper range of flows from Well 23 given the historical arsenic levels in Well 22 being at 5 µg/L and Well 22 operated at its maximum design flow rate of 325 gpm. This assumes there is no hydrogen sulfide in Well 22 that needs to be blended down. The red curve represents the scenario where Well 22 has hydrogen sulfide and must be reduced in flowrate (to 163 gpm) to reduce the amount of hydrogen sulfide being sent out into the distribution system. The red curve represents what could be expected as the lower range of flows from Well 23.

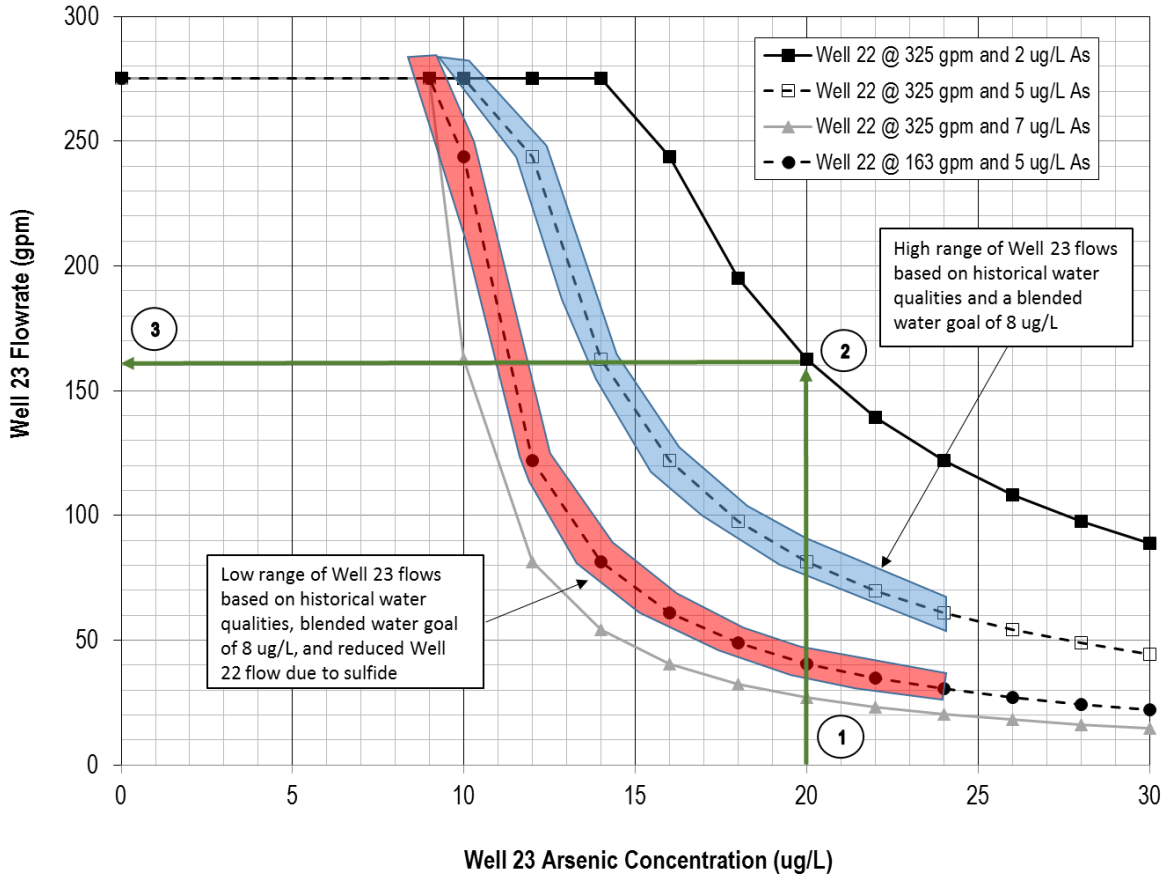


Figure 2 Estimated Flows for Well 23 when Blended with Well 22 under Varying Arsenic Levels

Well 22: Well 22 had historical levels of containments, specifically hydrogen sulfide odors that require blending. The lower well screens were modified and blocked in early 2015 in an attempt to reduce sulfide odors. The blending analysis for Well 22 developed scenarios looking at potential ranges in contaminants as follows:

- Well 22 varies from 10 to 50 µg/L hydrogen sulfide.
- Well 23 at 0 µg/L sulfide.
- Well 23 at a reduced flow scenario assuming a high arsenic level restricted the usable flow.
- Blended water goal of 10 µg/L hydrogen sulfide.

Figure 3 shows the range of flows that may be expected when blending Well 22 with Well 23. Because Well 23 flows may vary based on meeting the arsenic blending goal, the figure shows a range of curves for Well 23. An additional curve is added to show the impacts of allowing higher sulfide levels in the blended water stream.

Steps for using this figure are listed below with equivalent arrows and step numbers shown on the figure. The example below shows how to determine the maximum allowable flowrate from Well 22 under a blending arrangement with Well 23.

Steps for using Figure 3

Step 1: Determine the current raw water sulfide concentrations in Well 22 and Well 23. For this example, assume Well 22 and Well 23 are at 30 and 0 µg/L respectively. A sulfide blend goal of 10 µg/L is also assumed.

Step 2: Start at the x-axis (Well 22 concentration) and run up until intersecting with the correct line that represents Well 23 flowrate and blended water sulfide goal.

Step 3: Read the y-axis value (Well 22 flowrate) at this intersection. For this example, the result is approximately 140 gpm. Allowing a flow rate in excess of 140 gpm for Well 22 would result in exceeding 10 µg/L of sulfide in the blended water stream.

Figure 3 shows the resulting impact on Well 22 flow rates with varying sulfide levels. Even under the scenario of reduced Well 23 flows (i.e., increased arsenic levels in Well 23), the design flow of Well 22 stays at 325 gpm assuming that sulfide levels remain constant. Note that this conclusion only is true assuming 10 µg/L is the blended water goal and there is 10 µg/L in Well 22. Odor detection is highly subjective. Carollo's experience with hydrogen sulfide treatment suggests a blended water goal of 10 µg/L hydrogen sulfide effectively reduces consumer complaints in regards to taste and odors. Incremental levels of sulfide above 10 µg/L may result in additional complaints but is entirely dependent on the subjectivity of consumers' sensitivity and perception of the water. In addition, World Health Organization (WHO) places a threshold limit at 50 µg/L (i.e., minimum concentration often noticed by consumers). Theoretically, any hydrogen sulfide (e.g., 1, 2, 3 µg/L, etc.) in water could be noticed by consumers under the right conditions, i.e. an aerating faucet in a small room, but 10 µg/L is an appropriate goal.

Blending Conclusions: It appears that Well 23 could significantly reduce in design flow due to raw water arsenic levels rising above 10 µg/L (see Figure 2). However, the flowrate from Well 22 appears relatively consistent at a design flow of 325 gpm regardless of the varying flows from Well 23 (see Figure 3). For purposes of facility layouts and cost estimates presented in subsequent sections of this study, the hydrologic design flows have been assumed (i.e., Well 22 at 325 gpm and Well 23 at 275 gpm). These flows represent a conservative assumption in regards to sizing and costing.

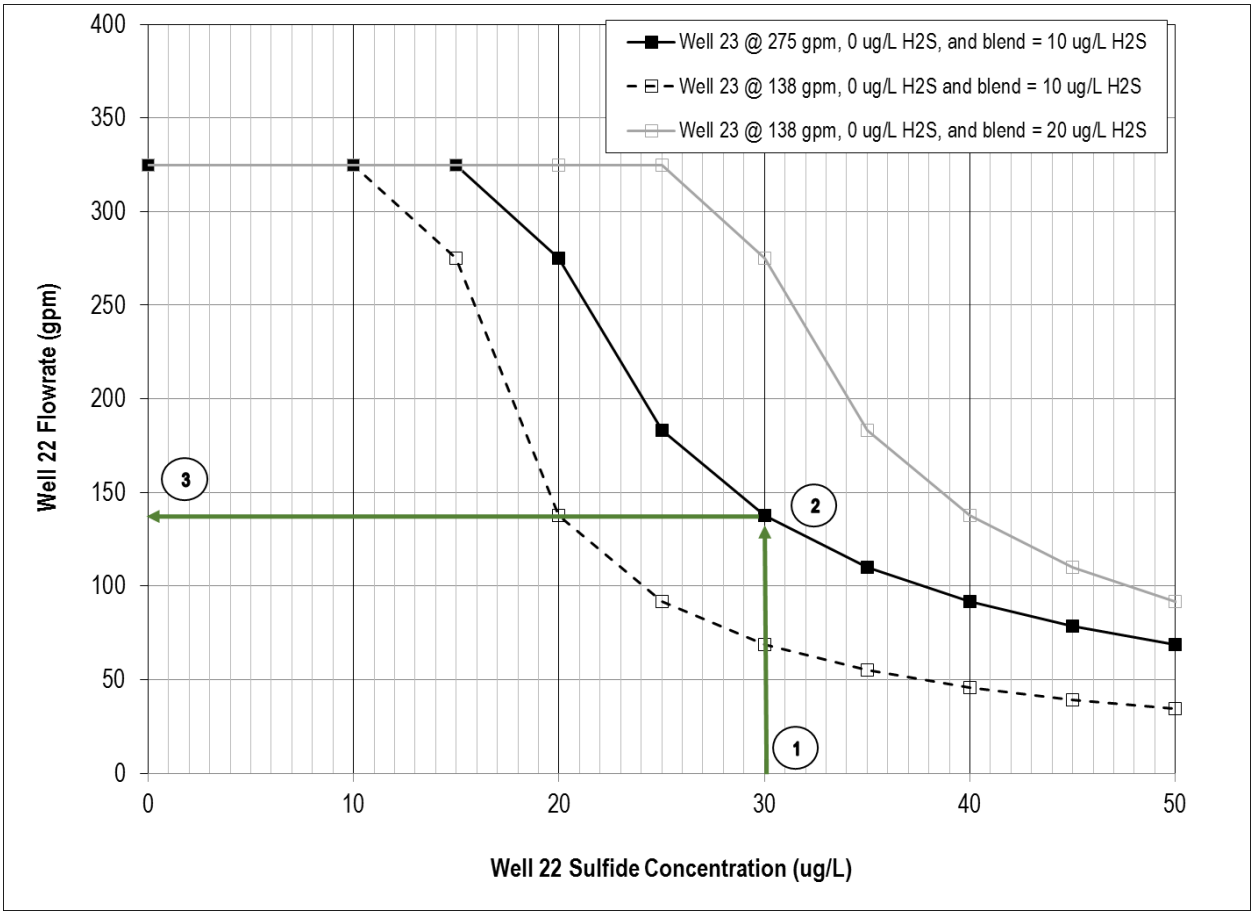


Figure 3 Estimated Flows for Well 22 when Blended with Well 23 under Varying Flows and Sulfide Goals

BLENDING FACILITY

Process Flow Diagram: A blending strategy of mixing Well 22 and Well 23 before entry into the distribution system was developed.

Figure 4 presents a process flow diagram showing the various components necessary for the blending strategy. Future turnouts for treatment have also been shown to detail how the blending strategy could be converted to full or partial treatment if there was a need to do so in the future. Treatment would be needed if arsenic, iron, manganese, or hydrogen sulfide levels increased above the MCL values or desired levels, and it was determined by the City that the reduced flowrates were insufficient to meet system demands.

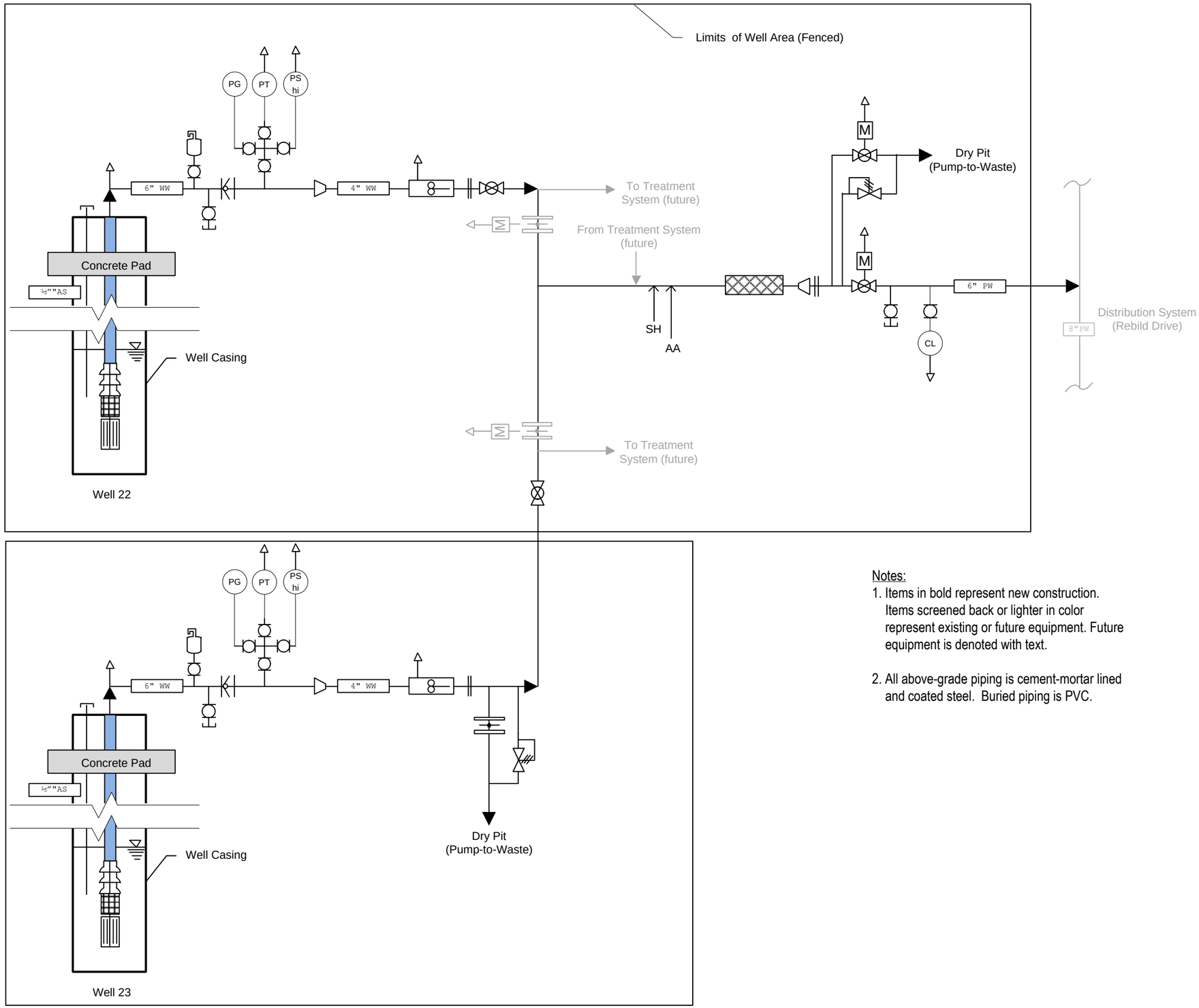
The proposed process flow diagram allows either well to be treated or blended completely independent of the other well. For example, if Well 23 arsenic levels rose to 24 µg/L and Well 22 arsenic remained at 5 µg/L, Well 23 flow would have to reduce from 275 to 60 gpm. By allowing treatment of Well 23, flow could increase back to 275 gpm (and potentially higher if shown to be hydrologically stable). Well 23 would be treated using coagulation/filtration with the treated/filtered water added just upstream of the static mixer. Adding the treated water upstream of the static mixer improves overall stability of the water quality entering the distribution system. Maintaining a consistent water quality going to the system helps reduce consumer complaints (e.g., "the water has a different taste").

LEGEND

- *Instrument*
- *PLC Link (input or output)*
- *Sampling Tap*
- *Flow Meter (Mag Type)*
- *Pressure Relief Valve*
- *Air / Vacuum Release Valve*
- *Gate Valve*
- *Victaulic Coupling*
- *Well Air Release Valve*
- *Check Valve (Center Guided)*
- *Static Mixer*
- *Ball Valve*
- *Butterfly Valve*
- *Motorized Valve Actuator*

ABBREVIATIONS

AA = Aqueous Ammonia
AS = Air Supply
CL = Chlorine (residual)
LS = Limit Switch
PS = Pressure Switch
PT = Pressure Transmitter
PG = Pressure Gauge
PW = Potable Water
SH = Sodium Hypochlorite
WW = Well Water



Notes:

1. Items in bold represent new construction. Items screened back or lighter in color represent existing or future equipment. Future equipment is denoted with text.

2. All above-grade piping is cement-mortar lined and coated steel. Buried piping is PVC.

Figure 4 Process Flow Diagram for Well 22 Blending Facility

To accommodate potential changes in water quality and maintain efficiency in the system, it is recommended that the well pumps be controlled via a variable frequency drive (VFD). There are other advantages when using a VFD such as minimizing pressure surges during startup and shutdown. However, the primary reason for a VFD pump in this case is process control. Rather than creating head (or controlling flow) by throttling a valve, the motor speed will reduce and only supply the flow necessary for proper blending.

Site Layout: The blending strategy utilizes the Well 22 site as the site for blending. A new pipeline from Well 23 would be routed along public roads and through one private residential lot before terminating at Well 22. The proposed pipeline alignment is shown in Figure 1. Well 22 has more than adequate space for both blending equipment and possible future treatment equipment. Figure 5 shows a preliminary layout of the blending facility at Well 22. Table 2 summarizes the features of the proposed layout.

Possible Future Treatment: Treatment equipment may be required if raw water levels of arsenic and sulfide increase to levels that render blending incapable of meeting the MCL and/or desired finished water levels. This equipment would consist of pressure vessels with media specific to removing either arsenic or sulfide. If treatment is needed at a future date, it is recommended that bench-scale testing be conducted to properly verify site specific design criteria including coagulant dose, oxidant demand, reaction times, and filterability. All these parameters are important for developing the final sizing and footprint of the treatment facilities.

Pilot testing after bench-scale testing is done when there is the potential for cost savings of equipment. Often the treatment processes can be pushed to treat higher flowrates but this should be handled on a site-by-site basis and can also be required by Division of Drinking Water (DDW) as part of the permitting process.

Waste Stream from Treatment Equipment: The waste stream from the arsenic treatment vessels and sulfide treatment vessels is typically stored in a holding tank. Solids settle to the bottom of the tank and clearer water is drawn off the top and recycle back to the head of the treatment process. This tank serves to concentrate and thicken the solids which can either be removed via a vactor truck and treated off site or treated using on-site dewatering equipment. The City's wastewater treatment plant (WWTP) currently does not want to receive any additional wastes to reduce the risk of exceeding the current permitted discharge limits of 2 mg/L arsenic.

Additional engineering studies of the current and potential future arsenic loadings to the facility may be an option for the City to consider if other options for sludge disposal present cost challenges. If the WWTP cannot accept the waste stream from the Well 22 treatment equipment, the other options include contracting with a third-party waste hauling coming for off-site treatment disposal or dewatering the solids on site and then hauling to a landfill. In either case the liquid waste stream must first by dewatered before the final waste product is acceptable for landfilling. Landfilling also requires testing to verify that the waste is not a California Hazardous Waste or EPA Hazardous Waste. If classified as such, additional stabilizing agents will need to be added and there are also additional landfilling costs for such wastes.

Table 2 Features of the Site Layout for the Well 22 Blending Facility

Feature	Description
Blending Facility	
Access Road	• Driveway to facilitate daily access by operators and monthly chemical deliveries. • Provide easy access for PG&E (i.e., existing transformer and utility meter). • Fence around site for security and protection of facilities.
Well & Piping	• Utilize existing well / casing. • Well discharge piping oriented to allow static mixer, treatment connections and off site piping from Well 23 to fit in the available space. • Laydown area for column pipe when removing well pump for servicing.
Chemical Storage	• Approximately 80 feet from road to minimize visual impact and safety concerns. • Area adjacent to street could remain as public access. Other areas would be fenced and locked.
Dry Pit	• Location at the back of the site reduces attention. • Any water overflow has reduced impact due to adjacent vegetated / treed area.
Possible Future Treatment Facility	
Filters (arsenic removal)	• Multiple units to minimize peak flow needed for backwashing and to provide redundancy. • Three vertical vessels (5-ft diameter, 16-ft height) operated at 5 gpm/ft^2. • Adequate space for additional chemical feed storage (i.e., coagulant).
Contactors (hydrogen sulfide removal)	• Multiple units (similar to filters). • Three vertical vessel (5-ft diameter, 16-ft height) operated at 5 minutes empty bed contact time.
Backwash Waste Tank	• Air scour to reduce volume of backwash waste water generated. • Recycling of backwash waste decant once solids separate / settle. • 18-ft diameter and 16-ft high reduces visual issues related to height and provides storage for 3 backwashes (back to back). • Solids on bottom of tank would be sent to sanitary sewer in the street.

Key Notes:

1. New pipeline from Well 23 to Well 22.
2. Connection to distribution system
3. Electrical transformer (existing)
4. Well 22 casing (existing)
5. Electrical distribution panel and utility meter (existing)
6. Sodium hypochlorite storage shed
7. Aqueous ammonia storage shed
8. Access driveway
9. Laydown area for well pump removal
10. Dry pit for pump-to-waste
11. Static mixer

Possible Future Items:

21. Contactors (hydrogen sulfide removal)
22. Filters (arsenic and solids removal)
23. Backwash waste tank
24. Air blower / scour for filters

General Notes:

1. Site plan shows approximate location of existing and proposed facilities. Field survey is recommended to verify all boundaries, easements, existing facilities/utilities, and topography.
2. Linetypes include blending facilities (shown in red), possible future treatment facilities (shown in blue), buried piping (dashed line) and above-grade piping (solid line). Treatment facilities are shown only for purposes of future planning.
3. Well 22 site is part of a larger parcel the extends further north and south from the area depicted in this figure.

Figure 5 Blending Facility Layout

PROJECT COST

A construction cost estimate was developed for the various components of the blending facility at Well 22. The breakdown in costs allows alternate schedule delivery options. As discussed in the recommendations section, Carollo is proposing that phased approach be used to minimize the risk associated with investing in infrastructure that cannot be fully utilized (e.g., due to fluctuating/changing water qualities). The project costs are summarized in Table 3. These costs were developed based on a combination of recent bid results (June 2015) from the City's HCA South Well, internal cost databases at Carollo and equipment bids.

Table 3 Project Costs for Well 22 Blending Facility[(1)]

Item No.	Description of Work	Cost
Phase 1 - Well 22 Work Items		
1	General Conditions	$80,000
2	Construction surveying & staking	$10,000
3	Civil site work (grading, retaining wall, gravel, security fence)	$120,000
4	Wellhead pedestal	$30,000
5	Site piping	$90,000
6	Miscellaneous concrete pads	$50,000
7	Submersible well pump (40 hp)	$140,000
8	Pump to waste dry pit	$30,000
9	Chemical chlorine and ammonia storage facilities (pre-fabricated wood structure)	$60,000
10	Electrical, instrumentation and SCADA	$200,000
	Subtotal	**$810,000**
Phase 2 - Well 23 Work Items		
11	General Conditions	$70,000
12	Construction surveying & staking	$10,000
13	Civil site work (grading, gravel, security fence)	$40,000
14	Wellhead pedestal	$30,000
15	Site piping	$50,000
16	Miscellaneous concrete pads	$20,000
17	Submersible well pump (30 hp)	$130,000
18	Pump to waste dry pit	$30,000
19	Electrical, instrumentation and SCADA	$140,000
	Subtotal	**$510,000**
Phase 3 – Interconnecting Pipeline & Blending Equipment		
20	General Conditions	$60,000
21	Construction surveying & staking	$10,000
22	Pipeline (Well 23 to Well 22, 6", 1300 LF PVC)	$300,000
23	Pipeline (Well 23 to Well 22, 6", 400 LF HDPE, HDD)	$90,000
24	Site piping & Concrete Pads	$30,000
25	Electrical, Instrumentation and SCADA	$60,000
	Subtotal	**$550,000**
	TOTAL	**$1,870,000**
	Construction Contingency (20%)	$370,000
	CONSTRUCTION TOTAL	**$2,240,000**
	Engineering (20%)	$450,000
	Construction Management & Inspection (10%)	$220,000
	GRAND TOTAL	**$2,910,000**

Note:
(1) The cost estimate herein is based on our perception of current conditions at the project location. This estimate reflects our professional opinion of accurate costs at this time and is subject to change as the project design matures. Carollo Engineers have no control over variances in the cost of labor, materials, equipment; nor services provided by others, contractor's means and methods of executing the work or of determining prices, competitive bidding or market conditions, practices or bidding strategies. Carollo Engineers cannot and does not warrant or guarantee that proposals, bids, or actual construction costs will not vary from the costs presented as shown.

RECOMMENDATIONS

Based on our review of the design pumping rates, historical water quality, and overall site layout for Well 22 and Well 23, Carollo recommends the phased approach as outlined below. With any approach there will be some risk associated with developing the wells based on water quality potentially changing over time. Therefore the proposed approach detailed below seeks to progressively develop each well but only to the extent that data collected during each phase of work supports further development. For example, if after Well 22 equipping the water quality appears stable and of good quality, only then would Well 23 be equipped. The recommended phased approach is as follows:

1. ***Develop plans and specifications for Well 22.*** Design would include provisions for future blending equipment and treatment equipment (if needed). *Duration: 3 to 4 months.*
2. ***Equip Well 22***. Construction would include equipping the well and connecting to the distribution system. A VFD pump would allow control of the pumping rate if sulfide levels increased over time. During operation of the well, water quality data will be collected to characterize any changes based on pumping rate or volume of water pulled from the aquifer. Data will be reviewed to determine if there should be any changes to the blending plan. *Duration 10 to 12 months.*
3. ***Develop blending plan based on criteria described herein.*** Submit to DDW for review. This allows early vetting of the blending concept by DDW and aids the design team in regards to specific details DDW may wish to see in the design. Upon startup and testing of the Well 23 (later phase), additional data will be collected and the blending plan will be revised and resubmitted to DDW as needed. *Duration: 2 to 4 months.*
4. ***Develop plans and specifications for Well 23.*** Design would include provisions to discharge well water to the Sunny Fields Park ball field. The well may need to be operated at a reduced flow rate (e.g., VFD pump) and/or restricted times (e.g., night watering) to allow water to properly percolate and make the field available for public use. During operation of the well, water quality data will be collected to characterize any changes based on pumping rate or volume of water pulled from the aquifer. Data will be reviewed to determine if there should be any changes to the blending plan. *Duration: 3 to 4 months.*
5. ***Equip Well 23***. Construction would include equipping the well and providing necessary connections to deliver water to the Sunny Field Park ball field for landscape irrigation. During operation of the well, water quality data will be collected, specifically in regards to the arsenic concentrations. Data will be reviewed to determine if there should be any changes to the blending plan. *Duration 12 to 14 months.*
6. ***Develop plans and specification for interconnecting pipeline and blending equipment.*** Design would include the pipeline from Well 23 to Well 22 including necessary tie-ins, blending equipment and controls. *Duration: 2 to 4 months.*
7. ***Construct interconnecting pipeline and blending facility.*** Construction would include the interconnecting pipeline between Well 22 and Well 23 and blending equipment. (City staff has secured the necessary easement for the interconnecting pipeline.) *Duration 4 to 6 months.*

Appendix A

WELL 22/23 HYDROGEOLOGIC MEMORANDUM

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ENGINEERING GEOLOGISTS & HYDROGEOLOGISTS
GROUNDWATER EXPLORATION and ANALYSIS
RG #3740 EG #1135 HG #448

HYDROLOGIC EVALUATION REGARDING PUMPING SCHEDULE

City of Solvang
Creekside Well #22 & Sunnyfields Well #23
Solvang, California 93463

December 15, 2015

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Hydrologic Evaluation Regarding Pumping Schedule for Creekside Well #22 & Sunnyfields Well #23

December 15, 2015 *FILE:GR15Nov:SolvangLongTermRev1*

Carollo Engineers, Incorporated
12592 West Explorer Drive
Boise, Idaho 83713
Attn: Mr. Jason Davis, Professional Engineer

Re: ***Hydrologic Evaluation Regarding Pumping Schedule for***
Creekside Well #22: adjacent to east side of Kolding Avenue
Sunnyfields Well #23: north end of Sunnyfields Park, east side of Alamo Pintado Road
Solvang, California

Dear Mr. Davis:

1. INTRODUCTION

Pursuant to your request, I herewith submit my ***HYDROLOGIC EVALUATION REPORT*** regarding the tentative pumping schedule for the City of Solvang, Creekside Well #22 and the Sunnyfields Well #23. The Creekside Well #22 was built in 1997 utilizing 10 inch diameter PVC casing placed to a total depth of 420 feet. Preliminary short and intermediate term testing of this well showed that it produced unacceptable amounts of hydrogen sulfide (H_2S) gas and other deleterious chemical constituents (i.e. arsenic). After recent discussions with City officials, they decided to backfill the lower portion of the well bore with gravel and a bentonite plug in an attempt to reduce the potential for production of poor quality groundwater. The top of the bentonite plug and heavy gravel cap are located at a depth of 329 feet below the top of the casing string. Subsequent short term testing of the Creekside Well #22 showed that it met all domestic use standards for potability including a reduced amount of arsenic (5 ug/L). The location of the two subject wells is graphically presented on the attached ***WELL LOCATION MAP*** (see Figure 1).

The Sunnyfields Well #23 was completed in early 2015 to a total depth of 390 feet utilizing 12 inch diameter PVC casing. Preliminary testing of this new well also showed the presence of unacceptable amounts of Specific Conductance, Total Dissolved Solids (tds), and Arsenic. The well also produced modest amounts of H_2S gas and very fine silt emanating from the lower portion of the well bore. The lower portion of the well bore was also abandoned by the placement of a bentonite plug. The ***final depth*** of the well after partial abandonment is ***329 feet***. Another short term test conducted after placement of the bentonite plug showed that the well water still had elevated amounts of Specific Conductance, Total Dissolved Solids, and Arsenic (reduced to 10 ug/L from 24 ug/L).

The City reportedly intends to blend the groundwater from these two wells in order to provide a combined water supply that meets State of California potability standards. The City has asked Carollo Engineers to provide preliminary pumping rate and hours of operation guidelines for the long term use of these two wells. Your company has, in turn, requested that I provide supporting hydrologic guidance to the project based on my past experience with both of these wells and in the greater Santa Ynez Valley area regarding water well drilling and general hydrologic background.

2. PROPOSED WELL PUMPAGE

The City of Solvang has provided to you their general water use goals for the two wells. In summary, they would like to pump the Creekside Well #22 at a flow rate of ±325 gallons per minute (gpm) and the Sunnyfields Well #23 at a flow rate of ±275 gpm for about ±8 to 10 hours per day, for 10 months per year.

Past intermediate term pumping from the Creekside Well #22 has shown that water quality degrades after several days or weeks of pumping at higher flow rates. Review of several interoffice memorandums prepared by the City of Solvang showed that the well was test pumped for at least two prolonged (several days) periods of time. Water sampling during these three, daylight hour only tests showed a gradual increase in H_2S content during the later stages of testing. The final H_2S content reading was reported to be ±5.0 mg/L. The well water also showed high levels of iron (450 mg/L) and manganese (6 mg/L).

In an attempt to reduce the amount of H_2S content, the City decided to abandon the lower portion of the well bore as described above. After installation of the bentonite plug in the lower section of the Creekside Well #22 in May 2015, the well was re-tested under my supervision at a flow rate of 325 gpm for 7 hours (420 minutes). The relatively short duration test was restricted due to regulatory and environmental constraints associated with discharge of the pumped groundwater. The new (2015) Sunnyfields Well #23 was test pumped for a total of 8 hours (480 minutes) at a flow rate of 300 gpm. No H_2S gas was observed during the testing of both of these two wells during the recent testing procedure. Water quality samples were collected during both of these recent testing pumping procedures and sent for analysis to Fruit Growers Laboratory in Santa Paula, California. The results of these tests are included within the Appendix of this report. The water quality from these two wells is such that Sunnyfields Well #23 will have to be blended in order to meet current water quality standards for potability. The Creekside Well #22 may be pumped on its own and meets State water quality standards under current hydrologic conditions. The blending ratio of these two groundwater supplies is to be addressed by your office.

3. HYDROLOGIC SETTING

Both the Creekside Well #22 and the Sunnyfields Well #23 are located near the southern edge of the Santa Ynez Uplands Groundwater Basin (SYUGB). This wedge shaped groundwater basin has approximately 130 square miles of surface area. The primary water bearing strata (aquifer) of this basin is the Paso Robles Formation and to a lesser extent, the Careaga Formation. The thickness of the water bearing strata within the basin are commonly greater than 1,000 feet with a maximum thickness of over 3,000 feet. The United States Geologic Survey (USGS) (La Freniere and French, 1968) estimates that the total amounts of groundwater in storage within the SYUGB (so-called Zone E) is approximately 10,000,000 acre feet (af). The estimated "safe yield" of the basin is approximately 9,800 acre feet per year (afy) (Page 42, Stetson Report). Annual pumping from Zone E of the SYUGB is estimated by Stetson Engineers (2015) to be approximately 5,300 afy for water year 2014-2015 (Page 12). The Santa Ynez Water Conservation District (SYRWCD), ID #1 was the largest producer of groundwater (±2,263 afy) within Zone E of the Basin (Page 14). Well yields of several tens to many hundreds of gallons per

minute (gpm) are typical for the area. Water quality is generally fair to good with tds content in the 400 to 700 parts per million (ppm) range. TDS content for the two subject wells is higher than the typical, basin-wide average.

4. TESTING PROCEDURE AND ANALYSIS

The methodology used in this assessment for the proposed pumping schedule was to use the existing hydrologic data collected during the testing procedures conducted on both of the subject wells earlier this year. The test pumping curves generated during these tests were then extended using standard hydrologic principles, mainly the Theis equation. This equation allows for the basic prediction of changes in pumping levels through time as the cone of depression (created by pumping) expands outward, away from the well, thereby capturing an ever increasing amount of water flowing toward the pumped well. I have summarized the results of this hydrologic assessment onto four graphs included within the Appendix of this report. The test pump data for both of the subject wells are presented on ***HYDROLOGIC CALCULATION GRAPHS*** and ***T/T' RATIO vs. RESIDUAL DRAWDOWN GRAPHS*** included as Figure 2 (Creekside Well #22) and Figure 3 (Sunnyfields Well #23). I have provided below a brief discussion regarding my hydrologic analysis for each of the wells.

4.1. Creekside Well #22

The static water level at the beginning of the recent (June 18, 2015) constant discharge test was 20.7 feet below the top of the casing. It is noteworthy that this well had not been test pumped for a few years and therefore represents near optimum hydrologic conditions for this part of the SYUGB. The constant discharge test for the Creekside Well #22 was run at a flow rate of 325 gpm for a total of 480 minutes (8 hours). This flow rate was used because it represented the intended long term pump rate requested by the City. Pumping of the Creekside Well #22 at 325 gpm caused the water levels to gradually drop in the well bore to a final pumping depth of 114.2 feet after 480 minutes. Based on this maximum pumping level, total drawdown is calculated to be 93.5 feet (114.2' – 20.7'). The test pumping data is graphically shown on the ***HYDROLOGIC CALCULATION GRAPH*** included as Figure 2 in the Appendix. The water from the Creekside Well #22 was observed to be totally clear with no indication of sediment or H_2S gas during the entire test. A water sample was collected during the test and sent for chemical analysis to Fruit Growers Laboratory (FGL).

After the 8 hour constant discharge test was completed, a recovery test was conducted, whereby the rising water levels within the well were measured and plotted onto the ***t/t' RATIO vs. RESIDUAL DRAWDOWN GRAPH*** included as Figure 2 in the Appendix. The water levels within the well bore recovered to within 4.9 feet of their original static water level within 60 minutes after termination of the test. Projection of the recovery data onto the Hydrologic Calculation Graph suggest that full recovery of the water levels to their original (pre-test) level would occur after approximately one day after termination of the constant discharge test.

4.2. Sunnyfields Well #23

The static water level at the beginning of the February 25, 2015 constant discharge test was 37.8 feet below the top of the casing. The constant discharge test for the Sunnyfields Well #23 was run at a flow rate of 300 gpm for a total of 420 minutes (7 hours). Pumping of the Sunnyfields Well #23 at 300 gpm caused the water levels to gradually drop in the well bore to a final pumping depth of 98.7 feet after 420 minutes. Based on this maximum pumping level, total drawdown is calculated to be 60.9 feet (98.7' – 37.8'). The test pumping data is graphically shown on the ***HYDROLOGIC CALCULATION GRAPH*** included as Figure 4 in the Appendix. The water from the Sunnyfields Well #23 contained modest amounts of very fine silt during the initial start up phase of the testing procedure (peak of 7.9 ppm at 8 minutes). Silt content was less than 1 ppm after approximately 15 to 20 minutes of continuous pumping. No odor of H_2S gas was observed during the entire test. A water sample was collected during the test and sent for chemical analysis to Fruit Growers Laboratory.

After the 7 hour constant discharge test was completed, a recovery test was conducted, whereby the rising water levels within the well were measured and plotted onto the ***t/t' RATIO vs. RESIDUAL DRAWDOWN GRAPH*** included as Figure 5 in the Appendix. The water levels within the well bore recovered to within 9.1 feet of their original static water level within 120 minutes after termination of the test. An additional water level was taken the following morning after 1,365 minutes of recovery. Water levels had risen to within 0.3 feet of the original static level by this time. Projection of the recovery data onto the Hydrologic Calculation Graph suggest that full recovery of the water levels to their original (pre-test) level would occur after approximately one day after termination of the constant discharge test.

5. HYDROLOGIC CALCULATIONS

5.1. Creekside Well #22

Review and analysis of the test pumping data allows for calculations of various hydrologic parameters. The ***transmissivity*** (T) of the Creekside Well #22 is calculated using the modified Theis equation ($T = 264 \times Q/\Delta s$). The Creekside Well #22 has a calculated transmissivity of approximately 13,406 gallons per foot of available aquifer, where Q is the pumping rate and Δs is the change in drawdown per log cycle of time (see Figure 2). Transmissivity is a measurement of the relative permeability of a particular aquifer; in other words, the ability of permeable earth materials to pass fluids. The transmissivity figure for the subject well is considered to be relatively good for this part of the local groundwater basin.

The ***specific capacity*** (Q/S) is constantly changing as the well draws down (S) under a constant pumping rate (Q). The specific capacity of the Creekside Well #22 is calculated to be approximately 3.48 gallons per minute per foot of drawdown (gpm/ft. dd) after 8 hours of pumping at 325 gpm (325 gpm/93.5 feet of drawdown). A higher number means you can pump more water per incremental drop in pumping levels within the well bore. The specific capacity figure of 3.48 is, likewise, considered to be good for a well completed to this depth within the Basin.

I compared the 2015 test data for this well to pumping information collected by Cascade Well & Pump Company (the original Well Drilling Contractor) during testing of the well shortly after completion in 1997. Cascade test pumped the well when it was new (1997) at a flow rate of 400 gpm for 24 hours. The Specific Capacity for the well at that time was 3.07 gpm/ft. dd. This differential in specific capacity between the two tests is interesting in that the Creekside Well #22 has a higher figure now (during prolonged drought conditions) than it did when the well was new and the local groundwater basin had higher water table conditions. This could be due to several factors including that the well may be continuing to develop by pumping, the local basin has not been pumped for a few years in an area with little groundwater withdrawals, or other unknown hydrologic conditions.

5.2. Sunnyfields Well #23

Review and analysis of the test pumping data allows for calculations of various hydrologic parameters. The ***transmissivity*** (T) of the Sunnyfields Well #23 is calculated to be approximately 6,947 g/ft. dd. (see Figure 4). The transmissivity figure for the subject well is considered to be relatively good for this part of the local groundwater basin. This lower transmissivity figure as compared to the Creekside Well #22 may be due to the aquifer being composed of slightly finer grained material, higher clay content, or other unknown hydrologic parameters.

The ***specific capacity*** (Q/S) is constantly changing as the well draws down (S) under a constant pumping rate (Q). The specific capacity of the Sunnyfields #23 is calculated to be approximately 4.93 gpm/ft. dd after 7 hours of pumping at 300 gpm (300 gpm/60.9 feet of drawdown). This specific capacity figure is, likewise, considered to be good for a well completed to this depth within the Basin.

6. DISCUSSION

Based on extrapolation of the above described constant discharge data, theoretical pumping levels can be predicted for longer periods of time and at differing flow rates. I have generated two intermediate term theoretical pumping level projection curves for the Creekside Well #22 (Figure 2) and three curves for the Sunnyfields Well #23 (Figure 4). The primary pumping curves used for this discussion is the 325 gpm curve (shown in orange color on Figure 2) for the Creekside Well #22 and the 275 gpm curve (shown in blue color on Figure 4) for the Sunnyfields Well #23. I have used the actual test pumping data gathered during the June 2015 test for the Creekside Well #22 to generate a projected drawdown curve through time up to a maximum of 1 week (10,080 minutes).

In summary, it appears that the theoretical pumping levels for the Creekside Well #22 will be located at a depth of ±115 feet after 8 to 10 hours of continuous pumping at 325 gpm ***under current hydrologic conditions*** (see Figure 2). Pumping levels would continue to decline after longer periods of time.

Projection of the pumping curve for the Sunnyfields Well #23 shows a theoretical pumping level of ±94 feet after 8 hours and ±96 feet after 10 hours of continuous pumping at 275 gpm ***under current***

hydrologic conditions (see Figure 4). At the request of the City, I have also graphically shown the theoretical pumping curve for this well at a flow rate of 250 gpm.

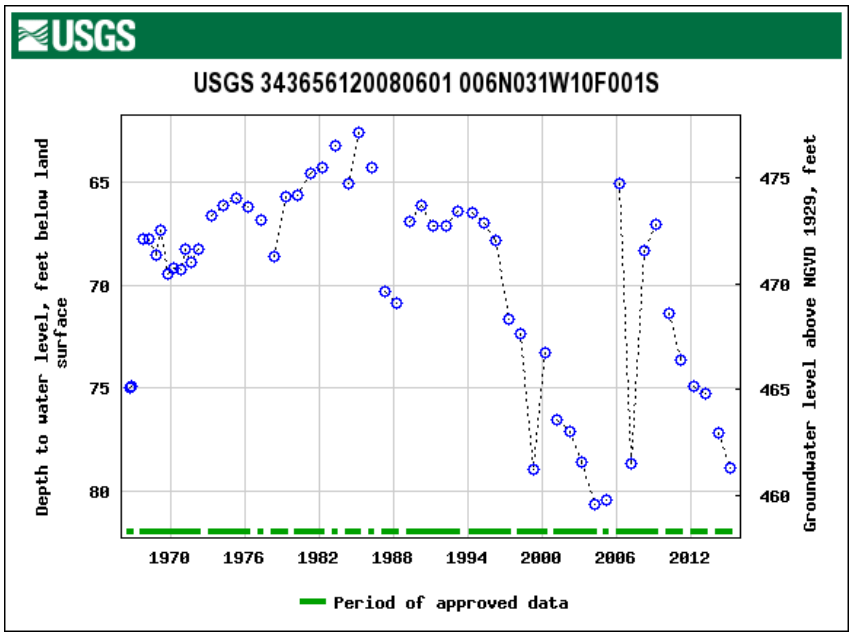
Prediction of long term pumping levels and well production capacity beyond the length of time of the recent constant discharge test (7 to 8 hours) is theoretical and should only be used for preliminary planning purposes. One technique used in assessing potential dewatering impacts is to apply a methodology that plots recovery data onto a so-called ***t/t' Ratio vs. Residual Drawdown*** graph. I have generated two such graphs that are used in this discussion (see Figure 3 for the Creekside Well #22 and Figure 5 for the Sunnyfields Well #23). This data suggests that the local aquifers from which the wells produce groundwater were not significantly impacted as a result of the relatively short duration testing procedures. This opinion is based on the data showing that the projected t/t' curve (dashed line shown on Figures 3 and 5) intercepts the Residual Drawdown axis above the 0 foot marker. It is also noteworthy that both wells are projected to have been fully recovered to their original (pre-test) static water level within approximately 24 hours. This is a good indicator regarding the "repeatability" of the proposed 8 to 10 hour per day pumping cycle program from a preliminary planning perspective. The actual longer term ability of each of the wells to fully recovery to their original static water levels after a typical 12 to 14 hour recovery period will have to be supported by development of empirical data collected as a "history of use" is developed through time.

I have prepared a table entitled SUMMARY OF ANNUAL PRODUCTION and ESTIMATED PUMPING LEVELS for the two subject wells based on 8 to 10 hours of daily operation over a 10 month period. It is important to note that the actual pumping levels within the individual wells will most likely be lower than estimated as the local groundwater basin gradually dewaters during the summer and fall months due to the creation of a pumping depression (see TABLE 6.1 below).

TABLE 6.1: Summary of Annual Production & Estimated Pumping Levels

WELL PUMPING SUMMARY - Creekside Well #22 & Sunnyfields Well #23							
WELL NAME	**FLOW RATE (gpm)**	**HRS./DAY of operation**	**ANNUAL PRODUCTION (afy) (10 months/year)**	**PUMPING LEVELS (feet)**	**HRS./DAY of operation**	**ANNUAL PRODUCTION (afy) (10 months/year)**	**PUMPING LEVELS (feet)**
CREEKSIDE WELL #22	325	8	143.6	114	10	179.5	116
SUNNYFIELDS WELL #23	275	8	121.5	94	10	151.9	96
COMBINED TWO WELL TOTAL PRODUCTION (afy)			**265.1**			**331.4**	

It is desirable to maintain pumping levels above the top of the well screen to reduce the potential for long term buildup (by precipitation) of hard water minerals commonly found within the groundwater in the Santa Ynez Uplands Groundwater Basin. The top of the well screen is located at a depth of 190 feet in the Creekside Well #22 and at 210 feet in the Sunnyfields Well #23. The location of the top of the well screen is also shown graphically on Figures 2 and 4.



It is expected that both static and pumping water levels will change through time as a result of increased pumping from the local groundwater basin. Prediction of the amount of change can only be established after a long history of water table elevations are recorded within the local groundwater basin. I have researched the United States Geologic Survey (USGS) data base to determine where the nearest water well hydrograph is located in relationship to the Creekside/Sunnyfields area. There are no USGS monitoring wells with long term (multi-decade) water level data in close proximity to the subject wells. The nearest monitoring well to the subject wells is located approximately 4,700 feet northwest of the Sunnyfields Well #23, adjacent to Fredensborg Canyon Road. The USGS monitoring well is 265 feet deep and is located in the same general portion of the SYUGB (see Figure 1 for location of USGS Monitoring Well). This monitoring well has water level data dating back to 1966. As can be seen on the hydrograph to the right, static water levels have historically changed by approximately 20 feet between wet climatic cycles and dry periods. Similar or larger differential change (due to inferred greater amounts of groundwater withdrawal in the future) along the Alamo Pintado Road corridor are expected for the subject wells. The Creekside and Sunnyfields wells are also located closer to the east-west trending unnamed fault located several hundreds yards south of the Creekside Well #22 that defines the southern edge of the SYUGB. Basin boundary impacts could accelerate the groundwater decline and/or well interferrence impacts after prolonged periods of pumping from the two subject wells.

7. CONCLUSIONS & RECOMMENDATIONS

The Creekside Well #22 and the Sunnyfields Well #23 produce groundwater from the Paso Robles Formation and the upper (Graciosa) member of the Careaga Formation. These formations are the primary groundwater aquifer for the greater Santa Ynez Uplands Groundwater Basin. This Basin has historically been a reliable source of groundwater to the area for many decades. As mentioned above, groundwater levels (both static water level and pumping) and flow rates from the subject wells and other wells in the area can, and will, change through time as a result of the amount of pumpage from the local basin, in combination with the amount of recharge that occurs during heavy rainfall periods or due to prolonged drought conditions. Recharge to the SYUGB is by direct percolation of rainfall and unused applied irrigation water through the soil profile and by indirect recharge from seepage of surface water flows within the numerous small to moderate sized creeks and gullies that cross the Basin.

My review of several USGS monitoring wells in the area shows that water levels can change by many tens of feet up or down depending on total annual rainfall, rates of recharge to the local aquifer, pumpage, and other hydrologic and climatic conditions. Similar changes in static and pumping water levels can be expected to occur in both the Creekside Well #22 and the Sunnyfields Well #23 in the future.

The amount of groundwater that can be harvested from the two subject wells without creating undesirable amounts of drawdown is difficult to predict without developing a “history of use” over a prolonged period of time. The flow rate guideline for the subject wells as requested by the City are, in my opinion, feasible from a preliminary planning point of view. The primary objective for normal pumping cycles should be to keep the pumping levels above the uppermost well screen within each well bore; 190 feet for the Creekside Well #22 and 210 feet for the Sunnyfield Well #23. Projection of the well test data gathered during preliminary short term testing suggests that pumping water levels will remain above the top of the well screen for prolonged periods of time under current hydrologic conditions. The Creekside Well #22 can sustain approximately 70 feet of future drop in pumping levels before approaching the top of the well screen. The Sunnyfield Well #23 can sustain approximately 100 feet of drop in pumping levels before approaching the top of the well screen.

Past short term pumping activities on both of the subject wells has indicated that they have the potential to produce low to moderate amounts of H_2S gas during prolonged pumping cycles. The City conducted an intermediate term (several day) pumping program a few years ago. This pumping program reportedly showed little or no H_2S during the first few hours or days, and then began to produce moderate amounts of gas later into the cycle. This delayed production of H_2S gas is likely the result of a gradual loss of overlying head pressure on the underlying aquifer as the well is pumped for longer periods of time. Observation of the well bore using a down hole television log during pumping showed that most of the gas appears to be emanating from the lower portion of the well bore, most likely associated with the lower member of the Careaga Formation. The lower portions of both of the subject wells have been partially abandoned by placement of a bentonite plug in an attempt to isolate the gas bearing strata inferred to be

coming from near the bottom of the wells. The long term effectiveness of this partial abandonment procedure is not known. Gas could still migrate upwards and into the well either through the gravel pack zone or within the surrounding aquifer as the water table is lowered and the partial pressure containing the gas is reduced due to prolonged pumping and creation of a pumping depression. I therefore conclude that there is a potential for production of H_2S gas during pumping into the future. I therefore recommend that water quality, including the presence of H_2S gas, be closely monitored during the initial startup of the new water well delivery system. As water quality begins to stabilize after prolonged pumping cycles, less frequent monitoring may be adequate.

In conclusion, it is my preliminary opinion that the proposed intermediate pumping rates of 325 gpm for the Creekside Well #22 and 275 gpm for the Sunnyfields Well #23, with a daily operational schedule of between 8 to 10 hours per well, is possible, based on current hydrologic conditions. A slightly expanded range of pumping rates for the above described guidelines is also possible for each well. As an example, short duration pumping rates of 310 gpm to 340 gpm for the Creekside Well #22 and 270 gpm to 300 gpm for the Sunnyfields Well #23 can be considered. The longer term ability of the local aquifer to meet this proposed water requirement can not be accurately predicted based on current data. Collection and recordation of hydrologic information from the two wells will therefore be important in supporting this conclusion or if a more restrictive (or generous) pumping schedule is needed.

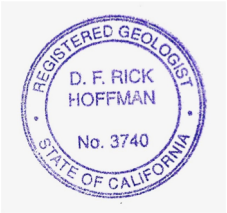
I recommend that periodic monitoring of both static and pumping water levels, formational sand production, total water production, and water quality data from the new wells be maintained on at least a weekly basis until such time as all of these important parameters are stabilized. The water levels should be measured during approximately the same time of day, based on when the wells are pumped or at rest. As the information become more consistent, a less frequent data collection schedule can be considered. A permanent record should be made of this information for future planning. For ease of measuring water levels within the well, I recommend that you install a PVC sounding tube at the time of permanent pump installation. The sounding tube can be used to access a water level data collection device (electric wireline sounder) into the well casing without running the risk of it getting snagged by the down hole equipment. An alternative to a sounding tube is to place an airline into the well bore during permanent pump placement. The airline should be set immediately above the pump. The City should also install a water metering device (i.e., a flow meter) along the discharge piping to allow for recordation of flow rates and total water production. These items—a ***sounding tube*** or ***airline***, and a **flow meter** will allow for the gathering of necessary data to be used in the sound planning of the use of the local groundwater resources.

\- -

If I can be of further assistance to you regarding this report or other geologic or hydrologic concerns, please feel free to call upon me.

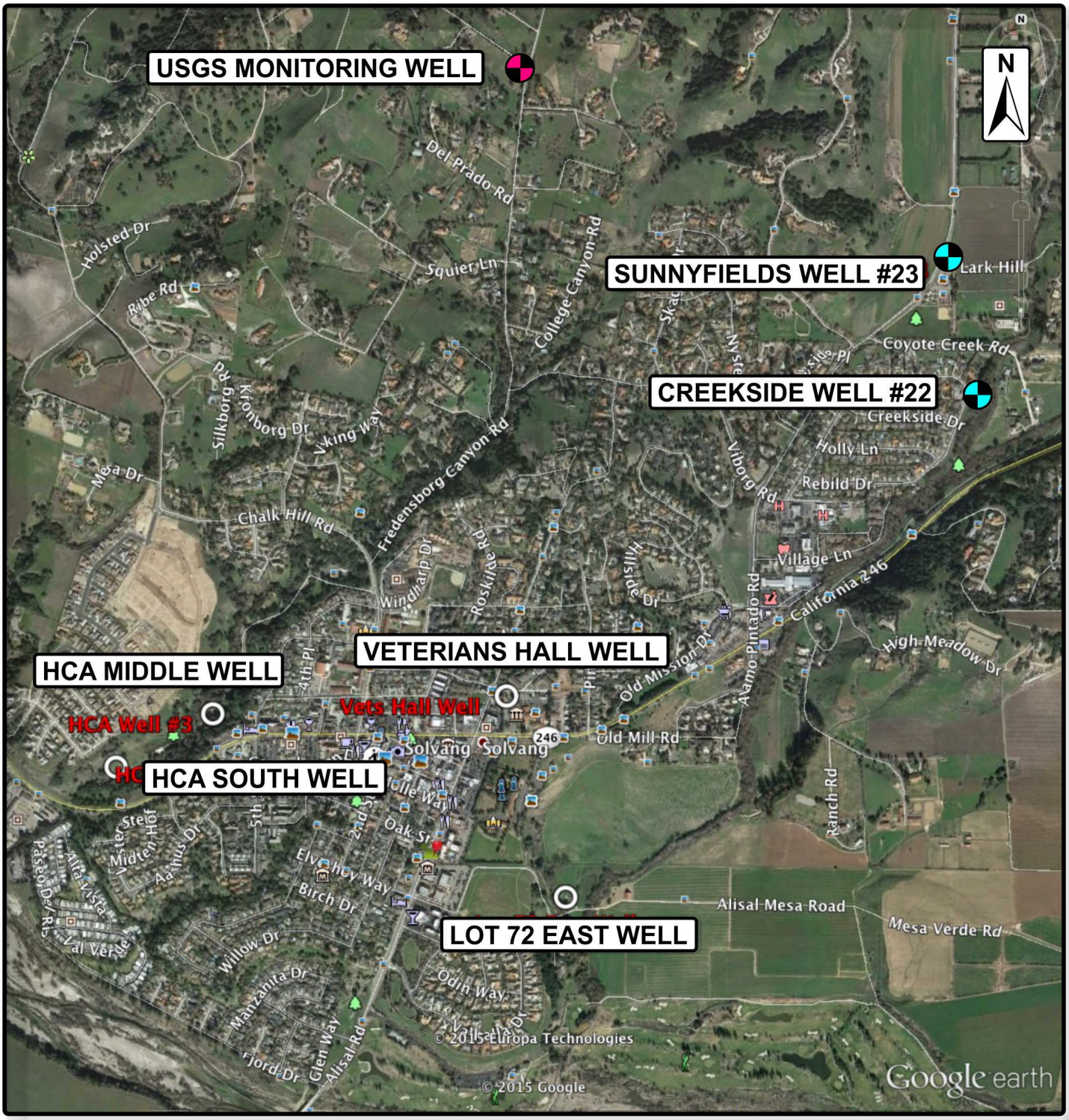
Sincerely,

Mr. Rick Hoffman
Certified Engineering Geologist & Hydrogeologist
State of California
RG #3740 EG #1135 HG #448



enclosures

cc: Mr. Jeff Barry, GSI Water Solutions
Mr. Tim Thompson, GSI Water Solutions



2014-2015 Well Drilling Program (approximate location)

No Scale

- **Creekside Well #22 & Sunnyfields Well #23**
- **Other recently completed Solvang wells**
- **USGS Monitoring Well (ID #343656 1200806)**

WELL LOCATION MAP

Creekside/Sunnyfields Well Evalution Report
City of Solvang, California

Rick Hoffman and Associates
ENGINEERING GEOLOGISTS & HYDROGEOLOGISTS
1149 Palomino Road, Santa Barbara, CA 93105
TEL. (805) 569-1911 MOBILE: (805) 895-2246
Email: rickhoffman1@cox.net

FIGURE 1

FILE:CD15Nov:SolvangCreekside-Sunnyfields

HYDROLOGIC CALCULATION GRAPH

City of Solvang - Creekside Well #22

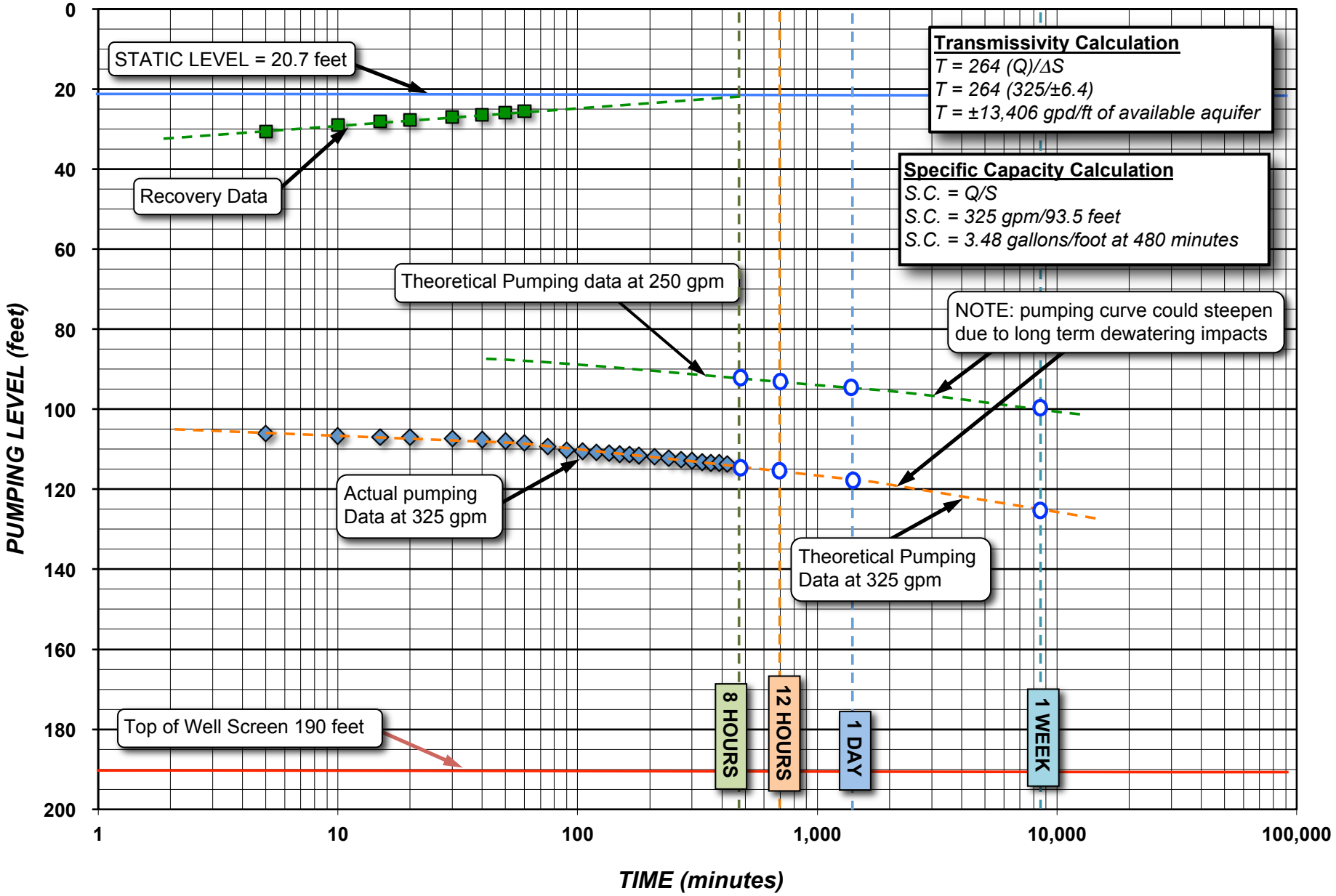


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FIGURE 2

t/t' RATIO vs. RESIDUAL DRAWDOWN GRAPH

City of Solvang - Creekside Well #22

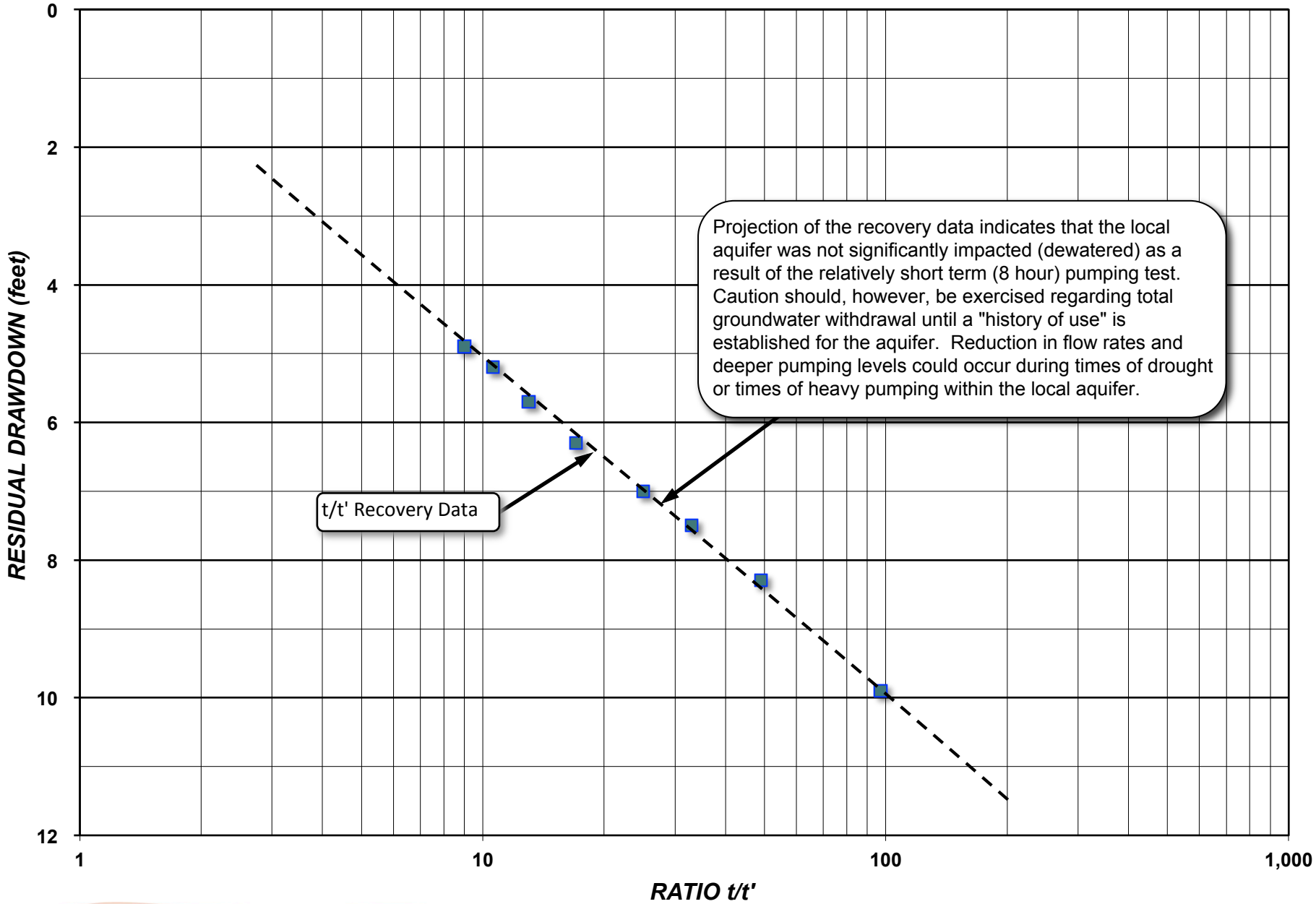

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FIGURE 3

HYDROLOGIC CALCULATION GRAPH

City of Solvang - Sunnyfields Well #23

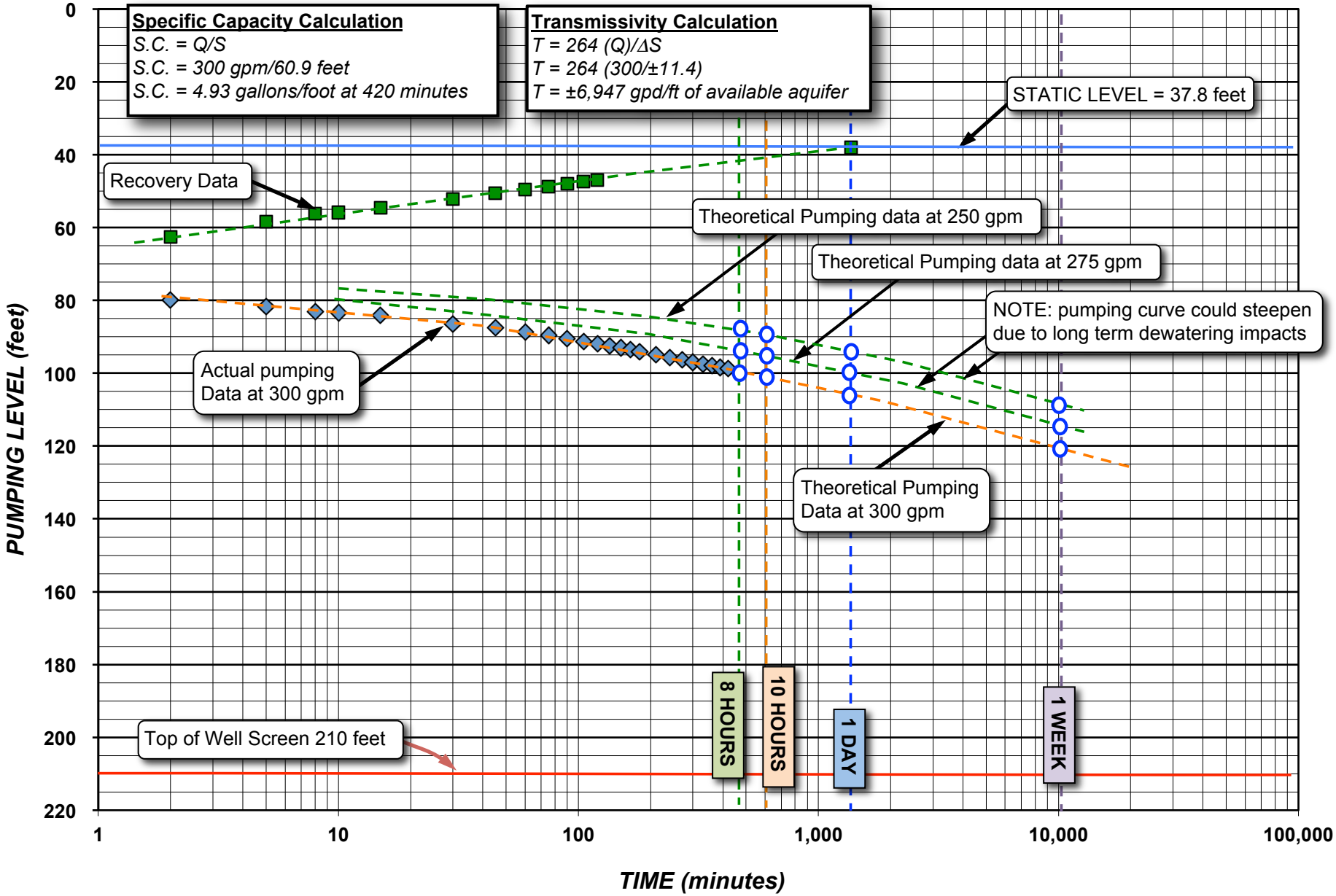

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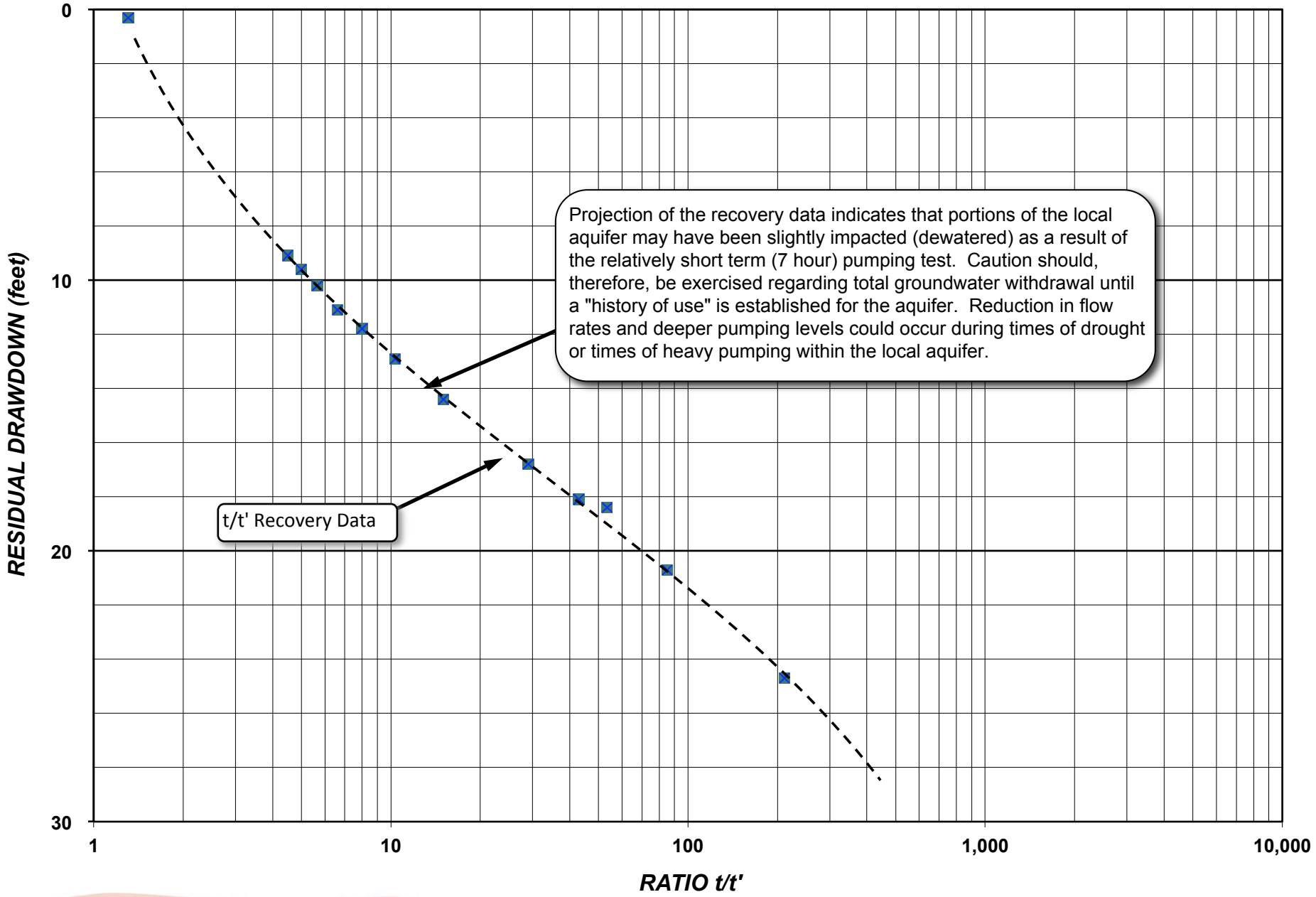
FIGURE 4

t/t' RATIO vs. RESIDUAL DRAWDOWN GRAPH

City of Solvang - Sunnyfields Well #23



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RG #3740 EG #1135 HG #448

FIGURE 5

Technical Report

City of Solvang River Wells Project Alternative Well Construction Methods

Prepared for

City of Solvang

April 25, 2016

Prepared by

GSI Water Solutions, Inc.
418 Chapala Street, Suite F Santa Barbara, CA 93101
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1 Table of Contents

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Appendices

Appendix A – Slant Well Literature and Construction Cost Estimates

Appendix B – Collector Well Literature and Construction Cost Estimates

Appendix C – HDD Well Literature and Construction Cost Estimates

1 Introduction

The City of Solvang (City) retained Carollo Engineers (Carollo) and sub-consultant GSI Water Solutions (GSI) to provide professional hydrogeologic services for the evaluation and potential installation of new wells along the Santa Ynez River corridor to capture groundwater from the underlying Alluvium. As part of these services, GSI has evaluated alternative well construction methods for the proposed river wells. This report presents several alternative well construction methods, a discussion of each technology's feasibility specific to the proposed project site, and an evaluation of the cost versus benefits of each technology. The alternative well construction methods described in this report include (a) slant wells, (b) collector wells, and (c) horizontal directionally-drilled (HDD) wells.

The cost estimates provided in this report do not include all associated project costs, such as possible site modifications to facilitate drill rig access, hauling and disposal of cuttings and drilling fluids, possible easement procurement(s), pumping station costs, etc. The cost estimates presented in this report are provided to make relative comparisons between the different well construction methods, but are not guaranteed to represent total costs for project completion. A separate technical memo (GSI Water Solutions, 2016, Solvang River Wells Project Hydrogeologic Evaluation) has been prepared that provides vertical well construction, site selection and cost estimates including overall project costs for vertical wells.

The Solvang Municipal Improvement District (now the City of Solvang) was issued Permit No. 15878 in August 1969 by the California State Water Resources Control Board (State Board) to annually appropriate five (5) cfs (2,244 gallons per minute [gpm]) of Santa Ynez River underflow by direct diversion (Stetson, 2010). The City has filed a petition with the State Board to expand the permitted reach of diversion for their permit to allow for diversions from the area from Alisal Bridge to 1,800 feet west of Alisal Bridge, which includes the area of investigation for this current study. The City's goal with the current project is to pump approximately 1,800 gpm (including the production from existing River wells) from the river underflow. Given the historical production from existing City River wells, the production goal for new River wells is 1,200 gpm.

The City of Solvang is required by the California Division of Drinking Water (DDW) to maintain a 150-foot horizontal distance between the well location and the currently active river channel to maintain the classification of produced water as 'groundwater' instead of 'groundwater under the influence of surface water'. GSI has determined that the active river channel has not been located any further north than its current location since 1994 based on review of historical aerial photography. The rip-rap armoring around the Alisal Golf Course Well No. 3 (installed in 1998) provides some degree of channel stabilization to the project area. Although future changes to river channel morphology are likely, for this report the proposed well intakes (in some cases, subsurface screened intervals that are not directly below the actual wellhead) are located 150-foot north of the currently active river channel. Additional evaluation may be required by the Division of Drinking Water (DDW) if the active channel moves closer to the river wells in the future.

2 Project Site Description

The project site is located on the north side of the Santa Ynez Mountains along the Santa Ynez River in Solvang California. The initial area considered is based upon the Water System Master Plan Update EIR (2013) evaluation that included sites referred to as Sites A and B. The current study area requested by the City of Solvang is for Area A only. Additionally, as described in the Hydrogeology Memo (in preparation by GSI), results of geotechnical borehole drilling conducted in August, 2015 (Fugro, 2015) indicated that the shallow alluvium present in the western portion of Area A was not suitable for further consideration of future municipal well sites. A discussion of the geologic units and groundwater conditions in the eastern portion of Area A is presented in the following sections.

2.1 Alluvium

Data from existing wells and recent borehole drilling indicate that approximately 45 to 50 feet of alluvial sediments are present in the eastern portion of Area A, near the Alisal Bridge, and are underlain by Monterey Formation bedrock. Previous geophysical and geotechnical studies (Fugro, 2007 and 2015) performed in the project area have identified surficial sediments consisting of alluvium, stream channel deposits, and artificial fill. Boreholes completed by Fugro (2015) revealed the alluvium to be medium to coarse grained, poorly graded sand with gravel (SP) to poorly graded gravel with sand and silt (GP-GM). The thickness of the alluvium ranges from 45 feet on the east side of the Alisal Road Bridge, and begins to thin to 20 feet on the west side of DH-6A (**Figure 1**). In general, the alluvial profile gradually thins to the north where it is inferred to pinch out against non-water bearing bedrock. Water levels in the alluvium are documented to fluctuate seasonally by approximately 15 feet below ground surface (bgs) as measured at City of Solvang Well 3 (City Well 3). The dominant source of recharge to the alluvial aquifer system is by direct infiltration of flows in the Santa Ynez River, augmented in limited areas where rainfall recharge also occurs through the surrounding sediments. Groundwater levels in the river alluvium are historically from 12 to 17 below ground surface, and vary in response to the water levels in the river. Existing wells, borehole locations, and the location of cross section A-A' are shown on Figure 1.

2.2 Bedrock

Bedrock was encountered below the alluvium across the project site at drill holes DH-4, DH-5, DH-6A, Alisal Road Bridge B-3, and in the City Well 3 and the Alisal Golf Course Well No. 2. The bedrock has been identified as the Monterey Shale and Sisquoc Formation during previous investigations (Fugro 2015, Hoffman 1993). The Monterey Shale is described as dark greenish gray to olive brown, massive, moderately soft to soft, slightly fractured, and moderately to slightly weathered marine deposit (Dibblee and Ehrenspeck, 1988). The Sisquoc Formation is characterized as non-water bearing cemented sand and diatomaceous shale (Dibblee and Ehrenspeck, 1988).

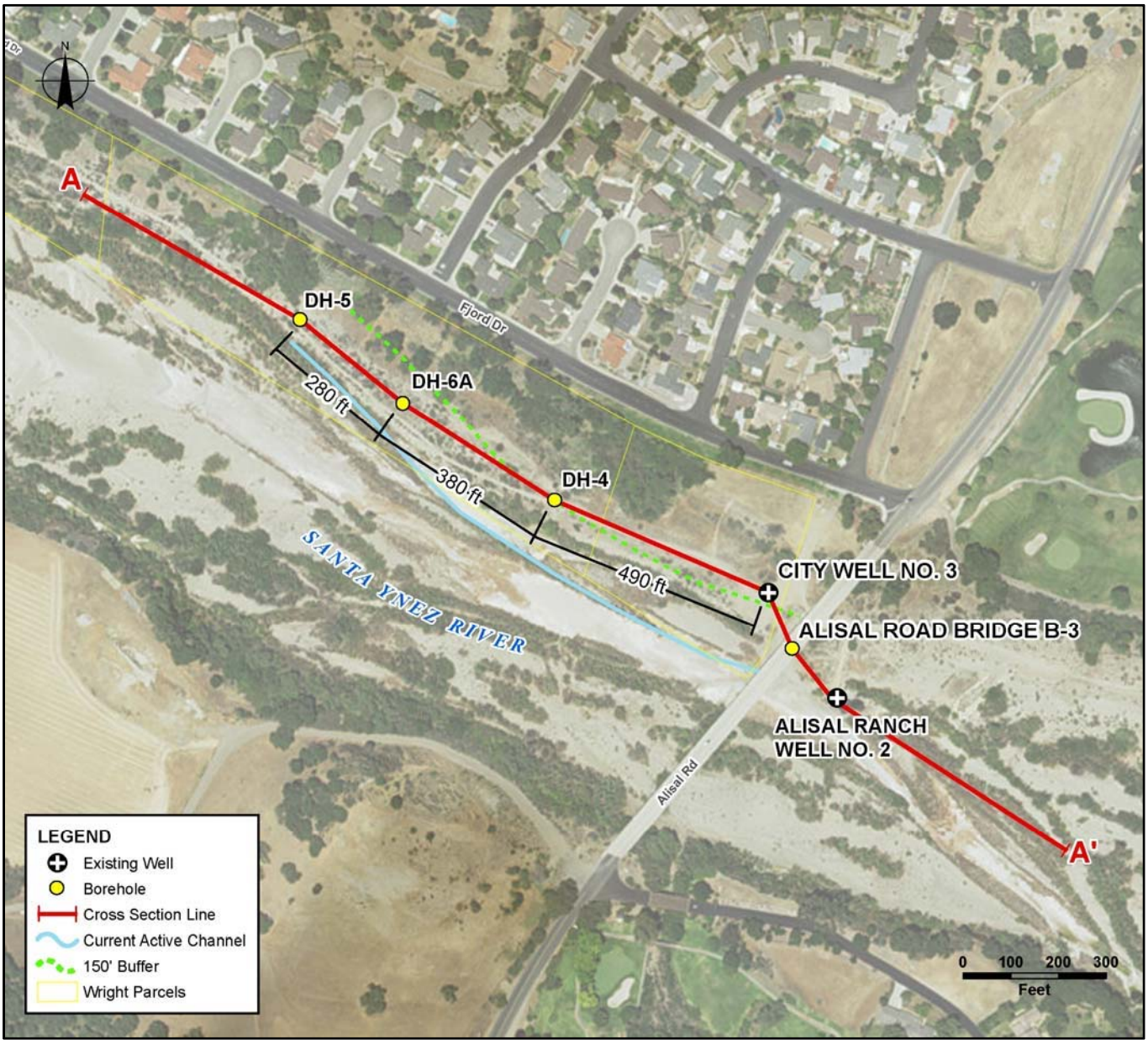


Figure 1. Project Location Map

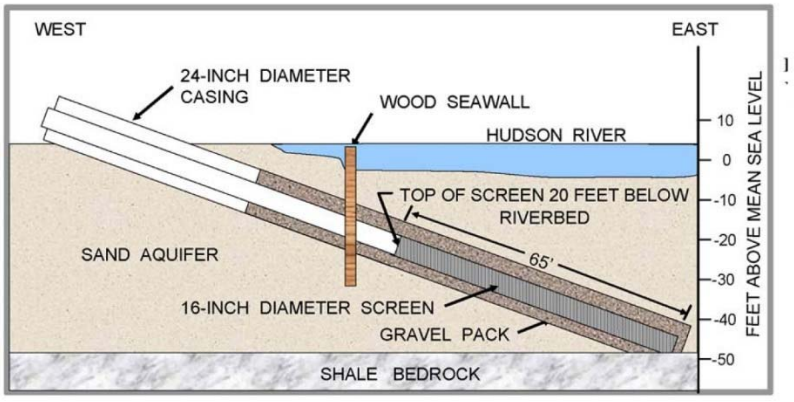
3 Alternative Well Construction Methods

For each of the alternative well construction methods described below, a series of simplifying assumptions for well length/depth and location are made that allow for cost and constructability comparisons. In each case, there would be an opportunity to consider a wide range of these design aspects if one or more of these alternative well construction methods was selected for either more in-depth evaluation or actual installation. For instance, the slant or Horizontal Directional Drilling (HDD) well method could be conducted by drilling from east to west or west to east, and the wellhead could be located in different locations. For cost estimation purposes, a single option for each alternative well construction method was selected. For all the methods, the cost estimation was based upon costs for a driller to mobilize to the site, drill and install casing and screen in the well, and conduct well development. The cost estimates do not include installation of a permanent pump, land/easement costs, water quality lab analysis, or pumping tests – these aspects would be similar for all the methods.

Additionally, to provide a comparative cost for each method in relation to the expected well yield, we have calculated the cost of the well per unit gpm of expected production rate.

3.1 Slant Wells

One of the alternative well construction types and drilling methods considered in this evaluation is known as slant well drilling, wherein the borehole is drilled at an angle, instead of vertical. Slant wells have been installed at angles from a minimum of 13 to a maximum of 20 degrees from horizontal. There have been many successful installations using this technique, including several in the Midwest states as well as some recent installations for subsurface seawater intakes for coastal desalination facilities in California. A schematic drawing of a slant well is provided as **Figure 2**, and photos of successful installations are provided as **Figure 3**. For this evaluation, drilling and cost information was obtained from an experienced slant well drilling contractor, a firm known as Traut Wells (Traut). Traut has successfully installed many slant wells at angles from 13 to 20 degrees from horizontal.



Hudson River slant well, Bethlehem, New York (provided by Gary Smith, 2005).

Figure 2. Example Slant Well Schematic from One of Contractor's Previous Projects

Figure 3. Examples of Slant Well Completions Provided by Traut Wells

For the Solvang River Wells Project, there are a range of potential slant well configurations that could be used. For the purpose of this evaluation, slant wells drilled either parallel or perpendicular to the riverbank were considered. Drilling perpendicular to and under the river was considered from a location on the south side of the Fjord Drive right-of-way. However, this alternative was considered infeasible because the drilling angle would need to be steep enough to prevent daylighting of the drill hole under the steep embankment between Fjord Drive and the riverbed. This steep angle would cause the wellbore to penetrate through the alluvium too quickly (slant wells require a straight well bore unlike HDD in which the wellbore can be curved) and pass into the low-yielding underlying bedrock. This orientation of slant well would also cause the southern end of the well to be closer than 150 feet from the active river channel.

A slant well drilled parallel to the river (as shown in **Figure 4** and **Figure 5**), however, allows for penetration of significant distance of saturated alluvium while maintaining a distance of 150 feet from the active river channel. Because the saturated alluvium has a limited depth, a shallow angle (nearest to horizontal as possible) would maximize the screen length located in the saturated zone. If the slant well is drilled and installed at a 13-15˚ angle (as Traut has successfully conducted in the past), there would be approximately 70-80 feet of screened length in the saturated alluvial aquifer. This length of screen would allow for significantly greater production capacity as compared to the approximately 20 foot screened interval from a vertical well in this area. As with vertical wells, the increased screen length would act to increase the production potential of the well and to minimize the flow velocity through the screen, which generally reduces potential buildup of encrustation on the well screen and correspondingly improves the life expectancy of the well.

A working concept for the location of the proposed slant well wellhead would be on the order of 300 west of City Well 3 (to minimize drawdown interference), as shown in **Figure 4** and **Figure 5**. . The slant well borehole could be drilled at a 13-15˚ angle toward the west approximately paralleling the river and maintaining a distance of 150-feet from the active river channel. We suggest the well be drilled at the

minimum feasible angle until bedrock is encountered -- if a 13˚ angle is successfully used, the well would be approximately 190-200 feet long. The well would be completed with approximately 80 feet of 10-inch ID, type 304 stainless steel well screen within the saturated alluvium and solid 10-inch ID type 304 stainless steel riser to the ground surface[1]. The upper portion of the well would be cemented-in as a sanitary seal in accordance with DWR requirements – the actual length and depth of the sanitary seal would need to be determined for this type of well in consultation with DDW.

As quoted by the driller, the screened interval would utilize a 'natural' gravel pack which means that the well would not be constructed with the installation of a typical emplaced gravel pack as in most vertical wells. The natural gravel pack is simply the native sediments surrounding the wellbore that are re-worked by the well development process into a "graded" gravel pack that can, in some cases, preclude sand and silt production while still allowing for sufficient water to flow into the well. Because silt and fine sand were identified in the geotechnical borings 4, 5 and 6A, there is a potential that such a natural gravel pack will not sufficiently inhibit sand and silt production. Additionally, redevelopment following clogging of these near well sediments does not have the track-record of being successful as with vertical wells and therefore represents significant risk to the City. For some slant wells, installation of a gravel pack has been conducted although there have been technical challenges and inconsistent results. In summary, both the natural gravel pack and an installed gravel pack present uncertainties and significant risk to the City for this project and render the slant well method as not recommended for these reasons.

The production rate of a slant well will be substantially greater than a vertical well since the length of screen within saturated alluvium would be up to 4 times greater. As a working estimate, the flow rates could be from 600 to 1,000 gpm using a submersible pump (an initial, conservative estimate of 750 gpm is used for this comparative, planning level effort).

The estimated cost for the slant well installation as provided by Traut Wells is $150,000 (details provided in Appendix A), although this does not include any contingency for difficult drilling or development, nor does it include installation of a gravel pack. In our opinion, a more comparative cost estimate including these other elements is $250,000. The slant well cost equates to approximately $340/gpm, assuming that the production rate will be 750 gpm.

[1] Stainless steel casing is recommended instead of PVC because of the substantially greater open area of the stainless steel screen as comparted to PVC screen. Greater open area will allow for greater well yield and efficiency compared with PVC.

FIGURE 4

Slant Well Concept

Solvang River Well Project
Alternative Well Construction Methods

LEGEND

- Slant Wellhead
- Existing Well
- Borehole
- Current Active Channel
- 150' Buffer
- Wright Parcels

N

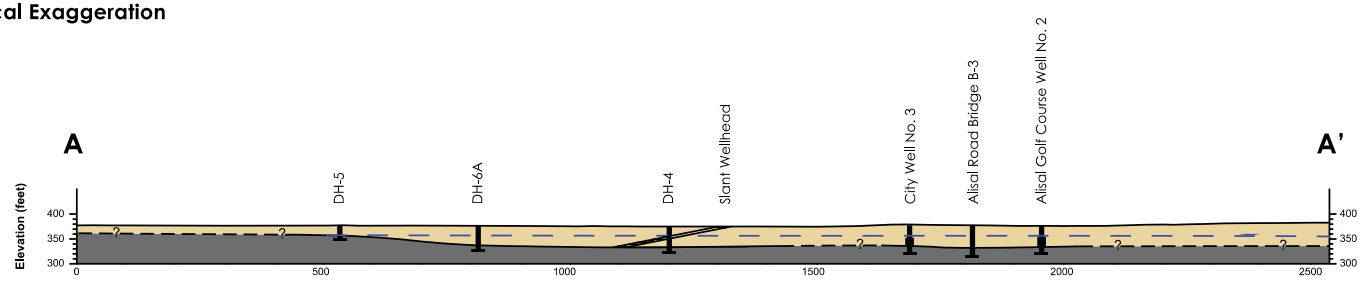
0 75 150 225
Feet

MAP NOTES:
Date: April 21, 2016
Data Sources: City of Solvang, USGS, ESRI,
Air photo taken on June 3, 2014 by the USDA

GSI Water Solutions, Inc.

Document Path: P:\Portland\384-Carollo Eng\005-Solvang Wells\Project_GIS\Project_mxds\Alt_Well_Tech\Figure4_Slant_Well.mxd

1x Vertical Exaggeration



10x Vertical Exaggeration

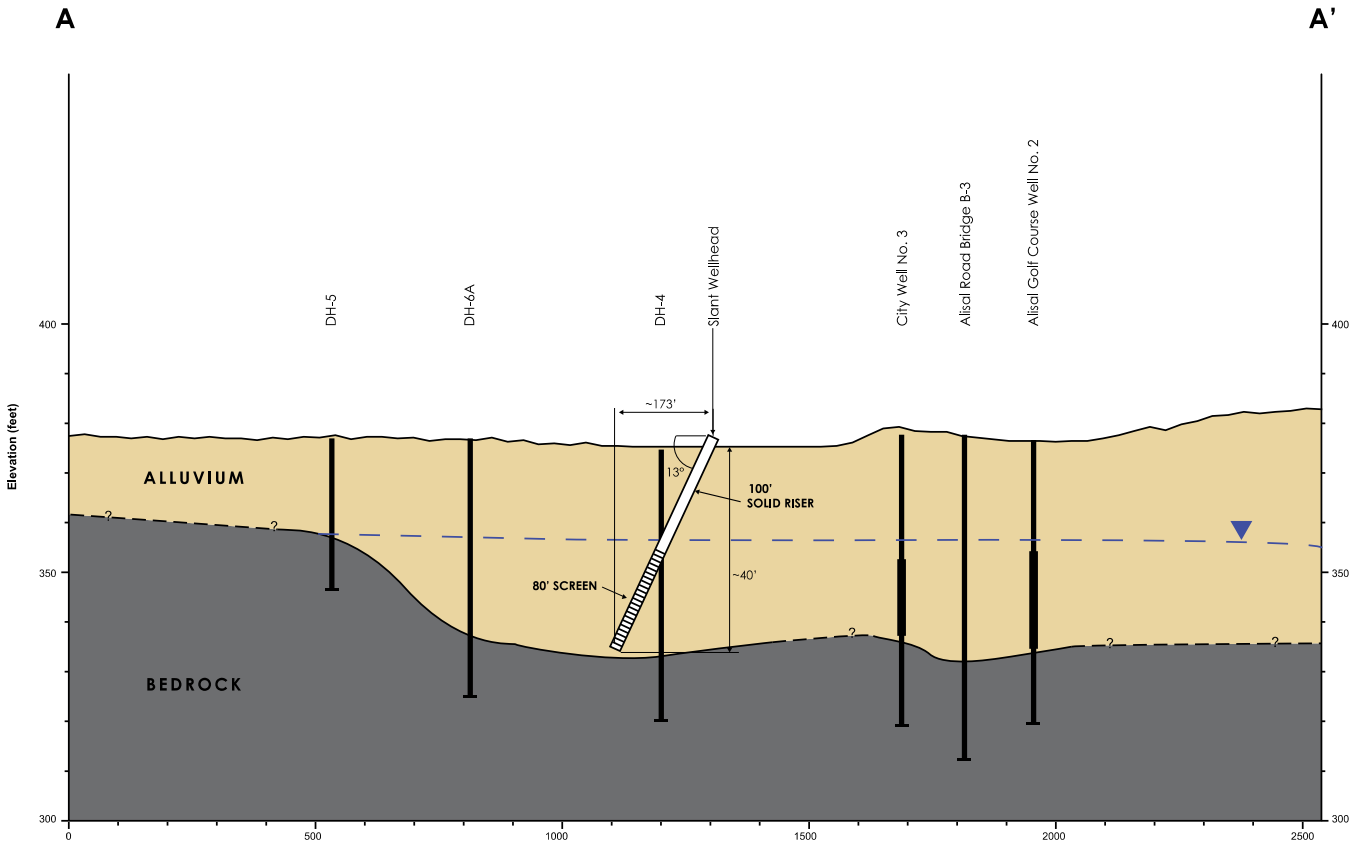


FIGURE 5

Slant Well Concept
Cross Section A - A'

Solvang River Well Project
Alternative Well Construction Methods

LEGEND

- Borehole
- Screened Interval
- Static Water Level

Geology

- Alluvium
- Bedrock

NOTE

Water table is based on static water levels in:
- City Well No.3 (July 2015)
- DH-4, 5, and 6A (November 2015)

MAP NOTES:
Date: February 25, 2016
Data Sources: Carollo, USGS

GSI Water Solutions, Inc.

P:\Portland\384-Carollo Eng\005-Solvang Wells\Figures\Alt Well Tech

3.2 Collector Well

Another alternative well drilling method considered in this evaluation is collector wells, also known by the trade name of "Ranney Wells". Collector wells consist of a large-diameter, reinforced-concrete caisson installed to penetrate a significant depth into water bearing sediments. A concrete bottom plug is poured at the base of the caisson and established 10 feet or more below the level of the laterals to create a pumping chamber. Lateral collector wells are then drilled or jacked out horizontally from within the caisson into the aquifer. When complete, pumps within the caisson induce groundwater flow through the well screens and into the central caisson and then from the caisson into a delivery pipeline to convey the water to distribution system (CWI, 2001). These facilities can also be constructed in a below-grade configuration, with limited portions of the facilities above-grade. A typical schematic of a collector well is provided as **Figure 6**, and photos of representative surface completions are illustrated in the contractor literature provided as Appendix B.

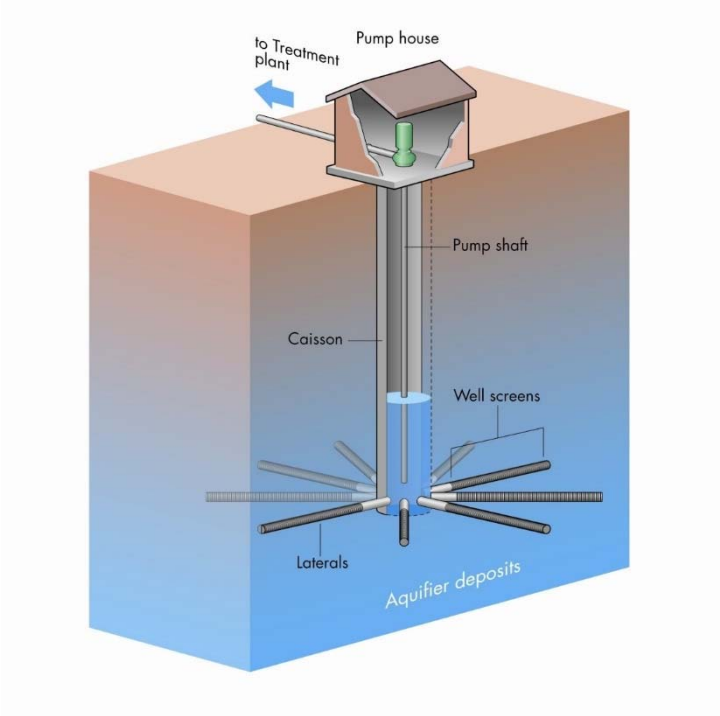


Figure 6. Example of Typical Collector Well Schematic

Design options for collector wells were provided by both Golden State Boring and Layne Drilling. The proposed collector well has a concrete caisson diameter between 16-foot ID (Layne) and 24-foot ID (Golden State Boring) with 1.5-foot thick walls to approximately 40 feet deep. Two horizontal 200-foot long laterals would be drilled outwards from the caisson and completed with 12-inch ID type 304 stainless steel well screen with a 10-ft long section of blank casing installed nearest to the caisson. The laterals would be oriented parallel to the Santa Ynez River, one trending upstream and one downstream from the caisson (**Figure 7** and **Figure 8**). The proposed 200 foot length of these laterals is based upon the commonly attainable length accomplished during drilling in alluvial sediments for other

projects, and based upon GSI's and the driller's experience.

The potential yield of the collector well can be calculated based upon the hydrogeologic properties of the alluvium derived from performance data from existing wells in the river gravels, including City Well 3 and Alisal well 2. Based upon the experience of both GSI and Layne Drilling professionals, a collector well can typically yield from 5-10 times what a vertical well can produce from the same aquifer (Layne, personal comm., 2016) because of the substantially increased screen length that can be used relative to conventional vertical wells. Since Solvang Well 3 has a typical yield of 300 gpm (from a 20 feet of screened interval) and using a conservative multiplier of 5, the collector well with 400 feet of screen in the two laterals could produce approximately 1,500 gpm. This estimate is corroborated by application of an analytical calculation as included in Appendix B.

A potential option for this alternative well construction method is to install a third and/or fourth lateral in an orientation toward the active river channel as illustrated in **Figure 7**. These additional laterals could be installed with individual valve controls to enable operating during periods when there is not active flow in the river (and therefore the 150 foot offset distance is not an issue). Thus, if the active river channel shifts further south or during times when there is not any surface flow in the river, the City could increase well production. The collector well production capacity could increase to total production rates from 2,000 to 3,000 gpm with these additional laterals (a planning level estimate of 2,500 gpm is used).

The required maintenance schedule for the collector well would depend on water quality and how aggressively the well is pumped, and may not be required for as long as 10 years of operation (Layne, personal comm., 2016). When maintenance is required, the caisson would have to be entered by divers so the screened intervals in the well laterals can be accessed with tooling such as a high pressure rotating water jet and/or chemical treatment. Literature on collector well maintenance as provided by Layne is also included in Appendix B.

GSI received two different cost estimates for the proposed collector well design at the project site (provided in Appendix B). Golden State Boring estimated that installation of the caisson (24-foot diameter) and two 200-foot laterals would cost approximately $2.2 million. Layne estimated that completion of the caisson (13 to 16-foot diameter) and two 200-foot laterals would cost approximately $1.4 million and that additional 200-foot laterals, if completed at the time of original construction, would cost an additional $200,000 each. Assuming a mid-range between these estimates for cost estimating purposes, the cost would be $1.8 million, or $2.2 million with the additional laterals. The collector well cost equates to a maximum of $1,200/gpm, assuming that the production rate would be 1,500 gpm with two well laterals, and $880/gpm, assuming that the production rate would be 2,500 gpm with all four well laterals. To the extent that actual production exceeds the estimates used for this calculation, the cost per gpm will be less.

FIGURE 7

Collector Well Concept

Solvang River Well Project
Alternative Well Construction Methods

LEGEND

- Collector Well
- Existing Well
- Borehole
- Current Active Channel
- 150' Buffer
- Wright Parcels

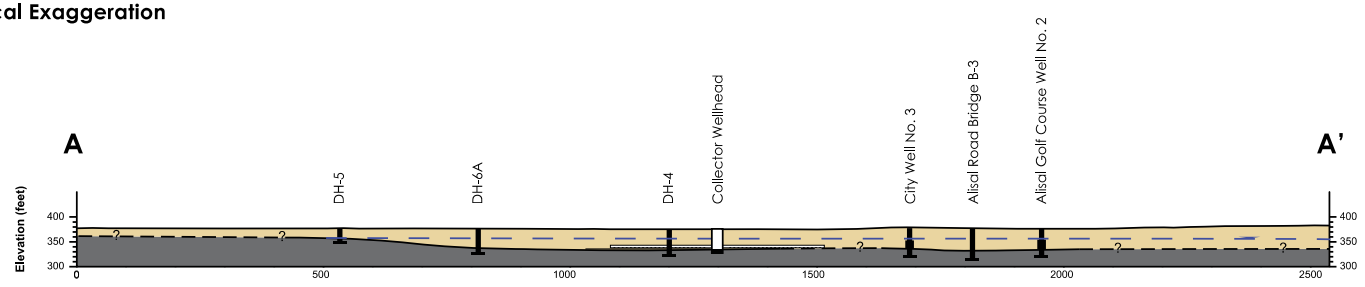
N

0 100 200
Feet

MAP NOTES:
Date: April 1, 2016
Data Sources: USGS, ESRI, Air Photo taken 2014 by NAIP

GSI Water Solutions, Inc.

1x Vertical Exaggeration



10x Vertical Exaggeration

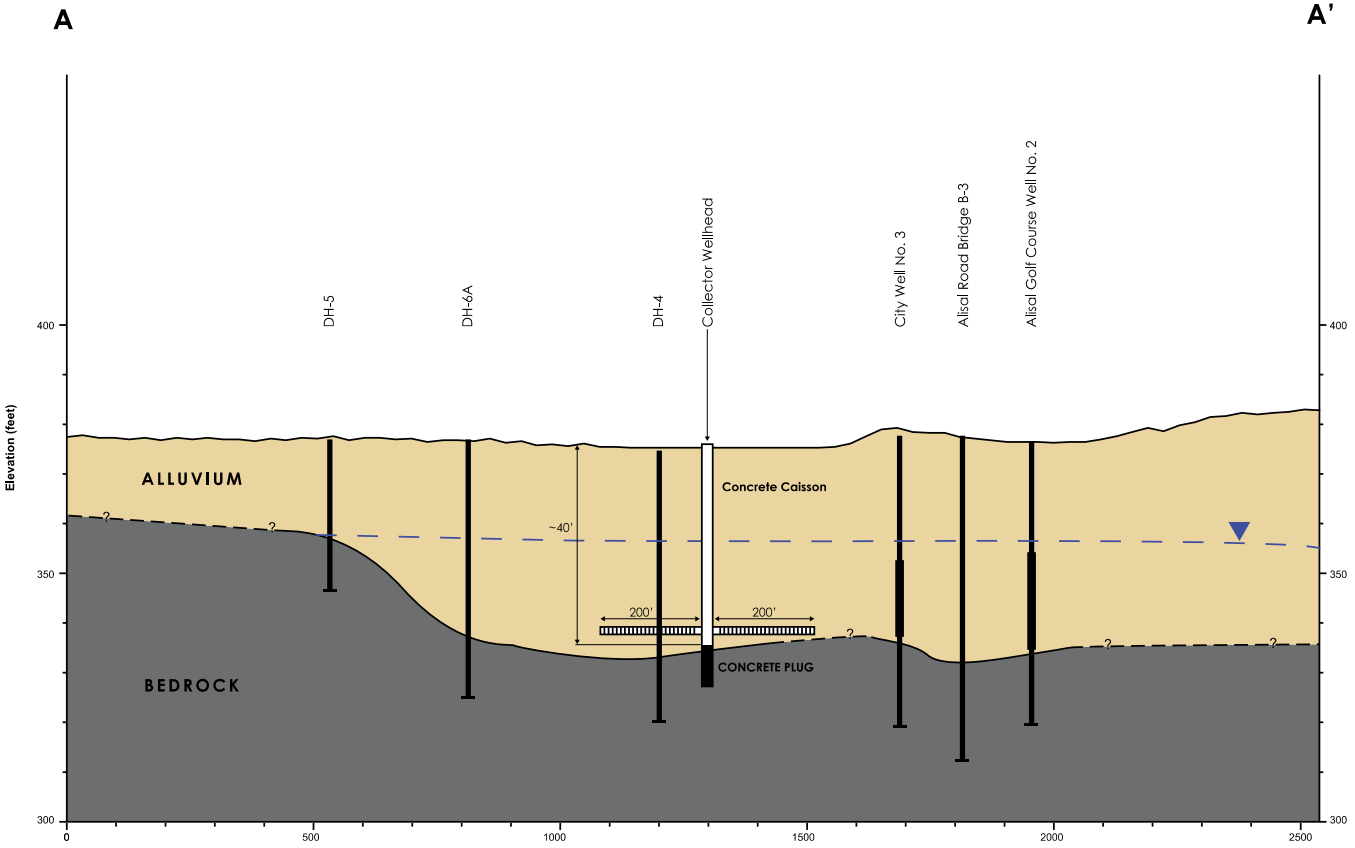


FIGURE 8

Collector Well Concept
Cross Section A - A'

Solvang River Well Project
Alternative Well Construction Methods

LEGEND

- Borehole
- Screened Interval
- Static Water Level

Geology

- Alluvium
- Bedrock

NOTE

Water table is based on static water levels in:
- City Well No.3 (July 2015)
- DH-4, 5, and 6A (November 2015)

MAP NOTES:
Date: February 25, 2016
Data Sources: Carollo, USGS

GSI Water Solutions, Inc.

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3.3 HDD Well

Horizontal Directionally Drilled (HDD) well technology has been applied to a range of applications in recent years, most commonly for near surface applications including trenchless installations of buried pipe, conduit, or cable. HDD wells have also been successfully completed as remediation wells at contaminated sites in situations where drill rig access for vertical well completion was not possible. More recently, some drillers have proposed HDD drilling for use as sub-surface intakes for coastal desalination plant applications. An offshoot of these efforts has been to employ HDD drilling for groundwater production wells in some situations. The HDD Company, located in Cameron Park, California, has been recently promoting their version of HDD drilling for groundwater production and has provided a design and cost estimate for the Solvang River Wells Project. The approach proposed by the HDD Company utilizes a relatively new product that is a microporous, highly flexible HDPE well casing known as Neodren®. This specialized well casing would be installed only in the production zone and depends on the native formation materials as the "natural gravel pack". **Figure 9** provides a schematic illustration of this method.

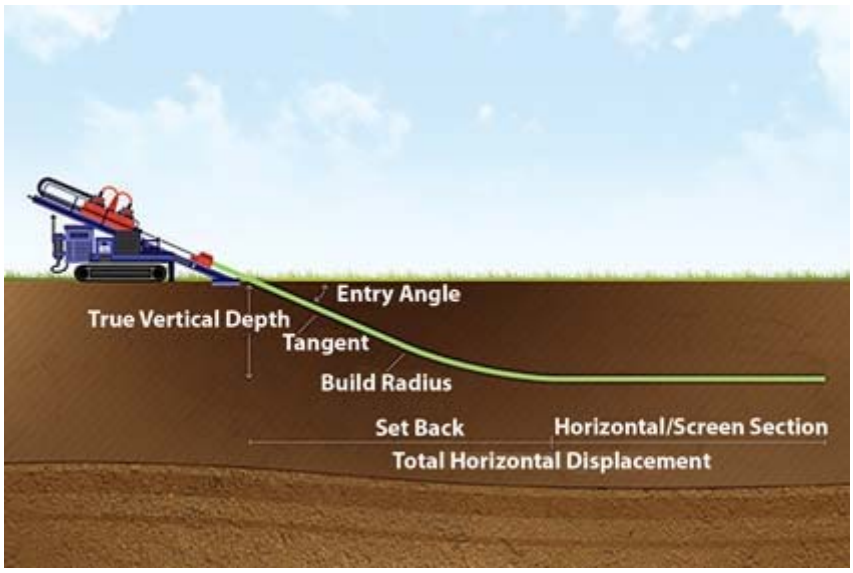


Figure 9. HDD Well Schematic

The HDD well would be located west of City Well 3 and drilled at a 6˚ and 15˚ angle (downward from horizontal) toward the east for approximately 400 feet, then the borehole angle would transition to level and be completed at several feet above the base of the alluvium (**Figure 10** and **Figure 11**). After continuing parallel to the active river channel for approximately 350 feet, the borehole would be drilled upward and continue back to the ground surface at an exit point so that temporary casing and well materials can be manipulated from both ends of the borehole. The HDD well would be completed with

approximately 350 feet of Neodren® microporous HDPE pipe[2], utilizing natural gravel pack, within the level section of the borehole above bedrock and solid HDPE casing to ground surface at Fjord Drive. The upper 50 feet of the wellbore annulus would be sealed according to DWR requirements (DWR, 1991) and the eastern end of the borehole (portion that returns to ground surface) would be sealed with grout cement.

For the purposes of this planning-level evaluation, the yield of a HDD well is expected to be similar to that of a collector well with the same overall length of perforated intake screen, however, because the proposed HDD well will have a 350 foot screen length, which is ~15% shorter (50 feet shorter) than the proposed collector well, the yield of the HDD well is calculated to be between 1,000 and 1,200 gpm. Because there are other significant uncertainties with this alternative drilling method, including the performance of the HDPE well screen (see also footnote 2, below), a conservative yield estimate of 1,000 gpm is used for this level of planning and evaluation.

The option shown in in **Figure 10** and **Figure 11** assumes the HDD wellhead is located in along the river bench, near City Well 3 – an alternative concept would be to drill the HDD well from the south edge of Fjord Drive, on top of the river bank and steer the borehole towards the river but not past the 150 buffer line and then turn the borehole to align with the river direction. According to the contractor, this is a feasible well installation alternative, and would cost approximately $100,000 more.

This alternative drilling method is provided in this review for informational and comparison purposes. The lack of proven success and basis for estimating yield precludes GSI from endorsing or recommending this method (by HDD Company or other similar contractors). Perhaps in several years when wells of this type have been installed and operated by HDD Company or others there will be a track record to evaluate. In our opinion, both the horizontal well drilling and the concept of a microporous intake screen in the context of the Solvang River Wells Project application represent large uncertainties and therefore financial risk to the City. Also, well screens with a so-called microporous slot configuration may clog more quickly than screens with conventional machine cut perforations, and the ability to adequately reverse the clogging using well redevelopment techniques is unknown.

The estimated cost for the HDD well design as provided by the HDD Company is $500,000 (provided in Appendix C). This cost does include costs for cuttings, fluid and development disposal, but does not include cost for well development or a pumping test. The HDD well cost equates to $500/gpm, assuming that the production rate will be 1,000 gpm.

[2] Neodren® microporous HDPE pipe is a specialized product offered by the HDD Company as part of their HDD well design package (available technical specifications from manufacturer are provided in Appendix C). GSI has not had experience with this product and cannot endorse or recommend it because we have not used it on any previous projects, nor is there a history of usage to refer to. GSI is concerned that the "pores" in the casing could become clogged (by fine sand or clay particles or from biological growth) during well pumping. Without long-term operational data on the functionality and ability to reverse clogging using various well development techniques, the long-term viability of this product is unknown and is therefore a significant financial risk to the City.

FIGURE 10

HDD Well Concept

Solvang River Well Project
Alternative Well Construction Methods

LEGEND

- HDD Wellhead
- Existing Well
- Borehole
- Current Active Channel
- 150' Buffer
- Wright Parcels

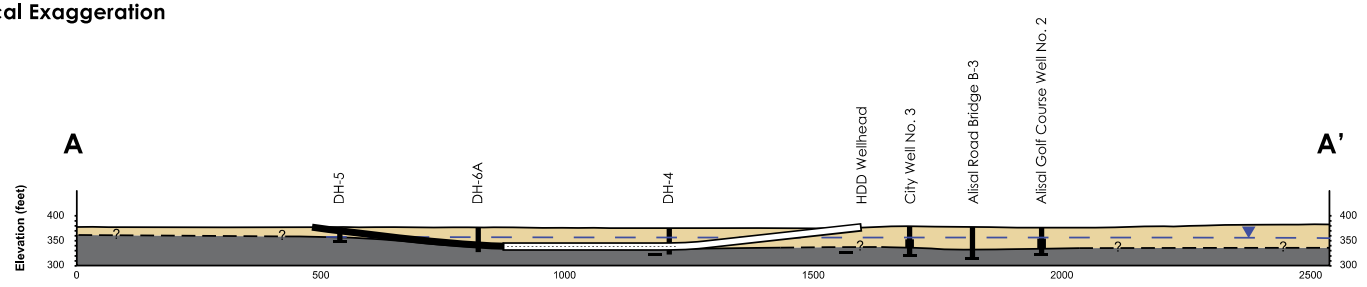
N

0 100 200
Feet

MAP NOTES:
Date: April 1, 2016
Data Sources: USGS, ESRI, Air Photo taken 2014 by NAIP

GSI Water Solutions, Inc.

1x Vertical Exaggeration



10x Vertical Exaggeration

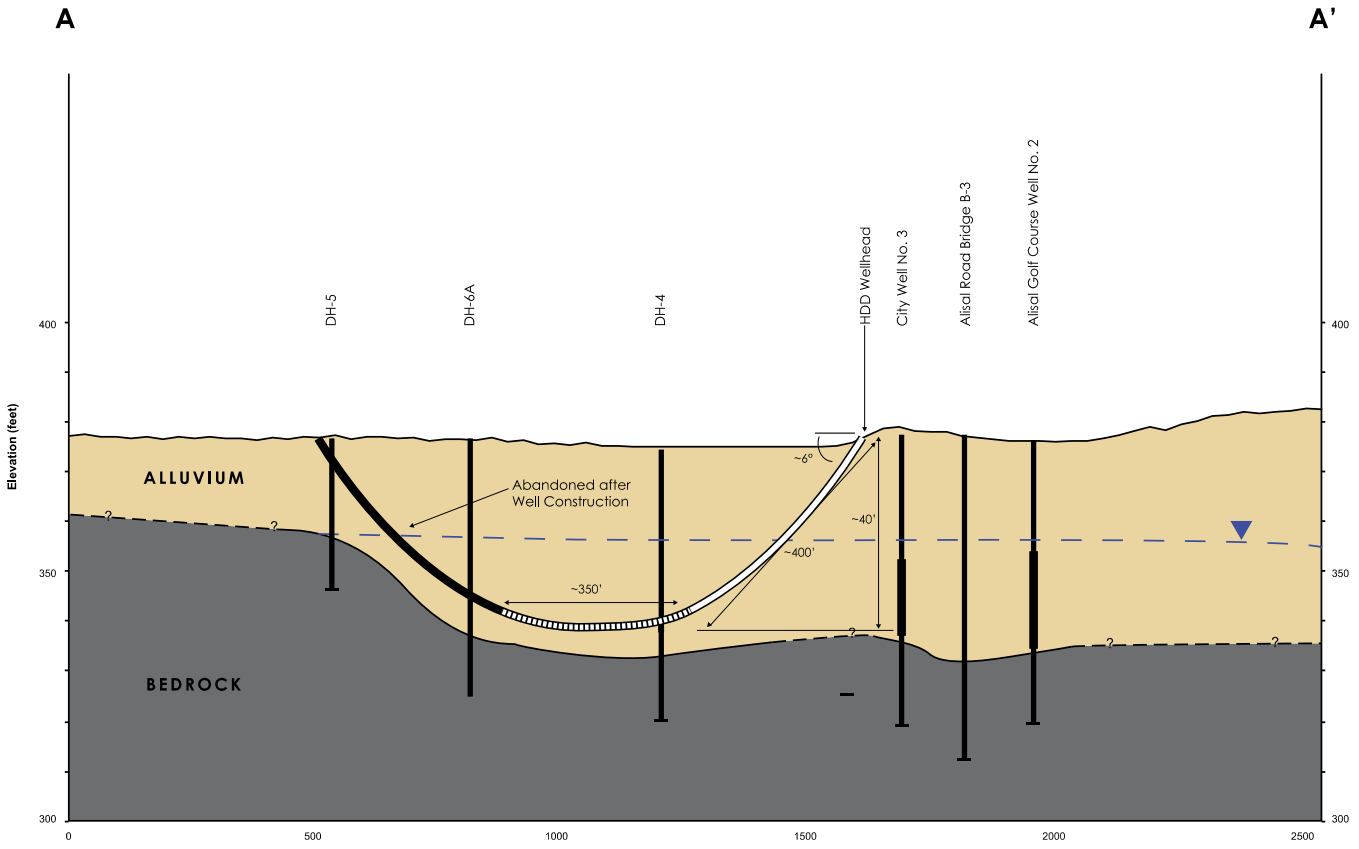


FIGURE 11

HDD Well Concept
Cross Section A - A'

Solvang River Well Project
Alternative Well Construction Methods

LEGEND

- Borehole
- Screened Interval
- Static Water Level

Geology

- Alluvium
- Bedrock

NOTE

Water table is based on static water levels in:
- City Well No.3 (July 2015)
- DH-4, 5, and 6A (November 2015)

MAP NOTES:

Date: February 25, 2016
Data Sources: Carollo, USGS

GSI Water Solutions, Inc.

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3.4 Vertical Wells

For comparison purposes, a brief summary of traditional vertical well construction is provided for context and comparison with the alternative well drilling methods presented above. In general, two or three vertical wells could be constructed in a manner similar to the existing City Well 3 and would be evenly spaced to the west of City Well 3. The locations of 2 or 3 new wells are suggested in the Solvang River Wells Project Hydrogeologic Evaluation report (GSI, 2016).

Conceptually, the proposed vertical wells would be constructed with 12-inch inside diameter (ID) type-304 stainless steel casing[3] from ground surface to approximately 25 feet bgs, 12-inch ID type 304 stainless steel well screen from approximately 25 to 45 feet bgs, and a fifteen-foot sump into bedrock. The proposed vertical wells would each have an annular surface seal to 20 feet bgs. It is anticipated that each new vertical well would yield approximately 300 gpm[4], similar to existing City Well 3. The proposed well spacing layout would minimize drawdown interference effects between the new wells and the existing City Well 3 during concurrent operation.

The estimated cost for two vertical wells as provided by Cascade Drilling is $160,000, which includes mobilization, demobilization, well drilling, casing supply and installation, all well building effort, and containment and disposal of drill cuttings and fluids. As with the other drilling methods presented in this report, this cost does not include costs for the pump and motor, surface completion, pumping tests, well house, connection piping to City system, contingency and easements. The estimated cost for two wells is $270 per gpm, assuming a production rate of 300 gpm from each well. The estimated cost for three wells is $260 per gpm. Details of the cost estimate and other considerations associated with vertical wells are provided in the report: Solvang River Wells Project Hydrogeologic Evaluation (GSI, 2016).

[3] [3] Stainless steel casing is recommended instead of PVC because of the substantially greater open area of the stainless steel screen as comparted to PVC screen. Greater open area will allow for greater well yield and efficiency compared with PVC. Additional detail on this aspect is provided in the GSI Hydrogeologic Evaluation report (2016).

[4] The production rate of 300 gpm is a conservative value used for planning of these future wells. Production rates of 400 gpm or more are likely from the new wells in consideration of the known production rates from the Alisal Ranch wells to the west which, although even closer to the active river channel, produce 600 to 1,000 gpm.

4 Comparison of Alternative Well Construction Methods

4.1 Cost Comparison

Table 1. Cost Comparison Table (contractor quotes are included as Appendix B)

Well Construction Method	Length of Screen Possible per Well (ft)	Estimated Cost for Well Drilling*	Expected Yield (gpm)	Approximate Cost per Expected Yield ($/gpm)
Vertical Wells - two wells	20	$160K	600	$270
Vertical Wells - three wells	20	$230K	900	$260
Slant Well	80	$250K	750	$340
Collector Well – 2 laterals	400	$1.8M	1,500	$1,200
Collector Well – 4 laterals	800	$2.2M	2,500	$880
HDD Well	350	$500K	1,000	$500

* These costs are not complete project costs and are only intended to provide a relative comparison of the well installation costs using these various drilling methods.

4.2 Comparison of Construction Methods

Table 2. Pros and Cons of each Alternative Well Construction Method

Well Construction Method	Advantages	Disadvantages
Vertical Wells	Lowest unit cost. Proven/Common technology Well rehabilitation known to be effective if clogging occurs.	Lowest Yield per well. Yield is vulnerable to extended drought conditions. Cannot meet 1,200 gpm target yield even with three wells at 300 gpm each. Usability could be impacted if river channel migrates to north. Could be impacted or destroyed by flood. Requires DWR Variance for 20-foot Sanitary Seal
Slant Well(s)	Second best cost per gpm of yield	Fewer examples of feasible, analogous installations. Cannot meet 1,200 gpm target yield unless two slant wells installed. Potential for shorter screen length if impassable boulders are encountered. Both natural and installed gravel pack options represent significant reliability uncertainties Lower expected yield per slant well versus Collector and HDD wells. Requires DWR Variance for 20-foot Sanitary Seal.
Collector Well	Highest potential yield – can meet 1,200 gpm target yield. Yield is less vulnerable to drought conditions than other well types.	High Cost. Potential drilling refusal if impassable boulders encountered.

	Proven technology with long life expectancy. Ability to activate/deactivate well laterals. Small footprint. Can be constructed below grade	Requires DWR Variance for 20-foot Sanitary Seal.
HDD Well	Moderate cost. Small footprint. Allows rig setup outside of the River floodplain.	Potential drilling refusal if impassable boulders encountered. Newer/Less proven technology. Cost per Expected Yield is Moderate. Uncertain installation issues. Uncertain reliability of Neodren microporous well screen casing. Requires DWR Variance for 20-foot Sanitary Seal.

5 Conclusions and Recommendations

Each of the alternative well construction methods analyzed have benefits and uncertainties as described in Table 2. As shown in **Table 1**, comparison of alternative well construction methods using cost per expected yield indicates that vertical wells are least cost on a total and per gpm basis. Employing these typical well construction methods is the lowest cost option considering cost per well per gpm, and utilizes the most common and proven technology. However, two or three vertical wells cannot achieve the target yield of 1,200 gpm, unless actual well yields greatly exceed the estimated 300 gpm production rates.

Of the three alternative drilling methods evaluated in this report (slant, collector and HDD wells), only collector wells have a relatively established track record as being both feasible for installation and operationally feasible in terms of ability to redevelop the perforated lateral intakes if and when they become clogged. Collector wells are known for long life expectancy and straight forward maintainability and also offer the potentially valuable operational flexibility and substantially increased yield if the optional, valved well laterals are also installed. These wells are expected to produce the greatest total yield and can achieve the 1,200 gpm target yield, however they are also the most expensive per gpm and carry the risk of being extensively damaged during a large flood event.

Slant wells although much less common than vertical wells, have become somewhat routine for some specialty drilling contractors, and although there are some recent examples that have had both an acceptable life expectancy and similar maintainability as vertical wells, there are still significant uncertainties inherent in the application of this method at this location. A key uncertainty and therefore risk to the City is the challenge of establishing a viable gravel pack which can ensure the well won't continuously produce sand or silt, and which can be redeveloped to remediate clogging. Because of this uncertainty, slant wells are not recommended.

The HDD well construction method shows a lot of promise, but is an unproven technology. If this technology was more proven (which may occur over the next 5 to 10 years as other HDD production wells are installed), it could represent an option worth considering by the City. One aspect of an HDD well that is of particular interest to the City is that since it may be possible to perform all the drilling work from street level on Fjord Drive and thus have little to no surface impact within the river floodplain and also reduce some of the need for easements. As stated earlier in this report, GSI does not recommend this drilling method.

In consideration of constructability, expected yield, long-term maintenance and cost, GSI recommends that the City construct two or three traditional, vertical wells as part of the current effort to obtain increased production from the river underflow. However, if they City chooses this alternative, the 1,200 gpm target yield will not be attained, unless actual well yields greatly exceed the estimated 300 gpm production rates. If the full target yield is needed at this location, a collector well could be constructed, although at a considerably higher cost.

6 References

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Appendix A

Slant Well Cost Estimate

Traut Wells

141 28th Ave South
Waite Park, MN 56387
320-251-5090
Email dttraut@trautwells.com
www.trautwells.com

Solvang California/GSI Water Solutions/13% 10x16 grouted

DATE: 2-4-16

PHONE # 1-805-979-3083

e-mail Npage@gsiws.com

NAME: GSI

ADDRE Solvang California

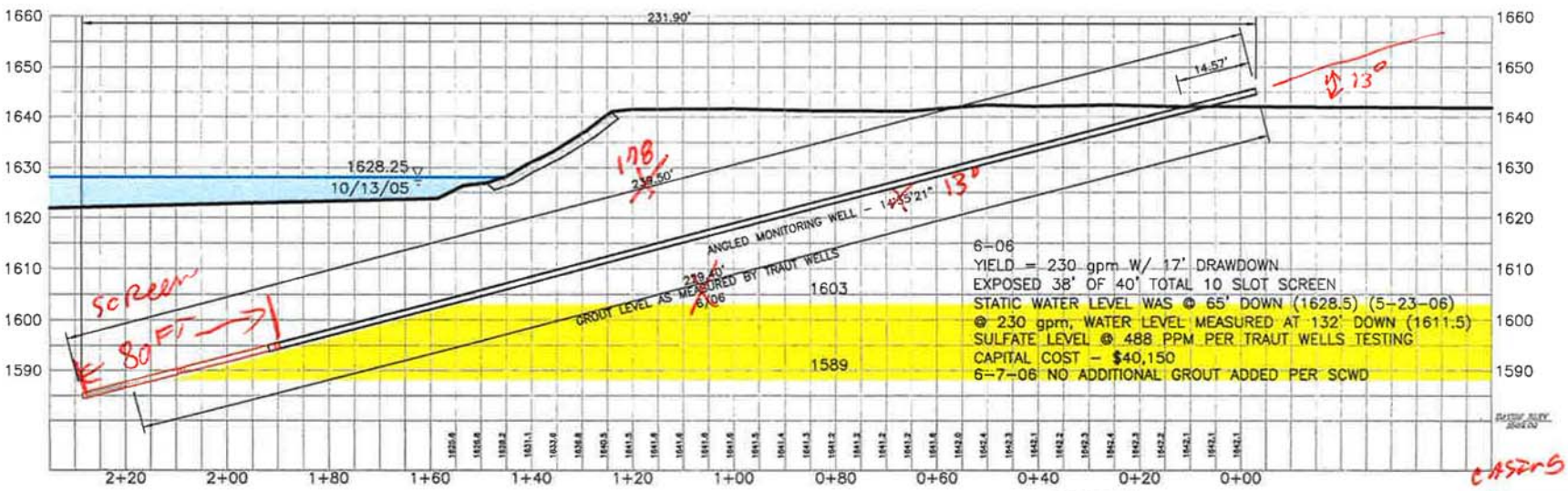
ATTN: Nate Page

JOB # 30-0000

RE: To meet the grouting needs we would drive an outer 16" down 50 ft then drive the 10" to target and install the screen and pull back the 10" to expose the stainless steel screen. Then develope the well , grout the annular and remove the 16" casing.

	Description	Unit	Unit Price	QTY	Totals
1	Mob and demob(& install tower support /13%)	LS	$38,460.00	1	$ 38,460.00
	Set up rigging onsite for 13% angle well	LS	$ 8,790.00	1	$ 8,790.00
5	Angle drill 16" pipe (est 60 feet)	LF	$ 275.00	60	$ 16,500.00
5	F&I 10" inner casing" casing (0 to 60 ft)	LF	$ 95.00	60	$ 5,700.00
39	Drill and drive 10" casing from 60 ft to 180 ft	FT	$ 195.00	120	$ 23,400.00
41	Furnish 10" stainless steel screen/80 ft& "K" pkr	FT	$ 215.00	80	$ 17,200.00
26	Pull back 10" casing to expose screen	LF	$ 95.00	80	$ 7,600.00
22	Bentonite grout 0 to 50 linear ft	CF	$ 25.00	60	$ 1,500.00
27	Furnish, install & remove well dev equip	LS	$ 4,500.00	1	$ 4,500.00
29	Well development	HRS	$ 455.00	40	$ 18,200.00
31	Furnish, install & remove test pump	LS	$ 6,500.00	1	$ 6,500.00
32	10" pitless cap	LS	$ 155.00	1	$ 155.00
33	Crew per deim (crew of 3)	DAY	$ 480.00	12	$ 5,760.00

TOTAL MATERIALS	
TOTAL LABOR	
INCOMING FREIGHT	
TOTAL	$ 154,265.00

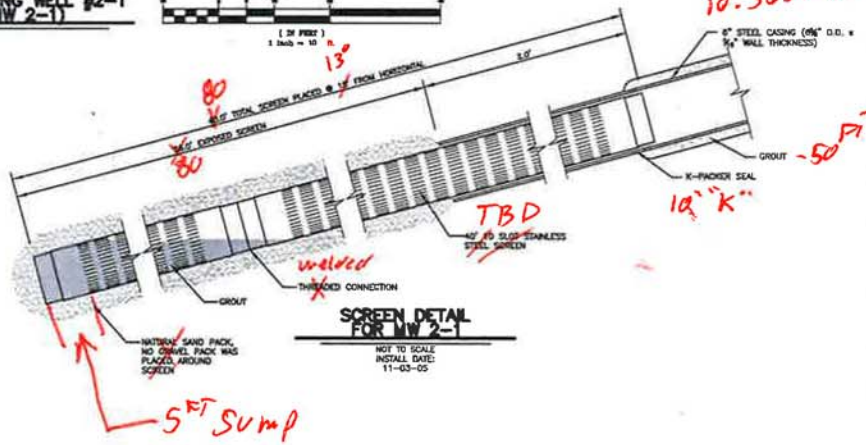


Soil Sampling MW 2-1

Depth (ft) @ Grid Perpendicular Sta 0+11.50 From	To	End of Run Elev.	General Soil Description, Not Laboratory Classified	Pipe & Screen Size
60	65	1625.3'	Silty Sand	6⅝" O.D. x 0.3125" Wall Thickness Steel Casing
65	70	1623.8'	Fine to Medium Sand w/ Lignite Lenses	
70	75	1622.6'	Fine to Medium Sand w/ Fine Silt Lenses	
75	80	1621.3'	Fine to Medium Sand w/ Thin Gravel Lenses & Lignite	
80	85	1620.0'	Fine to Medium Sand	
85	90	1618.8'	Fine to Medium Sand w/ Lignite Fragments	
90	95	1617.5'	Fine to Medium Sand w/ Gravel	
95	100	1616.2'	Fine to Medium Sand w/ Gravel	
100	105	1614.9'	Fine Sand w/ Gravel Lenses	
105	110	1613.8'	Fine to Medium Sand	
110	115	1612.3'	Fine to Medium Sand w/ Fine Lignite Fragments	
115	120	1611.0'	Fine to Medium Sand w/ Lignite Fragments	
120	125	1609.7'	Medium Sand w/ Gravel	
125	130	1608.4'	Fine to Medium Sand	
130	135	1607.1'	Fine to Medium Sand	
135	140	1605.9'	Fine Sand	
140	144	1604.8'	Fine Sand w/ Silt Lenses	
144	150	1603.3'	Silty Clay w/ Lenses of Silt & Fine Sand & With Little Gravel	
150	155	1602.0'	Silt w/ Lenses of Fine Sand & Gravel, Few Lignite Fragments	
155	160	1600.7'	Dark Gray Silt w/ Lignite Fragments	
160	165	1599.4'	Dark Gray Silt & Silty Clay, w/ a Few Fine Sand Lenses & Little Gravel	
165	170	1598.1'	Fine Sand w/ Silt	
170	175	1596.8'	Fine to Medium Sand	
175	180	1595.5'	Fine to Medium Sand	
180	182	1595.0'	Fine to Medium Sand w/ a Little Gravel & Fine Clay Lenses	
182	185	1594.2'	Medium to Coarse Sand w/ Gravel, Fine Clay Lenses	
185	195	1591.6'	Medium to Coarse Sand w/ Gravel up to ¾" Size, Lignite (⅛")	10 Slot S.S. 1½" O.D. Screen, No Gravel Pack
195	205	1589.0'	Medium to Coarse Sand w/ ⅛" to ¾" Size Gravel & Lignite to ¾" Size	
205	210	1587.7'	Fine to Medium Sand w/ Few Lignite Fragments	
210	215	1586.4'	Fine to Medium Sand w/ Lignite Fragments	
215	220	1585.1'	Fine to Medium Sand w/ Lignite Fragments	
220	225	1583.8'	Fine to Medium Sand w/ Lignite Fragments	

MONITORING WELL #2-1
(MW 2-1)

GRAPHIC SCALE



SCREEN DETAIL
FOR MW 2-1
NOT TO SCALE
INSTALL DATE:
11-03-05

CASING
10" 365 WALL

TBD

welded

SOUTH CENTRAL REGIONAL
WATER DISTRICT

PROFILE
MONITOR WELL 2-1

DESIGNED BY: JMS, JDL
DRAWN BY: MSG
APPROVED BY: JMS
DESIGN PROJ: 3053.024
PROJECT PROJ:
SCALE: AS NOTED
DATE: 4/06
DRAWING NO. P7
SHEET NO. 17 of 18

Appendix B

Collector Well Cost Estimate - Golden State Boring

Nate Page

From: jeff@goldenstateboring.com
Sent: Friday, February 19, 2016 4:30 PM
To: Nate Page
Subject: RE: Solvang River Wells - Jacking Pit

Hi Nate,

I get some rough numbers for the jacking pit caisson, 24' diameter, and the installation of the well screens. Figuring a design build the cost estimate would be in the neighborhood of 2.2 million. I have not included the cover for the caisson but it may still be covered in that estimate

Thank you,

Jeff Johnson, President
Golden State Boring & Pipe Jacking, Inc.
7000 Merrill Ave., Box 40
Chino, CA 91710
Phone (909) 930-5811
Fax (909) 930-5813

From: Nate Page [mailto:NPage@gsiws.com]
Sent: Thursday, February 18, 2016 4:50 PM
To: jeff@goldenstateboring.com
Subject: RE: Solvang River Wells - Jacking Pit

Great, thanks for the update!

Nathan Page
Project Hydrogeologist | GSI Water Solutions, Inc.
direct: 805-979-3083 | cell: 970-692-3593
418 Chapala Street Suite F, Santa Barbara, CA 93101

From: jeff@goldenstateboring.com [mailto:jeff@goldenstateboring.com]
Sent: Thursday, February 18, 2016 4:49 PM
To: Nate Page <NPage@gsiws.com>
Subject: FW: Solvang River Wells - Jacking Pit

Still working on the estimates.

Jeff Johnson, President
Golden State Boring & Pipe Jacking, Inc.
7000 Merrill Ave., Box 40
Chino, CA 91710
Phone (909) 930-5811
Fax (909) 930-5813

Collector Well Cost Estimate - Layne

Nate Page

From: Henry Hunt <Henry.Hunt@Layne.com>
Sent: Friday, February 12, 2016 12:09 PM
To: Nate Page; Jeff Barry
Subject: Solvang
Attachments: River setting completions.docx; Riverbank Filtration Systems.pdf

Gentlemen:

Thanks for your time this week to talk about this. When we looked at this in 2001 it was a similar situation. They gave us some well information and asked about the feasibility and possible yield. The attached letter shows our response and a sketch showing the area under consideration.

We have also attached several sheets that show some typical completions around the country for consideration. As many wells as we have (over 350), they all look different, unless there is more than one for a particular owner. The river setting completions sows typical near grade completions that may be most fitting here. In this design, submersible pumps can be used, mounted on an intermediate floor with below-grade discharge that would connect with city piping near Fjord Drive. Water-tight hatches could be installed with the appropriate venting. This should provide a low-profile structure for reducing aesthetic impacts and reducing the structure profile to minimize impacts from flood waters and debris.

This well could be installed with individual lateral valve controls to enable them to open and close specific laterals depending on the river flow and distance to the river to allow them some flexibility with regard to staying classified as "groundwater" quality whenever possible. The Sonoma County Water Agency has the ability to remove one collector well from service under certain river flows to keep the system operating as "groundwater" when the flow exceeds a target flow that appears to fluidize the river bed enough to allow periodic pass-through of some levels of turbidity. I would think the City could develop an operating plan that manages the laterals to optimize yield while staying under the "groundwater" classification. The lateral control valves could be operated manually through valve-stem extensions connecting them to the surface or operated remotely using electric or hydraulic actuators. We have had several customers over the years that chose to open and close valves trying to control incoming temperatures, etc. In some cases, they got confused and had valves open they thought were closed, and vice-versa.

The potential yield of the collector well is typically between 5-10 times what a vertical well could produce at the same location due to the lower position of the well screens within the aquifer (allowing more useable drawdown) and the lower head loss through the screen. Typically, we can look at a rule of thumb using a multiplier of 7 for preliminary purposes. This might suggest a possible yield up to 2100 gpm is the nearby wells ca sustain a flow rate of 300 gpm, for example. Since this is above the stated demand of 1200 gpm, and if it is determined possible at this site, the well could be designed to meet the 1200 gpm, or an increased capacity that might be needed in the future.

The basic design presented shows two lateral well screens projected up and downstream from Caisson A. This design keeps the well screens outside the set-back of 150 feet from the active river channel to maintain a "groundwater" classification. We are assuming that two laterals could produce the required flow of 1200 gpm and that a third, and possibly a fourth lateral could be installed to use under prescribed river flow conditions to gain an additional yield, if determined to be possible. Looking at very preliminary costs, it appears that a caisson (A), constructed to an approximate depth of 40 feet with two 12-inch diameter wire-wrapped lateral screens (200 foot long each) would cost somewhere on the order of $ 1- 1.4 million. If additional lateral well screens are installed at the time of the original construction, they might cost an additional $ 200,000 each. More defined costs can be prepared as site conditions are confirmed, as testing identifies the hydraulic characteristics of the aquifer, and as site construction restrictions and controls are defined.

We can provide some estimates for the pumping equipment, however, we have no cost estimates in hand for this size pump. We have inquired about same, and will forward that information to you when received. In this case, we would suggest two submersible pumps, rated at 600 gpm, that would be mounted on an intermediate floor, with below grade discharge. A small control building could be constructed along Fjord Drive for access. You may have had recent experience in that size range and may be able to gather estimates from that project as well.

I hope this information is helpful. As further information is developed, we can refine yield and cost estimates to help answer your questions. We would also be glad to visit the site and make a short presentation to the City if that would be beneficial.

Thank you for your consideration. Have a great weekend.

Henry

Henry C. Hunt
Sr. Project Manager/Hydrogeologist, **Ranney Collector Wells**
Heavy Civil Division
LAYNE | water + mineral + energy
6360 Huntley Road | **Columbus, OH** | **43229**
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Collector Well Maintenance

The hydraulic design of a collector well establishes low entrance velocities through the well screen so that well screen plugging occurs at a minimal rate. Typically, entrance velocities in a collector well are at 1-2 feet per minute (fpm) as compared to entrance velocities in vertical wells that often run at 6 fpm (and up to 12 fpm, or more, if you consider that 50% of the screen openings are often blocked by sand and gravel particles). This low entrance velocity (and approach velocity) minimizes the rate of plugging, reduces the potential for migration of sand and silt particles toward the well screen from the formation, and minimizes head losses across the screen face, which should minimize the changes in chemical equilibrium in the water that may affect the formation of chemical precipitates on and around the well screen (especially iron, manganese, calcium, magnesium, etc.) that often plug openings in well screens.

These low velocities reduce the rate that plugging occurs and are designed to extend the period the well is operated between required maintenance. Typically, at 1-2 fpm, collector wells can be expected to perform for 15 years before the first maintenance is required. In many collector wells, particularly on the west coast, where less mineralized ground water is often pumped, this initial period may extend to 20 years or so. In some areas, groundwater contains higher concentrations of minerals such as iron and manganese, and the maintenance interval is expected to be less than 15 years.

After a new collector well is installed, we recommend that the owner maintain a record-keeping program to monitor the performance of the well, measuring criteria such as flow rate, water temperature, static water levels, pumping water levels, drawdown, ground water differentials and river levels (where applicable). Plotting and reviewing this data allows the efficiency of the well to be tracked and, combined with a regular inspection program (underwater inspection, flow measurements and evaluation of operating conditions), permits maintenance intervals to be predicted and planned/budgeted for. It is recommended that the well undergo an inspection within the first 5-10 years of its' startup, and every 5-7 years thereafter.

At the appropriate times, well maintenance will be recommended to maintain optimal efficiency of the well and minimize pumping costs. For example, regular cleaning and redevelopment of the lateral screens reduces pumping (head) lift, and thus minimizes power costs for pumping, which can provide significant operating costs savings, particularly in expensive power markets.

The cleaning and redevelopment process for the lateral well screens is most effectively accomplished by closing the control valves on the laterals, dewatering the caisson and projecting cleaning and redevelopment equipment into one lateral at a time to clean encrustation from the inside of the lateral screens, accumulated sediment from the bottom of the laterals and to agitate and remove fine-grained particulate matter and encrustation from the gravel-pack surrounding the lateral screens. The current state-of-the-art cleaning and redevelopment equipment typically involves a rotating high-pressure water blaster or an impulse-generation system that is advanced hydraulically into each lateral well screen to permit thorough and uniform cleaning and redevelopment throughout the full lateral length. Sands, silt and debris that is removed from the well screens and surrounding gravel-pack is flushed into the caisson for removal. This process cleans both the well screen and slot openings and removes materials that may have migrated into and plugged interstices in the gravel-pack and aquifer formation around the outside of the well screens that has become loosened by the action of the water blaster or impulse-generation system. In some cases, a chemical solution may be recommended to assist in the cleaning process.

In summary, collector wells are designed such that plugging occurs at a slow rate, and typically, should not require cleaning and redevelopment (rehabilitation) within the first 15 years of normal operation. At that time, based upon a regular monitoring program, cleaning and redevelopment can be performed. We have also developed specialized procedures to allow cleaning and redevelopment of the lateral well screens while the well remains in operation, if necessary.

6360 Huntley Road, Columbus, OH 43229 | Office: 614.888.6263 | Fax: 614.888.9208 | layne.com

Collector Well Completions in River Settings

Carmichael, CA – Well 3

Marysville, WA

Boise, ID – Well 2

Humboldt Bay, Eureka, CA

Jackson County, OH

The photos at left and accompanying discussion below describe several typical collector wells that were completed near a river. Four show a ground-level completion while the fifth shows a typical open-air completion.

Carmichael, CA: this is one of 4 wells operated by the Carmicahel Water District in Sacramento on the American River. The pumps and controls were removed from three wells abd they were completed near grade to reduce visibility within the American River Parkway. These have hatches and the water moves by gravity to a central caisson where it is pumped into a water treatment plant.

Marysville, WA: This well sits alongside the Stillyguamish River and is fitted with submersible pumps that convey the water to the treatment plant. For many years this well was classified as "groundwater" quality based on the water quality produced. During times of the year, the river rises above the top of the well.

Boise, ID: Four collector wells sit along the Boise River, three of which are located along local walking/biking trailways. They are completed near-grade with water-tight hatches to reduce visibility to the public.

Humboldt Bay Municipal Water District, Eureka, CA: This is one of six collector wells located along the Mad River and is located within a public-access area.

Jackson County, OH: this well shows a typical open-air completion, with pumps set on the top floor slab, above known or anticipated flood elevations.

For this type of completion, the pumps and controls can also be housed using very simple (e.g. pre-cast, tilt-up walls) housing to very ornate or decorative building blocks and architecture to match the local setting and be more aesthetically pleasing to the public if located in or near public-use areas. There is a great deal of flexibility for the housing design to meet an Owner's particular preferences.

Collector Well Public Area Completion Examples

Public Park – Iowa City, IA

Public Park – Mankato, MN

Public Park – Sioux City, IA

Public Park – Mt. Vernon, OH

Public Area – Sioux Falls, SD

Public Area – Connecticut

Public Park Area – Kennewick, WA

Collector well completions are extremely flexible to accommodate local site conditions, aesthetic needs, local building codes, owner/operator preferences, cultural or architectural requirements, security, anticipated flood, etc. issues. For public settings, the well and above-grade structures can meet a variety of designs or the pumping and mechanical equipment can be installed below grade.

Flood Design for Collector Wells

Typical completion along rivers, raised above known flood elevations

Recent 15 MGD Collector well on Mississippi River – above flood elev. See below (1 of 5 collector wells there) during record flood

Rural water system has collector well on Ohio River. Cantilevered platform puts electric (standby) generator above flooding. Monorail hoist allows pumps and motors to be pulled without a crane and put on barge, if needed.

Recent 15 MGD well above flood elevation with truck bridge and turnaround.

Jefferson County, MO – 5 mgd well above flood with open-air completion

Iowa City, IA well (1 of 5) with water-tight door

Des Moines, IA (1 of 2) well raised above flood elevation and mounded.

1 of 4 collector wells for the City of Olathe, KS. Cantilevered platform puts electrical gear above flood

Simple above-flood floor with open-air completion for power plant on Ohio River.

Collector well with drive-up access bridge, Harbor, OR

Ranney Collector Wells

Henry.hunt@layne.com

Collector Well Maintenance Procedures

Open-end sandline cleaning

High-pressure rotating water jet

Air-impulse generator (AIG)

Collector wells can be rehabilitated using several physical cleaning and redevelopment procedures proven to be effective over fifty years of well maintenance. These techniques are inserted into each well screen and advanced at a prescribed rate to ensure that all sections of the screens are treated.

The use of open-end sandline projected into each lateral allows the physical removal of sediment that may have accumulated within the lateral screen. This approach is often used as a first-step in the cleaning process as this allows secondary methods to more directly access the well screens.

A high-pressure rotating (hydro-laser) is inserted into the well screen and the flow rate and water pressure are adjusted to find the optimal combination for effective removal of plugging encrustation on the screen, within the screen slots and in the formation immediately surrounding the well screen. Educator piping is used to convey sediment and scale that is removed during the cleaning away from the screen and back into the well caisson for removal.

An air-impulse generator (AIG) is used to generate shock waves that loosen and remove encrustation as well as fine sediments outside the screen. Again, educator piping conveys loosened sediment and scale from the screens and delivers them to the well caisson for removal.

In some instances, chemical pretreatment can assist the cleaning and redevelopment process where persistant issues are found.

Collector Well Yield Calculation

Estimation of Collector Well Yield with Induced Infiltration

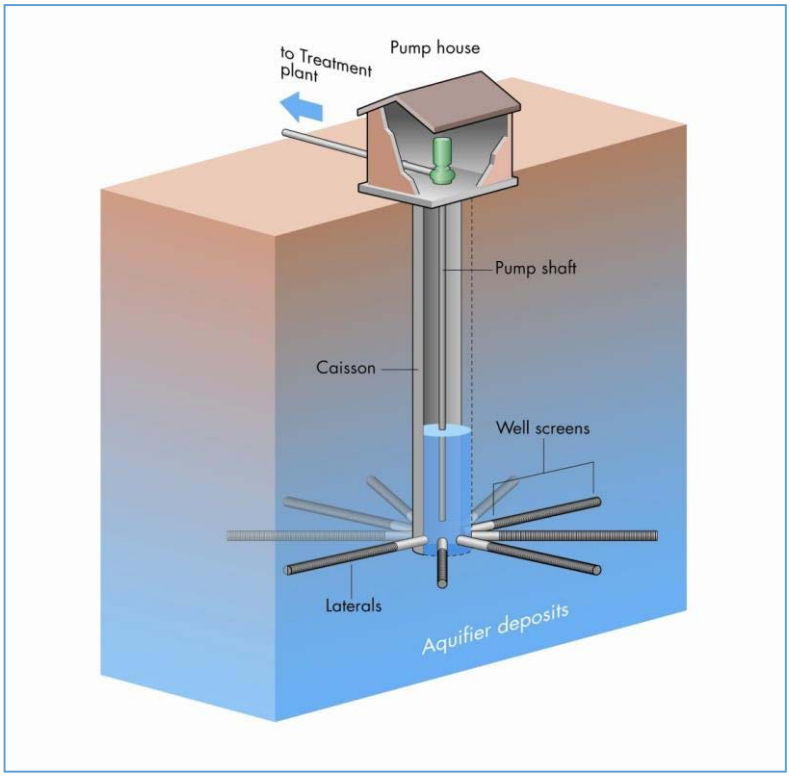
The following general equilibrium equation (Mikels & Klaer, 1956) can be used to compute the yield of a collector well in an aquifer that is hydraulically connected to a nearby surface water source.

$$Q = [K\ m\ s\ ] / [229\ \ln (2a/r)] \qquad \textbf{(eqn. 1)}$$

Or

$$Q = [2\pi\ K\ m\ s] / [\ 2.3\ \log_{10} (2a/r)] \qquad \textbf{(eqn. 2)}$$

Where:
Q = Collector Yield (gpm)
K = Aquifer Hydraulic Conductivity (gpd/ft$_2$)
m = Aquifer Thickness adjusted for dewatering (feet)
s = Available Drawdown (feet)
a = Effective Distance to Source of Recharge (feet)
(also called: Distance to Line Source of Recharge)
r = Effective Radius of Collector (feet)
(typically 1/3 to 1/2 lateral length)



Using **equation 2** above, if the following assumptions are made to calculate the collector well yield:

K = 2,244 (gpd/ft_2)
m = 20 (feet)
s = 25 (feet)
a = 400 (feet)
r = 67 (feet) with a lateral of 200 feet.

Then,

$$Q = [2\pi (2{,}244)(20)(25)] / [\, 2.3 \log_{10} (2(400)/(67))]$$

Q = 1,922 gallons per minute

Reference:

Mikels, F.C., Klaer, F.H., 1956. Application of ground water hydraulics to the development of water supplies by induced infiltration. Int. Assoc. Sci. Hydrol. 41, 232–242.

Appendix C

HDD Well Cost Estimate

THE HDD COMPANY
Horizontal Directional Drilling
www.thehddcompany.com ♦ All types of soils and conditions ♦ More than 20 years experience
3161 Cameron Park Dr. Suite 215 Cameron Park, California 95682-1028 Tel: 530-676-5705 Fax 530-676 3605

23 February 2016

GSI Water Solutions, Inc.
418 Chapala Street Suite F
Santa Barbara, CA 93101

ATTN: Nathan Page

RE: Solvang HDD Well
Directionally drill and install approximately 900 feet of 10-inch HDPE pipe with 350 feet of micro-porous plastic well screen along the Solvang River in Solvang, CA.

The HDD Company, Inc. is pleased to provide the following **budgetary quote**.

Responsibilities of The HDD Company, Inc.:

- Provide all required insurance certificates.
- Provide any written submittals and qualifications required.
- Provide a drill rig with sufficient capabilities to install the crossing, a “closed loop” mud system, mud pumps, vacuum trucks, dump trucks, wire-line steering system, and all support equipment necessary to install the crossing.
- Provide all required union labor for the drilling operations.
- Provide a preliminary drawing and final as-built drawing.
- Provide all BMPs around drilling equipment and entry/exit pits.
- Provide storage and hauling service for water for drilling operations.
- Provide, fuse, and test HDPE and plastic well screen pipe.
- Provide pipeline rollers for pullback.
- Provide manpower and equipment to handle pipe during pullback.
- Haul and dispose of all excess drilling fluids and spoils.
- Leave the entry and exit bore location clean and free of debris and to a rough grade.
- Provide all necessary pulling heads.

Responsibilities of others:

- Stake alignment and entry/exit points.
- Provide all permits to undertake this segment or phase of work.
- Provide SWPPP if required.
- Provide a stable, level work pad for drilling equipment.
- Provide truck access to both ends of the alignment.
- Provide and maintain all traffic control if needed.
- Provide all settlement monitoring if needed.
- Provide all water for duration of operations.
- Pothole all existing utilities in the immediate vicinity of the bore.
- Provide temporary laydown area for pipe string.
- Perform all final tie-ins and site restoration.

Lump Sum Quote: $500,000

Notes:

1. HDPE pipe was priced at $1.06 per pound.
2. Cost for well screen was scaled based on a previous bid using larger, longer sections.
3. All costs were figured at current rates.
4. Due to lack of information, entire length of bore was assumed to be in alluvial formations with cobble and gravel.

The HDD Company, Inc. appreciates the opportunity to furnish you a **budgetary quote** on this project and looks forward to working with you. Should any of the mentioned need further clarification, please do not hesitate to contact us.

Sincerely,
The HDD Company, Inc.

Michael Corey
Engineering/Estimating

CA License No. 858987
DIR 1000009344

IntakeWorks

5201 San Francisco Blvd.
Sacramento, CA. 95820

Well Screen

Well Screen is designed for conventional vertical water recovery wells, beach wells, horizontal drilling wells and under sea bed intake.

Sintered high density polyethylene well screens with homogeneous and uniform pore structure, available in different pore sizes and with or without reinforcement, for installation in fine and coarse grained soils.

- Highly porous with a homogeneous and uniform pore structure
- Different pore sizes to match soil formation characteristics
- High permeability for water, soil vapor and solvent phases
- High level of chemical resistance
- Low sorbability
- Light weight
- High radius of curvature
- Inert material
- Environmentally friendly
- Low long-term well operating costs

Table 1. Dimensions

D_o / D_i mm (D_o / D_i inch)	30 / 16 (1.18 / 0.63)	50 / 40 (1.97 / 1.57)	75 / 60 (2.95 / 2.36)	125 / 100 (4.92 / 3.94)	180 / 150 (7.09 / 5.91)	355 / 305 (13.98 / 12.01)
SO 20	X	X	X	X	N/A	N/A
SO 40	X	X	X + V	X + V	X + V	N/A
SO 80	X	X	X + V	X + V	X + V	N/A
SO 200	N/A	X	X + V	X + V	X + V	X
SO 500	N/A	N/A	N/A	X + V	X + V	X

Key

D_o: Outside diameter
D_i: Inside diameter
X: Standard product without reinforcement
V: Internal reinforcement added (D_i reduced by reinforcement structure)
N/A: Not available

Well Screen in various diameters

Technical Report

City of Solvang River Wells Project Hydrogeologic Evaluation

Prepared for

City of Solvang, CA

April 28, 2016

Prepared by

GSI Water Solutions, Inc.
418 Chapala Street, Suite F Santa Barbara, CA 93101
P: 805.895.3956 info@gsiws.com www.gsiws.com

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Figures

Appendices

Introduction

The City of Solvang (City) retained Carollo Engineers (Carollo) and sub-consultant GSI Water Solutions (GSI) to provide professional hydrogeologic services for the evaluation and potential installation of new wells along the Santa Ynez River corridor to pump groundwater from the underlying Alluvium. This project is commonly referred to the River Wells Project. As part of these services, GSI has performed a hydrogeologic evaluation of the areas described as the easements along Fjord Drive and the Fjord Drive right-of-way extension located within the potential well field Site A shown on Figure 1. This report provides a review of existing hydrogeological studies performed at the site and presents preliminary well locations, design and planning level cost estimate for two or three new proposed wells located downstream of the City's existing Well 3.

The Solvang Municipal Improvement District (now the City of Solvang) was issued Permit No. 15878 in August 1969 by the California Water Resources Control Board to appropriate five (5) cfs (2,244 gallons per minute [gpm] and 3,600 acre-feet per year) of Santa Ynez River underflow by direct diversion (Stetson, 2010). The City's goal with the current project is to pump approximately 1,800 gpm (including the production from existing River Wells) from the river underflow. Given the historical production from existing City River Wells, the production goal for new River Wells is 1,200 gpm.

Site Hydrogeology

The project area for this hydrogeologic evaluation is the Well Field Site A (Site A) as defined by Stetson Engineers (2010), and the Project Final EIR as adopted in January, 2013 (Meridian, 2013). Site A is located on the north bank of the Santa Ynez River between Alisal Road Bridge and the Buellflat Rock Company gravel mining operation approximately 1.5 miles downstream. The project area, along with locations of existing wells, boreholes, and cross sections A-A', B-B', and C-C' are shown in Figure 1.

Review of Existing Hydrogeologic Studies

The analysis of hydrogeologic conditions at or adjacent to the project area took into consideration a number of studies as listed below:

- Rick Hoffman, Water Well Completion Report City of Solvang Water Well #3 adjacent to west side of Alisal Road Solvang, California 93464. June 9, 1993;
- Hopkins Groundwater Consultants, Inc., Preliminary Hydrogeology Study, City of Solvang, Santa Ynez River Well Field, Well Site Evaluation Project, Solvang, California. April 2003;
- Stetson Engineers, Inc., Technical Memorandum No. 3. Solvang EIR Groundwater Model MODFLOW Simulations, July 19, 2004a;
- Stetson Engineers, Inc., Technical Memorandum No. 4. Additional Alternative Analyses for City of Solvang's CEQA Environmental Document for a Time Extension for Water Right Permit 15878, November 11, 2004b;
- Stetson Engineers, Inc., Technical Memorandum No. 5. Assessment of Impacts of Proposed Solvang Pumping on Alisal Ranch Wells, July 19, 2005;
- Fugro, Geophysical and Geotechnical Study Sewer Force Main Crossing, Santa Ynez River, Solvang, California, May 2007;

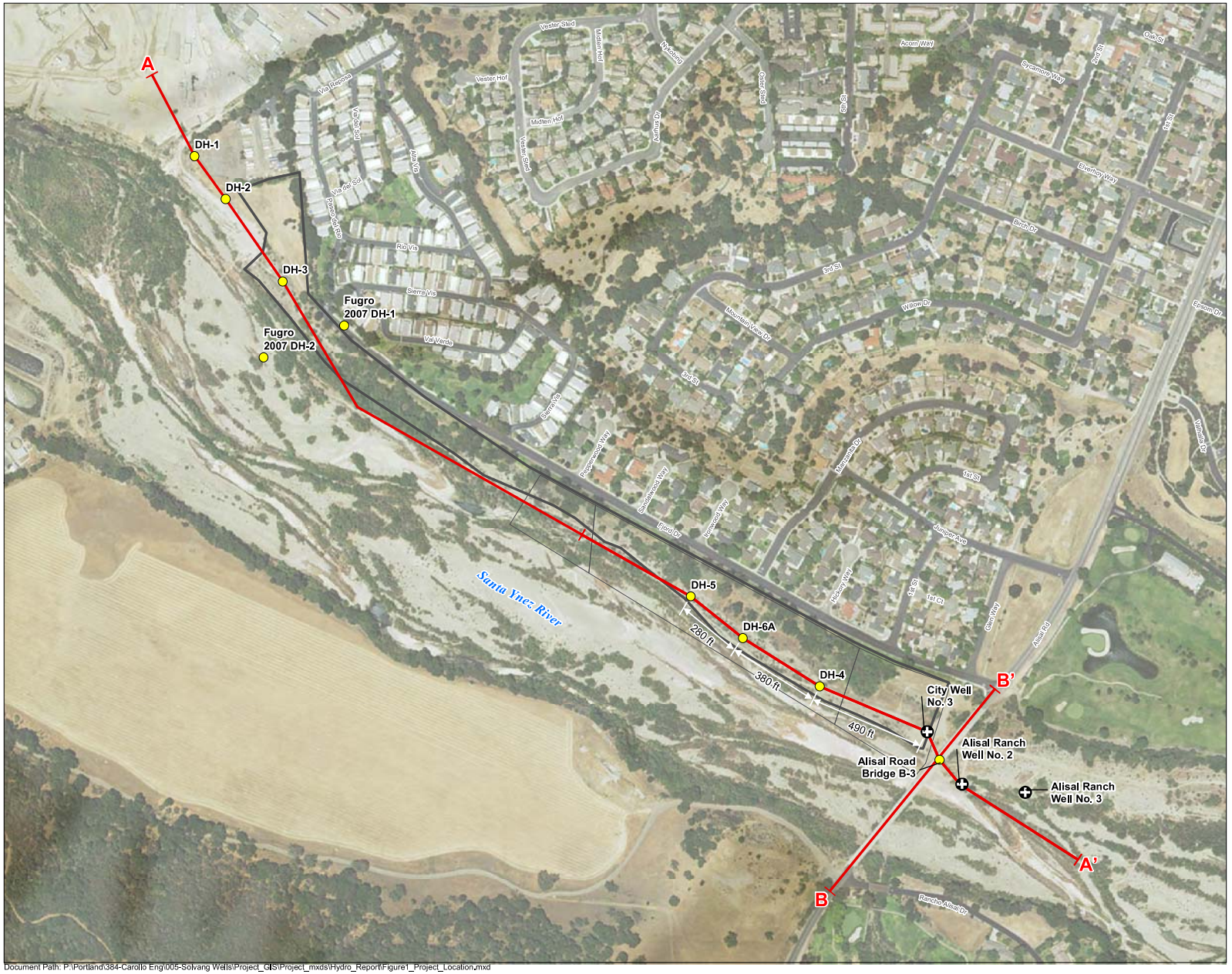


FIGURE 1

Project Location

Solvang River Wells Project
Hydrogeologic Evaluation

LEGEND

- Existing Well
- Borehole
- Cross Section Line
- Site A
- Wright Parcels

N

0 200 400 600
Feet

MAP NOTES:
Date: April 21, 2016
Data Sources: City of Solvang, USGS, ESRI,
Air photo taken on June 3, 2014 by the USDA

GSI Water Solutions, Inc.

Document Path: P:\Portland\384-Carollo Eng\005-Solvang Wells\Project_GIS\Project_mxds\Hydro_Report\Figure1_Project_Location.mxd

- Hopkins Groundwater Consultants, Inc., Alisal Guest Ranch Golf Course, Ranch Well No. 3 Construction Project, Solvang, California. March 2008;
- Stetson Engineers, Inc., Technical Memorandum - New City of Solvang Well Field, May 14, 2010;
- Stetson Engineers, Inc., Technical Memorandum No. 6. Additional Alternative Analyses for City of Solvang's CEQA Environmental Document for Time Extension for Water Right Permit 15878 – New Wells Downstream of Alisal Bridge, January 24, 2011;
- Hopkins Groundwater Consultants, Inc., Preliminary Hydrogeology Study, Santa Ynez River Surface Water/Groundwater Interaction Study, Solvang, California. October 2012; and
- Fugro, Geotechnical Exploration and Reporting, City of Solvang River Wells Project, Solvang, California. December 2015.

The reports by Hopkins (2003) and Stetson (2004a, 2004b, and 2005) are focused primarily on the hydrogeology of the river alluvium in the area upstream of the Alisal Road Bridge because at the time the City of Solvang was interested in installing new River Wells in the upstream area. The City is not currently pursuing installation of new wells upstream of the Alisal Bridge. Although, not directly located within the project area, these hydrogeologic studies involving Alisal Ranch Well 2 are valuable because of the close proximity of the well to the current area under consideration. The Hopkins 2008 and 2012 reports are also focused on the upstream area, but provide hydrogeologic information relevant to the project area.

Due to concerns about pumping interference with Alisal Ranch wells and Santa Ynez River Water Conservation District – Improvement District No. 1 (ID-1) wells in the area upstream of Alisal Road Bridge (Stetson 2004b and 2005), the City requested that Stetson evaluate alternative new well locations downstream of the Alisal Road Bridge. The Stetson (2010) report identified the Well Field Sites A and B as potential areas for new River well development. The Stetson (2011) report provided numerical and analytical predictions of yield and well spacing for new well sites located downstream of the Alisal Road Bridge, although the predictive modeling was primarily focused on Well Field Site B, which is not currently under consideration for new wells as a result of land access issues.

The Hoffman City Well 3 completion report (1993) and the Fugro geotechnical reports (2007 and 2015) provide direct hydrogeologic information for the project area. In summary, most of the prior hydrogeologic studies have primarily focused on areas adjacent to the project area (Site A), and provide valuable hydrogeologic information for the current well siting effort. The relevant information provided in the studies listed above that pertains to the project area is summarized in the following sections.

General Site Geology

Alluvium

Data from existing wells and recent borehole drilling indicate that approximately 45 to 50 feet of permeable alluvial sediments are present in the eastern portion of the project area, near the Alisal Road Bridge. These sediments are underlain by relatively impermeable Monterey Formation bedrock. Previous geophysical and geotechnical studies (Fugro 2007 and 2015) conducted in the project area have identified surficial sediments consisting of alluvium, stream channel deposits, and artificial fill. Boreholes completed by Fugro (2007 and 2015) revealed the river alluvium to be medium to coarse grained, poorly graded sand with gravel (SP) to poorly graded gravel with sand and silt (GP-GM). Clay sized particles were not present in formation samples taken from the

river alluvium (Fugro 2007 and 2015). The fines content (percent passing the No. 200 sieve) measured on select river alluvium deposit samples ranged from 5 to 18 percent (Fugro 2007 and 2015). The thickness of the river alluvium ranges from 45 to 38 feet from the east side of the Alisal Road Bridge at Alisal Well 2 westward to DH-6A, and then thins to 20 feet at DH-5 as shown on cross section A-A' (Figure 2). Another alluvial package is located to the west of DH-3 near the western edge of the project area (Figure 2). In general, the alluvial profile gradually thins to the north where it pinches out against non-water bearing bedrock as shown on cross section B-B' (Figure 3).

Careaga Formation

Very fine grained Careaga Sandstone was encountered in boreholes DH-1 and DH-2 (Fugro 2015) in the western portion of the project area. The Careaga Formation is described as friable, massive, grayish-yellow, unconsolidated sand and silt (Dibblee and Ehrenspeck 1988).

Consolidated Bedrock

Bedrock was encountered below the alluvium across the project site at drill holes DH-3, 4, 5, and 6A, Fugro 2007 DH-1 and DH-2, Alisal Road Bridge B-3, and in the City Well 3 and the Alisal Ranch Well 2 (Figure 2). The bedrock has been identified as the Monterey Shale and Sisquoc Formation during previous investigations in the eastern portion of the project area (Fugro 2007 and 2015; Hoffman 1993). The Monterey Shale is described as dark greenish gray to olive brown, massive, moderately soft to soft, slightly fractured, and moderately to slightly weathered marine deposit (Dibblee and Ehrenspeck, 1988). The Sisquoc Formation in this area is characterized as non-water bearing cemented and diatomaceous shale and sand (Dibblee and Ehrenspeck, 1988). In general, the bedrock is considered to be a non-productive water bearing unit in the project area and is known to potentially have high hydrogen sulfide concentrations (Hoffman, personal communication, March, 2016).

Existing River Wells

There are three existing wells located in the vicinity of the project area; Alisal Ranch Well 2, Alisal Ranch Well 3, and City Well 3. Each of the wells are constructed with stainless steel casing materials, are screened within the river alluvium, and terminate with blank casing extending into bedrock. The blank sections at the base of the wells are utilized as pump chambers. The sanitary surface seals in each of these wells are 20 feet deep or less. The well locations are shown on Figure 1 and the well construction logs for each are attached in Appendix A.

Alluvial Aquifer Properties

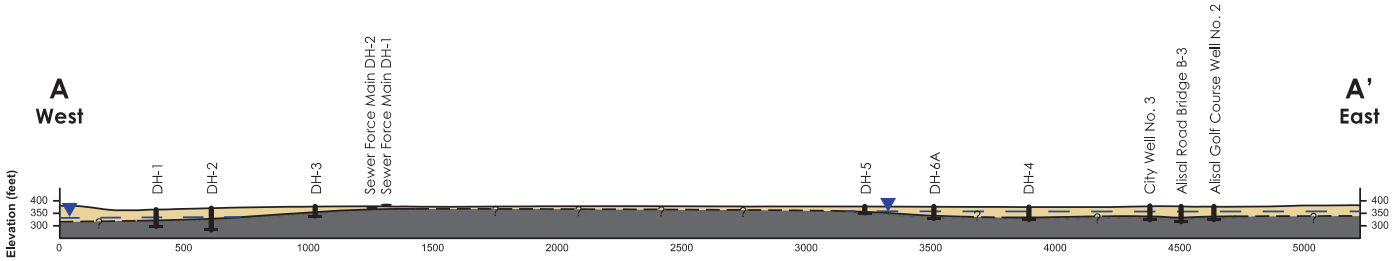
The wells located in or near the project area provide an indication of expected specific capacity and well yield. Production rates for Alisal Ranch Well 2 and Alisal Ranch Well 3, located adjacent the project area to the west, are available from two short term pumping tests. The Alisal Ranch Well 2 was pumped at 600 gpm for approximately 4 hours with a total drawdown of 5 feet giving a specific capacity of 120 gpm/ft (Hopkins, 2003; Stetson, 2004a) and the Alisal Ranch Well 3 was pumped at 1,200 gpm for approximately 75 minutes with a total drawdown of approximately 10 feet also giving a specific capacity of 120 gpm/ft (Hopkins, 2008). City Well 3, located in the project area, was pumped at 400 gpm for 12 hours with a total drawdown of 18.2 feet giving a specific capacity of 22.0 gpm/ft (Hoffman, 1993). City Well 3 is pumped at approximately 300 gpm when in active use by the City. For planning purposes, a production rate of 300 gpm per well is estimated for the proposed wells. However, because the new wells will be constructed with wire-wrap well screen which has a significantly greater open-area than the screen installed on City Well 3, they will be more efficient and may have production rates of 400 gpm or higher.

FIGURE 2

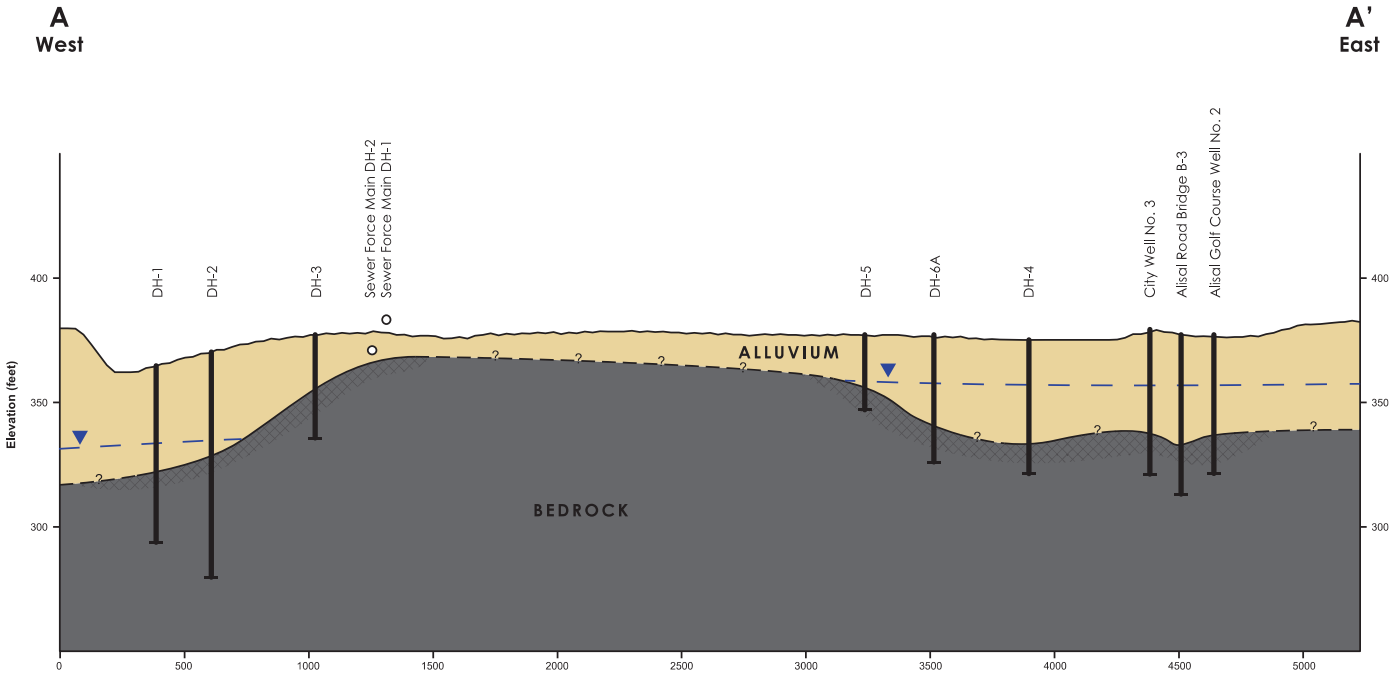
Cross Section A - A'

Solvang River Well Project
Hydrogeologic Evaluation

1x Vertical Exaggeration



10x Vertical Exaggeration



LEGEND

- Borehole
- Static Water Level

Geology

- Alluvium
- Bedrock

NOTE:

Water table is based on static water levels in:
- City Well No. 3 (July 2015)
- DH-1, 2, 3, 4, 5, 6A (November 2015)

SCALE

50 feet
10x Vertical Exaggeration
500 feet

MAP NOTES:
Date: February 18, 2016
Data Sources: Carollo, USGS

GSI Water Solutions, Inc.

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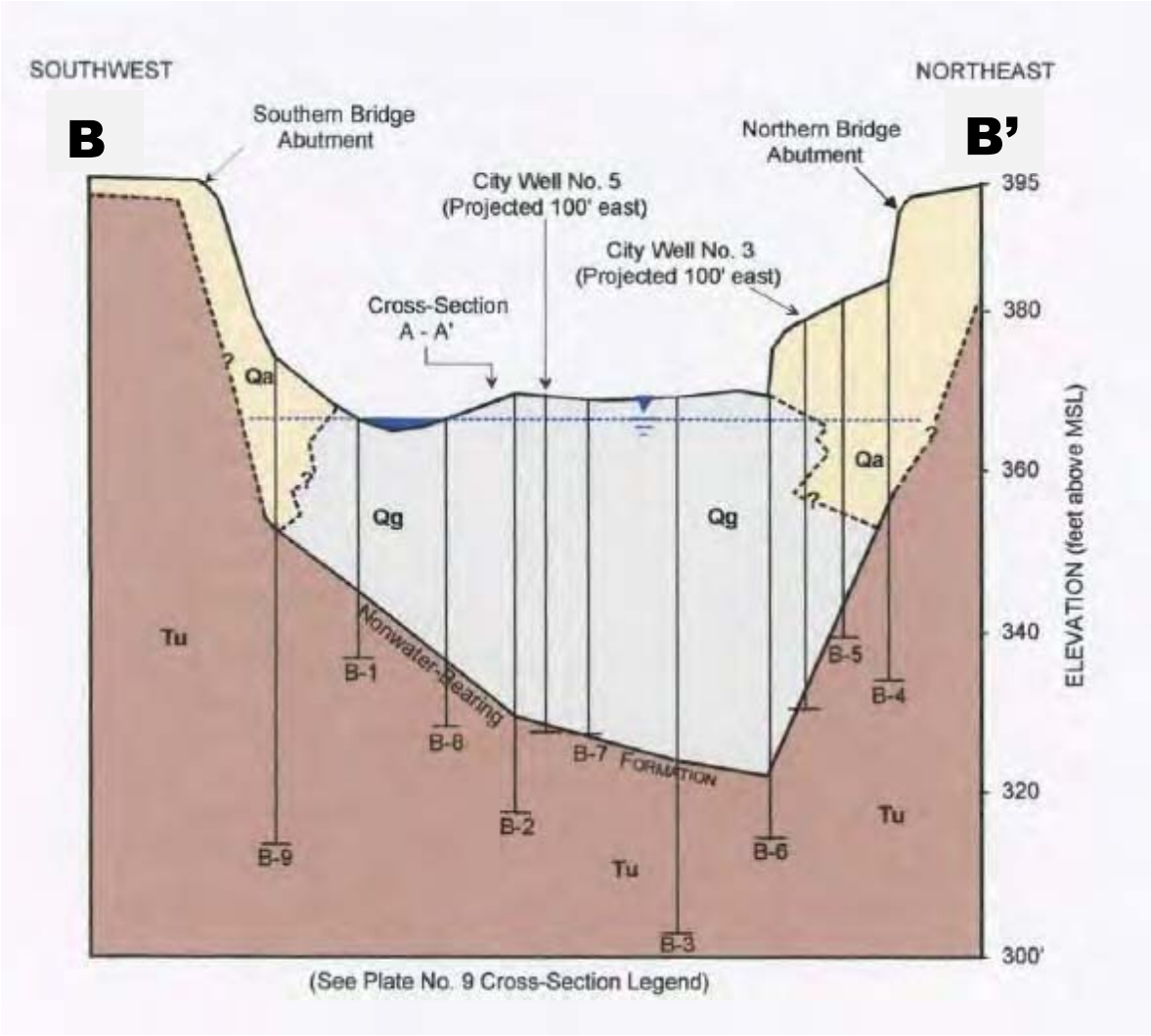


Figure 3. Alisal Road Bridge Boreholes – Cross Section B-B' (Adapted from Hopkins, 2003).
Note that this cross-section is drawn with a 10:1 vertical exaggeration.

The hydraulic conductivity of the alluvium in the project area is estimated to be between approximately 300 and 600 ft/day based on review of aquifer testing data from nearby wells including City Well 3, City Well 5 (destroyed), Alisal Ranch Well 2, and Alisal Ranch Well 3 (Hoffman, 1993; Hopkins, 2003 and 2008; Stetson, 2004a and 2011). The specific yield of the river alluvium in the project area is estimated to be between 0.1 (Hopkins, 2012) and 0.23 (Stetson, 2004a; Hopkins, 2012). This specific yield estimate is corroborated by the formation samples analyzed by Fugro (2007 and 2015) which indicate a general mix of silt, sand, and gravel, and no clay in the river alluvium.

Estimated Radius of Influence

Calculation of radius of influence is commonly used to estimate a well spacing that does not result in significant interference with neighboring wells that could result in reduced well production. The Theis (1943) analytical method[1] was used by Hopkins (2012) to estimate the radius of influence in the alluvial aquifer around Alisal Ranch Wells 2 and 3. Hopkins (2012) used two sets of hydrologic parameters (transmissivity, a measure of the permeability of the material; and specific yield, a measure of the capacity of the aquifer to release water) in their analysis; transmissivity values were 100,000 and 180,000 gpd/ft and specific yield values were 0.1 and 0.23. Both sets of values are considered relatively high. Hopkins (2012) also used a pumping rate of 800 gpm in his analysis of radius of influence, which is higher than the expected pumping rate of 300 gpm for the proposed River Wells west of the Alisal Road Bridge. Using the Theis analysis for all four combinations of these transmissivity and specific yield parameters following 12 hours and 24 hours of pumping yields the radial distances to the 1-foot and ½-foot drawdowns as shown in Tables 1A and 1B below. Based on this analysis, a well spacing of 300 feet would not cause significant well interference between wells.

Table 1A. Summary of Theis Radius of Influence Calculations for 12 hour pumping period

Transmissivity (gpd/ft)	Specific Yield	Radius at ½-foot drawdown	Radius at 1-foot drawdown
180,000	0.1	120	35
180,000	0.23	90	25
100,000	0.1	190	90
100,000	0.23	125	60

Note: All calculations for a 12 hour pumping period for a well pumping at 300 gpm.

Table 2B. Summary of Theis Radius of Influence Calculations for 24 hour pumping period

Transmissivity (gpd/ft)	Specific Yield	Radius at ½-foot drawdown	Radius at 1-foot drawdown
180,000	0.1	200	65
180,000	0.23	130	35
100,000	0.1	280	130
100,000	0.23	180	85

Note: All calculations for a 24 hour pumping period for a well pumping at 300 gpm.

[1] The Theis method is a graphical method that is used to determine aquifer transmissivity and storativity in a confined aquifer under non-equilibrium (non-steady state) radial flow conditions. This analysis is conservative for the Santa Ynez River alluvium which is an unconfined aquifer that would decline at a slower rate (Meridian, 2013)

Water Table Fluctuations

Water levels in the alluvial aquifer vary in response to the water levels in the Santa Ynez River. It is important to take into consideration this variability when estimating well yield and designing the well. Alluvial aquifer water levels have generally fluctuated seasonally between approximately 11 and 17 feet below ground surface (bgs) as measured at City Well 3. The maximum water level measured at City Well 3 was 6 feet bgs in 1994, and the minimum water level was 33 bgs in 2014. The dominant source of recharge to the alluvial aquifer system is by direct infiltration of flows in the Santa Ynez River, augmented in limited areas where rainfall recharge also occurs through surrounding sediments and streambeds.

Based on the water level data from City Well 3 and the alluvial thickness encountered in boreholes, the thickness of the saturated alluvium in the project area between the Alisal Road Bridge and DH-6A is estimated to vary between approximately 21 and 34 feet. It is expected that the saturated alluvial thickness is similar or greater towards the river and that it pinches out rapidly toward the north as indicated on cross section B-B' (Figure 3).

Proposed New Wells

Proposed Locations for New River Wells

The Fjord Drive right-of-way extension at the western end of the Site A area has been eliminated as a potential site for new River Wells because of the limited thickness of saturated alluvium overlying bedrock as encountered in boreholes DH-1, 2, and 3 (Fugro 2015). Groundwater was encountered in drill holes DH-1, 2 and 3 on the western end of Site A at depths ranging from 20 to 35 feet below ground surface (Fugro, 2015). In these same boreholes, the alluvial depths ranged from 21 feet to 41 feet bgs (Fugro, 2015). Therefore, the thickness of saturated alluvium ranged from 1 to 6 feet, which is an inadequate saturated alluvial thickness to yield a sufficient well production rate (Figure 2).

On the eastern end of the Site A area the saturated alluvial thickness between the Alisal Road Bridge and DH-6A is estimated to vary seasonally between approximately 21 and 34 feet thick indicating a favorable location for new River Wells. The primary target area for new river well installation is the 900-foot stretch between City Well 3 and DH-6A. Because the City of Solvang is required by the Division of Drinking Water (DDW) to maintain a 150-foot horizontal distance between the well locations and the currently active river channel, to maintain the classification of produced water as 'groundwater' instead of 'groundwater under the influence of surface water', the recommended well sites are set back from the active river channel by at least this distance.

Based on the geometry and thickness of the saturated alluvium of the well siting target area, the required 150-foot setback from the active river channel, and the radius of influence calculations summarized in Table 1A and 1B, two different configurations for new River Wells were developed: (a) two new River Wells (A-400 and B-400) with a 400-foot spacing between them and the existing City Well 3 (Figure 4 and Figure 5), and (b) three new River Wells (A-300, B-300, and C-300) with a300-foot spacing between them and the existing City Well 3 (Figure 6 and Figure 7). In the two well configuration, the western-most well (B-400) is located a little less than 400 feet west of well A-400 to keep it located more than 150 feet from the active river channel. For the three-well configuration, the two more easterly wells (A-300 and B-300) are more than 150 feet from the active river channel, although the western-most well (C-300) is less than 150 feet away. If this option is selected, the western-most well would only be usable during periods when there is no active river flow.

An option for the three-well configuration would be to only install wells A-300 and B-300 and not install the western-most well (C-300) as shown on Figure 6 and Figure 7 until City water demands warrant installation of such a well that would be unusable during periods when the river is actively flowing. Because of the thinner saturated gravel thickness present at the C-300 location, as illustrated on Figure 7, a well at that site may have a lower production rate compared to the more easterly well sites and it would therefore be of lower priority in maximizing production from this portion of Site A.

To ensure that a clear understanding of the river channel offset distance exists, it is important to note that a moderate to large flood event could cause the active river channel to migrate either closer to or farther from the northern riverbank and the probability of such an event such as this has not yet been evaluated. An analysis of the potential for river channel migration is recommended for consideration at a future date. Because the new well sites are within the active flood plain, consideration should be given to providing protection of the wellhead against flood damage by building the wellhead below grade or utilizing other protection measures.

For both well configurations, calculation of drawdown interference between wells was conducted using estimated flow rates of 400 gpm for these proposed wells, except for well C-300 which is estimated to have a yield of 300 gpm. For both configurations, the transmissivity of the aquifer sediments is high enough that little to no interference is predicted between the wells. For all of the proposed well configurations, there would be less than one-half of a foot of drawdown interference between the wells and so no significant reduction in yield due to interference is expected.

FIGURE 4

Proposed Well Locations 400 Foot Spacing

Solvang River Wells Project
Hydrogeologic Evaluation

LEGEND

- Proposed Well
- Existing Well
- Borehole
- Current Active Channel
- 150' Buffer
- Wright Parcels

N

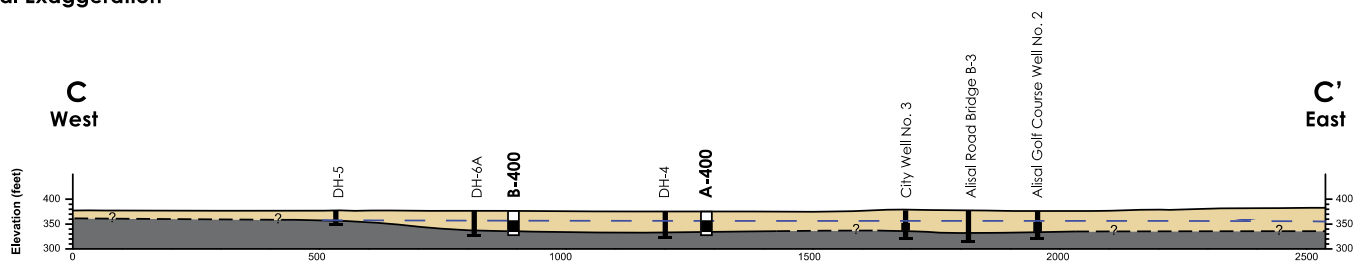
0 100 200 300
Feet

MAP NOTES:
Date: April 21, 2016
Data Sources: City of Solvang, USGS, ESRI,
Air photo taken on June 3, 2014 by the USDA

GSI Water Solutions, Inc.

Document Path: P:\Portland\384-Carollo Eng\005-Solvang Wells\Project_GIS\Project_mxds\Hydro_Report\Figure4_Proposed_Wells_400.mxd

1x Vertical Exaggeration



10x Vertical Exaggeration

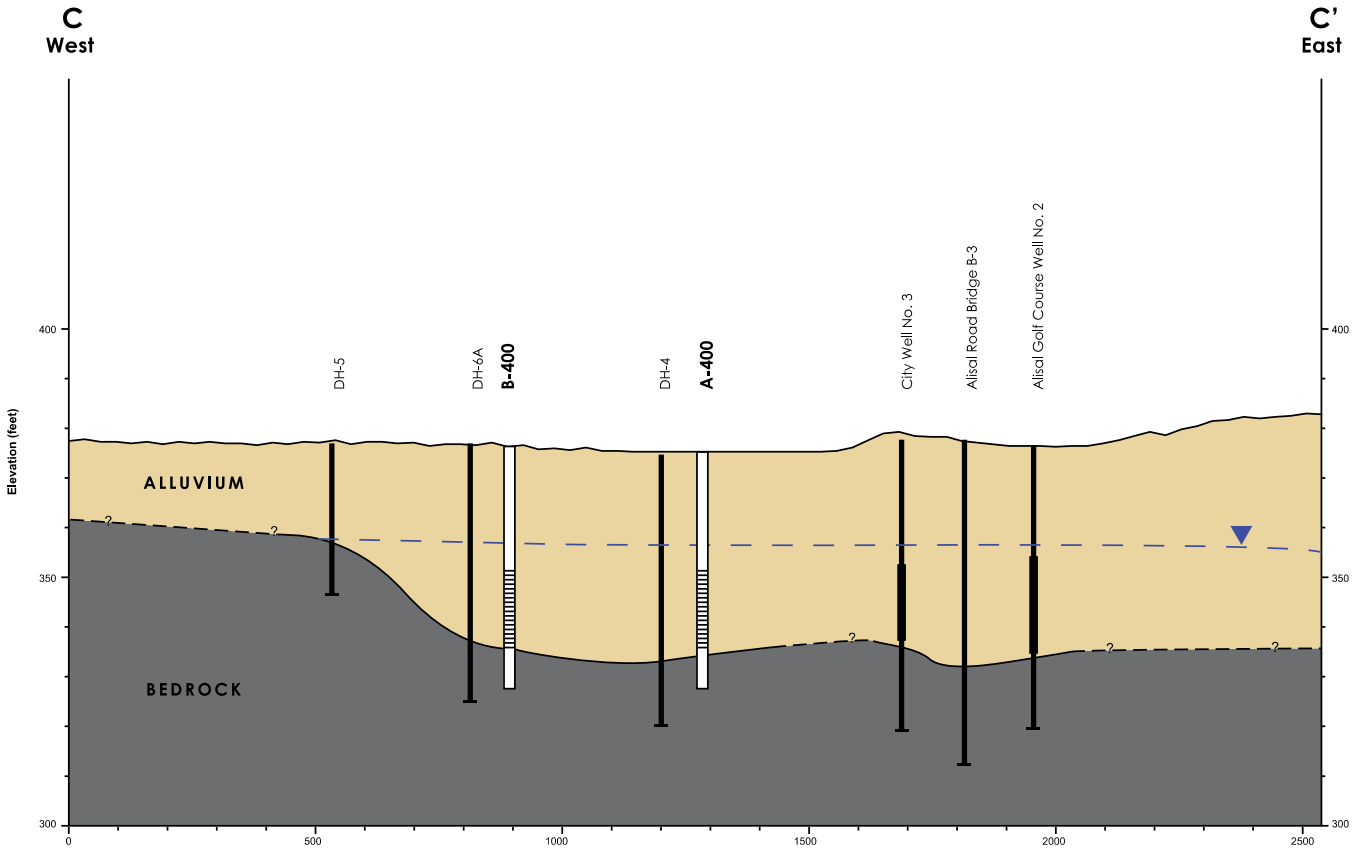


FIGURE 5

Proposed Well Locations
400 Foot Spacing
Cross Section C - C'
Solvang River Wells Project
Hydrogeologic Evaluation

LEGEND

- Borehole
- Screen Interval
- Static Water Level

Geology

- Alluvium
- Bedrock

NOTE:

Water table is based on static water levels in:
- City Well No. 3 (July 2015)
- DH-1, 2, 3, 4, 5, 6A (November 2015)

SCALE

25 feet
250 feet
10x Vertical Exaggeration

MAP NOTES:
Date: February 23, 2016
Data Sources: Carollo, USGS

GSI Water Solutions, Inc.

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FIGURE 6

Proposed Well Locations
300 Foot Spacing

Solvang River Wells Project
Hydrogeologic Evaluation

LEGEND

- Proposed Well
- Existing Well
- Borehole
- Current Active Channel
- 150' Buffer
- Wright Parcels

N

0 100 200 300
Feet

MAP NOTES:
Date: April 21, 2016
Data Sources: City of Solvang, USGS, ESRI,
Air photo taken on June 3, 2014 by the USDA

GSI Water Solutions, Inc.

Document Path: P:\Portland\384-Carollo Eng\005-Solvang Wells\Project_GIS\Project_mxds\Hydro_Report\Figure6_Proposed_Wells_300.mxd

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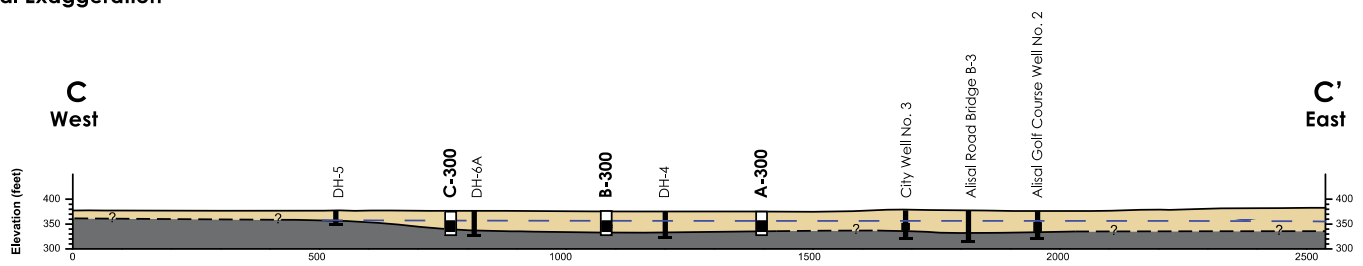

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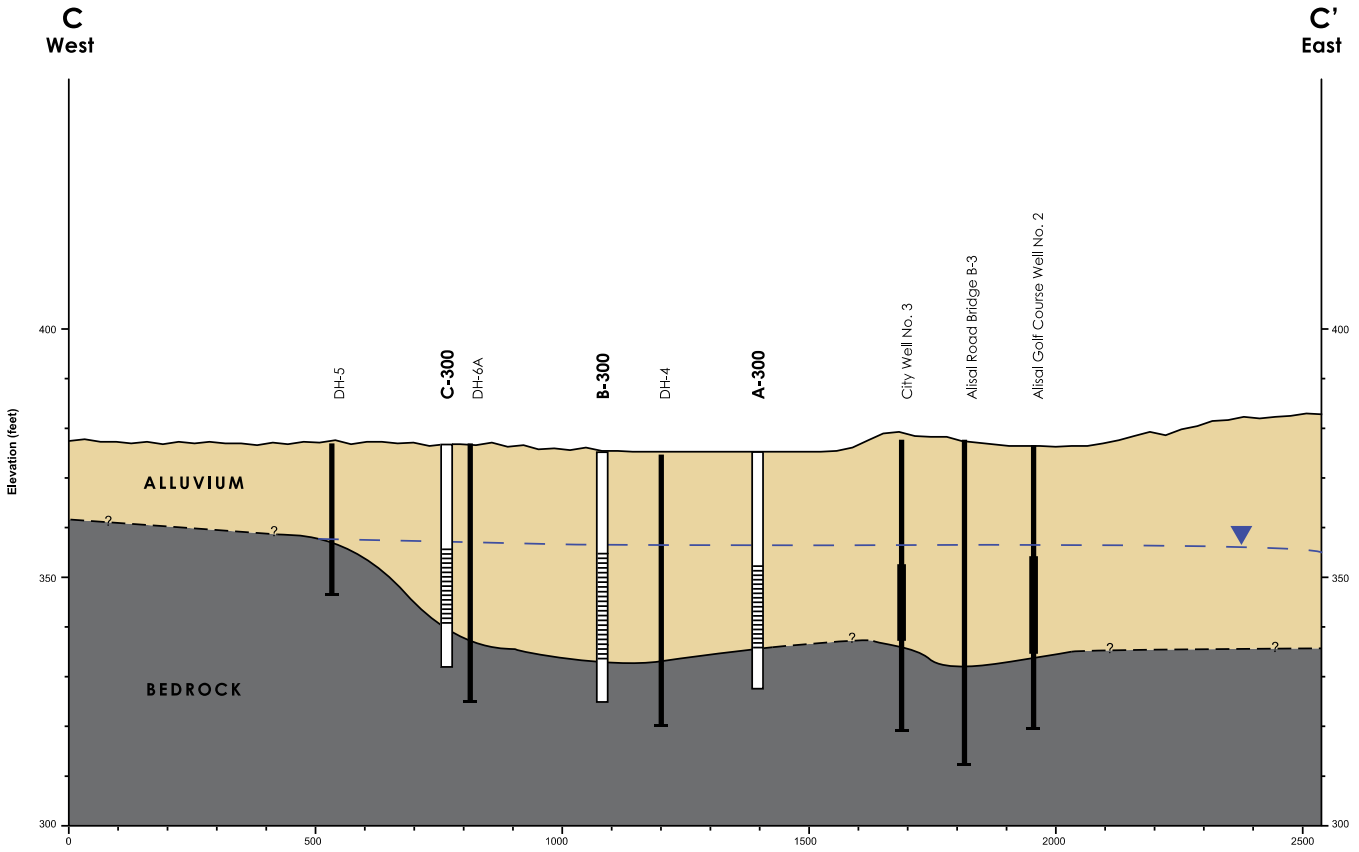

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FIGURE 7

Proposed Well Locations
300 Foot Spacing
Cross Section C - C'
Solvang River Wells Project
Hydrogeologic Evaluation

LEGEND

- Borehole
- Screen Interval
- Static Water Level

Geology

- Alluvium
- Bedrock

NOTE:

Water table is based on static water levels in:
- City Well No. 3 (July 2015)
- DH-1, 2, 3, 4, 5, 6A (November 2015)

SCALE

25 feet
10x Vertical Exaggeration
250 feet

MAP NOTES:
Date: February 23, 2016
Data Sources: Carollo, USGS

GSI Water Solutions, Inc.

Drilling Method and Noise Abatement Strategies

The recommended drilling method for the proposed River Wells is standard mud rotary or flooded reverse with an above-ground containment system for the drill cuttings and fluids. Based on the City Well No. 3 well report (Hoffman, 1993), it is expected that bentonite and/or organic polymer drilling fluids would be needed to stabilize the borehole during drilling. The drill cuttings and fluids would need to be contained and trucked off site for disposal.

Access to the drill sites would be from Fjord Drive along the existing dirt access road west of the Alisal Bridge (Figure 4 and Figure 6). A site footprint at each well site of approximately 80 by 100 feet would be required for drilling activities.

The City of Solvang General Plan Noise Element (1987) indicates that the average community equivalent noise level for the exterior of single family residences and parks shall be 60 CNEL[2]. The City will require a noise impact evaluation for all projects as part of the design review process to determine if unacceptable noise levels will be created or experienced. Should noise abatement be necessary, the City will require the implementation of mitigation measures based on a detailed technical study prepared by a qualified acoustical engineer (City of Solvang, General Plan Noise Element, Policy 1.b). Implementation of mitigation measures such as sound attenuation barriers during drilling and other construction phases was identified in the City's Water Master Plan EIR (Meridian, 2013) as a viable method to mitigate these potential impacts to less than significant.

The proposed well drilling locations for the Solvang River Wells Project are approximately 250 horizontal feet away from the nearest residences and approximately 20 vertical feet down the river bank. If the natural noise attenuation provided by the river bank is determined to be inadequate to meet the 60 CNEL Noise Element requirement, the drilling contractor will be required to provide temporary sound attenuation barriers that can be installed around the drill rig at each proposed well site.

Pilot Hole Investigation

A pilot test hole will be drilled initially at each proposed well location to verify adequate alluvial thickness and static water level for well construction. Formation samples will be collected at five foot intervals from ground surface within the alluvium to aid in determination of final well depth and design. The pilot test hole will be completed to approximately 15 feet below the base of the alluvium. If the materials encountered indicate favorable conditions for placement of a well, a downhole geophysical survey (SP and resistivity) may be performed following completion of the pilot test hole. If the materials encountered in the borehole do not indicate favorable conditions for well placement other pilot test holes will be drilled nearby until favorable conditions are encountered. A qualified hydrogeologist will utilize the formation samples and the results of the downhole geophysical survey to identify the best location for the new well and to determine the final well design. The selected pilot hole will be reamed to a diameter of 20 inches prior to installation of the well. Other un-used pilot holes (if any) would be abandoned according to DWR standards.

[2] A community noise equivalent level (CNEL) noise measurement is obtained by adding 5 decibels to sound levels occurring during the evening from 7:00 PM to 10:00 PM, and 10 decibels to sound levels occurring during the nighttime from 10:00 PM to 7:00 AM (Meridian, 2013).

Proposed Well Design

Well Casing Materials

The proposed new River Wells would be constructed with type 304 stainless steel 12-inch inside diameter (ID) nominal size well casing[3]. The exact lengths of well casing would be determined based on conditions encountered in the field at each selected well site, but based on Fugro (2015) borehole data and the City Well 3 lithology log it is expected that the proposed wells would utilize blank well casing from three feet above ground surface to approximately 25-feet bgs, then well screen from 25-feet to approximately 40-feet or just above the bedrock contact. Beneath the screened interval, the bottom of each well would utilize a 15-foot section of blank casing that extends into bedrock. This blank section, or pumping chamber, would allow for the option to place the well pump below the base of the alluvial aquifer, therefore making the full thickness of saturated alluvium above the screen available for drawdown. If a submersible pump is used and placed below the screen, a pumping shroud or other method of ensuring adequate flow across the motor (which is below the pump bowls on a submersible pump) will be needed. The stainless steel well casing sections would be lap-welded together by the licensed water well driller, creating a plumb, water-tight seal at each joint. A generalized schematic of the new River Well design is shown on Figure 8.

Based on laboratory analysis of Fugro (2015) alluvial formation samples and comparison to City Well 3 screen slot size selection, the proposed well screen slot size for the new River Wells would be 0.050 to 0.060-inch. The screened intervals of the proposed wells would be type 304 stainless steel continuous wire-wrap well screen from a manufacturer such as Johnson Screens ®. Stainless steel well casing would provide greater well efficiency and lower intake velocity through the well screen than a PVC machine-slotted option due its larger intake area per linear foot of well screen. Although PVC well casing would cost less and may provide better protection against well deterioration due to corrosion, the lower efficiency and therefore lower well yields associated with PVC screen is considered unsatisfactory for these wells – maximizing the well yield is a fundamental priority.

Well Seals and Gravel Pack

The filter pack material for the new River Wells would consist of ¼-inch to #8 (U.S. standard sieve mesh size) graded gravel and would be placed in the wellbore annulus via tremie pipe from approximately 2 feet below to approximately 2 feet above the top of the perforated interval. A sanitary seal would be installed in the upper well annulus above the gravel pack and extending to the ground surface. The sanitary seal depth in the proposed River Wells would be at least 20 feet. The new River Wells would require a variance to the DWR 50-foot minimum depth of annular surface seal requirement for community water supply wells, similar to what was allowed at City Wells 3 and 7A.

[3] Stainless steel casing, using wire-wrap screen for the perforated interval, is recommended for these wells in consideration of the substantially greater "open area" of that product as compared to PVC well screen. The stainless steel well screen would have an intake area of approximately 115 in^2 per linear foot of well screen while the PVC well screen would have an intake area of approximately 35 in^2 per linear foot of well screen. Because of the limited depth of the wells and the limited thickness of the productive gravels, maximizing well efficiency is paramount, and the more efficient wire-wrap screen available only in stainless steel is critical to maximize well yield and efficiency.

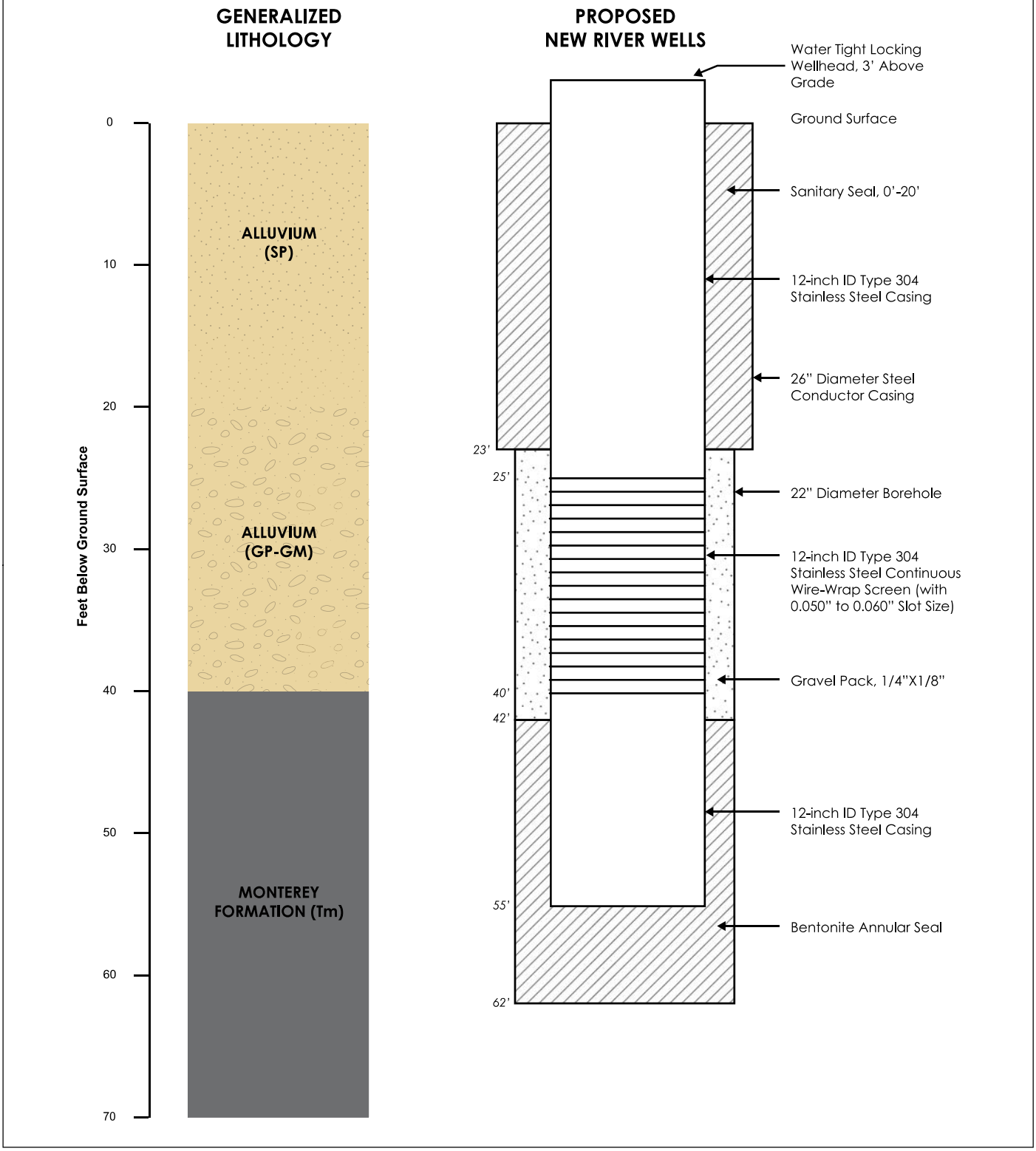

FIGURE 8

Preliminary New River Wells Construction Diagram

Solvang River Well Project
Hydrogeologic Evaluation

GSI Water Solutions, Inc.

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Well Development and Wellhead Completion

Following completion of well installation, each well would be developed to remove residual drilling mud and fine grained materials. Once each well has been developed, pumping tests would be performed to determine well yield and to determine actual drawdown interference between wells. A Title 22 water quality sample would be taken from each well for laboratory analysis at the end of each pumping test. A permanent well pump would be selected based on the results of the pumping tests at each new well, and installed by the licensed and appropriately experienced water well contractor.

The wellheads at each new River Well would be locking and water-tight and completed three feet above grade. Placement of riprap or other durable materials around the wellheads, similar to what has been done at Alisal Ranch Well 2, is recommended to protect against flood damage.

Permitting

Prior to beginning drilling of the proposed new wells, the drilling contractor will be responsible for obtaining drilling permits from the City of Solvang. As with other wells installed in the City, the driller shall arrange for inspection of the sanitary seal with the County of Santa Barbara (because the City does not have this capability). After completion of each new well the drilling contractor will be required to complete Department of Water Resources (DWR) well drillers logs and submit them to the State. Additionally, because the target productive zone occurs from approximately 20 feet to 40 feet bgs, the new River Wells would require a variance to the DDW 50-foot minimum depth of annular surface seal requirement for community water supply wells (DWR Bulletin 74-90), similar to what was allowed at City Wells 3 and 7A.

Before the new wells can be used, the City is required to submit an application for domestic water supply permit amendment to the DDW that outlines the proposed additional water supply sources for the municipal water system. The application for permit amendment must be accompanied by well data sheets, DWR well drillers logs, recent Title 22 water quality data and bacteriological testing results for each new well, documentation of a drinking water source assessment and protection program (DWSAP), CEQA documentation, and documentation of site inspections by DDW staff. DDW documentation describing the requirements for new wells and the application for domestic water supply permit amendment are included in Appendix B.

The City has completed a California Environmental Quality Act (CEQA) environmental review process including completion of an EIR (Meridian 2013), and conducted public hearings. The City is in the process of securing a permit modification with the State Water Resources Control Board (SWRCB) to allow an expanded reach of diversion from the Santa Ynez River under Water Rights Permit 15878.

Cost Estimate

GSI obtained a planning level cost estimate for drilling and completion of two River Wells from Cascade Drilling L.P. The cost estimate assumes use of type 304 stainless steel well casing for well construction and includes mobilization and demobilization, well drilling, casing supply and installation, a downhole geophysical survey, and containment and disposal of drill cuttings and fluids. The estimated cost provided by Cascade Drilling for two wells is $160,000. An additional $70,000 is estimated for a third well, making the estimated cost $230,000 for three wells.

GSI also spoke with Greg Filipponi of Filipponi & Thompson Drilling. Mr. Filipponi estimated that constructing the wells with SDR 21 PVC well casing and screen (instead of stainless steel) would reduce the well casing materials cost by a factor of 5. Based on this information the planning level cost estimates for wells constructed with PVC casing are $130,000 for two wells and $190,000 for three wells. However, as stated above, PVC casing is not recommended for this project because of the substantially lower open area associated with PVC screen and the subsequent decrease in well efficiency.

Table 2 below provides a summary of drilling costs along with other project costs to provide a total project cost estimate for the three well configuration. This cost estimate does not include the costs for acquisition of land easements. If only two wells are selected for installation, the drilling costs would be reduced by approximately $70,000 and the other various engineering, management and permitting costs would also be lower.

Table 2. Summary of Estimated Project Costs for Three (3) New Vertical Wells at Alisal Road Bridge

Description of Work	Cost
General Conditions	$180,000
Well Drilling	$230,000
Civil (survey, easement, road repair, grading & utilities)	$390,000
Mechanical (well equipping, piping, valves)	$360,000
Structural (concrete pads, wellhead)	$210,000
Electrical, Instrumentation, SCADA	$480,000
SUBTOTAL	$1,850,000
Construction contingency (20%)	$370,000
Permitting(2)	$61,000
Engineering(2)	$264,000
Construction Management & Inspection(2)	$106,000
GRAND TOTAL	$2,651,000

Notes: (1) The cost estimate herein is based on our perception of current conditions at the project location. This estimate reflects our professional opinion of accurate costs at this time and is subject to change as the project design matures. GSI & Carollo Engineers have no control over variances in the cost of labor, materials, equipment; nor services provided by others, contractor's means and methods of executing the work or of determining prices, competitive bidding or market conditions, practices or bidding strategies. GSI & Carollo Engineers cannot and does not warrant or guarantee that proposals, bids, or actual construction costs will not vary from the costs presented as shown.

(2) Costs based on current contract between City and Carollo Engineers for "River Wells Project (PW029)".

Conclusions and Recommendations

The primary target area for installation of new River Wells is the eastern portion of Site A located in the 900-foot long portion of the northern riverbank between City Well 3 and geotechnical borehole DH-6A and as close as possible to the active river channel (while considering the need for a 150 foot setback from the active river channel), to maximize saturated alluvial thickness. Due to the limited length of the target area and the DDW 150-foot setback from the active river channel requirement, GSI presents two different configurations for new River Wells; one with 400-foot spacing between two new River Wells (A-400 and B-400) and the existing City Well 3 (Figure 4 and Figure 5), and one with 300-foot spacing between three new River Wells (A-300, B-300, and C-300) and the existing City Well 3 (Figure 6 and Figure 7).

In the three well configuration, the western-most well is located less than 150-foot from the active river channel due to narrowing alluvium geometry at the western end of the target area. This means that the western-most well could only be pumped when the river is not actively flowing or if the active channel shifts further south. The planning level cost estimates for the well drilling contractor costs of the project range from $160,000 for two wells to $230,000 for three wells, and a total estimated project cost for all three wells of approximately $2.65 million as shown on Table 2 above.

Based upon an estimated yield of 300 gpm each, these three vertical River Wells could achieve a total additional yield of 900 gpm or more if well yields exceed the 300 gpm per well estimated production rate. In consideration of the production rates at other wells along the river, rates of 400 gpm or greater per well are possible. In consideration of these potentially higher production rates, the City may want to consider 14 or 16 inch diameter casing to allow for installation of larger capacity pumps.

Because the proposed new wells would substantially increase the flow rates entering the City's distribution system piping in the vicinity of the City Well 3 connection, an engineering evaluation of the hydraulics associated with increasing the flows from approximately 300 gpm to 900 gpm or more should be conducted.

Finally, because only two or three wells are possible based upon the analysis provided in this report, additional wells at other locations (such as in the southwestern portion of Site A or in Site B) may be needed in the future to produce the total goal of 1,200 gpm from new River wells. Locations, yield estimates and costs have not been developed for those potentially-needed future wells.

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Appendix A

FLOYD V. WELLS, INC.
DEPEND ON WELLS FOR WATER

WATER WELL DRILLING LOG

PUMP SALES & SERVICE
WATER WELL DRILLING CONTRACTOR
1337 W. BETTERAVIA RD.
SANTA MARIA, CA 9345[illegible]
805/925-8626 FAX 805/928-78[illegible]
CA LIC.#C57-229[illegible]

Owner: CITY OF SOLVANG Company:

Well No.: 5A ~~3~~ Rig: #7

Location of Well: ALISAL RD., SOLVANG, CA

WEST OF ALISAL BRIDGE/SANTA YNEZ RIVERBED AREA

Surface Pipe or Seal: TOP CEMENTED IN 20" BOREHOLE Size: - Depth: 20' Gauge: -

Well Bore Diameter: 20" Depth of Casing Set: 55'

Casing Size: 10 3/4" OD Gauge: .250W Type: 304 S.S.

Perforations: Size: .060 Type: 304 S.S. WELL SCREEN Number: FULL FLOW

Perforation Location from Ground Level: 25' From: 0' To: 25' BLANK

25' 45' SCREEN

45' 55' BLANK

Gravel Pack: Type: SISQUCC Size: ¼" X 1/8" Quantity: 4 TONS

Bits: No. Used: 3 Size: 1-8 3/4"/ 1- 14 3/4" & 1-20"

Drilling Method: Air: Foam: Mud: X

Material Used: Gel.: 81-50#QUIK GEL P-95: 6-50#SHUR-GEL Foam:

Well Started: 04-26-93 Well Completed: 05-12-93 Driller: CLARENCE

TEST PUMPING INFORMATION:

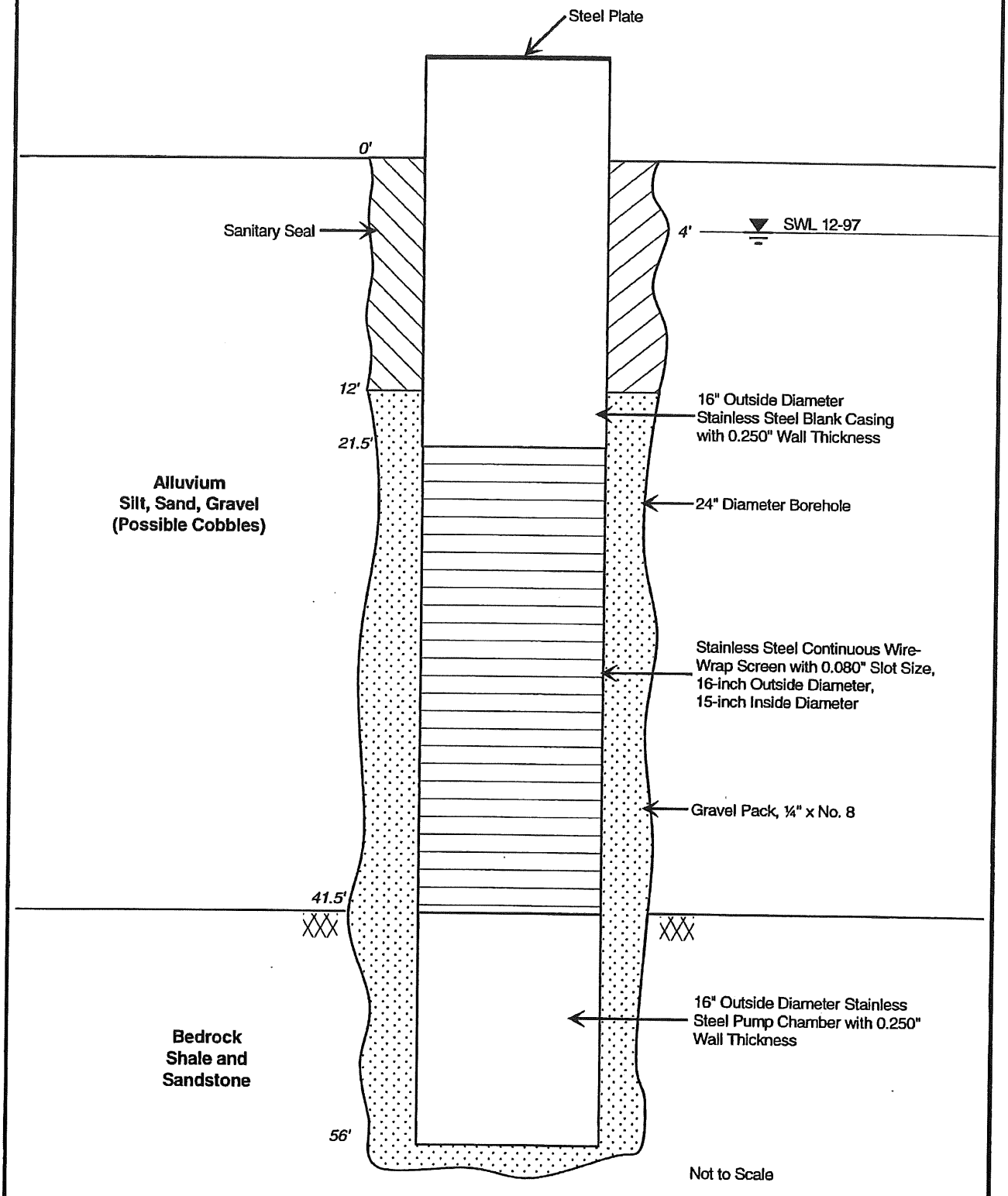
Production Test:

Standing Water Level: Pumping Level:

G.P.M.: Pumping Level

REMARKS: FORMATION ON TEST HOLE #1: 0'-48' SAND & GRAVEL/48'-61' SHALE

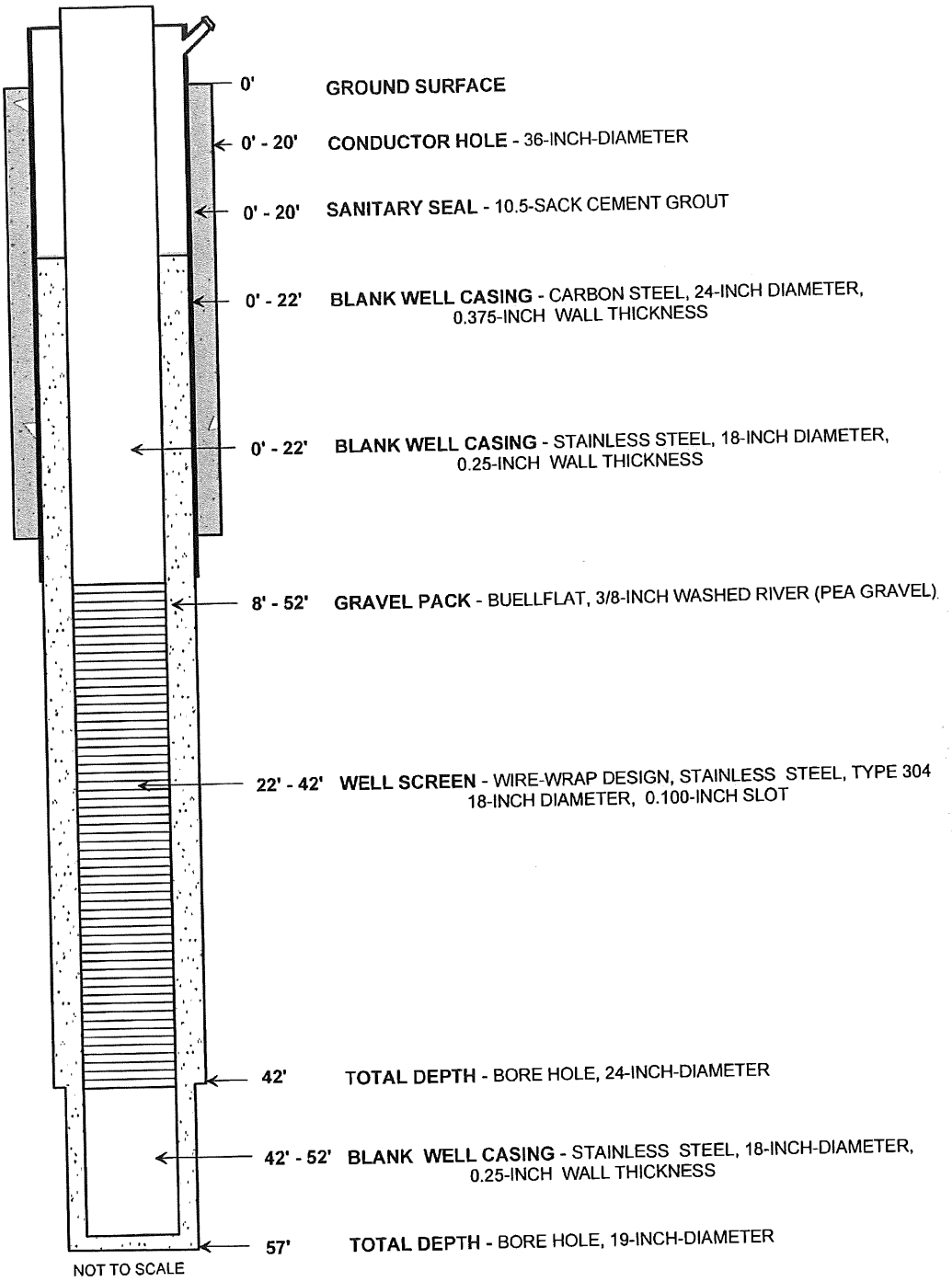
TEST HOLE #2: 0'-40' SAND & GRAVEL/40'-60' SHALE



"AS-BUILT" DRAWING

PREPARED BY FUGRO WEST, INC.	Alisal Guest Ranch Golf Course Irrigation Well No. 2	DATE: February 1998
DWG. by: LK		PLATE 2
APP by: CH		

9671/9741cdw.ds4



WELL CONSTRUCTION DRAWING
Alisal Guest Ranch Golf Course
Ranch Well No. 3 Construction Project
Solvang, California

PLATE 2

Appendix B

REQUIREMENTS FOR NEW WELLS

Division of Drinking Water
_____ District Office

1. Permit Application

Application for an amended permit must be made as required by Section 116550, Article 7, Chapter 4, Part 12, Division 104, of the California Health and Safety Code. Included with this letter is a permit application and instructions that should be used. Return the completed application, along with the information required in Items 2, 3, 4, 5, 6, 7, 8, and 9 (if available) to the _____ District Office.

For water systems serving fewer than 1,000 connections: a permit application fee of $258.00 must be submitted with the application for an amendment of a domestic water supply permit due to an addition or modification of the source of supply. Please make checks payable to the State Water Resources Control Board.

2. CEQA Clearance

California Environmental Quality Act (CEQA) documentation is required. A Notice of Determination must be included with the permit application if the well is for a water system owned by a public agency. All environmental documents must be routed through the State Clearinghouse (SCH) and be assigned a SCH Number before the State Water Resources Board, Division of Drinking Water (DDW) will grant permission to put the new source online.

Privately owned water companies, including mutual water companies and homeowners associations, must use DDW as the lead agency for CEQA clearance. The District office will provide the utility with an Environmental Information Form that must be completed and returned to the _____ District Office for projects that DDW is the lead agency for.

Failure to comply with the CEQA requirements will cause a delay in DDW granting permission to use the new source in the water system.

3. Plans and Specifications

Plans and specifications must be submitted to DDW. All new wells are to be drilled and constructed in accordance with the California Department of Water Resources (DWR) Bulletins 74-81 and 74-90 and the American Water Works Association (AWWA) Standard A100-06 for Water Wells. The California Water Well Standards Bulletin 74-90 requires a separation of domestic water supply wells from potential sources of contamination as follows:

Potential Pollution or Contamination Source	***Minimum Horizontal Separation Distance Between Well and Known or Potential Source**
Any sewer line (sanitary, industrial, or storm; main or lateral)	50 feet
Watertight septic tank or subsurface sewage leaching field	100 feet
Cesspool or seepage pit	150 feet
Recycled Water Use Area	50-150 feet depending on level of treatment of recycled water
Animal or fowl enclosure	100 feet

*The above separation distances are for wells with adequate annular seals drilled in dry upper unconsolidated formations that are less permeable than sand. Wells drilled in fractured rock formations need to have much greater separation distances.

The AWWA Well Standard specifies a minimum annular seal thickness of 3 inches. **Bentonite slurries are not allowed as a sealing material. Bentonite slurries can shrink and crack when they dry out, and they do not adequately hydrate and swell once water is reintroduced to the seal.**

All wells shall be plumbed and equipped with proper electrical hookups at the well site to allow for the installation of emergency disinfection equipment in case of a bacteriological water quality failure. In addition, all wells must be equipped with a production meter and flush to waste facilities.

4. Drinking Water Source Assessment Requirements

As of April 1, 1999, all new sources must have an assessment completed as part of the permitting process. This assessment must be conducted in accordance with the Division's Drinking Water Source Assessment and Protection Program (DWSAP). The assessment must include the following:

- A ***Delineation*** of protection areas/zones around the well (2 year, 5 year and 10 year time of travel).

- An ***Inventory*** of Possible Contaminating Activities (PCAs) within the identified protection areas/zones.
- A ***Vulnerability Assessment*** to identify the PCAs to which the source is most vulnerable.

To obtain detailed information on the procedures to complete a source assessment, you may contact the _____ District Office or access the DDW's website at:

http://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/DWSAPGuidance.shtml

On March 9, 2008, revisions to the California Waterworks Standards became effective that require water systems to provide documentation demonstrating that a well site control zone with a 50-foot radius around the site can be established for protecting the source from vandalism, tampering, or other threats at the site by water system ownership, easement, zoning, lease, or an alternative approach approved by DDW based on its potential effectiveness in providing protection of the source from contamination.

5. DWR Well Completion Report

Section 13751 of Chapter 10 of Division 7 of the Water Code requires that any person who digs, bores, or drills a water well, cathodic protection well, or a monitoring well, or abandons or destroys any such well, or who deepens or re-perforates any such well shall file with the DWR a report of completion (Well Completion Report) of such well within 30 days after its construction or alteration has been completed. The report shall be made on forms furnished by DWR. A Well Completion Report is a document completed by the well driller at the time of construction. The Report includes the following information: owner, location, proposed use, equipment employed in the construction of the well, gravel pack, casing material and diameter, perforations, well seal, water levels, well tests, well log, date drilled and the name of the well driller. A copy of the Well Completion Report must also be submitted to DDW after the well has been drilled.

6. Source Capacity Information

Sufficient pump test information must be submitted that demonstrates the capacity of the source on a sustained basis. Information must also be provided that evaluates any potential impacts to nearby wells and surface water sources as required as part of the CEQA documentation.

7. Well Topographic Coordinates

Determine the topographic coordinates for each source and submit the information to DDW. The coordinates (latitude and longitude) in degrees, minutes and seconds may be determined from a Global Positioning System or from a U.S. Geological Survey Quad sheet.

8. Water Quality Reports

Prior to placing a new well into service, it must be determined whether the well water meets the State's drinking water quality standards. To make this determination the water must be analyzed for:

(a) ***Bacteriological Quality***

(b) ***General Mineral, General Physical, and Inorganic Chemicals*** – See the attached Water Quality Monitoring Schedule.

(c) ***Volatile Organic Chemicals*** – The utility must monitor for **two consecutive quarters** initially and then as shown in the attached Water Quality Monitoring Schedule.

(d) ***Synthetic Organic Chemicals*** - The utility must monitor for **two consecutive quarters** initially and as shown in the attached Water Quality Monitoring Schedule.

(e) ***First of four consecutive quarters of radiochemical monitoring*** - See the attached Water Quality Monitoring Schedule.

9. Well Data Sheets

The attached Well Data Sheet needs to include information about the pump and motor as well as a summary of the Well Completion Report and location of the well.

10. Inspections

(a) Site Inspection: Once a site has been selected for the proposed well, contact DDW so that a site inspection can be performed to determine if the location will be suitable.

(b) Well Inspection: After the well has been drilled, the pump and other equipment installed, and before the well is added to the system, a member of the DDW staff must complete a field inspection of the well.

A well is not to discharge into the water distribution system until the above documents have been submitted to DDW and a field inspection of the well installation has been made.

If you have any questions regarding any of the above requirements, please contact the DDW _____ District Office at _____.

Attachments

Permit Application and Instructions
Water Quality Monitoring Schedule
Well Data Sheet

System: _____

System No: _____

Checklist of Items Required Prior to Granting Permission
To The Utility to Put Wells On-Line

Project: _____

_____ Permit application: Date:_____

_____ Well Data Sheet

_____ Well Drillers Log

_____ Recent Title 22 Water Quality Data

_____ Clean Bacteriological Result

_____ Source Water Assessment (SWAP) or PCA checklist and map: _____

_____ CEQA Documentation
Documents Provided:
_____ EIF for CEQA Exemptions: Dated _____

_____ Negative Declaration
_____State Clearinghouse Number: _____
_____Notice of Adoption by Lead Agency
_____Notice of Determination from Lead Agency

_____ Operations Plan: Dated: _____

_____ Plans and Specifications for Treatment Facilities

_____ Entered into PICME (date): _____ Primary Station Code: _____

Date Put On-Line: _____

Approval Letter Sent: _____

Permit Issued: _____

Comments:

_____
_____
_____
_____

STATE OF CALIFORNIA

APPLICATION

FOR

DOMESTIC WATER SUPPLY PERMIT AMENDMENT

FROM

Applicant: _____

(Enter the name of legal owner, person(s) or organization)

Address: _____

System Name: _____

System Number: _____

TO: State Water Resources Control Board
Division of Drinking Water
1180 Eugenia Place, Suite 200
Carpinteria, CA 93013

Pursuant and subject to the requirements of the California Health and Safety Code, Division 104, Part 12, Chapter 4 (California Safe Drinking Water Act), Article 7, Section 116550, relating to changes requiring an amended permit, application is hereby made to amend an existing water supply permit to _____

(Applicant must state specifically what is being applied for - whether to construct new works, make alterations or additions in works or sources, or change or modify treatment.)

_____

_____

_____

FOR OFFICIAL USE

Date Received:

I (We) declare under penalty of perjury that the statements on this application and on the accompanying attachments are correct to my (our) knowledge and that I (we) are acting under authority and direction of the responsible legal entity under whose name this application is made.

Signed By: _____

Title: _____

Address: _____

_____

Telephone: _____

Dated: _____

Appendix C

CASCADE DRILLING, L.P.
LEADERS IN SAFETY

Budget Estimate

Date:	Tuesday, February 23, 2016
For:	GSI Water Solutions, Inc
Contact:	
Email:	npage@gsiws.com
Street Address:	418 Chapala Street Suite F
City/State/Postal:	Santa Barbara, CA 93101
Tel:	805-979-3083
Mobile:	970-692-3593
Fax:	
Project:	
Street Address:	
City/State/Postal:	

Local Offices

Southern California: 1333 W. 9th St. Upland (Los Angeles) CA 91786: ♦ Tel. 909-946-1605

Sacramento: 3000 Duluth Street, West Sacramento, CA 95691 ♦ Tel. 916-638-1169

Arizona: 7773 West Seldon Lane, Peoria (Phoenix), AZ 85335 ♦ Tel. 623.935.0124

SCOPE Drill Two 55' wells , 20" bore hole , Install 10 3/4" SS 304L .250 wall Seal and Well Comptetion, and Disposal of mud and cutting (Estimate)

Task	Description	Unit	Quantity	Unit Price	Unit Total
1	Mob-Demob	Lump Sum	1	$ 16,000.00	$ 16,000.00
2	Pilot Hole	Feet	110	$ 195.00	$ 21,450.00
3	Geophysical Surveys (SP, Short-Long-normal and lateral resistivity Surveys)	Lump Sum	1	$ 7,000.00	$ 7,000.00
4	Ream 20" Bore Hole	Feet	110	$ 175.00	$ 19,250.00
5	Caliper Log	Lump Sum	1	$ 5,500.00	$ 5,500.00
6	10" SS 304L Blank and Installation	Feet	70	$ 300.00	$ 21,000.00
7	10" SS 304L .060 Louvered and Installation	Feet	40	$ 414.00	$ 16,560.00
8	Gravel Pack and Installation	Feet	70	$ 195.00	$ 13,650.00
9	Cement Seal	Feet	40	$ 195.00	$ 7,800.00
10	Well Completion	Each	2	$ 3,200.00	$ 6,400.00
11	Per-Diem For A Three Man Crew Per Day	Day	10	$ 525.00	$ 5,250.00
12	Forklift and Hopper	Day	12	$ 350.00	$ 4,200.00
13	Disposal of Mud (Per Gallon)	Each	6000	$ 1.10	$ 6,600.00
14	Disposal of Cuttings (Per Ton)	Each	10	$ 95.00	$ 950.00
15	Vac Truck	Hours	16	$ 350.00	$ 5,600.00
16	Analytical 7 day turnaround per sample	Each	2	$ 800.00	$ 1,600.00
					$ -
					$ -
	Total Cost Estimate				**$ 158,810.00**

Drill Rig Type:	Mud Rotary - Air
Drill Configuration:	Truck
Prepared By:	
E-mail	rmroz@cadcade-env.com

CASCADE DRILLING, L.P.
LEADERS IN SAFETY

Local Offices	
	Southern California: 1333 W. 9th St. Upland (Los Angeles) CA 91786: ♦ Tel. 909-946-1605
	Sacramento: 3000 Duluth Street, West Sacramento, CA 95691 ♦ Tel. 916-638-1169
	Arizona: 7773 West Seldon Lane, Peoria (Phoenix), AZ 85335 ♦ Tel. 623.935.0124

SCOPE Drill Two 55' wells , 20" bore hole , Install 10 3/4" SS 304L .250 wall Seal and Well Comptetion, and Disposal of mud and cutting (Estimate)

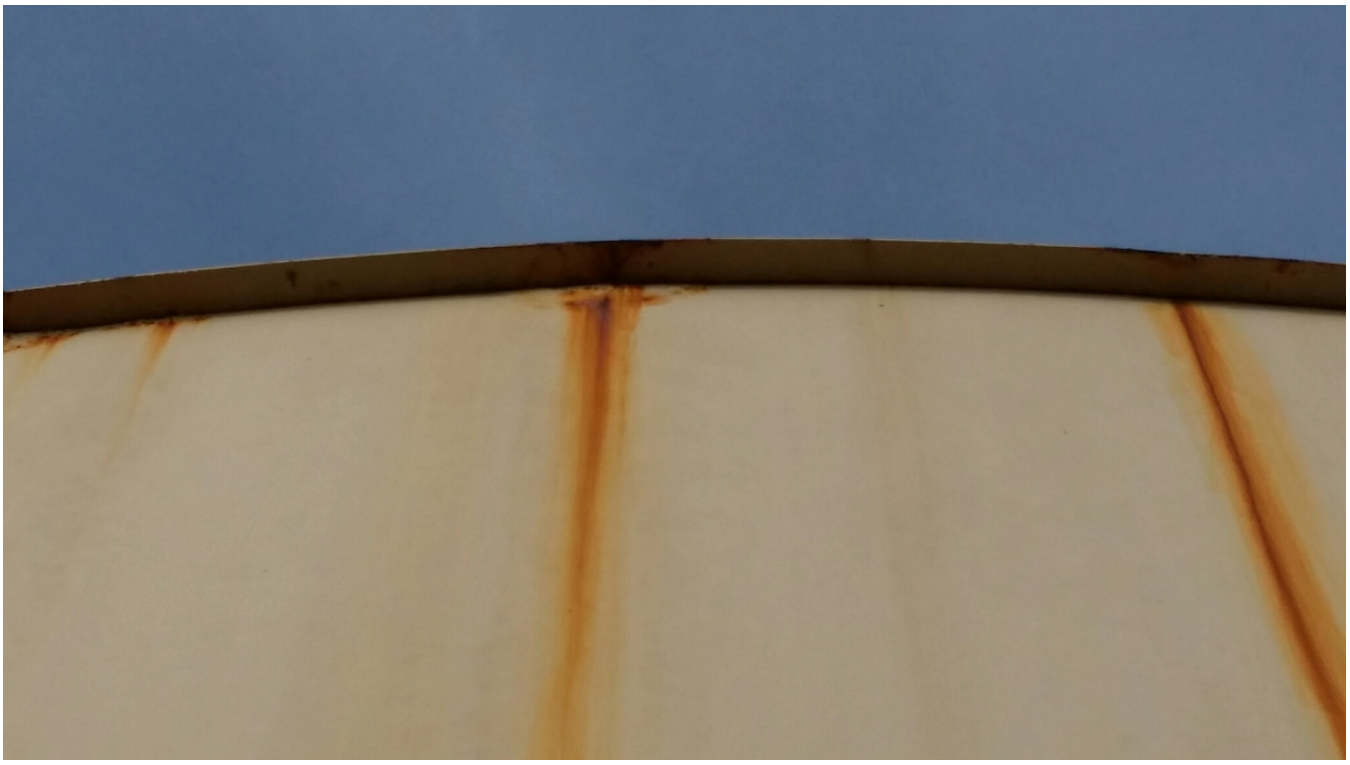
Budget Estimate

Date:	**Tuesday, February 23, 2016**
For:	**GSI Water Solutions, Inc**
Contact:	
Email:	npage@gsiws.com
Street Address:	418 Chapala Street Suite F
City/State/Postal:	Santa Barbara, CA 93101
Tel:	805-979-3083
Mobile:	970-692-3593
Fax:	
Project:	
Street Address:	
City/State/Postal:	

Our bid is based on the following terms, assumptions, and conditions:

- ☑ Well development by others voids any guarantee and warrantee for well construction on labor or materials.
- ☑ Client or others are responsible for clearing all utilities, obtaining permits, easements, traffic control, and site preparation for access.
- ☑ Water is available on or near the site.
- ☑ Cascade standard pay rates apply (non union, non prevailing wage rates) and based on 10 hour days onsite unless stated otherwise.
- ☑ Locations are Truck accessible and others to perform site preparation. Access delays will be compensated at our standby rate.
- ☑ Any applicable costs for permits, licenses, taxes, etc. will be charged at cost + 15%.
- ☑ Our agreement is not a part of, nor is it subject to, any flow down or flow through provisions from any other contract.
- ☑ Bid is based upon unconsolidated drilling. Bedrock drilling rates (if applicable) are to be negotiated.
- ☑ Any IDW that needs to be disposed of off site is to be handled by others (including the decontamination pad).
- ☑ If bid quantities for any task increase or decrease by over 25% as stated in the scope or proposal, prices are subject to renegotiation.
- ☑ This bid assumes there are no security concerns. If additional security is required, prices have to be negotiated.
- ☑ A decontamination pad is not required. Tooling will be decontaminated as it is being retracted from the boring if decontamination is required.
- ☑ Decontamination is for down hole tools only. Our price is based on the rig to continue working while the tooling is decontaminated separately. If rig is required to be decontaminated it will be charged at our rig & crew standby rate.
- ☑ Work to take place in normal level "D" working conditions. Additional charges may apply. Fees must be agreed upon in writing prior to doing any work at any other safety level.
- ☑ Events that delay the drilling rig or equipment (i.e.: borehole logging, waiting for water levels, consultant water samples, hydration time, grout cure time, etc.) will be charged at standby / access delay rates.
- ☑ Anything over 115% of material (sand, grout) in a calculated area will be billed at cost +15% on the material and the hourly standby rate for the rig & crew.
- ☑ Bid is based on rig availability at the time of the award. We do not lock a rig into any schedule, or order project supplies, until we receive a purchase order or contract.
- ☑ This bid is exclusive of any applicable state and local sales taxes as required by law.

RESERVOIR 2 - CORROSION



Wall/Roof Joint Deterioration

Roof Deterioration

Roof Deterioration

Roof/ Wall Joint Deterioration

CITY COUNCIL
STAFF REPORT

TO: SOLVANG CITY COUNCIL MEMBERS

FROM: Brad Vidro, City Manager

MEETING DATE: May 9, 2016

DATE PREPARED: May 2, 2016

SUBJECT: DISCUSSION AND DIRECTION FOR AD HOC COMMITTEE WITH THE SANTA YNEZ RIVER WATER CONSERVATION DISTRICT, IMPROVEMENT DISTRICT NO. 1

I. RECOMMENDATION:

Discuss and provide committee with direction for discussions with the ID#1 ad hoc committee.

II. DISCUSSION:

The City Council formed an ad hoc committee with the Santa Ynez River Water Conservation District, Improvement District No. 1 (ID#1) to discuss Solvang becoming a member of the Central Coast Water Authority (CCWA) on July 27, 2015. The two members are Councilmember Duus and Councilmember Zimmerman. ID#1 created a similar ad hoc committee consisting of Board Members Clay and Walsh. At the December 14, 2015 City Council meeting the committee was given direction that is detachment from ID#1 then dissolution of the committee was recommended, but a merger or joint powers agreement could be discussed.

The two committees have met several times and Councilmember Zimmerman requested an agenda item to get direction from the City Council on further discussions regarding a merger. ID#1's General Manager recently met with the Solvang City Manager and Public Works Director/City Engineer in regards to ID#1's protest of Solvang's Petitions to the State Water Board regarding its river well permit. At that time the subject of ID#1 becoming a co-permittee on the City's river well permit was brought up as mitigation to their protest.

III. ALTERNATIVES:

The City Council can provide a variety of direction to the ad hoc committee.

IV. FISCAL IMPACT:

There are no fiscal impacts in providing direction to the ad hoc committee. If a consultant is engaged to assess a possible merger there would be cost for that work with the presumption that it would be split with ID#1.

CITY COUNCIL
STAFF REPORT

TO: SOLVANG CITY COUNCIL MEMBERS

FROM: Matt van der Linden, Public Works Director/City Engineer, and
Jim Moore, Moore & Associates

MEETING DATE: May 9, 2016

DATE PREPARED: May 2, 2016

SUBJECT: AWARD OF SYV TRANSIT OPERATIONS CONTRACT

I. RECOMMENDATION:

1. Award a new five-year Contract (with optional extension of up to five additional years) to Roadrunner Management Systems Inc. to provide day-to-day operations of the Santa Ynez Valley Transit program for Fiscal Years 2016-17 through 2020-21.
2. Authorize the City Attorney to make minor edits, if necessary, to the Contract to obtain Caltrans approval prior to execution.
3. Authorize the Mayor to execute the Contract following City Attorney and Caltrans approval.

II. BACKGROUND:

The City of Solvang administers the Santa Ynez Valley Transit (SYVT) system in accordance with a Memorandum of Understanding (MOU) between the cities of Solvang and Buellton, and the County of Santa Barbara. SYVT provides fixed-route service and demand-response (Dial-A-Ride) services throughout the Santa Ynez Valley. Procurement for our existing contract for operation of the SYVT program was done jointly with the City of Lompoc. Our current contract for operation of the SYVT program expires June 30, 2016. Two one-year extensions are permitted under the current contract. However, several months ago our existing operations contractor, Storer Transit Systems, notified the City of

Lompoc that due to significant financial losses they were not interested in an extension and would allow their contract to expire on June 30, 2016. Therefore the City of Solvang elected to initiate a procurement process concurrently with the City of Lompoc and not pursue the current contract extension options.

III. DISCUSSION:

A Request for Proposals (RFP) was developed by Moore & Associates in conjunction with City of Solvang staff. The document was submitted to Caltrans for review and was subsequently approved by Caltrans on January 22, 2016. The RFP was then released on February 11, 2016, soliciting bids for day-to-day operation specific to the Santa Ynez Valley Transit program.

The RFP was advertised via the following methods:

- City website (Bid Procurement page).
- Direct email to potential bidders.
- Online advertisement (MassTransitMag.com Classifieds).
- Paper of Record (Santa Ynez Valley News).

Written questions were received from various interested entities. The written question deadline was February 26, 2016. A total of three addenda were developed and all bidders were required to acknowledge receipt of the addenda within their respective proposal. Caltrans was provided copies of all addenda.

The City received five (5) bids in advance of the published delivery deadline (March 15, 2016). Bids were received from the following:

- Roadrunner,
- Secure Transportation,
- Storer Transit Systems,
- Transportation Concepts, and
- Westcoast Paratransit.

All bid packages were reviewed for completeness by the City on March 16, 2016, and all were deemed in compliance with RFP requirements. All bid packages were also deemed fully responsive and accepted as qualified bids. The City requested its transit consultant, Moore & Associates, evaluate all bids. City staff also completed a thorough evaluation of the five Technical Proposals and associated Cost Proposals.

Subsequent to initial review of Technical Proposals, each bidder was asked to respond to a series of questions compiled by the evaluation team. Each bidder was provided a written set including standardized and proposal-specific questions on March 28, 2016, with a response deadline of April 1, 2016. All bidders met the response deadline. Further, client references included in the written proposals were contacted either via email and/or phone during the week of March 28, 2016.

Each proposal was evaluated based on: 1) ability to perform and meet the requirements of the RFP, 2) qualifications/experience of proposed project personnel, 3) proposed staffing plan, 4) client references, and 5) price. In order to provide an equal opportunity to bidders, it was decided by the City to invite all bidders for an interview. All bidders (minus Secure Transportation, which subsequently withdrew) accepted. Interviews were conducted on April 18, 2016.

The interview panel consisted of Matt van der Linden/City of Solvang, Matt Dobberteen/County of Santa Barbara, and Jose Perez/Moore & Associates. Interview questions included a mix of standardized questions and bidder-specific questions aimed at determining each firm's capabilities and qualifications. All firms were advised at the conclusion of their respective interview of the intended "Best and Final Offer" (BAFO) process.

On April 22, 2016, Roadrunner Management Systems Inc. and Transportation Concepts were notified of the City's intent to include them in the BAFO process. Storer Transit Systems and Westcoast PTS were subsequently thanked for their bids and informed their firms were not among the top-ranked bidders.

On April 27, 2016 the City communicated its intent to recommend Roadrunner Management Systems Inc. as the top-ranked bidder. On April 27, 2016, City staff communicated its award recommendation as well as relevant supporting material, including the proposed service agreement, to Caltrans for review and final approval. The City anticipates receiving Caltrans' approval of the proposed award and proposed service agreement during the week of May 2, 2016.

Staff believes Roadrunner Management Systems Inc. is well qualified to provide efficient and effective day-to-day operations of the SYVT program. Moore & Associates will work with both the incumbent contractor (Storer Transit Systems) and Roadrunner Management Systems during the month of June 2016 to ensure a smooth transition.

IV. ALTERNATIVE:

City Council could direct staff to formally reject all received bids with respect to the SYVT program and begin the RFP process again. Negotiations with Storer Transit Systems for a one-year extension of services under the current contract would need to commence immediately to ensure there is no interruption in transit service. (Fiscal impact of this alternative is unknown at this time.)

V. FISCAL IMPACT:

Roadrunner Management Systems Inc. has submitted a proposed initial cost of $50.22/Vehicle Service Hour for the first year of the contract, resulting in an anticipated first-year cost of $487,083.78. Account 502-5000-850-56010 (Transit Contract) in the proposed FY 2016-17 budget will be adjusted to this amount upon City Council award of the contract. This is a twenty-percent (20%) increase from the FY 2015-16 budgeted contract cost of $406,450. There are adequate revenue sources in the Transit Fund and reserve account to cover these costs.

VI. ATTACHMENTS:

A. Professional Services Agreement with Roadrunner Management Systems (unexecuted)
B. Roadrunner Management Systems Technical Proposal
C. Roadrunner Management Systems Best and Final Offer Cost Proposal

CITY OF SOLVANG

PROFESSIONAL SERVICES AGREEMENT

SANTA YNEZ VALLEY TRANSIT OPERATIONS

This agreement is made upon the date of execution, as set forth below, by and between **ROADRUNNER MANAGEMENT SERVICES, INC.** ("Contractor"), a **professional public transit operations contractor**, and the City of Solvang ("City"). The parties hereto, in consideration of the mutual covenants contained herein, hereby agree to the following terms and conditions:

1.0 GENERAL PROVISIONS

1.01 **Term**: This agreement will become effective on the date of execution set forth below, and will continue in effect until terminated as provided herein.

1.02 **Services:** Contractor shall perform the **scope of services** described and set forth in **Exhibit A**, attached hereto and incorporated herein as though set forth in full.

Contractor shall begin operation of the Santa Ynez Valley Transit service, as set forth in the scope of services, effective **July 1, 2016**. The start-up and transition schedule shall be determined jointly by the City and Contractor upon execution of this contract.

Contractor shall determine the method, details and means of performing the above-referenced services.

Contractor may, at their own expense, employ such assistants and subcontractors, as Contractor deems necessary to perform the services required of Contractor by this agreement. However, Contractor may not assign this agreement to any other person or entity in the performance of required project-related services, and the City may not control, direct or supervise Contractor's assistants or employees in the performance of those services.

1.03 **Standard of Performance:** Contractor's services shall be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of Contractor's profession currently practicing under similar conditions. Whenever the scope of work requires or permits approval by the City, it is understood to be approval solely for the purposes of conforming to the requirements of the scope of work and not acceptance of any professional or other responsibility for the work. Such approval does not relieve the Contractor of responsibility for complying with the standard of performance or laws, regulations, industry standards, or from liability for damages caused by negligent acts, errors, omissions, noncompliance with industry standards, or the willful misconduct of Contractor or its subcontractors. By delivery of completed work, Contractor certifies that the work conforms to the requirements of this contract and all applicable federal, state and local laws. If Contractor is retained to perform services requiring a license, certification, registration or other similar requirement under

California law, Contractor shall maintain that license, certification, registration or other similar requirement throughout the term of this Contract.

1.04 **Compensation**: In consideration for the services to be performed by Contractor, City agrees to pay Contractor monetary consideration for **professional public transit operations** services in accordance with the following **fee schedule**.

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	
SYVT Unit Cost/Revenue Hour	$50.22	$51.48	$52.77	$54.09	$55.44	
SYVT Estimated Annual Revenue Hours	9,699	9,699	9,699	9,699	9,699	
SYVT Total Cost	$487,083.78	$499,304.52	$511,816.23	$524,618.91	$537,712.56	**$2,560,536.00**

The parties agree that total compensation for the services detailed in **Exhibit A** shall not exceed the sum of **$2,560,536.00,** unless and until this Agreement is amended as provided herein. This sum constitutes costs for Years One through Five as presented in Option B of Contractor's Best and Final Offer (BAFO) (**Exhibit B**). It does not include Option A or the Trolley Option, both of which were declined.

The City is authorized, at its option, to extend the term of this Agreement beyond the termination date as set forth in Section 4.04 below. The City declines to use the pricing for Optional Years One through Five (extension years) set forth in Contractor's BAFO. The operations budget for any extension year shall be increased over that of the preceding year by the inflation rate, as measured by either (i) the Consumer Price Index for all urban consumers in the Western United States or (ii) one and five-tenths (1.5) percent, whichever is less.

1.05 **Billing/Payment Terms**. All charges for Contractor's services and related reimbursable expenses shall be billed monthly, and all undisputed charges will be paid by City within 30 (thirty) days of receipt. The bills will itemize by date all services and expenses provided for the invoice period under this Agreement including a brief description of the nature of work performed, the person performing or vendor providing them, the applicable billing rate and the time expended. All Contractor service invoices must be approved by either the Public Works Director or the City Manager, prior to payment.

2.0 OBLIGATIONS OF CONTRACTOR

2.01 **Contract Management and Service Performance**: Contractor Principal shall serve as the project manager and will personally prepare, or direct and supervise the preparation of all work product called for by this agreement. Contractor represents that it has the qualifications, experience and facilities to properly perform all services hereunder in a thorough, competent, timely, and professional manner and shall, at all times during the term of this Agreement, have in full force and affect all licenses required of it by law. Contractor agrees to devote the hours and the human resources necessary to timely perform the services set forth in this agreement in an efficient, professional, and effective manner.

2.02 **Avoidance of Conflict of Interest.** Contractor may represent, perform services for, and be employed by additional individuals or entities, in Contractor'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 or interfere with the timely performance and completion of Contractor's services under this Agreement.

Contractor shall comply with all conflict of interest laws and regulations including, without limitation, the City's Conflict of Interest Code (on file in the City Clerk's Office). All officers, employees and/or agents of Contractor who will be working on behalf of the City pursuant to this Agreement may be required to file Statements of Economic Interest. Therefore, it is incumbent upon the Contractor or Consulting Firm to notify the City of any staff changes relating to this Agreement.

A. In accomplishing the scope of services of this Agreement, all officers, employees and/or agents of the Contractor(s) unless as indicated in Subsection B, will be performing a very limited and closely supervised function, and therefore, unlikely to have a conflict of interest arise. No disclosures are required for any officers, employees, and/or agents of Contractor, except as indicated in Subsection B. _____ (*Initials)*.

B. In accomplishing the scope of services of this Agreement, Contractor(s) will be performing a specialized or general service for the City, and there is substantial likelihood that the Contractors work product will be presented, either written or orally for the purpose of influencing a governmental decision. As a result, the following Contractor(s) shall be subject to the City's Conflict of Interest Code.

_____ _____

_____ _____

2.03 **Tools and Instrumentalities**: Contractor shall provide all tools and instrumentalities to perform the services under this agreement.

2.04 **Workers' Compensation and Other Employee Benefits**: City and Contractor intend and agree that Contractor is an independent contractor of City and agree that Contractor and Contractor's employees and agents have no right to Workers' Compensation and other City-sponsored employee benefits. Contractor agrees to provide Workers' Compensation and other employee benefits, where required by law, for Contractor's employees and agents. Contractor agrees to hold harmless and indemnify City for any and all claims arising out of any claim for injury, disability, or death of Contractor and any of Contractor's employees or agents.

2.05 **Indemnification**: ***General Professional Services:*** Professional Contractor hereby agrees to, and shall, hold City, its elective and appointive boards, officers, agents and employees, harmless and shall defend the same from any liability for damage or

claims for damage, or suits or actions at law or in equity which may allegedly arise from the negligent acts, errors or omissions of Contractor's or any of Contractor's employees' or agents' operations under this agreement, whether such operations be by Contractor or by any one or more persons directly or indirectly employed by, or acting as agent for, Contractor; provided as follows:

(a) To the fullest extent permitted by law, the Contractor shall (1) immediately defend, and (2) indemnify the City of Solvang, and its elected officials, officers, and employees from and against all liabilities regardless of nature or type arising out of or resulting from Contractor's performance of services under this contract, or any negligent or wrongful act or omission of the Contractor or Contractor's officers, employees, agents, or subcontractors. Liabilities subject to the duties to defend and indemnify include, without limitation all claims, losses, damages, penalties, fines, and judgments; associated investigation and administrative expenses; defense costs, including but not limited to reasonable attorneys' fees; court costs; and costs of alternative dispute resolution. The Contractor's obligation to indemnify applies unless it is adjudicated that its liability was caused by the sole active negligence or sole willful misconduct of an indemnified party. If it is finally adjudicated that liability is caused by the comparative active negligence or willful misconduct of an indemnified party, the Contractor's indemnification obligation shall be reduced in proportion to the established comparative liability of the indemnified party.

(b) The review, acceptance or approval of the Contractor's work or work product by any indemnified party shall not affect, relieve or reduce the Contractor's indemnification or defense obligations. This Section survives completion of the services or the termination of this contract. The provisions of this Section are not limited by and do not affect the provisions of this contract relating to insurance.

2.06 **Insurance**: Contractor shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in **Exhibit C** attached hereto and incorporated herein as though set forth in full.

2.07 **Contractor's Knowledge of Applicable Laws**: Contractor shall keep itself informed of applicable local, state and federal laws and regulations which may affect those employed by it or in any way affect the performance of its services pursuant to this Agreement. Contractor shall observe and comply with all such laws and regulations affecting its employees.

3.0 OBLIGATIONS OF CITY

3.01 **Cooperation**: City agrees to comply with all reasonable requests of Contractor necessary to the performance of Contractor's duties under this agreement. City employees, agents and officers of the City agree to disclose all information relevant to this project to Contractor.

4.0 TERMINATION OF AGREEMENT

4.01 **Termination Notice**: Notwithstanding any other provision of this agreement, any party hereto may terminate this agreement, at any time, without cause, by giving at least Thirty (30) days prior written notice to the other parties to this agreement.

4.02 **Termination on Occurrence of Stated Events**: This agreement shall terminate automatically on the occurrence of any of the following events:

a. The end of the Thirty (30) days as set forth in section 4.01;

b. End of the contract to which Contractor's services were necessary; or

c. Assignment of this agreement by Contractor without the consent of City.

4.03 **Termination by any Party for Default**: Should any party default in the performance of this agreement or materially breach any of its provisions, the non-breaching party, at its option, may terminate this agreement, immediately, by giving written notice of termination to the breaching party.

4.04 **Termination**: This agreement shall terminate on **June 30, 2021**, unless extended as set forth in this Section. The City, with the agreement of Contractor, is authorized to extend the term of this agreement beyond the termination date, as needed for **up to an additional 5 years (through June 30, 2026)**, under the same terms and conditions as set forth in this agreement. Any such extension shall be in writing and be an amendment to this agreement. Compensation for extension years shall be as set forth in Section 1.04 above.

5.0 SPECIAL PROVISIONS

5.01 **Additional Tasks as May Be Assigned by Public Works Director or the City Manager**: Prior to initiating any Contractor work on matters relating to **operations of the Santa Ynez Valley Transit service**, but outside this contract, it shall be the responsibility of Contractor to obtain written approval of the Public Works Director, or the City Manager, prior to initiation of such tasks.

5.02 **Time Schedule**: Contractor is to begin work upon receipt and execution of City contract. **TIME IS OF THE ESSENCE OF THIS CONTRACT.** Contractor is to begin operating the Santa Ynez Valley Transit service effective **July 1, 2016.**

5.03 **Work Outside Contract Scope**: No payment for changed or additional work shall be made unless the changed or additional work has first been approved in writing by the Contract Manager and the parties have agreed upon the appropriate adjustment, if any, to the payment schedule and maximum payment amount for the changed or additional work. The Contract Manger may order changes or additions to the scope of work. Whether a change or addition to the scope of work is proposed by the Contractor or ordered by the Contract Manager, the parties shall in good faith negotiate an appropriate adjustment, if any, to the payment schedule and maximum payment for the

changed or additional work. An approved change or addition, along with the payment adjustment, if any, will be effective upon an amendment to this contract executed by both parties. The amendment shall not render ineffective or invalidate unaffected portions of this contract.

5.04 **Confidentiality:**

(a) Confidential Nature of Information. Contractor shall treat all information obtained from the City in the performance of this contract as confidential and proprietary to the City. Contractor shall treat all records and work product prepared or maintained by Contractor in the performance of this contract as confidential.

(b) Limitation on use and disclosure. Contractor agrees that it will not use any information obtained as a consequence of the performance of work for any purpose other than fulfillment of Contractor's scope of work. Contractor will not disclose any information prepared for the City, or obtained from the City or obtained as a consequence of the performance of work to any person other than the City, or its own employees, agents or subcontractors who have a need for the information for the performance of work under this contract unless such disclosure is specifically authorized in writing by the City.

(c) Security plan. If requested by the Contract Manager, Contractor shall prepare a security plan to assure that information obtained from the City or as a consequence of the performance of work is not used for any unauthorized purpose or disclosed to unauthorized persons. Contractor shall advise the City of any request for disclosure of information or of any actual or potential disclosure of information.

(d) Survival. Contractor's obligations under this paragraph shall survive the termination of this contract.

6.0 FEDERAL & OTHER PROVISIONS

The FTA Grant Contract Provisions set forth herein shall be incorporated into and become part of the contemplated contract documents executed in connection with an award of this contract to the Contractor. In case of any conflict or discrepancy, the FTA Grant Contract Provisions set forth herein shall prevail over all other terms and conditions contained in the RFP, the contents of the successful proposal and/or the Professional Services Agreement.

6.01 **FEDERAL GRANT CONDITIONS:**

This contract is subject to a financial assistance contract between the City of Solvang, City of Buellton, and County of Santa Barbara and the Federal Transit Administration of the United States Department of Transportation ("DOT"). Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives including without limitation those listed directly or by reference in the FTA Master Agreement between the respective entity and FTA, as amended, and are incorporated herein by this

reference. The Contractor shall comply with these FTA requirements and as they may be amended or promulgated from time to time during the term of this Contract. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any City directives, which would cause City to be in violation of the FTA requirements. Contractor's failure to comply with these FTA requirements and City directives shall constitute a material breach of this Contract.

The Contractor understands Federal laws, regulations, policies, and related administrative practices applicable to this contract on the date the contract was executed may be modified from time to time. The Contractor agrees the prevailing Federal requirements will govern the administration of this contract at any particular time, except if there is sufficient evidence in the contract of a contrary intent. Such contrary intent might be evidenced by express language of this contract or a letter signed by the Federal Transit Administrator the language of which modifies or otherwise conditions the text of a particular provision of this contract. Likewise, new Federal laws, regulations, policies, and administrative practices may be established after the date the contract has been executed and may apply.

If FTA requires any change to this Contract to comply with its requirements, both parties agree to amend this Contract as required by FTA. If such changes cause an increase or decrease in the work to be performed by the Contractor or the time for such performance, then the compensation to be paid to Contractor and time of performance shall be equitably adjusted.

6.02 **ACCESS TO RECORDS AND REPORTS**:

Contractor agrees to provide the City, the FTA Administrator, the Comptroller General of the United States or any of their authorized representatives access to any books, documents, papers and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions. Contractor also agrees, pursuant to 49 C.F.R. 633.17 to provide the FTA Administrator or his authorized representatives including any PMO Contractor access to Contractor's records and construction sites pertaining to a major capital project, defined at 49 U.S.C. 5302(a)1, which is receiving federal financial assistance through the programs described at 49 U.S.C. 5307, 5309 or 5311.

Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed. Contractor agrees to maintain all books, records, accounts and reports required under this Contract for a period of not less than three years after the date of termination or expiration of this contract, except in the event of litigation or settlement of claims arising from the performance of this contract, in which case Contractor agrees to maintain same until the City, the FTA Administrator, the Comptroller General, or any of their duly authorized representatives, have disposed of all such litigation, appeals, claims or exceptions related thereto. (Reference 49 CFR 18.39(i)(11).)

FTA does not require the inclusion of these requirements in subcontracts.

6.03 **NONDISCRIMINATION:**

In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. §2000d, Section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. §6102, Section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. §12132, and Federal transit law at 49 U.S.C. §5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

A. Equal Employment Opportunity - The following equal employment opportunity requirements apply to the underlying contract:

1 Race, Color, Creed, National Origin, Sex - In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

2 Age - In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § 623 and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

Disabilities - In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any

implementing requirements FTA may issue.

B. The Contractor also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

6.04 **ACCESS REQUIREMENTS FOR PERSONS WITH DISABILITIES:**

The Contractor agrees to comply with the following requirements if applicable to the provision of services under the Contract:

A. The Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. §12101 et seq.;

B. Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. §794;

C. Section 16 of the Federal Transit Act, as amended, 49 U.S.C. §5301 (d);

D. U.S. DOT regulations, "Transportation Services for Individuals with Disabilities," 49 C.F.R. Part37;

E. U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49
C.F.R. Parts 27, 37 and 38;

F. U.S. DOT regulations, "Nondiscrimination on the Basis of Disability in State and Local Government Services," 28 C.F.R. Part 35;

G. U.S. DOJ Regulations, "Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities," 28 C.F.R. Part 36;

H. U.S. General Services Administration regulations, "Accommodations for the Physically Handicapped," 41 C.F.R. Subpart 101-19;

I. U.S. Equal Employment Opportunity Commission (EEOC), "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630;

J. FTA Regulations, "Transportation for Elderly and Handicapped Persons," 49 C.F.R. Part 609; and

K. Federal civil rights directives and nondiscrimination directives implementing the foregoing Federal laws and regulations, except to the extent the Federal Government determines otherwise in writing.

6.05 **PROGRAM FRAUD, FALSE OR FRAUDULENT STATEMENTS AND**

RELATED ACTS:

The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this Contract work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.

The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the City of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307(n)(1) on the Contractor, to the extent the Federal Government deems appropriate.

The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

6.06 **SUSPENSION AND DEBARMENT:**

This Contract is a covered transaction for purposes of 49 CFR Part 29. As such, Contractor is required to verify that none of the Contractor, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified as defined at 49 CFR 29.940 and 29.945.

Contractor is required to comply with 49 CFR 29, Subpart C and must include the requirement to comply with 49 CFR 29, Subpart C in any lower tier covered transaction it enters into.

Contractor was required to execute and submitted Form APP-B5 "Certification Regarding Debarment, Suspension, Ineligibility & Voluntary Exclusion" included as Appendix 4 to the RFP in as part of its proposal. As required therein, this certification must be included in any lower tier covered transaction it enters into.

6.07 **DISCRIMINATORY SPECIFICATIONS:**

The Contractor agrees that it will comply with the provisions of 49 U.S.C. §5323(h)(2)

by refraining from including any exclusionary or discriminatory specifications in any solicitation or subcontract issued or executed by Contractor for work to be performed under this Contract.

6.08 **COMPLIANCE WITH ENVIRONMENTAL STANDARDS**:

A. Compliance with Environmental Standards (Clean Air and Clean Water Acts): Contractor agrees to comply with the provisions of the Clean Air Act, as amended, 42 U.S.C. §7401 et seq.; the Clean Water Act, as amended, sections 33 and 12 of U.S.C.; the Federal Water Pollution Control Act, as amended, 33 U.S.C. §1251 et seq.; the Resource Conservation and Recovery Act, as amended, 42

U.S.C. §6901 et seq.; the Comprehensive Environmental Response, Compensation and Liability Act, as amended, 42 U.S.C. §9601 et seq.; and all applicable regulations, standards, orders or requirements issued pursuant to these Federal statutes.

B. The Contractor shall ensure that the facilities under ownership, lease or supervision, whether directly or under contract, that will be utilized in the accomplishment of the Project are not listed on the Environmental Protection Agency's (EPA) List of Violating Facilities.

C. The Contractor agrees to report each violation to City and understands and agrees that City will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.

D. The Contractor also agrees to include these requirements in each subcontract exceeding $100,000 financed in whole or in part with Federal assistance provided by FTA.

6.09 **ENERGY CONSERVATION:**

Contractor shall comply with mandatory standards and policies relating to energy efficiency that are contained in the State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act, 42 U.S.C. §6321 et seq. and 49 CFR Part 18.

6.10 **CLEAN AIR ACT:**

Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §§ 7401 et seq. The Contractor agrees to report each violation to the City and understands and agrees that the City will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.

Contractor also agrees to include these requirements in each subcontract exceeding $100,000 financed in whole or in part with Federal assistance provided by FTA.

Contractor agrees to comply with the following EPA regulations as applicable: "Control of Air Pollution from Mobile Sources," 40 C.F.R. Part 85; "Control of Air Pollution from New and In-Use Motor Vehicles and New and In-Use Motor Vehicle Engines; Certification and Test Procedures," 40 C.F.R. Part 86; and "Fuel Economy of Motor Vehicles," 40 C.F.R. Part 600, and any revisions thereto.

6.11 **CLEAN WATER ACT:**

Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq. Contractor agrees to report each violation to the City and understands and agrees that the City will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.

Contractor also agrees to include these requirements in each subcontract exceeding $100,000 financed in whole or in part with Federal assistance provided by FTA.

6.12 **RECYCLED PRODUCTS:**

The Contractor agrees to comply with all of the requirements of Section 6002 of the Resource Conservation and Recovery Act, as amended (42 U.S.C. 6962), including but not limited to the regulatory provisions of 40 CFR Part 247 and Executive Order 12873, as they may apply to the procurement of the items designated in Subpart B of 40 CFR Part 247.

6.13 **FLY AMERICA:**

Contractor agrees to comply with 49 U.S.C. 40118 (the “Fly America” Act) in accordance with the General Services Administration’s regulations at 41 CFR Part 30110, which provide that recipients and subrecipients of Federal funds and their contractors are required to use U.S. Flag air carriers for U.S Government-financed international air travel and transportation of their personal effects or property, to the extent such service is available, unless travel by foreign air carrier is a matter of necessity, as defined by the Fly America Act. Contractor shall submit, if a foreign air carrier was used, an appropriate certification or memorandum adequately explaining why service by a U.S. flag air carrier was not available or why it was necessary to use a foreign air carrier and shall, in any event, provide a certificate of compliance with the Fly America requirements. Contractor agrees to include the requirements of this section in all subcontracts that may involve international air transportation.

6.14 **LOBBYING RESTRICTIONS (CONTRACTS OVER $100,000):**

Byrd Anti-Lobbying Amendment, 31 U.S.C. 1352, as amended by the Lobbying Disclosure Act of 1995, P.L. 104-65 [to be codified at 2 U.S.C. § 1601, et seq.] - Contractors who apply or bid for an award of $100,000 or more shall file the certification required by 49 CFR part 20, "New Restrictions on Lobbying." Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person

or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose the name of any registrant under the Lobbying Disclosure Act of 1995 who has made lobbying contacts on its behalf with non-Federal funds with respect to that Federal contract, grant or award covered by 31 U.S.C. 1352. Such disclosures are forwarded from tier to tier up to the recipient.

The "Certification of Restrictions on Lobbying" and "Disclosure of Lobbying Activities Standard form LLL" required by 31 U.S.C. 1352(b)(5) and 49 C.F.R. 20.110 are attached to the RFP as Appendix 5.

6.15 **POLICIES FOR ALL TIERS:**

Contractor agrees to include the following Sections of the FTA Grant Contract Provisions as set out in full in this Appendix C in all subcontracts of every tier:

A. Federal Grant Conditions

B. Federal Changes

C. Federal Obligation

D. Access to Records and Reports

E. Nondiscrimination

F. Access Requirements for Individuals with Disabilities

G. Discriminatory Specifications

H. Energy Conservation

I. Recycled Products

J. Fly America

K. Debarred Bidders (contracts over $25,000)

This summary is provided for convenience only. Some FTA Grant Contract Provisions must be set out specific limited types of subcontracts and are not listed herein. Contractor must determine whether each FTA Grant Contract Provision requires inclusion in a subcontract.

6.16 **POLICIES FOR SELECTED CONTRACTS:**

Contractor agrees to also include the following Sections of the FTA Grant Contract Provisions as set out in full in this Appendix C in all subcontracts of every tier exceeding $100,000:

A. Compliance with Environmental Standards

B. Clean Air Act

C. Clean Water Act

D. Lobbying Restrictions

This summary is provided for convenience only. Some FTA Grant Contract Provisions must be set out specific limited types of subcontracts and are not listed herein. Contractor must determine whether each FTA Grant Contract Provision requires inclusion in a subcontract.

6.17 **PRIVACY ACT:**

The following requirements apply to Contractor and any of its employees that may administer any system of records on behalf of the Federal Government under any contract:

A. The Contractor agrees to comply with, and assures the compliance of its employees with, the information restrictions and other applicable requirements of the Privacy Act of 1974, U.S.C. §552(a). Among other things, the Contractor agrees to obtain the express consent of the Federal Government before the Contractor or its employees operate a system of records on behalf of the Federal Government. The Contractor understands that the requirements of the Privacy Act, including the civil and criminal penalties for violation of that Act, apply to those individuals involved, and that failure to comply with the terms of the Privacy Act may result in termination of the underlying contract.

    1. The Contractor also agrees to include these requirements in each subcontract to administer any system of records on behalf of the Federal Government financed in whole or in part with Federal assistance provided by FTA.

6.18 **FEDERAL CHANGES:**

Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement between City and FTA, as they may be amended or promulgated from time to time during the term of its contract with City. Contractor's failure to so comply shall constitute a material breach of its contract with City.

6.19 **FEDERAL OBLIGATION:**

A. The City and the Contractor acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to the contract and shall not be subject to any obligations or liabilities to City, the Contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

B. The Contractor agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified except to identify the subcontractor who will be subject to its provisions.

6.20 **INCORPORATION OF FTA TERMS:**

The preceding provisions include, in part, certain Standard Terms and Conditions required by DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by DOT, as set forth in FTA Circular 4220.1F are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any of City's requests which would cause City to be in violation of the FTA terms and conditions.

6.21 **TRANSIT EMPLOYEE PROTECTIVE AGREEMENTS:**

A. General Transit Employee Protective Requirements - To the extent that FTA determines that transit operations are involved, the Contractor agrees to carry out the transit operations work on the underlying contract in compliance with terms and conditions determined by the U.S. Secretary of Labor to be fair and equitable to protect the interests of employees employed under this contract and to meet the employee protective requirements of 49 U.S.C. A 5333(b), and U.S. DOL guidelines at 29 C.F.R. Part 215, and any amendments thereto. These terms and conditions are identified in the letter of certification from the U.S. DOL to FTA applicable to the FTA Recipient's project from which Federal assistance is provided to support work on the underlying contract. The Contractor agrees to carry out that work in compliance with the conditions stated in that U.S. DOL letter. The requirements of this subsection (1), however, do not apply to any contract financed with Federal assistance provided by FTA either for projects for elderly individuals and individuals with disabilities authorized by 49 U.S.C. § 5310(a)(2), or for projects for nonurbanized areas authorized by 49 U.S.C. § 5311. Alternate provisions for those projects are set forth in subsections (b) and (c) of this clause.

B. Transit Employee Protective Requirements for Projects Authorized by 49 U.S.C.§ 5310(a)(2) for Elderly Individuals and Individuals with Disabilities - If the contract involves transit operations financed in whole or in part with Federal assistance authorized by 49 U.S.C. § 5310(a)(2), and if the U.S. Secretary of Transportation has determined or

determines in the future that the employee protective requirements of 49 U.S.C. § 5333(b) are necessary or appropriate for the state and the public body subrecipient for which work is performed on the underlying contract, the Contractor agrees to carry out the Project in compliance with the terms and conditions determined by the U.S. Secretary of Labor to meet the requirements of 49 U.S.C. § 5333(b), U.S. DOL guidelines at 29 C.F.R. Part 215, and any amendments thereto. These terms and conditions are identified in the U.S. DOL's letter of certification to FTA, the date of which is set forth Grant Agreement or Cooperative Agreement with the state. The Contractor agrees to perform transit operations in connection with the underlying contract in compliance with the conditions stated in that U.S. DOL letter.

C. Transit Employee Protective Requirements for Projects Authorized by 49 U.S.C.§ 5311 in Nonurbanized Areas - If the contract involves transit operations financed in whole or in part with Federal assistance authorized by 49 U.S.C. § 5311, the Contractor agrees to comply with the terms and conditions of the Special Warranty for the Nonurbanized Area Program agreed to by the U.S. Secretaries of Transportation and Labor, dated May 31, 1979, and the procedures implemented by U.S. DOL or any revision thereto. The Contractor also agrees to include the any applicable requirements in each subcontract involving transit operations financed in whole or in part with Federal assistance provided by FTA.

6.22 **CHARTER BUS REQUIREMENTS:**

The contractor agrees to comply with 49 U.S.C. 5323 (d) and 49 CFR Part 604, which provides that recipients and sub-recipients of FTA assistance are prohibited from providing charter service using federally funded equipment or facilities if there is at least one private charter operator willing and able to provide the service, except under one of the exceptions at 49 CFR 604.9. Any charter service provided under one of the exceptions must be "incidental," i.e., it must not interfere with or detract from the provision of mass transportation.

6.23 **SCHOOL BUS REQUIREMENTS:**

Pursuant to 69 U.S.C. 5323(f) and 49 CFR Part 605, recipients and sub-recipients of FTA assistance may not engage in school bus operations exclusively for the transportation of students and school personnel in competition with private school operators unless qualified under specified exemptions. When operating exclusive school bus service under an allowable exemption, recipients and sub-recipients may not use federally funded equipment, vehicles, or facilities.

6.24 **DISADVANTAGED BUSINESS ENTERPRISE (DBE):**

A. It is the policy of the US Department of Transportation that Disadvantaged Business Enterprises (DBEs) as defined in 49 CFR Part 26 shall be encouraged to participate in the performance of contracts financed whole or in part with federal funds. As a condition of federal grant assistance, City has adopted a DBE program for City's federally funded contracts. No DBE goal has been established for this project. However, bidders shall

ensure that DBEs have the opportunity to participate in the performance of this contract and shall take all necessary and reasonable steps to obtain DBE participation. The contractor shall not discriminate on the basis of race, color, national origin, sex, disability, or age in the award and performance of subcontracts.

B. Contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT-assisted contract. Failure by Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this Contract or such other remedy as the City deems appropriate. Each subcontract the Contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).

C. Contractor will be required to report its DBE participation obtained through race-neutral means throughout the period of performance using the Schedule of DBE as found in Attachment 3.

D. The contractor is required to pay its subcontractors performing work related to this contract for satisfactory performance of that work no later than 30 days after the contractor's receipt of payment for that work from the City. In addition, Contractor is required to return any retainage payments to those subcontractors within 30 days after the subcontractor's work related to this contract is satisfactorily completed.

E. Contractor must promptly notify the City, whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. Contractor may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of the City.

6.25 **DRUG AND ALCOHOL TESTING:**

Contractor agrees to establish and implement a drug and alcohol testing program that complies with 49 CFR Parts 653 and 654, produce any documentation necessary to establish its compliance with Parts 653 and 654, and permit any authorized representative of the United States Department of Transportation or its operating administrations, the City, to inspect the facilities and records associated with the implementation of the drug and alcohol testing program as required under 49 CFR Parts 653 and 654 and review the testing process. Contractor agrees to comply with the "Implementation Guidelines" set forth in Appendix B. Further, to certify compliance, Contractor shall use the "Substance Abuse Certifications" in the "Annual List of Certifications and Assurances for Federal Transit Administration Grants and Cooperative Agreements," which is published annually in the Federal Register.

6.26 **TEXT MESSAGING WHILE DRIVING:**

In accordance with Executive Order No. 13513, Federal Leadership on Reducing Text

Messaging While Driving, October 1, 2009, 23 U.S.C.A. § 402 note, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Contractor is encouraged to comply with the terms of the following Special Provision.

A. Definitions. As used in this Special Provision:

1. "Driving" means operating a motor vehicle on a roadway, including while temporarily stationary because of traffic, a traffic light, stop sign, or otherwise. "Driving" does not include being in your vehicle (with or without the motor running) in a location off the roadway where it is safe and legal to remain stationary.

2. "Text Messaging" means reading from or entering data into any handheld or other electronic device, including for the purpose of short message service testing, e-mailing, instant messaging, obtaining navigational information, or engaging in any other form of electronic data retrieval or electronic data communication. The term does not include the use of a cell phone or other electronic device for the limited purpose of entering a telephone number to make an outgoing call or answer an incoming call, unless the practice is prohibited by State or local law.

B. Safety. The Contractor is encouraged to:

1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving:

   a. Contractor-owned or Contractor-rented vehicles or City-owned, leased, or rented vehicles;

   b. Privately-owned vehicles when on official Project related business or when performing any work for or on behalf of the Project; or

   c. Any vehicle, on or off duty, and using an employer supplied electronic device.

2. Conduct workplace safety initiatives in a manner commensurate with the Contractor's sized, such as:

   a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and

   b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

6.27 **TERMINATION CLAUSES:**

A. Termination for Convenience. When it is in the City's best interest, the City reserves the right to terminate this Agreement, in whole or in part, at any time by providing a sixty (60) day written notice to the Contractor. The Contractor shall be paid its costs,

including contract close-out costs, and profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim to the City. If the Contractor has any property in its possession belonging to the City, the Contractor will account for the same, and dispose of it in the manner the City directs.

B. Lack of Beneficial Results. This Agreement may also be terminated if the City and the Contractor agree that its continuation would not produce beneficial results commensurate with the further expenditure of funds or if there are inadequate funds to operate the project equipment or otherwise complete the project.

C. Termination for Default. The City may terminate this Agreement upon a finding that the Contractor has not made satisfactory progress toward procuring the project equipment, services, salary and wages, as appropriate, within twelve (12) months of execution of this Agreement, has not billed for operating assistance funds within twelve (12) months of execution of this Agreement, or that the Contractor is otherwise not complying with the terms of this Agreement. Termination shall be by written notice specifying the reason for termination and giving the Contractor thirty (30) days to correct the default. The City shall be the sole judge as to whether the Contractor's corrective measures are adequate. If the Contractor fails to remedy the City's satisfaction the breach or default or nay of the terms, covenants, or conditions of this Agreement the City shall have the right to terminate the Agreement without any further obligation to the Contractor. Any such termination for default shall not in any way operate to preclude the City from also pursuing all available remedies against the Contractor.

D. Period of Performance Extension. If it is later determined by the City that the contractor had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of the Contractor, the City, after setting up a new delivery of performance schedule, may allow the Contractor to continue work, or treat the termination as a termination for convenience.

E. Mutual Termination. The project may also be terminated if the City and the Contractor agree that its continuation would not produce beneficial results commensurate with the further expenditure of funds or if there are inadequate funds to operate the project equipment or otherwise complete the project.

6.28 **DISPUTES:**

The City and the Contractor shall deal in good faith and attempt to resolve potential disputes informally. If the dispute persists, the Contractor shall submit to the authorized City Representative for this Agreement or designee a written demand for a decision regarding the disposition of any dispute arising under this Agreement. The City Representative shall make a written decision regarding the dispute and will provide it to the contractor. The Contractor shall have an opportunity to challenge the City Representative's determination but must make that challenge in writing within ten (10) working days to the City's Chief, Office of Federal Transit Grants or his/her designee. {If the Contractor challenge is not made within the ten (10) day period, the City

Representative shall become the final decision of the City.} The City and the Contractor shall submit written, factual information and supporting data in support of their respective positions. The decision of the City's Chief, Office of Federal Transit Grants or his/her designee shall be final, conclusive and binding regarding the dispute, unless the Contractor commences an action in court of competent jurisdiction to contest the decision in accordance with Division 3.6 of the California Government Code.

6.29 **INTELLIGENT TRANSPORTATION SYSTEMS – NATIONAL ARCHITECTURE:**

For all ITS property and services the Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the National ITS Architecture and Standards to the extent required by 23 U.S.C. Section 517(d) and 23 CFR Parts 655 and 940.

7.0 MISCELLANEOUS

7.01 **Notices**: Except as otherwise expressly provided by law, any and all notices or other communications required or permitted by this agreement or by law to be served on or given to any party to this agreement shall be in writing and delivered or, in lieu of such personal service, when deposited in the United States mail, first class postage prepaid, to the following address for each respective party:

PARTY	**ADDRESS**
TO: CITY OF SOLVANG	City of Solvang 1644 Oak Street Solvang, CA 93463 Attention: City Clerk
Copy to:	Roy Hanley City Attorney HANLEY & FLEISHMAN, LLP 8930 Morro Road Atascadero, CA 93422
TO: CONTRACTOR	Sumaia Sandlin, President Roadrunner Management Services, Inc. 240 S. Glenn Drive Camarillo, CA 93010

7.02 **Governing Law**: This agreement and all matters relating to this agreement shall be governed by the laws of the State of California in force at the time, should any need for interpretation of this agreement or any decision or holding concerning this agreement arise.

7.03 **Binding Effect**: This agreement shall be binding on and shall inure to the benefit of the heirs, executors, administrators, successors and assigns of the parties hereto, but

nothing in this Section shall be construed as consent by City to any assignment of this agreement or any interest in the agreement.

7.04 **Remedies**: The remedies set forth in this agreement shall not be exclusive, but shall be cumulative with, and in addition to, all remedies now or hereafter allowed by law or equity.

7.05 **Due Authority**: The parties hereby represent that the individuals executing this agreement are expressly authorized to do so on and in behalf of the parties.

7.06 **Ownership of Work Product**: Upon delivery, the work product, including without limitation, all original reports, writings, recordings, drawings, files, and detailed calculations developed under this contract are the property of the City. Contractor agrees that all copyrights, which arise from creation of the work pursuant to this contract, shall be vested in the City and waives and relinquishes all claims to copyright or other intellectual property rights in favor of the City. City acknowledges that its use of the work product is limited to the purposes contemplated by the scope of work and that the Contractor makes no representation of the suitability of the work product for use in or application to circumstances not contemplated by the scope of work.

7.07. **Integration and Modification**: This contract represents the entire understanding and agreement of the City and Contractor as to those matters contained herein. This agreement correctly sets forth the obligations of the parties hereto to each other as of the date of this agreement. All agreements or representations respecting the subject matter of this agreement not expressly set forth or referred to in this agreement are null and void. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This contract may not be modified, amended, or altered except in writing signed by the City and Contractor.

7.08. **Advice of Counsel**: The parties agree that they are aware that they have the right to be advised by counsel with respect to the negotiations, terms, and conditions of this contract, and that the decision of whether or not to seek the advice of counsel with respect to this contract is a decision which is the sole responsibility of each of the parties hereto. This contract shall not be construed in favor of or against either party by reason of the extent to which each party participated in the drafting of the contract.

7.09. **Independent Review**: Each party hereto declares and represents that in entering this contract it has relied and is relying solely upon its own judgment, belief and knowledge of the nature, extent, effect and consequence relating thereto. Each party further declares and represents that this contract is being made without reliance upon any statement or representation not contained herein of any other party, or any representative, agent, or attorney of any other party.

7.10. **Attorney Fees:** In the event of any controversy, claim or dispute between the parties hereto, arising out of or relating to this agreement, or the breach hereof, the prevailing party shall be entitled, in addition to other such relief as may be granted, to a reasonable sum as and for attorney fees.

7.11 **No waiver:** The waiver of any breach by any party of any provision of this agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of this agreement.

7.12. **Assignment:** This agreement is specifically not assignable by Contractor to any person or entity. Any assignment or attempt to assign by Contractor whether it be voluntary or involuntary, by operation of law or otherwise, is void and is a material breach of this agreement, giving rise to a right to terminate as set forth in Section 4.03.

7.13. **Time for Performance:** Except as otherwise expressly provided for in this agreement, should the performance of any act required by this agreement to be performed by either party be prevented or delayed by reason by any act of God, strike, lockout, labor trouble, inability to secure materials, or any other cause, except financial inability, which is the fault of the party required to perform the act, the time for performance of the act will be extended for a period of time equivalent to the period of delay and performance of the act during the period of delay will be excused: provided, however, that nothing contained in this Section shall exclude the prompt payment by either party as required by this agreement of the performance of any act rendered difficult or impossible solely because of the financial condition of the party required to perform the act.

7.14 **Severability:** Should any provision of this agreement be held by a court of competent jurisdiction or by a legislative or rulemaking act to be either invalid, void or unenforceable, the remaining provisions of this agreement shall remain in full force and effect, unimpaired by the holding, legislation or rule.

7.15. **Construction:** The parties agree that each has had an opportunity to have their counsel review this agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this agreement or any amendments or exhibits thereto. The captions of the sections are for convenience and reference only, and are not intended to be construed to define or limit the provision to which they relate.

7.16. **Amendments:** Amendments to this agreement shall be in writing and shall be made only with the mutual written consent of all the parties to this agreement.

7.17. **Signatures**: The individuals executing this contract represent and warrant that they have the legal capacity and authority to do so on behalf of their respective legal entities.

IN WITNESS WHEREOF, the parties have executed this contract on the following date.

Contractor:

Date: _____ By: _____
President

City of Solvang:

Date: _____ By: _____
Mayor

APPROVED AS TO FORM:

City Attorney: HANLEY & FLEISHMAN, LLP

Date: _____ By: _____
Roy Hanley
City Attorney

EXHIBIT A

SCOPE OF SERVICES

2.0 SCOPE OF SERVICES

2.1 Santa Ynez Valley Transit – Description of Service

The City of Solvang administers the SYVT program. SYVT provides fixed-route and demand-response service within the cities of Solvang and Buellton; and within the unincorporated communities of Santa Ynez, Ballard, and Los Olivos.

The City of Solvang currently contracts with a private operator for its transit operations. Local vendors conduct all SYVT fleet maintenance. The City provides the fuel for the normal operation of the SYVT service. Therefore, bidders will only submit a Cost/Price Proposal for the daily operation of SYVT.

The successful bidder will manage all operations-related functions from the SYVT dispatch office located at 431 Second Street #9, Solvang, CA 93463.

Total estimated revenue hours for these services are:

Approximate Annual Revenue Hours	
Fixed-route:	6,841
Demand-response:	2,858
Total:	**9,699**

Current fares are as follows:

- General, $1.50
- Senior (60+ years), $1.25
- ADA-certified, $0.75
- Children under 5 (with fare paying adult), free
- Multi-Trip Pass, $15.00
- Senior/Disabled Multi-Trip Pass, $12.50

The Contractor must obtain and keep current all required licenses and permits to operate within the SYVT service area within the scope of this contract service.

The SYVT service area boundaries are approximately Alamo Pintado Avenue in Los Olivos to the north, Meadowvale Road in Santa Ynez to the east, Riverview Drive in Buellton to the west, and Alisal Road in Solvang to the south.

Service is not provided on the following holidays: New Year's Day, Martin Luther King Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, and Christmas Day. The City of Solvang reserves the right to operate modified schedules it deems appropriate in conjunction with holidays, given a one (1) week notice to the Contractor. The modified schedules will in no way alter the contract, nor will be considered adjustment to service, nor will it result in compensation either to the Contractor or the City.

SYVT service hours:

Monday – Saturday:	7:00 AM to 7:00 PM
Sunday:	General Public Dial-A-Ride Service 8:30 a.m. to 12:30 p.m.; and 1:00 p.m. to 4:00 p.m.

Contractor will be expected to provide dispatch coverage during all hours listed above, plus additional time prior to and subsequent of revenue service to assure all runs are covered by qualified drivers. Exact hours of operation are subject to change at the City of Solvang's sole discretion.

2.2 Adjustment to Service

The City reserves the right to adjust the parameters of service delivery at any time without incurring any adjustment to the Cost/Vehicle Service Hour (VSH) fee paid to the Contractor. Modifications to services may include modification of service hours and/or days and expanding or decreasing annual Vehicle Service Hours.

In the event actual annual Vehicle Service Hours fall below eighty percent (80%) or exceed one hundred twenty percent (120%) of the forecast VSH, the City reserves the right to negotiate a revised Cost/VSH with the Contractor.

2.2.1 Special Services

The Contractor from time to time may be required to provide special event-related services. The number and/or frequency of special event services may vary from year to year. Special event services shall be billed at no more than the established Cost/VSH.

2.3 Drivers

2.3.1 Qualifications/Standards

The Contractor shall conduct an adequate background check on each driver to ensure he/she meets the following standards and are qualified to perform public transportation services:

A. All operators must be employees (full or part-time) of the Contractor. The Contractor may not sub-contract with individuals to execute trip assignments.
B. Continuous possession of a valid driver's license, a California DMV Transit Certificate, passenger endorsement, air brake endorsement, current possession of a Class A or B license, and any other certifications as required by the State of California to operate the services as described herein.
C. Not more than two (2) moving violations in the past five (5) years and no DWI/DUI conviction within the last seven (7) years.
D. Demonstrated command of the English language, both oral and written.
E. Sensitivity to customer needs.
F. Ability to resolve complaints and problems as needed.
G. No felony conviction history or conviction for crimes of moral turpitude.
H. Must pass Federal Drug and Alcohol Testing regulations (see Appendix 10).

2.3.2 Training

Contractor shall be responsible for all aspects of training, including the provision and payment for the required training.

Contractor must provide an orientation and training plan outlining how drivers with recent transit operating experience have been previously trained to an equivalent level as required by the "new trainee" program below.

All drivers without recent transit bus operations experience (or Dial-A-Ride experience if hired to provide such service), hired by the Contractor must attend, at a minimum, the following training:

A minimum of eighty (80) hours of training per driver, of which at least thirty-two (32) hours shall be behind-the-wheel of a vehicle, including at least eight (8) hours of system and route training/orientation. This training must be completed before a driver can be placed into unsupervised revenue service.

Within this required training period, Contractor shall instruct drivers in at least eight (8) hours of disability awareness sensitivity training, which includes ADA regulations and procedures; four (4) hours of sexual harassment training; eight (8) hours of passenger control/difficult passenger training; eight (8) hours of defensive driving training. The City reserves the right to review all training materials and to monitor training sessions. The Contractor shall arrange and pay the cost of said training.

Contractor shall be required every year to ensure all operating personnel associated with this contract receive at least the required sixteen (16) hours of Department of Motor Vehicles training and eight (8) hours of recurrent "transit certificate" training.

The cost of driver wages accrued during all training shall be borne solely by the Contractor.

Contractor shall be required to ensure all operators and dispatch staff are aware of proper customer communication practices required for courteous customer assistance/service.

Contractor shall ensure all operators complete training prior to their operation of a vehicle in revenue service. The Contractor will be responsible for the successful provision of service under this contract.

Training during and subsequent to training for new hires, such as recurrent training and retraining, shall be conducted by the Contractor. The Contractor shall be required to have an Operator Development Program in place to address all operator-related training needs.

Written documentation of all training, including new hires, recurrent, and retraining shall be maintained by the Contractor and furnished to the City or its representative upon request.

All training programs shall be subject to City approval.

2.3.3 Uniform Specifications and Appearance Standards

a. Uniform Specifications

The Contractor shall develop a dress code that will be subject to City approval. Such dress code will include, at a minimum, both shirt/blouse and slacks (standardized dress shorts permitted with City prior approval). Drivers shall wear name tags clearly displaying their names at all times while performing their duties. Uniforms shall clearly display (separately) both the name of the contracting firm and name of the transit service. Each driver shall have an accurate timepiece available and in clear sight at all times during vehicle operations.

The dress code shall include shoes that shall be solid, plain-toe military style oxford. Low-cut and high-top tennis shoes are not permissible. Suede shoes, sandals, cleated, or open-toe shoes will not be permitted.

Consideration for safety must be applied to all dress code elements.

b. Appearance Standards

At all times while on duty, drivers shall be well-groomed, clean, and in complete uniform. Drivers shall conform to the following standards of appearance at all times while on duty or when in uniform. All drivers must be neat in appearance, no visible tattoos and body piercings, uniform clean and pressed, shoes shined, hair clean and neatly presented.

2.3.4 Removal

The City may require the Contractor to immediately, pending investigation, remove any driver from revenue service for any one of, but not necessarily limited to, the following:

A. Committing unsafe or inappropriate acts while providing service.
B. Revocation, suspension, or non-renewal of a valid California driver license.
C. Conviction of any felony criminal offense.
D. Perceived unacceptable customer service as reported by customers, other drivers, or directly observed by City staff or the City's representatives.
E. Non-compliance with City-specified appearance standards.

2.4 Personnel

The Contractor shall furnish all operators, porters/bus washers, mechanics, dispatchers, supervisors, administrative personnel, and other personnel services necessary for the provision of the transportation service in accordance with this Contract.

The City reserves the right to review the resumes of management personnel assigned to this Contract. Contractor's project manager shall meet with the City's representative as requested (but not less than monthly).

Contractor shall include details regarding driver, dispatch, training and safety personnel, road supervisors, support personnel, and project manager wage and benefit packages, which will be offered to each of the listed employment classifications upon contract commencement. The Contractor's current program salary and wage information shall be provided to the City upon request.

2.4.1 Required Management Personnel

The City requires one (1) Project Manager be available during all service hours (dedicated solely to this service). A Training/Safety Manager – Road Supervisor is also required. The Project Manager must be approved by the City.

The Contractor shall provide road supervision personnel on duty prior to driver rollout to assure complete route coverage/schedule adherence. Any cleaning and other personnel working outside normal service hours shall be appropriately supervised.

Bidders must include complete employment history and resume materials for the Project Manager being proposed. This position is critical to the success of the operation and significant scrutiny of the proposed Project Manager is to be expected.

In the event that the designated Project Manager for the Contractor is assigned away from the City of Solvang contract during the base contract period (prior to June 30, 2021) absent prior written approval from the City, the Contractor shall pay to the City liquidated damages in the amount of $5,000.00. Subsequent occurrences will be penalized at an escalated rate.

2.4.2 Supervision

Contractor shall provide a qualified supervisor at all times during program operations to provide continuous daily supervision of contracted service. This supervision will include conducting ride checks (on-board) to ensure operator adherence to procedures (i.e., fare collection, ADA compliance, and customer relations). Such supervision will also include responses to investigation of accidents. The City also reserves the right to provide similar investigations and adherence checks of its own without notice to ensure compliance with terms of the Contract.

2.4.3 Dispatching/Radio Control

The City will equip its transit vehicles with appropriate communication equipment (i.e., radios). The Contractor will provide adequate dispatch and radio monitoring personnel to enable effective driver/vehicle assignments and prompt responses to driver and/or vehicle problems, which could impact the provision of transit services under this contract. The Contractor will provide a base station and supporting hardware and ensure that the equipment is maintained and functional.

2.4.4 Safety and Security

The Contractor shall take all reasonable and necessary precautions to provide security for any equipment provided by the City, as well as for records of all transit operations. Contractor shall be responsible for safety and security of passengers during operations and for all related equipment and facilities. Contractor shall include specific procedures in the proposal, which

define the safety and security program for transit service. Safety and organizational meetings shall be held with all employees at least once per month.

Contractor shall report all hazardous conditions (e.g., trees, signs, road conditions, etc.) within the respective service area to the City and/or other appropriate authority and take necessary precautions to safeguard passengers, personnel, and equipment.

Contractor shall not permit drivers to bear weapons of any type (pocket knives are permissible only if the blade is no longer than two inches) on Contractor or City property, facilities, or onboard vehicles while operating a vehicle under the terms of this agreement.

2.4.5 Injury and Illness Prevention Plan

Contractor shall maintain and provide a written copy of the Contractor's Injury and Illness Prevention Plan in compliance with Title 8 of the California Code of Regulations, Sec. 3203. The Plan shall:

a) Identify the person or persons with authority and responsibility for implementing the Program.
b) Include a system for ensuring that employees comply with safe and healthy work practices.
c) Include a system for communicating with employees in a form readily understandable by all affected employees on matters relating to occupational safety and health, including provisions designed to encourage employees to inform the employer of hazards at the worksite without fear of reprisal.

2.5 City-Owned Vehicles

A. The Contractor shall be initially provided air conditioned, wheelchair accessible vehicles. Contractor may utilize City-owned vehicles for driver training. See Appendix 11 for Fleet Roster.

B. The City shall pay for all repairs unless the repairs arise/result from Contractor negligence.

The City reserves the right to add/subtract or substitute vehicles for those described above.

The City will not provide Contractor with any non-revenue vehicles to conduct daily non-revenue service tasks. Contractor shall be responsible for providing any non-revenue vehicles that may be required for running of errands, field review of operations, shuttling of drivers, etc.

C. State of California registrations for all SYVT vehicles shall indicate the City of Solvang as primary owner (Lessor - LSR) and Contractor as co-owner (Lessee - LSE).

2.5.1 Transition of Vehicles to New Contractor

The City and incoming Contractor will jointly inspect each vehicle and sign off on the original inspection form at the time which the Contractor originally inspected and accepted the vehicles.

2.5.2 Operating Mode

The City will provide all revenue vehicles. The Contractor is required to provide the necessary drivers, supervisory/management services, and all other goods and services needed to provide the services described in this Scope of Services unless expressly stated that such goods and services will be provided by the City.

2.6 Facilities

The City of Solvang will provide parking space for SYVT vehicles. Daily dispatching and operations will be conducted out of the SYVT dispatch office located at 431 Second Street #9, Solvang, CA 93463.

2.6.1 Vehicle Maintenance

The Contractor is responsible for regular preventative maintenance and for coordinating maintenance and repairs. The City will be responsible for repair maintenance cost. Such maintenance shall be performed at an appropriate facility as determined by the City. The City shall pay for all repairs unless the repairs result from Contractor negligence. It is the City's responsibility to determine negligence based on common industry practices.

2.6.2 Fuel

The City will provide all fuel (via reimbursement payments) necessary for the operation of the transit program.

2.7 Software/Hardware

The Contractor will be required to supply all administrative software and all computer hardware required for the successful performance of this contract.

2.7.1 Fare Collection

The Contractor shall collect the fares and charges as established by the City. Fare collection and all security-related measures shall be solely the responsibility of the Contractor. The Contractor shall be required to provide the following materials or information:

A. Documentation showing fares collected which shall be reported monthly (by service day) and segregated by service type (i.e., fixed-route, Dial-A-Ride, etc.)

B. Fareboxes shall be provided by the City and maintained by the Contractor.

The Contractor is responsible for any fare collection or counting equipment. The City reserves the right to approve any fare collection system implemented throughout the contract term. The City reserves the right to examine the accounting of fares collected at its discretion, including retaining the services of an independent third-party auditor.

Contractor shall sell SYVT bus passes from the SYVT Dispatch office as part of the program duties.

2.7.2 Telephone Information Service

Contractor shall provide customer information service to the public in English and Spanish during all operating hours. Interpretation services are to be offered for all languages through the City's interpretation services contract. Contractor agrees to adhere to all applicable Title VI requirements. Demand-response reservations shall be taken during all operating hours. Respective entities will provide sufficient phone lines dedicated to each service. These phone lines are for the sole purpose of providing customer information and shall not be used for any other purpose.

2.8 Equipment Condition

Vehicles placed in service by Contractor must, without exception:

A. Be cleaned daily inside and outside.

B. Vehicle floors will be swept and mopped daily.

C. Driver area will be wiped down. This shall include, but not be limited to, dash controls, dashboard, above the driver area, and along the front dashboard.

D. Have operational heating and air conditioning, wheelchair lifts, securement belts, flip seats, radios, fareboxes, and destination signs.

E. Be free of body damage, including no missing and/or unpainted panels.

F. Be free of graffiti on the exterior and the interior.

G. Have all safety items fully operational (i.e., lights, brakes, horn, tires, wheelchair tie-downs, seat belts, etc.)

H. No vehicle shall be cannibalized for parts for any reason without prior written consent of the City.

2.9 Data

2.9.1 Daily Statistics

The following information will be provided on a daily basis.

A. Summary of driving and industrial accidents and incidents for previous service day.

B. Wheelchair boardings attempted/successful for the previous service day.

C. Number of late/missed trips for previous service day and the cause.

D. Number of overloads experienced for the previous service day.

Written accident reports must be submitted to the City within 24 hours of the incident.

2.9.2 Weekly Reports

The daily statistics shall be aggregated to a weekly and month-to-date basis, and a report submitted to the City on a monthly basis. In addition to the daily indicators, ridership counts segregated by service, service type, and route as well as the number and type of complaints received for the week must be included in the weekly operations report.

2.9.3 Monthly Reports

The following performance indicators must be reported monthly.

A. Miles between road calls,
B. Miles between maintenance road calls,
C. Number and percentage of missed/late trips,
D. Percentage of on-time performance,
E. Number of complaints/1,000 passengers,
F. Total accidents/100,000 miles,
G. Collision accidents/100,000 miles,
H. Total preventable accidents/100,000 miles,
I. Passenger injuries per 100,000 miles,
J. Wheelchair boardings,
K. Drug and Alcohol tests,
L. Driver/Dispatcher training activities,
M. Driver evaluations,
N. Ridership counts by day, driver/vehicle, mode, route, and fare type;
O. Revenue Miles by Mode,
P. Revenue Hours by Mode, and
Q. Fare Revenue by Mode.

2.9.4 Customer Complaints

Contractor will contact by telephone, or follow up with written correspondence if necessary, to each customer complaint received. If an investigation is required, Contractor will conduct an investigation and the affected party will be contacted by telephone or written correspondence regarding the results of the investigation. Contractor shall respond to customer complaints within one (1) business day of receipt. Contractor will be required to track and report to the City all complaint information within twenty-four (24) hours of receipt of complaint. A written Customer Concern report must be generated and submitted to the City for each complaint received.

2.9.5 NTD Reporting

All public transit service provided under this Agreement must be reported annually to the Federal Transit Administration (FTA) in a completed National Transit Database (NTD) report. As part of the annual NTD reporting requirement, the Contractor shall conduct on-board data sampling each year as directed by the FTA/NTD, to statistically compute valid passenger mile data. The Contractor agrees to use the technique described in FTA Circular C 2710.1A (dated July 18, 1988). The Contractor shall submit the daily random-sample trip sheets no later than the tenth (10^{th}) calendar day for the previous month's sampled trips to the City. The Contractor shall prepare a quarterly report of the randomly-selected trips to be submitted to the City no later than thirty (30) days after the end of each quarter and prepare an annual summary to be submitted to the City no later than thirty (30) days after the end of the fiscal year. Contractor shall be responsible for ensuring that all reported NTD data meets FTA requirements and definitions. Contractor shall be responsible for maintaining the most recent NTD data collection procedures. The monthly, quarterly, and annual reports shall be considered missed if not submitted to the City by the tenth (10^{th}) calendar day or thirty (30) days after the end of the quarter or fiscal year, respectively, and be considered a cause for termination (default) of this Contract. Contractor shall conduct any mandatory sampling that NTD may require of the City at any time during the resulting contract term.

Contractor shall retain all necessary documents for National Transit Database (NTD) auditing for a minimum of three years. After three years, all documents related to NTD shall be forwarded to City for retention. Contractor shall forward all documents necessary for NTD auditing to the City at the end of the contract term.

2.9.6 Drug-Free Workplace Policy

The Contractor is required to develop and implement procedures that comply with the City's Drug-Free Workplace Policy and applicable FTA requirements (Appendix 1).

2.9.7 Performance Specifications

All performance specifications will be strictly adhered to in order to provide the optimal customer experience. The City reserves the right to monitor the Contractor in its performance of the Contract to ensure all performance specifications are adhered with.

To receive full compensation, the Contractor is required to meet or exceed the following standards of performance on a monthly basis:

> Operating Performance Standards - Vehicles shall be operated with due regard for the safety, comfort, and convenience of passengers and the general public. Service shall be provided as scheduled or according to any adjusted schedule established by the City, including route modifications required as a result of a declared emergency. The Contractor shall strive to maintain on-time performance. However, Contractor shall not be held responsible for the failure to provide on-time service due to weather, unavoidable vehicle malfunctions, or naturally occurring disasters, if sufficient documentation is provided to City.

Personnel Performance Standards - Regularly assigned drivers must be available at all times of transit operation to ensure consistent and reliable service under the Contract.

All personnel are responsible for knowledge of the service. Project personnel must maintain a courteous attitude, answering to the best of their ability, any questions from the public regarding the provision of service. Customer service training must include a focus on positive customer relations. Personnel must report customer complaints and/or operational problems to the City as specified herein. All customer complaints must be reported to the City within twenty-four (24) hours of being received.

Drivers must accurately and completely submit the required operating documentation each day.

2.10 Marketing and Public Relations

The City shall be responsible for all marketing and public relations activities relating to its public transit program.

The City shall furnish all schedules, maps, transfers, passes and other printed materials required for promoting the service. The Contractor shall distribute onboard notices, cooperate and participate in marketing, promotion, advertising, public communications, and public education programs and projects undertaken by the City from time to time. The City shall be the exclusive public contact in connection with the City's transit program. Under no circumstances shall the Contractor or its employees be permitted to distribute any unauthorized printed or written materials without prior written permission.

2.10.1 Advertising on Vehicle Exterior and Interior

The City may, during the course of this contract, require the Contractor to allow vendors contracted by the City access to vehicles assigned to this contract to install and remove advertising material.

2.10.2 Signage

Contractor shall display required head signage, in plain view, in all transit vehicles, while in revenue service.

2.11 Operating During an Emergency

In the event of an emergency, the Contractor shall deploy vehicles in a manner described by the City. Emergency service does not constitute an expansion or extension of service. The City shall be obligated to compensate the Contractor for emergency service which significantly exceeds the normal expense of operating the transit service during such period of declared emergency.

EXHIBIT B

CONTRACTOR'S BEST AND FINAL OFFER (BAFO)

Best and Final Offer (BAFO) to Proposal for SYVT – RFP – 2016 Public Transit Operations Contract

ROADRUNNER

ROADRUNNER

April 26, 2016
Matt van der Linden
Public Works Director
City of Solvang
1644 Oak Street
Solvang, CA 93463

RE: Best and Final Offer for SYVT – RFP – 2016

Dear Mr. Matt van der Linden and Santa Ynez Valley Transit (SYVT):

Thank you for inviting us to take part in the Best and Final Offer (BAFO) process. We look forward to providing exceptional service to SYVT and the City of Solvang with our experienced and dedicated management team as presented in our initial RFP response.

As a local contractor who is well-invested in the community and its services, Roadrunner believes that we are the SYVT's preferred choice to manage its transportation service. Roadrunner has a local advantage. We know the City of Solvang's needs. Roadrunner has the latest technology to offer and a proven track record of on-time excellence and ability to increase ridership. We look forward to partnering with the City of Solvang and SYVT as the new contractor for the Operations and Maintenance of Public Transit Fixed Route Services.

Enclosed you will find the requested documentation of what we are willing to offer with several options in our Best and Final Offer (BAFO). Roadrunner Management Services (RMS) continues to express it dedication and interest in joining SYVT and the City of Solvang. We hope one these options in this final offer is suitable to SYVT and the City of Solvang so that Roadrunner can begin the process of planning the transition.

Sincerely,

Sue Sandlin
Sue@rrshuttle.com
Roadrunner Shuttle
(805) 322-9032 office
(805) 732-3535 cell

Thank you for your consideration.

Option A

Roadrunner Management Services prefers to leave our Technical Proposal as it is with no changes except for a reduction in price for 54.06 per hour. Please see option A below;

Option A COST/PRICE PROPOSAL										
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	OPTIONAL YEAR 1	OPTIONAL YEAR 2	OPTIONAL YEAR 3	OPTIONAL YEAR 4	OPTIONAL YEAR 5
	FY 2016/17	FY 2017/18	FY2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
YVT Unit Cost per Revenue Hour	$54.06	$55.41	$56.79	$58.21	$59.67	$61.16	$62.69	$64.25	$65.86	$67.51
YVT Estimated Annual Revenue Hou	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699
SYVT Total Cost (Unit Cost x Annual Revenue Hours)	$524,279.45	$537,386.43	$550,821.09	$564,591.62	$578,706.41	$593,174.07	$608,003.42	$623,203.51	$638,783.59	$654,753.18

Option B

This proposed option would cut our Project Manager's hours to a part time employee at 20 hours a week, and include dropping our profit with no changes to the scope of work or services and no additional services. This option includes cutting the hours of Joseph Flores to 20 hours a week and changing him from dedicated to undedicated to the City of Solvang the rate would be $50.22 per hour.

Option B COST/PRICE PROPOSAL										
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	OPTIONAL YEAR 1	OPTIONAL YEAR 2	OPTIONAL YEAR 3	OPTIONAL YEAR 4	OPTIONAL YEAR 5
	FY 2016/17	FY 2017/18	FY2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
YVT Unit Cost per Revenue Hour	$50.22	$51.48	$52.76	$54.08	$55.43	$56.82	$58.24	$59.70	$61.19	$62.72
YVT Estimated Annual Revenue Hou	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699
SYVT Total Cost (Unit Cost x Annual Revenue Hours)	$487,083.78	$499,260.87	$511,742.40	$524,535.96	$537,649.36	$551,090.59	$564,867.85	$578,989.55	$593,464.29	$608,300.90

Trolley Option

Roadrunner currently manages the Camarillo and Westlake Trolley since the service has commenced we have had great success. Camarillo and Westlake residents enjoy riding it to local businesses for free. Since the trolley service started, it has increased sales at local stores and increased all-around profit in the City of Camarillo and Westlake therefore making it beneficial to continue to not charge to ride the trolley. Should the City of Solvang elect to start a trolley service, RMS proposes that we adapt our Camarillo Trolley tracker software to show where the Solvang Trolley is in real time. Our live trolley tracker is available to view www.camarillotrolley.com/ and http://www.westlaketrolley.com

The only additional cost to the City would be the capital cost of the trolley. The City could either do a capital lease of a trolley from Roadrunner at $3,500 per month or buy a trolley. The trolley tracker,maintenance and drivers for the trolley would be at no additional cost to the original bid of 54.32.

Thank you for considering Roadrunner's Best and Final Offers (BAFO). We hope that one of these options is suitable to SYVT and the City of Solvang and look forward to commencing the contract on July 1, 2016.

Sincerely,

Sue Sandlin
(805) 732-3535 cell

EXHIBIT C

INSURANCE REQUIREMENTS

Prior to the beginning of and throughout the duration of the Work, Contractor will maintain insurance in conformance with the requirements set forth below. Contractor will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth here, Contractor agrees to amend, supplement or endorse the existing coverage to do so. Contractor acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to City in excess of the limits and coverage required in this agreement and which is applicable to a given loss, will be available to City.

Contractor shall provide the following types and amounts of insurance:

Commercial General Liability Insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01 or the exact equivalent. Defense costs must be paid in addition to limits. There shall be no cross liability exclusion for claims or suits by one insured against another. Limits are subject to review but in no event less than $3,000,000 per occurrence.

Business Auto Coverage on ISO Business Auto Coverage form CA 00 01 including symbol 1 (Any Auto) or the exact equivalent. Limits are subject to review, but in no event to be less than $3,000,000 per accident. If Contractor owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the general liability policy described above. If Contractor or Contractor's employees will use personal autos in any way on this project, Contractor shall provide evidence of personal auto liability coverage for each such person.

Workers Compensation on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than $1,000,000 per accident or disease.

Excess or Umbrella Liability Insurance (Over Primary) if used to meet limit requirements, shall provide coverage at least as broad as specified for the underlying coverages. Any such coverage provided under an umbrella liability policy shall include a drop down provision providing primary coverage above a maximum $25,000 self-insured retention for liability not covered by primary but covered by the umbrella. Coverage shall be provided on a "pay on behalf" basis, with defense costs payable in addition to policy limits. Policy shall contain a provision obligating insurer at the time insured's liability is determined, not requiring actual payment by the insured first. There shall be no cross liability exclusion precluding coverage for claims or suits by one insured against another. Coverage shall be applicable to City for injury to employees of Contractor, subcontractors or others involved in the Work. The scope of coverage provided is subject to approval of City following receipt of proof of insurance as required herein. Limits are subject to review but in no event less than $1,000,000 per occurrence.

Professional Liability or Errors and Omissions Insurance as appropriate shall be written on a policy form coverage specifically designed to protect against acts, errors or omissions of the Contractor and "Covered Professional Services" as designated in the policy must specifically include work performed under this agreement. The policy limit shall be no less than $1,000,000 per claim and in the aggregate. The policy must "pay on behalf of" the insured and must include a provision establishing the insurer's duty to defend. The policy retroactive date shall be on or before the effective date of this agreement.

Insurance procured pursuant to these requirements shall be written by insurers that are admitted carriers in the state of California and with an A.M. Bests rating of A- or better and a minimum financial size VII.

General conditions pertaining to provision of insurance coverage by Contractor. Contractor and City agree to the following with respect to insurance provided by Contractor:

1. Contractor agrees to have its insurer endorse the third party general liability coverage required herein to include as additional insureds City, its officials, employees and agents, using standard ISO endorsement No. CG 2010 with an edition prior to 1992. Contractor also agrees to require all contractors, and subcontractors to do likewise.

2. No liability insurance coverage provided to comply with this Agreement shall prohibit Contractor, or Contractor's employees, or agents, from waiving the right of subrogation prior to a loss. Contractor agrees to waive subrogation rights against City regardless of the applicability of any insurance proceeds, and to require all contractors and subcontractors to do likewise.

3. All insurance coverage and limits provided by Contractor and available or applicable to this agreement are intended to apply to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the City or its operations limits the application of such insurance coverage.

4. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

5. No liability policy shall contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured or of any contractor or subcontractor.

6. All coverage types and limits required are subject to approval, modification and additional requirements by the City, as the need arises. Contractor shall not make any reductions in scope of coverage (e.g. elimination of contractual liability or reduction of discovery period) that may affect City's protection without City's prior written consent.

7. Proof of compliance with these insurance requirements, consisting of certificates of insurance evidencing all of the coverages required and an additional insured endorsement to Contractor's general liability policy, shall be delivered to City at or prior to the execution of this Agreement. In the event such proof of any insurance is not delivered as required, or in the event such insurance is canceled at any time and no replacement coverage is provided, City has the right, but not the duty, to obtain any insurance it deems necessary to protect its interests under this or any other agreement and to pay the premium. Any premium so paid by City shall be charged to and promptly paid by Contractor or deducted from sums due Contractor, at City option.

8. Certificate(s) are to reflect that the insurer will provide Thirty (30) days notice to City of any cancellation of coverage.

9. It is acknowledged by the parties of this agreement that all insurance coverage required to be provided by Contractor or any subcontractor, is intended to apply first and on a primary, non-contributing basis in relation to any other insurance or self insurance available to City.

10. Contractor agrees to ensure that subcontractors, and any other party involved with the project who is brought onto or involved in the project by Contractor, provide the same minimum insurance coverage required of Contractor. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Contractor agrees that upon request, all agreements with subcontractors and others engaged in the project will be submitted to City for review.

11. Contractor agrees not to self-insure or to use any self-insured retentions or deductibles on any portion of the insurance required herein and further agrees that it will not allow any contractor, subcontractor, Architect, Engineer or other entity or person in any way involved in the performance of work on the project contemplated by this agreement to self-insure its obligations to City. If Contractor's existing coverage includes a deductible or self-insured retention, the deductible or self-insured retention must be declared to the City. At that time the City shall review options with the Contractor, which may include reduction or elimination of the deductible or self-insured retention, substitution of other coverage, or other solutions.

12. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Contractor Ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Contractor, the City will negotiate additional compensation proportional to the increased benefit to City.

13. For purposes of applying insurance coverage only, this agreement will be deemed to have been executed immediately upon any party hereto taking any steps that can be deemed to be in furtherance of or towards performance of this agreement.

14. Contractor acknowledges and agrees that any actual or alleged failure on the part of City to inform Contractor of non-compliance with any insurance requirement in no way imposes any additional obligations on City nor does it waive any rights hereunder in this or any other regard.

15. Contractor will renew the required coverage annually as long as City, or its employees or agents face an exposure from operations of any type pursuant to this agreement. This obligation applies whether or not the agreement is canceled or terminated for any reason. Termination of this obligation is not effective until City executes a written statement to that effect.

16. Contractor shall provide proof that policies of insurance required herein expiring during the term of this agreement have been renewed or replaced with other policies providing at least the same coverage. Proof that such coverage has been ordered shall be submitted prior to expiration. A coverage binder or letter from Contractor's insurance agent to this effect is acceptable. A certificate of insurance and/or additional insured endorsement as required in these specifications applicable to the renewing or new coverage must be provided to City within Five (5) days of the expiration of the coverages.

17. The provisions of any workers' compensation or similar act will not limit the obligations of Contractor under this agreement. Contractor expressly agrees not to use any statutory immunity defenses under such laws with respect to City, its employees, officials and agents.

18. Requirements of specific coverage features or limits contained in this section are not intended as limitations on coverage, limits or other requirements nor as a waiver of any coverage normally provided by any given policy. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue, and is not intended by any party or insured to be limiting or all-inclusive.

19. These insurance requirements are intended to be separate and distinct from any other provision in this agreement and are intended by the parties here to be interpreted as such.

20. The requirements in this section supersede all other sections and provisions of this agreement to the extent that any other section or provision conflicts with or impairs the provisions of this section.

21. Contractor agrees to be responsible for ensuring that no contract used by any party involved in any way with the project reserves the right to charge City or Contractor for the cost of additional insurance coverage required by this agreement. Any such provisions are to be deleted with reference to City. It is not the intent of City to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against City for payment of premiums or other amounts with respect thereto.

22. Contractor agrees to provide immediate notice to City of any claim or loss against Contractor arising out of the work performed under this agreement. City assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve City.

TRANSIT

SYVT PUBLIC TRANSIT OPERATIONS CONTRACT

Presented to City of
Solvang/Santa Ynez Valley
Transit
March 15, 2016

ROADRUNNER

ROADRUNNER

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ROADRUNNER

- Tab 2
- Cover Letter

Cover Letter

ROADRUNNER

March 14, 2016

Matt van der Linden
Public Works Director
City of Solvang
1644 Oak Street
Solvang, CA 93463

Re: Request for Proposal for Operations and Maintenance of Public Transit Fixed Route Services

Dear Mr. Matt van der Linden,

Roadrunner Management Services Inc., and all our company entities with common ownership and management, are pleased to submit the following response to your request for proposals for the SYVT service in the City of Solvang. We recognize Addenda 1, 2 and 3. Throughout this proposal, we truly believe Roadrunner is perfectly positioned to team with SYVT in this opportunity to provide quality transportation services. Roadrunner enthusiastically seeks to enhance and elevate the services SYVT provides. By fusing technical expertise, first class customer service, the local community and employee relationships, Roadrunner is SYVT's ideal choice. Roadrunner is California based corporation. In addition to our Camarillo location, we have a sister location at 629 Firestone Suite G, Goleta, Ca 93117. It is also important to note that Roadrunner is a certified woman-owned Disadvantaged Business Enterprise.

The enclosed response will remain valid for 90 days from the date of submission. The identified contact, authorized without limitation of authority to bind Roadrunner, as a corporation, to enter into negotiations with SYVT and the City of Solvang with respect to the RFP, and subsequent changes, and any subsequent awarded contract:

Sumaia Sandlin
President
(805) 732-3535 cell
sue@rrshuttle.com

Roadrunner
240 S. Glenn Drive
Camarillo, CA 93010
(805) 389-8196 office
(805) 987-7294 fax

Please feel free to contact us, if you should require additional information concerning our proposal.
Sincerely,

Sue Sandlin
President and Chief Executive Officer

ROADRUNNER

- Tab 3
- DBE Certification

DBE Certification

100% DBE Certification

CALIFORNIA UNIFIED CERTIFICATION PROGRAM (CUCP)

March 24, 2014

Sumaia Sandlin
Airport Connection, Inc.
dba Roadrunner Shuttle
240 S. Glenn Drive
Camarillo, CA 93010

RE: AIRPORT CONCESSION DISADVANTAGED/DISADVANTAGED BUSINESS ENTERPRISE (ACDBE/DBE) CERTIFICATION APPROVAL **CUCP File No. - 41793**

Dear Ms. Sandlin:

We are pleased to advise you that after careful review of your personal financial statement and supporting documentation, we have determined that your firm meets the eligibility standards to be certified as an **Airport Concession Disadvantaged/Disadvantaged Business Enterprise (ACDBE/DBE)** as required under the U.S. Department of Transportation (U.S. DOT) regulations 49 CFR Part 23 and 26.

Your ACDBE/DBE certification will be honored by all U.S. DOT recipients in California, and your firm will be listed in the California Unified Certification Program (CUCP) database of certified ACDBE/DBEs and the City of Los Angeles ACDBE/DBE/MBE/WBE directory under the following areas of expertise:

NAICS Codes	Description
485999	**All Other Transit and Ground Passenger Transportation**
485410	**School and Employee Bus Transportation**
485510	**Charter Bus Industry**
485991	**Special Needs Transportation**

Your ACDBE/DBE certification applies only for the above codes. You may review your firm's information in the CUCP DBE Database which can be accessed at http://californiaucp.org/ and the City of Los Angeles ACDBE/DBE/MBE/WBE database at http://bca.lacity.org. Any additions or revisions must be submitted to the City of Los Angeles for review and approval.

In order to assure continuing ACDBE/DBE status, you must submit annually a "No Change Declaration" form. Based on your annual submission that no change in ownership and control has occurred, or if changes have occurred, that do not affect your firm's ACDBE/DBE standing, the ACDBE/DBE certification of your firm will continue until or unless it is removed by our agency.

Also, should any changes occur that could affect your certification status, such as changes in your firm's name, business/mailing address, ownership, management or control, or failure to meet the applicable business size standards or personal net worth standard, please notify this office immediately. ACDBE/DBE certification is

subject to review at any time. Failure to submit forms and/or change of information will be deemed as failure to cooperate under Section 26.109 of the Regulations.

For information on City of Los Angeles contracting opportunities, please register at http://LABAVN.org.

Should you have any questions, please contact Kelly H. Kim at (213) 847-2644 or e-mail at kelly.kim@lacity.org.

Sincerely,

ANGELA DE LA ROSA, ACDBE Certification Manager
Office of Contract Compliance
Bureau of Contract Administration

CITY OF LOS ANGELES
CALIFORNIA

JOHN L. REAMER, JR.
Inspector of Public Works
and
Director

BUREAU OF
CONTRACT ADMINISTRATION
Office of Contract Compliance
1149 S. BROADWAY, SUITE 300
LOS ANGELES, CA 90015
(213) 847-1922

http://bca.lacity.org

March 24, 2014

Sumaia Sandlin
Airport Connection, Inc.
dba Roadrunner Shuttle
240 S. Glenn Drive
Camarillo, CA 93010

RE: WOMEN BUSINESS ENTERPRISE (WBE) CERTIFICATION APPROVAL
CCA File No. - 12330

Dear Ms. Sandlin:

Based on a thorough review of the submitted documents, we are pleased to inform you that your firm has been certified as a **Women Business Enterprise (WBE)** and has been placed in the City of Los Angeles DBE/MBE/WBE directory as a firm specializing in:

NAICS Codes	Description
485999	**All Other Transit and Ground Passenger Transportation**
485410	**School and Employee Bus Transportation**
485510	**Charter Bus Industry**
485991	**Special Needs Transportation**

You may review your firm's information in the City of Los Angeles DBE/MBE/WBE database at http://bca.lacity.org. Any additions and revisions must be submitted for review and approval.

This certification will continue until or unless it is removed by our agency. If there are any changes in ownership, control, or structure of your firm, you are required to notify this office of those changes in writing. Also, please include your file number on each page of correspondence relating to these matters.

The City reserves the right to withdraw this certification if at any time it is determined certification was knowingly obtained by false, misleading or incorrect information. The City also reserves the right to request additional information and/or conduct on site visits at any time during the certification period to verify any documentation submitted with your application. By accepting certification, the firm of **Airport Connection, Inc, dba Roadrunner Shuttle** hereby consents to the examination of its books, records and documents by the City.

For information on City of Los Angeles contracting opportunities, please register at http://LABAVN.org.

Should you have any questions, please contact Kelly H. Kim at (213) 847-2644 or e-mail at kelly.kim@lacity.org.

Sincerely,

HELMUT PEINDL, Certification Manager
Office of Contract Compliance
Bureau of Contract Administration

ROADRUNNER

- Tab 4
- Executive Summary

Executive Summary

Executive

Summary

Looking for a partner in the provision of its Intercity Transit service, SYVT and the City of Solvang requires a professional transportation firm that will support its vision of the future in the new contract term. Roadrunner has researched the City of Solvang and has recognized that Roadrunner can improve upon the core needs for the City of Solvang and the SYVT system. When partnering with Roadrunner, SYVT can be assured of local support, on-time excellence and an increase in ridership.

LOCAL CORPORATE SUPPORT

Roadrunner is family owned business that is headquartered in Camarillo, CA very near to the City of Solvang. We also have a sister location in Goleta. The advantage this provides to SYVT is that full corporate support is less than an hour away. Everyone from our CEO Sue Sandlin; down live in close proximity to the service area. Joe Flores, a Ventura County local has over 20 years of transportation experience and will be managing this project with great care. We take a special pride in serving the counties of Santa Barbara and Ventura, because they are so close to home. SYVT will benefit greatly from partnering with a firm with the local touch.

ON-TIME EXCELLENCE

Roadrunner recognizes SYVT's need for a partner who excels at on-time performance. Roadrunner is a proven leader in on-time performance. Our Camarillo Dial-A-Ride service which is of a similar but larger scope then SYVT has a verifiable On-Time performance record of close to 99%. We have similar performance in our fixed routes as well. SYVT will benefit from Roadrunners stellar on time performance. A couple ways we go above and beyond are the following:

Score Card: A critical component to Roadrunners COO, Charles Sandlin's corporate support lies in the development of performance goals and the creation of a score card to track Roadrunner's performance.

Secret Rider Program: To ensure high quality customer service and unbiased reviews of Roadrunner's service, the company will implement a secret rider program with SYVT's permission.

DIAL-A-RIDE APP

Roadrunner is completing their customized Uber like Roadrunner app for the SYVT Dial-A-Ride Service. Passengers will be able to use their smart phone Geo Location to book a ride and find the nearest vehicle to them if it is available. Or they can book for a time in the future using their location with a couple clicks on their smart phone. All passengers will be able to watch their vehicles location in real time. Passengers will also be able to log into a website to verify all of their reservations for the next forty-eight (48) hours to make sure they have booked a reservation and the information is correct. Please see the attached forms.

SUMMARY

Roadrunner believes that we are SYVT and the City of Solvang's preferred choice moving forward with its transportation service. The main reasons for this are that we have a local advantage, on-time excellence and ability to increase ridership. We look forward to showing you through the following proposal how Roadrunner can greatly benefit SYVT and City of Solvang.

ROADRUNNER

- Tab 5: 1.3.1 Ability to Perform and Meet Requirements of the RFP
- Approach, Capacity & Management
- Roadrunner's Philosophy
- Hiring/ Screening Procedures
- Driver Training
- Employee Training
- Injury and Illness Prevention
- CA Labor Code 1070/1074
- Safety Assurance
- Employee Training
- Supervisory and Dispatch Process
- On Time Performance
- Fare Collection
- NTD Reporting Data
- Cleaning Procedures
- Transition Plan

1.3.1

1.3.1 Ability to Perform and Meet Requirements of the RFP

A. Describe your firm's approach, capacity, and management philosophy for operation of the services requested by the City.

Since opening its first passenger side door in Camarillo in 1991, Roadrunner has developed into an industry leader in meeting and exceeding client expectations. Initially focused on connecting Ventura County to all major airports, 24 hours a day and 365 days a year with door-to-door rideshare service, Roadrunner now operates over 100 ground transportation programs throughout the Southwestern United States: airport shuttles, charters, non-emergency medical, school bus, dial-a-ride, commuter shuttles, and fixed-route service.

In managing a wide variety of transportation programs, Roadrunner has further developed the personnel and technical support of all operations in-house. This includes, but is not limited to, the equipment, fueling, maintenance, facilities, scheduling and dispatching, call centers and customer service, management and supervision, timely reporting, adherence to stringent budgets, quality assurance plans, employee training, incentive plans, and corporate audits of each contract and division thereof.

Roadrunner has twenty-four years of developed contract experience to the Southwestern United States. Roadrunner's history and diverse experiences are a perfect match for the City's scope of work and the population the scope will serve. Roadrunner is a proven performer for:

- Fixed Route, Dial-a-Ride and/or Paratransit Daily Municipal Service: Los Angeles World Airports (LAWA), Ventura County Transportation Commission (VCTC), Camarillo Area Transit (CAT)
- ADA Paratransit: Ventura County Behavioral Health (VCBH), Ventura County Medical Center (VCMH) – non-emergency Tri-Counties Regional Center / R&D Transportation (TCRC)
- Senior Populations: Ventura County Area Agency on Aging (VCAAA), Los Angeles County Adult Protective Services (LACAPS), City of Calabasas
- Student Populations: California State University, Channel Islands (CSUCI)
- Oxnard Union High School District (OUHSD)
- Private Daily Demand Response and Commuter Solutions: DirecTV, Amgen, First Solar.
- Ronald Reagan Presidential Foundation and Library, and many other corporate, employee shuttles

It is Roadrunner's diligent attention to safety, customer satisfaction and service quality that has made Roadrunner an industry leader for both private and publicly funded transportation projects. Fusing together our experiences in fare-based transit operations with our capabilities for superior, responsive customer service from our private charters and shuttle services, Roadrunner's experience will contribute to this project to provide a positive impact on SYVT's transportation needs and bus system(s)

Roadrunner's Philosophy

Roadrunner values our clients and customers; Roadrunner believes our ability to be safe, responsive, creative and reliable effectively improves people's lives.
At the heart of Roadrunner, what differentiates us from everyone else in the transit industry, is our staff's constant attention to the services from the point of view of the passenger. Roadrunner's core management philosophy is to continually strive for excellence through consumer-centric methods. This culture is prevalent in all areas of our operation. Roadrunner's operational philosophy is the **Golden Rule** of service: provide service unto others as you would want services provided to you.
This is the Roadrunner directive that applies to our supervisors, bus washers, maintenance staff, drivers, dispatchers, upper management and administrators. For example, dispatchers mentally place themselves at bus stops, and make decisions as if they were waiting for a bus. Really, everyone at Roadrunner must make decisions by putting themselves in the point of view of a passenger.

B. **Describe your hiring/screening procedures for the selection of qualified fixed-route and Dial-A-Ride (demand-response) drivers. Describe classroom and behind-the-wheel training and support personnel training programs. Describe your firm's recurring safety assurance program.**

Since 2009 Roadrunner has been the City of Camarillo' s Dial-A-Ride service provider. This service runs 7 days a week and averages over 550 daily riders. Roadrunner's talented and dedicated operators and dispatch team have a document on-time record of close to 99%. This is the service and personnel quality that SYVT can expect when partnering with Roadrunner.

Employee Selection Process
At Roadrunner, we recognize that our best resources at any new operation are the employees already working there. We recognize the long tenure of many of the vehicle operators currently working for the SYVT Public Transit operations today and appreciate their contributions to the service. Therefore, we will spend a great deal of time and energy in the effort to retain the workforce already in place.

However, we also know that not every contractor holds its employees to the same strict standards that we do.
Therefore, it is important that we have a specific process to introduce ourselves to the current contractor's employees through meetings and personal contact, conduct one-on-one interviews, perform background checks and verify qualifications (using the Roadrunner pre-employment screening and including physicals, and drug and alcohol testing), and finally extend offers of employment to the current employees who meet our hiring criteria.
Our strict hiring process for transitioning employees ensures that we both retain the best employees with the most knowledge of the system and that we maintain our high standards. We have provided a detailed discussion of this in our transition plan below.

Employee Selection Process - Ongoing
Within the ground transportation industry, Roadrunner has positioned itself as the "Employer of Choice." Our attention to employee welfare and valuing the contribution of our employees to our overall success are just two of the many ways that Roadrunner ensures we attract the best employees. In this section of the proposal, we describe the various programs used by Roadrunner to maintain a stable, effective, and high quality workforce to provide our customers with the best transit services possible.

Roadrunner Workforce Development Program

The Roadrunner Workforce Development Program (RWDP) is designed to support our Human Resource efforts through a comprehensive recruitment, selection and hiring program. RWDP combines best-in class technology, Human Resource process support and collaboration by specialists in the behavioral and industrial sciences into a standardized format and a standardized scoring system to rate and track applicants. Specifically, RWPD produces talent management and workforce development solutions through custom materials and management tools.

This value added feature is provided at no cost to SYVT PUBLIC TRANSIT. The RWPD program is designed specifically to assess transportation industry staffing, including drivers, dispatchers, office staff, and transit supervisors/managers.

It begins with a series of assessment tools (hurdles) designed to screen-out unfit applicants. The individual steps, or hurdles include:

- Customized Career-board and online Applicant Tracking System
- Organizational and job related on-line Pre-screen surveys (pass/fail knock-out questions)
- User and administrative portals for customized Job-Board postings and status dashboard, online employment application, pre-employment forms, digital signature technology and metrics/tracking database
- Fully customized and automated candidate status update, selection and rejection e-mails
- Construct valid competency assessments (to be verified through job analysis), measuring validated job specific competencies that include: Adaptability, Compliance, Conscientiousness, Customer Focus, Response to Stress, Safety Orientation and Teamwork
- Validated job-specific structured employment interview (with behaviorally-anchored items and online scoring template)
- Online skills based assessments including; Numerical Ability, Reading Comprehension and the Ability to Follow Directions
- Hiring and performance metrics management platform
- EEO data collection and reporting

Driver Training

Minimum Vehicle Operator Qualifications
Equally important to attracting a qualified pool of applicants is making the right hiring decision. Sound decisions rely on well-defined description of job duties, acceptable hiring standards, selection criteria that identify the best, and a strict adherence to the process which makes it all work. Prior to hiring or utilizing any driver for Dial a Ride or Fixed Route service with SYVT Public Transit service, Roadrunner shall ensure that the driver has met the minimum requirements listed below:

- An accurate and valid application.
- Minimum of five years of driving experience.
- Satisfactory employment history for the past three years.
- Minimum 25 years of age. Possess all valid licenses necessary for operation of this service.
- Drivers must live in the state from which they have their license.
- Pass a U.S. Department of Transportation physical examination.
- Pass an FTA compliant drug/alcohol screen. Pass medical examination by a licensed physician.
- Proven ability in the area of customer service.
- Knowledge of the service area and demonstrated ability to find addresses through the use of printed maps.
- Ability to speak, write and understand English and possess the capability to perform simple mathematic functions.
- Proof of U.S. citizenship or legal alien status
- meets the following standards and are qualified to perform public transportation services:
- All operators must be employees (full or part-time) of Roadrunner Management Services Inc.
- and will not sub-contract with individuals to execute trip assignments.
- All Operators are required to have continuous possession of a valid driver's license, and a California DMV Transit Certificate
- Drivers must have no more than two (2) moving violations in the past five (5) years and no DWI/DUI
- conviction within the last seven (7) years.
- Operators must demonstrate sensitivity to customer needs.
- Ability to resolve complaints and problems as needed.
- No felony conviction history or conviction for crimes of moral turpitude.

Operator and Behind the Wheel Training
All operators must be licensed with a valid California Class "A" License or Class "B" for operation of the type of vehicle to which they are assigned, and complete Roadrunner Management Services Inc., formal training programs as approved by the City. Operators

shall be certified as having completed the initial course before operating any transit vehicle in revenue service unsupervised. Roadrunner Management Services Inc., shall keep a current list of operators and their certifications and provide this list to the City at their request.

Operators shall be trained in all operational procedures relating to the system: defensive driving, passenger relations, ADA requirements, fare collection, route and schedule orientation, and on-time performance prior to permitting any operator to operate any bus in revenue service. Drivers will participate in any City provided orientation sessions for SYVT Public Transit policies and procedures. Initial project training must be completed before an operator can enter unsupervised revenue service.

Classroom Training Hours- 40 to 60 hours

- A minimum of (40) hours of classroom instruction covering defensive driving, first aid, State rules and regulations, accident/incident procedures, radio procedures, wheelchair lift procedures, passenger relations, employee work rules, routes, schedules, sensitivity training, and City operating policies, disability awareness sensitivity training, which includes ADA regulations and procedures, hours of proper customer communication practices required for polite customer assistance, and passenger control/difficult passenger training; sexual harassment training and an overview of SYVT Public Transit service.

Listed below is the training listed above broken down into hours which will be paid for by Roadrunner Management services Inc.

All operators will attend a minimum of:

- At least eight (8) hours of disability awareness sensitivity training, which includes ADA regulations and procedures;
- four (4) hours of sexual harassment training;
- eight (8) hours of passenger control/difficult passenger
- training; eight (8) hours of defensive driving training.

Behind the Wheel training- 32 hours to 72 hours

- A minimum of (32) hours for experienced drivers of behind-the-wheel training, under supervision, shall be provided to all transit operators. Such behind-the-wheel training may not occur while the vehicle is in revenue service.
- **A minimum of Forty to Seventy-two (40-72) hours of behind the wheel** training for unexperienced drivers under supervision, such behind-the-wheel training may not occur while the vehicle is in revenue service.

Regular Service Hours with trainer- 8 hours per route

- Route Familiarization training is required for all drivers and occurs with a trainer who is familiar with the route. This training is done on an active route and 1 day of in service training is done per route.
- All operators are required to complete at least the required sixteen (16) hours of Department of Motor Vehicles training and eight (8) hours of recurrent "transit certificate"

training on a yearly basis.

EMPLOYEE TRAINING

There are scheduled, regular training sessions and trainings that are immediate and required due to a pertinent issue at the time.

All drivers shall be trained to comply with all federal, state and local laws and regulations pertaining to the use of, or the prohibition of the use of, communication devices such as cell phones and hand-operated electronic devices. On-board computer/tablet use is only allowed when vehicle is in "Park" position at the times for on-boarding and off- boarding.

Staff shall be trained in manual dispatching techniques in the event of a system failure or emergency which prevents staff from utilizing electronic systems.

The Roadrunner Management Services Inc., and reconditioning Program shall be taught in its entirety to all new driver candidates and current drivers. recommended training for drivers includes a combination of both classroom and on-board training. The following is an example of the recommended classroom and behind the wheel training for new drivers for the first 44-70 hours.

Self-Directed Learning Courses

The Basics of Safety	Pre/Post trip Inspections	Conflict Resolution
Vehicle Dynamics	Fatigue Management	Special Needs Passengers
Sexual Harassment	Federal Regulations	Emergency Procedures
Back Injury Prevention	Customer Service	Mountain Driving

Behind the Wheel Training Performance Standards

Reporting for Work	Defensive Driving	Crossing Intersections/Rail
Personal Appearance	Backing Up/Turns	Adverse Weather Driving
Air Brakes/Hydraulics	Pedestrian Awareness	Use of Accelerator/Breaks
Seat & Mirror Adjustments	Accident Procedures	Traffic Merging/Lane Changing

After the initial training, new Bus Operators will continue receive additional support and training.

All Roadrunner Management Services Inc., employees receive ongoing education and training on every important element of their work. The education and training are specific to the employee's functions within Roadrunner Management Services and include overall organizational development training.

On yearly basis, all drivers are required to take refresher courses on system safety, evacuation procedures, new and existing policies and procedures for Roadrunner, and updated rules and regulations. Sexual harassment training, health and safety training and sensitivity/customer service training is also attended on an annual basis. Defensive driving and ADA service training is also implemented on a yearly basis. Roadrunner believes that continuous training is key in preventing and resolving problems workplace.

Injury and Illness Prevention Plan

Injury and Illness Prevention Training is directed toward achieving a safe working environment for all employees and reducing the chance of occupational related injuries and illnesses. The majority of training targets employees working in the Maintenance and Facilities Maintenance Departments, because these employees have the greatest exposure to occupational hazards. The program is based on applicable federal, state, and local safety codes and regulations. Some areas addressed in training include:

- Handling Hazardous Materials (Right to Know)
- Slips, Trips, and Falls
- Personal Protection Equipment
- Material Safety Data Sheets (MSDS) and Labels
- First Aid
- Forklift Safety
- Blood Borne Pathogens
- Hazardous Materials Storage
- Strains and Sprains
- Fall Protection
- Confined Space Program
- Crane Operation
- Ergonomics
- Hazard Communication Program

When injuries or illnesses occur in the workplace, it is extremely important for the physician and clinic caring for employees to understand the basics of the philosophy and approach to treatment of work-related problems.
For instance, how causation in the work environment is determined, what is meant by exacerbation of a pre-existing condition, and how this affects the workers' compensation system.

Once the employee is presented for treatment, it is a team approach. Communication is essential to limit impairment and disability, in order to return the ill or injured employee to productive work. There are layers of communication, which need to occur that may not be obvious for the primary care physician.

For instance, the company representative, usually the safety officer, the workers' compensation carrier as well as the employee, among others, must be communicated with. When dealing with communication at the employee level, it is essential to manage that employee's expectations for treatment. That is, if the employee with a hurting back comes to the physician expecting an x-ray and does not get one (even if it is not indicated).

Furthermore, the physician does not communicate with the employee why, (in other words, not anticipating his/her expectations), that employee will leave dissatisfied, and in employee choice states, may choose another physician who might not understand any of these issues.
Lastly, in the realm of worker health and safety there are many legal requirements regarding worker health and safety that must be dealt with and this manual is provided as a resource to address these issues.

To properly assess the health status of employees, physicians or clinics should have a thorough understanding of the requirements of the job. The physician performing RMS physical exams should periodically visit the facility and work sites to clearly understand RMS operations and the essential job functions.

Currently, RMS has committed to the health and safety of its work force by contracting with corporate medical directors. This is an added layer of assistance to the physician, clinic, safety director or management of the company. US Healthworks provides this function and is available for consultation for physical examination related issues at the following telephone number: 800-720-2432. The fax number is (805) 388-2174.

Compliance with CA Labor Code 1070/1074

Roadrunner will offer every one of the previous contractor's employees the opportunity to transition to the Roadrunner team. Roadrunner will produce an updated list of general employee data and a list of affected bargaining units if requested and meet any and all other requirements listed under the California Labor Code 1070-1074.

Employee Retention

Roadrunner acknowledges the fact that stability of its workforce is necessary for productivity and effectiveness of beginning processes and makes for smooth transitions from one contractor to another. Roadrunner will retain experienced staff and enhance training to proficiency. Additionally, Roadrunner will maintain or enhance employee wages which will allow us to retain the best employees and hire the most qualified applicants. Increased retention maintains operator skill levels and this will minimize the effects of les experienced operators in the system. The final result is improved service reliability.

- Effective and consistent communications with employees
- Competitive wages and benefits
- Incentives given to those who practice excellent safety and attendance
- Equal and uniform practices for all employees
- Key staff will have an open-door policy for all workforce members

Upon winning this contract, Roadrunner will make offer letters paying the same wages and/or benefits provided by the existing contractor to each of its current employees. This offer will state the time that each employee has to either accept or reject said offer, within a previously agreed upon time frame.

Roadrunner will make every effort to retain the previous contractor's employees for a period no less than 90 days. As a condition of continued employment by Roadrunner, employees must adhere to the safety standards listed below. Termination of previous contractor's employees will only occur upon justifiable and significant requirements limited to:

- Each individual employee's performance and/or conduct while working under previous contract
- Each employee must not fail any controlled substance and/or alcohol testing, physical examination or criminal background check required by law,
- Any and all other standard hiring qualification lawfully required by the replacement contractor and/or subcontractor(s)

If it is determined at any time that a smaller number of employees is needed to continue the contract than the previous contractor and/ or subcontractor(s) required, Roadrunner retains the right to relieve employees of their duties in order to reach the required number of workforce and will do so by retaining employees according to seniority within each job classification. While determining which employees are qualified, Roadrunner may require an employee to possess any license that is required by law to operate equipment and machinery as an employee of Roadrunner.

Ongoing Monitoring of Credentials
Roadrunner has extensive experience providing fixed-route transit services to the public. As a professional and experienced operator, we know the importance of maintaining our qualifications and legal ability to operate within the State of California.
We also know the many benefits of maintaining strict regulatory, safety, and legal compliance. Our operating entity, Roadrunner Management Services Inc. is an authorized Motor Carrier with the California Highway Patrol.
In addition, we maintain California Public Utilities Commission authorization to provide contracted busing services for the public. We are also a registered participant in the Department of Motor Vehicles Pull Notice Program.

Prior to hiring, all employees are required to undergo a ten year nationwide criminal background check and provide a current motor vehicle record report which documents at least five years driving history.
Roadrunner follows up on all findings documented in these reports, and documents corrective action and hiring decisions in employee files as appropriate. However, even the most stringent of pre-employment screening measures will be ineffective, unless they are monitored and updated on an ongoing basis.
Roadrunner typically performs both background checks and motor vehicle record reports annually for all current employees.
In addition, we track driver credentials through routine standard reporting practices, and verify all driver credentials daily through our window dispatch process, including driver possession of the appropriate commercial driver's license, current medical certificate, and other credentials as required.

Finally, we contract with a Third Party Firm to verify criminal background reviews, national database for fingerprint review and all surrounding state agencies to ensure safe operations.

Additional Qualifications
Following our extensive hiring process, we provide a detailed training program for each class of employee. We will ensure that there are qualified employees in every area of our contract, including operation, maintenance, information technology, Roadrunner Tablet Application and Drivecam.

Employee Retention
We believe employee retention is a byproduct of a well-run organization providing exemplary service. The following list is a sample of what we do to retain employees:

- **Management**: Studies show that people stay in a job where they are successful, and like their manager. We grade our managers on their ability to keep good employees.
- **Fair Treatment**: Managers who are fair while requiring high standards are appreciated by employees and they like this work environment.
- **High Quality Employees**: All hard working employees appreciate a management team that removes those who are not up to standards (i.e. always late, cause complaints, not safe).

- **Wages**: We always pay average or above average wages.
- **Benefits**: Health Insurance is most critical and we also provide vision, dental, vacation and 401k savings.
- **Good Training**: Employees who are successful enjoy their job and stay there. We provide the tools for our employees to be successful.
- **Team Environment**: Employees stay where they believe they are accomplishing a critical mission. We operate on-time and employees understand this goal and our accomplishments.
- **Appreciation**: We have employee recognition plans for safety and dedicated service.
- **Flexible Work Schedules**: We work with our employees and adjust schedules if at all possible.
- **Family Atmosphere**: Our managers truly value our employees, and they appreciate that.

Today, due to current economic conditions, there is an abundance of available employees in most areas. However, even when unemployment is relatively low, Roadrunner has been able to hire and keep good employees because of our best practices and our customer service focus. In fact, in our most recent similar transitions from a prior contractor in Oxnard, CA and in Camarillo CA, Roadrunner was successful in retaining 100% of the previous workforce (more than 90 individuals combined at both sites).

Rewarding Outstanding Performance (Safety Assurance)

Roadrunner has developed an Employee of the Month and Year program to reward outstanding performance among our employees.
Starting in January each year we begin our employee of the year and employee of the month programs. The details of this program are included below:

Employee of the Year Program
Every month from January through the end of December, every employee at the SYVT location can earn points for different performance criteria that go toward our employee-of-the-year program. We have four classifications of employee. The criteria and points possible each month are listed below:

Drivers	**Staff**
• Accident Free – 20 points • Injury Free – 20 points • Perfect Attendance – 20 points • All In-Service Hours Current – 20 points • All Paperwork Turned in On-time – 20 points • Monthly Total Possible Points – 100 points	• Injury Free – 20 Points • At Work On-time – 20 points • Perfect Attendance – 20 points • Assist at Company Function (once/year) – 50 points • Monthly Total Possible Points – 60 points

Technicians	Monitors
• Injury Free – 20 points • Accident Free – 20 points • Perfect Attendance – 20 points • Monthly Total Possible Points – 60 points	• Injury Free – 20 points •All Paperwork Turned in On-time – 20 points •Perfect Attendance – 20 points •Monthly Total Possible Points – 60 points

Point totals are updated each month and are posted for everyone to see. Front runners are listed by name. Everyone else is listed by the final four digits of their social security number.
Points are accumulated in this manner every month until the end of December. At this time, all employees who are front runners in their respective category are placed on a ballot for Employee of the Year.
The Employee of the Year is elected by everyone in the workforce in a closed ballot election. All employees who are placed on the ballot are recognized with a framed certificate and a gift from the Company. The employee of the year also receives a jacket and a plaque.

How to Earn Points

- **Accident Free** - This point classification is for Drivers & Mechanics. To earn these points, the employee must not have a preventable accident during the month. If the employee does have an accident that is not the employee's fault, the employee does not lose the points.
- **Injury Free** - This point classification is for all employees. To earn these points, the employee must go the entire month and not incur an on-the job injury that requires going to the doctor.
- **Perfect Attendance** - This point classification is for all employees. To earn these points, the employee must have perfect attendance at work for the entire month. There are a minimal number of reasons that are excluded from the attendance requirements. These reasons are:
- Bereavement Leave as Outlined In Union Contract
- Jury Duty
- Approved Use of Floating Holiday or Vacation
- Mandatory Court Appearance

Any use of sick time by mechanics or staff will count against their points in this classification. Any employee who spends any part of a month on leave of absence will not be eligible to earn points in any classification that month.

- **All In-service Hours Current** - This point classification is for Drivers. Employees must keep current on hours of required annual in-service time. If an employee does not get his/her requirement completed by his/her birthday, even by a small margin, the employee will lose his/her points in this category.
- **All Paperwork Turned in On Time** - This point classification is for Drivers & Monitors. To earn these points, the employee must turn in all daily required paperwork on time for the entire month. This includes Time Sheets, Attendance Sheets, Pre-Trip Daily Vehicle Inspection Sheets, and Route Sheets.

Employee of the Month Program
The Employee of the month program is part of the employee of the year program. Each month, every employee who earned 100% of the possible points for that month is placed into a drawing for employee of the month. Three names are drawn. The first name drawn receives a front parking space. The next two names drawn receive shirts. Monthly winners are posted on a banner in the break room.

C. Describe a customer service training/sensitivity program to be implemented by your firm to facilitate effective communications between drivers and transit customers.

Customer Service

Roadrunner Management Services Inc. (RMS) is committed to providing reliable, safe, and satisfying transportation solutions for the community. Customer satisfaction is a primary core value of our organization. Significant training is spent on providing operators techniques for dealing with the public in a helpful and courteous manner to successfully achieve the maximum level of customer service. The customers of Roadrunner are a fundamental aspect of our business and as such, their feedback is crucial to the growth and development for the company.
The RMS Customer Comment Policy has been established to ensure that riders of all modes of the system have an easy accessible way to provide feedback to the company. Roadrunner is open to hearing any customer feedback including complaints, comments, suggestions, or concerns.

Sensitivity Training

This course is designed to familiarize staff with the legal requirements of the Americans with Disabilities Act, while at the same time demonstrating that all of our riders regardless of physical ability or advanced age are welcome and accepted by Roadrunner Management Services Inc.

Throughout the course, the ADA is explained as it applies to public transportation including vehicle operation and maintenance. Training includes but is not limited to handouts, role playing exercises, guest lecturers and video presentations. Learning modules that are included cover

- Role playing to show how disabilities affect people, with situations such as getting on and off the bus, getting to their seat when it is moving, etc.
- An overview of how those with visual disabilities, hearing abilities, mobility disabilities, and those with obvious disabilities rely on public transportation to get through their daily tasks.
- Suggestions on how to assist passengers with disabilities.
- How Service Animals are protected under the ADA. What questions are allowable by law to ask and what types of verification are needed for Service Animals.

D. Describe your supervisory and dispatch process. Provide samples of forms to be utilized in this effort. Provide examples of how information based on events in the field (operations and/or maintenance) is communicated, acted upon, and finalized in performance reports. Discuss your firm's internal processes for ensuring the validity of data collected.

Supervision

Supervision of operators is an important factor for how information is being processed. In order to offer the best customer service and ensure operations are running smoothly, the Project Manager supervises all operator's activity while constantly focusing on the following:

ADA Specific Training	Conflict Resolution	Sexual Harassment
Customer Service	Special Needs	Pedestrian Awareness

Dispatch Procedures

A dispatcher will be on duty during all hours of service to respond to issues, monitor service, and provide bus information to customers when the SYVT Information center is closed nights and weekends.

Roadrunner will have a voice mail system to record information requests outside business hours (and on specified holidays). Dispatcher answer calls in the order they are received, and with the standard greeting "Thank you for calling SYVT how may I assist you today?" All Dispatchers must attend customer service training where they learn professional and respectful telephone skills and effective communication techniques.

All Roadrunner dispatchers assigned to SYVT will be qualified and committed to quality service and cross-trained in customer service and call center activity. Currently, 95% of our dispatchers are bilingual. Dispatchers will remain on duty, at minimum, during all posted operational hours and 30 minutes before start of service to 30 minutes after scheduled service end. Dispatchers will strive at all times to provide service in a manner which will ensure responsive service to transit customers, while at the same time maximizing service reliability and safety.

Dispatchers will be trained in public relations skills, proper telephone manners, accident and incident procedures, radio procedures, and will have detailed knowledge of the SYVT services and those transit operations which link up with the SYVT system. These individuals will be knowledgeable of schedules, transfer points, fare, and operating policies.

Scheduling and dispatching at all times will be in accordance with the provisions of the Americans with Disabilities Act (ADA). Roadrunner will comply with all FTA regulations related to trip scheduling and will comply with Title VI, non-discrimination requirements in the delivery of all scheduling and dispatch functions.

SYVT will be dispatched with the highest regard to customer's convenience, maintaining on-time performance. Dispatchers will maintain a cooperative relationship regarding the care of passengers and customers. Dispatchers will coordinate the advisories, to the best of their ability, approximate revised bus stop times, and report delays directly to SYVT.

Roadrunner's dispatch staff will go far to provide for the customer's needs, even at a cost to Roadrunner or deviation from normal operations to ensure a positive customer experience, acting under management approval prior to implementation.

Each supervisor and employee of Roadrunner is responsible for safe work habits and safe working conditions. Each employee must be ready to identify hazardous conditions and report them immediately so that prompt corrective action can be taken. Our drivers are trained to be constantly aware of their own actions including unsafe acts such as moments of inattention that can result in close calls or damage to property.

The managing owners and senior managers at Roadrunner take responsibility for promoting safety in every aspect of Roadrunner's business. Our supervisors are taught to lead by example in every activity requiring safe behaviors.

As a company, Roadrunner is committed to the safety of its customers, its employees, and every member of the public who comes in contact with our people, our equipment and our services.

The function of Dispatch within a transit environment is the control center of operations, without which there would be no consistent transit service on the street each day. Dispatchers have the responsibility to ensure that there is sufficient labor and equipment to meet the day's scheduled service, act as the primary source of direction bus operators via GPS & radio communications, coordinate the response and resolution for all incidents that occur in the field, and ensure the safety, security, and performance of the bus system. Dispatch can be a high-paced, fast-moving and multi-faceted function wherein each day presents new challenges.

*****See Attached Dispatch Manual for Examples**

Dispatcher Specific Qualifications:

- Must have more than five (5) years of experience as a commercial bus operator.
- Must have a valid CDL with VTT and Passenger Endorsement.
- Must complete the 120-hour Roadrunner Management Services Inc., dispatcher training course.
- Must complete the 120-hourRoadrunner Management Services Inc., drivers training courses each year.

Dispatcher Training

Course Outline

Communication

- Customer Service – Internal and External
- Interpersonal skills
- Radio Protocol and phone etiquette
- Interfacing with other departments and organizations
- Email route delays via traffic
- Email route delays via accidents
- Post messages on NextBus
- Media communications

Dispatch

Dispatch Training Skills Overview

Multi-tasking; effective scheduling and assignments	Knowledge of fare structure/ farebox policies and equipment troubleshooting
Bus availability	Documentation
Work assignments	Technology – impact and benefits
Ensure on-time route performance	Emergency management
Ensure drivers pull put on time	Transfers
Route deviation/alternate routes procedures	Drug and Alcohol testing procedures
Call outs/no shows	Knowledge of policies and procedures, standard operating procedures

Customer Service Skills Overview

Lead by example	Succeeding in fast-paced workplace
Respect	Management of system
Listening skills	Lost and Found Procedures
Conflict Resolution	Teamwork

E. Describe your firm's methodology for assessing on-time performance. Discuss your firm's approach to ensuring the validity of data collection

Roadrunner takes on-time performance very seriously. Through our research of SYVT's current incumbent, we have discovered unacceptable levels of on-time performance in recent months.
Partnering with Roadrunner will remedy this problem for SYVT and the City of Solvang. To ensure the highest standard of on-time performance is met on a consistent basis Roadrunner has developed the following protocols:

Operator Check In
When the operator reports to the facility, he or she will check in at dispatch. The operations manager or on-duty supervisor will be present, along with Roadrunner's dispatch team.
The dispatcher will mark the operator as present and hand the operator his or her vehicle assignment, provide any written notices regarding service adjustments, changes or announcements, and perform a "fit for duty" review of the operator. This review includes a uniform check, reasonable suspicion evaluation, and a review of each operator's license.

Route Initiation
Upon arrival at the first stop, the operator will change the vehicle head sign from "Out of Service" to the proper route number and name. If the operator is early, he or she will not leave the stop until the first scheduled departure time.
The operator will proceed to the next stop at the scheduled departure time. Roadrunner's dispatch team will continually monitor service delivery in order to quickly resolve and issue that arise.

Standby Operators, and Backup Service
Roadrunner's supervision, safety, and maintenance programs are designed to minimize the number of delays, preventable incidents, and road calls experienced in the system, however, Roadrunner's team will be prepared for these unfortunate events should they occur.
A core component in service reliability is the appropriate deployment of protection and /or backup service. Roadrunner's operational plan offers the following measures to ensure on time service reliability.

- Assignment of extra board shifts during peak hours
- Daily assignment of standby operators
- Assignment of pre-tripped, standby vehicles the operating facility
- Support vehicles dedicated to operator relief

Extra-board/Standby Operators
Extra-board/Standby operators are available as backup when operators do not arrive to work on time and as scheduled due to vacation or illness. Upon becoming aware of an operator deficiency, the dispatcher places a call to an extra-board operator alerting them of the available shift. When they arrive at the division, they are provided route paddles to assist them in throughout the service day.

Road Supervision
Field supervisors are responsible for the dissemination of critical information, such as service changes and system announcements to the operator team. They serve as the go-to resource in the field for Roadrunner's operator team.

Data Collection Validity
Roadrunner ensures the accuracy of on-time performance data through a system of checks and balances. Drivers records, Dispatchers input, and random field audits all combine to ensure that on-time performance records are accurate. Our project manager will on a monthly basis, ensure that the input from driver and dispatch mach. This data is then confirmed with field audits to ensure we are accurately recording our performance. Roadrunner will make all reports available to SYVT as requested.

F. The Contractor will be responsible for all fare collection and reconciliation activities, safeguarding and depositing all fare revenues into a dedicated account as directed by the City, and for all fare/revenue reporting. Discuss your firm's methodology to ensuring the validity of data collected.

Farebox Collection Plan
Roadrunner will use the same fare collection plan developed for our VCTC Bus operation in Ventura County using the same GFI Odyssey equipment. Roadrunner will record fares collected on logs acceptable to SYVT. The general manager is responsible for the accurate accounting of fare revenues. These counts will also be monitored and reviewed for security reasons. To increase accountability, the procedures below are followed:

- System keys will be kept under strict control. The GFI cash box is accessible for maintenance through the use of a GFI "bullet key". The vault is accessible

through a vault and receiver key depending on the system. A bullet key control system will be implemented using an authorization and sign out system in the maintenance office. Keys will not be issued nor will maintenance be performed on any farebox without an approved work order.

- The key required to open the door on the lower part of the audit unit will be kept by the general manager, who is responsible for removing money from the audit unit and then counting it.
- When the buses return to the yard in the evening, each bus will be stopped for probing.
- Following procedure, the vehicle service worker will probe the unit to unlock the lower pedestal door.
- The vehicle service worker removes the cashbox from the farebox and drops it into the main GFI vault within the allotted time.
- A GFI probing log with each vehicle listed will be kept in the service lane to ensure all buses have been probed, and to identify abnormal probes. The abnormal probes will be reported to maintenance manager for corrective action. All abnormal probes will also be reported to administration.
- The next business day the main vault will be transported to the secure money room where it is emptied and reconciled accordingly. As required, two employees will be present at all times for money counting, and video will be continuously recording with a sign-off procedure at least three times per week to confirm active security camera monitoring. The monitoring log will indicate the time period of money counting and corresponding monitoring of the count process, and will be kept in the vault for a specified time prior to archiving.
- The general manager will be present to oversee this process. All reconciled fare revenues will be deposited as required and reported to SYVT; Roadrunner will submit bank deposit slips along with the monthly invoices.
- In addition to requiring dual signatures on all logs, Roadrunner will provide camera surveillance in the secured money room. Roadrunner will also retain armored services who will be responsible for picking up the fares and depositing them at the bank designated by SYVT.

G. Describe your methodology to data collection, record-keeping, and reporting so as to comply with National Transit Database Report (NTD) requirements. Provide a sample of the monthly reports that would be utilized/submitted. Discuss your firm's methodology for ensuring the validity of data collected.

Roadrunner Management Services will supply NTD data to its clients and assists in the compilation of these reports. Due to the fact that the Federal Transit Administration (FTA) prohibits private contractors from directly reporting data to the NTD Database on behalf of FTA-funded transit agencies, Roadrunner's local operations teams will assist in the collection and summarization of all required data.

Roadrunner will collect data in order to report Annual, Monthly, and Safety and Security data to the City of Solvang. Roadrunner will make sure to report daily random-sample trip

sheets no later than the tenth(10th) calendar day for the previous month's sampled trips to the City as using the technique outlined by FTA Circular C 2710.1A. Roadrunner will prepare a quarterly report of the randomly-selected trips to be submitted to the City of Solvang no later than thirty (30) days after the end of each quarter and will prepare an annual summary to be submitted to the City of Solvang no later than thirty (30) days after the end of the fiscal year.

Compliance with FTA uniform accounting standards and NTD reporting systems is a key component of Roadrunner's U.S. federally funded operations.

Roadrunner cooperates fully with its clients' requirements in collection and reporting of all FTA ridership, operating, safety, and financial information. The data collected and summarized for NTD reports will be completed as required.

The operations manager will be responsible for meeting the sampling, collection, verification, and reporting requirements for the SYVT's NTD reporting. This individual will be supported by Roadrunner Management Services as described in section A.3, and will avail himself of the SYVT's guidance, as well as FTA seminars on NTD reporting, and other support available from the FTA website.

The safety training manager will conduct sample trip data collection, with support from the operations manager and field supervisors. This information is compiled for the following NTD modules: basic, financial and service. Roadrunner's vehicle operators will collect sample data on a daily basis as outlined in the RFP.

Dispatchers will distribute and collect any required vehicle operator surveys; vehicle operators will complete and submit any required operator surveys. One dispatcher will supply data for the Asset Module (fleet and facility data). Finally, another dispatcher will collect the required operational and ridership data.

**** See Addendum Dispatch Manual for sample forms**

NTD Ridership Data Collection Example's:

Example 2 — Transit Agency Makes 100 Percent Count for Bus (MB) to Calculate the Total Unlinked Passenger Trips for the Month		
Day	**Number of Days in Month**	**Total Estimated Unlinked Passenger Trips**
Weekday	21	46,956
Saturday	5	5,987
Sunday	5	3,125
Solution: The total unlinked passenger trips for weekday, Saturday, and Sunday are summed to arrive at the total unlinked passenger trips for the month.		
Total	31	56,068

Sampling Procedure for Bus (MB) to Estimate the Total Unlinked Passenger Trips for the Month: FTA C 2710.1A for Bus (MB)								
	Weekday							
	AM Peak	Midday	PM Peak	Other	Total	Saturday	Sunday	Total
Sample								
1. Unlinked Passengers	321	249	301	52		131	165	
Bus Trips								
2. Sampled	10	11	9	3		6	9	
3. Total	4,844	4,289	4,579	1,512		1,768	802	

Solution: Dividing the total sampled estimated unlinked passenger trips (EUPT) by the number of sampled trips results in the sample average. The sample averages for weekday, Saturday, and Sunday are multiplied by the respective total number of bus trips to calculate the monthly-estimated unlinked passenger trips for weekday, Saturday, and Sunday. The total estimated unlinked passenger trips (EUPT) for weekday, Saturday, and Sunday are summed to arrive at the estimated total monthly-estimated unlinked passenger trips.

	AM Peak	Midday	PM Peak	Other	Total	Saturday	Sunday	Total
Sample Average								
4. Passengers/Trips	32.10	22.64	33.44	17.33		21.83	18.33	
Monthly Total								
5. Unlinked Passengers	155,492	97,103	153,122	26,203	431,920	38,595	14,701	485,216

H. Describe your firm's vehicle cleaning procedures. Include frequency, equipment, and staffing details. Include a description for interior and exterior cleaning.

Vehicle appearance is a top priority to our staff. SYVT passengers deserve the highest quality passenger experience possible. And a clean, presentable vehicle plays a large role in that experience. Vehicle operators and maintenance technicians play key roles in ensuring that riders are transported in clean, comfortable, and safe vehicles. Cleanliness and vehicle appearance is a part of the Vehicle Operator's pre-trip inspection. Through our full time cleaning personnel all bus exteriors are thoroughly washed two to three times per week and more often as necessary due to weather or unusual conditions. During fueling the vehicle interior is swept and all trash removed, and a visual inspection is performed with any defects documented on the post-trip inspection form and reported to maintenance and window dispatch. The daily cleaning includes but is not limited to the following:

- Cleaning the inside of all windows, removing all dust, fingerprints and head prints.
- Removing all dust from seats, dashboards, wheel wells, rails, ledges.
- Sweeping all floor areas; mop all liquid spills.
- Ensuring bus is free of all paper, gum and debris, etc.
- Repairing damaged seats.
- Daily removal/repair of graffiti

Vehicle Cleanliness Inspection / Task Sheet

Date:		Vehicle #	
Cleaned By:			
1. Stanchions Wet Wiped		15. Route Sign Front / Rear Cleaned	
2. Side/Rear Windows Washed		16. Inspect Seats for Cuts	
3. Interior Panels / Sidewalls Washed		17. Inspect Windows for Cracks	
4. Windshield		18. Interior Light Lenses Cleaned Inside & Out	
5. Dashboard		19. Ceiling Cleaned	
6. Driver's Seat		20. Inspect Tires for Excessive Wear / Damage	
7. Mirrors (Interior & Exterior)		21. Clean Wheels/Treat with Protectorant	
8. Destination Sign Wet Wiped		22. Clean Window Track	
9. Fire Extinguisher Checked		23. Clean Wheelchair Lift and Platform	
10. Wheel Housing Washed		24. Clean Upper Deck behind Rear Seat	
11. Remove Gum/Other Articles from Floor		25. Note Other Visible Damage	
12. Floor Washed			
13. Seats Washed / Wiped			
14. Interior Door & Stepwell Washed			
Special Instructions:			
Comments:			

In addition, Roadrunner does bi-annual complete vehicle detail process, where all vehicles receive a major cleaning, including both complete interior, and exterior detail with wax and polish. Vehicles cleanliness is a key customer service indicator and Roadrunner's management team often performs unannounced spot inspections to ensure compliance with our vehicle appearance policy.

I. **Describe how the project operations will be monitored and at what frequency.**

Roadrunners quality assurance processes monitor on-time performance, missed trips, preventive maintenance, vehicle cleaning, operator courtesy and all other aspects of the operations on a daily basis. A few highlights are:

- **Road Supervision and Operator Evaluations**

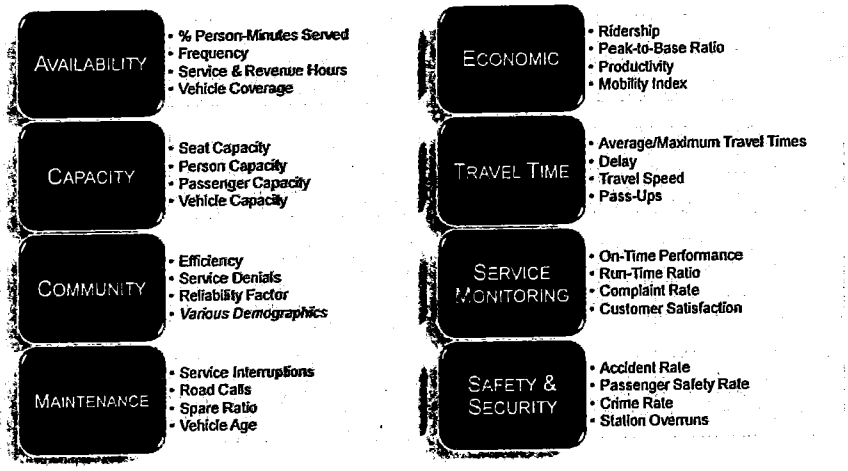
  Chris White our Field supervisor will be stationed in the service area and is available to respond to any in-field issues that affects service. This includes incidents, passenger disturbance, medical emergencies, vehicle breakdowns and delays/detours.

- **Secret Rider Program**
  With SYVT Public Transit's permission Roadrunner will establish a secret rider program composed of regular passengers willing to provide feedback about the quality of our service. Joseph Flores will recruit "secret riders" who will observe service on a regular basis and monitor operator performance. Monthly reviews will be held by management to create action plans for corrective action.

- **Dispatch Monitoring**
  Roadrunners dispatchers continually monitor service throughout the day to ensure routes are on-time and continue to remain on schedule. These highly trained dispatchers respond to driver's request for assistance, provide replacement vehicles when needed and professionally handle any other incident that may arise. The dispatch manager will be available and respond directly to callers asking to speak with a supervisor. Roadrunner also has a regional control program that includes monthly safety inspections, safety audits, facility audits and monthly maintenance inspection. Roadrunner is committed to monitoring is service quality on all levels.

- **Key Performance Indicators (KPI's)**

  Roadrunner provides custom KPI's for each specific operation which include but are not limited to the chart below;



J. **Include a detailed implementation plan. This plan shall address the activities and procedures that will be followed to ensure the smooth transition and start-up of the service. The plan should also document recruitment and training schedules, start-up plan, acquisition of necessary equipment, permits, licenses, and any other activities required.**

SYVT PUBLIC TRANSIT Transition Plan
Roadrunner is fully aware of the need for a smooth transition from your current operator. For the SYVT Public Transit service, we are proposing a management team under the leadership of highly experienced and qualified transit professionals and a recruitment and hiring process that will ensure that only the best drivers, supervisors, dispatchers and mechanics are providing SYVT Public Transit service under Roadrunner's contract. We have thoroughly examined all elements of this transition and we are confident that we have the resources in place to minimize the disruptions frequently experienced during service transitions. We recognize that once selected to provide the SYVT Public Transit service, our reputation is on the line. With this recognition, we make a commitment unlike any other provider: our staff and resources, from driver to CEO, are on-site and at the disposal of SYVT Public Transit to make sure this transition is successful.

Task Schedule

Contract Administration
There are several tasks associated with the administration of the contract for the SYVT Public Transit service. During the first day of Transitional Start Up, our General Manager, Joseph Flores, and our Chief Operating Officer, Charles Sandlin will meet with SYVT Public Transit staff to finalize the transition/start-up plan, which will include: Identifying key personnel; Exchanging personal contact information and email addresses; Timelines for completion of tasks; Roles and responsibilities Review of prepared and published Transition Plan in Project with details and revisions agreed upon by all.
We will also establish a schedule for bi-weekly meetings to monitor progress and resolve and issues and concerns throughout transition/start-up period. Other members of the management team will be in place no later than June 1, 2016.
Within seven days of the Notice to Proceed, Roadrunner will provide SYVT Public Transit with the required performance bond as well as all required insurance certificates and endorsements. We recognize that one important element of a successful contract is good communication between our project management team and our clients. As such, we will encourage continuous communication with the SYVT Public Transit throughout the start-up and through the duration of the contract.

We will schedule regular meetings to discuss progress with the SYVT Public Transit and we welcome SYVT Public Transit staff to reach out to our project management team or our start up team members with any concerns.

Personnel and Recruitment
At Roadrunner, we recognize that our best resources at any new operation are the employees already working there. We recognize the long tenure of many of the vehicle operators currently working for SYVT Public Transit today and appreciate their contributions to the service. Therefore, we will spend a great deal of time and energy in the effort to retain the workforce already in place. However, we also know that not every contractor holds its employees to the same strict standards that we do. During the transition period, we will implement a comprehensive process to communicate, document, and coordinate with current SYVT Public Transit employees in order to retain

the existing SYVT Public Transit Services workforce. Our intention is to ease the levels of stress and anxiety existing employees may feel throughout the transition period, with our ultimate goal of providing a smooth, transition without service disruptions. Therefore, it is important that we have a specific process to introduce ourselves and verify qualifications of existing employees so that offers of employment can be made quickly to the current employees who meet our hiring criteria. Upon contract award, and with the consultation and approval of SYVT Public Transit staff, the Transition Agent will make direct contact with the existing contractor's senior on-site management to request a formal meeting, specifically for the purpose of introduction of the Roadrunner Transition Team, and to ask for permission to contact the existing contractor's employees. Based on the response from the existing contractor's management team, one of two different scenarios will be initiated. If permission is granted to talk with existing employees, Roadrunner will:

- Immediately ask for an employee mailing and telephone list
- Obtain input and recommendations from the current management and SYVT Public Transit staff

Request assistance from current management in performing outreach to current employees on-site, through in-person contact, postings or other marketing

- Contact the labor organization's representative
- Inform the bargaining unit of our recruitment process
- Request union representative's participation in our recruitment process

If permission is not granted to talk to existing employees, Roadrunner will:

- Immediately contact the organization's representative and ask for the current mailing address of each employee
- Attempt to contact staff through advertising and other non-personal contact methods during non-working hours so that SYVT Public Transit services will not be disrupted
- Attempt to find a neutral third party to act on our behalf when approaching existing employees
- Request assistance from SYVT Public Transit staff in order to facilitate outreach to current employees

To complete the process of existing employee transition, Roadrunner will:

- Mail informational letters to each employee outlining the awarded contract and asking employees to attend informational meeting(s) during the employee's free time
- Include materials with telephone contact numbers, application, and informational scheduled meeting dates and location
- Schedule employee informational meetings which will not interfere with existing employee work schedules
- Provide specific information during the meetings about positions available, compensation, benefits, work environment and other information as needed
- Staff informational meetings with senior Roadrunner staff and Transition Team

members to answer all employment, or operational questions from existing employees

- Ask each employee to complete an employment application, if they choose
- Process applications immediately during the meeting
- Conduct individual interviews at the meeting or scheduled for specific later date
- Develop a database of applicants and track applications throughout the hiring process

Upon clearance of these requirements, the applicant will be hired as a "Trainee", and scheduled for the initial Roadrunner orientation training program for SYVT Public Transit Services vehicle operators. Training will be conducted during the transition period on non-scheduled work hours to avoid any impact on current bus services. Also during this period, complete human resources, payroll and benefits, and regulatory compliance information will be completed and proper files established. Throughout this recruitment process, Roadrunner will maintain close communication and coordination with SYVT Public Transit staff and the current contractors.

Following hiring, training is key to the continued success of our employees in providing the best possible performance. In order to ensure that the best operators, supervisors, dispatchers and mechanics are hired for the SYVT PUBLIC TRANSIT service, we will begin recruitment for these positions, if required, immediately upon Notice to Proceed. We have a plan in place to have the first 30 employees complete the required 110-hour training program in time to start service 30 days following the Notice to Proceed. Our recruitment, hiring and training process will continue, adding 30 operators every two weeks to our workforce until we have reached a sufficient number to operate all SYVT Public Transit services.

Roadrunner has had significant success recruiting and hiring quality employees. Our recruitment program utilizes both traditional and innovative methods to reach the greatest number of qualified candidates, including:

- Print advertising
- Internet advertising
- Interview days at regional Department of Labor offices
- Recruitment events at schools and colleges
- Weekly in-house job fairs Recruitment event flyers and banners posted in the community
- Recruitment partnerships with non-profit community groups

Facility Management
Upon Notice to Proceed, Roadrunner will schedule an inspection of the SYVT PublicTransit facility to be used to provide services under this contract. This inspection will serve as an opportunity to determine any specific repairs that need to be addressed in order to assure that the Facility is in safe condition. A schedule for the completion of these repairs will also take place. If these repairs are not able to be completed by the commencement of service under the contract, Roadrunner will be prepared to take responsibility for their completion, with the cost of such work being passed on to SYVT Public Transit. During the transition period, Roadrunner will also work with SYVT Public Transit staff to ensure that we have developed an adequate facility maintenance plan.

Vehicle Turnover and Maintenance

Our proposed Maintenance Manager will be on-site immediately upon Notice to Proceed to oversee the maintenance related improvements to the facility as well as the turnover of vehicles from the SYVT Public Transit. He will personally complete the assessment and interview process for all maintenance personnel associated with this contract, including all new hires. All maintenance employees will be in place prior to the start of service to ensure that any maintenance or repairs that are required on the SYVT Public Transit vehicles can be completed before the start of service date.

Our Maintenance Manager will lead the Roadrunner inspection process for all vehicles awarded through this contract. This thorough inspection will include a review of each vehicle's maintenance file and a physical inspection of each vehicle with pictures and video to document vehicle condition. Any repairs that are required will be scheduled at that time to be completed by either the previous contractor or Roadrunner maintenance personnel. All vehicle information will be entered into our maintenance files and each vehicle will be assigned a preventive maintenance schedule that adheres to all SYVT PUBLIC TRANSIT maintenance requirements. Vehicles will be maintained and cleaned to the standards identified by the SYVT Public Transit and Roadrunner policies.

Operations

In our experience, we have identified operational best practices that we now implement at all of our contracts. As a part of our implementation plan, we will schedule a meeting that will include SYVT Public Transit personnel, our project manager and our administrative staff member to discuss SYVT Public Transit required reports and billing. This will ensure that all parties are aware of the requirements and will also serve as an opportunity to introduce our administrative staff to the SYVT Public Transit encourage future communication. We will also establish the schedule for ordering uniforms, establishing shifts, and performing dry runs on routes.

Start Up Timeline

The Transition Team will focus their energy on accomplishing the following start-up and transition tasks in the most comprehensive and efficient manner possible. Every start-up presents new and unique challenges, but the issues that must be resolved are generally similar to the list of tasks and timeline set forth below. We will begin the start-up process using this framework, and make adjustments to the tasks and schedule as needed, based on consultation with SYVT Public Transit staff and the specific challenges presented by the transition process. This timeline truly becomes a "living" document as it expands and develops during the transition period.

Start Up Tasks	
Tasks	Time Frame
Contract Administration	
Notice of Intent to Award	April 25, 2016
Contract Award	May 3, 2016
Negotiate & Sign Contract	May 10, 2016
Contract Start-Up Meeting	May 10, 2016
Required Insurance Certificates & Insurance Bond	May 13, 2016
Ongoing Start-Up Meetings	April 25, 2016
Personnel & Recruitment	
Plan informal meetings for existing staff	May 3 – May 16, 2016
Hold informal meetings for existing staff	May 16 -May 20, 2016
Interview Existing employees	May 23- May 27, 2016
Qualify Existing Contractor Staff	May 28 – June 1, 2016
Select Existing employees	May 28 – June 1, 2016
Advertise Open Positions	May 28 – June 8, 2016
Hold job fair for open positions	June 8 – June 10, 2016

Qualify Applicants Background Checks	June 10 – June 16, 2016
DMV Pull Notice / H-6 Screening	June 10 – June 16, 2016
Physical Exams / Drug Screens	May 28 – June 16, 2016
Acquire existing SYVT vehicle types for training	June 1, 2016
Customize employee orientation program	May 28 – June 16, 2016
Assign employee orientation schedule	June 8, 2016
Conduct employee orientation sessions	June 10 – June 16, 2016
Driver Training	June 17 – June 29, 2016
Facility Management	
Inspection of SYVT PUBLIC TRANSIT Facility	June 1, 2016
Repairs	June 6 – June 29, 2016
Development of Facility Maintenance Plan	June 6 – June 29, 2016
Vehicle Turnover & Maintenance	
Maintenance Manager On-Site	May 4, 2016
Assessment & Interview Process for maintenance Staff	May 21 – 25, 2016
Maintenance/Utility Staff Hired, Trained 7 On-Site	May 26 – June 1, 2016
Inspection of Vehicles & Information Entered into Maintenance Files	June 2 – 3 & June 9 – 10, 2016
Necessary Repairs Completed by SYVT's contracted repair facility	June 11 – 22, 2016
Receipt of Vehicles	June 30 – 31, 2016
Operations	
Meeting between SYVT PUBLIC TRANSIT& Administrative Staff to set up Reporting Requirements	May 5 – 10, 2016
Order & Issue Uniforms	May 11 – 16, 2016
Prepare Roadrunner Report Templates	June 4 – 30, 2016
Establish Final Driver Schedules	June 23 – 30, 2016
Perform Dry Runs on Bus Routes	June 23 – 30, 2016
Commencement of Services	July 1, 2016

Start-Up Team

Because a service transition is always challenging, Roadrunner is committed to provide every resource to make it as smooth and trouble free as possible for our riders and transit customers. The key strategy we employ for a successful service start-up or service transition, is to first designate the Transition Agent (a senior Roadrunner manager to lead the transition), and then establish a transition team with members from every discipline in the company. Key members of the transition team include local project operations staff, accounting staff, human resources staff, marketing staff, information technology staff, corporate support staff, and others as needed.

After pulling this inter-disciplinary group together for an initial face-to-face meeting, the Transition Manager schedules and leads the group through a series of regular scheduled weekly meetings, from the time of award through 60 days' post service start-up.
Upon award of the SYVT Public Transit services contract, Roadrunner will immediately convene our transition team and begin our transition coordination efforts. The team will be led by our Transition Agent, Charles Sandlin, Chief Operating Officer. Our on-site Management Team will serve as the rest of our dedicated Transition Team for this project, supported by our corporate team, as described below.

Corporate Support

The Roadrunner Corporate Team has over 200 collective years providing transportation services and solutions. Our expertise includes management of fixed route services, fleet management, paratransit services, charter services, and school bus operations in addition to our proficiency in non-emergency medical transport solutions. In addition to our dedicated General Manager, Roadrunner will rely upon the expertise of our Corporate

Team members to provide oversight and insight on the operations of the SYVT Public Transit services. We have provided additional information about these individuals in the Staffing section of our proposal.

Transition Agent:

- Joseph Flores, Project Manager

Corporate Transition Team Members:

- Lynnette Satterfield, SVP Systems and Compliance
- Cherrie Arbarca, SVP Safety and Risk Management
- Jeanne Bellone, Human Resources Director
- Barry Hoyland, Western Region Maintenance Director
- Nitin Pai, Chief Technology Officer
- Teenie Cox, Controller
- Mai Kochel, Accounting Manager
- Pete Foy, SVP Business Development
- Valerie White, EVP Business Development

Roadrunner has substantive experience in contractor transitions – Awarded contracts away from the biggest in the business, such as Coach America and MV Transportation and has successfully met all key milestones for a successful operation at Day 1, fully staffed and all services accounted for. Roadrunner has been applauded for zero displaced workers (including management positions), and we applaud our HR department for setting the organized structure and providing a welcoming company culture for the staff. Understanding that smooth transition that minimizes the negative impact on passenger services will be essential; a wide-ranging customer service training and customer service activities – program will be administered during the transition period.

ROADRUNNER

- Tab 6: 1.3.2 Experience and Qualifications of the Firm and Personnel
- Corporate Structure
- Management Personnel
- Personnel, Title, Wages and Scope of Duties
- Similar Projects
- No Restrictions
- Qualifications

1.3.2

1.3.2 Experience and Qualifications of the Firm and Personnel

A. Describe your firm's corporate organizational structure and what resources will be available to support the services requested by the City.

Our Vested Ownership & Executives

Over the years, Roadrunner has consistently received the same compliment from our customers: that our staff is flexible and responsive in attending to our customers' needs. It does not matter whether their business card reads Manager or driver, our staff is pro-active and takes the initiative to meet each customer's individual needs. Our employees enthusiastically support each other regardless of their job title and company rank. For us, importance is placed on success of the program, and it takes a team approach to properly implement, manage, and operate the SYVT service and ensure its success. Another advantage for SYVT is that Roadrunner's Corporate headquarters is just over an hour away, and the full executive staff can respond to any situation very rapidly.

In 1991, Desmond and Sumaia ("Sue") Sandlin founded Airport Connection Inc., which now incorporates many divisions under the label, "Roadrunner." Mrs. Sandlin is fifty-one percent shareholder. Roadrunner's certification as a Women Owned Business Enterprise (WBE) is included, as well as our Airport Concessions, Disadvantaged Business Enterprise ACDBE/DBE certification.

Desmond and Sue Sandlin have full corporate responsibility. Together, creating customer-focused strategies, they have simultaneously executed growth in the core transit business while building organizational capabilities for adjacent opportunities. By sub-segmenting customers, and providing for their transportation needs, Roadrunner has prevailed in many areas. Together they are responsible for complete corporate oversight for all modes of ground transportation for Roadrunner passengers.

Chief Executive Officer-President — Sue Sandlin

Sue Sandlin oversees all operations, including marketing, strategy, financing, creation of company culture, human resources, hiring, firing, and compliance with safety regulations. Mrs. Sandlin continues to work with Desmond Sandlin to approve budgets. Sue Sandlin sets the strategy and vision direction for senior management and hires a team to steer the company accordingly.

Chief Financial Officer – Vice President — Desmond Sandlin

Sandlin directs the organization's financial goals, objectives, and budgets, oversees the investment of funds and management of associated risks, supervises cash management activities, and executes capital-raising strategies to support Roadrunner's expansion.

Chief Operating Officer — Charles Sandlin

Roadrunner's Project Manager must be a results-oriented leader, someone skilled in working with SYVT and Charles Sandlin is that Manager. His resume includes General Management of Roadrunner, Ventura County's largest private transportation company. He has proven to competently oversee capital projects and motivate teams to perform at optimum levels. He has 23 years of experience in transportation, 14 years of experience in the management and operation of transit systems, including most recently Roadrunner's acquisition and supervision of VCTC's Intercity Bus Service with 30-motorcoach fixed route fare-based operation.

His strengths include formulating policies, managing daily operations, planning material resource allocation, and supervising and overseeing the management and administration of personnel, purchasing, technology and administrative services. Mr. Sandlin is hands-on and acts as the front-line resource for resolving daily issues and working to improve customer service. Mr. Sandlin delivers the high-growth, mission-driven effectiveness of each contract and is responsible for Roadrunner's interest enthusiastic proposal and commitment to SYVT.

Additional Regional and Corporate Support

The individuals listed and described below will be key members of the Roadrunner support team during the startup of SYVT services and throughout the contract term. These key corporate support team members and their responsibilities are:

Nitin Pai, **Chief Technology Officer** • Installation and Implementation of technologies • IT Set Up & Support • Telephony & Administrative Systems • IT & MIS Consulting Services	**Valerie White,** **Executive Vice President of Business Development** • Contract Negotiations & Compliance • Budget & Corporate Liaison • Communications & Customer Satisfaction • Customer Relations • Marketing & Communications Assistance
Jeanne Bellone, **Director of Human Resources** • Orientation Meeting with Transitioning Employees • Administration Tasks such as creating New Hire Packets and employee files • Recruit Interview & Hire New Employees • Performing Background Checks and Compliance Issues	**Cherrie Arbarca** **Safety & Risk Management** • Assist with Training Files for New Employees • Drug & Alcohol Testing & Compliance • Insurance Coverage • Inspection of Facility
Kent McBeth, **Chief Financial Officer** • Insurance & Bonding • Financial Reporting • Accounting & Finance Assistance • Standard Financial Operating Procedures	**Edgar Manansala,** **Human Resources Supervisor** • Orientation Meetings with transitioning Employees • Administrative Tasks such as creating new hire packets and employee files • Performing Background checks and other compliance.

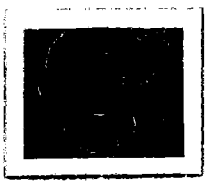
B. Identify by name all project management/supervisory personnel proposed for assignment to this project. Discuss your firm's strategy for ensuring the named personnel remain assigned to this project. For each individual named, provide the following:

a. Resume,
b. Qualifications,
c. Academic and professional training, including accreditation(s), and
d. Any other information the Bidder deems relevant.

Team Experience

Roadrunner is staffed by full-time permanent employees who are top transit leaders working to optimize and manage logistics, efficiency and sustainability. We pride ourselves on loyalty and commitment of our management staff. Each member of this project is committed throughout the term of this RFP, this includes:

Key Management Personnel



Project Manager — Joseph Flores

Roadrunner's Project Manager must be a results-oriented leader, someone skilled in working with fixed transit and Joseph Flores is that Manager. Joseph Flores has 20 years of experience in all aspect of operations. Aside from Joseph's excellent operational performance record at Roadrunner Management Services Inc., with over 15 years as our Fleet Manager and FTA Compliance director.

Joseph Flores will be 100% dedicated to SYVT Public Transi; his responsibilities as Project Manager include, but are not limited to:

- Responsible for the overall daily operation of the fixed route transit services, including scheduling, on time performance, and quality.
- Liaison to the City of Solvang
- Works with the City with technical and strategic planning.
- Ensures that system is properly staffed given requirements and goals.
- Monitors service performance against goals and objectives.
- Generates all operational reporting
- Responds to all customer service compliments and complaints.

Joseph Flores

128 E. Santa Anna Street • Santa Paula, CA 93060 • 805-290-5138 • floresfamily.2007@yahoo.com

A highly experienced Operations Manager who has demonstrated the ability to lead diverse teams of professionals to new levels of success in a variety of highly competitive industries, cutting-edge markets, and fast paced environments. Strong technical and business qualifications with an impressive track record of more than 10 years of hands on experience in strategic planning, business unit development, project and production management, and logistics. Proven ability to successfully analyze organization's critical business requirements, identify deficiencies and potential opportunities, develop innovative and cost-effective solutions for enhancing competitiveness, increasing revenues, and improving customer service offerings.

- ❖ **Relationship Management**
- ❖ **Product Development**
- ❖ **Project Management**
- ❖ **Customer Service**
- ❖ **Training and Teambuilding**
- ❖ **Creating Policies & Procedures**

Work Experience

Office Manager
Calabrese Appraisal Services, Ventura, CA **February 2009-Present**

- Responsible for handling daily clerical functions: typing, phone, filing, and customer services
- Help in preparation of key project proposals and prepare important business reports
- Oversee daily activities directly related to putting together an appraisal report
- Implemented software system to speed up information in recording
- Handled customer inquiries and provided support

Operations Manager **September 2008-February 2011**
United Site Services, Santa Paula, CA

- Oversaw activities directly related to making products or providing services
- Directed and coordinated activities of businesses or departments concerned with the production, pricing, sales, or distribution of products and services
- Reviewed financial statements, sales and activity reports, and other performance data to measure productivity and goal achievement and to determine areas needing cost reduction and program improvement
- Managed staff, prepared work schedules, and assigned specific duties
- Directed and coordinated organization's financial and budget activities to fund operations, maximize investments, and increase efficiency

Fleet Manager **April 2001-August 2008**
Roadrunner Shuttle & Limousine, Camarillo, CA

- Analyzed expenditures and other financial information to develop plans, policies, and budgets for increasing profits and improving services
- Planned, organized and managed the work of subordinate staff to ensure that the work is accomplished in a manner consistent with organizational requirements
- Directed and coordinated organization's financial and budget activities to fund operations, maximized investments, and increase efficiency
- Promoted safe work activities by conducting safety audits, organizing company safety meetings, and meeting with individual staff members
- Oversaw preventative maintenance, repairs, and cleaning of company vehicles

Education

AA in Business Management Oxnard/Ventura College 1998-2000

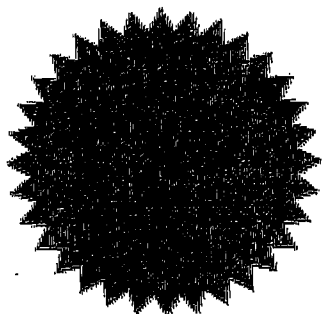
Business Certificate

This certifies that

Joe Flores

has successfully completed the following course

Sexual Harassment Training



Samuel T. Dulin Sr.

Samuel T. Dulin Sr.

Corporate Safety Manager

September 2nd, 2014

[redacted]

Certificate of Attendance

"New California Laws for 2015 That Impact Employers"

- California's new paid sick leave law
- New Federal overtime requirements
- Harassment Prevention Training: Prevention of Abusive Conduct
- New Policies Regarding Background Checks
- New Policies Regarding Arbitration Agreements
- New Protections for Unpaid Interns and Volunteers
- New Protections for Undocumented Workers

Presented by

Christopher L. Moriarty, Esq. & Marie D. Davis, Esq.

January 2015– Monthly Workshop

This program, **231933,** has been approved for 1.75 (HR (General)) recertification credit hours toward PHR, SPHR and GPHR recertification through the HR Certification Institute. Please be sure to note the program ID number on your recertification application form. For more information about certification or recertification, please visit the HR Certification Institute website at www.hrci.org.

Please retain this memo for your records. You will need this information for your recertification application. Duplicate copies will not be available.

Name: Joe Flores **Date:** 1/30/15

The use of this seal is not an endorsement by the HR Certification Institute of the quality of the program. It means that this program has met the HR Certification Institute's criteria to be pre-approved for recertification credit.

HR CERTIFICATION INSTITUTE • SHRM-APPROVED • 2015 •

[redacted]

Certificate of Attendance

WORKPLACE CONFLICT RESOLUTION

"The Science and Psychology for Effective Solutions"

- Why it's important to learn the culture, behaviors and values within an organization.
- Why you cannot communicate effectively without conflict resolution protocol.
- What are the values needed within an organization to affect real solutions to conflict?
- Why conflict is both a challenge and an opportunity for growth, change and consensus.
- What works and what doesn't . . . are rules for fair fighting effective?

Presented by:

Ronald M. Supancic, Esq. of "The Law Collaborative Los Angeles"

www.thelawcollaborative.com

August 2015 – Monthly Workshop

This program, 252077, has been approved for 1.75 (HR (General)) recertification credit hours toward PHR, SPHR and GPHR recertification through the HR Certification Institute. Please be sure to note the program ID number on your recertification application form. For more information about certification or recertification, please visit the HR Certification Institute website at www.hrci.org.

Please retain this memo for your records. You will need this information for your recertification application. Duplicate copies will not be available.

Name: Joe Flores

Date: 8-28-15

The use of this seal is not an endorsement by the HR Certification Institute of the quality of the program. It means that this program has met the HR Certification Institute's criteria to be pre-approved for recertification credit.

Certificate of Attendance

is hereby granted to

Joe Flores

Roadrunner Shuttle

to certify that this individual has attended

ADA Motorcoach Training

July 30, 2013

6 Content Hours

Open Doors Organization

Eric Lipp
Executive Director

MADLAND
TOYOTA-LIFT, INC.

TOYOTA
INDUSTRIAL EQUIPMENT

SALES. SERVICE. PARTS. RENTALS & LEASING

OXNARD BRANCH: 501 North Elevar Street • Oxnard • CA • 93030
Telephone No.: (805) 485-7778 • Fax No: (805) 485-7771

Certificate of Completion

Joe Flores

Has successfully completed the Toyota Safety Awareness Forklift Safety Training Class 1, 4 & 5 Forklift Equipment

Roadrunner Shuttle
Company

September 24th, 2014
Date of Class

John Lloyd, Madland Toyota-Lift, Inc.
Instructor

LOCKOUT TAGOUT
Certificate

is presented to

Joe Flores

For

Training in lockout / Tagout Procedure

Cheri L Abarca
Director of Safety

Joe Flores
Fleet Manager

April 18, 2013

Roadrunner Safety and Training Department

BLOODBORNE PATHOGENS
Certificate

is presented to

Joe Flores

For

Training in safe handling and disposition of Bloodborne Pathogens

Sherri L Abarca
Director of Safety

Joe Flores
Fleet Manager

April 18, 2013

Roadrunner Safety and Training Department

HAZMAT COMMUNICATION
Certificate

is presented to

Joe Flores

For

Training in Handling Hazmat Material

Sherri L Alaniz
Director of Safety

Fleet Manager

April 18, 2013

Roadrunner Safety and Training Department

Certificate of Completion

California Environmental Protection Agency

Air Resources Board

Enforcement Division

presents this certificate to

JOE FLORES

on February 11, 2014 at Ventura for

202: Health and Safety

James R. Ryden, Chief
Enforcement Division

Dennis M. Giroux and Associates, Inc.

Training and Awareness for Supervisors and Employees

ROADRUNNER SHUTTLE AND LIMOUSINE SERVICE

In compliance with the requirements of the

U.S. DEPARTMENT OF TRANSPORTATION

Anti-drug Program
And
Alcohol Misuse Prevention Program

A Managers and Supervisors Training, which focused upon the specific, Contemporaneous physical, behavioral, and performance indicators of probable Drug and alcohol use.

_____
Dennis M. Giroux, CEO

_____
Date

Express® EMPLOYMENT PROFESSIONALS

Certificate of Completion

Joe Flores

The Most Valuable Tool you will own is a Mirror

Presented by Jack Smalley, SHRM-SCP, SPHR
Director, HR Learning & Development
Express Employment Professionals

August 19, 2015

"This program 249902 has been approved for 2 (HR (General)) recertification credit hours toward PHR, SPHR and GPHR recertification through the HR Certification Institute. Please be sure to note the program ID number on your recertification application form. For more information about certification or recertification, please visit the HR Certification Institute website at www.hrci.org. The use of this seal is not an endorsement by the HR Certification Institute of the quality of the program. It means that this program has met the HR Certification Institute's criteria to be pre-approved for recertification credit.

CERTIFICATE OF COMPLETION

Joe Flores

CAL/OSHA SAFETY

PRESENTED BY JAMES BORETTI
SAFETY & HEALTH PROFESSIONAL

OSHA®

11/17/15

Express® EMPLOYMENT PROFESSIONALS

Certificate of Completion

Certified Team Supervisor

The Board of Trustees of the Management and Strategy Institute has conferred upon

Joe Flores

The status of 'Certified' with all of the rights and privileges thereunto appertaining to this professional development certification.

Officially Certified On:

07/28/2015

Certified
Management and Strategy Institute
1885474

MSI Certified
Internationally Recognized Certification

CERTIFICATE OF COMPLETION

Joe Flores

2016 Legal Update

Presented by Lonnie D. Giamela
Fisher and Phillips LLP

1/16/16

Express® Employment Professionals

Supervisor Certification

for

A Supervisor's Guide to Reasonable Suspicion Testing

This is to certify that

Joe Flores

has on this date September 2nd, 2014 completed

the training and has been tested on the following

COURSE OF STUDY

Reasonable Suspicion Training for Supervisors

Samuel T. Dulin Sr. (SD)
TRAINER

240 Glenn Drive
Camarillo, CA.
ADDRESS

Certificate of Completion

Certified Team Supervisor

The Board of Trustees of the Management and Strategy Institute has conferred upon

Joe Flores

The status of 'Certified' with all of the rights and privileges thereunto appertaining to this professional development certification.

Officially Certified On:

07/28/2015

Certified
Management and Strategy Institute

1885474

M.S.I. Certified
Internationally Recognized Certification

Certificate of Completion

Lean Six Sigma White Belt Certified

The Board of Trustees of the Management and Strategy Institute has conferred upon

Joe Flores

The status of 'Certified' with all of the rights and privileges thereunto appertaining to this professional development certification.

Officially Certified On:

07/09/2015

Certified
Management and Strategy Institute

MSI Certified
Internationally Recognized Certification

CERTIFICATE OF COMPLETION

Joe Flores

LEGAL UPDATE 2015

PRESENTED BY TODD SCHERWIN
REGIONAL MANAGING PARTNER

JANUARY 29, 2015

Express® EMPLOYMENT PROFESSIONALS

CERTIFICATE OF COMPLETION

Joe Flores

INDISPENSABLE

PRESENTED BY JACK SMALLEY, SPHR
DIRECTOR, HR LEARNING & DEVELOPMENT

JULY 31, 2014

Express® EMPLOYMENT PROFESSIONALS

HR CERTIFICATION INSTITUTE 2014 PRE-APPROVED

"This program, ORG-PROGRAM-206321 has been approved for 2.5 (General) recertification credit hours toward PHR, SPHR and GPHR recertification through the Human Resource Certification Institute (HRCI). Please be sure to note the program ID number on your recertification application form. For more information about certification or recertification, please visit the HRCI homepage at www.hrci.org ."

[redacted]

Certificate of Attendance

"Are Your Employees Acting Like Children?"
A Parenting Class for Employers

Presented by

Alfred J. Landegger, Esq.

Roxana E. Verano, Esq. & Jennifer Raphael Komsky, Esq.

May 23, 2014 – Monthly Workshop

This program, **210522**, has been approved for 1.25 (HR (General)) recertification credit hours toward PHR, SPHR and GPHR recertification through the HR Certification Institute. Please be sure to note the program ID number on your recertification application form. For more information about certification or recertification, please visit the HR Certification Institute website at www.hrci.org.

Please retain this memo for your records. You will need this information for your recertification application. Duplicate copies will not be available.

HR CERTIFICATION INSTITUTE 2014 APPROVED FOR CREDIT

Name: Joe Flores

Date: 5-23-14

The use of this seal is not an endorsement by the HR Certification Institute of the quality of the program. It means that this program has met the HR Certification Institute's criteria to be pre-approved for recertification credit.

[redacted]

Certificate of Attendance

"HELP. . . I Keep Hiring Toxic Employees!"

The DFEH Pre-employment guidelines - What you can and can't ask.
Applicants and employees with medical marijuana cards.
How to manage the chronically absent.

Presented by

Alfred J. Landegger, Esq.

Christopher L. Moriarty, Esq. & Marie D. Davis, Esq.

June 2014 – Monthly Workshop

This program, **212890**, has been approved for 2.0 (HR (General)) recertification credit hours toward PHR, SPHR and GPHR recertification through the HR Certification Institute. Please be sure to note the program ID number on your recertification application form. For more information about certification or recertification, please visit the HR Certification Institute website at www.hrci.org.

Please retain this memo for your records. You will need this information for your recertification application. Duplicate copies will not be available.

Name: Joe Flores

Date: 6/27/14

HR CERTIFICATION INSTITUTE 2014 APPROVED FOR CREDIT

The use of this seal is not an endorsement by the HR Certification Institute of the quality of the program. It means that this program has met the HR Certification Institute's criteria to be pre-approved for recertification credit.

DGS CALIFORNIA DEPARTMENT OF GENERAL SERVICES

Defensive Driver Training - Online
Self-Certification Acknowledgement

I hereby certify: Joe Flores

"I have completed this training with individual effort and agree to comply with the information contained in this course."

Joe Flores			3/18/14
Employee Name		Employee Signature	Date
Received By: Ed Moore			3-18-14
Supervisor Name		Supervisor Signature	Date
DGS Safety		#3545	
Division Name		Unit/Office Name	

Certificate of Completion

California Environmental Protection Agency

Air Resources Board

Enforcement Division

presents this certificate to

JOE FLORES

on July 11, 2013 at Ventura for

511: Diesel Exhaust After-treatment Devices

James R. Ryden, Chief
Enforcement Division

[redacted]

Certificate of Attendance

"EMPLOYMENT ISSUES IN THE DIGITAL AGE"

The Legal and Ethical Implications of Social Media

- How do you create a viable Social Media Policy?;
- How does the Electronic Communications Privacy Act affect Employers?;
- What are the Stored Communications Act Prohibitions?;
- How do Employers comply with State and Federal Discrimination Statutes?; and
- What is HR's role in monitoring Employee's use of Social Media?

Presented by

Christopher L. Moriarty, Esq. & Marie D. Davis, Esq.

Guest Speaker: ***Muhannad Malki, V.P. of inTouch Insurance Services***

"Malki" is a seasoned 21 year veteran in managing risk, and more specifically, Cyber Security risk issues plaguing Employers across the Nation.

May 2015 – Monthly Workshop

This program, **245778,** has been approved for 1.75 (HR (General)) recertification credit hours toward PHR, SPHR and GPHR recertification through the HR Certification Institute. Please be sure to note the program ID number on your recertification application form. For more information about certification or recertification, please visit the HR Certification Institute website at www.hrci.org.

Please retain this memo for your records. You will need this information for your recertification application. Duplicate copies will not be available.

Name: Joe Flores **Date:** 5/29/15

The use of this seal is not an endorsement by the HR Certification Institute of the quality of the program. It means that this program has met the HR Certification Institute's criteria to be pre-approved for recertification credit.

[redacted]

Certificate of Attendance

"Who's The Boss" Joint Employer Developments In Discrimination, Labor and Wage & Hour Law

How to Determine whether an individual is an independent contractor;
How to manage the risks of utilizing the services of unpaid interns and volunteers;
How to ensure that contractual relationships minimize joint employment liability; and
How the law affects employer liability for those using staffing/leasing agencies

Presented by

Christopher L. Moriarty, Esq. & Marie D. Davis, Esq.

February 27, 2015– Monthly Workshop

This program, **237143,** has been approved for 1.75 (HR (General)) recertification credit hours toward PHR, SPHR and GPHR recertification through the HR Certification Institute. Please be sure to note the program ID number on your recertification application form. For more information about certification or recertification, please visit the HR Certification Institute website at www.hrci.org.

Please retain this memo for your records. You will need this information for your recertification application. Duplicate copies will not be available.

Name: Joe Flores

Date: 2/27/15

The use of this seal is not an endorsement by the HR Certification Institute of the quality of the program. It means that this program has met the HR Certification Institute's criteria to be pre-approved for recertification credit.

CERTIFICATE OF COMPLETION

Joe Flores

CAL/OSHA Safety

Presented by James Boretti
Safety & health professional

OSHA®

October 23, 2014

Express® Employment Professionals

CERTIFICATE OF COMPLETION

Joe Flores

Refresh Leadership LIVE

Presented by Express Employment Professionals

Wednesday, April 17, 2013

Guy Kawasaki - ORG-PROGRAM-130329
Terry Bradshaw - ORG-PROGRAM-130331
Amanda Gore - ORG-PROGRAM-130335

The use of this seal is not an endorsement by the HR Certification Institute of the quality of the program. It means that this program has met the HR Certification Institute's criteria to be pre-approved for recertification credit.

SPHR® ■ PHR® ■ GPHR®
Approved Provider
HRCI®

Each of these programs has been approved for one (General) recertification credit hour toward PHR, SPHR, and GPHR recertification through the HR Certification Institute (three hours total for the full Refresh Leadership Live program). Please be sure to note the program ID numbers on your recertification application form. For more information about certification or recertification, please visit the HR Certification Institute website at www.hrci.org.

Certificate of Training

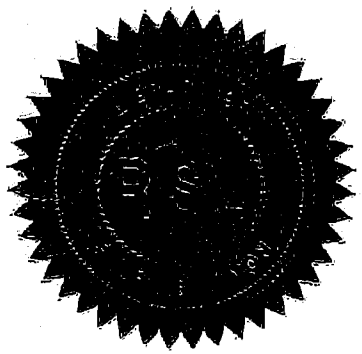
Joe Flores

has successfully completed the training program requirements for the

Drivers Hours of Services/Logbooks (2 hours)

Awarded this 27th day of March, 2013

FMCSR Sec. 395 & Title 13 CCR



Ralph S. Limón, Motor Carrier Advisor

Certificate of Training

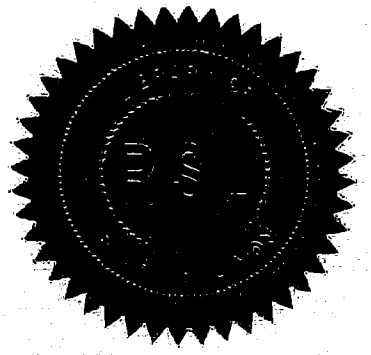
Joe Flores

has successfully completed the training program requirements for the

Supervisors Drug & Alcohol Detection (3 hours)

FMCSR 382.603 & Sec. 34520 CVC

Awarded this 27TH day of MARCH, 2013



Ralph S. Limón

Ralph S. Limón, Motor Carrier Advisor

Certificate of Training

Joe Flores

has successfully completed the training program requirements for the

Commercial Motor Vehicle Safety Program (4 hours)

FMCSR, Calif. Vehicle Code, Title 13 CCR

Awarded this 17TH day of MARCH, 2013

Ralph S. Limón

Ralph S. Limón, Motor Carrier Advisor

Supervisor Certification

for

A Supervisor's Guide to Reasonable Suspicion Testing

This is to certify that

JOSEPH FLORES

has on this date FEB 6TH 2012 completed

the training and has been tested on the following

COURSE OF STUDY

REASONABLE SUSPICION TESTING

Rebecca Perez
TRAINER

240 S GLENN DR
ADDRESS
CAMARILLO, CA 93010

Supervisor Certification

for

A Supervisor's Guide to Reasonable Suspicion Testing

This is to certify that

JOSEPH FLORES

has on this date Nov 2, 2011 completed

the training and has been tested on the following

COURSE OF STUDY

ANTI-DRUG PROGRAM & ALCOHOL MISUSE PREVENTION PROGRAM

DENNIS M GIROUX
TRAINER

240 S GLENN DR
ADDRESS
CAMARILLO, CA 93010

3-D Driver Training
CERTIFICATE OF COMPLETION

THE HARTFORD

Joe Flores
Roadrunner Shuttle

has completed the *Driver Trainer* requirements of
The Hartford's 3-D program of driver training and
is recognized as a course instructor.

Defensive, Decisive, Dependable Driving

William R. Schaffner
VP Loss Control

Course Instructor

10-12-2011
Date of Completion

Chris White **Road/Training Supervisor**

Chris White brings over 10 years of leadership and project management. He is currently our Camarillo Dial-A-Ride dispatch manager and driver safety trainer. He has served as both a dispatcher and driver manager for Roadrunner Shuttle and has recently been recruited to Road Supervisor as well. White is a motivator, encourager and will provide superior involvement to SYVT Public Transit.

Responsibilities

- Reports directly to the General Manager
- Instills a Safety First Culture & Environment.
- Conducts monthly safety meetings.
- Responds rapidly to any incident
- Conducts refresher training.
- Primary Recruiter and Trainer
- Conducts Interviews, back ground checks and ensures all hiring policies and procedures are followed.
- Conducts all accident investigations and works with Joseph Flores to respond to all customer complaints

***See attached at back of proposal for resumes

Management Positions

As noted above, Roadrunner is proposing dedicated staff responsible for management of facilities, safety, operations and maintenance and training.

Roadrunner Technology Solutions

Our General Manager will be primarily responsible for ensuring the effective utilization of the Roadrunner Operator Tablet Application and Drivecam technologies. Additionally, our General Manager and Maintenance Manager have had experience with both of these technologies and will manage the use of these technologies within their respective areas.

Chris White

876 Palmer Avenue
Camarillo, CA 93010
(805) 660-6730
chris@chriswhitepickups.com

WORK EXPERIENCE

Dispatch Supervisor/ Driver Safety Trainer (Camarillo Dial-A-Ride)
Roadrunner Shuttle, Camarillo, CA 11/2013 - Present
Dial-A-Ride dispatch supervisor, Responsible tjat all revenue service vehicles make it to their destination on time. Occasionally, troubleshoot and repair company dispatch software and Android tablets when they have issues. Train new hires in the proper day to day operation of work as a Driver, including Customer Service, proper safety procedures and filling out state and company paperwork.

OWNER, ENGINEER, AND MANUFACTURER
Chris White Pickups, Camarillo, CA 10/2010 - Present
Managing day to day business operations as well as designing, marketing, and manufacturing of electric guitar pickups. I have extensive knowledge of how electromagnets operate and how they affect guitar pickups, wiring, soldering, testing, packaging, shipping, and overall final assembly. Everything that leaves my shop is of the highest quality and craftsmanship with zero compromises made.

TECHNICAL SERVICE REPRESENTATIVE - LEAD TECHNICIAN
Customer Engineering Services, Cypress, CA 01/2008 - 02/2012
Oversaw 10 employees including over 1800 printers. On location installation, troubleshooting, and repair of various types of Printers and Processors. Including Photo Lab Kiosks and PC Servers. Served customers such as Amgen, Technicolor, Warner Bros., Costco, Rite Aid, and Wal-Mart.

PHOTO DEPARTMENT MANAGER
Longs Drugs, Thousand Oaks, CA 02/2005 - 05/2008
Started employment as a part time stocker and became Photo Lab Technician within the year and Manager shortly after that. The Photo Department Manager, including maintaining records to ensure compliance with federal and state laws. As Photo Manager I recommended and ordered Photo Department merchandise, supervised department employees and directed customer service. I received only 100% on all "Secret Shopper" reports during my time there including the highest customer service award given at the time.

PROFESSIONAL SKILLS

- Hardware experience includes PCs, networking, receipt printers, touchscreen, and photo development equipment, Xerox, InfoPrint Solutions (IPS) Workgroup, Cut Sheet, and Impact printers, Cell Phones and Tablets, and sound and video production systems.
- Software experience includes all Windows operating systems, MS Office, Android, and Adobe Photoshop
- Ability to diagnose, troubleshoot, and repair PCs, networks, printers, and Android tablets
- Ability to work independently as well as in a team environment, a self-starter.
- Time management, dependable, with the ability to multi-task and work well under pressure.
- Demonstrated leadership and management skills with strong work ethic.
- Ability to organize events, projects, and work assignments.
- Dispatch trainer and supervisory skills
- Ethical with the judgment to handle sensitive information and materials discretely.
- Extensive customer service experience.

EDUCATION AND CERTIFICATIONS

- Windows OS
- PC Hardware and Peripherals
- Networking
- InfoPrint Solutions (IPS) Workgroup, Cutsheet, and Impact printers (this includes IPS branded Ricoh, Lexmark, and IBM printers)
- Xerox Certified
- Fujifilm Minilab and Dry Lab printers
- Fujifilm film processors
- High School Diploma

C. Identify by title, scope of duties, and proposed wage levels any personnel proposed for assignment to this project. Provide an organizational chart showing chain of command, scope of duties, and percent of time to be assigned to this project.

Title	FTE	Role Description
Project Manager	1	This position is responsible for evaluating vehicle operators, providing passenger safety on board, interaction with customers, making decisions to ensure customer satisfaction, being a 'mentor" for operators, adjustments to and assistance with problem solving, directing of personnel and resources, to maintain on time performance of operations, 24 hours, 7 days a week. The Project Manager will be responsible for retraining of existing operators regarding procedures and practices if necessary to maintain a safe and reliable work force of operators.
Driver / Vehicle Operators	9	Vehicle Operators are the "face" of Roadrunner to our riders. Many times they are the only person a rider will ever see or talk to personally. A driver's responsibility is to operate vehicles on preassigned runs and provide a safe, comfortable and on-time trip to riders. Their focus is to provide every passenger with a safe and happy experience.
Training/ Road Supervisor	1 PT	The road supervisor's role includes the handling of emergencies such as accidents and broken down vehicles, inspection and supervision of operators and assistance with reporting and handling customer comments and complaints.
Utility Worker	1 PT	Utility workers provide coverage for non-revenue service vehicle movement and operations. They provide vehicle transportation on and off route, to and from parking locations, and maintenance transfers. Additionally, utility personnel are responsible for preventative maintenance and upkeep for the operating facility, as well as vehicle fueling, washing and cleaning and general helper support for the maintenance shop as needed.
Dispatcher	1 FT 1PT	All Roadrunner dispatchers assigned to SYVT will be qualified and committed to quality service and cross-trained in customer service and call center activity. Currently, 95% of our dispatchers are bilingual.
Clerical/ Administrative	1 PT	The Administrative/Clerical Support Staff will be dedicated to SYVT and will be responsible for all of the FTA reporting requirements as well as other revenue handling & reports.

Benefits:

Roadrunner Management Services Inc. will continue to offer benefits to existing and new employees and their dependents in accordance with the labor agreement in place. All employees are eligible for benefits at this location. We believe our benefits package will attract and retain quality employees. This maintains the foundation for happy and healthy employees. It is not enough to offer a competitive wage and good benefits if the Human Resources system is a difficult bureaucracy. All of our Human Resources are available online in real time 24/7 for all of our employees.

The following leave categories are available on an annual, non-accrual basis:

- Nine (9) paid holidays
- One (1) sick days

Vacation

- One (1) week after (1) year of employment
- Two (2) weeks after two (2) years of employment
- Three (3) weeks after three to four (3-4) years of employment
- Four (4) weeks after five (5) years of employment

Medical, Dental and Vision Insurance

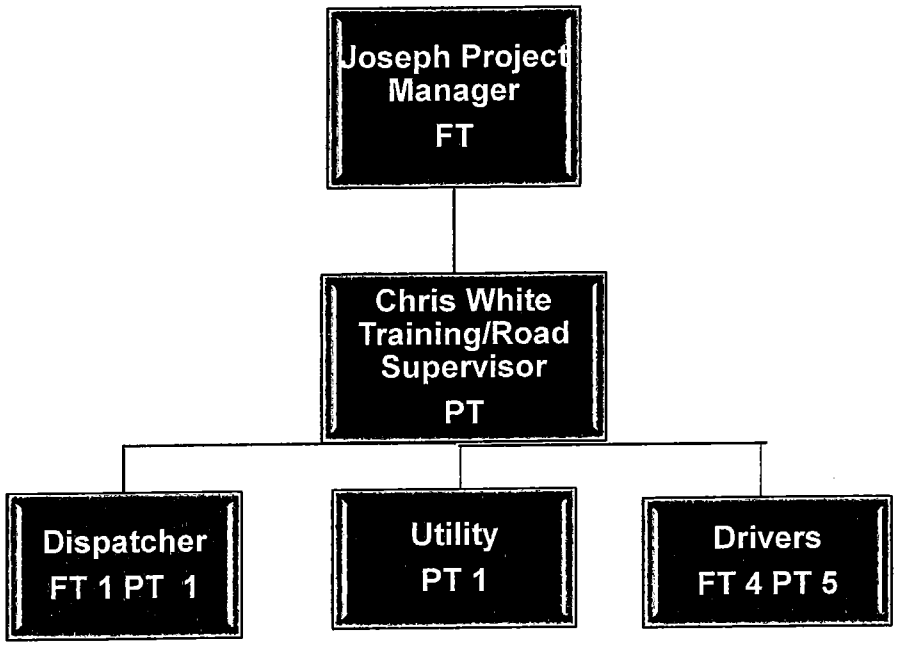
Roadrunner will make available group medical insurance to each full-time and part-time employee on the first of the month following 30 days of employment. The company will pay $500 per month for combined Medical, Dental and Vision insurance for all Full time employee's. The employee is responsible for any costs over this amount.

Uniform Apparel and Supplies

Roadrunner shall designate and approve, according to the Company's policy, all appropriate uniform apparel and supplies that shall be worn whenever an employee is on duty. Upon successful completion of the training period, Roadrunner shall provide at no cost to the employee five shirts, five pants, one tie, one light weather jacket, and a safety vest. Uniforms that are worn out in the normal course of employment will be repaired or replaced at no cost to the employee.

Roadrunner will provide each driver with a footwear allowance of up to $50.00 every 12 months to cover the cost of footwear required by the client. The footwear-allowance will only be paid to new hire employees after 6 months of employment. The Company will only provide the footwear allowance after the employee submits the receipt to management and management approves the style of footwear purchased. The employee will be responsible to pay any cost above the $50.00 allowance.

Organizational Chart



C (con). Describe in detail your firm's experience in providing publicly funded transit services, including the mode(s) for which you are submitting a bid. Discuss up to five (5) examples of transit projects similar in scope. For each, provide the following:

a. Client name and location;
b. Name of contact person, title, and phone number;
c. Term of contract;
d. Type of service (i.e. Dial-A-Ride (demand-response) or fixed-route);
e. Number of vehicles;
f. Number of annual Vehicle Service Hours;
g. Contract amount; and
h. Length of association. If no longer a client, discuss why.

Ventura County Transportation Commission

Roadrunner is contracted with the Ventura County Transportation Commission (VCTC) (governed as a municipality, complying with all municipal ordinances) as the exclusive service operator and equipment provider for the VISTA Intercity Bus Service connecting the cities of Ventura and neighboring Santa Barbara and Los Angeles Counties with the highest level of customer satisfaction, and corporate leadership and oversight.

Client Project Manager:
D. Kettle, Executive Director
Ventura County Transportation Commission (805) 642-1591 ext. 123
dkettle@goventura.org
950 County Square Drive, Suite 207, Ventura, CA 93003

Contract Number Reference:
FY 13-14 Transportation Services, Transportation Equipment

Project Description:
Roadrunner carries up to 3,500 passengers daily and provides Trained/licensed labor, drivers, dispatchers, after-hours customer service, mechanics, detailers, administration and reporting, supervision and management staff supplying vehicles, fuel, maintenance facility and equipment, unifo1ms, and incidentals.

Project Dates:
2012 – present, 4 years

Technical Environment:
Contract amount $6,500,000 based on 60,000 annual revenues/hours.

Vehicles: 32

Roadrunner Staff Assigned: Sue Sandlin, Charles Sandlin, Syed Shadab

Camarillo Area Transit

Roadrunner is contracted with City of Camarillo (governed as a municipality, complying with all municipal ordinances) as the City's Fixed Route and Dial-A-Ride Transit Service. The Dial-A-Ride service is curb-to-curb for general public use and door-to-door for ADA Certified Services that extend to the unincorporated areas of Camarillo, and connect with other area agencies including transfers with the VISTA Bus.

Client Project Manager:
Roe Pulido, Manager of Transit Systems City of Camarillo
601 Carmen Drive, Camarillo, CA 93010

Contract Number Reference: 2012-42

Project Description:
Contract originated to provide supplemental taxi type service and has expanded to an Agreement as exclusive operator providing the public transportation services for the City of Camarillo's Dial-a-Ride Service.
This includes fixed-route, fixed shopper shuttles and fixed afterschool shuttles, as well as the demand response door-to-door services to/from any destination within City of Camarillo service area; providing all trained/licensed labor, management and supervision, call center and customer service, materials, supplies, uniforms, back-up and support equipment, vehicles, fuel, training, and incidentals for the 550 daily riders.
This is similar to SYVT services due to the fact that it services the general public 7 days a week. It connects to VISTA; it accounts for City fare box and makes a deposit each weekday, includes maintenance of the city-owned fleet, but also provides additional Roadrunner owned equipment to supplement the high demand. There is high regard for customer satisfaction. Road supervision is present to make sure fixed route driver announces stops, deploys wheelchair lift for all passengers requiring mobility and is knowledgeable of the entire area's transit system. It differs in that the service is provided with mini buses, the city provides for fuel, the service remains local, and is heavily concentrated in paratransit.
Project Dates:
2009 – present, 7 years

Technical Environment:
Contract amount $1,080,000 based on over 375,000 annual revenue hams.

Vehicles: 16

Roadrunner Staff Assigned: Sue Sandlin, Charles Sandlin

Conejo Valley Unified School District

Roadrunner is contracted with Conejo Valley Unified School District as the fixed, daily bus provider for the Special Education Department.

Client Project Manager:
Janet G. Boland, Transportation Specialist Conejo Valley Unified School District (805) 497-9511 Ext. 1207
jboland@conejo.kl 2.ca.us
1400 E. Janss Road, Thousand Oaks, CA 91362

Project Description:
Contracted to provide the door-to-door daily special needs pupil transportation services for the school district from pupil homes to and from CVUSD-Sumise School with trained/licensed labor, supervision, materials, supplies, uniforms, equipment, vehicles, fuel, training, incidentals and the necessary management.
While this is school bus transportation, the service is similar to SYVT as the contract is procured through RFP and operates on fixed schedule.

Project Dates:
2007 – present, over 9 years

Technical Environment:
Annual contract amount based $93,620

Vehicles: 2

Roadrunner Staff Assigned: Sue Sandlin, Charles Sandlin, Jennifer

First Solar

Client Project Manager:
John Urban, Project Manager First Solar
(602) 414-9300 -
350 Washington St #600, Tempe, AZ 85281 Contract Number Reference: 4800015132

Project Description:
Contracted to provide for commuter bus service with 20 fixed-route buses, including all trained/licensed labor, supervision, materials, supplies, unifo1ms, equipment, vehicles, fuel, training, incidentals, and the necessary management serving approximately 1,500 passengers daily, Monday through Friday.
This is similar to SYVT in how it is
Dispatched each morning, and that it is a fixed-route stringent scheduled
Service. It is long-haul with passengers traveling over 60 miles on one
trip. Conversely to SYVT, this is a private-run service established because there was no Public Transit solution in the area. The private company, however, received federal funding to establish this transportation program for commuters.

Project Dates:
2011-present, 5 years Technical Environment:
Contract amount $4,000,000 based on over 40,000 annual revenue hours.

Vehicles: 24 (mixed motorcoaches and cutaways)

Roadrunner Staff Assigned: Sue Sandlin, Charles Sandlin, James Walker

Chumash Casino Resort

Client Project Manager:

Tim Regnier, Bus Marketing Specialist Chumash Casino Res01i
(805) 686-2163
tregnier@chumashcasino.com
3400 East Highway 246, Santa Ynez, CA 93460

Project Description:

Contracted to provide guest shuttle service with 5 fixed-route buses, including all trained/licensed labor, management and supervision, materials, supplies, uniforms, equipment, vehicles, fuel, training, incidentals, and marketing support.
This is similar to SYVT as it is a fixed-route scheduled service that operates 7 days a week. It is long-haul with passengers traveling over 60 miles on one trip. The service areas are among the cities of Ventura and Los Angeles Counties, and into Santa Barbara County. A large populations of riders are seniors and ADA passengers. Fares are collected on departure. The focus is on quality, customer service. However, this is a privately held agreement with the Reservation and Casino with compensation incentives with ridership increases.

Project Dates:

2011 – present, 5 years

Technical Environment:

Contract amount $500,000 based on over 15,000 annual revenue hours.

Vehicles: 6 (mixed motorcoaches and cutaways)

Roadrunner Staff Assigned:

Desmond Sandlin, Charles Sandlin, Harby Atrash

D. Discuss in detail any restrictions, exceptions, or accommodations that may impact your firm's successful provision of Public Transit contracting services to the City.

Roadrunner does not have any restrictions, exceptions, or accommodations that would impact our ability to successfully contract this service. Conversely we believe Roadrunner is perfectly aligned to exceed all service expectations for the City of Solvang and SYVT. Roadrunner's key advantages are as follows:

Local Corporate Headquarters

Roadrunner's Corporate headquarters is conveniently located just over an hour south of Solvang in Ventura County. This means all of Roadrunners personnel and resources can respond to rapidly to needs of SYVT. We also have extensive experience servicing all of Santa Barbara county and the Chumash Casino and Reservation.

Proven On Time Performance

As noted previously our fixed route on-time performance is stellar. In our other fixed-route partnerships we maintain close to 99%, and Roadrunner has never been cited in any contract for on-time performance violations. This is one area that Roadrunner excels and will improve the service in Solvang.

Increasing Farebox revenue and Ridership

Increasing ridership and farebox revenue is a key concern for SYVT. Roadrunner has successfully developed targeted marketing campaigns to increase ridership, develop new routes as the need arises and educate the public on the risks of fare aversion. Roadrunner will proactively work with SYVT and the City of Solvang to increase ridership and farebox revenues.

City Of Camarillo
601 Carmen Drive • P.O. Box 248 • Camarillo, CA 93011-0248

Office of the City Council
(805) 388-5307
Fax (805) 388-5318

November 14, 2013

Grant Selection Committee

RE: Alternative Fueling Stations

Dear Grant Selection Committee Members:

The City of Camarillo is committed to the development of alternative fueling stations for Advanced Vehicle Technologies. The proposed fueling facility near the existing Metrolink Station will help expand alternative energy transportation choices to local businesses, residents, and freeway visitors. I am also optimistic that this center will eventually be capable of providing hydrogen fuels, which will allow inclusion in the Governor's Hydrogen Highway project.

I will work collaboratively with RRMS to ensure that proposed goals are aligned with the goals of the grant proposal. I believe that our support and commitment will significantly improve the availability of energy efficient transportation in our region.

Thank you for your consideration.

Sincerely,

Mike Morgan
Councilmember, City of Camarillo

GOLETA VALLEY CHAMBER OF COMMERCE

A Head for Business, A Heart for the Community

November 18, 2013

RE: Roadrunner VISTA Proposal

To Whom It May Concern:

The Goleta Valley Chamber of Commerce would like to voice its support for Roadrunner in their application to be the ongoing operator of the Vista shuttle between Santa Barbara and Ventura.

Our Chamber is supportive of transportation solutions that improve commuter services between the two Counties. Our priorities are reliability of service and local business support. Roadrunner's history of service on this contract puts them in a position to carry on the reliable service they have provided in the community.

We encourage the commission to choose a local, experienced service provider for this important contract. As a Goleta Chamber member, Roadrunner has a commitment to the local economy.

Sincerely,

Kristen Miller
President/CEO

5662 Calle Real #204 • Goleta, CA 93117
805.967.2500 • info@GoletaValley.com • www.GoletaValleyChamber.com

November 12, 2014

Charles Sandlin
Roadrunner Shuttle
250 S Glenn Dr.
Camarillo, CA 93010

Charles,

Home fires are the biggest disaster threat to American families. In the course of a year, the American Red Cross responds to approximately 63,000 home fires – one every nine minutes. In some instances, like the multi-unit fire that recently occurred in Oxnard, many families are impacted. Thanks to your contribution of shuttle services, individuals and families affected by this home fire in Oxnard are receiving help and hope as they cope with the damage to or loss of their homes.

I've known your organization to be very supportive of our local Camarillo community for many years. It was wonderful to be able to reach out to you as a respected community leader and ask for your help during this recent disaster. Thank you so much for agreeing to help and committing valuable resources to our efforts.

Thank you again for joining us in delivering our Red Cross mission. With partners like Roadrunner, together, we are a stronger Red Cross and more resilient community.

Sincerely,

Jim McGee

Chief Executive Officer
American Red Cross
Serving Ventura, Santa Barbara, and San Luis Obispo Counties
836 Calle Plano
Camarillo, CA 93012

Oxnard
Chamber of Commerce

November 15, 2013

Mr. Darren Kettle, Executive Director
Ventura County Transportation Commission
950 County Square Drive, Suite 207
Ventura, CA 93003

Dear Darren,

Please consider this a letter of support for RoadRunner Shuttle's bid to continue operating the VISTA buses. The Oxnard Chamber of Commerce advocates the utilization of local vendors whenever possible to keep revenues in our local area.

I followed the news coverage of the unfortunate situation VCTC was in when the previous VISTA operator filed for bankruptcy and ceased operations. RoadRunner stepped up to the plate immediately to fill the void and prevent a lapse in service.

I hope you, your selection committee, and the Commission will take these factors into consideration.

Sincerely,

Nancy Lindholm
President/CEO

400 E. Esplanade Drive, Suite 302 Oxnard, CA 93036 Phone (805) 983-6118 Fax (805) 604-7331 www.OxnardChamber.org

November 13, 2013

Re: Support for Roadrunner and their operation of the VISTA Bus Service

To Whom It May Concern:

The Boys and Girls Club of Camarillo recognizes that Roadrunner contributes many valuable services to youth and families in Camarillo. For the past four years, Roadrunner has supported our Club by assisting us in providing safe, efficient and effective transportation from every school in the area to the Club. This assistance has allowed us to increase our average daily attendance from 200 to close to 400 over that period of time.

After hearing about Roadrunners proposal to continue operation of the VISTA bus service, I was motivated to write a letter on their behalf. I am pleased to say that our organization fully supports their proposal and would ask that your review committee give their proposal serious consideration.

Roadrunner is a very well-run organization and I believe they are the most capable of running the service. I know that they took over the contract with not much time to prepare and ran the service much better than it had been run previously. This success and ability to react to a difficult time crunch exemplifies their capacity for success.

The Sandlin Family is respected leaders in our community and their family business supports this Community 100%. I know that they are committed to excellence and to making each service that their business offers the most successful it can be. I am comfortable in saying that this dedication will continue and the VISTA service will be in good hands for years to come with Roadrunner at the helm.

If you should have any questions or would like for information please feel free to contact me.

Sincerely,

William Locker
CEO

Boys & Girls Club of Camarillo
1600 Temple Ave.
Camarillo, CA 93010
Tel 805-482-9113
Fax 805-388-0799
www.bgccam.org

Camarillo
Chamber of Commerce

Promoting & Enhancing a Positive Environment for Business & Community

November 18, 2013

Darren Kettle
Executive Director
Ventura County Transportation Commission
950 County Square Dr. Suite 207
Ventura, CA 93003

Re: Roadrunner Shuttle VISTA proposal

Dear Mr. Kettle:

I am writing today on behalf of the Board of Directors of the Camarillo Chamber of Commerce in support of Roadrunner Shuttle's bid to contract for the VISTA bus service between the cities of Ventura County and the coastal route to Santa Barbara. Roadrunner Shuttle is an excellent local company that has shown a lasting commitment to our community as well as to public transportation in Ventura County.

Roadrunner Shuttle has already demonstrated its commitment to providing quality public transportation to the residents of Ventura County. When CoachUSA filed for bankruptcy and left VCTC without a provider for bus services, Roadrunner stepped in to fill the gap in services. Since then, Roadrunner has provided quality public transportation services through the VISTA bus program.

Roadrunner Shuttle is also a qualified local vendor that has invested in the local community. Through support of civic organizations and non-profits, Roadrunner has shown that it is willing to give back to the communities it does business in. We believe that by selecting a local company for the VISTA contract, VCTC will not only be getting more responsive customer service, but you will also be investing in our local economy.

I sincerely hope you take these considerations into account when considering the bids for the VISTA bus services. If you have any questions, please do not hesitate to contact me.

Sincerely,

Jennifer Wells
CEO, Camarillo Chamber of Commerce

CANCER SUPPORT COMMUNITY
VALLEY/VENTURA/SANTA BARBARA

November 14, 2013

Mr. Darren Kettle
Executive Director
Ventura County Transportation Commission
Ventura, California

Re: Roadrunner Shuttle

Dear Mr. Kettle:

I am writing to share with you the valuable contribution that Roadrunner Shuttle has made to the Cancer Support Community. For the past five years, Roadrunner has provided transportation services for our Revlon Run Walk Team members, our Latina breast cancer survivors attending Las Mujeres Unidas en Celebracion, and for major donors and volunteers to stewardship events. In addition, Roadrunner Shuttle provides financial support as a major sponsor of our signature Holiday Homes Tour. I am also a member of the Thousand Oaks Rotary and Roadrunner's support for our Chili Cookoff not only helped the Thousand Oaks Rotary support over 35 nonprofit organizations in Ventura County, but helped minimize traffic congestion and a safety hazard on the Hwy 23 during the event.

Local businesses, like Roadrunner, enable the nonprofit community in Ventura County to meet the needs of thousands of residents who depend on our services and programs. We could not meet the growing needs of the community without businesses like Roadrunner. Please consider their demonstrated commitment to the local community, in your decision process.

Thank you for your organization's commitment to serving the transportation needs of the community.

Sincerely,

Suzanne Drace

Suzanne Drace, MBA
President

GREATER CONEJO VALLEY CHAMBER OF COMMERCE

November 13, 2013

To Whom It May Concern:

This letter is to give my highest recommendation to Roadrunner Shuttle.

Roadrunner has long been a highly-respected community partner as well as an integral part of tl business community. The principals in the company, Charles and Desmond Sandlin, have a wide spread and excellent reputation as leaders who have not only grown their businesses and provided jobs, but have done so with the highest level of integrity.

Roadrunner Shuttle stepped up and kept the VISTA bus service from coming to a halt when Coac USA went under; their intervention was seamless and prevented significant negative impact on the many people who relied on those busses.

Roadrunner is consistently available to the community, including numerous non-profits, to help often on short notice. They are always highly professional, thoughtful and strategic. We are ver fortunate to have them serving our community.

If I can provide any further information, please don't hesitate to contact me.

Sincerely,

Jill Lederer, President/CEO

Greater Conejo Valley Chamber of Commerce

600 Hampshire Road #200 • Westlake Village, CA 91361
T: 805.370.0035 • F: 805.370.1083 • ConejoChamber.org

November 11, 2013

Mr. Darren Kettle
Executive Director
Ventura County Transportation Commission
Ventura, California

Dear Darren:

I am writing this letter in support of Roadrunner Shuttle of Camarillo, which I understand is under consideration for an extension of service for Vista Transportation of Ventura County.

My letter is in recognition of the tremendous support Roadrunner Shuttle provides the nonprofit community in Ventura County, including the United Way of Ventura County. In addition to providing financial support as a major sponsor of United Way's annual Spirit of Community Partnership recognition luncheon, Roadrunner has offered transportation services on several occasions to attendees at United Way's annual "Girls Night Out" event.

While this support has been invaluable for United Way, I believe the support we have received is reflective of the type of community engagement that has been tantamount to Roadrunner Shuttle's support throughout the Ventura County community. Literally dozens of nonprofit organizations have benefitted from Roadrunner Shuttle's generosity and kindness. This type of support goes a long way toward the importance of community involvement that only happens because of the total commitment to community that is demonstrated by a local business such as Roadrunner Shuttle. I encourage the Transportation Commission to take this community commitment under consideration during your assessment of Vista service for the future.

Sincerely,

David M. Smith
President & Chief Executive Officer
United Way of Ventura County

CONGRESS OF CALIFORNIA SENIORS

1230 "N" STREET, SUITE 201, SACRAMENTO, CA 95814 • (916) 442-4474 • (800) 543-3352 • FAX (916) 442-1877 • www.seniors.org
Henry L. "Hank" Lacayo, State President
3403 Bear Creek Dr. Newbury Park, CA 91320 805-498-7679 e-mail HankTone@aol.com

November 18, 2013

Mr. Darren Kettle, Executive Director
Ventura County Transportation Commission

Dear Mr. Kettle,

The Congress of California Seniors is a state wide non-profit older adults advocacy and educational organization. We maintain a district office in Ventura County in the City of Camarillo, 4001 Mission Oaks Blvd. In my role as the State President I'm pleased to write this letter in support of Roadrunner transportation services in their quest for approval as the local contractor for the VISTA contract under consideration by VCTC.

We have found Roadrunner to be an exceptional local business entity with great concern for the less advantaged in our community. They have provided free transportation services to older adults to senior information events that we have sponsored and co-sponsored at senior centers, community college, and CSU-CI facilities. Our latest great assist from Roadrunner occurred at the Ventura County Supervisors Senior Summit, held at the CSU-CI campus, in which we also participated as main sponsors (November 2, 2013), saving Ventura County considerable transportation expenses.

Roadrunner has also created a can do reputation as a responsible business organization with great affinity to the needs of the community at large. In addition we believe that they are held in high esteem by the business chambers in which they participate in our county.

We are strong believers of giving our local business interests a front row chance in seeking and being granted contracts offered by city, county or other governmental entities. Because of Roadrunner's good reputation as an honest and well serving local business we are strong believers in their ability to continue the good work they perform in transportation services, and in addition their continuance in making positive and impactful changes in the lives of vulnerable residents in our community. We respectfully request that you and the Honorable members of your Commission look favorably on Roadrunner's quest for the VISTA contract.

Sincerely,

Henry L. "Hank" Lacayo
State President
3403 Bear Creek Drive

The Congress of California Seniors is a broad-based coalition of senior centers and residential facilities, women's clubs, tenant and homeowner associations, faith-based organizations, community service groups, trade union retirees, retired federal/state/local government and public school employee organizations, and other advocacy groups.

ROADRUNNER

- Tab 7
- Price/ Cost Proposal

1.3.3

1.3.3 Reasonableness of Price Proposal

Ideas for reducing annual operating cost

See separate sealed envelope for Price/Cost proposal

COST REDUCTION STRATEGY (Addendum #3)

Partnering with Roadrunner shuttle will provide many cost saving benefits to SYVT. Our COO Charles Sandlin has spent his career creating lean processes and applying six sigma strategies to all of Roadrunners operations. Roadrunner has carefully examined the addenda provided and has also done additional research on the transit service in the City of Solvang. Roadrunner is pleased to offer the following creative Ideas to lower operating costs.

LOCAL HEADQUARTERS AND SUPPORT:

As previously stated in this proposal, Roadrunner's corporate headquarters is located in Camarillo CA, we also have a support location in Goleta, and we run multiple daily buses to Chumash Casino. Having the entire Corporate Team just over an hour away gives SYVT the assurance that our companies full resources are locally available. This includes our full staff of trained operators, support vehicles, and management team. This local advantage reduces cost to the SYTV service because many of the administration fees can be incorporated in house at our local corporate facility. In addition, our COO Charles Sandlin will be personally involved in fulfilling this contract and actually drive the routes and fully understand the needs SYVT has.

Cost Savings Through Roadrunner Proprietary Software and App

In partnering with Roadrunner, SYVT will have the added benefit of free use of our proprietary dispatch software. This means that SYVT will no longer have to pay for usage of the StrataGen Software. Roadrunner's proprietary software provides dispatchers real time GPS coordinates, traffic incidents, and weather updates.

Roadrunner is completing their customized Uber like Roadrunner app for the SYVT Dial-A-Ride Service. Passengers will be able to use their smart phone Geo Location to book a ride and find the nearest vehicle to them if it is available. Or they can book for a time in the future using their location with a couple clicks on their smart phone. All passengers will be able to watch their vehicles location in real time. Passengers will also be able to log into a website to verify all of their reservations for the next forty-eight (48) hours to make sure they have booked a reservation and the information is correct.

INCREASE DIAL-A-RIDE RIDERSHIP

Roadrunner has a local team of experienced professionals who evaluate the route efficiency of each contract we are awarded. Though use of 24 years' experience and our proprietary scheduling and dispatching computer software, Roadrunner will increase the passengers per vehicle to 4.0 passengers per hour which will reduce the total hours required to service the Dial-A-Ride. Roadrunner will be able to maximize the Route efficiencies and minimize wasted hours/miles.

ON-TIME PERFOMANCE AND CUSTOMER SERVICE

Studies show that when bus service is on-time and customer interaction is positive, that ridership increases. As previously stated Roadrunner boast a near 99% on-time performance in our Dial-A-Ride service and fixed route transit. Customers are more likely to ride when their buses arrive on time and they are treated with the utmost respect. Roadrunner's proven track record will benefit SYVT and save on overall operating cost.

PAST SUCCESS IN REDUCING COST

In 2012 Roadrunner took over the Vista fixed transit route in Ventura County. Through our team's innovation we were able to successfully take over and run 30 fixed route buses at a cost close to $1 million dollar lower then next closest competitor. Roadrunner has cut out unproductive routes and also added routes that brought more value. Our state of the art on-boarding system allows 30% quicker time of onboarding and off-boarding passengers allowing for faster pull out times. Our past success is a great indicator of the future success Roadrunner will have partnering with SYVT.

First Name

Last Name

Mobile Number

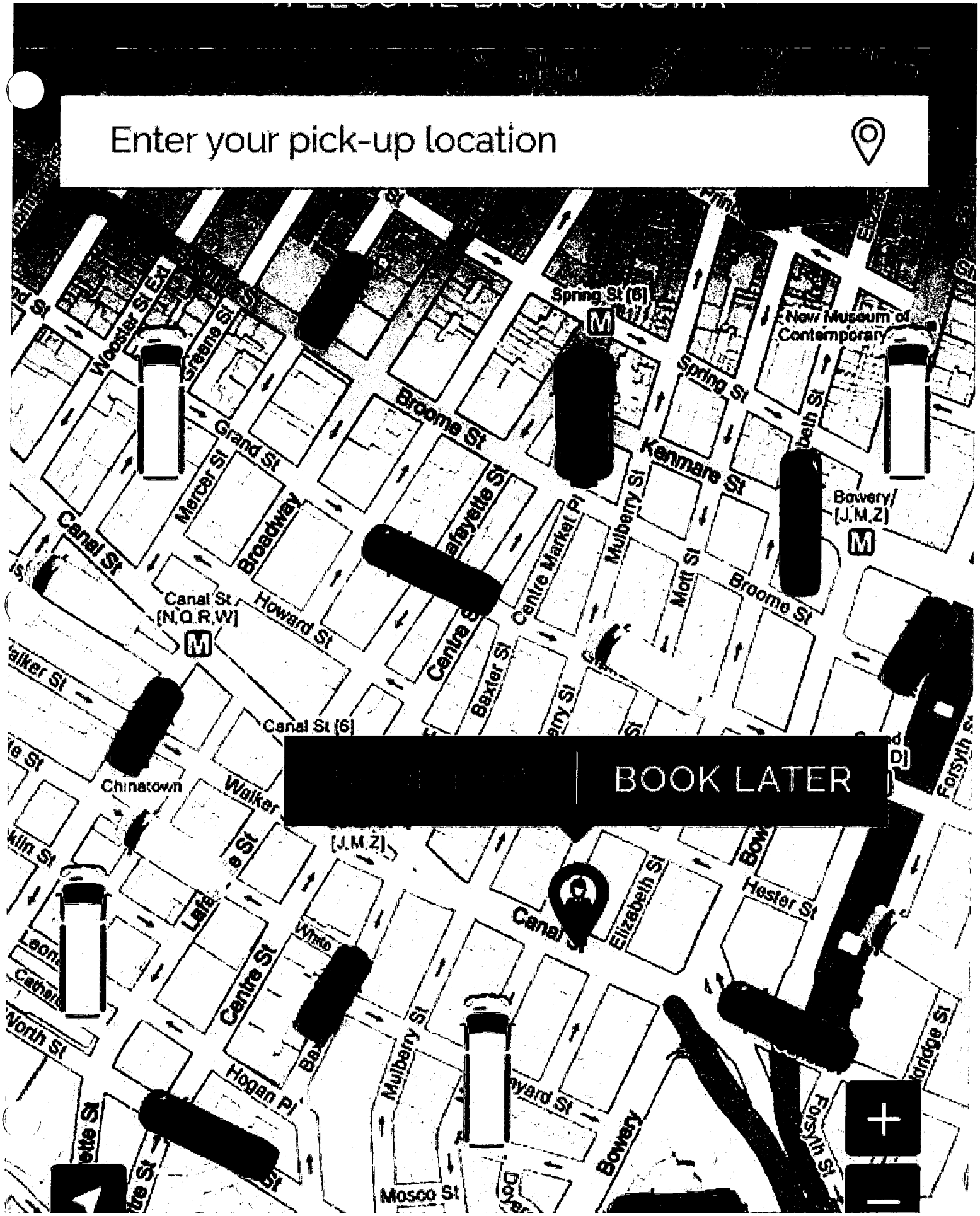
Email Address

Password

Confirm Password

I agree to Terms of Service

Confirm Registration


Enter your pick-up location
BOOK LATER
Spring St (6)
New Museum of Contemporary
Bowery [J,M,Z]
Canal St [N,Q,R,W]
Canal St (6)
Chinatown
Broome St
Grand St
Howard St
Kenmare St
Spring St
Mercer St
Broadway
Lafayette St
Centre St
Mulberry St
Mott St
Baxter St
Elizabeth St
Hester St
Forsyth St
Walker St
Hogan Pl
Mosco St
Bowery

Option A

Roadrunner Management Services prefers to leave our Technical Proposal as it is with no changes except for a reduction in price for 54.06 per hour. Please see option A below;

Option A COST/PRICE PROPOSAL										
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	OPTIONAL YEAR 1	OPTIONAL YEAR 2	OPTIONAL YEAR 3	OPTIONAL YEAR 4	OPTIONAL YEAR 5
	FY 2016/17	FY 2017/18	FY2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
YVT Unit Cost per Revenue Hour	$54.06	$55.41	$56.79	$58.21	$59.67	$61.16	$62.69	$64.25	$65.86	$67.51
YVT Estimated Annual Revenue Hou	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699
SYVT Total Cost (Unit Cost x Annual Revenue Hours)	$524,279.45	$537,386.43	$550,821.09	$564,591.62	$578,706.41	$593,174.07	$608,003.42	$623,203.51	$638,783.59	$654,753.18

Option B

This proposed option would cut our Project Manager's hours to a part time employee at 20 hours a week, and include dropping our profit with no changes to the scope of work or services and no additional services. This option includes cutting the hours of Joseph Flores to 20 hours a week and changing him from dedicated to undedicated to the City of Solvang the rate would be $50.22 per hour.

Option B COST/PRICE PROPOSAL										
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	OPTIONAL YEAR 1	OPTIONAL YEAR 2	OPTIONAL YEAR 3	OPTIONAL YEAR 4	OPTIONAL YEAR 5
	FY 2016/17	FY 2017/18	FY2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
YVT Unit Cost per Revenue Hour	$50.22	$51.48	$52.76	$54.08	$55.43	$56.82	$58.24	$59.70	$61.19	$62.72
YVT Estimated Annual Revenue Hou	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699
SYVT Total Cost (Unit Cost x Annual Revenue Hours)	$487,083.78	$499,260.87	$511,742.40	$524,535.96	$537,649.36	$551,090.59	$564,867.85	$578,989.55	$593,464.29	$608,300.90

Trolley Option

Roadrunner currently manages the Camarillo and Westlake Trolley since the service has commenced we have had great success. Camarillo and Westlake residents enjoy riding it to local businesses for free. Since the trolley service started, it has increased sales at local stores and increased all-around profit in the City of Camarillo and Westlake therefore making it beneficial to continue to not charge to ride the trolley. Should the City of Solvang elect to start a trolley service, RMS proposes that we adapt our Camarillo Trolley tracker software to show where the Solvang Trolley is in real time. Our live trolley tracker is available to view www.camarillotrolley.com/ and http://www.westlaketrolley.com

The only additional cost to the City would be the capital cost of the trolley. The City could either do a capital lease of a trolley from Roadrunner at $3,500 per month or buy a trolley. The trolley tracker,maintenance and drivers for the trolley would be at no additional cost to the original bid of 54.32.

Thank you for considering Roadrunner's Best and Final Offers (BAFO). We hope that one of these options is suitable to SYVT and the City of Solvang and look forward to commencing the contract on July 1, 2016.

Sincerely,

Sue Sandlin
(805) 732-3535 cell

May 2, 2016

ADVANCE CALENDAR

Below is an Advance Calendar of anticipated agenda items. The dates are tentative but reflect an overview of items to come. Items on this advance calendar are subject to change. Final agendas will be available on-line and at City Hall at least 72 hours prior to the meeting date.

MEETING DATE	AGENDA ITEM	ACTION
MAY 23, 2016	Resolution- Request for Consolidation of Election	Adopt
	Resolution Calling & Giving Notice of a General Municipal Election	Adopt
	Resolution adopting Regulations for Candidates to Elective Offices	Adopt
	General Plan Conservation/Open Space and Safety Element Updates	Approve
	Amend Appropriation Limit for FY 2016-17	Approve
JUNE 13, 2016	Ratify Appointment to Library Advisory Committee	Approve
	Public Preliminary Budget Hearing	Review
	Alamo Pintado Creek Bike-Ped Bridge Update & Funding Agrmt	Discuss
JUNE 27, 2016	Final Adoption of Budget	Approve
	City of Solvang / Teamsters 986 MOU	Approve
	Solvang/Buellton MOU for Recreation Programs	Approve
JULY 2016	Conveyance Ordinance Update / Conveyance Renewals	Approve
	Extension of Vacation Rentals Urgency Ordinance	Approve
	Appoint Voting Delegate for LOCC Conference	Appoint
	Review and Adopt the Investment Policy	
**Public Notice Required*	Capital Improvement Plan	Approve
**Public Notice Required*	Citywide Sidewalk Master Plan Public Workshop	Workshop
AUGUST 2016	Direction to Voting Delegate on LOCC Resolutions	Review
	Wireless Telecommunications Facility Regulations	Adopt
SEPTEMBER 2016		
OCTOBER 2016	Fiscal Year 2015-16 Financial Review	Review
NOVEMBER 2016	Annual Water and Sewer Rate Increases	Consider
	Halloween Haunted House Donation Acceptance	Accept
DECEMBER 2016	Results of Election and Installation of New Mayor/Councilmembers	Accept
	Appointment to Boards and Commissions	Approve

JANUARY 2017		
FEBRUARY 2017	2015-16 Comprehensive Annual Financial Report (CAFR)	
Unscheduled		
	Resolution of Intent re: Installment Sale Water Revenue Bonds	
	Citywide Sidewalk Master Plan	
	Public Workshop on City of Solvang Goals	
	Ordinance Amendment-Water Softeners & Snowbird Meter Fees	
	Model Water Efficient Landscape Ordinance	
	Storm Water Resource Plan	
	Sphere of Influence/Annexation Study	
	Marijuana Cultivation & Delivery Ordinance First Reading	
	Building Fee revisions/California Code Check Agreement	
	Wireless Facilities Regulations	
	Findings of SYCSD Recycled Water Planning Study	
	Resolution of Support for SBCAG Regional Bike & Ped Plan	
	NPDES Permit Trash Amendment Summary	
**Public Notice Required*	Measure A 5-Year Local Program of Projects (2nd Mtg in March 2017)	
	Solvang Mesa LLMD Resolution of Intent (1st Mtg in March 2017)	
**Public Notice Required*	Solvang Mesa LLMD Resolution of Assessment (1st Mtg in Apr 2017)	
	Warrant Register (1st meeting of each month)	*Approve*
	Sheriff's Department Report (2nd meeting of each month)	*Receive*
	SCVB Report (2nd meeting of each month & biennial report)	*Receive*
	Fire Department Report (Quarterly)	*Receive*
	VisitSYV Report (Quarterly)	*Receive*